

**ABBOTTS ANN PARISH COUNCIL**  
**Minutes from the Meeting held on**  
**Thursday 6<sup>th</sup> September 2018 at 19:00**  
**at War Memorial Hall, Abbots Ann**



Present: Parish Councillors A Hayter (Chairman), T Abram (Vice Chairman)  
 C Teasdale.  
 Borough Councillor G Stallard.

Members of the Public: 6

Minutes: Mrs C L Cotterell (Clerk)

Meeting started 1900

AGENDA ITEM		ACTION
<b>1</b>	<b>Apologies for Absence</b> Apologies were received from Parish Cllrs Bleeker, Doherty, Haigh and Wells, Borough Cllr Flood and County Cllr Gibson.	<b>NOTED</b>
<b>2</b>	<b>Declarations of Interest</b> Cllr Hayter declared a non-pecuniary interest in Item 7d.	<b>NOTED</b>
<b>3</b>	<b>Cllrs to agree the minutes to be an accurate record of the meeting held on 5<sup>th</sup> July 2018</b> - Proposed Cllr Abram, seconded Cllr Teasdale, all agreed.	
<b>4</b>	<b>Actions/Updates to be reported</b> <u>Actions from meeting held on 06.07.18</u> Item 5 – Play area to the right-hand side of BD Community Centre - Initially the Head of Community and Leisure at TVBC confirmed the site was owned and managed by TVBC. Consequently, other officers confirmed they have not adopted it and thought it was part of the Centre facilities. The Centre have confirmed that it is not part of their facilities or their responsibility. At the beginning of August, Community and Leisure officers at TVBC were asked to enquire why this area was not adopted by TVBC, as the other play areas have been, after the development was built and copied in both Borough Councillors to the email. As yet there has been no response from TVBC. Cllr Stallard agreed to follow this up. Item 10 – Annual RoSPA inspection – awaiting 3 <sup>rd</sup> quotation for works to play areas. <u>Updates:</u> <ul style="list-style-type: none"> <li>• The PC have received emails from 4 residents regarding the condition of the slide and swings at WMH, in particular about the bird mess. Requests have been made to relocate them to the other end of the Hall.                              An initial enquiry suggests the cost of moving the existing slide equipment could be approx. £5,150.00 which does not include replacement of the legs and any components. (Ag Item).</li> <li>• New goal posts have been purchased between the meetings because, from a health and safety perspective, the existing ones were rusting and unsafe to leave in place. Advice was sought from HALC as the purchase price was over the £500 limit in the financial regulations at £595.00 + delivery and VAT. Advice given was to determine which was more important based on health and safety during the summer holiday period. The decision taken by the Clerk and Chairman was to remove the existing posts immediately for safety and ensure new posts were available for the facility to be used at the beginning of the season so as not to lose revenue. The insurance company were informed of the safety issue and removal of the existing posts. (Two other quotes received were £642.00 and £786.00)</li> <li>• Cllr Abram confirmed the new goal posts were in position and the old posts have now been made into posts for the junior pitches.</li> <li>• Clerk's attendance at Regional Training Seminar in November has been agreed by Chairman at cost of £37.50 (£75.00 shared equally with HPC).</li> </ul>	<b>Cllr Stallard</b>
<b>5</b>	<b>Public Participation</b> - <i>This item will be limited to 15 minutes, unless directed otherwise by the Chairman.</i>  4 members of the public asked to speak on items of correspondence and planning. The Chairman agreed they could speak when the items came up on the agenda.	
<b>6</b>	<b>Borough and County Councillors Reports</b> (to include updates on: a) ANPR system b) the responsibility for the emergency exit at Burghclere Down). Cllr Stallard reported: <ul style="list-style-type: none"> <li>• Cllr Stallard expects to report the location of the keys in the next couple of days for the emergency exit at Burghclere Down.</li> <li>• ANPR Appeal synopsis has been published. Stuart Morton of HCC is the point of contact regarding the ANPR system. Clerk to contact Mr Morton for an update on the system.</li> <li>• Full Council (TVBC) have approved the CGR recommendations for boundary</li> </ul>	<b>Clerk</b>

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	<p>changes – Burghclere Down will be part of Andover Town Council (ATC), Monxton Road camp is to remain with ATC, parcel of land (parcel E) will be part of Abbots Ann Parish, land east of A343 will remain with Abbots Ann Parish and the number of Parish Councillors will remain as 7 for Abbots Ann.</p> <ul style="list-style-type: none"> <li>• At a recent appeal decision in Linkenholt – their 2002 Village Design Statement was not taken into account by the inspector and was considered to be out of date.</li> </ul>	<b>Ag Item</b>
<b>7</b>	<p><b>Planning and Tree Work applications – Cllrs to propose responses to be submitted to TVBC relating to the following applications: Proposed Cllr Abram, seconded Cllr Teasdale.</b></p> <ol style="list-style-type: none"> <li>a) 18/01669/FULLN &amp; 18/01672/LBWN - Alterations to bathroom, attic floor and refurbishment of barn; replacement of 1920's windows to modern extension over wheel with windows to match original front elevation - The Old Mill House, Andover Road, Monxton – <b>No Objection</b> – all agreed.</li> <li>b) 18/01950/FULLN - Erection of grain store and vehicle turning area - Land East Of Broad Road, North West Of A343 At Abbots Ann Down – <b>No Objection</b> – all agreed.</li> <li>c) 18/01871/FULLN + further proposals – Erection of a dwelling - Land Adj. Cattle Lane Farm, 25 Cattle Lane, Abbots Ann – <b>Objection</b> on the grounds of urbanising a rural area, overbearing in its size, is outside the settlement area, doesn't meet a social need and is therefore outside the local plan – all agreed.</li> <li>d) 18/02048/LBWN - Enlargement of existing entrance lobby door opening to take larger door - The Poplar Farm Inn, Old Salisbury Road, Abbots Ann – <b>No Objection</b> – all agreed.</li> <li>e) 18/02227/LBWN – Replacement windows &amp; internal alterations to bathroom &amp; utility areas and perimeter plinth remedial works (retrospective) – Lupin Cottage, 40 Duck Street, Abbots Ann – <b>No Objection</b> - all agreed.</li> <li>f) 18/02269/TREEN – Remove 1 x Fir – Abbots Hill Lodge, Abbots Hill, Little Ann – <b>No Objection</b> - all agreed.</li> <li>g) 18/01584/FULLN - Erection of 3 bedroom dwelling and installation of package treatment plant - Land Adjacent 6 Timothys Field, Abbots Ann – Cllrs to consider submitting further comments. A resident spoke about this application particularly regarding the proposed access. – <b>Objection</b> on the grounds of overdevelopment of the plot, concerns over the turning access to the site and that the frontage is too close to the main road – all agreed.</li> </ol>	
<b>8</b>	<p><b>TVBC Local Plan - Issues and Options Consultation</b>  Cllrs to consider a submission to the consultation.</p> <p>Cllrs considered the draft submission. Cllr Teasdale suggested an addition regarding Question 29 - The PC would welcome a move towards a more flexible use of primary frontages to encourage greater footfall resulting in revitalising the retail area.</p> <p>After discussion some amendments to the draft submission were approved – Proposed Cllr Teasdale, seconded Cllr Abram, all agreed. The Chairman thanked Abbots Ann Action for their hard work in leading the development of the Parish Council response to the Local Plan. The approved submission is added as an Appendix to these minutes.</p>	
<b>9</b>	<p><b>Update on responses received from Environment Agency (EA) and Southern Water (SW)</b>  Cllrs to receive updates.</p> <p>Cllr Hayter gave an update on the responses received from Southern Water and Environment Agency - Reporting has been inconsistent possibly due to different postcodes being given in the past. A suggestion for reporting problems in the future is to use the same postcode as that of the source of the flooding, Manor Farm - SP11 7DB, accentuate the problem caused by the flooding and request the case reference to ensure the issue is tracked. The 24 hour emergency number is 0330 303 0368. The responses have been published on the PC website.</p>	
<b>10</b>	<p><b>Correspondence</b></p> <ol style="list-style-type: none"> <li>a) PCC letters received regarding Churchyard paths – Two PCC representatives spoke regarding the churchyard and the paths. <ul style="list-style-type: none"> <li>• Confirmed a specification of the work to the paths is required to apply for relevant permission from DAC. Cllr Hayter confirmed this would be provided if Item 11a on the agenda was approved.</li> <li>• PCC suggested regular inspections of the churchyard could be carried out on a similar basis to those for the play areas.</li> <li>• Representatives of PCC expressed concern and said they didn't agree with minutes of 3<sup>rd</sup> July 2018 of the Burial Ground Committee of 24<sup>th</sup> January</li> </ul> </li> </ol>	

