

Droxford Parish Council

Minutes of the meeting held at 6.30pm on Thursday 18 April 2019, Droxford Village Hall.

PRESENT: Barbara Chandler – Vice Chair, Chris Horn, Mark Dennington, Colin Matthissen, Janet Melson – Chair.

IN ATTENDANCE: County Cllr Roger Huxstep, Vicki Weston – candidate standing for District Councillor in the Central Meon Valley Ward, Rosemary Hoile – Clerk

PUBLIC None

18.140 **Apologies for absence:** None

18.141 **Declarations of disclosable pecuniary and non-pecuniary interest.** None

18.142 **Minutes**

18.142.1 The minutes of the Parish Council meeting held on 21 March 2019 were **APPROVED** as a true and accurate record.

18.142.2 Matters arising from the minutes of the previous meeting not included in the agenda are recorded under respective headings in these Minutes.

18.143 **Public Forum.** No members of the public were present.

18.143.1 The District Councillor's written reports had been previously circulated. **NOTED**

18.143.2 County Councillor Huxstep's April report will be forwarded; to include a new funding scheme.

18.145 **Finance, Grants & Governance**

18.145.1 Receipts and expenses to 31 March 2019. **NOTED**

18.146.1.2 Schedule of payments listed in Appendix A. **APPROVED**

18.145.1.3 Bank reconciliation to 31 March 2019 **APPROVED**

18.145.1.4 Level of earmarked, allocated and unallocated reserves at 31 March 2019. **NOTED**

18.145.1.5 Actual spend v budget 2018/9 **NOTED**

18.145.2 Statement of Income and Expenses (unaudited). **APPROVED**

18.145.3 Annual Audit Return 2018/19 (Year ending 31 March 2019):

There had been insufficient time for the Clerk to complete and circulate to the Finance Working Group, the Council **AGREED** to defer approval and signing of documents to the May meeting.

18.145.4 Bad debt.

The Clerk had spoken to the debtor. Monies were now available to make payment.

ACTION	WHEN	WHO
Issue Statement of Account	From 23 April	Clerk

18.145.5 Balance of s106 funds held by SDNP for Droxford Parish Council at 31 March 2019 were **NOTED**:

Cross Lanes Farm - Open Space £2305.10; Clematis Cottage – Transport £11,235.00;
Townsend – Transport £27,874.

18.146 **Planning:**

18.146.1 New planning applications.

18.146.1.1 Ref: SDNP/19/01660/HOUS and SDNP/19/1661/LIS

Location: Fir Hill, Stables Flat High Street Droxford SO32 3QL

Proposal: Internal alterations to existing flat, garages, stables and tack room.

The Council noted sufficient facilities planned in to enable a separate dwelling, and would wish to see should the application be approved, a Section 106 condition be attached to ensure that it is tied to, and cannot be split from, Fir Hill, the property to which it is ancillary.

18.146.1.2 Ref: SDNP/19/01764/FUL

Location: Spindleberry, Stable Block 2 Park Lane Swanmore SO32 2QQ

Proposal: Change of use from agricultural to equestrian.

The Council were concerned by the proliferation of agricultural land given over to equestrian use to the detriment of the countryside. There is no objection to horses grazing but would wish to see, should the

application be approved, permitted development rights removed and a number of conditions applied to ensure compliance with SDNP emerging Local Plan's agricultural and rural landscape policies.

18.147 Recreation Ground, Cemetery and Allotments:

18.147.1 Cllr Dennington advised the Council work will start at the Pavilion before the end of April. Four councillors supported replacing 3 woodworm-ridden tables with folding plastic topped tables for approximately £35 each. One member opposed.

18.147.2 Matters arising original Minute ref 18.132:

The family who own the Deed of Grant is responsible for maintenance of the headstone. A list of grave plot owners is required in order to contact families, in the meantime headstones may be laid flat until/unless the family undertakes necessary maintenance. Cllr Chandler will ask the Groundsman to lay flat if the headstone is unsafe.

