

Stockbridge Parish Council



MINUTES OF THE PARISH COUNCIL MEETING

held on Thursday 17th January 2019 at Stockbridge Town Hall

Duration of meeting : 7.32 pm – 9.25 pm

Present:

In the Chair	Parish Councillor Richard Foord
Parish Councillors	Frances Candler, Sally Smith, Richard Hills, Angie Filippa and Stephen Taylor
County & Borough Councillor	Hampshire County Councillor – Andrew Gibson
Members of the public	4 members of the public were in attendance at the beginning of the meeting
The Clerk	Michael Mortimer

Minute No	Agenda Item and Minutes	ACTION
155	<p>Agenda Item No 1 – Apologies for Absence</p> <p>Apologies were received from Parish Councillors Alyson Lownie, James Leslie, Russell Jackson, Derek Hallé and District Councillor Daniel Busk</p>	
156	<p>Agenda Item No 2 - Declarations of Interest</p> <p>No declarations of interest were made</p>	
157	<p>Agenda Item No 3 - Chairman’s enquiry of those attending the meeting as to whether anyone wanted to record the meeting.</p> <p>The Chairman made a formal announcement enquiring as to whether any attendee wanted to record the meeting. No recording was proposed.</p>	
158	<p>Agenda Item No 4 - To approve the minutes of the meeting held on 13th December 2018</p> <p>A revision is required to minute 152 – Item No 13 Reports - Report (j) Lengthsman work in Stockbridge so that it should read “Cllr Angie Filippa reported that due to other commitments she had been unable to progress any matters in respect of Lengthsman work in Stockbridge. Subsequent to the meeting, Cllr Angie Filippa reported that she would no longer be able to undertake the role of approved person for Lengthsman work in Stockbridge. Another volunteer was sought.”</p> <p>An addition was to be made to minute 152 – Item No 13 Reports - Report (l) – Cemeteries in that Stephen Taylor had volunteered to</p>	<p><i>The Clerk is to amend the minutes of 13/12/2018 meeting and forward them to the Chairman for signature</i></p>

	<p>assist Cllr Alyson Lownie in the survey of headstones in the cemetery.</p> <p>Cllr Sally Smith wanted to clarify that the reported potential unavailability of the Harford Hall during July and August 2019 as reported in the minute 152 (o) – Town Hall was very much dependent upon the finalisation of approvals and the timetable for the replacement of the large rear window.</p>	
159	<p>Agenda Item No 5 - Matters arising from the minutes of 13th December 2018</p> <p>It was considered that any matters arising could probably be dealt with during the course of the meeting.</p>	
160	<p>Agenda Item No 6 - Public participation</p> <p>Roger Tym reported of recent occurrences where vehicles apparently did not come to a stop at the pedestrian crossing continued to drive over the crossing when pedestrians were still on the crossing. He suggested that this matter should be raised with the relevant authority, more especially as it might transpire that the lights on the crossing need cleaning or replacing with brighter lights.</p> <p>Roger Tym and Michael Woodall referred to the previous work and drawings that Robin Colenso had commissioned/prepared by way of potential traffic calming.</p> <p>Michael Woodall asked whether the Parish Council was aware of proposals for possible residential development off Houghton and Roman Roads. The Chairman Cllr Richard Foord advised that any possible development in these locations would be outside the jurisdiction of Stockbridge Parish Council, being within the jurisdictions of Houghton and Longstock Parish Councils and in any event he understood that the current discussions are at a purely informal stage.</p> <p>The Chairman Cllr Richard Foord introduced Dennis Stephens and invited him to speak about the forthcoming Keep Britain Tidy's Spring Clean event. Dennis Stephens asked the Parish Council if it would participate in the event which was scheduled to take place on Sunday 21st April – Easter Sunday. Parish Cllr Frances Candler is to provide Dennis Stephens with her contact details.</p>	<p><i>Matter to be raised with Traffic Working Party</i></p>
161	<p>Agenda Item No 7 - Borough Councillor's Reports</p> <p>No Borough Councillors were in attendance nor had any reports been received.</p>	

