

## AWBRIDGE PARISH COUNCIL

### Minutes of the meeting of the Council held in Awbridge Village Hall on Thursday, 23<sup>rd</sup> September 2021 at 7.30pm

**Present:**

Cllr Nick Adams-King (**NAK**)  
 Cllr Peter Allen (**PA**)  
 Cllr David Coggon (**DC**)  
 Cllr Grahame Jackson (**Chair**) (**GJ**)  
 Cllr Paul Legon (**PL**)  
 Cllr Kelly Seymour (**Vice Chair**) (**KS**)  
 Cllr Angela Shepherd (**AS**)

**In attendance:**

Four members of the public

**Apologies:**

TVBC Cllr Gordon Bailey

**Clerk:** Ian Milsom

### PROCEDURAL ITEMS

**ACTION**

1. **68/21 Welcome**  
GJ Welcomed everyone to the meeting
2. **69/21 Apologies**  
As above.
3. **70/21 Declarations of interest**  
None declared.
4. **71/21 Public observations/questions on agenda items**  
No observations were made by members of the public present and there were no questions from the public.
5. **72/21 Minutes**  
It was proposed that the draft minutes of the meeting of the Parish Council held on 29<sup>th</sup> July 2021 be adopted as an accurate record of the business conducted, subject to the addition of Councillor Coggon as an attendee. **RESOLVED**

**CLERK**

### STANDING ITEMS

6. **73/21 Planning**  
To consider planning applications notified to the Council.  
See Appendix 1
7. **74/21 Financial and Administrative**
  - a. The bank reconciliation was agreed and signed by the Responsible Finance Officer and the Chairman. **SIGNED**
  - b. To note the internal and external auditors reports for the financial year 2020/2021. **NOTED**
  - c. To note and approve payments detailed at Appendix 2.  
It was proposed that all payments listed be approved.  
**RESOLVED**

**CLERK**

- d. To approve the purchase of a new (clerk) laptop up to a maximum cost of £569. **PROPOSED AND RESOLVED.**

#### BUSINESS TO BE CONDUCTED

- |     |       |  |              |
|-----|-------|--|--------------|
| 8.  | 75/21 | <p><b>Internal email communications</b></p> <p>The clerk requested that any member experiencing difficulties with the receipt of parish council business emails contact him.</p>   | <b>ALL</b>   |
| 9.  | 76/21 | <p><b>Police and Crime Commissioner (Brought forward from July meeting)</b></p> <p>The offer from the new Commissioner, Donna Jones, to attend a Council meeting to gather the views of the Parish Council and the people it represents was discussed.</p> <p>It was proposed that the Commissioner be invited to the 2022 Parish Assembly. <b>RESOLVED</b></p>  | <b>CLERK</b> |
| 10. | 77/21 | <p><b>Request for changes to parish boundaries (Brought forward from July 2021 meeting.)</b></p> <p>To reach a view on a request from Romsey Town Council that TVBC look at the possibility of adopting in full the recommendations of the Boundary Commission put forward in 2017.</p> <p>Following discussion it was proposed that Romsey Town Council be advised that Awbridge Parish Council does not wish to comment at this time and will await the outcome of Test Valley Borough Council's public consultation on this matter. <b>RESOLVED.</b></p>  | <b>CLERK</b> |
| 11. | 78/21 | <p><b>Leisure &amp; Recreational Facilities (Brought forward from July meeting)</b></p> <p>It was proposed that this item be carried forward to the October meeting. <b>RESOLVED</b></p>   | <b>CLERK</b> |
| 12. | 79/21 | <p><b>Land at Saunders Lane (Brought forward from July meeting)</b></p> <p>To reach agreement on the scope of the work and the resulting cost.</p> <p>It was proposed to restrict the work at this time to using a digger to scrape the surface in preparation for flower planting. <b>RESOLVED.</b></p> <p>Currently trying to source a service pipe locator in order to ensure that the work will not damage any services running across this piece of land.</p> <p>It was proposed that the plan to install two public benches at the site be shelved due to the prohibitive cost of obtaining the required licences from Hampshire Highways. <b>RESOLVED</b></p> |              |
| 13. | 80/21 | <p><b>Traffic calming measures.</b></p> <p>It was proposed that this item be carried forward to the October meeting. <b>RESOLVED</b></p>   | <b>CLERK</b> |

- 14. 81/21 TVBC Covid commemorative tree planting week (Brought forward from July meeting)**
- It was proposed that the tree be sited at All Saints Church.  
**RESOLVED.**
- It was proposed that the date for the tree planting ceremony be Thursday, 28<sup>th</sup> October 2021. **RESOLVED**
- It was proposed that the clerk confirm with TVBC that the mayor will attend the ceremony and at what time. **RESOLVED** **CLERK**
- It was proposed that Councillor Grahame Jackson represent the Parish Council at the ceremony. **RESOLVED** **GJ**
- 15. 82/21 Neighbourhood Development Plan (NDP)**
- The analysis of the Housing Needs Survey has now been completed.
- It was proposed that a public meeting be held in early November 2021 in order to inform parishioners of progress with the NDP and to gauge the level of support among parishioners for the establishment of a steering group to drive the process forward.  
**RESOLVED**
- Members acknowledged that a detailed road map of what remains to be done should to be prepared in advance of the proposed public meeting. **ALL**
- 16. 83/21 Lengthsman**
- KS** confirmed that work carried out by the Lengthsman in August 2021 has been signed off.
- Members provided **KS** with a number of footpath jobs for the Lengthsman's October worksheet. **KS**
- 17. 84/21 Workplan**
- It was proposed that the clerk update the workplan and bring a copy to the October meeting. **RESOLVED** **CLERK**
- 18. 85/21 Staff Salaries**
- It was proposed that:
- The National Joint Council pay award for 2020/2021 be implemented. **RESOLVED**
  - The increase in the Clerk's Home Allowance from £4 per week to £6 per week effective 1 April 2020 be implemented. **RESOLVED**

