



WINCHFIELD PARISH COUNCIL

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| Chairman | • Andrew Renshaw | • Talbothays Farm, Station Road, Winchfield, Hook, Hampshire RG27 8BZ | • Tel: 01252 843566 |
| Clerk | • Alison Ball | • e-mail: renshaw.aj@gmail.com | • e-mail: winchfieldparishclerk@outlook.com |
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MINUTES OF THE MEETING OF WINCHFIELD PARISH COUNCIL HELD ON WEDNESDAY 12 JANUARY 2022 AT 7PM IN THE VILLAGE HALL

PRESENT: Cllr Andrew Renshaw (Chairman), Cllr Meyrick Williams (Vice-Chairman), Cllr Louise Hodgetts, Cllr Richard Milnes-James and Cllr Kate Stewart
Litter Pick Co-Ordinator. Footpaths Warden.
11 Members of the Public
Mrs Alison Ball (Clerk)

The Chairman welcomed everyone to the meeting.

1 APOLOGIES

Apologies were received from Cllr Tim Davies, Hampshire County Council (HCC), Cllrs Anne Crampton, Spencer Farmer and Tim Southern (Hart District Council - HDC) and members of the Neighbourhood Policing Team.

2 DECLARATIONS OF INTEREST AND APPLICATIONS FOR DISPENSATIONS UNDER S33 OF THE LOCALISM ACT 2011

Cllr Kate Stewart declared an interest in item 14, Land adjacent to Winchfield Court, as she lives opposite the site.

3 MINUTES OF PREVIOUS MEETING

The Minutes of the Parish Council Meeting held on 17 November 2021 were agreed and signed as a correct record.

4 MATTERS ARISING

On Minute 21, Any other business, Cllr Davies had reported that he had been advised that there were plans to remove the telephone box at the railway station. The telephone box had now been removed despite the Clerk contacting BT, South Western Railway and Ofcom about its removal and the lack of consultation.

5 COVID-19 RESPONSE

Cllr Williams advised that the usual update from HDC with the statistics had not been received but all were aware of the impact of the Omicron variant. Within Hart 82.8% of people had received a booster, which was the second highest number in England. It was noted that Frimley Park Hospital was currently closed to visitors.

Cllr Williams confirmed that the Parish Council was meeting in person because the current legislation did not allow for parish councils to meet virtually. This had been temporarily allowed in 2020/2021 but the Government had not introduced further legislation to extend the time or make it permanent. There were various ongoing campaigns requesting that this be addressed to allow more flexibility.

6

SOUTH EAST WATER: NEW MAIN THROUGH WINCHFIELD

It was reported that Bagwell Lane was closed until 22 March, the Hurst crossroads to Pale Lane junction was closed until 28 March, the Hurst crossroads to Bagwell Lane would be closed between 23 March and 15 July and Pale Lane from Fleet Road to the junction with the Hurst turning (before Winchfield Court) would be closed from 18 July to 31 October.

It was agreed that traffic in the village was likely to be quite dangerous for the next six months. Concerns were particularly expressed about the crossroads next to the Barley Mow. This would be monitored and if it became too dangerous temporary traffic lights would be requested. All were encouraged to report any accidents or incidents to the Clerk so she could keep a log for evidence.

Cllr Hodgetts agreed to contact Dogmersfield Parish Council as the diversion route through Dogmersfield was highly inappropriate. The roads through Dogmersfield were already very difficult with normal levels of traffic and the diversion was putting too much pressure on the narrow roads. This was a particular problem where cars park along one side of the road, narrowing the road to a single carriageway.

It was noted that many of the verges were being damaged by the increase in traffic which would need to be followed up once the work was complete.

7

FOOTPATHS REPORT

The Footpaths Warden reported that the footpaths were generally in good order. He advised that Hook 1, which was the byway that separated Winchfield and Hook, had been very wet at the bottom and the higher areas were very rutted. The landowner had put wood chippings down to help tackle the water and try to fill in some of the ruts. He had agreed to add more as and when needed. It was hoped that this would be a long-term solution.

Thanks were expressed to the adjacent landowners who had been working to improve the footpaths.

Cllr Williams advised that the Senior Countryside Access Ranger at HCC who had been very helpful and a great link was moving on to another role. He would be replaced but not for a few months. Cllr Williams had contacted the Ranger to express thanks for all the support over the last few years.

