

MINUTES OF THE MEETING OF LONGPARISH PARISH COUNCIL HELD IN THE COMMUNITY HALL ON 11 MAY 2009 AT 9PM

PRESENT Jeremy Barber, Jo Clear, Toby Cooper, Christian Dryden, Chris Dewbury, Christopher Duxbury, Phil Harris. Martin Lampard

Mary Jo Darrah (Acting Clerk) Tony Humphrey, Maggie Barber

09/63 ELECTION OF CHAIRMAN

The Acting Clerk took the chair for this item. Jeremy Barber was proposed by Phil Harris and seconded by Martin Lampard. Jeremy Barber said that his intention had been to retire as Chairman this year, but he was prepared to serve another year to help the new clerk. He was elected unanimously.

09/64 APOLOGIES

There were none.

09/65 MEMBERSHIP

The Chairman reported that he had had letters of resignation from Ricky Bourne and Becky Bourne. Ricky Bourne had served on the Council for 10 years and Becky for 2.

The Chairman would write to thank them for their work on the Council.

ACTION JB

The Clerk was asked to notify Test Valley Borough Council of the vacancies and Councillors were asked to encourage suitable candidates to come forward.

ACTION MJD

09/66 APPOINTMENT OF CLERK

The Chairman thanked Mary Jo Darrah for her help since Paul's Jarrett's illness. He reported that the appointments committee, after advertising, shortlisting, taking up references and interviewing, unanimously recommended the appointment of Tony Humphrey. Jeremy Barber proposed him, seconded by Martin Lampard and he was appointed unanimously. Mr Humphrey said that he lived in Andover, and had recently retired. He was looking forward to working with the Council.

09/67 ELECTION OF OFFICERS AND REPRESENTATIVES

The following were elected unanimously:

Vice-Chairman Christopher Duxbury. Proposed by Phil Harris, seconded by Martin Lampard.

Responsible Finance Officer The Clerk, Tony Humphrey.

Internal Auditor Eleanor Greene, recommended to the Finance Committee by HALC. Proposed by Toby Cooper, seconded by Christian Dryden.

Transport Representative Phil Harris agreed to continue for one more year.

Parish Lengthsman Christian Dryden

Tree Warden Graham Darrah

Test Valley Association of Local Councils representatives The Chairman and Clerk and Christopher Duxbury

Hill & Valley Business Jeremy Barber

Longparish Community Association Christian Dryden

Village Hall Christopher Duxbury

09/68 COMMITTEE MEMBERSHIP

The following were appointed (note the Chairman and Vice Chairman are ex officio members of all committees):

Communications Committee	Jeremy Barber, Christopher Duxbury, Xandi Denny, Mary Jo Darrah, David and Fiona Gould
Finance Committee.	Jeremy Barber, Christopher Duxbury, Martin Lampard, Julian Seidman
Footpaths Committee	Jeremy Barber, Christopher Duxbury, Becky Bourne, Jo Clear, Chris Dewbury, Phil Harris, Paul Knipe, Martin Lampard, Phil Wood.
Open Spaces Committee	Jeremy Barber, Christopher Duxbury, Jo Clear, Christian Dryden, Phil Harris, David Gould, Jenny Jolliffe, Andy Smith

09/69 STANDING ORDERS

The [Standing Orders](#) of the Council were reviewed and it was agreed to add that the Chairman of the Planning Committee should be elected at the Annual Council Meeting.

Christopher Duxbury agreed to continue as Planning Committee Chairman.

09/70 MINUTES OF THE PARISH COUNCIL MEETING OF 9 APRIL

The minutes were approved and signed. There were no matters arising.

09/71 PLANNING

09/71.1 Current applications

There were none.

09/71.2 Previous applications and notifications

09/71.2.1 HCC PLAN/JD/TV231 Construction of safety and noise screening bunds at Shooting Ground on land off A303, Longparish.

Jeremy Barber attended the HCC meeting which considered this application with Michael Woodhall and Jim Neal and they all spoke in favour of a new bund on the Longparish side. The committee accepted their case against the officers' recommendation.

