



# WINCHFIELD PARISH COUNCIL

www.winchfield-pc.org.uk

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## MINUTES OF THE MEETING OF WINCHFIELD PARISH COUNCIL HELD ON MONDAY, SEPTEMBER 21, 2015, AT 7.30 PM IN WINCHFIELD VILLAGE HALL

**PRESENT:** Cllr A Renshaw (in the Chair),  
Cllr H Dicks, Cllr P Jackaman and Cllr M Williams  
4 members of the Neighbourhood Plan Committee  
7 members of the public  
Mrs C Johnson (Clerk).

### 1 APOLOGIES

Apologies were received from Cllr Crampton (HDC), Cllr Glen (HCC), Cllr Southern (HDC) and PC Franks.

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

As at previous meetings, the Chairman declared his ownership (with his wife) of 45 acres of land in the parish which had been the subject of overtures from developers. He reiterated that the land is not available for development.

Cllr Williams declared his membership of Winchfield Action Group (WAG) in connection with items 9.4 and 10.

A dispensation was granted in May 2015 to all Councillors to participate in all discussions and decisions by this Council relating to the emerging Local and Neighbourhood Plans and associated matters until May 2019.

### 3 PUBLIC PARTICIPATION WITH REGARD TO ITEMS ON THE AGENDA

The Chairman invited members of the public to participate in any of the ensuing discussions through the Chair.

### 4 MINUTES OF PREVIOUS MEETING

The Minutes of the meeting (AGM) held on May 18, 2015, were accepted and signed as a correct record.

### 5 MATTERS ARISING

#### 5.1 Community safety – Mildmay Oaks Hospital (item 10)

The Chairman reported that he had had no further contact with the management of Mildmay Oaks Hospital but understood the number of patients to have been reducing. Cllr Dicks and Mrs Kate Rosevear had volunteered to serve on the local liaison committee when it was set up.

### 6 COMMUNITY SAFETY

Nothing reported.

## **7 LITTER PICK**

Approval was given to Kerry Wedlock's proposal to hold another Parish Litter Pick on November 29 and expenditure up to £160 authorised.

It was noted that the first Sunday of March 2016 has been designated for a National Litter Pick.

## **8 LOCAL PLAN**

The Chairman reported that Hart District Council had decided to carry out an extra round of consultation on the Local Plan in the form of a Refined Housing Options Paper which was currently in preparation. In his view, no proper testing of the option for a new settlement had as yet been carried out. Cllr Williams would be posing questions at the next meeting of the District Council as to the current timescale and who was driving the process.

The Chairman commended WeHeartHart and Winchfield Action Group for their input to the debate which was beginning to change perceptions, for example in the willingness to find brownfield sites.

## **9 NEIGHBOURHOOD PLAN**

### **9.1 Minutes of meetings of the Neighbourhood Plan Committee June to September**

The minutes of the Village Engagement session held on June 7, 2015 and the meetings of the Neighbourhood Plan Committee held on June 11, July 15 and September 16 were received. Thanks were expressed to Clare Worley and all the committee their work.

### **9.2 Draft Neighbourhood Plan**

Clare Worley sought the approval of the Parish Council for the latest draft (5.1) of the Neighbourhood Plan to be presented to residents at the next Village Engagement Session on October 18. It was agreed that Councillors would send her any comments by October 2. After taking account of feedback from the Engagement Session, it was intended to send the draft for consultant review and then seek the views of the District Council.

### **9.3 Purchase of mapping software**

It was agreed to purchase additional software from Getmapping plc which would help identify changes within the parish (for example to the width of roads), to include an initial survey of all roads except the M3, at a cost of £500 plus VAT to be funded from the Planning Counsel Fund.

### **9.4 Environmental analysis studies of Hart District**

Tristram Cary, Chairman of Winchfield Action Group, spoke about the need for a full understanding of Hart's ecological constraints and environmental heritage to inform strategic planning decisions. To this end he asked the Parish Council to consider taking the lead in developing a project with Environmental Systems and Reading University, the cost - estimated at £31,000 - to be shared with other parishes and interest groups. Preliminary discussion took place but no decision was made. Cllr Williams undertook to circulate further details. The next meeting of Hart District Association of Town and Parish Councils in October could provide an opportunity to sound out the other parishes.

