



WINCHFIELD PARISH COUNCIL

www.winchfield-pc.org.uk

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MINUTES OF THE MEETING OF WINCHFIELD PARISH COUNCIL HELD ON MONDAY 20 MARCH 2023 STARTING AT 7 PM IN THE VILLAGE HALL

PRESENT: Cllr Andrew Renshaw (Chairman), Cllr Meyrick Williams (Vice-Chairman), Cllr Richard Milnes-James and Cllr Kate Stewart
Cllr Louise Hodgetts attended virtually
Footpaths Warden
Litter Pick Co-Ordinator
4 Members of the Public
Mrs Alison Ball (Clerk)

APOLOGIES

- 1 Apologies were received from Cllr Tim Davies, Hampshire County Council (HCC); Cllrs Anne Crampton, Spencer Farmer and Tim Southern, Hart District Council (HDC); and members of the Neighbourhood Policing Team.

2 DECLARATIONS OF INTEREST AND APPLICATIONS FOR DISPENSATIONS UNDER S33 OF THE LOCALISM ACT 2011

Cllr Kate Stewart declared an interest in item 13, Land adjacent to Winchfield Court, as she lives opposite the site.

3 MINUTES OF PREVIOUS MEETING

The Minutes of the Parish Council Meeting held on 23 January 2023 were agreed and signed as a correct record.

4 MATTERS ARISING

On Minute 21 Any Other Business, Cllr Williams said that the post box which had been stolen from the Hurst had been replaced and Royal Mail had confirmed it was fully operational even though the white panel with collection times was not yet in place. He would continue to follow this up.

5 CORONATION OF KING CHARLES III

Cllr Stewart advised that she had been in touch with the organisers of the Jubilee events to ask if there were any plans in place to mark the Coronation. There had been six events celebrating the Jubilee and it was likely that the organisers of four of these events would be making arrangements to celebrate the Coronation. These would be held at the Village Hall, Beauchamp Green, Barley Mow Close and Winchfield Court. Each of these events was in the early planning stages and organisers only had a rough idea of the number of attendees.

HDC had set aside £1,000 for each ward for Coronation events. This scheme was similar

to the one run by HDC for the Jubilee and it was noted that there had not been any applications for the funding within the Hartley Wintney ward for the Jubilee funding. With this in mind an application had been made to HDC for £1,000 of funding that WPC would use to fund the four events. WPC would match fund this with another £1,000. It was noted that there was £2,000 in the 2023/2024 budget for Coronation events meaning there would be sufficient funds even if the application to HDC was unsuccessful. If successful there would be further discussions about what to do with the remaining £1,000 in the WPC Coronation fund.

WPC had received two grant applications for Coronation events – one from the Village Hall for £700 and one from Winchfield Court for £380. It was agreed that whilst the Jubilee grants had been awarded on an approximate amount per head this would be more difficult for the Coronation events as the WPC meeting schedule meant groups were being asked to make decisions much sooner in the planning process, before they had the full details.

Cllr Stewart suggested that a grant of £700 be awarded to the Village Hall. They anticipated that approximately 70 people would attend and based on the cost of the Jubilee event this should almost cover the cost of the food. The Village Hall Committee would fund the activities and decorations from other sources. Cllr Stewart suggested that Winchfield Court be awarded a grant of £350 as they expected a maximum of 50 attendees.

Cllr Stewart confirmed that grants could not be awarded to Barley Mow Close and Beauclerk Green due to them not having a bank account. However she suggested that £200 and £700 be allocated respectively to reimburse residents for costs associated with the Coronation celebrations. Residents would need to provide receipts in order to receive any funds.

Cllr Stewart encouraged any other residents holding Coronation events in the village who would like some help with funding to come forward. She also encouraged anyone who wished to attend an event but did not know what was being organised to get in touch.

It was **AGREED** to allocate £200 to Barley Mow Close and £700 to Beauclerk Green to reimburse them for costs associated with the community Coronation celebrations.

