

**AWBRIDGE PARISH COUNCIL**

**Minutes of the meeting of Awbridge Parish Council held in Awbridge Village Hall,  
Romsey Road, SO51 0HG, on Thursday, 10th January 2019 at 7.30pm**

**Present:** Cllrs Allen (**PA**) (Chair), Jackson (**GJ**), Legon (**PL**) Seymour (**KS**), Wheeler (**SW**).  
**In attendance:** TVBC Cllr Nick Adams-King (**NAK**), TVBC Cllr Gordon Bailey (**GB**) HCC Councillor Roy Perry (**RP**)  
**Apologies:** Cllr Daley  
**Clerk:** Ian Milsom

**Action**

**1. 1/19 Apologies for absence**

apologies received as above.

**2. 2/19 Declarations of interest**

**SW** declared an interest in planning application 18/03284/FULLS Sanctuary Cottage, Awbridge Hill.

**3. 3/19 Reports and presentations**

To receive Hampshire County Councillor, Test Valley Borough Councillor, PCSO's, Awbridge Members', Clerk's and Test Valley Association of Town & Parish Council delegates reports.

HCC Cllr Roy Perry- Written report covered the following areas:

- Finances
- Local Enterprise Partnerships
- Children's Services
- Adult Services
- Highways
- Brexit
- Commission of Inquiry – Hampshire 2050

A copy of the report is attached as **Appendix 4(a) and Appendix 4(b)** to these minutes.

**TVBC Cllr Gordon Bailey** – Mentioned Blackwater ward. Its alignment with the northern sector has protected it from development, with most housing have been built in the southern sector.

**TVBC Cllr Nick Adams-King (NAK)** – Stanbridge Lane to be closed on 29<sup>th</sup> January due to siting of telephone distribution box, which will provide superfast broad band to Stanbridge Earls Retirement Village

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development. Will investigate the possibility of obtaining some lines for parish use.

Surface water on Stanbridge Lane. Southern Water has opined that it is groundwater, but source still being investigated.

Test Valley Borough Council (TVBC) will freeze precept in 2018/19, along with parking charges in Romsey. Looking at provision of drop-off parking spaces to compensate for temporary loss of some spaces to town centre improvement contractor's equipment storage containers.

Plaitford's Neighbourhood Development Plan first to go to referendum, just ahead of King's Sombourne.

TVBC Councillor grant scheme. There is still around £1500, which must be committed by 31 March 2019, available to Blackwater Ward.

#### 4. 4/19 **Planning**

- i. To hear details of a pre-submission planning proposal for a development of homes in Church Lane, which is linked to the extension of the graveyard at All Saints Church and the provision of church car parking facilities.

Fred Tucker, Warden at All Saints Church Awbridge, gave a presentation covering:

- **Overview of the proposal**

This included placing the proposal in the historic context of previous efforts, dating back to 2005/6, to achieve a solution to the need for an extension of the graveyard. In 2013 an area of land was identified for this purpose and a grant obtained to aid its purchase. Unfortunately, the landowner subsequently decided not to sell the land.

Again in 2013, approaches were made to the developer of the Berriedael site in Church Lane and various options put forward, none of which came to fruition.

The latest proposal to achieve an extension of the graveyard and church car parking facilities relates to a proposed development of four residential properties (1 x 2 bed, 1 x 3 bed, 2 x 4 bed) in Church Lane. The developer has offered an area of land at Fromefield Nursery to facilitate the extension of the graveyard and for car parking.

- **Community support for previous proposal**

In 2013, and in connection with the Berriedael proposals, parishioners and the parish council were consulted by the Church in the form of a letter sent under the auspices of the

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Rector. A total of forty-two responses all supported the proposal.

