

TICHBORNE PARISH COUNCIL
Minutes of the Meeting of the Parish Council held at the Alresford Golf Club
Tichborne at 6.30pm on Wednesday 7th February 2024

24/39) Apologies.

Mr R Raimes	Chairman
Mr R Foot	Councillor (late arrival)
Mr J French-Brooks	Councillor (late arrival)
Mr A Stewart	Councillor (late arrival)
Mrs S Tattersall	Councillor

Mr J Pett	District Councillor
Mr R Humby	County Councillor

Present.

Mr R Foot	Councillor (from 6.50pm)
Mr J French-Brooks	Councillor (from 6.34pm)
Mr N Kinder	Councillor
Mr A McWhirter	Councillor
Mr A Stewart	Councillor (from 6.42pm)

Mr N Bolton	District Councillor
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Mr B Gibbs	Clerk
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In the absence of the Cllr Raimes (Chairman), Cllr Kinder chaired the meeting.

24/40) Declarations of Interest.

a) There were no declarations of interest made.

24/41) To approve the minutes of the ordinary meeting of the Parish Council of Tichborne held on 14th December 2023. (Previously circulated).

Cllr McWhirter proposed and Cllr French-Brooks seconded the proposal that the minutes of the ordinary meeting of the Parish Council of Tichborne held on 14th December 2023 be approved.

It was **resolved** that these minutes be accepted as an accurate record and they were duly signed by the Chair of the meeting.

24/42) Public Session

There were no members of the public present.

24/43) Reports by the County and District Councillors.

Cllr Bolton spoke about a few items including the Hampshire County Council (HCC) Consultation

HCC has issued a consultation document in early January seeking views on a range of measures designed to achieve savings of £17.5 million to contribute to buying out their currently predicted £132 million deficit by April 2025.

The measures proposed cover a range of services that they currently provide but are not covered by their statutory duty to deliver.

Chairman's signature

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Within our ward, the measures that would likely have greatest effect is the proposal to close the Household Waste Recycling Centres (the ‘tips’) at Bishops Waltham and Alresford. The reasoning behind this is that, as they serve relatively smaller populations, they are inevitably less efficient to maintain than the site at Bar End in Winchester. But, of course, the effect on this Ward would be dramatic, not least as their closure would almost certainly increase the amount of fly-tipping, already a very significant problem and, of which, more below.

Another measure would remove all HCC funding from local bus and community transport services that cannot be run commercially. This includes the number 67 serving Cheriton, Bramdean and West Meon. Since the 67 serves as school transport for Perins at Alresford and The Petersfield School the school journeys would continue to operate, but they may be restricted to school pupils only. All other journeys would be withdrawn

Fly Tipping

The statistics show that the number of recorded incidents in the District as a whole has reduced since Covid – but our lived experience suggests that there has been an increase in the rural areas. Whilst the City Council’s contractor is set targets for the clearance of tips once reported, clear-ups seem to be taking significantly longer.

When apprehended, fly-tippers can either be given a fixed penalty notice (FPN) of up to £400 or prosecuted. Winchester has decided to target its limited resource on prosecuting fly-tippers where there is evidence to support the case over issuing FPNs. Consequently, it has issued relatively few FPNs.

There have been two successful prosecutions in the past two months resulting in fines of £1900 and £2245 respectively with, in each case, the offender receiving a criminal conviction.

There is an argument that the more ‘professional’ fly-tipper who receives an FPN simply prices its cost into their ‘business plan’ but a criminal conviction hurts – or would a higher risk of an FPN deter more ‘one-off’ tips? We would welcome your views on which route should be preferred.

24/44) Finance and Orders for Payment.

a) The Clerk proposed the following orders for payment as follows:

- BT39 Hugo Fox. Website INV-3985 £23.99
- BT40 Alresford Golf Club. Room hire 07-02-24. £25.00
- BT41 Hugo Fox. Website INV-4266 £23.99
- BT42 Grange Farm Partnership. Room hire 14-12-23 £25.00
- BT43 Grange Farm Partnership. Room hire 26-06-23 £25.00
- BT44 B.V.Gibbs. Expenses April 2022-January 2024 £356.39
- BT45 Hugo Fox. Website INV-4551 £23.99
- BT46 HMRC. PAYE/NIC Jan-Feb 2023. £26.37
- BT47 B.V.Gibbs. Salary Feb 2024 £105.30
- BT47 B.V.Gibbs. Salary Mar 2024 £201.50