6 SOUTH EAST WATER: NEW MAIN THROUGH WINCHFIELD

Cllr Williams advised that the leak in the new water main at the Hurst had been detected and repaired but in this process the main sewage pipe had been damaged. It was understood that all repairs would be completed and the road reopened by Friday 24 March. Cllr Stewart suggested that South East Water be requested to clean the road before reopening as there was a significant amount of mud on the surface. Cllr Williams agreed to ask.

It was understood that the testing in Bagwell Lane would also be finished by the 24 March. There was still topsoil and seeding work to be done to make good in certain areas but it was hoped that all works would be completed by early April. Once completed Cllr Williams would ask for a contribution to the Community Benefit Fund to go some way to compensate residents for the inconvenience. Cllrs Stewart and Williams intended to meet with a representative from South East Water for a walk through the village to agree any additional tidy up works including any cracks in the roads.

7 FOOTPATHS REPORT

The Footpaths Warden confirmed that many of the footpaths were sodden at the current time and as such he had not been out to check them.

Cllr Williams confirmed that the work on FP5 at Round Copse was underway. This had involved detailed discussions with the HCC Countryside Access Team to make sure the scheme complied with the HCC requirements. A new gate had been ordered and would be installed as part of the project. Replacement of other gates in the area would be considered and HCC had been asked to provide at least one replacement gate.

Cllr Williams confirmed that he had looked into the powers of parish councils in relation to footpaths and had discovered that parish councils had a discretionary power to maintain footpaths. HCC had a duty to maintain the footpaths which was not optional, however it was acknowledged that HCC could only stretch resources so far and as such WPC was carrying out improvement works which were unlikely to be done by HCC.

Cllr Williams would ask the HCC Countryside Access Team if they could carry out the improvements to FP6 from Staceys Bridge to Sprats Hatch Lane but if they said no he had received a quote so that WPC could commission the work.

The work on FP4 had not been carried out as this needed to wait for the drier weather.

The Ramblers Association had made an observation that some of the choke points installed by WPC on FP6 were a bit narrow and could be difficult to negotiate. To try to help with this a step had been installed as the gate was wider higher up. The step had been very well signed to avoid any trips.

Cllr Williams confirmed he had asked the contractor to trim FP502 to help highlight the location of the path.

8 HIGHWAYS REPORT

Cllr Williams confirmed that he and Cllr Stewart had met with Hampshire's Assistant Highways Manager North to discuss issues in the village. They looked at the following:

- road/verge erosion in a number of locations;
- flooding on the B3016 under the motorway bridge;
- flooding on Station Road;
- dangerous open drains on Taplins Farm Lane;
- installation of new 30mph signs on Taplins Farm Lane;
- cleaning of the drains in a number of locations including Pale Lane;
- road markings at the Hurst junction;
- painting SLOW road markings at the Barley Mow junction;
- clearing of the ditches at Bagwell Lane.

None of the work would be done until the new financial year but it was hoped that by the meeting in May it would be possible to report that at least some of the work had been programmed.

All were reminded that potholes needed to be reported to HCC. It was noted that only potholes over 150mm deep would be repaired.

A member of the public asked if there were any proposals to install new 'unsuitable for HGVs' signs. Cllr Hodgetts confirmed that this had been raised previously with HCC and they were reluctant to install new signs of this type due to the issues with enforcement as it needed to be proved that the HGV was not delivering to a property on the restricted road. It was agreed to raise this again.

It was noted that as of 1 April 2023 the agency agreement with HDC for some of the highways functions was being rescinded by HCC and all highways matters would be dealt with by HCC from that date.

9 NEIGHBOURHOOD PLAN – REVIEW

Christine Strudwick gave the following update:

