

- BRAMDEAN & HINTON AMPNER PARISH COUNCIL

Meeting held on Wednesday 20th October 2021 at 7.30 pm in the Village Hall, Bramdean

Draft Minutes – For approval at next Parish Council Meeting

1. Disclosure of interests on agenda items

None

2. Apologies for absence – Cllr Bulloch, Cllr Harding, Cllr Humby, Cllr Ruffell, Cllr Moreton

3. Public Session including City and County Councillor Updates - enquiries in advance to the Clerk

Written update from Cllr Lumby was circulated prior to the meeting

Cllr Holyome asked whether the County Council were ready to process a likely increase in applications for road closures for events associated with the Queens Diamond Jubilee celebration. Cllr Lumby agreed to ensure that this was the case and report back to Highways.

Cllr Rothery followed up on his request at the last Parish Council meeting for drivers to be encouraged to turn off their engines when at temporary traffic lights for road works. Cllr Lumby agreed this was a good idea and would take this back to Highways staff to see if appropriate signs could be erected when works were carried out.

A discussion also took place regarding motorcycle noise on local roads and the possible use of acoustic cameras. Cllr Lumby confirmed this was still being pursued with the aim of ensuring that any evidence obtained would stand up to legal scrutiny in terms of noise standards. It was also important to ensure that the problem was not just transferred to minor roads instead.

4. Approval of minutes of Parish Council meeting – 21st July 2021

Minutes were approved and signed by the Chairman.

5. Matters reviewed from minutes of Parish Council meeting – 21st July 2021

No matters were raised.

6. Recreation Committee – minutes of meeting held 21st July 2021

Cllr McCrystal gave an update on the earlier meeting of the Recreation Committee including

- A deferment on pursuing the option of installing outside gym equipment until the overall CIL budget was known.
- The latest Risk Assessments for the recreation ground had been completed.

7. Finance

7.1 Cheques raised since last meeting:

Cheque	Payee	Amount
601	HALC – Clerk training course	114
602	Mr R Heathcock - Pay and Expenses July 21	356.24
603	HMRC-PAYE July 21	79.20
604	Mr R Heathcock - Pay and Expenses Aug 21	328.02
605	HMRC-PAYE Aug 21	79.20
606	Alresford Builders Merchants	275.23
607	Elan City Ltd - SIDS	7592.28
608	Premier Grounds & Garden Maintenance - Lengsthman works	270
609	Mr R Heathcock - Pay and Expenses Sept 21	416.83
610	HMRC-PAYE Sept 21	79.20

Account balance at 17th October 2021 £ 21,708.19

CIL Balance £12,301*

*Invoice for SIDS pole installation costs not yet received (estimate £3100) Cllr Rothery confirmed that the Parish Council were still awaiting installation of a missing pole which may explain the non-submission of an invoice from HCC.

- 7.2 Proposed budget 2022/23 – it was agreed to defer this item and consider it as part of consideration of item 13 Traffic Calming as this included expenditure proposals for village gateways.

8. Planning

8.1 Decisions Received

SDNP/21/00059/LIS. Hinton Marsh Lodge, Cheriton. General repair and refurbishment ... internal and ... external.

PC – Support

SDNP – Approved

SDNP/21/01904/HOUS. The Old Cottage, Bramdean. Single storey rear extension. Conversion of existing garage and enlarge existing porch to front elevation.

PC – Support

SDNP – Approved

Abstentions from decision-making process: Cllr McCrystal, pecuniary interest.

SDNP/21/02060/LIS. The Old Cottage, Bramdean. Single storey rear extension. Conversion of existing garage and enlarge existing porch to front elevation.

PC – Support

SDNP – Approved

SDNP/21/03812/HOUS The Gomms, Petersfield Road, Bramdean, SO24 0LW

Removal of an outbuilding and erection of a single storey extension comprising a lobby, kitchen extension and a utility room.

PC – Support

SDNP – Approved

SDNP/21/02400/FUL Restharrow House Woodlands Bramdean SO24 0JJ. Erection of Large Shed/ Outbuilding

PC – Support

SDNP – Approved

SDNP/21/03405/LIS and FUL Hinton Marsh Lodge Petersfield Road Cheriton SO24 0NH. Convert 1st floor bedroom into a bathroom. Further details within heritage statement.

PC – Support

SDNP – Approved

SDNP/20/04807/HOUS. The Ivy House, Bramdean. Refurbishment of existing annexe, including reroofing and new windows.

PC – Support

SDNP – Approved

SDNP/20/05097/HOUS. Alandale, Bramdean. First floor development, extension and alteration to dwelling.

PC – Support

SDNP – Approved

SDNP/21/00117/LIS. The Old Cottage, Hinton Woodlands. Conversion of two bay carriage shed and workshop to provide home office and gym.

PC – Support

SDNP – Approved

SDNP/21/00116/HOUS. The Old Cottage, Hinton Woodlands. Conversion of two bay carriage shed and workshop to provide home office and gym.

PC – Support

SDNP – Approved

SDNP/21/01473/HOUS. Canterbury Cottage, Bramdean. Demolition of existing side extension, construction of single storey side extension.

PC – Support

SDNP – Approved

SDNP/21/01656/PA30. Loomies, West Meon. Prior approval Change of Use B1 to C3. Existing caravan has been used for office space for business. Would like to repurpose as living accommodation.

PC – Object

SDNP – Application withdrawn and resubmitted

Abstentions from decision-making process: Cllr Holyome, member SDNPA Planning Committee.

SDNP/21/01685/TPO. Poplars, 4 The Spinney, Bramdean. 2 x Poplars in rear garden. Reduce crown of both by 50% for safety and light reasons.

PC – Support

SDNP – Approved

SDNP/21/01687/FUL. Loperity Ltd seek to gain planning permission for Loomies workshop and storage space on the site. Workshop will be inside 4 containers.

PC – Object

SDNP – Approved

Abstentions from decision-making process: Cllr Holyome, member SDNPA Planning Committee.

SDNP/21/03048/NSIPRQ Land in Winchester City and East Hampshire District Councils South Downs National Park Discharge of Schedule 2 Requirement 6 (Construction Environment Management

Plan) relating to Southampton to London Pipeline Development Consent Order 2020

PC – Note that Env Health have commented on location of compounds and need to minimise nuisance

SDNP – Approved

SDNP/20/03081/LIS. Post Cottage, Bramdean. Renewal of three upper dormer wooden window openers and frames to rear of property.

26/2/21 Appeal APP/L1765/Y/20/3263841 commenced.

21/09/21 Appeal dismissed

Abstention from decision-making process: Cllr Rothery, applicant.

8.2 Decisions awaited

SDNP/21/03726/FUL - Wood Farm Woodlands Bramdean Common SO24 0JH

Proposal: External Alteration

PC – Support

SDNP – Awaited

SDNP/20/03327/LIS. The Old Rectory, Bramdean. Loft and garage conversion, single storey side extension to form new guest bedroom suite, enhanced ground floor accommodation and estate office. In addition, remove existing ca 14m run of Leylandii hedge and close boarded fence to roadside and replace with brick wall to match remainder of boundary.

PC – Support

SDNP – Awaited

SDNP/21/00290/FUL. Matterley Farm, Ovington. Change of use of land from agriculture to mixed agriculture, holding one music festival event for number of attendees not exceeding 75,999 (+1,000 on Sunday for local residents) in any calendar year, retention of wooden

structures within woodland, minor alterations to existing access on A31, both associated with festival use. Storage containers on site throughout rest of year.

PC – Comment

SDNP - Awaited

Abstentions from decision-making process: Cllr Holyome, member SDNPA Planning Committee.

SDNP/21/02898/LIS Cart Shed Brockwood Bramdean SO24 0LQ. Proposed Change of Use of 1 No agricultural barns to commercial

PC – Support

SDNP – Awaited

8.3 Other matters

SDNP/18/05230/FUL. The Plantation, Bramdean Common. Erection of 3 holiday chalets within existing clearing. 27/4/20 Appeal APP/Y9507/W/19/3239485 commenced. 18/1/21 Still in progress.

PC – No further comment

Planning Inspectorate – Awaited

Barn, Hinton Woodlands Farm. The Parish Council had pressed since 2001 for the historic barn to be repaired and preserved. The structure was badly storm damaged in 2014 and had not been rebuilt (SDNP/14/04124/HOUS-04126/LIS refer). 8/7/20 Parish Council requested Link Officer to forward case to SDNPA Conservation Officer with request for a site visit and viewing of beams in storage. 30/9 Conservation Officer unable to visit before retirement. 13/10 Visit deferred until new appointee in post. 20/1/21 New appointee not yet in post.

Cllr Holyome has discussed confirmed a case officer now allocated. Details of site owner passed to them with suggestion that they meet and discuss on site.

23/07/21 SDNP confirm they are following up on case through enforcement team.

29/07/21 Enforcement case opened.

24/09/21 Options being discussed with owner and planning regarding potential scheme to bring building back into use through renovation and suitable use. Planning officers from WCC and SDNP discussed possible acceptable options at a meeting on 7th October.

Investigations are underway to see if grant funding might be available based on some form of community use to support any scheme.

9. Highway Report/Flooding Update

23/09/21 letters sent to all riparian owners reminding them of their responsibilities in maintaining their ditches.

21377112 Jet drainage pipe under Hinton Ampner crossroads 14/05/21 Local Highway engineer dug out drain on northside and jetting of pipe under road requested again. Chased 04/10/21

21509792 3/8/20 Repair/reinstate edging boards to sections of rural footpath Bramdean. Treat weeds on footway. 6/8/20 Job raised for repair, completed but after rain on 2/10/20 footpath had been eroded again. 21519894 2/10/20 Recent heavy rainfall damaged newly replaced section of highway footpath. Water flooded $\frac{3}{4}$ across A272 on same corner, presume drainage pipe overwhelmed. 4/1/21 Job raised to tidy area where wooden sections had detached from gravel footway. Request submitted for scheme of improvements under Operation Resilience 14/5/21 Engineer confirmed 2 pipes run from the road to the watercourse. Councillors noted that where the main watercourse adjoins Moodys Meadow may need improvement works in future but in the meantime both drainage pipes needed to be kept clear. Chased 04/10/21

Wood Lane, overflowing at junction with A272, drainage clearly needed improving. Run-offs needed to be dug out regularly and the drain cleared of leaves. 14/5/21 requested Highways to dig proper run offs up Wood Lane. Discussed with Highways 04/10/21

24/5/20 Cllr Hawkings met Adam Cleal (Environment Agency). Mr Cleal undertook field survey; agreed concrete bridge above pond needed second pipe as it was a pinch point (highlighted in Halcrow Report 2002 but not actioned). Levels from downstream end of pond to the road bridge seemed to show there was no problem with gradient. Landowner asked to dig deposits on downstream side of footbridge and to clear silt from under both bridges. 20/1/21 Work outstanding. Riparian Letter sent 22/09/21

24208013 5/11/20 Clear big silt build up in Highway ditch. Section where culvert emerges opposite garage (A272 junction with Wood Lane) at least 8-10" deep with silt. 15/12 Giles Vodicka (HCC) confirmed funding to clear watercourse from The Old Rectory to western end by Telephone Exchange (timing to be confirmed). Cllr Hawkings wrote requesting culvert be jetted as soon as possible. 4/1/21 Job raised to clear culvert. 14/5/21 chased. Chased 04/10/21

11/10/21 routine gully cleanse carried out

23/11/20 Concerns about new pipework in Moodys Meadow (east of Maple Cottage) reported to Environment Agency, HCC and SDNPA Link Officer. 25/11/20 No evidence of illegal work in field or near river. Artur Podsiadly (Environment Agency) asked to be kept informed. 28/11/20

Letter to new owner outlining riparian responsibility, etc, delivered to site. 7/12/20 HCC Investigating Engineer advised enquiry was matter for Environment Agency. 17/12/20 Follow-up letter to new owner delivered to site. 5/1/21 Mr Podsiadly advised of two yellow pipes in watercourse visible from road. 6/1/21 Mr Podsiadly to request removal to avoid blocking watercourse. 12/1/21 Mr Podsiadly spoke to landowner, pipe to be removed shortly, awaiting fork lift to pull out, accidentally rolled into water, not intended to be used to pipe watercourse. 13/1/21 Mr Podsiadly said landowner fully aware of riparian responsibilities. Could not share contact details but would take up any future concerns with owner. Riparian letter pinned to gate post 22/09/21

10/12/18 Lorry stuck in mud when turning on Broad Lane. 10/1/19 Fix "No Turning" signage to "No Through Road" signage. 10/2/21 Cllr Humby advised all signage agreed with Traffic Management had been installed (ie "No Through Road"). "No Turning" signage not legally binding. Full text circulated. 11/2 Cllr Holyome to request Andy Smith (HCC Traffic Management) to consider "No Turning" signage in view of construction traffic for viticulture barn.

7/5 Traditional cast iron signpost by Inwood School. "Brookwood" roundel/finial needed repair. 12/5 Advised West Meon Parish Council, signpost just over parish boundary. 6/8 Job raised for repair. 2/3/21 Update requested from West Meon Parish Council. Delayed by absence of their clerk due to illness.

15/4 HCC failed to mow section of path Hinton Hill to The Old School House. Section from The Old Rectory to Church Lane also omitted. Cllr Hawkings requested Giles Vodicka (Assistant Highway Engineer) to ensure both sections were added to mowing list in future. Ray Gardner (former Assistant Highway Engineer) had agreed sections should be done at same time as other highway mowing. 21/07/21 Cllr Hawkings was advised that mowing in 30mph section is organised by Winchester City Council, in 40 mph Winchester can only organise it if there is a safety issue. All reporting should be done online.

Appendix A is a summary of Chairman's meeting with Operation Resilience East Hants on 04/10/2021

10 Parish Lengthsman

24/06/21 – 13 hrs of work carried out in Wood Lane (clearance of run offs) and along the A272 (mowing of grass and strimming of watercourses).

09/09/21 10 hrs of work carried out including mowing of storm watercourse and verge.

The next proposed visit is likely to be December 2021. Cllr Holyome asked if this could include strimming of nettles which were blocking the pavements in the vicinity of Hinton crossroads.

11 Bramdean Common

Cllr Holyome confirmed there had not been any significant progress by Winchester District Association of Local Councils in taking up the issues incurred on the common as some of its members probably had similar problems with travellers. However, it is believed that the Police now have powers to immediately move on 2 or more caravans if they believe there is a risk of criminal damage. Clerk will check with Winchester City Council to see if they are aware of these powers and would ask the Police to use them in future.

Request received from Blended Trails a local trail running organisation asking if it would be possible to run a 'pop up' event at the common. City Council consulted and have requested Parish Council consider the proposals and if acceptable they will provide Terms and Conditions to the organisers. Event would involve a temporary marquee and limited catering on site.

Councillors considered the proposals and were supportive of the principle of outdoor recreational use but had serious concerns about traffic and the number of vehicles that could park on the Common causing significant damage. Large numbers of participants plus any supporters would also add to the problem. In view of these concerns councillors felt the matter should be referred back to Winchester City Council for a final decision. They would also expect that consultation should take part with residents on the common before any decision was considered. Clerk to inform the City Council and inform them of the Parish Council's concerns regarding the proposals.

12 General Data Protection Regulation and Parish Website

Cllr MCrystal and Clerk had held a meeting with Wizbit to discuss future options for website improvements. This had confirmed that the current website was non-compliant with current accessibility and data protection requirements so would need to be updated.

In addition, it was agreed that the website was no longer sufficient as it had very limited functionality which many other Parish sites now included.

Wizbit had provided a quote for updating the website but unlike other providers this would have to be custom built and therefore more expensive. The cost was considered to be excessive so it was agreed that alternative options would be investigated and detailed costs obtained for consideration as part of the final budget proposals in January 2022. If required the existing site licences could be extended for 6 months to allow time for a new site to be built and migration to take place.

Clerk is now able to update website following provision of login access.

Letter received from Information Commissioners Office requesting payment of annual £40 for Data Protection fee. Clerk will arrange payment.

13 Traffic Calming and Signage

Councillor Rothery provided an update on progress with the SIDS. SIDS are now operating correctly so outstanding invoice of £7592.28 has now been paid from CIL monies. This includes VAT of £1265.38 which will be reclaimed.

Locations are still being changed as required. The data stored in the units has been requested by Cllr Lumby so that it can be provided to the Police. Cllr Rothery will send it on.

It was agreed that any solar power option for the SIDs was uneconomic and would require more substantial poles to comply with highway requirements due to the additional weight.

Councillors debated whether the purchase of an additional SID using the CIL budget balance was a worthwhile proposal. It was felt that the current number of SIDs was sufficient to provide sufficient coverage in the Parish area by relocating them at regular intervals in accordance with current guidance.

8/2/21 Cllrs Hawkings, Bulloch, Holyome and Rothery attended a Teams Meeting with Andy Smith (HCC Safer Roads). The following signage improvements were agreed: "Slow" to be painted on road at A272/Wood Lane junction and before bend at Little London; Children crossing" sign at Wood Lane junction; "Pedestrians in road" signage for Wood Lane.

07/10/21 Some painting of 30 and SLOW have now been done. Village gateways were also discussed for the A272 and Wood Lane and an extension to the footway (north side of A272 opposite Fox Lane) would be considered for potential funding. Full report circulated previously.

01/07/21 Update requested from Andy Smith regarding likely date to progress the CFI funded Bramdean gateways design from CIL. Reply received confirming site meeting held so that drawings can be prepared and works orders raised. 07/10/21 Teams meeting with Jo Folland from HCC Environment and Cllr Bulloch and Hawkings. Report of discussions circulated.

Councillors were advised of the details of a Teams Meeting with Joe Folland, HCC Environment and Cllrs Bulloch and Hawkings Re: possible village gateways funded by CIL on 07/10/21.

Councillors discussed the current position regarding the provision of gateways which included consideration of a draft budget for the 2022/23 Parish year. They agreed the following:

- A preference for the white plastic gateway option in order to keep continuity with the gateways installed at Cheriton. This would require agreement from the SDNPA and Cllr Holyome agreed to follow up on this.

- Clarification of the services provided within the 20% maintenance fee.
- A maximum budget of £8500 be allocated from the CIL balance to fund the scheme
- Final proposals and costings to be agreed in time for the decision on the CIL budget at the January 2022 meeting.

14 Defibrillator Update

Still awaiting the return of the original unit and replacement unit still on location.

Investigations have located the remote access mobile phone unit and aerial and arrangements have been made for their installation. Original SIM card will be re-activated at a cost of £60 per annum

Discussions have taken place regarding fundraising requirements for ongoing maintenance including the £165 + VAT per annum maintenance charge. Chairman will write to original project leader to confirm the budget required. It was noted that if the Parish Council paid the costs and received a donation from the community group to cover the costs then the VAT would not be recoverable.

15 Queens Platinum Jubilee tree planting campaign and possible site for a Woodland Trust donated tree.

The City Council have confirmed they would support the suggested planting on Bramdean Common. They have requested beech trees with an under storey of hazel. Cllr Holyome agreed to oversee this project and will liaise with the contact at the City Council. Clerk to clarify the lead officer and advise Cllr Holyome.

Councillors also discussed the possibility of handing out free Diamond Jubilee mugs to children of the Parish within specific age groups. Additional mugs would be purchased to fund the overall scheme. Chair to investigate further and produce costings for the scheme for inclusion in next year's budget consideration.

16 WDALC AGM Membership Nomination – because of the timings of the Parish Council meetings it had not been possible to discuss this matter in person. The clerk had circulated information and had asked for nominations. Cllr Holyome was the only Councillor who wished to be nominated.

Parish Councillors retrospectively approved the nomination of Cllr Holyome to the WDALC Executive.

17 Air Quality – this item had already been discussed in further detail under agenda item 3.

18 Correspondence

Letter received from CAB Winchester offering free First aid training to local residents as part of the Advice First Aid Project. Agreed that details would be forwarded to the defibrillator project volunteers.

Letter received from Hampshire County Council inviting a Parish Council representative to an on-line event on Community Preparedness for flooding on 9th November 2021. Agreed details to be passed to Cllr Harding as the Flood Warden.

19 Reports from Parish Councillors and Clerk

None

20 Items to be considered for the next meeting

- 2022/23 Budget

21 Proposed Dates of meetings 2022 – Councillors discussed and made comments on possible dates for the 2022 Parish Council meetings. Clerk to incorporate these comments and circulate a final proposal for the calendar of meetings.

KH/RH

Meeting ended at 2135hrs

04/10/2021 - Meeting with Operation Resilience East Hants and Katherine Hawkings, B&HAPC

We walked the entire highways watercourse from Woodcote Manor gates to George Cann/McGregor Polytunnels bridge.

Every manhole cover was lifted and culverts inspected.

Many gully's kerb inlets choked with detritus washed down during the heavy rain and weed growth in the channels, restricting effective drainage of the highway. Highways will be looking to improve the ways in which the water enters the system.

Culverts and pipes under the road looked good and clear from Woodcote Manor to opposite Manchester House.

From here silt starts to mound up and where the culvert opens out into the open watercourse opposite the garage, 14 inches of silt recorded in the open watercourse, and it was agreed that this needs to be cleared.

The watercourse is of a good depth until it reaches the electricity pole before Moodys Meadow where digging deeper and replacement of the "washed away" footway was requested. HCC to consider options to improve the catchment of highway run off in this area to relieve the flooding on the corner.

Moodys Meadow yet to be cleared by riparian owner.

Watercourse beyond Moodys Meadow looking clearer and requested that the culverts under the A272 are cleared.

Hinton Crossroads and Broad Lane: Requested jetting of pipe under A272 and between the two Hinton fields.

Wood Lane: Requested proper grips be dug further up Wood Lane to catch as much water as poss. HCC to consider sources of run-off to limit the volume of water running onto the highway from private land as the opportunities to provide effective grips are limited. This may require action by adjacent landowners.

HCC will look at improving catchment of highway run-off in the area by the garage.

Priority was to jet the culverts and pipes and clear silt from Manchester House to the watercourse opposite the garage

And request that culverts are maintained on a regular basis in future.

Ditching / improvements will need a little more design.

K Hawkings