

Chairman: Cllr Ian Kitson

Clerk: Mrs Miriam Edwards
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MINUTES OF THE ORDINARY PARISH COUNCIL MEETING

Monday 20th November 2023 at 7.30pm, held at the Hurstbourne Tarrant Community Centre.

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Councillors present:

Cllr Ian Kitson (Chairman)

Cllr Mark Thomas (Vice Chairman)

Cllr Louisa Russell

Cllr Jamie Williams

Cllr John Bentley

Cllr Neil Hedger

Clerk

61. APOLOGIES FOR ABSENCE

61.1 Apologies were received from Councillors Kirsty and Phil North.

62. DECLARATIONS OF INTEREST

62.1 There were no declarations of interests relating to items on the agenda, or requests for dispensations, in accordance with the Council's code of conduct.

63. MINUTES OF THE PREVIOUS MEETING

63.1 Cllr Thomas proposed, Cllr Williams seconded and councillors unanimously agreed and approved the minutes of the last meeting which was held on 16th October 2023, and which were signed by the Chairman.

64. ACTIONS ARISING

64.1 Damaged deer warning sign A343 The Hill – reported online to HCC – Lamberts Transport was the company which owned the lorry which struck the sign.

64.2 Excessive ivy growth on tennis court on KGV – to be tackled as soon as possible.

65. PUBLIC PARTICIPATION

65.1 There were 3 members of the public present.

65.2 A resident mentioned the unsatisfactory response from HCC regarding the Ibthorpe road closure for scaffolding at Swift Cottage. County Councillor Kirsty North was aware and intending to make enquiries into the matter and ensure better communication in the future. Cllr Hedger offered to research this further and liaise with Cllr North.

65.3 Mr Wakeford, Parsonage Farming Ltd, wished to share some upcoming events:

- a Christmas Tree lighting event on 15th December at St Peters Church HBT with refreshments in the Parsonage Farm barn after;

- a Ceilidh on 12th January at Parsonage Farm with all proceeds to St Peter's Church;

- planting of 8,000 trees with some disruption to footpaths. This would affect Doles Wood footpaths and the footpath above Dean Rise. The planting was due to start the first two weeks of December.

66. PLANNING

Councillors discussed the following applications:

- 66.1 23/02862/FULLN – 9 Hillside, Upton – demolition of outbuilding and erection of extension, installation of chimney, rooflights and sun pipe. Cllr Williams reported that there was nothing within the application which was openly controversial and that the majority of the houses in the road had been extended in a similar way. There were no objections on the website from residents. No comment.
- 66.2 23/02776/LBWN – 2 & 3 Marine Terrace, The Dene, HBT – replacement of 4 windows & 2 front doors. Cllr Williams explained that the replacement of windows in listed buildings which had decayed to a severe extent was an eventual necessity and any issues with the application would be dealt with by the conservation officer. No comment.
- 66.3 23/02792/VARN – Bank Tree Farm, Ibthorpe – variation of 19/01783/FULLN Convert stable to ancillary accommodation – to allow for existing rooflights to be changed to conservation type and x1 additional conservation rooflight.
- 66.4 23/02793/LBWN – Flint Barn, Bank Tree Farm, Ibthorpe – replacement of x2 standard rooflights with conservation rooflights and the installation of an additional conservation rooflight.

Regarding the above two applications, Cllr Williams stated that the Enforcement officer must have been involved because of the variation. The roof lights were not large and there would unlikely be any marked impact further up the hill. No comment from the Parish Council.

- 66.5 23/02704/FULLN – Valentines, The Dene, HBT – change of use of existing 1-bedroom residential annexe, forming the upper level of the garage barn outbuilding, as a separate apartment (dwelling) to be managed as rental or tourist accommodation. Cllr Williams explained that this was the first formal ‘bed & breakfast’ application the Parish Council had received. There was plenty of parking and the access was satisfactory, and there had been no objection from Highways. The debate was whether it should be restricted to temporary/holiday accommodation for a certain amount of time of year, otherwise it would eventually become a separate dwelling and whether there were any negatives of it being a separate dwelling. There was a similar property in Upton which had been applied for in the same circumstances but was being permanently occupied. There were no external changes to the application and the dwelling part was to be in the upstairs of the building (downstairs was storage and garaging). Cllr Hedger lived the closest to the premises and could not foresee any impact and noted that there had already been someone living in the building temporarily. There were no Village Design Statement issues to consider and not creating any additional visual impact. No comment.
- 66.6 23/02629/FULLN & 23/02630/LBWN – Rookery House, The Hill, HBT - replace conservatory with single storey glazed extension, convert gym in annex to ancillary guest accommodation, together with replacement doors. Cllrs Williams stated that the conservation officer would have considerations, but the plans were in keeping with the house. The guest accommodation would be ancillary and not to be used as a separate dwelling. There would be no negative external impact and no access applications or changes to the boundary wall. No comment.
- 66.7 23/02861/TREEN* - Lower Farm, Church St, HBT – T1 Elm – crown reduce by up to 3m, reduce width by 3m ; T2 Horse Chestnut – crown reduce by up to 4m on drive side, raise lower canopy to gain 5m clearance, reduce height by 3m, reduce width by 4m ; T3 Norway Maple x5 – crown reduce in copse area by up to 5m,