## **10 APPOINTMENT OF PLANNING CONSULTANT**

In view of the need for expert assistance with the Parish Council's response to the forthcoming Local Plan consultation, it was agreed to seek to appoint as Planning Consultant John Boyd who had been advising Winchfield Action Group and was therefore already familiar with the background and issues. It was agreed that the cost of up to £5,000 be used from the Planning Counsel Fund for this purpose.

## **11 SOLAR FARMS**

### **11.1 Applications to date in Winchfield**

Oakfield Farm (14/00998/MAJOR): The Chairman reported that work was starting at this first site to be given planning permission. He had recently signed the Community Benefit agreement which will provide around £3,000 per annum once the site is operational.

Hungerford Farm (15/01405/EIA and 15/01777/FUL): Objections had been raised in respect of the covenants believed to be still in place restricting use of the site to leisure and agricultural uses.

Subsequently it had been confirmed by the District Council that these original covenants had not been included in subsequent deeds and therefore no longer applied.

Trimmers Farm (15/01614/FUL): It was agreed that there were no objections to this application for the land at Beggars Corner but a Community Benefit was to be sought.

## 11.2 Policy on use of Community Benefit receipts

It was agreed that such a policy needed to be developed in the light of the amounts to come forward and any restrictions placed upon types of projects by the solar companies.

## 12 PARISH LENGTHSMAN

It was agreed to seek a similar agreement with Hartley Wintney Parish Council as last winter for the use of their parish Lengthsman's spare hours.

## 13 RECENT PROGRESS TOWARDS ADOPTION OF BEAUCLERK GREEN

The Chairman commended Nicola Capon, a resident of Beauclerk Green, for her hard work liaising with the County and District Councils and Bewley Homes with the result that significant progress was being made towards the long overdue adoption of this development.

## 14 PLANNING APPLICATIONS

The following applications had been considered since the last meeting and no objections raised:

15/01203/HOU Clover Cottage, Station Road: Conversion of existing garage to habitable room.

15/01641/PRIOR Oakfield Farm, Taplins Farm Lane: Change of agricultural building to dwelling.

15/01668/LBC Valley End, Potbridge: Replacement windows and doors.

Application 15/01972/FUL Land adjacent to Rose Cottage, The Hurst: two-bedroom cottage and associated parking, was considered at the meeting and no objections raised.

## 15 FINANCE

### 15.1 Audit of accounts for the year ended 31.03.2015

The Audit for the year ended 31.03.2015 had been completed with no matters arising and the requisite Notice of Conclusion of Audit and Sections 1-3 of the Annual Return displayed on the Council's noticeboards for at least 14 days. The Annual Return was therefore received and approved

### 15.2 Statement for the period 18.05.15 to 17.09.15

#### Deposit Account (Lloyds)

18 May	Balance	£13,514.26
22 Jun	Transfer from Current Account	£24,000.00
	Interest: Jun/Jul/Aug/Sep	4.87
17 Sep	<b>Balance</b>	<b>£37,519.13</b>

#### Current Account (Lloyds)

18 May	Balance		£27,973.36
	ECAS Internal audit fee	Exp15/02	£175.00
	BNL Insurance premium	Exp15/03	£265.00
	HALC stationery	Exp15/04	£10.00
	NALC LCR subscription	Exp15/05	£17.00
	Winchfield PCC Graveyard maintenance	Exp15/06	£600.00
16 Jun	HALC...HR subscription £100+VAT	Exp15/07	£120.00
	E M Bourne NP Consultancy fees	Exp 15/08	£1,400.00
	C Johnson Salary	Exp15/09	£480.00
	HMRC...PAYE	Exp15/10	£120.00
	C Johnson Expenses (domain name)	Exp15/11	£8.38

22 Jun	Transfer to Deposit Account		£24,000.00	
03 Jul	Village picnic Fundraising for NP	Inc 15/03		£279.10
10 Aug	Getmapping plc AI map plot for NPs*	Exp15/12	£36.00	
26 Aug	HCC Basingstoke Canal Grant*	Exp15/13	£250.00	
17 Sep	<b>Balance</b>			<b>£771.08</b>
17 Sep	<b>TOTAL</b> deposit and current accounts			<b>£38,290.21</b>

\*Paid in accordance with Financial Regulations 6.4

### Comparison with 2015/16 Budget

Budget heading			Allocation	Spend to date (ex VAT)	Available
Clerk's Salary			£2,400.00	£600.00	£1,800.00
Training			£50.00	£0.00	£50.00
Subscription to SLCC			£80.00	£0.00	£80.00
Hire of Village Hall for meetings			£60.00	£0.00	£60.00
Stationery/post/tel/publications etc			£175.00	£10.00	£165.00
Insurance			£290.00	£265.00	£25.00
HALC/NALC Subscriptions			£255.00	£244.00	£11.00
Audit & Information Commission fees			£210.00	£175.00	£35.00
Section 137 payments			£400.00	£0.00	£400.00
Grants (Churchyard maintenance)			£600.00	£600.00	£0.00
Contingencies			£350.00	£100.00	£250.00
Total A			£4,870.00	£1,994.00	£2,876.00
• Reserves	Balance	Added	Balance	Spend to date	Available
Earmarked funds	01.04.15	03.07.15	03.07.15	(ex VAT)	
Basingstoke Canal	£250.00		£250.00	£250.00	£0.00
Election Expenses Contingency	£1,000.00		£1,000.00	£0.00	£1,000.00
Events <i>new</i>	£200.00		£200.00	£0.00	£200.00
Maintenance	£130.00		£130.00	£0.00	£130.00
Neighbourhood Plan	£2,082.00	279.10	£2,361.10	£1,430.00	£931.10
Parish Lengthsman	£1,720.00		£1,720.00	£0.00	£1,720.00
Planning Counsel	£26,250.00		£26,250.00	£0.00	£26,250.00
Retirement Gratuity A	£1,218.00		£1,218.00	£0.00	£1,218.00
Retirement Gratuity B	£852.00		£852.00	£0.00	£852.00
Street Lighting	£2,250.00		£2,250.00	£0.00	£2,250.00
Website Development <i>new</i>	£450.00		£450.00	£6.98	£443.02
Winchfield Festival 2016	£300.00		£300.00	£0.00	£300.00
Total B	£36,702.00	£279.10	£36,981.10	£1,686.98	£35,294.12
Unallocated surplus	Total C				£120.09
Total A + B +C					£38,290.21

### 15.3 Requests for Grants and Donations

It was resolved to make a grant of £200 to CPRE Hampshire under Section 137 of the Local Government Act.

### 15.4 Payments for approval

The following payments were approved:

C Johnson	Salary	July/Aug/Sept	£480.00
	Expenses		£32.43
HMRC	PAYE		£120.00
Hart District Council	Uncontested election expenses (TBA)		Circa £50.00

Approval was also given for payments to Planning Consultants Plan-et for forthcoming input to the Neighbourhood Plan to be funded from the Locality Community Rights programme grant of £5,075.

• Finalising vision and objectives in order to formulate the site selection criteria – producing the site selection criteria	2 days	£700.00
• Input into the site selections – advice support ref the consultation on site selections	2 days	£700.00
• Production of revised NP draft, evidence base and gap analysis	4.5 days	£1575.00
• Support / guidance to undertake tasks identified through gap analysis / review of local policies / research and gathering of technical information etc	6 days	£2100.00
<b>TOTAL</b>	<b>14.5 days</b>	<b>£5075.00</b>

## **16 CORRESPONDENCE**

The items of correspondence detailed in the Clerk's report were received and noted.

## **17 OTHER BUSINESS**

### **17.1 Village Picnic 2016**

It was noted that the Village Picnic would be held on June 26.

## **18 DATE OF NEXT MEETING**

It was agreed that the Council should meet on the third Monday of alternate months up to the end of the current financial year. The next meeting would therefore be on Monday November 16.

*The next meeting was later postponed to November 23 so that decisions by the Hart Cabinet on the Refined Housing Options consultation on November 18 could be considered.*

**There being no further business, the meeting closed at 9.25 pm**