

## AWBRIDGE PARISH COUNCIL

**Minutes of the meeting of Awbridge Parish Council  
Held in Awbridge Village Hall, Romsey Road  
SO51 0HG on Thursday, 3<sup>rd</sup> October 2019 at 7.30pm**

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

**ACTION**

### **STANDING ITEMS**

1. 48/19 **Welcome, apologies for absence and declarations of interest**  
**GJ** welcomed everyone to the meeting. Apologies as above. No declarations of interest were made.

2. 49/19 **Reports and presentations**  
To receive Hampshire County Councillor, Test Valley Borough Councillor, Awbridge Members', Clerk's and Test Valley Association of Town & Parish Council delegate's reports.

#### **NAK**

**Planning.** Nitrate issues ongoing. Solutions being considered. Conclusion unlikely prior to Easter 2020. TVBC not refusing on nitrate grounds at present, however, this position may come under pressure. Currently ward councillors cannot call in applications recommended for refusal; this may change.

**Cowleas Cottages.** Planned improvements to footpaths may be put back until Spring 2020. TVBC have found possible site for grasscrete solution for additional parking and will work up scheme which could be funded by TVBC Community Infrastructure Levy Fund.

**Romsey Town Improvements.** Various ideas have been considered for the area to the south of the town centre, which encompasses Crossfield Hall and the Bus Station. Plans produced for improving the attractiveness of this route into town and how this might look. These will eventually go out to consultation.

3. 50/19 **Public observations/questions on agenda items**  
**FT** updated on the consultation around the proposed development in Church Lane, comprising four new-build houses linked to the extension of the graveyard at All Saints Church and the provision of a car park for church users. Around sixty people

attended the consultation event organised by the developer and church representatives. Most responses came via the questionnaire made available at the event. Most written responses seem to support the proposed development; however, this needs to be confirmed via a detailed analysis of the questionnaires completed.

**FT** and church representatives have met with the parish council chairman to discuss the proposal. **FT** reported that TVBC Planning department has said that there is nothing to prevent the parish council supporting the proposed development in principle, subject to being able to comment further on the full application when this is submitted. **GJ** has requested examples of where parish councils' have taken this approach.

**DC** asked for clarification about issues to consider if those close to the proposed development raise concerns and/or object

Following discussion it was proposed and agreed that Council's Planning Committee meeting scheduled for 31 October 2019 should be put back to 7<sup>th</sup> November. This change to be widely publicised to the public and carry information that people who feel uncomfortable with meetings can instead contact their local councillor regarding their views.

**Open public participation to any subject.**

This was suggested.

**Flagpole.** Chase up installation. Clerk to purchase Union and St George flags.

**Clerk**

**Remembrance Sunday.** Clerk to order poppy wreath. **GJ** will attend ceremony and lay.

**Clerk/  
GJ**

**4. 51/19**

**Minutes**

It was proposed by **NAK**, seconded by **DC** that the minutes of the meeting held on 29<sup>th</sup> August 2019 be accepted as a true record of the business conducted. **Motion resolved.**

Information update on items from the meeting on 29<sup>th</sup> August 2019 not on the agenda: -

- Purchase of filing cabinet – Carried forward to November 2019 meeting
- Parking at Cowleas Cottages – covered under agenda item 2. above.

**5. 52/19**

**Planning**

To consider planning applications notified to the Council. See Appendix 1.

### **Neighbourhood Development Plan (NDP)**

**NAK** has spoken with TVBC Neighbourhood Development Plan Officer. Not much movement. **NAK** has struggled to contact volunteer who was involved with commissioning the questionnaire used to gather information from Awbridge residents.

**Clerk**

There was a discussion about the use of CIL monies, particularly to fund the NDP and it was agreed that CIL monies be ringfenced by moving to the Council's Business Savings account.

It was agreed that the NDP should be brought back to the November 2019 meeting for consideration of reconvening a steering group or commissioning an appropriate organisation/individual to progress the plan on a payment basis.

**Clerk**

### **Church Lane development**

To receive update. This was covered under agenda item 3. above.

## **6. 53/19 Financial and Administrative**

- **To discuss and agree arrangements for cheque and online banking payments.**

Carried forward to November 2019 meeting.

- **To receive quarter 2 accounts**

Circulated and accepted.

- **Bank reconciliation.**

Carry forward to November 2019 meeting

- **Payroll – to discuss contracting out payroll administration**

It was agreed that the clerk should proceed with obtaining further details and costs.

**Clerk**

- **NALC Model Financial Regulations 2019**

It was proposed by **NAK**, seconded by **KS** that these should be adopted by Council. Motion resolved.

It was also agreed that the word 'affected' used in paragraph 6.3 should be checked. Should it be 'effected'? Also have/has in paragraph 2.6

**Clerk**

- **To authorise payments detailed at appendix 2.**

Authorised

- **Parish Lengthsman**

Report tasks to **KS**

- **Communication protocol**

Discussed and adopted

- Parish Council Workplan  
**Received and adopted**

## OTHER BUSINESS

- |    |       |  |      |
|----|-------|--|------|
| 7. | 54/19 | <b>Correspondence received</b>   |      |
|    |       | <ul style="list-style-type: none"><li>• <b>Audit report</b></li></ul>  |      |
| 8. | 55/19 | <b>Date of next meeting</b><br>To confirm the date of the next meeting of full Council as 28 <sup>th</sup><br>November 2019 and to receive items for the agenda. |      |
| 9. | -     | <b>Closure of meeting</b>  | 9.20 |

## Appendix 1

### Planning Applications

**19/02230/FULLS** Hilltop Farm, Newton Road, Newton. Single Story side extension to form extended living accommodation.

No objection. NAK abstained.

Woodbine cottage – 19/02303/FULLS Inconsistent materials and out of character with area

Object May call in, subject to any comments by neighbours.

### Outcome of previous planning applications

**19/01943/FULLS** Land Adjacent Dunbridge Lane Dunbridge Lane Awbridge Hampshire SO51 0GQ. Change of use of land to equestrian use and construction of manege.

**CURRENT**

**19/01563/FULLS** Kents Oak Rest Home Kents Oak Awbridge SO51 0HH. Partial demolition and conversion of existing care home to detached house with attached car port and erection of two further detached residential units with attached/detached car ports. **CURRENT**

## Appendix 2

### Cheque payments for authorisation

<b>Cheque no.</b>	<b>Payee</b>	<b>Payment Amount</b>	<b>Reason</b>
TBC	I. Milsom	£751.14	Refund of purchase cost/delivery of flagpole
TBC	I. Milsom	TBC	Pay & Allowances Jul – Sep 2019
TBC	HMRC	TBC	PAYE Jul – Sep 2019
TBC	S Nightingale	£76.88	SLR Contract August