162	<p>Agenda Item No 8 - County Councillor's Report</p> <p>County Cllr Andrew Gibson had provided a report prior to the meeting and referred to the main points from it, which included:</p> <ul style="list-style-type: none"> (a) Broadband – BT/HCC initiative for Fibre to the Home in Test Valley (b) Test Valley School – the School's Governors are reviewing the swimming pool's future. (c) Parking – HCC have taken a strategic position in respect uniform parking across the County. (d) Salt bins – HCC supplied salt bins will have checked and replenished by 24th December. (e) Highways – Cllr Andrew Gibson urged people to continue to report potholes. A report from the County Council's Highways contractor is attached. (f) Cllr Andrew Gibson invited applications to be made for his County Councillor Grant Fund. Application for grants must be from organisations such as the Parish Council and can be from £100 to £8,000 <p>A copy of County Councillor Andrew Gibson's report is attached to these minutes.</p>	<p><i>The status of the salt bin at the Milsons is to be checked as it did not appear to have been replenished. The Parish Council is to apply for a grant for the Stockbridge Christmas Lights</i></p>
163	<p>Agenda Item No 9 - Police/PCSO report</p> <p>No Police representative was in attendance nor had any report been received.</p>	
164	<p>Agenda Item No 10 – Clerk's Report</p> <p>The Clerk reported on the following:</p> <ul style="list-style-type: none"> (a) The removal of the recycling bin by TVBC from the White Hart (b) The Parish Council are registered as a subscriber to the Ordnance Survey PSMA on line mapping service. (c) ROSPA playground inspection has been completed. The report highlighted some items requiring attention. (d) Internal audit – John Murray, the Council's internal auditor has provided details of this year's internal audit arrangements. (e) The Clerk prepared a separate report on work that has been undertaken to obtain quotations for the possible provision of a new web site and generic parish council e-mail accounts. Details of 2 quotations received had been supplied to members. (f) Invitation from Stockbridge Business Association (SBA) for the Parish Council to provide its details for free on the SBA's web site. 	<p><i>The Chairman Richard Foord is to attend to items requiring attention. Parish Cllr Angie Filippa will assist in considering this matter further.</i></p>
165	<p>Agenda Item No 11- Planning</p>	
	<p>(a) Planning Applications The Clerk reported that no new planning applications had been received since the last meeting</p>	

	<p>(b) Tree work applications The Clerk reported that no new tree work applications had been received since the last meeting</p>													
	<p>(c) Planning decision notifications The Clerk reported that no new planning decision notifications had been received since the last meeting</p>													
	<p>(d) Tree work decisions The following tree work notification had been received since the last meeting</p>													
	<table border="1"> <tr> <td>TVBC Ref:</td> <td>18/03085/TREEN</td> </tr> <tr> <td>Address:</td> <td>4 Nelson Close Stockbridge Hampshire SO20 6ES</td> </tr> <tr> <td>Application Type</td> <td>Tree works in a Conservation Area</td> </tr> <tr> <td>Application for</td> <td>Fell 1 Apple tree</td> </tr> <tr> <td>Decision</td> <td>No objection</td> </tr> <tr> <td>Date of decision</td> <td>Thursday 20th December 2018</td> </tr> </table>	TVBC Ref:	18/03085/TREEN	Address:	4 Nelson Close Stockbridge Hampshire SO20 6ES	Application Type	Tree works in a Conservation Area	Application for	Fell 1 Apple tree	Decision	No objection	Date of decision	Thursday 20 th December 2018	
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	<p>(e) Planning appeals No notifications of any new planning appeals having been lodged in respect of planning or enforcement matters</p>													
	<p>(f) Planning appeal outcome notifications No notifications of any planning appeal outcomes in respect of appeal cases in the Parish</p>													
	<p>(g) Enforcement action notifications None</p>													
	<p>(h) Other planning matters None</p>													
166	<p>Agenda Item No 12 – Budget finalisation and precept setting for the 2019/2020 financial year</p> <p>The Clerk/Responsible Financial Officer presented a draft budget, which summarised discussions that had been had in respect of the proposed expenditure for the next financial year. Because of the potential expenditure in respect of things like the War Memorial, new IT equipment and the potential limitations of income over expenditure, members deferred finalisation of the budget until the next meeting to give them more time to consider the budget.</p> <p>After a discussion in respect of the Parish Council's Precept for the next Financial Year, members of the Parish Council resolved by 5 votes to 1 to seek an increase in the Parish Council precept from £19,000 to £20,000 because of increased expenditure that will be incurred for such things as restoring the War Memorial.</p>	<p><i>The Clerk/ Responsible Financial Officer is to complete the requisite TVBC precept request form</i></p>												
167	<p>Agenda Item No 13 - Finance</p> <p>The Clerk/Responsible Financial Officer presented the following list of payments to be made that required authorisation:</p>													
	<p>Payments made under delegated authority since last meeting</p> <p>Payee</p>	<p>Total £</p>												

