



WINCHFIELD PARISH COUNCIL

www.winchfield-pc.org.uk

Chairman • Andrew Renshaw • Talbothays Farm, Station Road, Winchfield, Hook, Hampshire RG27 8BZ
• e-mail: rensaw.aj@gmail.com • Tel: 01252 843566

Clerk • Alison Ball • e-mail: winchfieldparishclerk@outlook.com • Tel: 01256 397009

MINUTES OF THE MEETING OF WINCHFIELD PARISH COUNCIL HELD ON WEDNESDAY 21 JULY 2021 AT 7 PM IN WINCHFIELD VILLAGE HALL

PRESENT: Cllr Andrew Renshaw (Chairman), Cllr Meyrick Williams (Vice-Chairman), Cllr Louise Hodgetts, Cllr Richard Milnes-James and Cllr Kate Stewart
Cllrs Spencer Farmer and Tim Southern (HDC)
Footpaths Warden
11 Members of the Public
Mrs Alison Ball (Clerk)

The Chairman welcomed everyone to the meeting.

1 APOLOGIES

Apologies were received from Cllr Anne Crampton (HDC), Cllr Tim Davies (HCC), members of the Neighbourhood Policing Team and the Litter Pick Co-ordinator.

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 Kate Stewart declared an interest in item 13 Land adjacent to Winchfield Court, as she lives opposite the site.

Cllrs Milnes-James and Williams declared interests in item 20.3 Requests for Donations as they were involved in the Winchfield Festival committee.

3 MINUTES OF PREVIOUS MEETING

The Minutes of the Parish Council Meeting held on 4 May 2021 were agreed and were signed as a correct record.

4 MATTERS ARISING

None.

5 COVID-19 RESPONSE

Cllr Williams advised that the number of coronavirus cases in the district were on the rise with an average of 57 daily positive cases in the last week which was an increase of 58% but there had not been any deaths. There had also been a 47% increase in the number of people being admitted to Frimley Park Hospital with other hospitals in the region seeing an 85% increase. It was clear that caution was still needed and Cllr Williams was still in occasional contact with the local Covid Co-ordinators.

6 SOUTH EAST WATER: NEW MAIN THROUGH WINCHFIELD

Cllr Williams advised that work had started on the installation of the new water main through the village. Bagwell Lane had been closed on 7 July and there had been some initial problems but these had been sorted out fairly quickly.

Cllr Stewart advised that she had requested additional signage as it was not completely clear that access was being maintained for pedestrians and cyclists.

It was felt that the point of contact at South East Water had been responsive to requests and members of the public were encouraged to contact WPC or South East Water directly with any issues. All contact details are on the WPC website.

Cllr Williams confirmed that the site visit with South East Water had not taken place due to the Covid-19 restrictions but now these had been largely lifted it was hoped representatives could meet on site to try to make sure areas did not get unnecessarily damaged.

7 FOOTPATHS REPORT

The Footpaths Warden reminded the meeting that the Walk for Winchfield would be taking place on Sunday 25 July. He had been out and cleared the route of vegetation to make sure it was accessible. He asked if anyone wanted to be a volunteer marshal for the walk to let him know.

The Footpaths Warden confirmed that the overgrown vegetation at the bottom of footpath 501 had been cut back by the Council. He had not had a chance to check footpath 2 but he would do so.

Cllr Williams reported that the landowner had cleared the ditches very effectively along footpath 5 at the canal over the style to Hellets Copse. He expressed his thanks to the landowner for carrying out the work.

Work on footpath 6 at Round Copse would be carried out soon.

It was confirmed that the footpaths that had not been properly allocated had been re-designated by HCC. This would need to be reflected in the footpaths leaflet but it would not be possible to make the changes immediately and more leaflets were needed fairly urgently. It was **AGREED** to spend up to £200 getting more leaflets printed to make sure a supply was available over the summer months.

Cllr Southern asked if anything could be done about the ground conditions where footpaths 5 and 6 met. Cllr Williams confirmed that this would be looked at. He also confirmed that he hoped to get the Lengthsman to spend half a day doing some cutting back to make sure the footpaths were clear.

8 HIGHWAYS REPORT

The WPC, Dogmersfield Parish Council and Highways Liaison Meeting had taken place on 12 July. Cllr Hodgetts confirmed it had been a useful session and another meeting was planned for 29 July to discuss some specific road safety issues.

Cllr Williams advised that the new fingerpost for Pale Lane had been delayed due to staff illness at the manufacturers. It was hoped it would be in place by the autumn. Cllr Williams had reported the 'Winchfield' sign on the B3016 which had been damaged. HCC had

confirmed that because it was not a safety issue it would not be fixed straight away but would be added to the list of works to be carried out during the financial year. A second report had been made to HCC regarding the trees alongside the footpath between Barley Mow Close and The Hurst as there were concerns that branches might fall onto the footpath or road. There had been an email exchange regarding responsibility for the trees which was yet to be resolved.

Cllr Hodgetts advised that both HDC and HCC had very limited budgets for highways works and little resources; the Highways Officer at HDC had confirmed that his programme of works was full up to 2023.

At the Road Safety meeting on 29 July it was intended to focus on two main issues:

1. B3016 – the extent of the 50mph section and issues with HGVs
2. Turning at the Barley Mow – two blind corners

It was requested that members of the public report any other places of concern to them. It was anticipated that if any works were to take place on either of the above this would be through the Community Funded Initiative (CFI) scheme, meaning that the Parish Council would have to fund the works but HCC would carry out the work. Once proposals had been agreed with HCC these would be discussed with the community. The meeting on 29 July would only identify possible options.

It was noted that Redfields Lane would be closed from 2 August 2021 to 30 September 2022 as a new roundabout was being constructed at the Redfields Lane junction with the A287 Farnham Road. There would also be a temporary speed limit of 30mph on the A287 at this location during the works.

9 SHAPLEY HEATH GARDEN COMMUNITY

The Chairman introduced the item by reporting that the deadline to respond to the HDC survey regarding the SHGC had now passed and Hart had said 1,197 responses had been received. The results would not be published until the autumn and it was currently unclear how the responses would be collated and presented.

Cllr Farmer advised that in response to the HDC survey the local Conservative Group was carrying out its own survey. Leaflets were being delivered in the local area and efforts were being made to ensure responses were from local people, with only one response per person. It was hoped that there would be a good number of responses and the results would be published. Anyone who had not received a leaflet should contact Cllr Farmer or the Conservative Group and they would arrange for one to be delivered.

Cllr Farmer also reported that the Opportunities Board meeting scheduled for July had been postponed to the end of September. He hoped this was to coincide with the results of the survey. He also hoped to have seen the baseline studies carried out by developers but these were not yet available.

Cllr Williams expressed thanks to CPRE who had taken up the campaign and were helping with publicity to ensure local people were aware of what could be lost if SHGC went ahead.

10 NEIGHBOURHOOD DEVELOPMENT PLAN - REVIEW

Christine Strudwick advised that the last two meetings of the NDP Review Working Group had been spent preparing material for the first Community Engagement meeting which would finally be taking place on Saturday 24 July. At this event residents would be asked if they supported the draft vision and objectives. If the response was positive the Working Group would then start to discuss aspects of Winchfield life in line with those objectives,

which would need specific policies to support the aims beyond the guidance given in the HDC Local Plan and NPPF (National Planning Policy Framework).

NPPF updates had recently been issued which would be studied to ensure compliance with any changes which could affect Winchfield.

Members of the Working Group had provided comprehensive feedback on the Landscape Character Assessment (LCA).

Thanks was expressed to the members of the Working Group for persevering throughout the covid restrictions and also for the number of times they had walked their 'routes' in the Parish delivering flyers and newsletters to keep residents informed about work on the NDP Review.

Cllr Williams confirmed that the final report on the Housing Needs Survey had not yet been received but this was expected any day. Edits to the LCA Phase 1 had been done and Phase 2 had been completed. The draft report had been reviewed by WPC and by the Review Working Group. Final draft reports should be received shortly. Amendments to the Local Green Space (LGS) Report had been completed and the final draft would be available soon.

Cllr Williams advised that as there had been major edits to the LCA and LGS the funding set aside for this work would need to be increased from £1,000 to £2,000. Previously £2,500 had been set aside for ongoing work on the NDP and £4,500 for consultants to be involved in the community engagement event. The latter would not be needed as the LDP Review Working Group had been able to do the work themselves. Of the £2,500 set aside £1,717 had been spent. It was anticipated that an invoice would shortly be received from JB Planning for £815 plus VAT for the recent work. It was requested that a further £5,000 be set aside for work with consultants that would be needed as a result of the community engagement event.

It was **AGREED** that (1) £2,000 be set aside from the Planning fund for the work on the edits to the various documents; (2) the invoice from JB Planning for £815 plus VAT be approved for payment; and (3) £5,000 be set aside from the Planning fund for any work required as a result of the community engagement event.

11 NATIONAL TREE CHARTER

Cllr Stewart reported that she had not been able to find any land in the village available for the planting of trees. She asked whether it would be a good use of some of the s106 money to buy a tree for every household in the village to plant. This could be tied in with the Queens Jubilee in 2022. An application could be made to the Woodland Trust for some trees which could be a hedge mix or individual trees and would be free of charge. If purchased the trees would cost about £9 each and they would need a stake and protection from rabbits and deer.

A member of the public suggested an area of land in the village which may be suitable for planting some trees and Cllr Stewart agreed to look into this.

It was agreed that further thought be given to this suggestion.

12 BEAUCLERK GREEN ADOPTION

The Chairman reported that there was no update on this.

13 LAND ADJACENT TO WINCHFIELD COURT

Cllr Williams reported that an update had recently been received from the Enforcement Team at HDC. It had been confirmed that appeals had been lodged against the Enforcement Notices issued by HDC, and the Planning Inspectorate had confirmed that these appeals were valid. The appeals were now awaiting the appointment of a case officer and an Inspector. The next step would be a letter issued by the Planning Inspectorate which would formally start the appeal and set out the details of the timetable, procedure and event details. The timetable would be crucially important and would set out the dates which would need to be adhered to by the parties, including the dates of formal consultation with interested parties. WPC would get notified as a formal consultee but it could take up to six to nine months. In the meantime HDC would continue to monitor the site.

(NOTE: Cllr Stewart declared an interest in this item as she lives opposite the site but remained in the room for the update.)

14 LITTER PICK PLANS

Prior to the meeting the Litter Pick Co-ordinator had advised that plans were being made for an autumn Litter Pick.

15 UPDATE ON THE SPEED INDICATOR DEVICES

Cllr Hodgetts advised that the SID had now been up in all the approved locations and the data had been downloaded. Full details of the data was available on the WPC website. It was acknowledged that the SID could not resolve the problem of speeding vehicles but it could reduce speeds by 5%. This was not being seen in all the locations. Some of the sites had recorded vehicles at over 60mph (all locations were within 30mph limits).

The place recording the highest percentage of vehicles speeding was at the railway bridge particularly at school drop off and pick up times. In this location the highest speed recorded was 61mph and the 85th percentile, which was the speed most drivers were likely to drive at, was 39mph. The data showed that, in this location, the SID was having an impact of a reduction of about 6mph when speeds were compared entering the SID to leaving the SID. Cllr Hodgetts intended to approach HCC about getting approval for this location to be two-way, allowing the SID to face either direction.

In response to a question Cllr Hodgetts confirmed she would look at the data to see if the closure of Bagwell Lane was having any impact.

16 UPDATE ON THE DEFIBRILLATORS

Cllr Hodgetts advised that there was nothing new to report, as thankfully the defibs had not been used. She still planned to organise training once this could take place safely.

17 S106 MONEY

Cllr Milnes-James confirmed that the studies being carried out by the Canal Authority were due to be available in the first half of 2022. He had requested that the steps at Stacey's Bridge be repaired and he had been told that a temporary fix would be carried out. He would continue to chase this to ensure it was completed.

18 OAKFIELD SOLAR FARM – DEED OF VARIATION

The Oakfield Solar Farm had recently received planning permission which would allow the operation to continue for a total of 40 years rather than 25 years. It had been agreed that in line with this the community benefit payments being made to WPC would be extended for a further six years to 2031. WPC had received a Deed of Amendment which formalised this and had been circulated prior to the meeting.

It was **AGREED** that the Deed of Amendment be accepted and signed by the Chairman.

19 **PLANNING**

Applications received since the last meeting:

21/00881/FUL Dignity Pet Crematorium, Odiham Road *Erection of a two storey outbuilding.* WPC Response: by 29 June. No objection.

21/01339/HOU 6 Winchfield Crescent, Old Potbridge Road *Erection of a single storey rear orangery.* WPC Response: by 18 June. No objection.

21/01254/REM Land North of Netherhouse Copse, Hitches Lane, Fleet *Reserved matters application seeking the approval of access, appearance, layout and scale of 39 residential dwellings pursuant to 16/01651/OUT.* WPC Response: by 30 June. No comments as outside PC area.

21/01556/FUL Shapley House, Flat 2, London Road, Hartley Wintney *Insertion of 2no. rooflights to side roof plane and alterations to fenestration.* WPC Response: by 16 July. No objection.

21/01621/HOU Rectory Cottage, Bagwell Lane *Erection of a single storey rear extension and alterations to window to ground floor rear and double doors and window to ground floor side.* WPC Response by 29 July. No objection.

21/01636/HOU Milford Cottage, Station Road *Erection of single storey front and side extensions, a two storey rear extension, alterations to pitch of roof on ground floor rear extension, alterations to window to ground floor side and creation of a new gated vehicular access to the public highway.* WPC Response by 3 August. No objection.

21/01727/LBC Dignity Pet Crematorium, Odiham Road *Works to repair to existing brickwork where damaged by weather and vegetation growth. Repair of top chimney where fractured, replacing damaged brickwork. Investigations of existing foundation where settlement has occurred by trial pits, southern facade only. Repair of foundations (details tbc following investigations). Repair of masonry facade where bulging and partially collapsed, by tying back to substrate, replacement of pat tresses. Replacement of embedded timber elements which are damaged by fungal and insect attack and are allowing upper sections of masonry to move with new timber (preferred option from Pre Application). Masonry above damaged timber to be rebuilt. Mortar to match existing, preference for NHL 3.5/2.0 Morstead 3mm.* WPC Response: by 16 August. No objection.

(Notification of the last application above was received too late for this to appear on the agenda but it was agreed to discuss it at the meeting as all councillors had reviewed the associated documents.)

20 **FINANCE AND GOVERNANCE**

20.1 **Q1 2020/21 Summary of Receipts and Payments to 30 June 2021**

The payments and receipts for 2021/22 quarter one as shown in Appendix 1 were received and approved.

20.2 **Bank Reconciliation to 30 June 2021**

The bank reconciliation to 30 June 2021 as shown in Appendix 2 was received and approved.

20.3 **Requests for Donations**

Requests for grants had been received from the Basingstoke Canal and from Winchfield Festival Committee.

It was **AGREED** that (1) a grant of £250 be made to the Basingstoke Canal; and (2) a grant of £800 be made to Winchfield Festival.

20.4 Payments for Approval

The following payments were approved:

| | | |
|---|---|----------|
| Clerk - AB | August Salary | £312.43 |
| Clerk - AB | September Salary | £312.43 |
| Clerk – AB | Expenses (Working from Home Allowance June & July + stationery costs) | £61.30 |
| Chantel Tompkins | Design work – NDP Review | £74.40* |
| Christine Strudwick | Costs associated with NDP Review | £138.76* |
| JB Planning Associates | NDP Review Work- 29 April to 13 May | £546.00* |
| Cllr O M Williams | Reimbursement for printing costs for SHGV Survey leaflet | £39.94* |
| Prof Rod Summerfield | Costs associated with NDP Review | £31.66* |
| Christine Strudwick | Costs associated with NDP Review | £66.49* |
| Hampshire County Council | Basingstoke Canal Partner Contribution | £250.00 |
| Christine Strudwick | Costs associated with NDP Review | £344.66 |
| Winchfield Festival | Grant | £800.00 |
| JB Planning Associates | NDP Review Work | £978.00 |
| *Payment already made; expenditure agreed by email and within previously agreed budgets | | |

21 CORRESPONDENCE

Cllr Williams reported that he expected to receive a copy of a letter written by the Chairman of Long Sutton Parish Council expressing concerns about planning applications for solar farms. Two planning applications had been submitted for solar farms in Long Sutton which, if approved, would encircle two thirds of the village. Applications for solar farms generating over 50MWs needed approval from the Secretary of State. The proposals at Long Sutton were for two sites at 49MWs each. It was anticipated that the letter would say that developers should not be able to do this. Once the letter was received Cllr Williams would circulate for information and he hoped that WPC would be able to add its support to Long Sutton's cause.

