

AWBRIDGE PARISH COUNCIL

Minutes of the online meeting of Awbridge Parish Council held on Thursday, 29th October 2020 at 7.30pm

Present: Cllrs Jackson (Chair) (**GJ**), Seymour (**KS**) (Vice Chair), Adams-King (**NAK**), Allen (**PA**), Coggon (**DC**), Legon (**PL**), Sheppard (**AS**).
In attendance: Fred Tucker (**FT**), All Saints Church, Awbridge, 5 members of the public.
Apologies: TVBC Cllr Gordon Bailey (**GB**)
Clerk: Ian Milsom

Action

1. 83/20 **Welcome**
GJ welcomed everyone to the meeting and explained that due to the expected late arrival of **NAK**, who is also attending part of the Wellow Parish Council meeting this evening, the order of the agenda may be changed slightly. This is primarily to ensure that **NAK** is present for the discussion of agenda item **8. 90/20 1**, with which he has been actively involved.

2. 84/20 **Apologies**
 See above.

3. 85/20 **Declarations of interest**
AS declared an interest in agenda item 8. 90/20 1.

4. 86/20 **Reports and presentations**

Clerk

The clerk gave a verbal report of a notified incident of criminal damage to three Speed Limit Reminder (SLR) signs in Chilworth parish. It appears theft of the batteries was the target as they are of a type that can be used in caravans and mobile homes.

The Council's SLR maintenance contractor has explored with the sign manufacturer, Westcotec, additional security measures to their SLR battery casing, and one solution is currently under consideration. In the meantime, our maintenance contractor recommends that additional padlocks, at a total cost of £15, be fitted to the Awbridge SLR to afford additional protect against battery theft.

NAK

Gave a verbal report covering the following:

- **Planning White Paper.**
 Deadline for responses to consultation is today, 29th October 2020. Test Valley Borough Council has submitted a detailed response to the proposals, raising concerns that seem to be shared by other local councils in the south of England.

- **Fly Tipping**
Magistrates Courts have resumed hearing cases. The case concerning fly tipping in Church Lane will be heard soon.
- **Covid-19**
Test Valley Borough Council (TVBC) is increasing efforts to support those who must isolate during the second wave. A food distribution site will be established. A virus testing site may be provided in Romsey if needed. There is talk about a 'hot site' being established at Romsey Rapids to provide support for people who have tested positive for the virus and do not need to be hospitalised.

5. **87/20 Public observations/questions on agenda items**

A resident of Church Lane, Awbridge, hereafter referred to as **Resident A**, requested the opportunity to speak during the Council's discussion of agenda item 8. 90/20 1. **GJ** advised that members of the public do not routinely have the right to take part in discussions at parish council meetings. The public participation agenda item suspends the business of the Council to enable members of the public to raise observations/questions relating to items on the agenda. **Resident A** acknowledged this protocol and proceeded to speak about the planning application listed at agenda item 8. 90.20 1.

Resident A informed that a meeting between residents and All Saints Church had been mooted as a means of bringing the planning applicant (All Saints Church) and residents together to discuss the concerns of the latter concerning the proposed development. **Resident A**, together with another Church Lane resident met recently with **FT**. **Resident A** described this as a fruitful and open discussion about the concerns that people in Church Lane have regarding the proposed development. It was felt, however, that the Church needs to provide residents with more information regarding the following:

- Plans to extend Church community activity and the impact this may have on the village hall.
- Traffic impact of the Church's extended community activities.
- Why is the proposed Church car park so big?
- What is the justification for the planned community garden, and how will anti-social behaviour here and in the car park be prevented?
- Is there a business case for the graveyard expansion?

Resident A reminded that residents had proposed using Place Studio as a meeting facilitator, and had suggested a pre-meeting with Place Studio to agree how the meeting between residents and the Church would be conducted, when it would take place, and the content of the agenda. It was felt that residents should

have ample time to digest and consider information emerging from the pre-meeting to be fully prepared for the resident/church meeting.

Resident A advised that residents feel that Place Studio are unable to provide the service they were hoping for to have a fully inclusive meeting with the Church, and the proposed pre-meeting with this potential facilitator did not take place.

Resident A informed that the developer's agent has since become involved on the church's behalf and is viewed as having creating constraints to the proposed residents meeting by suggesting that it be online and take place as early as the week beginning 2 November 2020. It is understood that new drawings have been prepared, which the residents have had no opportunity to study and digest. There is a sense amongst residents that the consultation process is again being controlled by the developer.

Resident A expressed the view that an online meeting with many residents is not a practical option and would be a barrier to participation. A face-to-face meeting, possibly in a village hall setting, is believed possible within current government Covid-19 guidelines, and this is residents' preferred option. A definitive definition of what is allowed under Covid-19 restrictions is awaited. A facilitator will have to be found.

In response to a question from **GJ** regarding Test Valley Borough Council's offer of a Community Engagement Officer (CEO) to facilitate the meeting, **Resident A** felt that a CEO would not have the required breadth of knowledge of planning processes and procedures.

GJ thanked **Resident A** for his input. **GJ** informed that he had taken notes of the main points raised and would feed these into the later discussion of item 8. 90/20 1

6. 88/20 Minutes

It was proposed that the draft minutes of the meeting held on 17th September 2020 be adopted as an accurate record of the business conducted. **RESOLVED**

7. 89/20 Matters arising from the meeting on 17th September 2020, not on the agenda or included in reports.

- **Fire hydrant water pressure**
Petition being presented to Parliament by Caroline Noakes MP and further information awaited.
- **Cowleas cottages signs**
Clerk will remove corners from signs* to make them safe, and arrange for them to be mounted on the kerb-side wooden posts installed by Hampshire County

Clerk

Council Highways Department.

*The signs are aimed at persuading people not to drive across or park on the roadside grass verges.

STANDING ITEMS

8. 90/20 Planning

To consider the following planning applications notified to the Council:

1. 20/01448/ Land West of All Saints Church, Church Lane.

NAK opened the discussion by referring to an email he had previously copied widely to stakeholders. This proposed delaying the Parish Council's decision on the application to give time for the applicant to meet with residents to explore if any mitigations were possible to address residents the concerns. The proposed meeting has not yet taken place.

NAK remained of the view that the Parish Council should delay a decision until its planning committee meets on 19 November 2020. This date has been chosen to fit with Test Valley Borough Council's (TVBC) timetable, which requires a report to be prepared for its Southern Area Planning Committee (SAPC) by 24 November 2020. TVBC SAPC will consider the application 20/01448/FULLS on 8 December 2020.

GJ made **NAK** aware of the earlier discussion detailed at agenda item **5. 87/20** above and invited **Resident A** to summarise the key points.

NAK advised that Church Lane residents had asked, due to his openly expressed views concerning the planning application, that he withdraw from further close involvement in arrangements for the proposed applicant/residents meeting. Notwithstanding this position, **NAK** expressed his willingness to help and to arrange for a TVBC Community Engagement Officer to act as a facilitator.

NAK expressed the view that the issues raised at **5. 87/20** above are not material planning considerations that can be considered by TVBC SAPC. **NAK** pointed out that Hampshire County Council Highways (HCCH) has undertaken a traffic impact assessment and as regards the community garden, he has previously recommended that ownership ideally be transferred to parish council ownership to ensure its future maintenance and management. In response, **Resident A** took the view that the HCCH assessment focused solely on the traffic impact of the new houses, and does not consider the traffic impact arising from the use of the church car park, and increased church community activity. **Resident A** stressed that the issues raised by him at **5. 87/20** above are the concerns of the community and are relevant

to the application as it has been brought forward under Policy COM 9, 'Community Led Development', of TVBC Local Plan.

GJ brought the discussion to a close and suggested that the arrangements for the proposed meeting between the applicant and residents now rests with the parties involved.

It was proposed that the Council's response to this application be delayed until an extraordinary planning meeting to be convened on Thursday, 19th November 2020. **RESOLVED**

**2. TOWN AND COUNTRY PLANNING GENERAL
DEVELOPMENT ORDER NOTIFICATION OF DEVELOPMENT
UNDER PARTS 6, 7, AND 31 Application No: 20/02526/AGNS**
Proposal: Application to determine if prior approval is required for steel portal framed agricultural building Location: Earls Combe, Church Lane, Awbridge.

Following discussion it was proposed that Council's response to this application be: **Clerk**

"The PC recognises that the application is deemed permitted development under the relevant sections of the Town and Country Planning Act 1990. That said, the PC has reservations as to whether the application accurately fits the description of 'Agricultural Development'.

The PC has concerns in relation to the siting of the structure - it is within sight of roadway and footpath - and the intended cladding material, which is felt inappropriate to this setting. If this were not classed as permitted development, the PC would object to the proposal on these grounds".

9. 91/20 Neighbourhood Development Plan (NDP)
NAK updated as follows:

It has not been possible to process changes to the housing needs survey, or to issue the survey, due to further staff changes within the contractor organisation.

Further information has been obtained regarding the engagement of a consultant to write the Awbridge NDP. The consultant's fee includes work to identify sources of funding and the submission of funding bids.

Dates will be obtain when the consultant can attend a zoom meeting to further discuss the extent of the service available. **NAK**
When this information is available agreement can be reached on who should attend the meeting on behalf of the parish council.

10. 92/20 Village Gateway Signs/Traffic Calming Project

GJ set the context for discussion using details of the Bramshaw Parish Council traffic calming project as an outline guide. Copies of the Bramshaw project were circulated to Members prior to the meeting.

It is suggested that Hampshire County Council Highways (HCCH) be engaged as a project consultant. The parish council needs to prepare an outline brief based on what it is trying to achieve. HCCH will use this information and its traffic management expertise to produce a design brief aimed at delivering the Council's stated goals.

GJ had circulated an email prior to the meeting in which he set out his thoughts on areas within the village that could benefit from traffic speed reduction measures. **GJ** suggested the following locations:

- Danes Road by Church Lane
- Saunders Lane
- Lockerley Road
- Romsey Road by Village Hall
- Romsey Road by Stanbridge Earls

GJ provided details of the kind of measures available, including village gateway signs, pinch points, and road markings, and explained that measures could be funded by Community Infrastructure Levy monies held by the Parish Council, or TVBC, or a combination of both.

PL suggested that the wide corner at the junction of Romsey Road and Stanbridge Lane be reconfigured to slow traffic turning left into Romsey Road. **PL** also suggested that measures to protect cyclists on steep hills be considered.

PA felt that protection of pedestrians using the steps on Romsey Road to access the field by the village hall should also be considered. **PA** also suggested that the safety of pedestrians forced to walk eastwards on the carriageway of Romsey Road when accessing the village hall should be looked at.

It was agreed that **GJ** and the clerk will look at pulling together a draft brief for HCCH and bring this to the Council's meeting on 2 December.

**GJ/
Clerk**

11. 93/20 Financial and Administrative

- 1) To approve payments detailed under:
S Nightingale. £78.95. SLR Maintenance
I Milsom. £25. Refund of cost of poppy wreath.

RESOLVED

AS agreed to lay the wreath at the war memorial on Remembrance Sunday and **NAK** offered to read the names of the fallen.

**AS/
NAK**

2) To authorise the purchase of a shredding machine for use by the clerk. **RESOLVED** **Clerk**

3) To discuss and agree the allocation of costs relating to the emptying of dog waste bins.
It was proposed that the Parish Council pay TVBC for the emptying of the dog waste bin in Church Lane. Cost involved is £240 inclusive of VAT annually.
RESOLVED **Clerk**

BUSINESS TO BE CONDUCTED

12. 94/20 Emergency Plan

Following discussion it was proposed that:

1. The plan be updated with the amendments and additions previously suggested by DC
2. Subject to their agreement, Members' contact details be included in the plan
3. The plan to be reviewed on an annual basis
4. Bound copies of the plan to be circulated to all Members and to appropriate stakeholders
5. The existence of the plan to be brought to the attention of parishioners via ADVA News.
6. The updated plan to be brought to the Council's December 2020 meeting for formal adoption and agreement of review date.

Clerk

RESOLVED

13. 95/20 Public engagement/Raising PC profile

- 1) To agree the process for the Parish Council Logo competition

The clerk outlined the process proposed. The Competition will be open to all age groups. There will be a prize of £50 for the winner and £25 for the runner up.

Members approved this approach and added the following provisions:

- A closing date of 31 December 2020 be applied
- The prizes be in the form of gift cards for Romsey retail outlets chosen by the winner and runner-up.

Clerk

RESOLVED

- 2) To update on the progress of Councillor profiles
This remains ongoing.

14. 96/20 Risk management schedule

The amended schedule was received from **PL**.

Following discussion it was agreed that the clerk, assisted where necessary by Members, will further update the schedule as indicated below and bring the document back to the Council's December 2020 meeting for formal adoption.

Clerk

- Update risk ratings as appropriate
- Populate empty columns with information as appropriate

RESOLVED

15. Closure of meeting

9.10