	<p>Richard Wheeler 1,392.50 Detail: Lengthsman Work</p> <p>Richard Wheeler 420.00 Detail: Lengthsman Work</p> <p>Richard Wheeler 533.75 Detail: Lengthsman Work</p> <p>Andrew Crossley 18.00 Detail: Cemetery Work</p> <p>HCC 25.00 Detail: Highway permit for Xmas lights</p> <p>Sub-total of payments made <u><u>2,389.25</u></u></p> <p>New payments to be authorised at this meeting</p> <p>Payee</p> <p>SSE 41.43 Detail: Xmas lights electricity</p> <p>SSE 38.99 Detail: Xmas lights electricity</p> <p>Icthus Event Solutions Ltd 3,391.97 Detail: Christmas Lights</p> <p>SSE 42.89 Detail: Milson Light</p> <p>Sophie Walters 19.98 Detail: Xmas light sets</p> <p>Stockbridge Town Hall 22.00 Detail: Hall hire</p> <p>ROSPA 270.00 Detail: Playground inspection</p> <p>Michael Mortimer 441.40 Detail: Clerks salary & expenses</p> <p>Richard Wheeler 117.00 Detail: Balance from August invoice</p> <p>Sub total payments to be authorised <u><u>4,385.66</u></u></p>	
168	<p>Agenda Item No 14 - Proposed Parish Council meeting dates for 2019/2020</p> <p>The Clerk circulated a list of proposed meeting dates for the period up to March 2020. Members confirmed the dates and Parish Councillor Sally Smith confirmed that bookings have made for the Town Hall.</p>	<p><i>The Clerk will update the Parish Council's website in respect of meeting dates</i></p>
169	<p>Agenda Item No 15 - Guest speaker for the Annual Parish Meeting in April 2019</p> <p>The Clerk asked members for suggestions in respect of possible speakers for the Annual Parish Meeting (APM). A number of suggestions were put forward. The Clerk reminded members that the APM would be taking place on Thursday 25th April, being a week before the Parish Council Elections, whereby there are certain restrictions in place about political publicity.</p> <p>It was suggested that the Head of Planning of TVBC should be approached to see if he could talk on planning policy.</p>	<p><i>The Chairman Richard Foord is to approach the Head of Planning at TVBC</i></p>

170	<p>Agenda Item No 16 – Parish Council Elections – May 2019</p> <p>The Clerk had circulated preliminary information received from TVBC's Electoral Services Manager to members of the Parish Council in respect of the local District, Town and Parish Council elections that are scheduled to take place on Thursday 2nd May 2018. The Clerk has prepared a draft item to publicise the forthcoming Parish Council election to ensure that any eligible resident who wants to put their name forward for candidature has had an opportunity to so do.</p>	<p><i>The Clerk is to upload the article to the Parish Council's web site</i></p>
171	<p>Agenda Item No 17 – Reports - to receive reports in respect of the following:</p>	
	<p>(a) Traffic/Highways – Cllrs Alyson Lownie</p> <p>Cllr Alyson Lownie had provided members with a written report prior to the meeting, which advised members about the rescheduling of a meeting with Caroline Noakes, a volunteer having come forward from the Stockbridge Business Association as a potential member of the group, reports and surveys were expected back from Robin Colenso and Alex Lawrence. Cllr Alyson Lownie was still seeking to get a response from Mandy Ware of HCC Highways as to when work will commence on the village gates.</p>	
	<p>(b) Flood Working Party – Cllr Richard Foord</p> <p>Nothing to report</p>	
	<p>(c) Stockbridge Christmas – Cllr Alyson Lownie</p> <p>Parish Cllr Alyson Lownie had provided a written report which advised members about the donations received - £3,760 against expenditure of £3,166.44.</p> <p>Members approved the proposal that the excess of income over expenditure should be retained for use in the future funding of Stockbridge Christmas.</p> <p>An application would be made for a grant from County Cllr Andrew Gibson to assist in funding the Stockbridge Christmas Lights</p>	
	<p>(d) War Memorial – Cllr Richard Ford</p> <p>The Chairman Cllr Richard Foord advised members that Roger Tym had submitted a pre-application advice form to TVBC. The comments that Roger Tym had made in respect of the possibility that further professional fees might have to be paid to WYG if further input/work were noted.</p>	
	<p>(e) Community Matters – Cllr James Leslie</p> <p>No report</p>	