PC No objection 9 February 2009

HCC Permission 22 April 2009, subject to conditions to be agreed with the officers

09/71.2.2 09/00608/FULLN Extension to porch to provide WC - 4 Woodwalk Cottages – Mr A de Watteville

PC No objection 6 April 2009

TVBC Pending

09/71.2.3 09/00638/TREEN Notification of proposed tree works at 2, Mayfield Villas – to lop lower branches of an ash tree - Mr G.Hayes

PC No objection 15 April 2009, following approval of the recommendation of the Tree Warden.

TVBC No objection 1 May 2009

Phil Harris reported that Mr Hayes was dissatisfied by the conditions imposed by TVBC, which meant that he had been able to prune only what he could have done without permission. Christopher Duxbury said that he would talk to Mr Hayes. **ACTION C.Dux.**

09/71.2.4 08/00196/FULLN Testwood Trout Farm Temporary use of mobile home for agricultural workers dwelling.

PC - Objection 28 February 08.

Appeal dismissed 24 February 09. Application for costs by TVBC allowed.

Following a request for an update, TVBC has advised that the applicant has appealed to the Administrative Court against the Inspector's decision of 24 February to refuse planning permission for a temporary agricultural dwelling. He has also launched judicial review proceedings challenging the decision as to costs. The Secretary of State is the first defendant; TVBC is the second. In providing the update, TVBC emphasised that these matters are never straightforward and very often take some time to reach a conclusion.

09/71.3 Informal enquiries to TVBC Planning Department

09/71.3.1 New entrance at Ropers

During the building of the new home office/games room/garden store on the site of a dilapidated shed as permitted under 07/02034/FULLN and 02/712/CAWN, a new gateway has been constructed in the wall leading onto the B3048. Following several adverse comments and concerns about Highways implications, the PC has referred to TVBC to clarify the planning position. TVBC has referred the matter to the Enforcement Officer.

09/71.3.2 New barn at Owl's Lodge Farmhouse

Having had attention drawn to a relatively new barn structure at Owls Lodge Farm, the PC has asked TVBC for advice as to whether or not a planning application is needed. This too has been referred to the Enforcement Officer.

09/71.4 Patchington wood chip shed including application for Local Authority Pollution Prevention and Control permit by Bedmax Ltd

The Chairman reported on a site visit he made with Christopher Duxbury, Mary Jo Darrah and Michael Woodhall. The visit had been interesting and the group was impressed by the efficiency of the operation. He described the process by which pine logs were turned into chips, dried and packed. The dryer was fuelled by Russian coal, low in sulphur and some woodchips from the Middleton Estate. Care had been taken to limit the noise made by the chipper and it was easy to hold a conversation outside the shed. Martin Lampard said that one could sometimes hear the noise at the station houses, but it was not obtrusive. Currently the plant employs 12 workers in 2 shifts, and there had been 3 shifts in the winter when demand was greater.

Martin Lampard said that the need for illumination of the working area concerned him, and especially if working hours were extended. If the lighting had been adjusted, it was still obtrusive and visible from many points. He thought it inappropriate in a rural area and likely to disorientate the wildlife of the forest. The Chairman said that the manager hoped to reuse some of the heat from the steam to reduce the amount through the chimney, which was so visible on cold nights. Christian Dryden said that she thought the Council had been misled in the succession of planning applications into not objecting to an operation which was damaging and inappropriate in the forest.

Following a vote in which 2 councillors voted against and one abstained, it was agreed to advise the Environmental Health Officer that the Council noted the report on emissions from the chimney which said that there was no cause for concern, and that it relies on the expertise of TVBC officers to reconcile the interests of residents at the Station and in Longparish, the nearby SSSI and the operators. Comments would also be sent to TVBC expressing the Council's concerns about lighting and working hours. **ACTION MJD**

09/71.5 Planning Committee Terms of Reference

The draft Terms of Reference were approved, subject to some minor editorial corrections. See *Appendix A*.

09/72 FINANCE

09/72.1 The minutes of the Finance Committee 29 April 2009

The Chairman signed the [minutes](#) as a correct record.

09/72.2 Change of insurer

Following the recommendation of the Finance Committee and HALC, the Chairman proposed and Chris Dewbury seconded that the Council should in future take out an insurance policy with Norwich Union arranged by Peter Came & Co., insurance brokers in Odiham, which should save money and provide better cover, despite a higher excess. This was agreed unanimously.

