

**MINUTES OF THE MEETING OF WINCHFIELD PARISH COUNCIL HELD ON  
MONDAY 20 NOVEMBER 2023 AT 7PM IN THE VILLAGE HALL**

**PRESENT:** Cllr Meyrick Williams (Chairman), Cllr Cepta Hamm, Cllr Louise Hodgetts and Cllr Richard Milnes-James  
Cllr Tim Davies, Hampshire County Council (HCC)  
Litter Pick Co-ordinator  
7 Members of the Public  
Mrs Alison Ball (Clerk)

**APOLOGIES**

- 1 Apologies were received from Cllr Kate Stewart (WPC), Cllrs Anne Crampton, Tim Southern and Spencer Farmer, Hart District Council (HDC), members of the Neighbourhood Policing Team and the Footpaths Warden.

**DECLARATIONS OF INTEREST AND APPLICATIONS FOR DISPENSATIONS  
UNDER S33 OF THE LOCALISM ACT 2011**

- 2 Cllr Cepta Hamm declared an interest in item 8b, Charrington Farm, as a close neighbour to the site and in item 22.3 Requests for Grants, as a member of Women of Winchfield.

Cllr Meyrick Williams declared an interest in item 20.1 Planning, specifically the application for the Meads, Sprats Hatch Lane as a near neighbour.

**MINUTES OF PREVIOUS MEETING**

- 3 The Minutes of the Parish Council Meeting held on 18 September 2023 were agreed and signed as a correct record.

**MATTERS ARISING**

- 4 None.

**TWINNING**

- 5 The Chairman welcomed two members of the Hartley Wintney Twinning Association (HWTA) who were in attendance at the meeting. He advised that twinning had been discussed at the Winchfield Annual Parish Assembly in May 2023 and a volunteer had been sought to lead for Winchfield on twinning but unfortunately, so far, no one had come forward.

The Chair of the HWTA addressed the meeting advising that Winchfield, along with Heckfield, Mattingley and Rotherwick, was included in the twinning agreement between Hartley Wintney and Saint-Savin (France) and Malle (Belgium). There had been a lull in activity by the Association in recent years but this was now being resurrected and an event was being planned for the weekend of 17 to 19 May 2024. The HWTA would be hosting groups of visitors from both the twinned communities and activities were being planned for the weekend. The Chair asked for the support of WPC with attendance by councillors at some of the events over the weekend and general involvement by volunteers from the

village. She also advised that they were still seeking funding for the weekend which would mostly be used to pay for meals for the guests.

It was suggested that contact be made with the Winchfield Footpaths Warden as he may be able to host a circular walk around the village pointing out areas of interest. Cllr Hamm offered to be the point of contact on this for the Parish Council.

It was **AGREED** that a grant of £300 be made to the Hartley Wintney Twinning Association.

(NOTE: The members of the HWTA left the meeting on the conclusion of this item.)

### **SOUTH EAST WATER: NEW MAIN THROUGH WINCHFIELD**

6 The Chairman advised that a response had been received from South East Water addressing each of the seven concerns raised by the Parish Council:

- **Pale Lane junction, The Hurst:** The area used for access into the field was reinstated, reformed and had started to self-regenerate. Additional whip planting at the top of the bund was scheduled for week commencing 20.11.23. At some point following reinstatement a vehicle had knocked some of the concrete capping off the trench wall which would be reviewed and if necessary, a repair would be undertaken. The ditches were not impacted by the trench line or works.
- **Signage:** The post and plates installed were the standard specification and would not be changed.
- **Station Road junction, Bagwell Lane:** When the road was reinstated it was done using foam concrete and was very stable. As a result South East Water had no concerns about its longevity.
- **Bagwell Lane:** Teams would re-visit on a dry day, when there had not been recent rainfall, to review.
- **Corner of Bagwell Lane adjacent to Cornerpiece:** The verge had been worn away by passing vehicles, however the trench line had not impacted on the verge.
- **Reinstatement:** Teams from South East Water, alongside Hampshire Highways, had reviewed large sections of reinstatement and there was no evidence of gaps or cracks. This would be reviewed periodically through to summer 2024 and any issues that occurred on the trench line reinstatement would be rectified.
- **Leak on Bagwell Lane:** Teams from South East Water would attend the site on a dry day and when it had been dry for a period of time and review.

