

**TICHBORNE PARISH COUNCIL**  
**Minutes of the meeting of the Parish Council held at 6.30pm on**  
**Monday 21<sup>st</sup> October 2019 at Alresford Golf Club.**

**20/31) Apologies.**

Mr R Foot	Councillor
Mrs G Hugh	Councillor
Mr A Stewart	Councillor
Mr L Ruffell	District Councillor
Mr R Humby	County Councillor

**Present.**

Mr R Raimes	Chairman
Mr J French-Brooks	Councillor
Mr N Kinder	Councillor
Mr A McWhirter	Councillor (from 7.04pm)

Mr H Lumby                      District Councillor

Mr B Gibbs                      Clerk

Also in attendance were Mr Andy Joyce (Tichborne Park Cricket Club) and Mrs Marcia Phillibert (Bakelands Gardens Residents Association).

**20/32) Declarations of Interest.**

a) None recorded.

**20/33) to approve the minutes of the ordinary meeting of Tichborne Parish Council held on 19<sup>th</sup> August 2019 (Previously circulated).**

Cllr Raimes proposed and Cllr Kinder seconded the proposal that the minutes of the last ordinary meeting of Tichborne Parish Council held on the 18<sup>th</sup> June 2019 be approved. It was **resolved** that these minutes be accepted as an accurate record and they were duly signed by the Chairman.

**20/34) Public Session.**

a) Mr Joyce began his comments by thanking the Parish Council for its 2019-20 grant of £300. He said that this money was used to develop the Colts section and provide it with some new equipment. He said that this had been well received and the Club now has a healthy number of young people playing the game.

b) He then spoke about matters concerning the Club's proposed re-development of its Pavilion. He said that the club was struggling to successfully complete fundraising for the new pavilion. There were several reasons including the fact that the pavilion is only able to be used for cricket and cannot be used all-year round. He said that it was now likely that the Club will have to scale down its ambitions with the design of the pavilion.

Councillors expressed concerns that the S106 money allocated to the project in 2013 may now be at risk. The Clerk explained the processes involved. Mr Joyce said that the Club has recently renewed its planning permissions for the existing design.

**20/35) Reports by the County and District Councillors.**

Cllr Lumby presented his report to the meeting. The main points are as follows.

Chairman's signature .....

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Weekly roadside bin collections: Kerbside glass collection commenced this month. A separate black box is to be used for this and each householder should have received theirs by now. Some areas have seen changes to collection days. Details of collection dates can be found following the link <https://www.winchester.gov.uk/bins>.

Broadband: Fibre to the Premises (FTTP) broadband is now live for much of Tichborne; residents should contact an ISP of their choice to order a new connection. Winchester City Council is investigating whether it is possible for the Council to make a grant towards the provision of broadband for Bakeland Gardens.

If funding is deemed suitable then they could consider an application in the February/March round.

A31 road closure: The Council should have received a letter relating to further work proposed to be carried out to the A31 in preparation for a potential no-deal Brexit on 31st October 2019. The work already undertaken and being planned now is part of Operation Transmission, the Hampshire and Isle of Wight Resilience Forum's (LRF) contingency plan to ensure non-border ready freight traffic does not build up at the Port of Portsmouth and on the surrounding road networks.

Noisy and speeding vehicles: The Hampshire Constabulary ran a major campaign in relation to noisy bikes and vehicles over the summer, with nine specific operations undertaken in the area, include the A272, A31 and the A32. In addition, acoustic cameras are being trialled in the area; the next step will be legislative change to allow prosecution on grounds of noise

South Downs National Park: As previously reported, the South Downs Local Plan was formally adopted by the South Downs National Park Authority on Tuesday 2 July 2019 and so is now in force. The SDNPA will be holding a round of parish workshops in October 2019.

Southampton Airport – Public Information Drop-in Sessions: In 2018 Southampton Airport produced a master plan of their vision and potential growth for the airport over the next 20 years and consulted a variety of stakeholders about it. This included the proposed 164 metre extension of the runway (to accommodate larger planes, increase passengers and fly further afield), an extension to the terminal building and increase in car park provision.

The next stage is for the airport to submit a planning application to Eastleigh Borough Council which is understood to be imminent. Winchester City Council will be consulted by Eastleigh Borough Council and will respond to the application.

### **20/36) Finance and Orders for Payment.**

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

- V582 Information Commissioner's Office Annual Registration Fee £40.00p
- V583 Alresford Golf Club Room Hire 21<sup>st</sup> October 2019. £20.00p
- V584 B.V.Gibbs Salary Sept-Oct 2019. £161.60p
- V585 HMRC PAYE/NIC Sept-Oct 2019. £40.29p

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

b) To review the Financial Risk Assessment for 2019-20.

The Clerk reported the Parish Council's website now had a GDPR compliant privacy policy incorporated into it.

He continued by saying he would be updating the Financial Risk Assessment with a view to having it uploaded on to the Parish Council's website once the Parish Council had accepted the amendments made to this year's document. These included listing the S137 fund at £1,502.20p at a rate of £8.12p per elector multiplied by the number of electors (185).

A VAT claim for £327.34p has been received.

The Parish Council **resolved** to approve the amendments and publish the document on the website.

Chairman's signature .....

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c) To appoint an Internal Auditor for financial year 2019-20.

It was **resolved** to appoint Lightatouch Internal Audit Services to act as the Parish Council's Internal Auditor for the financial year 2019-20.

This would be at a cost not exceeding £230.00p

d) The Clerk reported that the Parish Council's bank account contained the sum of £18,172.23 as at 13<sup>th</sup> September 2019.

Cllr Raimes **signed** all outstanding bank statements.

e) 2020-21 Budget discussion.

Members discussed the proposed budget for 2020-21 and received a report on each line item from the Clerk.

The largest expense was the Clerk's salary costs totalling £1400.00 for 2020-21. The salary costs are calculated at a rate of £10.10 per hour with 10 hours work each month.

The Clerk mentioned a personal item regarding holiday pay. This may need to be discussed in exempt business.

It was agreed to allocate a budget of £220 to cover the cost of the Parish Council's insurance policy in 2020-21.

It was agreed to allocate a budget of £230 to cover the cost of the Parish Council's Internal Audit in 2020-21.

Other expenses to be considered are the room hire costs for each meeting, the fees relating to membership of the Hampshire Association of Local Councils and the Information Commissioner's Office annual registration fee.

Consequently, the figures of £160.00, £160.00 and £40.00 were allocated to each of these items.

The Parish Council's main assets are its two bus shelters and three notice boards. It was once again noted that the Parish Council has earmarked the sum of £1200 for any repair necessary to the shelters. The Clerk asked that this sum be carried forward as an earmarked reserve.

A brief conversation ensued regarding the positioning of bus shelters serving the bus routes in the area. The Clerk said that he would provide all councillors with historic documentation regarding a previous discussion of this item.

There is an earmarked reserve of £1,000 to provide for new notice boards. However, it was noted that there is currently no demand for a notice board at Bakelands Gardens.

A new maintenance line item of £700 has been added to the budget to cater for the potential refurbishment of the Village signage at the entrances to the village north and south of Riverside Farm Lane.

Other new maintenance line items include a sink fund to maintain the Cheriton Play Area (£300) and a sink fund to maintain the community defibrillator (£100).

The costs of a contested election are accrued over the four-year period between elections. In January 2017 It had been resolved that the Parish Council ring-fenced the sum of £1000 to cover the potential costs of a contested election. In May 2018 the election was not contested and as a result the earmarked fund will be carried forward in readiness for the 2022 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 2020-21.

It was noted that at the January 2019 meeting the Parish Council had resolved to set aside £1,500 in order to provide grant funding to five local organisations. The Clerk asked the Parish Council to discuss and agree a figure for 2020-21 at its next meeting.

Chairman's signature .....

date.....

Finally, the Parish Council discussed supporting the residents at Bakelands Gardens. Although no project had been identified it was hoped to set aside a figure of £1,000 for 2020-21.

The Parish Council agreed to carry the budget discussion forward to the next meeting due to be held in late November.

Cllr Raimes asked if any decision on the value of the Boomtown Community Fund 2019 had been made at this time. The Clerk said that currently there is a surplus of £1,400 from the Boomtown Community Fund available and unspent.

**20/37) Planning & Licensing.**

- a) There were no applications to receive from the South Downs National Park Authority or Winchester City Council
- b) Planning correspondence from the South Downs National Park Authority regarding gateway signs was received. A planning application is expected to be dealt with between meetings.
- c) SDNP/19/02602/APNR Construction of two farm tracks for Agricultural purposes on the Matterley Estate. The Clerk reported the fact that the applicant has appealed the decision to refuse to allow these tracks to be built under prior approval as an agricultural development.

**20/38) Environment, Highways & Transport.**

- a) Parish Lengthsman. The Clerk informed the meeting that a new Lengthsman scheme was to be arranged by Soberton Parish Council. The Clerk said that he was enrolling the Tichborne Parish Council in that scheme.
- b) Village signs along Riverside Farm Lane.

Cllr French-Brooks spoke about the condition of the “Tichborne” nameplates at the entrances to the village along Riverside Farm Lane. He presented three quotes for consideration. There was general agreement that the signs should be preserved as the County Council would not replace them if they reached end of life.

It was proposed that a quote from Mr David Ellis for £700 be accepted in order to fully refurbish the two nameplates in the village.

The Parish Council **resolved** to approve this.

**20/39 Correspondence.**

Correspondence has been received from a parishioner regarding the local shoot, Broadband provision and the management of trees within the Tichborne Estate. Cllrs Raimes and Kinder agreed to respond to these enquiries.

The Boomtown Fair Company had also invited Councillors to visit the site during the 2020 festival.

**20/40) any other report which the Chairman deems urgent – NO DECISIONS to be made.**

As there was no further business the meeting closed at 7.58pm

Members of the Tichborne Parish Council are summoned to the next Meeting of the Parish Council to be held on 25<sup>th</sup> November 2019 at the Alresford Golf Club beginning at 6.30pm.

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

Chairman's signature .....

date.....