09/72.3 Accounts for the year ending 31 March 2009

These were approved unanimously.

09/72.4 Budget for 2009-2010

This was adopted unanimously.

09/72.5 Annual Return for year ending March 31st 2009

The figures for the return were approved unanimously.

09/72.6 Monthly financial statement.

The monthly financial statement was presented and approved (*Appendix B*)

The Chairman said that Mr Wolfenden had agreed to split the difference between the estimate agreed and his revised charges until the new contract.

09/73 OPEN SPACES

09/73.1 Request by The Plough to use the football field for a beer festival

Phil Harris reported that he and Jeremy had met David Hicks at the Plough to discuss his request to hold a one-day beer festival in the football field, at the end of July at the earliest. He wanted to use the field for 3 beer marquees and family-friendly activities, not for public parking, which he hoped might be in Church Meadow. Councillors wanted to know more about numbers, parking, traffic relevant to Sugar Lane (the junction with the B3048 particularly) noise and health and safety issues before making a decision and it was decided to invite David Hicks to the June meeting with more detailed plans. Phil Harris will suggest to him that that before then, Middleton Estate should be consulted and parking sorted, a deadline for amplified sound fixed and a risk assessment prepared.

ACTION PH

09/73.2 Southside Common nature reserve

Phil Harris said that Paul Knipe had agreed to put his plans for this year in writing and also to send another invoice for the work done.

09/73.3 Clear Up Day

This had gone well with much useful work done, and thanks were given to Jenny Jolliffe for organising it. A good sandwich lunch at the Plough rewarded the volunteers.

09/73.4 Handyman

The Chairman reported that he had seen 2 men who had responded to the advertisement in Hill Valley for a Handyman. He had estimates for repairing the three bus shelters and painting the playground equipment. It was decided to ask Alan Rogers of St Mary Bourne to undertake the work. Before the Forton bus shelter can be mended the Tree Warden has advised that the ash tree which is lifting the base must be removed. **ACTION JB to contact Middleton Estate**

09/74 ROADS

09/74.1 30 mile speed limit extension

Christian Dryden reported that Longparish is listed on the HCC Highways website for the next programme of speed limit extensions, and she hoped this would lead to consultation with the Parish Council.

09/74.2 20 is Plenty signs

Christian Dryden reported that the school has to apply for the signs, and she will inform them of this. **ACTION C.Dryden**

09/74.3 Pavements in older part of North Acre

Some damage needs mending here too. Christian Dryden will inform Mr Clarke.

ACTION C.Dryden

09/74.4 New gates and bollards on Southside Hill

Christian Dryden had consulted Mr Clarke but he had not come back to her. She will follow it up. **ACTION C.Dryden**

09/74.5 Street light in North Acre

The Chairman reported that Michael Woodhall still hoped to be able to persuade HCC to adopt the one the Council owns.

09/75 FOOTPATHS

09/75.1 Footpaths Committee meeting

Martin Lampard will try to find a date for the meeting which he had to postpone in March.

ACTION ML

09/75.2 Footpath 20 diversion

Christopher Duxbury reported on two complaints about the unofficial diversion of the path by Middleton Estate; and the high stile which has replaced the old kissing gate [the main issue]. It is understood that one parishioner has referred the matter to HCC Rights of Way.

09/75.3 New paths leaflet

Copies of the revised leaflet were given to councillors.

09/75.4 Expenses of volunteers

The Council authorised payment of £30 to Mr A Clear towards petrol costs for footpath maintenance and recorded its thanks to him and the other volunteers.

09/76 TRANSPORT

Nothing to report.

09/77 COMMUNICATIONS

Nothing to report.

09/78 SCHOOL, COMMUNITY HALL & PLAYGROUP

Nothing to add to what was said at the Annual Parish Meeting.

09/79 VILLAGE HALL

The Council discussed John Scott's request that the Council should relax the requirement for 3 estimates for any job over £1000, because it was so difficult to get firms to quote. It was agreed that Christopher Duxbury should contact him explaining that the Council is obligated to ensure value for money from the investment it is proposing to make. The Council hopes that the money it has saved for refurbishment of the hall will enable the Hall Committee to secure grants from other bodies (for example from the Borough, the County and the landfill tax), where matched funding may be required, and thus make it go as far as possible.. Christopher Duxbury would act as liaison between the Village Hall Project Group, the Council and its Finance Committee to provide advice and help where he could on a case by case basis. **ACTION C.Duxbury**

09/80 CORRESPONDENCE

The correspondence was noted. (*Appendix C*)

09/80.1 VAT workshop

The Council approved the Chairman's expenses for attending a course on VAT and Parish Councils in London on 22 May.