ACTION	WHEN	WHO
Raise purchase order for 3 x 6' folding plastic tables	w/c 22/4	Clerk
Instruct groundsman to check headstones.	April/May	BC

18.148 Highways, Roads & Transport

Junction of Swanmore Road with Midlington Road A32 - Matters arising Minute ref 18.132:

18.148.1 Damage to signage on opposite verges by HGV reported February HCC Complaint ref: 214132919. The Clerk has pursued and received an acknowledgment but to date, no rectification has occurred

18.148.2 Highways approval to supply 3 black/white plastic verge bollards to be installed by parish lengthsman. The Clerk has pursued with Highways. The matter is ongoing.

ACTION	WHEN	WHO
1 Chase HCC complaint ref 214132919.	April	Clerk
2. Follow up request to WCC Highways	April	Clerk

18.149 Parish Matters

18.149.1 There has been an adverse reaction to the Council's decision to participate in the trial of part-time reduction in night-time street lighting from 1 April. The Chair reminded the Council that the decision to participate in this HCC initiative was taken at the December meeting and was based primarily upon energy savings and supporting SDNPA's Dark Skies policy. It was also noted that a number of recent thefts occurred prior to 1 April. The Chair further stated that although there was no conclusive link between the reduction in street lighting hours and the recent increase in crime, continued participation in the trial should be reviewed at the May meeting.

18.149.2 The Chair and Cllr Dennington had submitted concerns to WCC Licensing regarding an application for a New Premise Licence - Holywell House, Holywell, Swanmore SO32 3QE by the closing date. Of note, the application had attracted the second highest number of complaints that WCC has ever received in relation to an application. Cllr Dennington considered that the application should have been part of the planning application before being passed to Licensing by WCC Planning for comment. The Council **AGREED** to support Soberton Parish Council's position. District Councillor Vicki Weston had requested WCC to change the 2.00am condition for recorded music to cease before midnight.

18.150 Exchange of Information.

The Chair had received an expression of interest to fill the casual vacancy arising from Penny Gordon's resignation in January 2018 for a Parish Councillor.

18.151 Date of next meeting:

The Annual General Meeting of Droxford Parish Council 7.30 pm Thurs 16 May 2019 at Droxford Village Hall. To elect the Chair, Vice Chair, allocate councillors' responsibilities and review governance procedures. Followed by usual business.

Signed.....Date.....

APPENDIX A – FINANCE STATEMENT 20 April 2019 *updated for the Minutes

INCOME	£
WCC Precept Part 1 of 2	16,196.00
Cemetery – memorial	150.00
Total	16,346.00

PAYMENTS

DDs & SOs 21 March - 17 April

DD O2 Mobile phone	16.44
DD Castle Water period 1/3/19 - 31 /3 /19	4.60*
DD SSE 18/12/18 - 26/03/19	70.57
SO March Salary	488.58*
Total	580.19

Payment of accounts to be authorized

Chq Payee	
BACS WCC Inv 5100549914 dog bins Jan-March 2019	35.00
BACS EMS Inv 1271	300.00
BACS Fair Account	125.00
BACS HALC affiliation fee & NALC levy	288.00
300218 HCC PFI contract street lighting 1/10/18-31/03/19	432.39
BACS R Hoile office expenses	43.66
Total	1,224.05

