

**MINUTES
DROXFORD PARISH COUNCIL MEETING**

**WEDNESDAY 21st January 2021 at 6.00 p.m.
Held via Zoom Meeting Room link**

PRESENT: Councillors: Mark Dennington, Angharad Heller, Chris Horn, Janet Melson (Chair), Di Shepherd.
IN ATTENDANCE: District Councillors Frank Pearson, Vicki Weston. Parish Clerk.
PUBLIC: 2

20.94 Apologies for absence.
Councillor Colin Matthissen.

20.95 Declarations of Interest.
Cllr Shepherd declared a pecuniary interest in planning application ref: SDNP/20/00119/TCA. Cllr Melson declared a personal interest as a neighbour.

20.96 Minutes of the meeting held on 16th December 2020.
Approved as a true and accurate record.

20.97 Chair's Announcements.

(i) The Chair announced the resignation of Max Ford due to his increased commitments preventing time for parish business; gratitude for his valuable contribution was expressed on behalf of the Council and unanimously supported by the members present.

The Chair referred to the return to lockdown due to increased incidence of Covid-19 but also noted the rollout of the vaccination programme locally and guidance that has been promulgated. Hampshire County Council has emphasised that the public must refrain from telephoning the surgery to arrange vaccination appointments; residents should be encouraged to wait for the call. If councillors become aware of a need for assistance to shop or to access public information, residents should be directed to the relevant voluntary organisation in Droxford, or local authority contact point. Relevant Covid-19 updates continue to be posted on the website.

(ii) Review of actions arising from the 16th December meeting.

Picnic Table – No interest from residents to free-cycle has been forthcoming. The Clerk was requested to contact a suitable contractor.

Raise order for G.Tull to remove/dispose of picnic table.	Clerk
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Parking at St Mary's Close: District Councillor Pearson reported that WCC is not prepared to spend the considerable sum required to provide additional car parking spaces on the existing lawn due to the topography and the existence of a sewage treatment plant beneath the lawn. An alternative would be to formally designate the on-road spaces solely for residents of St Mary's Close. This would require a HCC Highways (TRO) which is expensive and unlikely

to be sanctioned. Councillor Pearson alluded to the problem as a ‘Catch 22 situation’.

Parish Green Project Working Group. Members have been unable to meet due to current restrictions imposed by Covid-19 regulations.

Overhanging foliage on the A32 – Half of the encroaching vegetation along the footway has been removed. The Council agreed to allow more time for the landowner to complete before making contact if necessary.

Monitor	Chair
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Portsmouth Water Councillor Dennington had arranged meet an engineer on Wednesday 27 January to discuss the bill and PW owned stopcock.

Gully maintenance

The Clerk reported the blocked gully outside Stedhams Cottage on Swanmore Road had been cleared, but debris thrown onto the bank was slipping back towards the gully. District Councillor Pearson said WCC subcontracts a lot of the work. He will forward the name of the HCC city link officer at WCC to the Clerk in order that clearer lines of communication might be established, potentially enabling swifter responses.

Pavilion condition report and lease/hire agreement.

Councillor Dennington has a copy of the draft. With Covid restrictions likely to remain for the foreseeable future, completion of this is not urgent. Carpet tile laying at the Pavilion is about to commence.

Capping the well

Work will take place over the summer. The Chair suggested the Council reviews progress in 6 months.

To arrange necessary works	CH/MD
Remove from agenda until July or September	Clerk

20.98 Public Forum.

(i) Two members of the public were present to observe the meeting and did not wish to speak at this point.

(ii) County & District Council Councillor’s Reports:

County Councillor Huxstep was not present. HCC Covid-19 briefings had been forwarded on a regular basis during the preceding week. District Councillor Pearson advised that WCC are trialling separate collection of tetra-paks, batteries and waste electrical items; no confirmation as to who pays or how items will be collected is available yet. The Council’s attention was drawn to Project Integra, key to WCC’s ethical waste policy which must be taken on board by planning officers to require contractors to dispose of building waste in the correct manner. The Council was reminded that garden

waste collection in bins will start on 1 February; residents should order their bins as soon as possible.

WCC is likely to increase 2021/22 council tax by 3-4%.

District Councillor Vicki Weston drew the Council's attention to the District Councillors' WCC January report.*

(*Post meeting note:

The full report can be viewed www.droxfordweb.co.uk/agenda)

20.99 Planning (Appendix A)

(i) New Applications

Ref: SDNP/20/00119/TCA

Proposal: T1 - Cherry sp. Fell. due to nuisance breach being caused to the immediate drainage.