Cllr Milnes-James raised some concerns about the state of Bagwell Lane and it was agreed that this now needed to be taken up with Hampshire Highways.

It was agreed to remove this item from future agendas unless anything new came up.

### **FOOTPATHS REPORT**

7 The Chairman reported that the footpaths were in good order and Blay Builders had done a good job of carrying out maintenance over the summer and into the autumn. He gave the following updates:

- On footpath 501 the Hampshire Ranger had arranged the installation of a footbridge which was excellent;
- On footpath 2 the steps from the road to the path underneath the M3 needed to be repaired. The HCC Rangers had looked into responsibility for this and had concluded it was for Network Rail to resolve. They had been contacted to request

that the work be carried out;

- On footpath 4 it was noted that it had survived the wet weather and it was not recommended that any expensive works be carried out at this stage.

## **HIGHWAYS REPORT**

### **8 (a) Pale Lane/ A323 Junction**

An update had been received from HCC officers to say that the plans for changes to the junction had been drafted and would shortly be shared with HCC councillors. It was hoped that the Parish Council would also receive a copy of the proposals. Cllr Davies agreed to keep the Parish Council informed.

### **(b) Charrington Farm**

A second meeting with the PPC group was scheduled for 18 December and residents were invited to attend if they wished. Any issues should be reported to the Clerk so these could be raised at the meeting.

### **(c) Updates from HCC Highways**

An update had been received from the Assistant Highway Manager at HCC who advised:

- Cleansing and high-pressure water jetting of the drainage system along Pale Lane had been completed. Most of the roadside gully's discharged into private ditches and landowners may need to be contacted and asked to clear the ditches;
- An order had been placed with the HCC contractor to mark the ends of the concrete headwalls of the open gullies on Taplins Farm Lane on the bend after the railway bridge which would aid drivers in identifying the road edge/hazard;
- He would look into the proposed changes to the Pale Lane/ A323 junction and update the Parish Council.

Cllr Davies reported that he was looking into the water collecting on the B3016 close to Winchfield House as this was alongside a footpath and pedestrians risked getting splashed by passing vehicles. Cllr Hodgetts advised that this had been looked into previously and was linked to the lake at Winchfield House.

### **(d) Fly Tipping**

Contact had been made with HDC regarding the increase in fly tipping specifically along Bagwell Lane. HDC had advised that they were aware of an increase in reports of fly tipping in the area of Bagwell Lane which had been raised with the fly tipping enforcement service. HDC members were undertaking an independent 'Task and Finish' group review of fly tipping services and enforcement provisions in Hart. A survey/questionnaire of all town and parish councils would be undertaken as part of this review.

It was acknowledged that the response time by officers at HDC to clearing any fly tipping had been very good.

## **NEIGHBOURHOOD PLAN – REVIEW**

### **9 Christine Strudwick gave the following update:**

- At the October HDC Cabinet meeting on 5 October approval was given for the Plan to go to Referendum on Thursday 23 November;

- HDC poll cards were delivered by regular mail announcing the referendum details and reminding everyone that photo ID was required;
- Flyers had been delivered by hand to every resident telling them more about the referendum and why their vote was important. Whenever possible volunteers engaged in a conversation with the householder – this was the 19th delivery round;
- All being well, the referendum would receive a majority ‘in favour, yes’ vote;
- The plan would then be ‘made’ by HDC at a full Council meeting. The new WNP would then be legally part of the Hart Local Development Plan;
- A ‘thank you’ note / card / newsletter would be produced in January 2024 to all residents taking the opportunity to thank them for their support and also share some parish information;
- As a result of a conversation with local Hartley Wintney Heritage Society Historians a wonderful book about Winchfield, ‘a hidden gem of Hampshire’ had been written. Gratitude was expressed to the authors for their commitment;
- WPC would make a donation from community funds to cover the costs of the book being digitised and the link would be shared with all residents in the January note. The hard copy was available for £10. This was the fifth book by these authors about Hartley Wintney, Elvetham and now Winchfield;
- It was requested that everyone do all they could to remind Winchfield residents that the referendum result would be really important. A really healthy majority vote ‘for’ the plan would make a strong statement in considering future planning applications.