- reduce height by 5m, reduce by up to 5m ; T4 Iron wood – fell. There would be no impact as a result of the works so the matter could be left to the tree officer to deal. No comment.
- 66.8 23/02894/TREEN* - The Old Malt House, Horseshoe Lane, Ibthorpe – T1 Yew: crown reduce by up to 3m. No comment.
- 66.9 23/02784/TREEN* - The Old House, Ibthorpe – T1 Magnolia – sympathetically reduce canopy to a finished height of 4m, reduce lateral spread by 1m. No comment.
- 66.10 21/01020/FULLN - The Atchen Tan, Netherton Road – appeal decision. The inspector allowed the appeal for 3 years temporary occupation, which was a satisfactory result for the community and the occupants. All of the Parish Council's requests for conditions were taken into consideration, and the openness of the common which contravened the application for adverse possession. In theory, with the applicants not having ownership of the land, permission could not be given for the installation of a water supply, but as they had lived there for 10 years, that did not need to be a condition for owning the land. At the end of the 3-year occupation, the dependent children would be over the age of 16 (school age), and also gave the 3 years required by TVBC to develop the traveller report. The consent was only for the applicants and their dependent children. The adverse possession claim was continuing, with no date for a tribunal.
- 66.11 Cob Barn, Ibthorpe update – Cllr Williams had received information from the conservation officer, updating that the applicant's architect had been asked for more information and better plans. As and when the time came for the Parish Council to comment, it was hoped that the application would be better developed and reduce the impact on the area, as it was accepted that the barn required development to preserve it.

* In the case of Conservation Area notifications, the Local Planning Authority does not have the ability to refuse these works. In the event that there are justifiable reasons to oppose the proposals then the Council will have to make a Tree Preservation Order before the expiry of 6 weeks from when the notification was received.

67. COUNCILLORS' UPDATES

- 67.1 Cllr Hedger updated that bad weather had curbed Community Speedwatch sessions, but they were continuing where possible.
- 67.2 Cllr Bentley reported that quotes had been received to replace the zipwire and teen shelter on KGV, the TVBC Community Asset Fund was open for applications, and the clerk reported that there should be sufficient funds in the Section 106 developer contribution funds to match any grants. The CAF would close in January with results and funding available in March 2024.
- 67.3 Cllr Thomas had purchased some signage which could be moved around to encourage the clearing up of dog mess, as the situation was beginning to become a problem again.
- 67.4 Cllr Thomas had extended an invitation to the new owner of Ponting's Yard, Church St, to ask them to outline their intentions.
- 67.8 Cllr Thomas highlighted the tree in the paddock opposite Dalton House and next to Shepherd's Peace, Church St, which was believed to be a dog willow with a hollow trunk. It was leaning badly over the fence, encroaching on the pavement. Its roots had been the issue with the blocked pipe when the road flooded in 2014. He

- questioned whether a safety inspection had been carried out on the tree. Cllr Williams would make enquiries with the landowner.
- 67.9 Cllr Thomas asked whether a contribution could be made towards the Swifts Christmas lunch as it was low on funds. As this was a Parish Council initiative and meetings were already funded by the Parish Council, it was agreed to give £100 towards the event as it would benefit those in the community who wished to attend.
- 67.10 Cllr Kitson updated on a meeting he had with the owner of Little Hens nursery in The Crescent, HBT, because of complaints from neighbours regarding parking problems. The owners would arrange for staggered starts and pickups to reduce the problem.
- 67.11 Cllr Kitson wished to thank the volunteers for their work on Dene Green, strimming the ditches in readiness for any water from Netherton and tidying the trees.
The clerk reported that the Netherton well was about 10m below the trigger point for the spring to rise.
- 67.12 Cllr Williams updated that the salt/grit bin at Lockes Drove had been refilled. He would also check the two in Upton, and Cllr Kitson would check the HBT bins (The Hill, The Crescent and Dines Close).