The Parish Council **resolved** to approve these orders for payment.

b) Grant applications 2024-25

The Parish Council had previously resolved to allocate the sum of £1,900 as its 2024-25 grant fund. The Clerk said that he had written to a number of organisations inviting them to submit a grant application form for consideration. This figure includes a sum of £300 to support the Ukrainian children at Perrins School.

c) To pay all approved grant applications for the year 2024-25 as follows.

i) Tichborne Park Cricket Club. The Parish Council of Tichborne noted that the statutory basis for this item is the Local Government (Miscellaneous Provisions) Act 1976 Section 19.

Tichborne Parish Council having previously considered the grant application for the year 2024-25 from the Tichborne Park Cricket Club **approved** the payment of a grant of £300.00.

Chairman's signature

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ii) St Andrew's Parochial Church Council. The Parish Council of Tichborne noted that the statutory basis for this item is the Local Government Act 1972, Section 137.

Tichborne Parish Council having previously considered the grant application for the year 2024-25 from the St Andrew's Parochial Church Council **approved** the payment of a grant of £300.00.

iii) The Olive Branch Christian Counselling Service. The Parish Council of Tichborne noted that the statutory basis for this item is the Local Government Act 1972, Section 142.

Tichborne Parish Council having previously considered the grant application for the year 2024-25 from the Olive Branch Christian Counselling Service **approved** a grant of £300.00.

iv) Citizens Advice Winchester District. The Parish Council of Tichborne noted that the statutory basis for this item is the Local Government Act 1972, Section 142.

Tichborne Parish Council having previously considered the grant application for the year 2024-25 from the Citizens Advice Winchester District **approved** the payment of a grant of £300.00.

v) Hampshire & Isle of Wight Victim Support. The Parish Council of Tichborne noted that the statutory basis for this item is the Local Government Act 1972, Section 142.

Tichborne Parish Council having previously considered the grant application for the year 2024-25 from the Hampshire & Isle of Wight Victim Support **approved** the payment of a grant of £100.00.

vi) Alresford & District Agricultural Society (A&DAS). The Parish Council of Tichborne noted that the statutory basis for this item is the Local Government Act 1972, Section 144.

Tichborne Parish Council having previously considered the grant application for the year 2024-25 from the Alresford & District Agricultural Society **approved** the payment of a grant of £300.00.

vii) Perins School. The Parish Council of Tichborne noted that the statutory basis for this item is the Local Government (Miscellaneous Provisions) Act 1976 Section 19.

Tichborne Parish Council having previously considered the grant application for the year 2024-25 from the Perins School **approved** the payment of a grant of £300.00.

d) To review the Financial Risk Assessment for 2023-24.

The Clerk said he had updated the Financial Risk Assessment and had uploaded it on to the Parish Council's after the Parish Council had accepted the amendments made to this year's document.

e) To appoint an internal auditor for the year 2024-25.

It was noted that the Parish Council had appointed Lightatouch Internal Audit Services to act as the Parish Council's Internal Auditor for the financial year 2024-25.

f) Tichborne Parish Council Budget 2024-25

The Clerk presented a draft budget for discussion and approval.

It was noted that the Clerk's salary budget was £1,200 in 2023-24 with the salary costs being calculated at a rate of £12.31 per hour (SCP 14 1st April 2021) with up to 10 hours work each month. The Parish Council follows the NJC agreement each year. The Clerk informed the meeting that there were two outstanding pay awards to be dealt with.

The 2022-23 award was published in November 2022 and was backdated to 1st April 2022. From 1st April 2022 the pay scales changed from a rate of £12.31 per hour to that of £12.31 per hour.

It was **resolved** to approve the 2022-23 pay award.

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Following on from this it was noted that the 2023-24 award was published in November 2023 and was backdated to 1st April 2023. From 1st April 2023 the pay scales changed from a rate of £13.31 per hour to that of £14.31 per hour.

It was **resolved** to approve the 2023-24 pay award.

It was **resolved** to set the Clerk's salary budget as £1,820 for the year 2024-25.

