

DROXFORD PARISH COUNCIL

Minutes of the Meeting of Droxford Parish Council held at 7.30pm on Thursday 16 February 2017 at the Village Hall, the Square, Droxford

PRESENT: Barbara Chandler - Chair, Mark Dennington, Chris Horn,

IN ATTENDANCE: Rosemary Hoile – Clerk, District Cllrs Linda Gemmell, Frank Pearson, County Cllr Roger Huxstep (arr 8.10pm)

PUBLIC Mr Andrew Wannell

16.138 Apologies for absence were received from Cllr Melson and Cllr Matthissen. District Cllr Weston had sent apologies. The Clerk had received a letter of resignation from Nick Fletcher on 11 February citing the sale of his house.

ACTION	WHEN	BY WHO
Notify WCC Electoral Officer	17 Feb	Clerk
Post notice of Casual Vacancy on the website & Noticeboard		

16.139 **Disclosable interests.** None declared.

16.140 The Minutes of the Parish Council Meeting held on 19 January 2017 were **APPROVED**

16.141 **Meeting adjourned for public participation.**

District councillor's reports: Cllr Vicki Weston had previously circulated the WCC monthly report. Cllr Gemmell and Pearson had nothing to add at this stage.

Andrew Wannell was present for a planning application concerning The White Horse Public House:

- a) To hear the Council's deliberations on the planning application for the White Horse to be turned into 5 houses.
- b) To ask the Council to consider applying for the White Horse to become an asset of community value. The pub is a 16th Century coach house in the Conservation Area, identified in the Droxford Parish Plan as in a characteristic part of the village. Moreover the application inaccurately defined business use as a restaurant Class A3, whereas the White Horse is a pub which serves food, Class A4.

Meeting resumed.

16.142 **Chair's Report:** The Droxford Country Fair Committee approved a grant of £500 to the Recreation Ground Project from proceeds from the fair in June 2016. In addition the Committee had agreed the Project will be the official major beneficiary of funds from the 2017 Fair.

The Parish Council will apply for retrospective funding to recover some costs incurred to comply with the Transparency Code on the community website.

16.143 **Finance, Grants & Governance**

16.143.1 Accounts for payments listed in Appendix A - **APPROVED**

16.143.2 Receipts and expenses, and the bank reconciliation at 30 January 2017 - **NOTED**

16.143.3 The Audit Report and Risk Assessment of financial system's internal controls for the Council prepared by P Reynolds, Internal Auditor - **APPROVED**

16.143.4 **RESOLVED** to approve Cllr Horn signatory to the Unity Trust Bank account to authorise payments electronically or by cheque in accordance with the bank mandate.

16.143.5 A request for a grant from the Citizens Advice Bureau was considered. CAB is not in the budget to receive a grant in 2016/17 or 2017/18. Nevertheless councillors considered the service provided by CAB of value to residents and **APPROVED** a grant of £100.00

16.143.6 **RESOLVED** to approve the revised Allotment Tenancy Agreement & Conditions of Rent.

ACTION	WHEN	BY WHO
Publish on the website	asap	Clerk

16.144.7 Casual Vacancy (Dr Penelope Gordon) - WCC had advised Council may proceed to co-option.

ACTION	WHEN	BY WHO
Advertise co-option of a parish councillor on website and noticeboard	ACTIONED	Clerk/Chair

16.143.6 Transparency Code training 30 Jan 2017: The report had been circulated.

ACTION	WHEN	BY WHO
Apply for grant	before end Feb	Clerk

16.144 Planning:

16.144.1 New Ref: SDNP/17/00551/FUL and Ref: SDNP/17/00552/LIS

Location: The White Horse Inn South Hill Droxford SO32 3PB

Proposal: Conversion, extension and alteration (including partial demolition) of existing building and outbuildings to form 5 houses with associated car parking and landscaping.

Cllr Dennington considered the proposal was considerably overdeveloped with insufficient on-site parking spaces and no simple alternatives. The layout lacked space for amenities. Councillors agreed with the principle of protecting the pub as an asset of the village.

The Council unanimously **RESOLVED** to object.

ACTION	WHEN	BY WHO
Parish Consultee letter of objection to SDNP	ASAP	CH
Look into to implications of applying for assets of community value	ASAP	Clerk

16.144.2 Planning decisions determined by SDNP listed in Appendix B. **NOTED**

Cllr Dennington reported the Uplands application shown as 'decision pending' was incorrect because the SDNP website had not been updated. The case officer is still waiting for answers from some statutory consultees to his queries.

16.144.3 Planning Appeals - None

16.144.4 The Clerk had received an update on planning enforcement listed in Appendix B. The update had been circulated to Cllrs Dennington and Horn.

16.144.5 SDNP case officer's advice for the pre-planning application submitted by Red Admiral Vineyard was **NOTED**. Cllr Dennington and Cllr Horn agreed the application did not meet any criteria required to establish a case for an agricultural worker's dwelling. A static caravan without planning consent is thought to be located behind the hedge.

ACTION	WHEN	BY WHO
Notify planning enforcement re static van	asap	Clerk

16.144.6 Publication of SDNP Community Infrastructure Levy (CIL) Charges were **NOTED**

16.145 Recreation Ground, Cemetery and Allotments:

16.145.1 **Play area:**

Maintenance update - Sam Crutchfield will carry out a monthly inspection and fit the replacement zip wire seat and chain on Saturday 18 February.

Annual inspection - John Coney (Hampshire Association of Playing Fields) will inspect the play area in March with Cllr Dennington. Date to be agreed.

16.145.2 **Droxford Recreation Ground Project:**

The Council had received notification from 'Tesco Bags of Help' of a grant award of £1000, awarded for 'Droxford Recreation Ground Improvement'.

It was agreed to set up a meeting to discuss the Droxford Recreation Ground project with members of Droxford Cricket Club on Thursday 2 March. The Chair and Cllr Dennington will attend. Time to be confirmed with DCC.

16.145.3 **The Sports Pavilion:** Cllr Dennington reported on maintenance works carried out. He anticipates floor repairs to be completed by the 25 February.

16.145.4 **Cemetery:** Nothing to report.

16.145.5 **Allotments:** Updated Tenancy and Conditions of Rent, see 16.143.6

16.146 The meeting closed briefly for Cllr Huxstep to give his report following his arrival at 8.10pm.
County Councillor's report: HCC had agreed to increase council tax by 4.99%, the maximum permitted without a referendum; 3% was allocated to social services and 1.99% to all other services. He reported on the Boundary Commission and Devolution in Hampshire. The Hampshire Lengthsmen scheme is to continue.
The meeting re-opened.

16.147 Roads Transport and Highways

16.147.1 The Historic Environment Conservation Officer had passed the issue of the damaged wall outside the Small House, High Street to the planning enforcement department. He apologised for the delay due to short staffing, but said the matter is in hand and will be dealt with in due course.

16.147.3 The clerk had met with the Highways engineer and Stuart Attrill. The gully surround repair outside the Round House, Midlington Road had disintegrated again. The problem was attributed to articulated lorries turning into Swanmore Road to access Axtons. District Cllr Pearson suggested approaching Axtons to discuss the 'preferred route' for traffic. The original agreement with the Police was for lorry traffic from Portsmouth to the A32 to be routed along Bishopswood Road, Mislingord to Gravel Hill. The dropped kerb, considered by the engineer to be inadvisable in principle and poorly executed, had enabled the verge to be encroached further. Highways would supply replacement bollards if lengthsman would be permitted to dig up damaged bollards and install new. The Clerk will speak to the Assistant Clerk at Shedfield to confirm specific lengthsman's tasks more precisely within the terms of the contract.

ACTION	WHEN	BY WHO
Contact Axtons re travel plan	asap	Clerk
Contact Assistant Clerk Shedfield PC	asap	Clerk

16.147.4 PACT meeting 19 January 2017 was attended by Cllr Melson. Her findings will be summarised in the newsletter.

16.148 Footpaths and ROW: Nothing to report

16.149 Parish Matters

Strategic Projects Working Group: The Council agreed a final presentation of proposals should be held on Saturday 25 March.

16.150 Consultations, Meetings & Training.

16.150.1 Transparency Code training 30 Jan 2017: The Clerk's report was circulated to members.

16.150.2 Countryside ROW workshop 14 March 2017 14:00- 17:00 the Gold room, Jubilee Hall, Bishops Waltham. The Clerk will attend.

16.150.3 Parish Council Forum meeting, 6 April Guildhall, Winchester. No-one would be available to attend.

16.150.4 Hampshire Police and Crime Panel 'Rural Crime 2017' Proactive Scrutiny – request for written evidence for deadline 3 March 2017. Cllr Melson had emailed her agreement to complete the online consultation.

16.151 Correspondence requiring the Council's response

The Chair had responded to the resident's letter regarding commercial vehicles parking overnight in the Square.

16.152 Rolling action plan – Cllr Chandler to review.

16.153 Items for the next agenda: None proposed.

16.154 Date of next meeting: 7.30 pm Thursday 16 March 2017 at Droxford Village Hall.

The meeting closed at 8.35 pm

SignedDate.....

APPENDIX A – FINANCE STATEMENT

Accounts for Payment

EV66	BACS	EMS inv 171	300.00
EV67	BACS	Kattenhorn Road Surfacing Ltd	168.00
EV68	BACS	HALC Inv 1147 TransparencY training	18.00
EV69	300171	Matthew Hillman Builders Ltd	120.00
EV70	BACS	R. Hoile - office expenses - Feb	120.90
EV71	BACS	M Stevens – bus shelter cleaning	32.00
TOTAL			<u>£785.90</u>

BANK :						
Curent Account: Unity Trust Bank A/C No.455						
Balance as per bank statement No 73 as at 30/01/17					1,538.37	
Less unrepresented cheques/BACS payments:						
EV16	BACS*	B Chandler	6.50			
EV62	300168	Home Start	100.00			
EV63	300169	South Central Ambulance Trust	250.00			
EV66	BACS	EMS inv 171 - Jan maintenance	300.00			
EV67	BACS	G.Kattenhorn Road Surfacing Ltd.	168.00	-	824.50	
(* BACS cancelled, changed to chq 300170)						
Deposit Account: Unity Trust Bank A/C No.069						
Balance as per bank statement No 66 as at 30/01/17					25,240.26	
Cemetery Account: Unity Trust Bank A/C980						
Balance as per bank statement No 16 at 30/01/17					1,712.39	
						<u>27,666.52</u>
CASH BOOK:						
Balance a per Cashbook 30/01/17						
Balance b/f 1/04/16			17,382.88			
Add Receipts 1/4/15 - 30/01/17			25,866.25			
Less Payments 1/4/16 - 30/01/17			- 15,582.61			
						<u>£27,666.52</u>

APPENDIX B - Planning Report 16 February 2017

7. PLANNING

7.1.1 NEW APPLICATIONS see agenda

APPLICATIONS IN PROGRESS

Reference	SDNP/17/00649/DCOND
Proposal	Discharge of condition 6 of listed building consent SDNP/16/03985/LIS
Address	Yew Tree Cottage High Street Droxford SO32 3PA
Reference	SDNP/17/00158/DCOND
Proposal	Discharge of conditions 3 and 4 of Listed Building Consent SDNP/16/03985/LIS
Address	Yew Tree Cottage High Street Droxford SO32 3PA
Reference	SDNP/16/02811/DCOND
Proposal	Discharge of Conditions 4, 5, 6, 7, 16 and 17 on planning consent SDNP/15/03895/FUL
Address	Townsend Northend Lane Droxford SO32 3QN
Reference	SDNP/16/00343/DCOND
Proposal	Discharge condition 4 in relation to SDNP/15/05497/HOUS
Address	Westwoods, Droxford Road, Swanmore, SO32 2PY
Reference	SDNP/16/00064/DCOND
Proposal	Discharge of Conditions 15, 19 and 21 relating to SDNP/14/00884/FUL
Address	Townsend, Northend Lane, Droxford, SO32 3QN

7.2 DECISIONS

7.2.1 PENDING

Reference SDNP/16/04613/FUL Upland Park Garrison Hill Droxford SO32 3QL

7.2.2 DETERMINED

Reference SDNP/16/06407/PRE Red Admiral Vineyard Mayhill Lane Droxford SO32 3PT **ADVICE GIVEN**

Reference: SDNP/16/05726/HOUS 2 Whitelands, Midlington Road, Droxford, SO32 3PD **APPROVED**

7.3 PLANNING APPEALS – None

7.4 ENFORCEMENT CASES OPEN

Reference	SDNP/12/00199/BPC Poppy Down Farm, Mayhill Lane, DroxfordSO32 3AH
Reference	SDNP/15/00272/GENER Poppy Down Farm, Mayhill Lane, DroxfordSO32 3AH
Reference	SDNP/13/00181/UNCM Four Acres, Midlington Road, Droxford SO32 3PD
Reference	SDNP/15/00408/COU Swanmore Barn Farm, Park Lane, Swanmore SO32 2QQ
Reference	SDNP/13/00238/DEVMON Townsend, Northend Lane, Droxford SO32 3QN

APPENDIX C – ROLLING ACTION PLAN

16.68.2	Find/speak to volunteer to oversee lengthsman	asap	CM	ONGOING
16.78.1	Bin for Mill Lane (dog waste)	Asap	Clerk	REQUEST WITH WCC tracking no 21260311
16.83	To contact Townsend case office and planning enforcement team	asap	MD	ONGOING. MD monitoring
16.87.1	a) Wall/High Street. Ask Highways to follow up b) Parking survey -request data analysis /RA	Nov	Clerk JM	a) Emailed Highways cc Conservation officer 16/11/16 b) ONGOING
16.129.1	Ascertain degree of hazard posed by bough.	asap	MD	MD requested quotes to remove - Clerk obtaining. ONGOING
16.129.2	To consider household survey responses	Feb	SPWG	ONGOING
16.129.4	New memorial – respond to South Coast Memorials	asap	Clerk	ACTIONED
16.130.5	Potholes- the Square. Request quote G Kattenhorn	asap	Clerk	ACTIONED – potholes hot tarmacked.
16.131	ROW cutting list – send to Countryside Access	Before 1 Feb	Clerk	ACTIONED