

BROUGHTON PARISH COUNCIL
MINUTES OF THE MEETING HELD ON TUESDAY 3rd SEPTEMBER 2024

Present: Cllr J Hodgson, Cllr B Keane, Cllr A Taylor, Cllr R Robson, Cllr K McAllister, Cllr J Mann, Cllr J Morrison & Cllr C Brooks.

In attendance: Heather Bourner-Clerk

HCC David Drew

TVBC Cllr A Johnson

1 Member of public

Apologies for Absence

1.Apologies for absence had been received from Cllr M Mossman & Cllr J Dumper.

Public Participation

2) The members of public present wished to discuss a planning application.

Declarations of Interest

3) Cllr Robson declared an interest in an application for tree works at her property. There were no other declarations of interest. All Cllrs present confirmed no amendments were required to register of interest documents.

Minutes

4) **Resolved:** The minutes of the meeting held on 2nd July were confirmed as a correct record and were signed by the Chairman. Proposed Cllr Mann, seconded Cllr Taylor. All agreed.

Planning

5) **The following decisions by TVBC were noted:**

24/00037/FULLS- erection of a dwelling, Hyde Farm- permission

24/00999/FULLS-demolish two extensions and replace with one-Hyde Farm Cottages-permission

24/01278/TREES- tree works, The Orchard, Rookery Lane-no objection

24/00084/NMA1 non material amendment to full permission -1 Venison Terrace-allowed

24/01072/VARS- variation to agreed plans at Bayards, South Road

24/01614/AGNS- prior approval for erection of farm storage barn, Church Farm, Buckholt Road- prior approval not required

Resolved: that the planning decisions on the following applications were endorsed:

24/01644/FULLS- demolition of outbuildings & erection of extensions, Hillside, Salisbury Road-no objections

24/01656/FULLS-partial demolition and reconstruction of link between house and cottage-The Close, High St- no objections

24/01764/FULLS- construction of single garage, workshop and vehicular entrance- Hillview House, South Road- no objections

24/01881/FULLS-demolish house and cottage and erect new dwelling and vehicular access-Drove House, Rookery Lane- the applicant was present and confirmed there had been no changes to plans but further biodiversity surveys had been required by TVBC -no objections

24/01945/TREES- tree works-Brigge House, High St-no objections

Hedgerow removal-4 Dixons Lane- no comment

6) County and Borough Councilors' Report

HCC David Drew had circulated a report for August and one for September which have been circulated to all Councillors.

He will also circulate a document from Nick Adams-King regarding the plans for increased housing numbers.

TVBC Cllr Johnston highlighted the latest Mid Test Matters.

She also highlighted the consultation currently open regarding planning reform. TVBC have been told to increase the number of houses now required by 75% and there is great concern

that large numbers of housing will be built where there is not the appropriate infrastructure. Cllr Johnston will establish if the consultation is open to Parish Councils. She also highlighted the TVBC Climate Change Overview has been reviewed and she will provide details to the Parish Council in due course.

Closure of Churchyard

7) Cllr Hodgson highlighted correspondence received which confirmed the Parochial Church Council have agreed to close the churchyard at St Marys Church, Broughton and as such have requested the Parish Council take over responsibility for maintenance of the Churchyard. The Clerk explained that this was a legitimate request in accordance with the Local Government Act 1972 however under the same law it was possible for the Parish council to resolve to pass this responsibility to the Borough Council. Councillors present expressed disappointment that no one from the PCC had spoken to the Parish Council and expressed concern that not all PCC members were aware of the application.

The Clerk was asked to Contact the PCC for more information in particular the state of repair of the churchyard and walls which while listed as good on the application were noted by Councillors as needing some repair.

Sports Field Pavilion Update

8) Cllr Keane reported the work to build the new pavilion is underway and good progress is being made. A program of works is awaited along with a schedule of stage payments. No invoices have been received yet.

Cllr Taylor reported on his research regarding adult gym equipment. While this was agreed to be a good idea it was felt equipment should be spaced out to encourage use by individuals or pairs rather than groups. One quote has been obtained and the costs could be met by S106 funds available. In principle the Parish Council were in favor as were the Sports Committee and they will now discuss with the sports committee where this could be installed. Further quotes will also be obtained.

Play Area Report

9) Cllr Mann confirmed he has a contractor ready to mend the broken fence and expects the work to be carried out shortly.

One item in the play area that needs to be repaired or replaced is an s shaped bench which is showing signs of wear. Cllr Keane agreed to look at this and see if a repair is possible.

Cllr Hodgson has been approached and asked for a new litter bin to be installed in the play area. The Clerk will contact TVBC to ask for installation costs and establish if the location would enable collection.

Planning Tracker

10) The Clerk referred to an email she had received from a villager about the planning tracker on the Parish Council website. Anyone wishing to see details of planning applications could sign up to receive email alerts however the system no longer works under the current package purchased by the Parish Council. To add this the Parish Council would need to upgrade their subscription and this would cost a further £10.00 per month. The matter was discussed and Cllr Hodgson proposed the Parish Council buy the enhanced website for 12 months. This was seconded by Cllr Taylor. All in favour. The Clerk will organise the upgrade. Feedback would be sought from parishioners as to the level of use, in twelve months' time.

Neighbourhood Plan

11) Cllr Mann reported the steering group will be meeting again shortly and it is hoped that the questionnaire will be circulated to all parishioners very soon.

