



WINCHFIELD PARISH COUNCIL

www.winchfield-pc.org.uk

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MINUTES OF THE MEETING OF WINCHFIELD PARISH COUNCIL HELD ON MONDAY 16 MARCH 2020 IN WINCHFIELD VILLAGE HALL STARTING AT 7.30 PM

PRESENT: Cllr Andrew Renshaw (Chairman), Cllr Meyrick Williams (Vice-Chairman) and
Cllr Kate Stewart
3 Members of the Public
Mrs Alison Ball (Clerk)

1 APOLOGIES

Apologies were received from Cllr Louise Hodgetts (WPC), Cllr Richard Milnes-James (WPC), Cllr Anne Crampton, Cllr Spencer Farmer & Cllr Tim Southern (HDC), Cllr David Simpson (HCC), members of the Neighbourhood Policing Team and Chris Griffin, Footpath Warden.

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, Winchfield Festival committee and an interest in Item 13 Broadband as he would be likely to benefit from any improvement in speeds.

3 MINUTES OF PREVIOUS MEETING

The Minutes of the Parish Council Meeting held on 20 January 2020 were agreed and signed as a correct record.

4 MATTERS ARISING

There were no matters arising.

5 SHAPLEY HEATH GARDEN VILLAGE

The first meeting of the Shapley Heath Garden Community Opportunity Board had taken place on 17 February and the Minutes of the meeting were available on the HDC website. The Board would next meet on 18 May. Cllr Williams reported that the only item of significance to come out of the meeting was that all studies associated with the potential development would be financed by the two major developers involved in the project. He felt that this lack of any independent studies should be noted with concern.

Cllr Williams reported that he was still waiting to hear what Ranil Jayawardena MP could achieve in relation to SHGV.

Cllr Williams had put together a presentation for neighbouring parish councils to use at upcoming Annual Parish Assemblies to keep residents informed. He had offered to attend meetings and this had been taken up by Dogmersfield Parish Council. He requested, and all agreed, that he be given time to present this at the WPC Annual Parish Assembly.

6 HART LOCAL PLAN

The Chairman reported that the Hart Local Plan would be presented at the Hart Council meeting on 26 March for adoption.

7 UPDATES TO THE NEIGHBOURHOOD PLAN

Prior to the meeting Cllr Williams had circulated draft Terms of Reference for the Neighbourhood Plan Steering Group.

It was **AGREED** that the Winchfield Neighbourhood Plan Steering Group Terms of Reference be approved and that they be published on the website.

8 LAND NORTH OF WINCHFIELD COURT

The Chairman reported that there had been four plots of land up for sale on the land adjacent to Winchfield Court. Two had failed to sell at auction.

The plot of land that included the mortuary had sold prior to auction and a former member of the Parish Council, said he and Cllr Stewart had, on separate occasions, spoken to the purchasers of this plot. The purchasers had advised that they felt if they put in an application for just one house on the plot it might get approval. They were going to speak to a planner who specialised in applications on this sort of land and they wanted to speak to the residents of Winchfield Court as they were willing to agree that the plot would be restricted to one dwelling with no further development. It had been suggested they contact the directors of the Winchfield Court Residents Association.

9 BEAUCLERK GREEN ADOPTION

The Chairman reported that he had not received any further information on this. He was aware that a tree had fallen down near the entrance to Beauclerk Green and efforts had been made to establish the owner of the land with no success. Cllr Stewart agreed to contact Daniel Beasant at Hampshire Highways to see if he could find out who owned the land.

10 ASSETS OF COMMUNITY VALUE

Cllr Williams had spoken with the landlady at the Barley Mow public house but she had not had the opportunity to speak to the brewery. As the Barley Mow and the adjacent 'cricket green' would be removed from the list of assets on 14 April 2020 it was felt that the application to have them relisted should proceed. It was noted that the landlady and the brewery would be consulted by HDC as part of the process.

It was **AGREED** that an application to relist the Barley Mow public house and adjacent 'cricket green' as assets of community value be submitted to HDC.

11 SECTION 106 FUNDING

Prior to the meeting Cllr Milnes-James had advised that there had been no change on the projects being financed by the s106 money. The Clerk advised that she was waiting for the defibrillator project to be completed before submitting any invoices to HDC as she was not sure if it could be done piecemeal.

Prior to the meeting Cllr Hodgetts had confirmed that the defib at the village hall was due

to be installed on Friday, 20 March. Arrangements would be made with staff at the Barley Mow regarding the installation there. The Clerk agreed to check that Cllr Hodgetts would be registering the defibs with the ambulance service once installed. She also agreed to look at the availability of support for the maintenance of the defibs.