It was agreed to allocate a budget of £230 to cover the cost of the Parish Council's Internal Audit in 2024-25

Between meetings, the Clerk had sent grant application forms to the St Andrew's Church PCC, Tichborne Park Cricket Club, The Oliver Branch Christian Counselling Service, the Alresford & District Agricultural Committee, Hampshire and Isle of Wight Victim Support, The Perins School and the Winchester Citizen's Advice Bureau.

It had been resolved to allocate each of these organisations a total of £300 (three hundred pounds) each except for Hampshire and Isle of Wight Victim Support where £100 was set aside.

Other expenses that would normally to be considered are the room hire costs for each meeting, the fees relating to membership of the Hampshire Association of Local Councils (HALC) and the Information Commissioner's Office (ICO) annual registration fee. Consequently, the figures £165 for the HALC fee and £40 for the ICO fee were allocated to each of these items.

Following a full review and re-valuation of the Fixed Asset Register it was agreed to allocate a budget of £350 to cover the cost of the Parish Council's insurance policy in 2024-25.

The Parish Council's main assets are its two bus shelters, two benches (including the new Platinum Jubilee bench) and three notice boards. It was noted that the Parish Council has earmarked the sum of £1,200 for any repair necessary to the shelters (min ref 16/65 b). The Clerk asked that this sum continued to be carried forward as an earmarked reserve.

During 2021-22 the sum of £867 had been drawn down from the earmarked reserve of £1,000 to provide for a new notice board at Ladycroft. £200 had then been added to this reserve in 2022-23 and again in 2023-24. The Clerk asked that a further sum of £200 be set-aside to top up this earmarked reserve in 2024-25. This would result in an earmarked reserve of £633 from 1st April 2024.

Other maintenance line items that were noted included the provision of an earmarked reserve to maintain the Cheriton Play Area (£300) and an earmarked reserve to maintain the community defibrillator (£100).

The cost of a contested election is accrued over the four-year period between elections. In January 2017 It had been resolved that the Parish Council should ring-fence the sum of £1,000 to cover the potential costs of a contested election (min ref 17/60 b). In May 2022 the election was not contested and as a result the earmarked fund will be carried forward in readiness for the 2026 election.

The Chairman's Fund is used to cover the costs of refreshments at the Annual Parish Assembly and other sundry items. It was agreed that this figure would remain at a level of £250 for 2024-25.

It was proposed by Cllr Kinder and seconded by Cllr Foot that Tichborne Parish Council approves a working budget of £6,060 for the year 2024-25.

It was **resolved** to accept the budget for 2024-25 with a total planned expenditure of £6,060.

a) Tichborne Parish Precept 2024-25

The Clerk began the precept discussion by reminding members that the Parish Council had received a total sum of £4,151 from Winchester City Council in 2023-24 as its parish precept.

For information a spreadsheet was circulated that showed the tax base for Tichborne in 2023-24 had been 119.22 and the Band D rate had been £34.82.

Chairman's signature

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It was proposed by Cllr French-Brooks and seconded by Cllr Foot that Tichborne Parish Council would like to see a slight increase in the Band D rate of 3% from 1st April 2024 to provide for the expected increase in the staffing budget this year.

This would result in an increase of the Band D rate to £35.87 and would result in total precept of £4,343 for 2024-25.

It was **resolved** to approve the Band D rate at £35.87 for 2024-25.

It was **resolved** to approve the precept at a figure of £4,343 for 2024-25.

23/45) Planning & Licensing.

a) Planning applications and decisions received from the South Downs National Park Authority.

It was noted that the two current planning applications at the Tichborne Arms remain outstanding. These are SDNP/23/00041/FUL (provision of a car park) and SDNP/23/02780/FUL (Retrospective Application for children's Play Equipment).

b) Planning applications and decisions received from Winchester City Council.

There are no current applications.

23/46) Environment, Highways & Transport.

a) Parish Lengthsman Scheme.

The Lengthsman visited the village on February 5th 2024 and a completed worksheet has been received.

23/47) Any other reports that the Chairman deems urgent – NO DECISIONS to be made.

As there was no further business the meeting closed at 7.37pm

Members of the Tichborne Parish Council are summoned to the next meeting of the Parish Council to be held on the 9th May 2024 at the Alresford Golf Club.

**Brendan Gibbs,
Clerk to the Parish Council of Tichborne.**

Chairman's signature

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