09/80.2 Southern Water refurbishment of pump house

Following some technical problems at the pump house in April, there has been a great deal of ongoing maintenance activity involving repairs to pumps and well cleaning. In response to an enquiry, Southern Water provided an update outlining the problems and confirming that everything was well in hand.

09/81 DATES OF MEETINGS AND REPORTS

TVALC	Thursday 28 May
Annual village inspection	Monday 1 June – meet at 7pm at Village Hall
Next Parish Council meeting	Monday 8 June 7.30pm
Communications Committee	Monday 15 June

In June there is a training course for new clerks and the Council approved the expenditure for Tony Humphrey to attend.

09/82 CLOSURE

The Chairman closed the meeting at 10.40pm

Mary Jo Darrak Acting Clerk

Appendix A

Longparish Parish Council

Terms of Reference of the Planning Committee

1. The Committee reports to the Parish Council.
2. All Parish Councillors are members of the Committee.
3. The Chairman is appointed by the Parish Council at the annual meeting of the Council in May each year.
4. Planning matters are normally dealt with at monthly Parish Council meetings.
5. Discussions on planning matters at Parish Council meetings are normally led by the Chairman of the Planning Committee.
6. The Parish Council and the Committee are guided by Standing Orders and, in particular, Standing Orders 52 and 53 (planning in general) and 54 (trees).
7. The Chairman of the Planning Committee and the Chairman of the Council will work together to ensure that all planning matters that affect Longparish including
 - TVBC planning applications and tree notifications;
 - matters dealt with by the County such as minerals and waste; and
 - wider issues such as the TVBC Local Development Framework and the South East Regional Plan
 - representation at TVBC and HCC meetings and at public inquiriesare dealt with appropriately.
8. The Committee will deal with matters which it is not convenient to deal with at a Parish Council meeting, for example because of a deadline for comments or because the subject matter merits consideration at a separate meeting.
9. The Committee will meet as necessary. Meetings may be called by the Chairman of the Committee or the Chairman of the Parish Council or at the request of two members.
10. Because the Parish Council does not meet in August members should reserve the second Monday for a planning meeting which will be cancelled if it is not needed.
11. The Council will review these terms of reference annually.

APPENDIX B Financial Report Period from 7-Apr-09 to 11-May-09

Income	Previous years		Year to 31 March 10		
	Year to 31/3/08	Year to 31/3/09	Budget	Total so far	Total for period
Precept	15,000	15,000	15,000	7500.00	7500.00
Transfer from HCC Investment	0	0	0	0.00	0.00
Cemetery fees	472	707	400	24.00	24.00
Handbook sales	0	0	50	0.00	0.00
Grants	0	0		0.00	0.00
Donations	1,266	580		0.00	0.00
Allotment rents received	30	36	36	0.00	0.00
Parish Paths Partnership	526	0	400	382.06	0.00
VAT refund	604	0	1,824	0.00	0.00
Other	450	0		0.00	0.00
TOTAL	18,348	16,323	17,710	7906.06	7524.00

Expenditure					
Clerks Pay/Expenses	1,376	0	3,000	0.00	0.00
General Admin	2,195	1,919	3,000	15.00	15.00
Elections	28	0	0	0.00	0.00
Open spaces	4,420	4,227	12,330	739.74	739.74
Communications	691	615	1,850	234.35	140.60
Paths	976	34	1,100	638.00	638.00
Capital Expenditure	0	0	0	0.00	0.00
Village Hall	2,766	1,080	500	0.00	0.00
Community Association	1,440	1,740	1,740	0.00	0.00
Village Plan (implementation)	2,046	1,642	1,500	0.00	0.00
Transfer to HCC investment	0	6,000	0	0.00	0.00
Other	0	100	500	0.00	0.00
VAT	1,067	757		60.70	60.70
TOTAL	17,005	18,115	25,520	1687.79	1594.04