- HDC had recently confirmed that the Regulation 16 Consultation would start on 12 May and close on 23 June.
- The examiner Andrew Ashcroft had been invited to conduct the public examination but it was not clear if he would be available on the dates for examination.
- There had been an unexpected delay to progress when the designer decided that he could not complete the job and he sent back a document which was not only unfinished but in some places needed a great deal of work. This resulted in a request to HDC for a week's delay in submitting for Regulation 15 whilst this was resolved.
- It had proved very difficult to find a local design studio who had the skills and the time to do the work in a hurry and it did cause some delay and additional cost but the final result was excellent and 'Deuce Creative' in Farnborough had done an outstanding job at a very fair price.
- However, this rush to meet the deadlines was slightly in vain as Cllrs Williams and Stewart had a virtual meeting with planning officers at HDC about a planning matter unrelated to the review of the NP and on this call HDC officers highlighted that it might not be possible to conduct the Regulation 16 consultation before the May elections as consultations were not permitted during the 'pre-election period of sensitivity' which was due to start on 23 March.
- After consulting with Ann Skippers and taking guidance from 'Locality' it was decided to submit all the required documents for Regulation 15 to HDC on 9 March.
- The HDC website would be updated to say when the Regulation 16 Consultation would take place and as soon as that began all the documents would be available online and also on the WPC website. A leaflet drop would be made to all residents prior to 12 May.
- Hard copies of the Plan would be at the two pubs and the village hall or available on request to the Parish Clerk.
- At the close of the Regulation 16 Consultation the responses would go straight to the Examiner, not to WPC as they had done with Regulation 14. WPC had requested the legal right to use the two week period (24 June – 8 July) after consultation to review the responses and make a statement to the examiner regarding any submissions it was felt needed additional information for clarity.
- After Examination WPC would receive the Examiners Report and again make amendments (or say why it does not agree) based on his/her comments. The Examiner would then either approve the Plan to go to Referendum or require further changes to be made.
- It was anticipated that the Referendum would be held in late summer 2023.

Christine Strudwick expressed her thanks to the Working Group for making the time to attend meetings, their ongoing input and support whenever requested and their efforts with all the deliveries of flyers and newsletters.

The Chairman thanked Christine and the whole team, acknowledging the considerable amount of time and effort committed by Christine through the review process.

Cllr Williams requested that the Clerk produce a summary of the costs involved in

producing the revised NP, broken down into categories.

10 RURAL EXCEPTION SITE

Cllr Williams advised that the public consultation on the two proposed sites had taken place between Monday 20 February and Sunday 5 March. This consultation was not a planning consultation but to get the views of residents on the two sites that had been identified as possible rural exception sites. English Rural had confirmed that 238 users had visited the website with 47 responses received. All these responses were via the website, not by email, and were therefore anonymous. These responses were being considered by Action Hampshire and a working group meeting would be held on 27 March to discuss the content. If, following consideration of the comments, the working group agreed to continue the process with one or both of the sites an approach would be made to HDC to see if there were any major issues that had not been identified already. There would be another update at the meeting in May.

Cllr Hodgetts was very pleased with the response from the public and the volume of comments. She thanked all who were engaging with the process and confirmed that there would be a lot more consultation with the public as the project continued.

11 TREE AND HEDGEROW PLANTING SCHEME

Cllr Stewart advised that she did not have any update at the current time but wanted to keep this as an agenda item as she hoped to have some news about a new proposed area of land for tree planting at the next meeting.

12 CLIMATE CHANGE PROJECT

At the last meeting Cllr Williams had advised that he had received information from a councillor at Hartley Wintney Parish Council (HWPC) about an initiative which was being co-sponsored by St John's Church and HWPC to address local issues that could mitigate climate change. The initiative was being led primarily by St John's and in particular a resident of Winchfield. Christine Strudwick had offered to be involved and she would report to a future meeting once she had more details.

13 LAND ADJACENT TO WINCHFIELD COURT

It was confirmed that there was still no update on the hearing to consider the appeals against the Enforcement Notices, and the Enforcement Team at HDC was continuing to monitor the site.

It was noted that a planning application had been made to HDC for a five bedroom house on plot 1. This was the subject of an appeal following the failure of HDC to determine the planning application within the eight week timescale. This meant that HDC could no longer make the decision on the planning application but it was being considered at a meeting of the HDC Planning Committee on 22 March with the Committee being asked to say what the decision would have been if it had been considered within the proper timescales. WPC had been invited to speak at this meeting but it was felt that there was nothing additional to add to what had been contained in the written submission so attendance would not be necessary. It would be possible to watch the meeting online. Cllr Williams suggested that residents look at the planning report attached to the Planning Committee agenda as planning officers were recommending refusal and the report contained lots of detail as to why this was the recommendation.