Work to improve Footpath 5 had begun with the Rangers cutting back hedges before Christmas. The Senior Ranger had been to have a look at Footpath 5 and had found a pipe under the track. He had suggested that the landowner clear the ditch and rod the pipe to help get a better water flow rather than it flooding over the path. He suggested that the work wait until spring or summer as it would be better to do it in dry conditions so as not to churn up the path further. The Senior Ranger offered to install a ditch crossing just before the style as it crosses the path. Contact would need to be made with the landowner to progress this.

Footpath 6 was very wet and Cllr Williams would be looking to the Ramblers and/or volunteers from the village for help with this. Footpath 4 was also very wet and there were no obvious solutions. About three years ago hardcore had been put down but this had now sunk and the water was causing a problem again. Cllr Williams would need to think further and consult with others to find a suitable solution.

8

HIGHWAYS REPORT

Cllr Hodgetts advised that she had received a response from Hampshire Highways about some outstanding issues and things were moving forward in a positive way but only quite slowly. On the safety measures on the B3016, the Casualty Reduction Team had done a study and found that the trend had been towards more accidents and these accidents were more severe. There would be a further study conducted in 2022/2023, however it was unlikely that the speed limit would be reduced as there was evidence that the accidents were due to driver error rather than speed. It was hoped that it might be possible to extend the existing 50mph stretch to before the pet crematorium and Winchfield Logs.

Before Christmas Cllr Hodgetts had visited residents in the vicinity of the Barley Mow pub to talk to them about potential changes to try to make the crossroads safer including the painting of SLOW on the carriageway and moving some of the existing signage. Everyone they spoke to was supportive of some action and there were some good ideas put forward by residents. Cllr Hodgetts intended to bring information on all the highways matters to the next NDP public engagement session as the focus of this session would be highways issues. The next meeting between Hampshire Highways, Winchfield Parish Council and Dogmersfield Parish Council was due to take place on 28 January.

Cllr Williams advised that the Lengthsman had cut back around signs and cleaned those that needed cleaning. He had also tidied up around the bus shelter and given it two coats of paint.

Cllr Williams encouraged residents to report any issues and they could be raised with Hampshire Highways.

9

SHAPLEY HEATH GARDEN COMMUNITY

The Chairman advised that in December HDC had released the responses to the survey on SHGC and a large number had said that SHGC should be binned/stopped. The technical studies that the potential developers had carried out had not yet been released and Cllr Williams advised he would continue to press for this as it would be interesting to know what assessment was made which could inform future work by WPC.

It was noted that John Boyd Planning had been acquired by Carter Jonas and a thorough check had been made to ensure that there were no conflicts of interest that could put a halt to WPC continuing to work with them. A letter had been received from Carter Jonas confirming that there were no such conflicts.

10

NEIGHBOURHOOD DEVELOPMENT PLAN - REVIEW

Christine Strudwick gave the following update on behalf of the working group:

- the second community engagement meeting had been held on 28 November 2021 which was attended by more than thirty residents. Information boards showed all the draft Key Views and draft Local Green Spaces for comments. The Landscape Character Assessment was also available as a hard copy report. These three documents were also available on the WPC website.
- attendee comments were very much in favour and supported the Revision of the Winchfield Neighbourhood Development Plan.
- an update on the announcement from HDC on 4 November that the SHGC project had been stopped was also available.
- a Christmas card had been designed and delivered to all residents which thanked them for their continued support and also invited them to the third Community Engagement meeting which was due to be held on Sunday, 20 February, 3-6pm at the village hall.

- the Working Group was continuing to draft text which would accompany the objectives in the Revised Plan.
- the Working Group was also continuing to work on baseline research which would support the policies in the Revised Plan
- information had been submitted to ‘Contact’ magazine which would appear in the February edition inviting residents to the February Community Engagement meeting.
- the working group had contributed to telecon meetings with HDC re: NDP progress.
- the working group had also contributed to email reviews and telecon meetings with Action Hampshire re the Housing Needs survey / results / process.
- the working group had maintained regular contact with the NDP consultant at Carter Jonas to ensure compliance with National Planning Policy Framework (NPPF) and HDC Local Plan (Local Plan) policies.

Christine expressed her thanks to the members of the Working Group who put in so much time and effort.