- **Community support for the latest proposal.**

It was explained that the proposal focuses on land that, in the context of TVBC [Local Plan \(LP\) 2011-2029](#), is outside the settlement boundary and, therefore, is classified as protected countryside. For the Church Lane development proposal to proceed, it must be demonstrated that it has the support of the community as detailed in Policy COM9 of the TVBCLP, also complies with any relevant requirements of (COM 7 and COM 8 - Affordable Housing) and there is a clear community benefit.

As the nursery is an employment site, TVBC will also have to be satisfied that there will still be employment benefits post-development.

- **Importance of the initial view of the Parish Council**

The parish council is the level of local government closest to the community and has an important role in representing the best interests of all parishioners. In this context, it is important that the Church Lane proposal has the 'in principle' support of the Council. If such support was forthcoming, parishioners would then be canvassed for their views.

- **Benefits to community of latest proposal**

The main benefit will be the extension of the church graveyard,

In addition, the provision of car parking will enable the Church to realise its full potential as a community hub, regardless of parishioners' religious beliefs or non-beliefs. This will encourage greater community cohesion.

The provision of car parking will also address the periodic traffic congestion problems in Church Lane, which presents access problems for emergency vehicles.

Prior to considering whether to offer initial 'in principle' support for the proposal, members of the parish council asked for clarification of the following:

- **What controls would prevent the developer subsequently exceeding the four residential properties currently proposed?**

It was explained that normal planning regulations would apply to the proposal and any breach would result in remedial action by TVBC, the planning authority. In addition, 'community benefit' is linked to a financial calculation of the

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monetary value of the community benefit, vis-a-vis the total value of the residential properties erected on the site. If the latter significantly exceeded the former, this would be a key factor in the process of considering whether to grant planning permission.

**NAK** suggested that key stages in the proposed development be notified, enabling the parish council to review, and if necessary withdraw, in principle support.

- **How many graves would the graveyard extension accommodate?**

There would be Space for 120 additional graves. There is an average of eight burials per year.

The parish council suggested that the positions of the car park and the graveyard extension, shown on the plan provided in the presentation, be reversed.

**Following further discussion, it was the decision of the Council to support, in principle, the proposed development.**

- ii. To consider planning applications notified to the Council.  
**See Appendix 1 for details**
- iii. To note outcome of previous planning applications  
**NOTED. See Appendix 2 for details**

**5. 5/19 Public observations/questions on agenda items**

A parishioner asked for clarification regarding Awbridge District Village Association (ADVA) invoicing the parish council for its monthly page in Awbridge News, understanding this to be free. The clerk explained that a grant of £165 was paid to ADVA annually to support the production of the Awbridge Newsletter in recognition of the benefit the Council receives. Switching to an invoice for the service that ADVA provides to the parish council is considered a more transparent and accurate way of recording the transaction.

**GJ** highlighted the ongoing problems relating to footpaths and roadways at Cowleas cottages. The clerk asked **GJ** to email details to him and he would take up with the Highways Engineer.

**GJ/  
Clerk**

**6. 6/19 Minutes**

It was proposed by **SW**, seconded by **KS** that the minutes of the meeting held on 29th November 2018 be accepted as an accurate record of the business conducted. **RESOLVED.**

Information update on items from the meeting on 20th September 2018 not on the agenda.

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- **TVBC Local Plan to 2036, consultation on issues & options.**

**GJ** confirmed that a submission was made on behalf of the Council and that the main suggestions put forward concerned concern over 'backyard' housing development, the provision of affordable housing and support for local business. TVBC still considering consultation feedback.

**7. 7/19**

### **Speed Sign Maintenance**

The clerk confirmed that the speed camera and its maintenance is shared with Broughton Parish Council. An approach has been made to Broughton to ascertain if they have decided on arrangements for future maintenance of the sign when TVBC ceases to provide this service in the financial year 2019/20. The TVBC Officer who has maintained and moved the sign to locations around Awbridge and Broughton, has offered to continue to provide this service on a private, commercial basis.

Broughton have not yet responded to the request for information. It was agreed that the clerk will chase and bring this item back to the February 2019 meeting.