Christine Strudwick advised that this would probably be her last formal ‘thank you’ to the team who had worked so hard on the Plan and devoted so many hours to meetings, discussions and research – not to mention walking the delivery routes with flyers. The village was indebted to them for their work and their commitment to the future of Winchfield. Christine personally thanked them for their friendship and unwavering support over the last three years.

A member of the Neighbourhood Plan Working Group thanked Christine for her leadership and guidance, noting that without her the review would not have happened. All concurred with this.

#### **RURAL EXCEPTION SITE**

- 10** Cllr Hodgetts advised that there was no update of substance on progress with the Rural Exception Site (RES) as English Rural were re-examining their commercial modelling to check the viability criteria in response to rising prices. One of the main things that needed to be considered with any proposed RES was the financial viability of the any proposed site. There would be a delay whilst English Rural provided clear guidance on the financial viability of the Winchfield project and it was likely that the review would take a few months.

#### **TREE AND HEDGEROW PLANTING SCHEME**

- 11** A member of the public advised that he was interested in developing a pro-active woodland creation plan. One of the key problems with this was that councils did not own a lot of land that would be suitable for tree planting so it would be necessary to work with private landowners to achieve this. The first thing to do would be to identify areas that could become woodland. He had raised this with the Forestry Commission and they had seemed very supportive. They wanted to see many more trees planted and were failing to meet re-forestation targets. He confirmed that there was nothing for the Parish Council to do at this stage but he would provide updates.

## **CLIMATE CHANGE PROJECT**

12 Cllr Hamm advised that she had attended the first Hart Climate Change Emergency Engagement Group and as a result had booked to borrow thermal imaging equipment which could be used to identify properties in the village that were losing the most amount of heat. It was likely that this equipment would be available for two weeks in January or February 2024. Cllr Hamm would be putting together a plan for how to make best use of this and it was likely she would need help from volunteers. She was aware that Odiham Parish Council had already carried out a similar project and she would make contact with them for guidance.

Cllr Hamm confirmed that the local Climate Change Group had been looking at the suitability of providing EV chargers for use by the public in the village. Consideration had been given to whether these could be installed at the village hall and/or the station car park.

A member of the Village Hall Committee in attendance at the meeting advised that they had agreed that the village hall car park would not be a suitable location for EV charging points as they may cause security issues and, as there was already limited parking space, they did not want this reduced further.

It was agreed that a discussion should take place with the relevant people at the railway station to see if it would be possible to have EV charges installed in the station car park.

Cllr Hamm confirmed that, as agreed at the last meeting, she had approached the local Guides groups and was waiting to hear back from them with the views of the young people on Climate Change and what they would like to see done.

It was suggested that thought could be given to buying in bulk as this was often cheaper than it would be for individuals for things such as solar panels and ground source heat pumps.

Cllr Milnes-James would look into whether the s106 funds could be used for any climate change projects.

## **HEDGEHOG PROJECT**

13 An email had been received from a member of the Hedgehog Highway Project requesting that the Parish Council join over 160 other parish, town and community councils in helping to set up hedgehog highways. Hedgehogs liked to travel over 2km every night to find food, to find a mate and to build a nest but this was being hampered by the installation of solid boundaries around gardens. The project aimed to encourage people to create a five inch gap in a fence or wall to allow hedgehogs to move freely. Surrounds were available to mark the gaps.

Cllr Hamm had discussed this with some local residents and a resident of Beauclerk Green had come forward volunteering to get involved. He had suggested that feeding boxes would be a good idea. Cllr Hamm had also arranged for a hedgehog expert to come and talk to the Women of Winchfield group.

It was **AGREED** that Cllr Hamm continue to progress this project and that she be authorised to spend up to £150 on any necessary equipment.

## **LAND ADJACENT TO WINCHFIELD COURT**

14 The Chairman advised that there was no update as he was waiting for the enforcement

hearing for the injunction for plots 2, 3 and 4 which would be heard on 12 December 2023. A member of the public advised that there had been further activities on various plots.