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	<p>This was noted by Cllrs.</p> <ul style="list-style-type: none"> <li>• PCC were keen to remind the PC of their responsibility for the maintenance of the churchyard.</li> </ul> <p>b) Residents emails received suggesting relocation of play equipment at WMH – Options were reviewed regarding the condition of the play equipment and whether relocation was possible or affordable. A suggestion was to look at more regular cleaning. Agreed to approach WMH Committee to see if their contractor could carry it out on behalf of PC or to put an advert in the parish magazine for a local person. – <b>Action</b> – Cllr Hayter to contact hall committee regarding their cleaning contractor.</p> <p>c) Email received regarding current PCSO staffing levels – <b>Action</b> - Clerk to send a letter to the Crime Commissioner to request replacing the PCSOs who have left in Hampshire.</p> <p>d) Emails received regarding the speed limit on the A343 – A resident spoke about the speed limit on Salisbury Road/A343 and whether it could be reduced. <b>Action</b> - Agreed for PC to continue to raise this with HCC and County Cllr Gibson – Cllr Abram.</p>	<p><b>Cllr Hayter</b></p> <p><b>Clerk</b></p> <p><b>Cllr Abram</b></p>
<b>11</b>	<p><b>Churchyard Paths &amp; Fence</b></p> <p>a) Cllrs to review quotations received for renewal of Churchyard paths – 3 quotations received: £7,985.00, £7,800.00 and £9,200.00 – Cllrs agreed to go ahead with the work to the paths in the Churchyard and accept the quotation of £7,800.00 subject to diocesan approval. Cllr Hayter to email PCC to approach diocese for permission – Proposed Cllr Teasdale, seconded Cllr Abram, all agreed.</p> <p>b) Cllrs to review quotations received for renewal of Churchyard fence – Quotations were not quite ready as Clerk was awaiting confirmation from PCC of gate sizes. Clerk to forward photos showing the style of fence and gates available to the PCC to gain approval.</p>	<p><b>Cllr Hayter</b></p> <p><b>Clerk</b></p>
<b>12</b>	<p><b>Insurance</b></p> <p>a) Cllrs to review quotations for annual Parish Council insurance – Quotation for Inspire accepted at 1 year cost of £1,573.50 – Approved Cllr Abram, seconded Cllr Teasdale, all agreed.</p> <p>b) Cllrs to review whether to add handbells to insurance policy – Annual review to consider whether to add the handbells to the insurance policy. Cllrs agreed not to add the handbells this year. – Proposed Cllr Abram, seconded Cllr Teasdale, all agreed.</p>	
<b>13</b>	<p><b>Quarterly Play Area Inspections</b></p> <p>Cllrs to receive the play area inspections and agree any actions required. Cllrs reviewed the reports and agreed most items are within the current quotation process. Agreed to add raising the crown of the trees at WMH as an Agenda item next time.</p>	<b>Ag Item</b>
<b>14</b>	<p><b>Annual Governance and Accountability Return (AGAR)</b> (if received).</p> <p>Cllrs to receive the External Audit Report and agree any actions required. This item deferred as the report not yet received.</p>	<b>Deferred</b>
<b>15</b>	<p><b>Sportsfield Management Committee</b></p> <p>a) Cllrs to approve the purchase of a pitch lining machine – cost not to exceed £300.00 – Approved the purchase of lining machine at £248.99 plus delivery – Proposed Cllr Abram, seconded Cllr Teasdale, all agreed. (Other quotations were £249.99 &amp; £269.99)</p> <p>b) Cllrs to consider waiving the field hire fee for the Village Fete in 2018 – Agreed to waive the field hire fee for the fete in 2018 – Proposed Cllr Abram, seconded Cllr Teasdale, all agreed.</p>	
<b>16</b>	<p><b>Finance</b></p> <p>a) Cllrs to approve the Financial Statement for 1<sup>st</sup> to 31<sup>st</sup> July 2018 – Proposed Cllr Abram, seconded Cllr Teasdale, all agreed.</p> <p>b) Cllrs to approve the Financial Statement for 1<sup>st</sup> to 31<sup>st</sup> August 2018 - Proposed Cllr Abram, seconded Cllr Teasdale, all agreed.</p> <p>c) Cllrs to approve additional cost to improvement of WMH car park drains - Proposed Cllr Abram, seconded Cllr Teasdale, all agreed.</p> <p>d) Cllrs to approve the purchase of the domain name – abbottsann-pc.gov.uk - £109.00 +VAT for first two years then £61.00 +VAT each year thereafter - Proposed Cllr Abram, seconded Cllr Teasdale, all agreed.</p> <p>e) Funding request for recycling bins for the fete - £73.99 - Proposed Cllr Abram, seconded Cllr Teasdale, all agreed.</p> <p>f) Cllrs to approve the following payments to be made – Proposed Cllr Abram,</p>	

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	seconded Cllr Teasdale, all agreed.				
	<u>Payee</u>	<u>Amount</u>	<u>Payee</u>	<u>Amount</u>	
	Clerks Salary – Aug (S/O)	£830.11	Clerks Salary – Sept (S/O)	£830.11	
	Clerk/office expenses July	£44.56	Clerk/office expenses Aug	£35.77	
	AADEFIB infant pads	£102.00	Countrywide Grds Main July	£934.00	
	Countrywide Grds Main Aug	£934.00	Vitaplay Ltd Qtrly Inspection	£235.20	
	Reimburse Goal Posts (T Abram)	£724.95	R Shearer drain works	£510.00	
	Reimburse T Box (L Haigh)	£47.87	Came & Co Insurance	£1,573.50	
	Reimburse Domain Name (A Hayter)	£130.80	Fete Recycling Bins	£73.99	
	(amended and approved Minute item 4 – 04/10/18)				
	<u>Closing bank balance as at 31<sup>st</sup> August 2018 - £50,410.27</u>				
<b>17</b>	<b>Next Meeting - Thursday 4<sup>th</sup> October 2018 - 7pm - War Memorial Hall, Abbots Ann</b>				

**Meeting closed at 20.37**

**These Minutes were amended, approved and signed by the Chairman at the meeting held on 4<sup>th</sup> October 2018**

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Appendix

6<sup>th</sup> September 2018

**Abbots Ann Parish Council response to TVBC paper: "Issues and Options for Consultation for the next Local Plan"**

**Question 4**

TVBC has little option but to comply with the government's standard methodology. The revised NPPF states (para. 60) that the standard methodology should be used unless there are exceptional circumstances justifying an alternative approach. It is difficult to see that there are any circumstances in Test Valley that are exceptional enough to convince a planning inquiry inspector.

**Question 5**

AAPC believes that there is no need to increase the housing requirement to help support economic growth: The housing target that results from the standard method will imply a significant increase in employment and in-migration of people into the borough over and above that already implied in the ONS household projections, (which, in turn, are based on population predictions that include past migration trends). Note that the standard Objectively Assessed Need (OAN) calculation results in an approximate 40% increase in the number of dwellings compared with the ONS projections of the number of households, depending on the time period considered (note also new ONS household projections are due September 2018). Thus the potential for significant economic growth is already built into the housing figures resulting from the standard methodology.

**Question 6**

AAPC believes that the HMA boundary is broadly right. It reflects the reality of the situation that Southern Test Valley is an outer suburb of Southampton.

**Question 7**

AAPC supports an approach to distributing development across the borough based on the identification of major development areas

making use of existing infrastructure;  
co-ordinated with complementary infrastructure investment;  
utilising brownfield sites;  
promoting public transport.

Development in rural communities should be determined by the needs of the local communities by reference to existing NPPF policies and with clear local public support.