Cllr Williams confirmed that he anticipated that spending would increase slightly over the coming months, in line with the previously approved project plan. He requested approval to spend up to £5,000 over the next few months on the NDP Revision Project.

It was noted that after the public engagement meeting a letter was received from a land agent on behalf of a landowner regarding the draft Local Green Spaces and a response would be sent.

It was **AGREED** that authority be given to spend up to £5,000 excluding VAT and disbursements on the NDP Review Project.

The Chairman thanked everyone for their continuing hard work on this project.

11 HOUSING NEEDS SURVEY

Cllrs Hodgetts and Williams were shortly due to meet with Action Hampshire regarding the outcome of the call for sites to provide affordable housing to meet local need. The closing date for landowners to put forward sites had been 31 December. It had been made clear that approval of any Rural Exception Site in the parish would be based on the homes being prioritised for local people in perpetuity. Any sites that had been put forward would be assessed by Action Hampshire to determine viability.

Cllr Williams confirmed he had been in touch with the Clerk at Eversley Parish Council as they already had two Rural Exception Sites with work starting on a third. The Clerk had passed on some useful information and was happy to continue to share her experience.

There would be a further update at the next meeting which should include details of any proposed sites.

12 QUEEN’S PLATINUM JUBILEE

Cllr Stewart advised that a note had been received from a group of volunteers with some ideas for ways to mark the Queen’s Platinum Jubilee. The initial idea had been to hold a street party style lunch on Sunday, 5 June, to coincide with the Big Jubilee Lunch being promoted on the Royal Household’s website. However, the issue was to find a suitable venue in the village that would be large enough to accommodate the number of people who may wish to attend. Subsequent ideas had included people celebrating more locally with immediate neighbours or the purchase of a commemorative item such as a jug for each household. It was also felt that trees should be planted as this was also being promoted as

an idea to mark the Jubilee.

Cllr Stewart reported that she had received a list of events proposed in Fleet which was very comprehensive and included lantern lighting, fireworks, funfair, sports events, a procession, a stage on the Gurkha Square, an act of worship, street party, a regatta, a fancy dress fun run, a tea dance and more! She was already looking into how and where trees could be planted.

HDC had set aside £1,000 per ward that could be bid for to help with the costs of putting on events for the Jubilee. As the parish was in the Hartley Wintney ward there were likely to be quite a few groups applying for this funding and as it would be awarded on a first come first served basis any application needed to be made as soon as possible. WPC had included £2,000 in the proposed budget for 2022/2023 for Jubilee event(s).

Ideas were discussed but all had issues that would need to be addressed, including who would be prepared to do the organisation, particularly if it was a large event.

It was agreed that this needed further thought and discussion outside the meeting.

13 BEAUCLERK GREEN ADOPTION

There was nothing to update on this.

14 LAND ADJACENT TO WINCHFIELD COURT

Cllr Williams confirmed that there had not been any progress with the hearing to consider the appeals against the Enforcement Notices, and the Enforcement Team at HDC was continuing to monitor the site.

It was noted that a planning application for two houses on one of the plots had been refused by HDC. There had been a number of reasons for refusal including the whole site being outside the settlement boundary. Full details were on the HDC website.

15 LITTER PICK PLANS

The Litter Pick Co-ordinator advised that the litter pick went ahead in December and it had been the first one for two years. There had been 30 people including four who had never been before. Over 35 bin bags of rubbish had been collected as well as other items such as tyres and road signs. Unfortunately one of the signs advising of ‘litter pickers in the road’ had gone missing during the litter pick and the remaining signs were showing signs of wear after eleven events. Funding would need to be requested to purchase some new ones which was agreed in principle. It was hoped that the spring litter pick would be able to go ahead and the proposed date was Sunday, 13 March.

16 UPDATE ON THE SPEED INDICATOR DEVICES

Cllr Hodgetts advised that the SID reports on the parish council website were all up to date and the data continued to show that the SID was having an impact, with speeds leaving the SID reduced by approximately 5mph compared to speeds entering the SID. The data showed that the percentage of drivers exceeding the speed limit was between 60% and 70% but average speeds were between 31 and 33mph. Since the SID had been installed there had not been ‘normal’ traffic in the village as there had been various road works and lockdown rules. The closure of Fleet Road for the water main works would have a big impact as there would be more vehicles coming through the village and many of the drivers would be unfamiliar with the roads.