#### **BEAUCLERK GREEN**

- 15 Prior to the meeting Cllr Stewart advised that there was nothing to report at the current time but she would like to keep this as an agenda item to discuss any progress once she had heard from HCC.

#### **LITTER PICK**

- 16 The Litter Pick Co-ordinator advised that the next litter pick would take place on 3 December and she thanked all those who had volunteered so far.

#### **UPDATE ON THE SPEED INDICATOR DEVICES**

- 17 Cllr Hodgetts advised that the SID was at the start of a new cycle and was back outside the Barley Mow for six weeks (three weeks facing each way). All the data from the previous cycle was on the dedicated page of the Parish Council website. The data had shown that the average speed through the village was 30-32 mph; the railway bridge was no longer the speed hotspot as vehicles were now travelling faster along Station Road with the fastest speed recorded just over 63 mph. Three spots on Station Road all recorded at least one incident of a speed over 60mph. With this in mind Cllr Hodgetts had reached out to SpeedWatch to see if would be possible to set this scheme up in the village. This scheme would allow members of the public to receive training from the Police and then use equipment to monitor the speed of passing traffic and record the details. Vehicle checks would then be undertaken by the police and letters sent to any offenders advising them of their speed and reminding them of why it was a community concern. Cllr Hodgetts would continue to liaise with the police on establishing this.

#### **UPDATE ON THE DEFIBRILLATORS**

- 18 Cllr Hodgetts had advised that there would soon be six defibrillators available across the village: the existing ones at the Barley Mow, the village hall, the railway station and The Phoenix pub plus new ones at Winchfield Court and on Bagwell Lane. The one at Winchfield Court was being installed and maintained by the resident's association but would be publicly available.

Volunteer guardians were checking the defibrillators weekly which had been vital recently as they had flagged up some issues. The defibrillator at the village hall needed to have its pads and battery replaced as they had reached their expiry date and the window to the defib at the Barley Mow had been obscured by condensation. The washers on the cabinet at the Barley Mow had been replaced and that seemed to have resolved the issue.

Cllr Hodgetts confirmed she was still planning another first aid/ defib training session which would take place in the new year.

It was **AGREED** that Cllr Hodgetts be authorised to spend £360 plus VAT on replacement parts for the defibrillators.

#### **S106 MONEY**

- 19 Cllr Milnes-James confirmed there was nothing to report but he would look into the opportunities for using s106 funds for climate change projects.

#### **PLANNING**

- 20.1 Applications received since the last meeting:  
**23/02096/FUL The Meads, Sprats Hatch Lane**

Demolition of existing dwelling and erection of a replacement dwelling with garage. WPC response: objection with detailed reasons.

**23/02258/HOU Shapley Heath House, Odiham Road**

Erection of a two storey rear extension with external and internal alterations. WPC response: no objections.

**23/02412/HOU Melross Cottage, Station Road**

Erection of a single storey rear conservatory. WPC response: no comments.

It was noted that after the publication of the agenda but before the meeting notification of a planning application for Baileys Farm, Potbridge Road had been received. It was agreed to agree a response by email as members needed to more time to fully consider the proposals.

The Chairman advised that the HDC Cycle and Car Parking in New Development Supplementary Planning Document (SPD) had been considered by the HDC Overview and Scrutiny Committee on 14 November and was due to be approved by the HDC Cabinet in December. This SPD was based on the previous Technical Advice Note that the Parish Council had raised some issues with. The SPD had addressed the Parish Councils concerns and it did state that any parking standards in Neighbourhood Plans would take precedence over the SPD and it would make developers add additional parking when adding bedrooms to a property.

The results of the Settlement Capacity Intensification Study would be considered by HDC Cabinet in January 2024 and the Chairman agreed to keep an eye out for this as it would show how many new homes could be built within existing towns and villages which would give an indication of the shortfall which would need to be built on greenfield sites.

The developer of the proposed warehouses at Lodge Farm, close to junction 5 of the M3, had recently submitted a revised pre-app and the developer's representative would be attending an Odiham Parish Council meeting on 21 November. Members of WPC intended to watch the meeting on zoom to hear what the developer was proposing.