12 COMMUNITY SAFETY

On 21 March, a Land Rover was stolen from Hurst Farm which had later been found burnt out at West Green. This had been reported to the Police and a crime number issued but there would be no further action despite there being CCTV images showing the faces of the perpetrators. It was agreed that a note be sent to Cllr David Simpson and the Police and Crime Commissioner setting out concerns over the lack of investigation into this crime.

Prior to the meeting Cllr Hodgetts had advised that the guardian of the Mattingley SIDs had been in touch and they were prepared to loan out their device and provide some support with brackets for fitting the device and the battery change rota. She had also received the details of the SIDs that Dogmersfield PC were thinking of purchasing. The dimensions of both devices had been forwarded to Ian Janes at Hampshire Highways so the street furniture installation could proceed.

Cllr Williams asked whether COVID-19 would impact on the Parish Council and its meetings and if any action needed to be taken. It was noted that the Parish Council was not in receipt of any special advice and residents should refer to the HCC, Government and NHS websites.

The parish was required by legislation to hold its Annual Parish Assembly by 1 June and the Parish Council was required to hold its Annual General Meeting in May. These meetings were both currently scheduled to be held on 18 May 2020. The potential issues with doing this had already been flagged with the Government by NALC and it was hoped there would be legislation that would provide some flexibility. It was a legal requirement that the meetings be held in person and not virtually. It was noted that the Village Hall had already cancelled its coffee mornings and events and clubs using the hall would naturally come to an end once the schools were closed. The Clerk advised that preparations be made for the meetings to be held on 18 May but if this was not possible or not safe to do they would have to be postponed. If the legislation was not changed the Parish Council may be in breach of its duties but it was unlikely that this would result in any consequences provided the meetings were held as soon as safe to do so.

The Chairman reported that there had been some offers of help and assistance to the older residents or those self-isolating by people on the distribution list for the coffee mornings. This was in the early stages but it was thought that some support structure would be put in place. All were encouraged to check on older or ill neighbours. It was advised that the directors of the Winchfield Court Residents Association had put in place support for their older residents. All were happy for anyone in need of help to contact the councillors or the Clerk and best efforts would be made to help anyone who needed it.

13 BROADBAND

Cllr Stewart advised there was nothing to update the meeting on at this time.

14 SPRING LITTER PICK

As Kerry Wedlock had been unable to attend the meeting she sent the following information to the meeting: the spring litter pick, due to take place on Sunday, 5 April, currently had 30 volunteers. However, although guidance on COVID-19 had been received that suggested that litter picks could go ahead provided volunteers were encouraged to maintain an

appropriate distance from each other and suitable hand washing/sanitising facilities could be provided, there were concerns over people meeting before the litter pick where the equipment and instructions were handed out and the usual get together after the litter pick for refreshments and socialising.

It was decided that in light of the current climate that the spring litter pick be cancelled, with the next one to go ahead in the autumn.

15 HIGHWAYS

Cllr Williams reported that there had been a meeting between Hampshire Highways, WPC and Dogmersfield Parish Council on Friday, 7 February. The Minutes of this meeting were available on the Parish Council website and they provided a full summary of the issues discussed.

Following the meeting there had been a request from Cllr Simpson that a report of all flooding issues be sent to him so that a record could be kept. This had been done.

Cllr Stewart advised that she had been on a drive around the village with Daniel Beasant from Hampshire Highways. They had looked at Bagwell Lane and agreed that the work needed at the entrance to the lane was a major task and this would need to be done during the summer months. The road would have to be closed for the work to be carried out and whilst the closure was in place the bad drop-offs on the verges would be looked at.

Cllr Stewart and Mr Beasant had also looked at the road markings and ditch at the junction of Pale Lane and The Loadway. Prior to their visit the ditch and the duct under the road had been cleared and the water could flow freely.

Cllr Williams advised that the kerbstones at the water treatment plant were on the 'to do' list. Cllr Stewart said that she had shown this to Mr Beasant and he had agreed to do work here and improve the area.

Cllr Stewart had taken Mr Beasant along Old Potbridge Road to show him the blocked drain there but prior to the visit it had been cleared. They then went on to look at the water flowing on to the road because of the water being pumped from the new development. He advised it was the responsibility of the adjacent homeowners to rectify. Prior to this visit the Clerk had contacted HDC about this and Cllr Stewart had met Sharon Whittaker, Planning Enforcement Officer, on site to explain the problem. Mrs Whittaker then passed the details on to Susanna Hope, the Flood Risk Infrastructure Engineer at HDC. She confirmed that it was the riparian owners' responsibility to make sure that the ditch was maintained in a working condition. It was felt in the meeting that this was unfair as the problem had been caused as a result of investigations carried out in relation to the new development. Cllr Stewart agreed to speak to Chris Griffin to get more details on who was involved in this.