It was reported that notification was received from HDC at 15:15 on Friday 17 March of the Planning Committee meeting and asking that should anyone wish to speak that this be relayed to HDC by 5pm on Monday 20 March. It was agreed that the Clerk raise this very

short notice period with officers at HDC particularly as the agenda for the meeting had been published on Tuesday 14 March.

It was noted that the Planning Enforcement Officer who had been dealing with this site had recently left the employment of HDC and a senior officer at HDC confirmed that there would more than one Team Leader recruited.

A member of the public advised that there were ongoing activities on plots 2, 3 and 4 which were being reported to HDC. Residents were aware that recently topsoil had been delivered, materials had been burnt on site, areas had been flattened by a roller, an area of tarmac had been laid and heavy machinery was being moved on and off the site. HDC enforcement officers had recently attended the site and had been refused entry.

It was understood that the residents in the immediate area were getting very concerned about recent activity and a member of the public had recommended to the Winchfield Court Residents Association that the report to the HDC Planning Committee be circulated so that residents could see that HDC was opposed to the development of the land and that the report had been written in a very impartial manner.

14 LITTER PICK PLANS

The Litter Pick Co-ordinator advised that as previously agreed the next litter pick would take place on Sunday, 2 April. She was making all the necessary arrangements and 24 volunteers had signed up so far. There was a short discussion about a couple of areas just outside the parish boundary that would benefit from a litter pick and the Litter Pick Co-ordinator agreed to consider whether it would be appropriate to carry out a litter pick in these areas. One area of concern was around the bench on the B3016 near the entrance to Mortimer Close. It was thought that residents from the Priory were congregating there and leaving litter. It was agreed to contact the Priory to see if anything could be done.

15 UPDATE ON THE SPEED INDICATOR DEVICE

Cllr Hodgetts advised that after some initial difficulties the system for the remote data collection from the SID was working and the SID had just completed six weeks at the Barley Mow. She confirmed she would download the reports and add them to the website by the end of the week with a summary, highlighting any areas of concern. One issue related to the installation of the Bluetooth was that the battery was draining more quickly. Cllr Hodgetts asked that if anyone noticed that the SID had stopped working she be notified so she could arrange for the battery to be changed. Now that the data could be downloaded remotely it would be easier for other people to help with changing the battery. Cllr Hodgetts hoped to gather a team of volunteers who would be prepared to take it in turns changing the battery.

16 UPDATE ON THE DEFIBRILLATORS

Cllr Hodgetts advised that thankfully the defibs had not been used. She expressed thanks to the guardians who were regularly checking the defibs.

Cllr Hodgetts had found a training provider and had provisionally booked training for 1 and 5 June and she was waiting for confirmation of these dates. The training would cater for 20 people at each session and 28 people had already expressed an interest in being involved. Anyone who wished to attend the training should register with WPC.

Cllr Hodgetts confirmed that the new defib at the Phoenix pub at Phoenix Green was due to be installed imminently.

17 S106 MONEY

Cllr Milnes-James advised that the Village Hall project was ongoing and the remainder of the funding would be claimed once the outstanding work had been completed.

It was noted that there was still approximately £22,000 in s106 money available and ideas were sought for projects that this could be used for.

18 PARISH COUNCIL ELECTIONS, 4 MAY

The Chairman advised that there would be elections for the Parish Council on 4 May. He reminded those present that photo ID was now needed to vote in person at the polling station. The Clerk could provide information to anyone wishing to stand as a candidate in the election.

The Chairman confirmed that he would not be standing in the election and would be retiring after a long and busy 41 years. Cllr Williams thanked the Chairman for his service.

19 PLANNING

Applications received since the last meeting:

20/00048/ENF Paynes Cottage, Potbridge Appeal against alleged change of use of bungalow to dormitory accommodation and installation of hardstanding for parking contractor vehicles. This was an appeal against an enforcement notice which was heard at a public inquiry in the week commencing 6 March 2023. Members had agreed by email that Cllr Williams should attend the inquiry on behalf of WPC and had agreed that he read out the following statement:

“Winchfield Parish Council has no record of having been given an opportunity to comment on any planning application associated with the change of use to this property in 2019 or thereafter until we were made aware of this planning appeal hearing. We wish to present the following facts for the Inspectors consideration, comments that we would have submitted had there ever been a planning application.