**Clerk**

**8. 8/19**

### **Neighbourhood Development Plan (NDP)**

- a) **To receive a verbal update and to agree next steps.**

There was no one present to provide an update and it was agreed to carry this forward to the February 2019 meeting, by which time the Council will have ascertained the current situation.

**Clerk**

- b) **To discuss the establishment of a Parish Council ring-fenced reserve, and the amount of such a reserve, for supporting the development of the Awbridge Neighbourhood Development Plan.**

In view of a) above, it was decided that this item also be carried forward to the February 2019 meeting.

**Clerk**

**9. 9/19**

### **Financial and Administrative**

- i. **To receive a financial report for the period April – December 2018.**

Members were provided with extracts from the accounts, which form **Appendix 5(a) and Appendix 5(b)** to these minutes.

- ii. **To agree the budget for the financial year 2019/20**

Following much discussion, it was proposed by **PA**, seconded by **GJ** that the draft budget, which appears as **Appendix 6** to these minutes, be approved. **Resolved.** This results in the annual parish precept for the financial year 2019/20 being set at £8,828, equating to £24.66 per property for the year.

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iii. **To agree and sign bank reconciliation**

This was agreed and signed by **PA** and the clerk. A copy forms **appendix 7** to these minutes.

iv. **To consider grant applications received from voluntary and community sector organisations.**

The clerk advised of applications received as follows:

- All Saints Church, Awbridge - £500 towards upkeep of church grounds
- Awbridge Neighbourcare - £250 to help fund activities for older residents of the village and to help with the costs of recruiting new volunteers.
- Victim Support - £50 towards the purchase of personal safety items issued free to victims of crime.

Following extensive discussion, it was proposed by **GJ**, seconded by **SW**, that the following grants be made:

All Saints Church £450  
 Awbridge Neighbourcare £250  
 Victim Support £50

**RESOLVED.**

v. **To confirm, as previously agreed in writing, the clerk's salary position on the National Joint Council Scale 6 salary point, and his annual progression through Spinal Points 26-29 of that salary scale, which includes a spinal point increase for successfully achieving the Certificate in Local Council Administration (CiLCA).**

Following a lively discussion, this was **approved**.

vi. **To authorise cheque payments, to include grants agreed at 10iv. above. See Appendix 3.**

It was proposed by **SW**, seconded by **KS** that all payments detailed at Appendix 3 be authorised. **RESOLVED.**

vii. **Replacement noticeboard at Awbridge School. To consider quotations received and to authorise the issue of a purchase order.**

- Following in-depth discussion of options currently available, it was agreed to proceed with the purchase of a noticeboard and accessories, at a total cost of £1,176.50, excluding VAT, from Greenbarnes Notice Boards.

**Clerk**

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**STANDING ORDERS. IT WAS PROPOSED BY PL, SECONDED BY SW THAT THE MEETING BE EXTENDED TO ALLOW COMPLETION OF THE REMAINING BUSINESS.**

- viii. **Installation of a flag pole at the Awbridge War Memorial. To receive a verbal update and to authorise the issue of purchase orders relating to supply and installation.**

The clerk confirmed that he has written to the landowner to request permission to site the flagpole. The landowner has initially responded to say that this request is under consideration.

The initial quotation received for the supply of a flagpole with an internal lanyard included a charge for delivery of £250. The clerk advised that he had researched two further prices, with delivery charges of £25 and £40 respectively. It was agreed that **PA** would look further at the specifications and quotes received and bring back to the February 2019 meeting.