It was agreed that the SID was being very effective in its current location at Barley Mow

Close and whilst it was usually moved every couple of weeks it was suggested that it stay in this location for slightly longer. Cllr Hodgetts advised that the SID was regularly moved to stop drivers becoming apathetic to its presence but she was happy to leave it for an additional week and see what happened.

Cllr Williams reported that speed was an issue for many parishes and it had been raised at the previous night's Hampshire District Association of Town and Parish Councils as Dummer Parish Council were looking for support to request that HCC introduce a default speed limit of 20mph for residential areas in villages. This was discussed and generally it was felt that there should be some discretion to this as 20mph would not be suitable for all roads in all villages. The Chairman advised that he had circulated an email he had recently received about the '20 is plenty' campaign.

17 UPDATE ON THE DEFIBRILLATORS

Cllr Hodgetts advised that there was nothing new to report, as thankfully the defibs had not been used. She still planned to organise training and was keeping an eye on the providers to see when they would begin carrying out training. She had been made aware that there was now a defibrillator at the pet crematorium which was available only during opening hours. She was also working with a member of the public who was trying to get a defibrillator installed at the Phoenix pub.

18 S106 MONEY

Cllr Milnes-James advised that there was nothing new to report. He was continuing to chase the Canal Authority but had not heard anything. He suggested that if other projects came up that might be a suitable use of the money they should be considered.

19 PLANNING

Application received since the last meeting:

21/02884/HOU Little Orchard, Old Potbridge Road *Demolition of conservatory and erection of a two storey side extension, single storey rear lean-to, single storey rear extension and a first floor side extension. Alterations to windows and doors.* WPC response: No objection if HDC are satisfied that the amount of parking provided is satisfactory. It was noted that prior to the meeting this application had been withdrawn.

20 FINANCE AND GOVERNANCE

20.1 Office equipment – authority to spend up to £1,000 on a new laptop

It was **AGREED** that the Clerk be given authority to spend up to £1,000 on a new laptop and associated equipment and/or software.

20.2 Review of Financial Regulations

The Financial Regulations had been reviewed and no amendments were recommended at this time.

It was **AGREED** that the current Financial Regulations be confirmed as fit for purpose.

20.3 Review of Standing Orders

The Standing Orders had been reviewed and no amendments were recommended at this time.

It was **AGREED** that the current Standing Orders be confirmed as fit for purpose.

20.4 Q3 2021/22 Summary of Receipts and Payments to 31 December 2021

The figures appeared to show an overspend on the budget set for grants but this was due to the allocation of the grant to the Winchfield Festival which was budgeted for in 2020/2021.

Payments and receipts for 2021/22 Q3 as in Appendix 1 were received and approved.

20.5 Bank Reconciliation to 31 December 2021

The bank reconciliation to 31 December as in Appendix 2 was received and approved.

20.6

2021/22 Budget

Prior to the meeting the Clerk had circulated revised draft figures for the Budget 2022/23. This set out the probable actual spend in 2021/22 and the actual spend in 2020/21. Also circulated were the details of money spent on earmarked reserves.

The proposed 2022/23 budget was similar to the previous year's budget but there were some small changes including:

- an increase to the grant to the PCC for graveyard maintenance and a commitment by the Parish Council to try to increase this grant by inflation +5% every year;
- an increase to the donation to CPRE to £200;
- a new fund to allow grant(s) to be made to help support local events being organised to mark the Queen's Platinum Jubilee; and
- a pay rise for the Clerk from 1 April 2022.

Consideration had been given to increasing the parish council's general reserves, as recommended by the internal auditor, and £3,000 was included in the proposed budget to add to the general reserves which was currently £4,383.

The budget suggested that the total funds needed for 2022/23 would be £31,510.

RESOLVED: (1) To approve the budget for 2022/23; and (2) To approve the earmarked and general reserves for 2022/23.

20.7

2022/2023 Precept Approval

The budget suggested a precept of £31,510 would be sufficient for 2022/23. This represented a 0% rise for an average Band D household.

RESOLVED: (1) That the precept for 2022/23 be set at £31,510; and (2) That the Chairman, Cllr Milnes-James and the Clerk be authorised to complete the paperwork on this basis to return to HDC.