The Chairman reported that there had been a single car accident on the B3016 near Dignity just after midnight on 21 February. It was a miracle that both occupants escaped without serious injury although one had to be cut out of the car. It was noted that the accident happened before the 50mph limit.

16 FOOTPATHS REPORT

Cllr Williams advised that the work approved at the last meeting for footpaths 1, 2 and 3 had been completed. However, the work clearing vegetation carried out by the HCC rangers on footpath 2 had resulted in a complaint being received from the owners of the property adjacent to the path. The rangers had cut back the hedge a bit too aggressively and the owner felt it

had exposed his property. It had been agreed that the owner would look to put in a new fence and Cllr Williams suggested that the Parish Council assist with this by providing labour.

The work completed by Ben Robinson and his team on footpath 2 was excellent.

Dogmersfield Parish Council were looking at doing some major work on the footpaths in the parish and Cllr Williams had been providing help with this. He was encouraging them to look at the footpath from Spratts Hatch Lane to Tundry Pond as a priority as this needed clearing and would benefit the residents of Winchfield.

It was noted that the lengthsman had cut back the hedge along Pale Lane.

It was **AGREED** that a maximum of £500, excluding VAT, be allocated to assist with erecting a new fence along footpath 2 following the cutting back of the vegetation.

17 PLANNING

17.1 Applications received since the last meeting

20/00361/LBC Valley End, Potbridge Road *Install secondary glazing to 10 windows and 1 door.* WPC response: No objection

20/00378/HOU Birch House, Odiham Road *Erection of a first floor side extension, part single part two storey front extension, render, rear canopy and alterations to fenestration.*

WPC response: No objection

It was noted that a pre-application had been made for a 20-metre high telecoms mast at the station. If this progressed to a full application the Parish Council would be consulted and would respond in due course.

18 EXTERNAL PAYROLL PROVIDER - CONTRACT

Following the appointment of the new payroll provider in January it was noted that the contract with DM Payroll Services had been signed by the Chairman. The Clerk advised that the new company had run the payroll in February and March without issue.

19 FINANCE AND GOVERNANCE

19.1 Asset Register – update for approval

Prior to the meeting the Clerk had circulated an updated Asset Register which had been amended to include the new defibs and associated equipment. The Clerk advised that the insurance company had been contacted about cover for these items and they had been added to the policy at no additional cost. The updated Asset Register was approved.

19.2 Clerk’s Holiday Entitlement

It was noted that the Clerk had been unable to take any holiday during 2019/20 partly due to her being away on maternity leave for the first part of the year. It was agreed to pay the Clerk for the unused leave.

19.3 Requests for Grants

The request from Dogmersfield, Winchfield and Crookham Village Horticultural Society for a grant to help towards the costs associated with the Craft Tent at its annual show in July was considered and it was agreed to make a grant of £200 under Section 137 of the Local Government Act for this purpose, payable in May.

19.4 Payments for Approval

The following payments were approved:

Clerk - AB	March Salary	£287.08
Clerk – AB	2019/20 Holiday Entitlement not used	£450.50

Clerk - AB	April Salary	£303.33
Clerk – AB	Working from Home Allowance (Feb and March)	£18.00
Hook Parish Council	Finance Training for Cllr Milnes-James	£20.00
B R Robinson	Work on Footpath 1	£240.00*
B R Robinson	Work on Footpath 3	£600.00*
Nick Robins	Work on Footpath 2	£1,458.00*
Mr A A Deptford	Defib and Cabinets	£2,448.00**
JB Planning Associates	Various work inc note for MP to give to Minister	£750.00*
Sharp Electrical	Materials for Installation of Defibs	£180.00**
Sharp Electrical	Installation of Defibs	£400.00
Dogmersfield, Winchfield and Crookham Village Horticultural Society	Grant	£200.00#
D M Payroll Services	Payroll x2 months	£20.00
*Payment already made; expenditure agreed January 2020 ** Payment already made; expenditure agreed September 2018 # Payment to be made in May		

It was noted that the insurance renewal was due before 1 June but the Clerk had not yet received the renewal documents. If COVID-19 meant that it would not be possible to hold a meeting in May this payment would need to be approved and paid outside the meeting to ensure that the Parish Council was not uninsured.

20 CORRESPONDENCE

There was no correspondence that had been received in addition to that already forwarded on and none that needed addressing that had not appeared elsewhere on the agenda.

21 ANY OTHER BUSINESS *Report Only*

There was a brief discussion about the content of the draft of the Inspector's letter and the final decision issued in relation to the Hart Local Plan.

22 DATE OF NEXT MEETING

It was noted that the next meeting was due to be held on 18 May 2020 which would be the Annual Parish Assembly and the Annual General Meeting. Further meetings would be held on 20 July 2020, 21 September 2020, 16 November 2020, 18 January 2021, 15 March 2021.

There being no further business, the meeting closed at 8.45 pm