68. CLERK'S REPORT & CORRESPONDENCE

- 68.1 The clerk had driven around the Parish with County Cllr Kirsty North the previous week, to update on the River Swift, which had already started to flow, very early, and pointed out the ditches and verges along the Bourne Vallely which required attention (Windmill Hill, Upton concrete gulley, etc). She saw the work carried out on Dene Green by the Parish Council (new ditches, gulley, clearance plus recent replacement of manhole cover by the bus shelter). Cllr North was keen to pursue the upgrade of the two 300mm pipes and the 600mm pipe under The Crescent. Regarding potholes and other road issues, her advice was to keep reporting via the online portal and to advise her of any urgent issues which she could pursue. Although funding was under pressure, there were still budgets for responsibilities. Several consultations would be published in the future to gauge public views on particular areas such as gritting.
- 68.2 The planting of around 50kg of spring bulbs was due to take place the following weekend after the meeting. This was part of the traffic calming project, to 'green' the village particularly along the main A343.

69. ALLOTMENTS

- 69.1 Councillors reviewed and agreed the allotment risk assessment and the allotment tenancy agreement. The water charges for the summer had not been particularly excessive, and the annual expenditure was not expected to exceed rental income. All plots were still rented out, although a few had not been cultivated during the summer. Councillors considered the suggestion of approaching those who had appeared to struggle to maintain their plots and offer to halve them, giving those on the waiting list an opportunity to share and have a quarter plot. Councillors agreed to offer this option and for it to be a formal tenancy.
Cllr Kitson highlighted a possible issue with family members taking over from a tenant no longer able to cultivate their plot and therefore inheriting a maintained allotment. It was agreed this would be acceptable provided the family member also

lived within the Parish. Clerk tasked to draft wording for the tenancy agreements and for contacting tenants in January.

70. ANNUAL REVIEW OF COUNCIL POLICIES

70.1 Councillors reviewed the following documents. The clerk advised that there had been no legislation come into force to require any changes. Councillors agreed no changes were required to: - Standing Orders ; Financial Regulations ; Risk Assessment (financial) ; Freedom of Information & Publication Scheme; Complaints Procedure. It was proposed by Cllr Kitson and seconded by Cllr Hedger that the council accepted that the policies were in order. Clerk to update the documents online with the dates of review.

71. PROJECT REGISTER

- 70.1 Councillors reviewed the updated project register, which was a working document, updated as necessary.
- 70.2 Cllr Hedger said that the Community Speedwatch chat group had discussed a handheld device, but the group needed more volunteers before justifying this expense.
- 70.3 Cllr Williams advised that the cricket net required some attention and it was worth removing the net out of season to prolong its lifespan.
- 70.4 Cllr Williams suggested some sockets in the KGV field to be able to have moveable goal posts and play 5-a-side across the pitch, and use Section 106 formal sports funds for 5-a-side goals.

72. FINANCE

- 72.1 On the day of the meeting, the bank balance stood at £11,788.15 in the Treasurer’s Account and £18,732.80 in the savings account, including earmarked reserves of £20,225.
- 72.2 The clerk had circulated the payments made since the last meeting. Cllr Russell agreed them as an accurate record.

BACS	24/10/2023	Mrs M Edwards	20.99	Wreath for Centenary Garden
BACS	24/10/2023	Royal British Legion	50.00	Crosses for above
BACS	24/10/2023	Mrs E O’Reilly	136.89	Bulbs for A343 planting
DD	31/10/2023	SSE	7.00	Upton phone box elec supply
DD	1/11/2023	TVBC	111.54	Grass cutting
BACS	10/11/2023	HMRC	161.40	PAYE Nov
BACS	10/11/2023	Mrs Miriam Edwards	645.60	Salary Nov
BACS	10/11/2023	Mr D Sullivan	52.50	Lengthsman tasks
BACS	15/11/2023	Red76	9.60	Payroll September
DD	17/11/2023	ICO	35.00	Data Protection Regn fee

72.3 Local Government Services Pay Agreement – councillors noted the National Joint pay award for employees and agreed the relevant pay increase for the clerk, which amounted to 28p an hour (to £13.73 per hour) backdated to 1st April 2023.

73. NEXT MEETING

73.1 The next ordinary meeting of the Parish Council was due to be held on Monday 18th December 2023. All residents were invited to attend and stay after the meeting for mince pies and refreshments.

The meeting concluded at 20:37 hrs.



Signed
Chairman