

## AWBRIDGE PARISH COUNCIL

### Minutes of the meeting of the Council held in Awbridge Village Hall on Thursday, 2<sup>nd</sup> December 2021 at 7.30pm

**Present:**

Cllr Nick Adams-King (**NAK**)  
 Cllr Peter Allen (**PA**)  
 Cllr David Coggon (**DC**)  
 Cllr Grahame Jackson (**Chair**) (**GJ**)  
 Cllr Kelly Seymour (**Vice Chair**) (**KS**)  
**Clerk:** Ian Milsom

**In attendance:**

Two members of the public  
 PCSO Marie Stubbington  
 PC Tristan Pugh  
**Apologies:**  
 Cllr Angela Shepherd  
 TVBC Cllr Gordon Bailey

### PROCEDURAL ITEMS

#### Action

1.   **99/21    Welcome**  
       **GJ** welcomed everyone to the meeting.
  
2.   **100/21    Apologies**  
       Were received from Councillor Shepherd and accepted. No apologies were received from Councillor Legon.
  
3.   **101/21    Declarations of interest**  
       No declarations were made.
  
4.   **102/21    Public observations/questions on agenda items**  
       There were no observations or questions from members of the public present.  
  
       The remainder of this item was utilised to enable PCSO Marie Stubbington and PC Tristan Pugh to introduce themselves, engage with Members and parishioners, and to provide information about the Romsey North Police Team, community policing, and community safety issues.
  
5.   **103/21    Correspondence**  
       The clerk highlighted the items listed below and sought guidance as to any further action required.
  - Hampshire County Council Consultation. Roke Manor extension amended scheme. **Schedule as agenda item for January 2022 Parish Council meeting.**
  - Test Valley Strategic Housing and Economic Land Availability. **No further action required.**
  - Land at Whitenap, Romsey. Online consultation by the Ashfield Partnership. **No further action required.**

**Clerk**

- Draft New Forest International Conservation Designations: Recreational Mitigation Framework Supplementary Planning Document. **No further action required.**
- Community Governance Review - Romsey Parish (Romsey Town). **Schedule as agenda item for January 2022 Parish council meeting.**

Clerk

The clerk provided information on the following: -

Local Government Services 2022 pay negotiations. **The staff side unions are to ballot their members on strike action. There will be no further negotiations until the outcome of the ballots is known.**

Recreational facilities at the village hall. **As agreed at the October 2021 meeting of the Council, the clerk confirmed that he has written to the Village Hall Committee asking that they take the lead in identifying facilities for which there is a clearly identified need.**

Hampshire County Council Parish and Town Council event, 7 December 2021. **This has been cancelled due to Covid considerations.**

War Memorial repairs. **The ornamental metal chains bordering the memorial have been taken away for repainting. Replacement bollards are in the process of being cut.**

**6. 104/21 Reports**

There were no reports.

**7. 105/21 Minutes**

It was proposed that the previously circulated draft minutes of the meeting of the Parish Council held on 21<sup>st</sup> October 2021 be accepted as an accurate record of the business conducted. **RESOLVED.**

It was proposed that the previously circulated draft minutes of the Parish Council planning meeting held on 9<sup>th</sup> November 2021 be accepted as an accurate record of the business conducted. **RESOLVED.**

**8. 106/21 Matters arising from the minutes of the meeting held on 21 October 2021 not included in the agenda or in reports**

- Land at Saunders Lane – progress update. Still looking for a contractor to carry out groundwork.
- Police and Crime Commissioner – Invitation to 2022 Annual Parish Assembly. The clerk confirmed that an invitation has been extended.

- Leisure & Recreational Facilities. This was covered under item 103/21 above.

### STANDING ITEMS

9. 107/21 **Planning**  
To consider planning applications notified to the Council.  
See Appendix 1
10. 108/21 **Financial and Administrative**
- To agree and sign the bank reconciliation.  
This was signed by the clerk/responsible finance officer, and Councillor Coggon.
  - It was proposed that the payments detailed at Appendix 2 be authorised. **RESOLVED** **Clerk**
11. 109/21 **Lengthsman**
- To sign off work carried out in November 2021. There were no jobs carried out in November.
  - To agree tasks for Lengthsman's December worksheet. No tasks were identified for December. The clerk will submit a nil return. **Clerk**

### BUSINESS TO BE CONDUCTED

12. 110/21 **Meeting dates 2022**  
To agree alternative dates for 13 January and 13 October 2022. Changed to 6<sup>th</sup> January and 20<sup>th</sup> October, respectively. **Clerk**
13. 111/21 **Traffic calming measures.**  
It was proposed that this item be deferred to the January 2022 meeting. **RESOLVED.** **Clerk**
14. 112/21 **Neighbourhood Development Plan (NDP)**  
**GK** thanked **DC** and **NAK** for organising the NDP scoping meeting on 1 December 2021. This was attended by five parishioners who had previously expressed an interest in becoming involved with the NDP process. The Senior Neighbourhood Planning Officer (SNPO) from Test Valley Borough Council (TVBC) was also in attendance. The meeting looked at NDP progress to date, which included information gathered from the Neighbourhood Development survey and the Housing Needs Survey. Other areas that might be looked at were discussed, and the SNPO described the process involved in creating an NDP.

The Parish Council discussed ways of engaging with and involving a broad range of parishioners, and a meeting in the village hall was suggested. This could be a drop-in style affair with displays, and Saturday 12<sup>th</sup> February, between 9.00am and 12noon, was put forward as a date. The date of Wednesday, 16<sup>th</sup> February was suggested as a date for volunteers to start work on tasks. Clerk to book these dates.

**Clerk**

**NAK** advised on the availability of a grant from TVBC to help move the NDP process forward. The Clerk to contact the SNPO for further information.

**Clerk**

|     |        |  |       |
|-----|--------|--|-------|
| 15. | 113/21 | <p><b>Grants to Voluntary &amp; Community Organisations</b><br/>To consider applications for support received from the following organisations:</p> <ul style="list-style-type: none"> <li>• All Saints Church</li> <li>• Awbridge District Village Association</li> <li>• Victim Support</li> <li>• Awbridge Neighbourcare</li> </ul> <p>The Parish Council felt that there was insufficient information available to reach a decision on the grant applications and it was proposed that this item be deferred to the January 2022 meeting.</p> <p style="text-align: center;"><b><u>Standing Orders</u></b></p> <p style="text-align: center;">It was proposed that the meeting be extended by fifteen minutes to enable business to be concluded. <b>RESOLVED.</b></p> | Clerk |
| 16. | 114/21 | <p><b>Staff Terms &amp; Conditions</b><br/>The Clerk's hours of work were reviewed, and it was proposed that the weekly hours be increased from 6.5 hours to 8.5 hours per week.</p>   |       |
|     |        | <p><b>Closure of meeting</b></p> <ul style="list-style-type: none"> <li>• Date of next meeting: Thursday, 6<sup>th</sup> January 2022.</li> <li>• Items for the agenda – these must be notified to the clerk by 31<sup>st</sup> December 2021.</li> </ul>  |       |

## Appendix 1

### Planning

**21/03191/FULLS.** Brockwood, Danes Road. Erection of part single and part two storey rear extension and pergola, rooflight to front elevation. **No objection.**

**21/03311/CLPS.** Forest View, Kents Oak. Application for a lawful development certificate for proposed siting of twin unit mobile home to provide additional accommodation for use by family members as part of one household. **No objection.**

**21/03374/FULLS.** School House, Danes Road. Single storey side extension with parapet wall and flat roof with sky lantern and single storey rear extension with flat roof. **Same as previously (No objection).**

**CONSULTATION.** By Test Valley Borough Council on the proposed revision of local information requirements for the validation of planning and related applications. Due to the amount of information that would have to be absorbed before reaching agreement on the Parish Council's response, this item was deferred from the Parish Council's October meeting. **NAK to approach the planning authority to ascertain the extent of any changes and the relevant areas.**

### Outcome of previous applications

**21/02417/FULLS.** School House Danes Road. Single storey side extension with parapet wall and flat roof with sky lantern and single storey rear extension with flat roof. **REFUSED.**

**21/02493/FULLS.** Woodbine Cottage, Church Lane. Part first floor and part ground floor extension. **PERMISSION** subject to conditions & notes.

**21/02991/CLPS.** Wild Cherry, Saunders Lane. Application for a lawful development certificate for proposed erection of single storey rear infill extension, squaring off the rear of the existing garage creating a utility area, a downstairs toilet, and the partial reconfiguration of the rear ground floor living area. **ISSUE CERTIFICATE.**

**21/02841/CLES.** Bramdown, Church Lane. Application for a lawful development certificate for the use of land as residential garden serving the dwelling known as Bramdown, Church Lane. **ISSUE CERTIFICATE.**

**21/02622/FULLS.** Greenways, Church Lane. Ground floor rear extension and balcony. **PERMISSION** subject to conditions & notes

## Appendix 2

### Payments for approval

| Payee                 | Amount  | Reason   |
|-----------------------|---------|--|
| Simon Nightingale     | £240.18 | Management of VAS (SLR) sign September, October, and November 2021 |
| Hewlett Packard       | £9.99   | Instant Ink October 2021   |
| Awbridge Village Hall | £146.00 | Hall Hire April-December 2021                                      |