**20.2 Paynes Cottage Planning Appeal and Rule 6 Status**

The property owners at Paynes Cottage had appealed against an enforcement notice issued by HDC which alleged that, without planning permission, there had been a material change of use of the land from a single dwelling house to a mixed use comprising of the land to run a telecommunications equipment installation business, the use of the dwelling as a house in multiple occupation and the stationing of a caravan for residential use. The appeal had been held across three days from 15 November and the Chairman had been in attendance giving evidence and listening to others present evidence. The parties would reconvene on 18 December for closing statements and it was anticipated a decision would be made by the end of January.

**Four Winds, Old Potbridge Road**

The Chairman advised that he had been contacted by the developers of the property Four Winds, Old Potbridge Road which had recently had a planning application refused. The developers were seeking a meeting with the Parish Council to discuss how the scheme could comply with the requirements in the Neighbourhood Plan. The Chairman had taken advice and had decided not to meet with them but had offered to assist, in writing, with any points of clarification in relation to how to apply the Neighbourhood Plan.

## 21 WEBSITE

The current provider of the free website, Hugofox, had advised that they had ceased to provide a free service from 4 October. The Clerk had been in touch with Hugofox and they had agreed to provide the current WPC website until April 2024. The Clerk was in the process of getting quotes from a number of providers and would report back at a future meeting.

## 22 FINANCE AND GOVERNANCE

### 22.1 Payments and Receipts for Q2 to 30 September 2023

The summary of receipts and payments to 30 September 2023 as in Appendix 1 were received and approved.

### 22.2 Bank Reconciliation to 30 September 2023

The bank reconciliation to 30 September as in Appendix 2 was received and approved.

### 22.3 Grants for Approval

Grant requests had been received from the following groups:

- Women of Winchfield - £250 to be used to put on a Christmas party for children living in the village;
- Hook Local History Group - £500 towards the creation of a history book for Winchfield;
- Hartley Wintney Twinning Association - £300 towards the costs associated with the upcoming twinning event.

It was **AGREED** to make a grants of £250 to the Women of Winchfield group for a Christmas party; £500 to the Hook Local History Group for the production of a history book for Winchfield; and £300 to the Hartley Wintney Twinning Association towards the costs associated with the upcoming twinning event.

### 22.4 Budget 2024/2025

It was noted that the Clerk was in the process of drafting the budget for 2024/2025 and she asked that members put forward any proposed projects with approximate costings.

### 22.5 Payments for Approval

The following payments were approved:

Clerk - AB	December Salary	£354.30
Clerk - AB	January Salary	£354.30
Clerk – AB	Expenses (WFH Allowance October and November)	£26.00
Deuce Creative	NP Final Revisions	£1,920.00*
Andrew Deptford	Defib Cabinet	£624.00*
Ms F E Lawson	Paynes Cottage Legal Advice	£400.00*
Winchfield Village Hall	Hall Hire – November 2023	£25.00
Transavia Ltd (Ready2Print)	Referendum printing	£261.31*
Blay Builders	Work on Footpaths	£1,122.00
Christine Strudwick	NP Expenses	£178.48
Meyrick Williams	Expenses - Paynes Cottage Appeal	£43.60
Women of Winchfield	Grant – Christmas event	£250.00
Hook Local History Group	Grant – Winchfield History Book	£500.00

Hartley Wintney Twinning Association	Grant – costs Twinning event	£300.00
*Payment already made; expenditure agreed by email and within previously agreed budgets		

**23 CORRESPONDENCE**

No correspondence had been received other than that already forwarded and none that needed addressing that had not appeared elsewhere on the agenda.

**24 ANY OTHER BUSINESS *Report Only***

Cllr Hamm advised that following a bit of a slow start the second drop in session by Citizens Advice Hart at the village hall had been very well attended. These sessions were still a trial with three of the five trial sessions still to go.

Cllr Hodgetts advised that the Parish Council had committed its support to a local resident who was campaigning to set up an urgent treatment centre in Hart as the nearest one currently was in Petersfield. These were NHS centres that treated medical issues that were non-life threatening but still needed intervention by a medical professional. The resident had written to the local MP and she was seeking support from local councils and local councillors for her campaign.

Christine Strudwick advised that an information leaflet/ newsletter would be prepared to distribute to all residents in January and she asked for details of items for inclusion.