It was **AGREED** that, subject to reading the letter by the Chairman of Long Sutton regarding planning applications for solar farms, WPC add its support by being a co-signatory to the letter.

It was noted that there was also a proposal for a large solar farm at Rotherwick, which if all three went ahead would mean that Hart would have three of the biggest solar farms in the south-east of England.

22 ANY OTHER BUSINESS *Report Only*

Christine Strudwick thanked the members of the NDP Review Group for all their time and efforts spent walking round the village delivering leaflets.

23 DATE OF NEXT MEETING

It was **AGREED** to review the future meeting dates to find dates when they could be held in the main hall rather than in the small Gale room.

There being no further business, the meeting closed at 8.05pm

| | | WINCHFIELD PARISH COUNCIL | | | |
|--|--------------------|---|-----------|--------------------------------|------------------|
| | | SUMMARY RECEIPTS & PAYMENT ACCOUNT | | | |
| | | 1st QUARTER ENDED 30 JUNE 2021 | | | |
| Annual budget/ allocation | Spend to 30-Jun | | | Figures shown exclusive of VAT | |
| | | RECEIPTS | | £ | £ |
| 30,117.00 | 30,117.00 | Precept | 30,117.00 | | |
| 233.00 | 252.73 | Bank Interest | 252.73 | | |
| - | 7,450.00 | NDP Grant | 7,450.00 | | |
| 3,233.06 | 2,069.40 | Other | 2,069.40 | | |
| 33,583.06 | 39,889.13 | | | | |
| | | TOTAL RECEIPTS | | | 39,889.13 |
| | | PAYMENTS | | | |
| 4,100.00 | 937.29 | Net Salaries & Allowances | 937.29 | | |
| - | - | Clerk's Expenses | - | | |
| 500.00 | 44.22 | Administration | 44.22 | | |
| 350.00 | - | Office Equipment | - | | |
| - | - | Chairman's Allowance | - | | |
| - | - | Repairs & Maintenance | - | | |
| 370.00 | 358.20 | Insurance Premium | 358.20 | | |
| 1,750.00 | 1,500.00 | Grants & Donations: | 1,500.00 | | |
| 560.00 | 200.00 | Section 137 | 200.00 | | |
| 150.00 | - | Training | - | | |
| 60.00 | - | Hall Hire | - | | |
| 660.00 | 260.00 | Audit Fees | 260.00 | | |
| 377.00 | 300.03 | Subscriptions | 300.03 | | |
| 475.00 | - | Other A (Contingencies) | - | | |
| 21,500.00 | 1,500.38 | Other B (Planning Counsel & NDP) | 1,500.38 | | |
| 3,233.06 | 172.00 | Community Benefit | 172.00 | | |
| - | 334.52 | VAT on payments | 334.52 | | |
| 34,085.06 | 5,606.64 | | | | |
| | | TOTAL PAYMENTS | | | 5,606.64 |
| | | BALANCE BROUGHT FORWARD on 01/04/21 | | | 58,981.92 |
| | | ADD Total Receipts (as above) | | | 39,889.13 |
| | | LESS Total payments (as above) | | | 5,606.64 |
| | | Balance Carried forward 30/06/21 | | | 93,264.41 |
| These cumulative funds are represented by: | | | | | |
| Current Account Balance | | | 64,657.50 | | |
| Less: Cheques drawn but not debited as at 30.06.21 | | | - | | |
| Deposit Account Balance | | | 2,061.39 | | |
| Other Account | | | 26,545.52 | | |
| | | | | | 93,264.41 |

WINCHFIELD PARISH COUNCIL
BANK RECONCILIATION as at 30/06/2021

£

LLOYDS BANK

Current Bank Account 01235673
Balance per statement

64,657.50

LLOYDS BANK

Business Reserve Account 07285516
Balance per statement

2,061.39

CAMBRIDGE & COUNTIES

Deposit Account 15012029
Balance per statement

26,545.52

Less unpresented cheques as at 30/09/2021

Cheque Nos: None

TOTAL CASH AT BANK**93,264.41**