Location: The Nook, Mill Lane, Droxford SO32 3QS

NO COMMENT

Ref: SDNP/21/00237/TCA

Proposal: Reduce the branches of the yew tree T1 and the Davidii T2 by 1 metre. The yew tree is too close to our house and overhangs the neighbours garden. The davidii needs to be kept in check as it is a large tree in a small garden.

Location: The Small House High Street Droxford Southampton SO32 3PA

NO COMMENT

(ii) Planning Report – Appendix A

Decisions determined by SDNPA were **NOTED**. No update on enforcement matters had been received.

100. Finance and Governance

(i) **Payment of accounts.**

RESOLVED: To authorise payment of accounts listed in Appendix B. electronic payment of the £25 donation to the Royal British Legion previously approved and paid by cheque. The cheque, deposited at the Post Office had been returned by the payee's bank.

(ii) **Bank reconciliation and statement of reserves to 31 December 2020.**

NOTED

(iii) **Cashflow forecast to 1 April 2021.**

NOTED

(iv) **Community Infrastructure Levy (CIL)**

a) CIL Annual Monitoring Return 2020.

The return had been submitted to SDNP and can be viewed on the parish council website.

b) Call for bids for CIL projects 2020/21:

It was agreed to defer consideration of budget costs for Phase 2 to enhance the Parish Green. The Chair undertook to work with Cllr Dennington to submit an expression of interest CIL bid with indicative costs by the 31st January deadline.

(v) **Internal Audit 1/4/20 – 31/12/20:**

The internal auditor had drawn the Council's attention to cyber insurance and recommended the Council look into obtaining cover.

Cllr Horn emphasised that this is a valid concern and recommended the Council follow the internal auditor's recommendation.

Contact Came & Company	Clerk
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101. Parish Matters.

(i) **S106 SDNP Project Ref 64. Resurfacing and associated works in The Square:**

Cllr Dennington had nothing to report. He will contact the Project Manager with reference to issuing and signing of the contract.

(ii) **Allotments, Recreation Ground and Cemetery.**

Cllr Shepherd had previously circulated the Green Spaces Working Group Report.

Cemetery: A Mount Fuji cherry tree to form the centre of a new area for interred ashes was recommended by Judit Appel. The tree has been donated by a resident and will be planted late Winter/Spring. Judit Appel is drawing up a suitable planting scheme. Droxford residents will be invited to donate to a planting scheme, either in monetary form for the purchase of shrubs or through the donation of named home grown shrubs. A second working party is planned for late Spring. Help will be required to collect and lay donated wildflower turf.

The Council is very grateful to Judit Appel for contributing her professional recommendation and time.

Actions itemised in detail on the GSWG report	DS
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Allotments: 2 allotments had been relinquished and offered to, and accepted by, 2 residents from the Droxford waiting list. Appreciation was expressed to Mike Vear for inducting the new tenants.

Issue Agreement & T & Cs to new tenants	DS
Invoice all tenants for the coming allotment year.	Clerk

Recreation Ground:

Cllr Heller had negotiated a 15% discount for good quality Alexander Rose picnic benches.

(i) **RESOLVED** To approve purchase of 4No Picnic benches @ net cost of £160 each.

Raise purchase order	Clerk/AH
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(ii) **RESOLVED** approve planting a Mount Fuji cherry tree donated by a resident at the Cemetery.

Advise JA and resident	DS
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(iii) To approve appointment of contractor to complete task of felling of trees previously identified as dead and/or diseased on the allotments boundary with Grove Stables. Cllr Horn was content to allow access across the 'school field' if necessary, subject to dry ground conditions.

RESOLVED: to approve Nash Tree Surgery to fell 2 poplar trees.

Meet Nash on site to evaluate /confirm access through Horn field. Arrange date.	DS
Raise purchase order	Clerk

101. Footpaths & ROW

No updates were reported.

102. Roads & Highways

Speed indicator Device.

Following Councillor Ford's resignation the Chair will arrange a handover on this item.

103. Correspondence and other matters requiring the Council's response.

Mayor of Winchester Award.

The Chair invited member's suggestions. 4 names were put forward. The Chair considered it important to acknowledge the continuing dedication to the wellbeing of the community by these volunteers. The 4 names qualified in 2 of the eligible categories. It was proposed and agreed to submit 2 nominations, each shared by 2 candidates in the same category. The Council gratefully accepted an offer from a member of the public attending the meeting to write a commendation for 2 of the nominees in one category. Councillor Shepherd agreed to write the commendation for the other category; Councillor Horn offered to assist.

Write commendation A Forward form to member of the public to write commendation B	DS/CH JM
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104. Information Exchange and items for the next meeting.

Communications Policy.

105. To approve the date of the next full Parish Council meeting.

6.00pm Thursday 18 February 2021 6pm via Zoom

APPENDIX A – PLANNING REPORT 21 January 2021

1. APPLICATIONS DETERMINED

Ref: SDNP/20/05180/NMA

Location: Stable Cottage Garrison Hill Droxford Hampshire SO32 3QL

Proposal: In relation to application SDNP/18/06578/FUL - Clarification of proposed works: removal of existing garage

DECISION: APPROVED

Ref: SDNP/20/02770/HOUS

Location: 1 The Laurels Union Lane Droxford SO32 3QP

Proposal: Loft Conversion with dormer.

DECISION: APPROVED

2. PENDING CONSIDERATION

3. APPLICATIONS IN PROGRESS

Ref: SDNP/20/00938/FUL

Location: The Hambledon Hunt Kennels Garrison Hill Droxford Southampton Hampshire SO32 3QL

Proposal: Temporary use of land and siting of a Mobile Home for a period of three years.

Ref: SDNP/20/04015/FUL (closing date for comment 22/10/20)

Location: Dadkhah Stud, Park Lane, Swanmore, SO32 3QQ

Proposal: Construction of 3 bedroom chalet dwelling with office space and laboratory for owner/operator of Dadkhar Stud.

Ref: SDNP/20/05390/CND

Location; The Old Chapel, Police Station Lane, Droxford SO32 3RF

Proposal: Removal/variation of condition in relation to application ref: SDNP/18/00525/FUL

Ref: SDNP/20/05663/FUL

Location: Red Admiral Vineyard, Swanmore road, Droxford SO32 3

Proposal: Installation of 120kW biomass wood pellet boiler and associated flue within existing building.

4. ENFORCEMENT

Ref: SDNP/20/00590/COU 1 Park View, Union Lane

Alleged storage of the building materials associated with the business and extensive building works in the front garden which represent a vehicle hazard on the narrow road.

Status as of 4/12/20: Awaiting first site visit.

Ref: 19/00105/BCOND Hill Farm, Droxford Road Swanmore,

Alleged breach of conditions 4,6,7,9 and 10 of planning consent 07/00138/FUL/

Status as of 4/12/20:

The owner has been asked submit a planning application to regularise t/he breach. No application has been received.

Ref: 20/00098/COU Upper Hill Farm, Droxford Road Swanmore

Alleged change of use of land. (superceded case closed Ref:19/00105/BCOND Hill Farm Orchards.

Status as of 4/12/20:

Previous officer assigned to the case has left WCC. Awaiting re-assignment.

APPENDIX B – FINANCE REPORT (summary of transactions 1 – 31 December)
To be update Friday and w/c 18 Jan

	£
INCOME RECEIVED	
Cemetery - to erect a memorial	150.00
DIRECT DEBITS & STANDING ORDERS	
SO R Hoile - Dec	520.00
DD Telefonica - parish mobile	21.84
Bank service charge	18.00
Total	543.28

PAYMENT OF ACCOUNTS TO BE AUTHORISED 21 JANUARY 2021

Droxford Cricket Club (grass cutting - cricket pitch)	837.00
Estate Maintenance Services Inv 3003 Dec contract	300.00
R Hoile expenses - Internet/office £23.66	23.66
P. Reynolds (Internal auditor)	300.00
Winchester City Council – to empty dog bins	60.00
Total	1520.66

BANK ACCOUNTS:			£	£	£
Instant Access AC ...069				89,993.07	
Cemetery AC ...980				6,368.00	
Current AC ...455				1,667.29	
LESS unrepresented payments					
Royal British Legion			25.00		
EMS Dec Inv 3003			300.00	-325.00	97,703.36
	Net balance 31 December 2020				97,703.36
CASH BOOK:					
Opening Balance 1 April 2020				37,051.05	
Add: Receipts to 31 December 2020				87,898.55	
Less: Payments to 31 December 2020				- 27,246.24	
Closing balance per cash book as at 31 December 2020					97,703.36
RESERVES:					
Capital Reserve*				33,765	
CIL/s106 £4798 b/f + £41,414.62 new				46,213	
Cemetery Reserve, incl £336 (25% cem receipts - Aug)				6,368	
ICT Reserve				1,358	
Running Costs				10,000	
Reserves as at 31 December 2020					97,703.36
* Balancing figure					