**Closure of meeting****9.35**

- Date of next meeting: Thursday, 21<sup>st</sup> October 2021.
- Items for the agenda – these must be notified to the clerk by 14<sup>th</sup> October 2021

**Appendix 1****Planning applications****APPLICATION NUMBER:** 21/02458/FULLS Hilltop Farm Newtown Road Newtown**PROPOSAL:** Conversion of outbuilding to granny annexe and holiday let purposes, ancillary to the main dwelling house and wildflower meadow (RETROSPECTIVE)

The applicant's agent was present, contextualised the proposal and answered questions from Members.

It was proposed that the Council raise **NO OBJECTION** to the proposal. **RESOLVED.****APPLICATION NUMBER:** No: 21/02481/CLPS Copse House Saunders Lane**PROPOSAL:** Application for lawful development certificate for Installation of external air source heat pump adjacent to boiler room, with pipework and cabling into the boiler room.It was proposed that the Council raise **NO OBJECTION** to the proposal. **RESOLVED.****APPLICATION NUMBER:** 21/02405/FULLS Old Smithy, Awbridge Hill.**PROPOSAL:** Single storey rear extension and roof terrace.It was proposed that the Council raise **NO OBJECTION** to the proposal. **RESOLVED.****APPLICATION NUMBER:** 21/02406/LBWS Old Smithy, Awbridge Hill.**PROPOSAL:** Single storey rear extension and roof terrace

This application relates to the listed building status of the property.

It was proposed that the Council raise **NO OBJECTION** to the proposal. **RESOLVED.****APPLICATION NUMBER:** 21/02409/FULLS Land at Dunwood Manor, Danes Road.**PROPOSAL:** Erection of 3 x detached dwellings, associated parking and hard and soft landscaping.It was proposed that the Council **OBJECTS** to the proposalAwbridge Parish Council **OBJECTS** to this proposal as it represents development in the countryside and is contrary to Policy COM2 paragraphs a) and b).

The proposal does not meet the requirements of Policy E1 a) as the design of the houses does not complement the character of existing properties in the area.

**Other comments**

The Parish Council is concerned that there is no recreational facilities in or near the proposed site. Due to its secluded position, access to such facilities will involve car journeys.

**APPLICATION NUMBER:** 21/02417/FULLS School House, Danes Road.**PROPOSAL:** Single storey side extension with parapet wall and flat roof with sky lantern and single storey rear extension with flat roof.It was proposed that the Council raise **NO OBJECTION** to the proposal. **RESOLVED.****APPLICATION NUMBER:** 21/02435/FULLS Earlscombe, Church Lane.**PROPOSAL:** Erection of outbuilding to provide gardeners' machinery and ancillary estate storage.It was proposed that the Council **OBJECT** to this proposal on the following grounds:

ECOLOGICAL IMPACT. The applicant has provided no justification for the size of the proposed building. Due to its size it is inappropriate for a countryside setting and will look imposing from the nearby footpath. LIGHT POLLUTION. **RESOLVED**

**APPLICATION NUMBER:** 21/02493/FULLS Woodbine Cottage, Church Lane.

**PROPOSAL:** Part first floor and part ground floor extension

It was proposed that the Council make NO COMMENT on the proposal. **RESOLVED.**

**APPLICATION NUMBER:** 21/02622/FULLS Greenways, Church Lane.

**PROPOSAL:** Ground floor rear extension and balcony.

It was proposed that the Council make NO COMMENT on the proposal. **RESOLVED.**

Notwithstanding the above, will balcony have an overlooking impact on neighbouring properties?

**APPLICATION NUMBER:** 21/02606/FULLS Bleasdale, 1 Butteridge Rise.

**PROPOSAL:** Single storey front extension, alterations to front entrance door, new side door, alterations to rear fenestration.

It was proposed that the Council raise **NO OBJECTION** to the proposal. **RESOLVED.**

## Appendix 2

### Payments for approval

Payee	Amount	Reason
I Milsom Invoice 4/2021	£131.82	Pay increase 20/21
I Milsom Invoice 5/2021	£104.00	Increase in Home Allowance 2021
I Milsom Invoice 6/2021	£24.30	Travel Allowance Quarters 1 & 2 2021/2022
I Milsom Invoice 7/2021	£16.36	Stationery purchases
PKF Littlejohn Invoice SB20210688	£240.00	External Audit 2020/2021
Her Majesty's Revenue & Customs	£262.44	Pay As You Earn Quarter 2 2021
I Milsom	£1138.78	Salary July – September 2021