**PA**

- ix. To formally note in the minutes the resignation of Cllr Anthony Hawthorne and, the necessary election notice having been posted without response from the public, that TVBC have confirmed the vacancy may be filled by co-option. **NOTED.**

10. 10/19 **Parish Lengthsman Scheme - To identify tasks for March 2019 worksheet.**

Members to email details direct to **KS.**

**ALL**

11. 11/19 **To confirm:**

- a) The date of the next ordinary meeting of Council and items for the agenda
- Cowleas cottages
  - Southern Water – Compensation and re-instatement of grass verges

The next scheduled ordinary meeting of the full Parish Council is 28<sup>th</sup> February 2019. **CONFIRMED**

- b) The following schedule of **Thursday** meetings from March 2019 - January 2020:

**28<sup>th</sup> March 2019 (Annual Parish Assembly)**  
 18<sup>th</sup> April 2019  
 16<sup>th</sup> May 2019 **(Annual Parish Council Meeting)**  
 27<sup>th</sup> June 2019

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25<sup>th</sup> July 2019 (**Planning\***)  
 29<sup>th</sup> August 2019  
 3 October 2019  
 31 October 2019 (**Planning\***)  
 28<sup>th</sup> November 2019  
 9<sup>th</sup> January 2020

**\*Planning meetings will convene only if there are applications to consider.**

**ALL OF THE ABOVE DATES WERE CONFIRMED.**

12. - **Closure of meeting**  
 The Chairman drew the meeting to a close at **21.50**

### Appendix 1

#### Planning Applications

18/03284/FULLS Sanctuary Cottage, Awbridge Hill. Erection of two-storey side extension to provide additional living space and accommodation.

It was proposed by **GJ**, seconded by **PA** that Council's response be 'No objection'.

**Resolved**

18/03324/TPOS Awbridge Danes, Danes Road. Remove 3 x Oak, 2 x Beech, 1 x Sweet Chestnut.

It was proposed by **GJ**, seconded by **PA** that the Council's response be 'Object' for the following reasons 'The proposal is opaque and insufficient information is supplied to enable the parish council to reach a decision. The parish council is content to leave the decision at the discretion of the planning officer. **Resolved**

### Appendix 2

#### **Outcome of previous planning applications**

18/03005/FULLS Cerne Abbas Saunders Lane Awbridge Romsey Hampshire SO51 0GP Ground floor side and rear extensions to provide living, kitchen and utility; revise roof and convert garage to provide bedroom, dressing and ensuite; first floor dormer to provide bathroom; rooflights and front extension to provide entrance porch (Amended scheme).

**Still current.**

18/01904/FULLS Crofton Kents Oak Awbridge SO51 0HH  
 Erection of six detached dwellings, and two detached garages. **PERMISSION** subject to conditions & notes.

18/02855/FULLS Forest View Kents Oak Awbridge Romsey Hampshire SO51 0HH  
 Covered decked area and veranda (Retrospective). **PERMISSION** subject to conditions & notes.

18/02577/FULLS Fairwinds Saunders Lane Awbridge Romsey Hampshire SO51 0GP  
 Garden room/office (Retrospective). **PERMISSION** subject to conditions & notes.

**COUNCIL NOTED THE ABOVE.**

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**Appendix 3****Cheque Payments**

<b>Cheque no.</b>	<b>Payee</b>	<b>Grant applied for/Payment Amount</b>	<b>Reason</b>
200207	ADVA	£250	1/3 <sup>rd</sup> Contribution towards purchase of Tommy Sculpture for the village.
200213	Ian Milsom	£1,597.75	1. Salary, allowances and expenses for the period October 2018-December 2018  2. Back-dated National Joint Council salary point increases/incremental increases for the period July 2016 – September 2018
200214	HMRC	£370.20	PAYE due on salary and additional payments
<del>the</del>	ADVA	£165	<del>Annual invoice for 12 x monthly parish council features</del>  Awaiting invoice.
200210	Awbridge Neighbourcare Grant applicant	£250	Contribution towards outings for older residents of the village, and towards costs associated with recruitment of additional volunteers
200212	All Saints Church Grant applicant	£450	Contribution towards the cost of upkeep of All Saints Awbridge churchyard.
200211	Victim Support Grant applicant	£50	Contribution towards purchase of security items, e.g. personal alarms, that VS issue free to victims of crime.

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