BANK RECONCILIATION 1 April 2018 - 31 March 2019

BANK ACCOUNTS	£	£	£
Current Account: Unity Trust Bank A/C No.455			
Balance as per bank statement No 108, 31/03/19		509.62	
Deposit A/C: Unity Trust Bank A/C No....069			
Balance as per bank statement No 93, 31/03/19/19.		41,686.07	
Cemetery A/C: Unity Trust Bank A/c No..981			
Balance as per bank statement No 43, 31/03/19		3,509.33	
			<u>45,705.02</u>
CASH BOOK:			
Balance as per Cashbook 31/12/18			
Balance b/f 1/04/18	27,858.09		
Add Receipts 1/4/18 - 31/03/19	48,665.47		
Less Payments 1/4/18 - 31/3/19	<u>-30,818.54</u>		
			<u>45,705.02</u>
RESERVES			
Project Reserve: SDNP CIL		7,906.20	
Capital reserve £4846 b/f 1April 18 + 100% of £15K set aside for capital projects 2018/19		19,196.00	
Raise the Rec funds - Pavilion refurb		<u>3,280.00</u>	
Total		30,382.20	
Cemetery Reserve		3,500.00	
ICT Reserve		<u>2,000.00</u>	
Allocated and fixed reserves		35,882.20	
Unallocated reserve (50% 2018/19 precept £18502.09 / 2)		<u>9,822.82</u>	<u>45,705.02</u>

APPENDIX B – PLANNING REPORT 18 April 2019

1. A PLANNING APPLICATIONS DETERMINED

Ref: SDNP/18/05819/HOUS.

Location: Hawthorne House South Hill Droxford Southampton Hampshire SO32 3PB

Proposal: Two storey rear extension and single storey refurbishment of existing garage.

Decision: **APPROVED**

Ref: SDNP/19/00417/HOUS

Location: Upper Hill Farm , Droxford Road, Swanmore, SO32 2PY

Proposal: Conversion of the existing domestic garage and store into a residential annexe for one family member, provision of additional parking hardstanding.

Decision: **APPROVED**

Ref: SDNP/19/00944/TCA

Location: Silkstede Mill Lane Droxford Southampton Hampshire SO32 3QS

Proposal: Conifer roots damaging adoptable road and possibly brick garden wall.....

Decision: **RAISE NO OBJECTION**

1.B APPLICATION STATUS - OTHER

Ref: SDNP/18/05149/FUL

Location: West Spindleberry, Park Lane, Upper Swanmore.

Proposal: Proposed new stable block

Decision: **APPLICATION WITHDRAWN**

2. DECISION PENDING

Ref: SDNP/18/02338/DCOND

Proposal: Discharge of condition 4 of approved planning permission SDNP/17/03779/FUL

Address: Office Over Meringtons Stores Garrison Hill Droxford SO32 3QL

3. PENDING CONSIDERATION

Ref: SDNP/18/06578/FUL

Location: Stable Cottage, Garrison Hill, Droxford, SO32 3QL

Proposal: Replacement dwelling.

Ref: SDNP/19/01170/FUL

Proposal: Proposed construction of new agricultural barn/store

Location: Poppy Down Farm, Mayhill Lane, Droxford SO32 3AH

4. APPLICATION IN PROGRESS

Ref: SDNP/18/03030/PRE

Location: Greta House South Hill Droxford Southampton Hampshire SO32 3PB

Proposal: Subdivision of existing structure (Listed Building) into 3 separate dwellings

Ref: SDNP/18/04004/PRE

Location: The Mill House Mill Lane Droxford Southampton Hampshire SO32 3QS

Proposal: Alterations to a previous permission 06/02779/FUL

Ref: SDNP/18/03111/DCOND

Proposal: Discharge of condition 3, 4, 5 and 6 of planning consent SDNP/17/01630/FUL

Location: Droxford Antiques, The Old Bakery High Street Droxford SO32 3PA

Ref: SDNP/18/05518/HOUS

Location: The Old Bakery, High St, Droxford SO32 3PA

Proposal: Proposed detached double garage with workshop / store

Ref: SDNP/18/04956/PRE

Location: Studwell Lodge South Hill Droxford Southampton Hampshire SO32 3PB

Proposal: Change of use from dwelling to hotel.

4. ENFORCEMENT

Ref: 18/00346/BLEG Hill Farm Orchards, Droxford Road, Swanmore. Alleged breach of legal agreement.

Ref: SDNP/17/ 00132/UNCM Mobile Home at Clayhill Farm, Mayhill Lane, SO32 2QW Alleged residential mobile homes.

Ref: SDNP/18/00429/COU Swanmore Barn Farm Park Lane. Stables within barn, unauthorised COU agric. to equestrian.