The Winchfield Neighbourhood plan, made in 2017, focuses in section 5.2 on the rural look and feel and the character of the village which are greatly valued by all who live in or visit Winchfield. Policy BE2 of the 2017 NP specifies that ‘... development proposals which adversely affect the tranquillity, rural nature and layout of the existing roads, lanes, byways and footpaths will not be supported. Development proposals should recognise and respect the intrinsic character and beauty of the countryside.’

Footpath 501 descends in a westerly direction towards Totters Lane adjacent to this property. Winchfield Parish Council contends that the change of use to become a storage facility, which can clearly be seen a significant distance away on Footpath 501, fails to meet the criteria specified in Policy BE2.

The 2017 WNP also addresses the issue of light pollution in Policy BE4 and specifies that all development should be designed in a way that does not require external lighting of the use of street lighting. The fact that this property is now illuminated all night does not comply with the requirements of Policy BE4.

The made 2017 Winchfield Neighbourhood Plan is in the process of being updated. We are currently about to submit a Reg16 version to Hart District Council, post the public consultation conducted in accordance with the Reg 14. As part of the revision Winchfield Parish Council researched the dark skies criteria recommended by CPRE. In their report ‘Night Blight: Mapping England’s light pollution and dark skies’ it clearly illustrates that the night sky above this area on Totters Lane was largely free from light pollution before this area was floodlit at night.

In the revised WNP a new policy NE 5 specifies, inter alia, that all proposals involving the installation of outdoor lighting should minimise light spillage and glare especially where the development is in the countryside or on the edge of the settlement and not have an

adverse impact upon landscape character and biodiversity. Winchfield Parish Council requests the Inspector to consider adding significant waiting to this proposed policy as the updated plan is about to commence the Reg 16 consultation phase.

We also wish to advise the Inspector that Winchfield Parish Council endorses and supports the submission made by the Residents Association.

In conclusion Winchfield Parish Council recommends that the Inspector dismisses this planning appeal.”

Cllr Williams said he had expected to be cross-examined after giving this statement but the inquiry ended after an adjournment when HDC resolved to withdraw the 2020 enforcement notice. This would enable the council to serve a fresh enforcement notice with new evidence and for the site owner to consider his position. Cllr Williams commented that this was one of the benefits of having an updated Neighbourhood Plan.

A member of the public asked if anyone had considered the potential for chemical pollution at the site as chemicals could often be smelled and there was a stream nearby. Cllr Williams agreed to investigate this.

23/000439/HOU Oaklands, Potbridge Road Erection of two dormers to roof and kitchen extension (retrospective). WPC response: No objection.

22/02939/FUL Oak Farm Nursery, Station Hill Construction of a single storey building for agriculture and storage use, construction of a single storey building for agricultural use and extension of existing barn. WPC response: WPC accepts that this is an application to regularise the building activity that has taken place over the past few years at Oak Farm Nursery, although the planning application does not make it clear that this is a retrospective application with the majority of the works having already been carried out. Whilst we are eager to support opportunities for local businesses we are unable to support the application until evidence is provided on the following points.

The Parish Council is concerned that there is no evidence provided with regard to the environmental impact of the mushroom farm. We need to see clear scientific evidence that the process itself or the residue if kept on site does not give rise to an odour which would be damaging to the activities held at the adjacent Village Hall, the Winchfield Inn and the surrounding area which includes Winchfield Station and its car park, nearby housing which includes Beauclerk Green, and Footpath 3 which runs along the eastern boundary of the nursery site.

There also needs to be further information about drainage arrangements to prevent harmful chemicals entering the nearby watercourse which feeds into the River Hart.

The application does not cover all the activities currently undertaken on site which we understand also includes motor vehicle sales and repairs.

Planning permission is also required for a dog care facility which appears to operate daily near the entrance to the nursery site and adjacent to Footpath 3.

The Parish Council is concerned that should a mushroom farm prove to be commercially unviable and not proceed, the buildings could be used without permission to enable the existing activities associated with trading of various types of motor vehicles to continue. We would request that HDC monitors the activities on a regular basis on the site over a period of at least two years to ensure that the activities proposed in the applications are as stated.

23/00596/HOU Oakhurst, The Hurst Demolition of front bay windows, garage, utility and shed and erection of a single storey front extension, two storey side and rear extensions, rear covered veranda and single storey outbuilding. WPC response: The Parish Council, whilst having no objection to the development, is unable to support the application until

there is clarity that it conforms with Policy A2 of the Winchfield Neighbourhood Plan 2017 with regards to parking provision. The Parish Council considers that the advice provided by the officer on the pre-application was incomplete and failed to draw attention to the requirements to satisfy Policy A2 in accordance with the precedence given to an NP as specified in paragraph 2.2 of the HDC Technical Advice Note on parking. We also require Hart District Council to consider the conditions specified in NPPF paragraph 111 and 112(c). If there is insufficient parking within the curtilage of the site the country lane immediately outside this property would be an inappropriate location for parking and would fail the criteria specified in the NPPF.

20 CHAPEL COTTAGE, POTBRIDGE

It was noted that this property was called Chapel Bungalow not Chapel Cottage.

Residents had drawn this to the attention of WPC as they had raised the issue of potential planning violations on this site with HDC. They had written to HDC highlighting, amongst other things, concerns about bonfires, the number of caravans on the site and provision of services such as water and sanitation. Cllr Williams had spoken to the residents association and was continuing to liaise with them. He had also spoken to Cllr Tim Southern on this matter.

21 FINANCE AND GOVERNANCE

21.1 Grant applications for Coronation events

Applications had been received from Winchfield Village Hall and the Winchfield Court Residents Limited for grants of £700 and £380 respectively to help with the costs involved in hosting Coronation events. This had been discussed in full under item 5.

It was **AGREED** that (1) a grant of £700 be awarded to Winchfield Village Hall towards cost associated with hosting an event to celebrate the Coronation; and (2) a grant of £350 be awarded to Winchfield Court Residents Limited towards cost associated with hosting an event to celebrate the Coronation.

21.2 Payments for Approval

The following payments were approved:

Clerk - AB	February Salary (inc payment for hours owed)	£551.19*
Clerk - AB	March Salary (inc payment for hours owed)	£551.19
Clerk - AB	April Salary	£354.30
Clerk – AB	May Salary	£354.30
Clerk – AB	Expenses (Working from Home Allowance February and March plus reimbursement for domain name registration renewal)	£40.39
Carter Jonas	NP work	£6,600.00*
Charterlith the Printers	NP postcards	£121.00*
Meyrick Williams	NP expenses	£44.37

Carter Jonas	NP work	£3,588.00*
Winchfield Village Hall	Hall Hire – March	£25.00
Ready2Print	NP printing	£69.40
Christine Strudwick	NP expenses	£111.71
Deuce	NP design and layout	£3,837.60
Ann Skippers Planning/ Charisma Spatial Planning LTD	NP review	£1,800.00
*Payment already made; expenditure agreed by email and within previously agreed budgets		

22 CORRESPONDENCE

No correspondence had been received other than that already forwarded and none that needed addressing that had not appeared elsewhere on the agenda.

23 ANY OTHER BUSINESS *Report Only*

It was noted that the next meetings on 15 May would be the Annual Parish Assembly and the WPC AGM. It was agreed that presentations should be given at the APA highlighting the achievements of the last year. It was felt that the date of the meeting should be advertised in Contact magazine to encourage as many people as possible to attend. It was also suggested that a leaflet or an insert (added to Contact magazine) should be distributed with details of the projects carried out by WPC to bring these to the attention of residents.

A member of the public asked if the new logo should be amended to include the words ‘Parish Council’. All agreed that this was a good idea and the producer of the original artwork would be contacted to see if it could be done.

24 DATE OF NEXT MEETING

Dates of future meetings were noted: 15 May 2023, 24 July 2023, 18 September 2023 and 20 November 2023, all starting at 7pm.

It was **AGREED** that the July meeting be moved to 24 July.

There being no further business, the meeting closed at 8.37pm