Notice Board

12) Cllr McAllister had sent a report to the Clerk regarding the possibilities of local artists painting the backside of the board to make this more attractive to passersby. Cllr Keane had discussed this with the Village Hall committee who had given the idea full support. Cllr McAlister will approach the school to establish if children could be involved in the design.

Statutory Documents

13) Following the internal audit The Clerk had reviewed and circulated a data protection policy, a complaints procedure, a recruitment procedure and an Equal Opportunities policy. All

Councillors present agreed the revised documents should be adopted. The Clerk will arrange for them to be published on the Parish council website.

Clerks Report

14) The Clerk reported as follows: -

The Clerk reported that the solicitor had confirmed the required amendments to the transfer documents have been agreed between Lindens Solicitor and TVBC. Confirmation that the land registry documents were accurate was still awaited from Lindens solicitor and Shentons have also asked them to review the contribution figure given that the last figure agreed was in December 2023. The Clerk will continue to press the solicitors for completion.

A resident had highlighted weed growth in the pavements in Hinwood Close after an approach to both Aster Housing, TVBC and HCC this was eventually cleared.

An insurance renewal had been received from Clear Insurance, the current provider. This provided all the necessary cover and while it was £122 more expensive than the previous year it was still £475 cheaper than the quote from Gallaghers Insurance. Cllr Hodgson proposed this be accepted and renewed. This was seconded by Cllr Mann. All agreed.

Reserves held at the United Trust Bank had been invested in a 12-month bond which attracted interest at 5.06%.

The balance of the covid grants being used to pay for the disabled toilet at the sports field is now reduced to £800 and will only cover 3 more months until depleted. Further funds in the account of £5471 which had been carried forward for many years were available and the Parish Council will consider if these can be used. Cllr Keane will speak to the sports committee to establish if the unit is still required.

The external audit report had been received and enforced those issues highlighted by the internal auditor but which were now resolved. The necessary completion notice will be posted to the website.

The second instalment of precept of £14930 has been received from TVBC.

The Broughton Firework Committee had asked the Parish Council to confirm insurance is in place to cover this event. They have also requested the Parish Council pass on details of the event to the construction company currently engaged in the pavilion rebuild asking them to ensure no inflammable materials are left on the site at the time of the event.

Footpaths.

15) Cllr Morrison reported issues as follows

Footpath 4-alongside this footpath are three dead trees and a resident has raised concerns over their safety. These are on land currently owned by Linden Homes but that is to be transferred to the Parish Council. Cllr Hodgson will contact the parishioner who has raised this to say the Parish Council cannot remove trees on land they do not own. The clerk will report this to solicitor and ask them to press for the land owners to remove them.

The allotment hedge has grown rapidly and the contractor is not able to get a tractor and hedge cutter near enough to cut this back in the way that all other hedges in the village are cut back. Cllr Morrison will obtain quote from the lengthsman to cut this back, but noted it would be very helpful if allotment holders were prepared to help given that the hedge was originally planted by allotment holders to create cover from difficult weather.

Footpath 20- overgrown area is HCC responsibility and will be reported. It is not best use of lengthsman funds to cut this back.

Footpath 23 into 17- this was highlighted by a resident as very overgrown. It requires clearing with machinery larger than a strimmer and again Cllr Morrisson will report this to HCC Countryside Access.

Hedges bordering gardens from Whiteshoot on to the Salisbury Road are overhanging the footpath and will cause issues to school traffic in particular any mothers with prams or

pushchairs. As this is an HCC responsibility the Clerk will report it.

Finance

16) To note the bank balances as at 22/08/2024

TSB Charity account £242973.64

TSB Business Instant £73633.45

United Trust £32525.26

ii) To approve the following payments and authorise on line transactions: -

H Bournier sal	£659.73
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H Bournier exp	£18.00
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HMRC	£61.20
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Hugo Fox	£11.99
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BDO LLP	£378.00
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Carel Davenport	£144.00
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Ace Liftaway	£390.00
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Grass & Grounds	£923.72
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Retrospective

Carol Davenport £240

Ace Liftaway 3312.00

Spire building control £1440.00

Clerks Salary £659.73

HMRC £61.20

Carol Davenport £228.00

Grass & Grounds £636.08

Water rates £54.36

Hugo Fox website £11.99

Galea gardening £210.00

Ace Lift away £312.00

17) Items to carry forward

Quarterly finance check responsibility

18) Correspondence

The Clerk confirmed she had received:

Email requesting someone take over receiving and disseminating Hampshire Crime Alerts, Cllr Brooks agreed to take on this responsibility.

An email regarding the Broughton email group that is not currently working. Action is being taken to resolve this matter.

19) New items for next meeting

Car parking at cemetery for football club

New village bus

Community news

20) Cllr Hodgson noted an event to be held in the Village Hall in October open to all residents where Hampshire Police will talk about cyber-crime and prevention. This will be advertised in due course.

Cllr Morrison highlighted an issue with the community bus and plans to replace this, hopefully with an electric bus. Grant applications are being submitted and it is possible the Parish Council will be approached for financial help.

Cllr Keane highlighted replacement parts required for the defibrillator. The battery and pads in the machine at the Drs Surgery need replacing now and given this is an essential item it was agreed these should be ordered now. Those in the other machines are still in date but in due course an attempt to align the dates for replacements for all machines will be made.

Date of next meeting

18) 7.30 pm on Tuesday October 1st 2024-