19.5

Payments for Approval

The following payments were approved:

Clerk - AB	February Salary	£312.43
Clerk - AB	March Salary	£312.43
Clerk – AB	Expenses (Working from Home Allowance December & January)	£26.00
Information Commissioner	Annual Registration Fee	£40.00
SLCC	Membership	£98.00
Parish Online	Annual Subscription	£72.00
Kerry Wedlock	Litter Pick Refreshments	£52.99*
Carter Jonas	NDP work to 23 November	£487.20*
Carter Jonas	NDP work to 15 December	£496.20
*Payment already made; expenditure agreed by email and within previously agreed budgets		

20

CORRESPONDENCE

No correspondence had been received other than that already forwarded and none that needed addressing that had not appeared elsewhere on the agenda.

21

ANY OTHER BUSINESS *Report Only*

Cllr Williams reported that the Hampshire County Council Parish Council of the Year was

Odiham Parish Council and he had sent a congratulatory note to the Chair.

22

DATE OF NEXT MEETING

The dates of future meetings in 2022 were noted: 21 March, 16 May, 18 July, 19 September, 21 November.

NOTE: Following the meeting it was agreed that in order to be able to use the main room at the Village Hall, all future meeting dates would need to be changed to Thursdays and the following agreed with the Village Hall Committee: 24 March, 19 May, 21 July, 22 September, 24 November, all starting at 7.15pm.

There being no further business, the meeting closed at 8.06pm

WINCHFIELD PARISH COUNCIL					
SUMMARY RECEIPTS & PAYMENT ACCOUNT					
3rd QUARTER ENDED 31 DECEMBER 2021					
Annual budget/ allocation	Spend to 31-Dec			Figures shown exclusive of VAT	
		RECEIPTS		£	£
30,117.00	30,117.00	Precept		-	
233.00	252.73	Bank Interest		0.06	
-	7,450.00	NDP Grant		-	
3,233.06	2,069.46	Other		9,707.92	
33,583.06	39,889.19				
		TOTAL RECEIPTS			9,707.98
		PAYMENTS			
4,100.00	2,811.87	Net Salaries & Allowances		937.29	
-	-	Clerk's Expenses		-	
500.00	271.64	Administration		86.00	
350.00	-	Office Equipment		-	
-	-	Chairman's Allowance		-	
-	-	Repairs & Maintenance		-	
370.00	358.20	Insurance Premium		-	
1,750.00	2,550.00	Grants & Donations:		-	
560.00	488.99	Section 137		288.99	
150.00	-	Training		-	
60.00	-	Hall Hire		-	
660.00	597.50	Audit Fees		137.50	
377.00	300.03	Subscriptions		-	
475.00	-	Other A (Contingencies)		-	
21,500.00	17,307.03	Other B (Planning Counsel & NDP)		1,609.45	
3,233.06	344.00	Community Benefit		-	
-	3,501.93	VAT on payments		282.07	
34,085.06	28,531.19				
		TOTAL PAYMENTS			3,341.30
		BALANCE BROUGHT FORWARD on 01/10/21		73,681.22	
		ADD Total Receipts (as above)		9,707.98	
		LESS Total payments (as above)		3,341.30	
		Balance Carried forward 31/12/21			80,047.90
These cumulative funds are represented by:					
Current Account Balance			51,440.87		
Less: Cheques drawn but not debited as at 31.12.21	None		-		
Deposit Account Balance			2,061.51		
Other Account			26,545.52		
					80,047.90

Signed:

Responsible Finance Officer to Winchfield Parish Council

Date:

Signed:

Councillor

Date:

WINCHFIELD PARISH COUNCIL
BANK RECONCILIATION as at 31/12/2021

	£
<u>LLOYDS BANK</u>	
Current Bank Account 01235673	

Balance per statement	51,440.87
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LLOYDS BANK

Business Reserve Account 07285516	
Balance per statement	2,061.51

CAMBRIDGE & COUNTIES

Deposit Account 15012029	
Balance per statement	26,545.52

Less unpresented cheques as at 30/09/2021

Cheque Nos: None

TOTAL CASH AT BANK	80,047.90
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Alison Ball
 Clerk to Winchfield Parish Council and Responsible Finance Officer
 Dated:

Councillor:
 Dated: