

*BROUGHTON PARISH COUNCIL*  
**MINUTES OF THE MEETING HELD ON 4<sup>th</sup> MAY 2021**

Present: Cllr E James (Chairman), Cllr G Elliott (Vice Chairman), Cllr B Keane, Cllr P Boulton, Cllr P Jenkins, Cllr J Mann, Cllr W Baillie, Cllr Mrs. T Olorenshaw & Cllr J Hodgson.

In attendance: Heather Bourner-Clerk  
HCC Andrew Gibson  
TVBC Cllr Alison Johnston.  
0 Members of public

The meeting was held via zoom in accordance with COVID 19 guidelines. The Chairman welcomed everyone present to the meeting.

**Apologies for Absence**

1) Apologies had been received from Cllr Dumper.

**Election of Chairman**

2) Cllr Mann proposed Cllr James be returned as Chairman, this was seconded by Cllr Keane. All in favour. Cllr James accepted and agreed to sign the necessary declaration.

**Election of Vice Chairman**

3) Cllr James proposed Cllr Elliott be returned as Vice Chairman, this was seconded by Cllr Boulton. All in favour. Cllr Elliott accepted and agreed to sign the necessary declaration.

**Standing Orders, Code of Conduct, Financial procedures, risk assessment & asset register**

4) Documents had been circulated to all councillors and were agreed and formally adopted for 2021/22. After some consideration it was agreed that The Clerk would research the possibilities of opening another bank account for reserves to minimise the risk of losing funds in the event of a bank collapse.

**Public Participation**

5) There were no members of public present.

**Declarations of Interest**

6) Cllr Jenkins declared an interest in the planning application at Hyde Farm given that this property was a direct neighbour.

All Councillors confirmed that no revisions were required to their individual declaration of interest forms.

**Planning**

7) The following decisions by TVBC were noted:

19/02529/RESS- outlying planning permission for detached dwelling, Hayters, Rookery Lane- approval

21/00389/FULLS- erection of replacement porch and orangery, 11 Chattis Hill Stables- withdrawn

21/00467/LBWS- raking out and repointing, Rectory Lane Cottage- consent

21/00692/TREES- tree works Linden House, High Street- no objection

Resolved: that the planning decisions on the following applications were endorsed:

21/01109/TREES – tree work, Wisteria Cottage- no objections

21/01021/FULLS- retention of access to agricultural field, Hyde Farm -Concerns were raised that the plan shows a new access and this is not where the access has already been installed. The position as shown in the plans is on a bend which is therefore dangerous and this area often floods. The established entrance would appear to be in a better position although the gates fitted exceed the 1m height that allows an entrance to be built without planning permission. Objection on grounds that submitted plans do not tie in with access to be retained and access in place is adequate.

21/01190/LBWS & 21/01189/FULLS- demolish a carport and convert a cart shed and kennel into a two-bedroom dwelling and build one new dwelling Hyde Farm, Concerns were raised

regarding over development of the whole site, and that the continued build program will eradicate the agricultural area. If the new dwellings are allowed the private road will then serve four dwellings although the road is not an adopted highway and one of the buildings is protected as a listed building. Concerns were such that the entire Parish Council agreed to submit a strong objection.

#### **8) County and Borough Councilors' Report**

**HCC Andrew Gibson** explained this was his final meeting as a County Councillor. He thanked Broughton Parish Council for all the support they have given in the past. His full report is an appendix to these minutes.

**TVBC Cllr Johnstone** said she has no news on the impending CIL bid but reiterated that if the bid is successful, she would like to get involved with the project. She reported on a recent incident when she was making deliveries and was almost struck by a speeding vehicle. Cllr Elliot said traffic calming work was underway but not yet complete. Results of the climate change survey are now being analysed and she will provide a full report at the next Parish Council meeting.

Finally, she thanked Cllr Boulton for his continued efforts to obtain the outstanding S106 monies in respect of the School Lane Site. Cllr James expressed his huge disappointment in the errors in the planning department that had recently come to light. The Parish Council had sent monthly reminders to TVBC and to find out that at this late stage the invoices had not been sent was extremely frustrating! It was also noted that the Parish Council had been paying legal fees in pursuing these funds.

#### **Minutes**

9) **Resolved:** The minutes of the meeting held on 6<sup>th</sup> April were confirmed as a correct record and signed by the Chairman. Proposed Cllr Boulton seconded Cllr Mann. All agreed.

#### **Matters arising**

Cllr Keane said the work on the replacement street light at Queenwood Road was still outstanding however he has been reassured this will be carried out very soon.

#### **10) Proposed federation of Primary School**

Cllr Jenkins reported on a proposal for Broughton Primary School to federate with West Tytherly Primary School. He said he had attended a meeting at the school and established that the Head Teacher at Broughton had also been acting as interim head at West Tytherly for some time. The school and governors were generally in support of the idea and were attempting to gather views from parents because they felt they needed parental support before they could agree such a move. It was confirmed standards across both schools would be consistently monitored.

The Parish Council agreed to send a response to the school governors letting them know that the Parish Council were certain that school staff, governors and parents would make the best decision for the school's long-term outcomes.

#### **Disabled access Hinwood Close**

11) Cllr Elliot said he had communicated with Hampshire County Council with regard to disabled access in Hinwood Close. The proposed site has now been agreed although no time scale for this work to be completed has been provided.

#### **HCC Complaint re overgrown vegetation**

12) The Clerk gave details of a letter she had received from Hampshire County Council Highways Department. This had been sent to a previous Clerk even though the current Clerk's details are widely available! Details had been requested electronically so this could be shared but no response has been received. The information suggested there was an overgrown hedge crossing a pavement near Whiteshoot. Cllr Boulton suggested that this problem would have been resolved early in the year with work carried out to shrubs and hedging along this fence line. It was agreed to take no further action unless Hampshire Highways get in touch again.

#### **Sports Field and new pavilion update**

13) Cllr Elliott confirmed he still awaits a response from TVBC to the submitted CIL bid but understands the bid has been passed to a TVBC committee that meet in June.

The Clerk highlighted an email she had received regarding access to the field and locked gates, the use of the field by dog owners and signs relating to this and the use of the tarmac area near the pavilion. The matter was discussed and while the field is a facility provided for the use of all villagers whether gates were locked was a matter for the Sports Committee to decide. The Salisbury Road gate is locked to reduce the incidence of dog fouling however there is access for pedestrians, with or without dogs, via the Buckholt Road gate at all times. There is no defined footpath or right of way across the field and the Sports Clubs have agreed the field should be used only by dog owners keeping them on leads. Signage will be reviewed to ensure consistency. Finally, the Parish Council understand those participating in organised sports take preference in using the tarmac area in front of the sports pavilion. The Clerk will respond to the email.

Cllr Olorenshaw reported concerns raised regarding some old equipment at the Sports Field which was felt to be dangerous. Cllr Keane said he believed this was an old machine for tug of war practise. He and Cllr Elliot agreed to look at this.

### **School Lane Completion work**

14) Cllr Boulton reported that following his email to the head of TVBC planning it had become apparent the necessary invoice for the S106 funds had not been sent to the developer. A recent email from TVBC confirmed the invoice had now been sent however confirmation of the funds receipt remains outstanding.

The Parish Council solicitor has confirmed that Lindens have agreed to meet some of the additional fees incurred although actual amounts are as yet unknown.

Cllr Mann suggested the Parish Council consider attempting to recover any shortfall in fees from TVBC.

### **Clerks Report**

15) The Clerk reported as follows: -

Payments continue to be made to the Football Club to help meet costs arising during the period while no income has been received. A set of accounts confirming income and expenditure has been circulated to all Councillors. There is approx. £5000.00 of the grants still available.

The Clerk confirmed said she had returned the valuation office enquiry regarding the cemetery using details about the size of the plot provided by Cllr Elliott.

An email had been received from Hampshire Highways confirming any parish using SID cameras must have a license from HCC allowing their use. The Broughton camera is shared with Awbridge who do hold a license but it is necessary for Broughton to also hold one. The Clerk has obtained the form to apply for a license. There is no cost. All Councillors agreed the Clerk can sign the form on behalf of the Parish Council.

The Clerk confirmed she had arranged for the internal audit to be carried out on 27<sup>th</sup> May.

From May 7<sup>th</sup> all meetings must be in person as the temporary legislation for meetings to be held remotely expires and will not be extended.

Finally details of some old archive materials had been passed on to the Clerk from a previous Clerk.

### **Footpaths.**

16) Cllr Olorenshaw reported she had walked footpath 16, it is now clearly marked and there is no restrictive fencing. She noted signs asking dog owners to control dogs from foraging in hedgerows to protect wildlife. Cllr Elliot reported on an email he had received from a villager who had been involved in an altercation with the landowner when using this footpath. The Parish Council will issue a map of all village footpaths via the Broughton Village email to inform villagers.

Cllr Olorenshaw said she had been approached by several villagers asking when the banks on the footpath at the Hollow were to be reinstated. As this matter had been referred to Countryside Access enforcement in the past The Clerk was asked to highlight this issue to them.

Finally, Cllr Olorenshaw noted that the permissive path which joins footpath 26 to footpath 11 along top of the field is blocked by a fallen tree. The Clerk will approach HCC rights of way to

establish if the footpath is still under permissible use.

### **Finance**

17) Balances in the bank accounts were noted as: -

30/04/2021:

TSB Charity account £147769.95

TSB Business Instant £71736.91

**Payments Resolved:** that the following payments be approved, online transactions approved and cheques signed:

H Bournier sal	£340.29
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HMRC	£159.60
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H Bournier exp	£27.99
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HALC	£396.54
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HCC street lights	£431.64
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EPW Construction	£700.00
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### **Accounts and audit return year ended 31<sup>st</sup> March 2021**

Accounts for the year ended 31<sup>st</sup> March had been discussed and agreed at the March meeting. The Audit return was reviewed. Section 1 was reviewed and agreed followed by section 2 which was also reviewed and agreed.

### **18) Items to carry forward**

1. Climate change community initiative
2. Moving recycling bins from Village Hall
3. Wildflower turf
4. Autumn pruning of Centenary Garden
5. New equipment at skate park- hopeful that a site meeting will take place in the summer.
6. New road in cemetery – Cllr Elliot has reviewed the site use and possible extension to the road. And established work need not be carried out at present.

### **19) Correspondence**

The following correspondence had been received and was discussed: -

The Clerk had received a letter confirming the TSB Bank in Andover would be closing in June. Anyone wishing to make payments to the Parish Council would be asked to do so by direct transfer rather than provide a cheque.

### **Items for next meeting**

20) Nothing specific

### **Any Other Business**

21) The date for the Annual Parish Meeting was set for Monday 28<sup>th</sup> June 2021. The Clerk was asked to send invitations to speakers. The Chairman will advertise the meeting on the Broughton email group.

Cllr Jenkins confirmed The Community Bus is re starting from the end of May with weekly trips to Romsey and Salisbury.

### **Date of next meeting**

22) Tuesday 1st June 2021 at 7.30pm at Broughton Village Hall.