Hurstbourne Tarrant PARISH COUNCIL

Chairman: Cllr Ian Kitson

HURSTBOURNE TARRANT PARISH COUNCIL

Clerk: Mrs Miriam Edwards

Tel: 07768 453772 ; email: theparishclerk@hbt.org.uk

Website: www.hbtparishcouncil.org.uk

MINUTES OF THE ORDINARY PARISH COUNCIL MEETING

Monday 17th July 2023 at 7.30pm, held at the Hurstbourne Tarrant Community Centre.

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Councillors present:

Cllr Ian Kitson (Chairman)

Cllr Neil Hedger

Cllr Mark Thomas (Vice Chairman)

Cllr John Bentley

Cllr Louisa Russell

Clerk

31. APOLOGIES FOR ABSENCE

31.1 Apologies were received from Cllr Jamie Williams, County Cllr North & Borough Cllr North.

32. DECLARATIONS OF INTEREST

32.1 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.

33. MINUTES OF PREVIOUS MEETING

33.1 Councillors agreed and approved the minutes of the last meeting which was held on 19th June 2023, and which were signed by the Chairman.

34. ACTIONS ARISING

- 34.1 Wooden railings, Ibthorpe Road (Bridge Cottage) HCC had been asked for an update, nothing forthcoming. Clerk to contact County Councillor North to progress.
- 34.2 New HBT village sign on B3048 Stoke Road at parish border Cllr Hedger to provide clerk with HCC contact to chase on a decision.
- 34.3 Play equipment upgrade (zipwire and teen shelter) the clerk reported that a meeting was set with TVBC on 28th July to discuss grants from CIL monies to assist with replacement equipment.
- 34.4 Dean Rise field additional allotments clerk to send a letter to residents of Dean Rise seeking their views before further consideration was given to the project.

35. PUBLIC PARTICIPATION

- 35.1 There were 4 members of the public present.
- 35.2 The Chairman wished to thank everyone who contributed to the Summer Fair and Flower, Vegetable & Produce Competition a very successful event, despite the windy weather.
- 35.3 A resident offered small oak trees in pots for the village. Cllr Bentley to ask the school planting scheme in September.
- 35.4 Abandoned vehicle at The Bank Tree police are aware unlocked, untaxed. Police have said that unless there's criminality involved, it's a matter for TVBC. **Clerk to make enquiries**.

Hurstbourne Tarrant Parish Council Minutes - May 2023 to April 2024	
Copies of Parish Council Minutes may be accessed at www.hbtparishcouncil.c	org.uk

Signed	l	Date
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Hurstbourne Tarrant PARISH COUNCIL

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36. PLANNING

Councillors discussed the following applications:

- 36.1 23/01589/LBWN Horseshoe Cottage, Horseshoe Lane, Ibthorpe regularise removal of porch on southern elevation. No comment.
- 36.2 23/01670/FULLN The Old Forge, The Dene, HBT raise roof of side extension to provide additional bedroom including a dormer window. From the street view, there would be no impact and materially, there should be no effect on the rest of the village. No comment.
- 36.3 The Atchen Tan, Netherton Road, HBT planning appeal notification and application to Land Registry to register a large area of common land. Cllr Williams had drafted a document to submit to the Land Registry, in conjunction with the solicitors for Faccombe Estates Limited, expressing objection to the registration of common land to private persons.

The Parish Council wished to minute that its involvement was about protecting everyone's rights of access to common land.

A great deal of background regarding common land, how it arose, and when there had been discussions had been retrieved from the Winchester Records Office. The submission was required by the Land Registry by midday on Thursday 20th July. Cllr Bentley asked whether the PC should adopt the Netherton Valley common land in due course, and that it was important to consider Upton Common in the same way and whether the Parish Council should register it as Common Land to protect it.

37. COUNCILLORS' UPDATES

- 37.1 Cllr Thomas reported a branch blocking the gate off KGV and the footpath to Doles Wood.
- 37.2 Cllr Bentley inspected the school trim trail some parts had failed the recent play equipment inspection. He had chased the company and contacted the surveyor, who expressed his desire to assist but was constrained by resources as the company was on the verge of collapse. Cllr Bentley to work with the school for a resolution.
- 37.3 Cllr Hedger reported that there had been no speedwatch sessions but he had written to 4 more lorry companies asking if they would consider alternative routes to the A343.
- 37.4 Cllr Kitson updated regarding the old roundabout removal and it was agreed to deal with it one Saturday morning over the summer holidays.

38. CLERK'S REPORT & CORRESPONDENCE

- 38.1 The clerk had received a letter from a resident who had written to Kit Malthouse MP regarding the poor state of the roads in HBT.
- 38.2 The clerk wished to minute thanks to HTCC and Dr Andy Watson for his hard work in refurbishing the parish office, which had totalled £605, coded under small unplanned projects.

Hurstbourne Tarrant Parish Council Minutes - May 2023 to April 2024
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Signed	Date

Hurstbourne Tarrant PARISH COUNCIL

HURSTBOURNE TARRANT PARISH COUNCIL

39. FINANCE

- 39.1 On the day of the meeting, the bank balance stood at £11,664.89 in the Treasurer's Account and £18,663.67 in the savings account, including earmarked reserves of £22,889.
- 39.2 The clerk had circulated the payments made since the last meeting. Cllr Russell agreed them as an accurate record.

TYPE	DATE	PAYEE	AMOUNT	REMARKS
DD	3/7/2023	TVBC	111.54	Grass cutting
BACS	6/7/2023	David Sullivan	105.00	Lengthsman duties
BACS	10/7/2023	Tangley Parish Council	146.79	SLR quarter share maintenance
BACS	11/7/2023	HMRC	168.16	PAYE July
BACS	11/7/2023	Mrs M Edwards	645.60	Salary July
BACS	13/7/2023	HMRC	6.76	PAYE underpayment June
BACS	13/7/2023	Community Heartbeat	80.34	Replacement defib pads
BACS	13/7/2023	Mrs M Edwards	100.43	Office equipment
BACS	17/7/2023	Dr A W Watson	663.62	HTCC office refurbishment
BACS	17/7/2023	Victim Support	100.00	Grant
		TOTAL	£2,128.24	

39.3 The Clerk presented the Q1 finances. Although the payments looked large for the time of year (£23,385.82), £17,742.90 was the balance of the new children's roundabout, so the realistic expenditure was £5,642.13, and of that, £247.70 was for the Coronation party for which a grant had been received from TVBC. The remainder was all normal council business.

RESOLVED: Councillors agreed that there were no concerns regarding the QI finances.

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Signed	Date



Hurstbourne Tarrant Parish Council

Prep	ared by:	Date:	
	Name and Role (Clerk/RFO etc)		
Appr	oved by:	Date:	
	Name and Role (RFO/Chair of Finance etc)		
	Bank Reconciliation at 30/06/2023		
	Cash in Hand 01/04/2023		45,166.62
	ADD		
	Receipts 01/04/2023 - 30/06/2023		10,538.57
	0.00000000		55,705.19
	SUBTRACT Payments 01/04/2023 - 30/06/2023		23,385.82
A	Cash in Hand 30/06/2023 (per Cash Book)		32,319.37
	Cash in hand per Bank Statements		
	Petty Cash 31/03/2022	0.00	
	Business Bank Instant 07210851 30/06/2023 Treasurer's Account 00730337 30/06/2023	18,651.00 13,668.37	
			32,319.37
	Less unpresented payments		
			32,319.37
	Plus unpresented receipts		
В	Adjusted Bank Balance		32,319.37
	A = B Checks out OK		

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Signed	Data
71811 6 0	Date



HURSTBOURNE TARRANT PARISH COUNCIL

13 July 2023 (2023-2024)

Hurstbourne Tarrant Parish Council Listing of Payments in each Code for All Cost Centres (Between 01-04-2023 and 30-06-2023)