Transfer from HCC investment				0
Closing Bank Balance	8293.57	6501.54	484	12719.81

Invested with HCC					
At start	44,377	46,824	54,591	54590.95	
Add Interest	2,447	1,767	1,200	0.00	0.00
Transfers from (- to) bank	0	6,000	0	0.00	0.00
At finish	46,824	54,591	55,791	54590.95	

Cheques paid out

Date	Chq	Who to	What for	Amount
9-Apr-09	904	TVBC	Print directory	161.69
9-Apr-09	905	Southern Electric	VH Car Park light	12.95
22-Apr-09	906	AA Wolfenden	Playground maintenance	34.50
22-Apr-09	907	Jenny Jolliffe	Clean Up Day lunch	62.90
24-Apr-09	908	Winchester Garden Machinery	Brushcutter parts	195.50
24-Apr-09	909	Eclipse Pest Control	Mole control	224.50
24-Apr-09	910	HCC	Print paths leaflets	638.00
8-May-09	911	Clive Kent	Cemetery Maintenance	180.00
8-May-09	912	AA Wolfenden	Playground maintenance	69.00
8-May-09	913	HALC	Clerk training course	15.00

Appendix C Correspondence

Correspondence received

	Date	Who from	Subject
1.	16 Apr	HALC	New HALC website
2.	24 Apr	TVBC Planning	Pachington wood chip shed technical report
3.	7 Apr	HCC Julia Davey	Bunds at shooting ground
4.	May	HARAH	Affordable housing newsletter and video
5.	various	various	References for prospective Clerks
6.	27 Apr	D Wild TVBC (JB email)	Bin at The Cleaves
7.	1 Apr	TVBC S Lees	TVBC LDF – submission to Secretary of State (CD)
8.	8 Apr	HCC J Davey	Shooting ground bunds – notice of meeting 22 Apr
9.	22 Apr	Planning Inspectorate J Kingaby	TVBC LDF Core strategy examination (CD)
10.	23 Apr	HMRC	VAT workshop – confirmation of booking for 22 May
11.		Allianz	Insurance renewal notice
12.	1 May	Peter Came & Co	Insurance quote
13.	28 Apr	Southern Water	Update from Jim Thomas – see sent entry dated 27 Apr
14.	Various	Eleanor Greene	Internal Audit
15.	8 May	TVBC (J Owen)	Update re Testwood Trout Farm
16.			
17.	20 Apr	TVBC S Gamalatge	Euro and HCC elections 4 June
18.	7 Apr	TVBC H White	Business Rates deferral
19.	14 Apr	Equality and HR Commission	Harmonisation of equality strands
20.	20 Apr	TVBC Mayor	The King and I – civic patrons night – Weds 20 May
21.	22 Apr	HCC	Passenger transport website – broken URLs
22.		Hants CPRE	AGM, Newsletter, Open garden at Houghton
23.	16 Apr	TVBC R Cooke	Tree application 2 Mayfield Villas – acknowledgement (CD)
24.	8 Apr	TVBC S Barter	Planning – 4 Woodwalk – acknowledgement (CD)
25.		HCC	Newsletter – Planning Hampshire's future (CD)
26.		Sac – O – Mat	Catalogue – dog waste bags and bins

Correspondence sent

Date	Who to	Subject
25 Apr	D Wild TVBC (JB email)	Bin at The Cleaves
various	Various (JB)	Correspondence re prospective Clerks
22 Apr	HCC Cllr M Woodhall	Street light at North Acre
7 Apr	HCC Julia Davey (MJD)	Bunds at shooting ground
21 Apr	Peter Came & Co (JB)	Request for insurance quote
9 Apr	TVBC Planning (CD)	Query on new structure at Owls Lodge Farm
15 Apr	TVBC Planning (CD)	Response [No objection] to 09/00638/TREEN re 2 Mayfield Villas
27 Apr	Southern Water Jim Thomas	Recent maintenance activity
Various	Eleanor Greene (JB)	Internal Audit
24 Apr	AA Wolfenden (JB)	Grass cutting at playground
15 Apr	TVBC Planning (MJD)	New access at Ropers
10 Apr	TVBC Bernard Sully (MJD)	Handling re 2 Paddock Cottages