**Question 8**

AAPC offers the following comments on the suggested approaches for distributing growth in Test Valley:

5.19 to 5.20 Community-led distribution

AAPC supports the proposal for parishes to request a housing requirement to be included in Neighbourhood Plans or other community-led processes subject to the residual requirement not being distributed to parishes.

5.21 to 5.23 Proportionate distribution to parishes

AAPC believes that the future of rural villages needs to be considered from the point of view of the social and economic health of the villages themselves and the amount, type and location of development that is needed to maintain a viable community with its great strengths of social cohesion. Planning policy should not view villages primarily as a potential repository for meeting housing targets out of scale with the needs of the village. Proportionate distribution would result in distribution unrelated to local need and potentially harmful to the character and identity of many villages. This method would conflict with national policy requiring development to be distributed in a way that reduces the need to travel. Public transport is virtually non-existent in many parishes and development will increase car usage.

The opposition that individual proposals under this option would generate together with the relatively small size of each application means the rate of delivery would be slow.

5.24 Local Plan Allocations

AAPC notes that the paper says that under this method the Council would decide on allocations but the paper doesn't describe a rationale. AAPC supports a policy of major development areas which are well-related to existing developed areas in which optimum use is made of infrastructure and services investment and public transport is encouraged. Such a method is more sustainable than a policy of dispersal.

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Development in rural communities should be determined by the needs of the local communities by reference to existing NPPF policies.

5.26 Mixed Approach

AAPC supports the extension of urban areas alongside parishes to request a housing requirement to be included in a Neighbourhood Plans or other community-led process.

**Question 9**

AAPC believes that settlement boundaries should continue to be defined so as to clearly demarcate the boundaries of built up areas and planned extensions to them and areas intended to remain as countryside. This will help to give clarity to developers, infrastructure providers and the public. Boundaries should coincide with physical features where possible.

**Question 10**

AAPC believes that TVBC should continue with seeking up to 40% of new homes to be affordable: Test Valley has a considerable number of people in housing need and 40% appears to be a deliverable target. So TVBC should stick with it.

**Question 11**

AAPC believes that the trigger for seeking affordable housing should be as low as is permitted by national planning policies. Note that the revised NPPF (para. 63) allows for a lower threshold in rural areas and this should be applied since rural new-build properties are an attractive proposition for a developer.

**Question 12**

AAPC believes that TVBC should not allow market housing on rural exception sites except in line with a community-led development with clear local public support.

**Question 14**

AAPC believes that TVBC should not establish a policy for dwellings in the countryside that are of exceptional quality. These unique proposals should be the subject of a case by case evaluation.

**Question 16**

AAPC believes that TVBC should intervene in the Local Plan and specify the mix and type of housing. The unconstrained market has produced the affordability gap which is admitted in para. 5.31 of the consultation document and which the standard OAN methodology seeks to close. Left to its own devices, the private market prefers to serve a high-income clientele so, to reduce average house prices in the borough, TVBC needs to be more prescriptive about what is built. A policy is required which says that developments should provide a mix of housing that meets the mix of local needs according to ONS predictions unless it can demonstrate that this is not achievable.

**Question 28**

AAPC believes that TVBC should have a policy which encourages working from home within reasonable levels and subject to restriction on undue traffic generation and other losses of amenity.

**Question 29**

AAPC would welcome a move towards a more flexible use of primary frontages to encourage greater footfall resulting in a revitalising the retail area.

**Question 33**

AAPC believes that the principle of Local Gaps should be retained so as to protect the physical and visual separation of settlements where this is necessary to avoid coalescence of urban areas with separate villages and consequent loss of identity. It should be seen as an integral part of settlement policy.

Local Gap policy should protect against development that would individually or cumulatively erode the integrity of the gap and which would not necessarily be prevented by countryside policies or those concerned with landscape character.

Specific boundaries should be defined for Local Gaps. To rely on a general policy would be to introduce uncertainty and invite argument in relation to individual development proposals.

**Question 34**

AAPC supports the current approach of designating areas of open space in the Local Plan.

**Question 36**

AAPC believes that the Local Plan should require the renewable energy and energy efficiency performance of new developments to be assessed on their merits.

**Question 39**

AAPC believes that design quality can be improved within the Borough by the encouragement of village design statements to inform any development.