Cost Cer	ntre Admir	nistration									
Code N	Number	9 Audit Fees									
Vchr.	Date	Invoice No Minute	Bank	Cheq. No.	Description	Supplier		Vat Type	Net	Vat	Total
2	0 09/05/2023	12/1403	Treasurer's Accoun		Internal Audit Fee	Do The Num		Z	250.00 £250.00		250.00
Code N	l	10 Colony & HMDC			Subtot	al for Code:	Audit Fees		£250.00		£250.00
Vchr.	Number Date	10 Salary & HMRC Invoice No Minute	Bank	Cheq. No.	Description	Supplier		Vat Type	Net	Vat	Total
	6 13/04/2023		Treasurer's Accoun		Clerk's Salary April	Clerk		X	645.60		645.60
	7 13/04/2023		Treasurer's Accoun		PAYE April	HMRC		x	168.16		168.16
2	4 16/05/2023		Treasurer's Accoun		Clerk's Salary	Clerk		X	645.60		645.60
2	5 16/05/2023		Treasurer's Accoun		PAYE May	HMRC		X	161.40		161.40
	6 14/06/2023		Treasurer's Accoun		Clerk's Salary	Clerk		X	645.60		645.60
3	7 14/06/2023		Treasurer's Accoun		PAYE	HMRC	Salany & UMDC	X	168.16 £2,434.52		168.16 £2,434.52
Codo N	lumber	12 Cubecriptions			Subtol	tal for Code:	Salary & HMRC		12,434.32		22,434.32
Vchr.	Number Date	13 Subscriptions Invoice No Minute	Bank	Cheq. No.	Description	Supplier		Vat Type	Net	Vat	Total
	8 13/04/2023	MEM243648-1	Treasurer's Accoun		SLCC membership fee 2023/24		cal Council Clerks	Z	177.00		177.00
1	6 19/04/2023	INV-5788	Treasurer's Accoun		HALC/NALC annual subscriptions	-	ssociation of Local C	Counc Z	340.19		340.19
					Subtot	al for Code:	Subscriptions		£517.19		£517.19
	Number	14 Stationery & Co	nsumables								
Vchr.	Date	Invoice No Minute	Bank	Cheq. No.	Description	Supplier		Vat Type	Net	Vat	Total
	2 16/05/2023		Treasurer's Accoun		Consumables - refreshments for APM	Ocado	F'l- 01	Z	38.31	9.16	38.31 54.98
2	3 16/05/2023 3 16/05/2023		Treasurer's Accoun		Consumables - refreshments for APM Consumables - refreshments for APM		Family Shopper Family Shopper	S Z	45.82 6.92	9.16	6.92
	2 22/05/2023		Treasurer's Accoun		Consumables - stationery	Amazon	ramily Shopper	S	29.59	5.92	35.51
					•	al for Code:	Stationery & Consul		£120.64	£15.08	£135.72
Code N	Number	15 Other Admin Ex	penditure								
Vchr.	Date	Invoice No Minute	Bank	Cheq. No.	Description	Supplier		Vat Type	Net	Vat	Total
	3 06/04/2023	HBTCC/211	Treasurer's Accoun		HTCC hire charge		Tarrant Community (290.00		290.00
	4 06/04/2023	HBTCC/210	Treasurer's Accoun		HTCC Hire Charge SWIFTS		Tarrant Community (330.00		330.00
	5 19/04/2023	10056599	Treasurer's Accoun		Uncontested Election Fee		orough Council	Z	24.00	22.12	24.00
1	8 02/05/2023	INV-4155	Treasurer's Accoun		Accounts Package	Scribe	Other Admin Expen	S	345.60 £989.60	69.12 £69.12	414.72 £1,058.72
					Subtotal for Cos	al for Code:	Administration	unture	4,311.95	84.20	4,396.15
Cost Cer	ntre Facili	ties & Services			Subtotal for Cos	st Centre.			4,011.00	0.1.20	4,000.10
Code N		16 Playing Fields -	Doon Bioo 8 KG								
Vchr.	Date	Invoice No Minute	Bank	Cheq. No.	Description	Supplier		Vat Type	Net	Vat	Total
	5 02/06/2023		Treasurer's Accoun		Annual Play Equipment Inspection	Playsafety Lt	td	s	150.00	30.00	180.00
							Playing Fields Des	n Dine 8 I	£150.00	£30.00	£180.00
					Subto	al for Code:	Playing Fields - Dea	all ruse or I	£130.00		
Code Nu	mber	17 Grass Cutting			Subto	al for Code:	Playing Pielus - Dea	all Rise of I	£130.00		
Code Nu Vchr.	mber Date	17 Grass Cutting Invoice No Minute	Bank	Cheq. No.	Description	Supplier	Playing Pielus - Dea	Vat Type	Net	Vat	Total
Vchr.		•	Bank Treasurer's Accoun	Cheq. No.		Supplier	Borough Council			Vat 16.22	
Vchr. 1 19	Date 03/04/2023 02/05/2023	Invoice No Minute	Treasurer's Accoun Treasurer's Accoun	Cheq. No.	Description Grass cutting Grass cutting	Supplier Test Valley B	Rorough Council	Vat Type S S	Net 81.08 92.95	Vat 16.22 18.59	Total 97.30 111.54
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Vchr. 1 19 34	Date 03/04/2023 02/05/2023 01/06/2023	Invoice No Minute 10055952	Treasurer's Accoun Treasurer's Accoun	Cheq. No.	Description Grass cutting Grass cutting Grass cutting	Supplier Test Valley B	Rorough Council	Vat Type S S	Net 81.08 92.95	Vat 16.22 18.59	Total 97.30 111.54
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Vchr. 1 19 34 Code Nu Vchr. 33 Cost Centr Code Nu Vchr. 2 28 29 Cost Centr Code Nu Vchr. 2 17 17 17 17 18 10 11 12 13 14	Date 03/04/2023 02/05/2023 01/06/2023 mber Date 22/05/2023 re Genera mber Date 21/04/2023 19/06/2023 mber Date 06/04/2023 22/05/2023 22/05/2023 22/05/2023 re Project mber Date 06/04/2023 19/04/2023 19/04/2023 19/04/2023 19/04/2023 19/04/2023 19/04/2023 19/04/2023 19/04/2023	Invoice No 10055952 20 Allotments Invoice No Minute 2821031/2109€ I Repairs & Maintenanc 23 Defibrillators Invoice No Minute 921831751/00: 24 Miscellaneous Rel Invoice No Minute INV-13376 S 30 Small (unplanned Invoice No Minute INV-13376	Treasurer's Accoun	Cheq. No.	Description Grass cutting Grass cutting Grass cutting Grass cutting Description Allotment water rates Subtotal for Con Description Upton phone box electricity supply Upton phone box electricity supply Upton phone box electricity supply Subtotal Description Trees for Dene Green & concrete for he play Equipment Repairs Play Equipment Repairs Play Equipment Repairs Play Equipment Repairs Coronation Party consumables	Supplier Test Valley B Test Code: Supplier SSE SSE SSE SSE SSE Test Test Test Wickes Test Code: Supplier (K Kitson Recyc Gerry's Timb Wickes Test Code: Supplier (K Kitson Recyc Amazon Amazon Lilaj Ltd Party Decora Farriers Equi Binaz Ltd Never Grow	corough Council corough Council corough Council corough Council Grass Cutting ream Allotments Facilities & Services Defibrillators Cling Ltd Miscellaneous Rep General Repairs & M Cling Ltd ations Ltd ine Care (UK) Ltd Up Ebay store	Vat Type S S S Vat Type Z Vat Type L L L Vat Type S S S S sairs laintenance Vat Type S S S S S Z S S S Z	Net 81.08 92.95 92.95 £266.98 Net 40.37 £40.37 457.35 Net 11.94 £35.63 Net 25.00 20.66 23.92 £69.58 105.21 Net 140.00 8.32 7.67 7.49 55.43 18.75	Vat 16.22 18.59 18.59 £53.40 Vat 83.40 Vat 0.59 0.58 0.59 £1.76 Vat 4.78 £13.92 15.68 Vat 28.00 1.66 1.50 11.08 3.75	Total 97.30 111.54 111.54 111.54 12320.38 Total 40.37 540.75 Total 12.53 12.33 12.53 12.53 237.39 Total 30.00 24.80 28.70 £83.50 120.89 Total 168.00 9.98 7.67 8.99 66.51 22.50
Vchr. 1 19 34 Code Nu Vchr. 33 Cost Centr Code Nu Vchr. 2 28 29 Cost Centr Code Nu Vchr. 2 17 27 38 Cost Centr 17 27 38 17 27 38 17 29 10 11 12 13	Date 03/04/2023 02/05/2023 01/06/2023 mber Date 22/05/2023 re Genera mber Date 21/04/2023 22/05/2023 19/06/2023 mber Date 06/04/2023 22/05/2023 re Project mber Date 06/04/2023 22/05/2023 19/04/2023 19/04/2023 19/04/2023 19/04/2023 19/04/2023 19/04/2023 19/04/2023 19/04/2023	Invoice No 10055952 20 Allotments Invoice No Minute 2821031/2109€ I Repairs & Maintenanc 23 Defibrillators Invoice No Minute 921831751/00: 24 Miscellaneous Re Invoice No Minute INV-13376 S 30 Small (unplanned Invoice No Minute INV-13376	Treasurer's Accoun	Cheq. No.	Description Grass cutting Grass cutting Grass cutting Grass cutting Description Allotment water rates Subtotal for Cost Description Upton phone box electricity supply Trees for Dene Green & concrete for he play Equipment Repairs Countain Party consumables Coronation Party consumables	Supplier Test Valley B Test Centre: Supplier SSE SSE SSE Test SSE Test SSE SSE Test SSE Tes	corough Council corough Council corough Council corough Council Grass Cutting ream Allotments Facilities & Services Defibrillators Cling Ltd Miscellaneous Rep General Repairs & M Cling Ltd ations Ltd ine Care (UK) Ltd Up Ebay store	Vat Type S S S Vat Type Z Vat Type L L L Vat Type S S S S sairs laintenance Vat Type S S S S S Z S S S Z	Net 81.08 92.95 92.95 92.95 £266.98 Net 40.37 £40.37 457.35 Net 11.94 11.75 11.94 £35.63 Net 25.00 20.66 23.92 £69.58 105.21 Net 140.00 8.32 7.67 7.49 55.43 18.75 4.92 16.95	Vat 16.22 18.59 18.59 £53.40 Vat 83.40 Vat 0.59 0.58 0.59 £1.76 Vat 4.78 £13.92 15.68 Vat 28.00 1.66 1.50 11.08 3.75	Total 97.30 111.54 111.54 111.54 £320.38 Total 40.37 £40.37 540.75 Total 12.53 12.53 £37.39 Total 30.00 24.80 28.70 £83.50 120.89 Total 168.00 9.98 7.67 8.99 66.51 22.50 5.90 16.95

Hurstbourne Tarrant Parish Council Minutes - May 2023 to April 2024 Copies of Parish Council Minutes may be accessed at www.hbtparishcouncil.org.uk

Signed	Date



HURSTBOURNE TARRANT PARISH COUNCIL

Hurstbourne Tarrant Parish Council <u>Listing of Payments in each Code for All Cost Centres</u>

(Between 01-04-2023 and 30-06-2023)

				Subtotal for Code:	Small (unplanned) projects	£402.05	£53.63	£455.68
Code Number	31 Large (planned in	ncome) projects						
Vchr. Date	Invoice No Minute	Bank Cheq. No.	Description	Supplier	Vat Typ	e Net	Vat	Total
21 09/05/2023	103443	Treasurer's Accoun	New roundabout KGV	GL Jones F	Playgrounds S	14,785.75	2,957.15	17,742.90
				Subtotal for Code:	Large (planned income) projet	£14,785.75	£2,957.15	£17,742.90
Code Number	32 Speed Limit Rem	ninder Signs						
Vchr. Date	Invoice No Minute	Bank Cheq. No.	Description	Supplier	Vat Typ	e Net	Vat	Total
5 06/04/2023		Treasurer's Accoun	SLR maintenance 1st Jan-31	st March Tangley Pa	arish Council X	129.45		129.45
				Subtotal for Code:	Speed Limit Reminder Signs	£129.45		£129.45
			Subtota	al for Cost Centre:	Projects	15,317.25	3,010.78	18,328.03
					TOTALS	£20,191.76	£3,194.06	£23,385.82

13 July 2023 (2023-2024)

Hurstbourne Tarrant Parish Council Listing of Receipts in each Code for All Cost Centres

(Between 01-04-2023 and 30-06-2023)

O - 1 - 11 1	4 Decemb								
Code Number	1 Precept	Bt-	Ohen Ne	December 1	0	V-4 T		14-4	
Vchr. Date	Invoice No Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
1 12/04/2023		Treasurer's Accoun	1	Precept	Test Valley Borough Council	X	8,663.00		8,663.00
					Subtotal for Code: Precept		£8,663.00		£8,663.00
Code Number	2 Bank Interest								
Vchr. Date	Invoice No Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
5 09/05/2023		Business Bank Inst	t	Bank Interest	Lloyds Bank	X	6.13		6.13
6 09/06/2023		Business Bank Inst	t	Bank Interest	Lloyds Bank	X	11.87		11.87
					Subtotal for Code: Bank Interest		£18.00		£18.00
Code Number	3 Playing Fields								
Vchr. Date	Invoice No Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
4 21/06/2023		Treasurer's Accoun		KGV Playing Field	Hampshire County Council	X	12.50		12.50
4 2110012020		11000010107100001		Nov Flaying Flora	Subtotal for Code: Playing Fields		£12.50		£12.50
Code Number	5 Wayleaves								
Vchr. Date	Invoice No Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
3 19/06/2023	HURSTTPC	Treasurer's Accoun					102.66	Vat	102.66
3 19/06/2023	HURSTIPC	reasurer's Accour	1	Wayleaves	SSEN Scottish & Southern E Subtotal for Code: Wayleaves	Electricity I X	£102.66		£102.66
					Captotal for Gode.				
					Subtotal for Cost Centre: Income		8,796.16		8,796.16
Cost Centre VAT									
Code Number	8 VAT Reclaim								
Vchr. Date	Invoice No Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
2 17/04/2023		Treasurer's Accoun	1	VAT reclaim 2022-23	HMRC	X	1,742.41		1,742.41
					Subtotal for Code: VAT Reclaim		£1,742.41		£1,742.41
					Subtotal for Cost Centre: VAT		1.742.41		1,742.41

40. NEXT MEETING

40.1 The next ordinary meeting of the Parish Council was due to be held on Monday 18th September 2023.

The meeting concluded at 20:03 hrs.

Signed	 hairman
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Signed	Date
JINITEO	Date