	<p>(f) Environmental matters - Cllr Alyson Lownie</p> <p>Cllr Alyson Lownie had provided members with a written report with little to report apart from the fact that she was still seeking someone to undertake the weed cut.</p>	
	<p>(g) Community Planning – Cllr Stephen Taylor</p> <p>Parish Cllr Stephen Taylor reported on the Group’s most recent meeting, which Sarah Hughes from TVBC had attended. He also enquired as to whether Stockbridge Parish Council should engage with Houghton and Longstock Parish Councils in respect of community planning discussions, more especially as parts of the Stockbridge settlement are located in Houghton and Longstock parishes administrative areas.</p>	
	<p>(h) Governance – Cllr Alyson Lownie</p> <p>The Chairman reported that for personal reasons the Parish Clerk had submitted his resignation.</p>	

	<p>(i) Business & Rural Industry - Cllr Richard Hills</p> <p>Cllr Richard Hills provided a written report prior to the meeting. He reported that he had recently attended the Stockbridge Business Association AGM, when attendees had heard about the Association’s new web site and concerns about pop up type retailing type activities taking place in the Town Hall.</p>	
	<p>(j) Lengthsman work in Stockbridge</p> <p>A Parish Councillor volunteer is sought to take on the arranging of Lengthsman work in Stockbridge.</p>	
	<p>(k) Lengthsman Scheme Administration</p> <p>Cllr Alyson Lownie had provided her usual tabular report showing the spend to date by each Parish and the total amount that Stockbridge Parish Council is holding on account for all parishes in the Lengthsman scheme which Alyson Lownie administers.</p>	
	<p>(l) Cemeteries – Cllr Alyson Lownie</p> <p>Cllr Alyson Lownie provided a written report which outlined income and expenditure to date, the failure of the existing groundsmen to meet with her, the availability of possible funds to re-surface the driveway up to the Winton Hill cemetery and about increasing the cemetery charges .</p> <p>Parish Cllr Alyson Lownie had asked members to authorise her to :</p>	

		<p>(1) To obtain quotes from other contractors for Cemetery Groundsman work</p> <p>(2) To increase cemetery charges in line with CPI</p> <p>Members resolved to approve both of the Cllr Alyson Lownie's requests</p>	
	(m)	<p>Parish Council website – The Clerk</p> <p>The Clerk in his report had already reported on the quotations received for a possible re-design of the Parish Council's web site and the provision of generic parish council e-mail addresses for Parish Councillors.</p>	
	(n)	<p>Trout 'n About - Cllr Sally Smith</p> <p>Cllr Sally Smith had nothing to report at this time</p>	
	(o)	<p>Town Hall Liaison – Cllr Sally Smith</p> <p>Cllr Sally Smith advised members that design work was still underway to replace the large window in the Harford Hall and that a planning application was likely to be submitted soon.</p>	
	(p)	<p>Feedback from Councillors, who have attended training or other events since the last meeting – None</p>	

172	<p>Agenda Item No 18 – Correspondence</p> <p>All correspondence and e-mails received by the Clerk had been forwarded onto Members of the Parish Council.</p>	
173	<p>Agenda Item No 19 - Potential agenda items for the next Parish Council meeting and other items</p> <p>Councillors can use this item to put forward suggestions for items that they would like to see included on the agenda for the next Parish Council meeting, which will be on Thursday 21st February 2019. No items were suggested.</p>	

Chairman's Signature:

Chairman's Name: Richard Foord

Date minutes signed:/...../.....