The Chairman advised that he had been made aware of a website run by .parish.uk which had the appearance of an official parish council website for Winchfield. These websites existed for all the parishes in Hart and beyond and were not supported by any official local council body. A note would be added to the official WPC website advising users to look out for the bogus website.

The Chairman congratulated Cllr Hamm on receiving an Inspirational Individual award from the Hampshire Association of Local Councils for her work with the Women of Winchfield group.

**25 DATE OF NEXT MEETING**

Dates of future meetings were noted: 29 January 2024, 18 March 2024, 20 May 2024, 15 July 2024, 16 September 2024, 18 November 2024 starting at 7pm.

It was agreed that the Annual Parish Assembly 2024 should be held on Monday 20 May 2024 immediately prior to the Parish Council meeting.

**There being no further business, the meeting closed at 8.47pm**

<b>WINCHFIELD PARISH COUNCIL</b>				
<b>SUMMARY RECEIPTS &amp; PAYMENT ACCOUNT</b>				
<b>2nd QUARTER ENDED 30 SEPTEMBER 2023</b>				
Annual budget allocation	Total to 30-Sep		Figures shown exclusive of VAT	
			£	£
		<b>RECEIPTS</b>		
31,510.00	32,417.00	Precept	-	
195.00	654.67	Bank Interest	75.60	
3,233.06	6,850.51	Other	-	
<b>34,938.06</b>	<b>39,922.18</b>			
		<b>TOTAL RECEIPTS</b>		<b>75.60</b>
		<b>PAYMENTS</b>		
4,750.00	2,760.68	Net Salaries & Allowances	1,308.30	
500.00	376.61	Administration	330.62	
1,157.00	56.20	Election Expenses	56.20	
718.00	-	Office Equipment	-	
643.02	-	Website Development	-	
1,979.34	787.50	Repairs & Maintenance	787.50	
120.00	-	SID Repair & Maintenance	-	
300.00	11.66	Defib Repair & Maintenance	11.66	
500.00	420.57	Insurance Premium	-	
2,950.00	1,350.00	Grants & Donations	550.00	
2,000.00	869.08	Coronation	-	
1,080.00	2,385.07	Section 137	236.00	
300.00	98.00	Training	98.00	
175.00	75.00	Hall Hire	25.00	
660.00	457.50	Audit Fees	315.00	
420.00	304.02	Subscriptions	-	
475.00	-	Other A (Contingencies)	-	
21,416.84	2,715.94	Other B (Planning Counsel & NDP)	1,351.30	
22,763.05	6,090.65	Community Benefit	5,185.00	
8,500.00	-	Community Project Fund	-	
12,263.00	-	General Reserve	-	
	1,851.83	VAT on payments	1,538.53	
<b>83,670.25</b>	<b>20,610.31</b>			
		<b>TOTAL PAYMENTS</b>		<b>11,793.11</b>
		BALANCE BROUGHT FORWARD on 01/07/23		73,340.16
		<b>ADD</b> Total Receipts (as above)		75.60
		<b>LESS</b> Total payments (as above)		11,793.11
		<b>Balance Carried forward 30/09/23</b>		<b>61,622.65</b>
These cumulative funds are represented by:				
		Current Account Balance	2,132.90	
		Less: Cheques drawn but not debited as at 30.09.23	-	
		Deposit Account Balance	32,177.58	
		Other Account	27,312.17	
				<b>61,622.65</b>
Signed:				
Responsible Finance Officer to Winchfield Parish Council			Date:	
Signed:				
Councillor			Date:	

**WINCHFIELD PARISH COUNCIL**  
**BANK RECONCILIATION as at 30/09/2023**

£

**LLOYDS BANK**

Current Bank Account 01235673

Balance per statement 2,132.90

**LLOYDS BANK**

Business Reserve Account 07285516

Balance per statement 32,177.58

**CAMBRIDGE & COUNTIES**

Deposit Account 15012029

Balance per statement 27,312.17

**Less unpresented cheques as at 30/09/2023**

Cheque Nos: None

**TOTAL CASH AT BANK 61,622.65**

Alison Ball

Clerk to Winchfield Parish Council and Responsible Finance Officer

Dated:

Councillor:

Dated: