



WINCHFIELD PARISH COUNCIL

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MINUTES OF THE MEETING OF WINCHFIELD PARISH COUNCIL HELD ON WEDNESDAY 17 NOVEMBER 2021 AT 7.30 PM IN THE VILLAGE HALL

PRESENT: Cllr Andrew Renshaw (Chairman), Cllr Meyrick Williams (Vice-Chairman), Cllr Louise Hodgetts, Cllr Richard Milnes-James and Cllr Kate Stewart
Cllr Tim Davies, Hampshire County Council (HCC)
6 Members of the Public
Mrs Alison Ball (Clerk)

The Chairman welcomed everyone to the meeting.

1 **APOLOGIES**

Apologies were received from Cllrs Anne Crampton, Spencer Farmer and Tim Southern (Hart District Council - HDC), the Litter Pick Co-Ordinator, the Footpaths Warden and members of the Neighbourhood Policing Team.

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.

3 **MINUTES OF PREVIOUS MEETING**

The Minutes of the Parish Council Meeting held on 15 September 2021 were agreed and were signed as a correct record.

4 **MATTERS ARISING**

There were no matters arising.

5 **COVID-19 RESPONSE**

Cllr Williams reported that in the 7 days to 9 November the number of cases of Covid-19 in Hart had been down 42% but in the 7 days to 16 November the number of cases had been up by 28% (438 cases). He had been keeping the local co-ordinators up to date with any relevant information including forwarding on the HDC newsletter. He was aware that it was now possible to book a booster jab up to one month in advance and those aged 12 to 15 could now book a second jab. It was noted that walk-in clinics were being run at the Harlington in Fleet.

6 SOUTH EAST WATER: NEW MAIN THROUGH WINCHFIELD

It was reported that the work to install the new water main had now reached Swans Farm on Bagwell Lane.

The road closure for the A323 Fleet Road had been postponed to 10 January following concerns that a closure in December could affect the shops in Hartley Wintney. Work would go ahead from 29 November under traffic lights starting at the junction with Pale Lane. All work would cease on 12 December for the Christmas period.

Concerns were raised that the road closure would have an impact on roads in the village as although the village roads were not included in the official diversion route, it was inevitable that people would cut through. Any issues would be reported to South East Water as they occurred. It was noted that the South East Water website was being regularly updated and included helpful information.

7 FOOTPATHS REPORT

Cllr Williams reported that the footpaths were generally in good order. Work to improve Footpath 5 had not been carried out but was in hand. Dogmersfield Parish Council had been working with the Countryside Rangers at HCC and had made improvements to footpaths on the Winchfield border which would benefit those doing circular walks.

The Footpaths Warden was due to speak to the Countryside Rangers about the sunken path at Footpath 1.

Cllr Williams had contacted the Lengthsman as there were several jobs next to the highway that needed to be done including painting the bus shelter and clearing the vegetation from around it; cutting back and clearing foliage around all road signs and washing the signs where needed; and cutting back on Footpaths 4 and 2. The Lengthsman had provided a quote for the work which would be paid for via the Lengthsman Scheme which was funded by HCC. It was noted that the parish council held some reserves allocated to the Lengthsman and these would be used if HCC decided to cease funding the Lengthsman Scheme or funds in the scheme were insufficient for work the parish council wished to have carried out.

RESOLVED: That the Lengthsman be instructed to carry out the work specified above at a cost of £830 plus VAT.

Cllr Davies reported that he had asked Hampshire Highways to cut back the verge around the signs between the Hurst and Dogmersfield as a priority.

8 HIGHWAYS REPORT

Concerns were raised about the junction at the Barley Mow. Cllr Davies had requested that a mirror be put up to help with visibility but Hampshire Highways (HH) had stated it was contrary to policy. Cllr Williams advised that this had previously been raised with HH and he had been told that installing a mirror could cause problems over liability in the event of an accident.

Cllr Williams had spoken to HH about installing new road signs and possibly painting markings on the road at this location. He wanted to speak to residents living in the immediate vicinity about painting anything on the road before asking HH to go ahead. Cllr Hodgetts suggested that HH be asked to proceed with the changes to the signage as soon as possible but leave the road markings until consultation could take place. Cllr Williams agreed to follow this up with HH and include Cllr Davies on all correspondence.

Cllr Hodgetts had been in touch with HH to ask whether the police's injury data for the B3016 had been examined to see if it could be used to build a case to revisit the speed limit. The officer had advised he wanted to speak to the Casualty Reduction Team before responding. Cllr Hodgetts would suggest another meeting to help keep the issue moving.

Cllr Williams advised that the next liaison meeting between HH, WPC and Dogmersfield PC should take place at the end of January. Cllr Davies suggested that this meeting be held in person.

9 SHAPLEY HEATH GARDEN COMMUNITY

The Chairman confirmed that the SHGC project had been halted and the agreement between HDC and the two developers terminated. HDC would now focus on brownfield sites for future housing. However, it was anticipated that any review of the Hart Local Plan would still probably include proposals for a new settlement.

Cllr Williams reported that a new Planning Bill was expected in the new year. The 2021 census data should also be available which would enable the housing requirement in the region to be updated. He stressed how important it was to make progress with the review of the NDP since an up to date, relevant NDP was the best way to protect the village.

10 NEIGHBOURHOOD DEVELOPMENT PLAN - REVIEW

Christine Strudwick advised that the working group had carried out the following:

- a sixth update newsletter had been delivered to all residents which also invited them to the second Community Engagement meeting on Sunday, 28 November, from 3pm to 6pm at the village hall;
- prepared information for the display boards which would be used at that meeting;
- continued to draft text which would accompany the objectives in the Revised Plan;
- continued to work on baseline research which would support the policies in the Revised Plan;
- designed and prepared to deliver a Christmas card mid-December to every residence inviting them to the third Community Engagement meeting which would be taking place on Sunday, 20 February 2022;
- submitted information to 'Contact' magazine in October and November to encourage residents to attend the November meeting;
- contributed to telecon meetings with HDC regarding NDP progress;
- contributed to e-mail reviews and telecon meetings with Action Hampshire regarding the Housing Needs survey, results and process;
- maintained regular contact with the consultant at Carter Jonas to ensure compliance with National Planning Policy Framework (NPPF) and HDC Local Plan policies.

Christine expressed her thanks to the members of the Working Group who put in so much time and effort.

Cllr Williams confirmed that the website had been updated to include details of the LCA, key views and LGS. The key views document and LGS were in draft form and as part of the public engagement event it was hoped that the public would give feedback on these documents which would eventually help in the development of policies.

Cllr Williams requested that the Housing Needs Survey be a standing item in its own right on future agendas. The 'call for sites' leaflet had been distributed to all properties in the parish with a deadline for responses by 31 December.

The Chairman thanked everyone for their continuing hard work on this project.

11 NATIONAL TREE CHARTER

Cllr Stewart advised that she had been made aware that Dogmersfield Parish Council would be planting an area of land with trees. It was suggested that when the next NDP leaflet drop take place an article be included asking if any landowners would be prepared to plant trees on their land.

12 BEAUCLERK GREEN ADOPTION

There was nothing to update on this.

13 LAND ADJACENT TO WINCHFIELD COURT

Cllr Williams confirmed that an objection had been submitted to the appeals against the Enforcement Notices and a hearing was expected in early 2022, where WPC had asked to have a representative.

14 LITTER PICK PLANS

Prior to the meeting the Litter Pick Co-ordinator had advised that she was making arrangements to hold a litter pick on Sunday, 5 December, and she had 26 people volunteer to take part.

15 UPDATE ON THE SPEED INDICATOR DEVICES

Cllr Hodgetts advised that the SID reports on the parish council website were all up to date and the data continued to show that the SID was having an impact, with speeds leaving the SID reduced compared to speeds entering the SID. The location at the railway bridge was still a hot spot, closely followed by traffic travelling towards the station.

Cllr Hodgetts advised that she planned to look to get a further two sites for the SID approved by HCC. These would be close to the existing sites that were currently only approved in one direction to make it so the SID could face both directions. At a future meeting Cllr Hodgetts may request funding for some better brackets as the current ones were making moving the SID difficult.

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 and was keeping an eye on the providers to see when they would begin carrying out training.

17 S106 MONEY

Cllr Milnes-James advised that he and Cllr Williams had spoken with Cllr Simon Ambler, Chairman of HDC, and had provided him with details of the proposal to spend s106 money to improve the car park and access at the canal. Cllr Ambler had confirmed that he would work to take this forward.

Cllr Stewart reported that a big pile of stones had been delivered to the car park and it was hoped these would be used to fill in the potholes. Cllr Milnes-James agreed to try to find out.

Cllr Davies advised that he was a member of the Basingstoke Canal Joint Management Committee, which only met twice a year but the next meeting would be taking place the following week. Cllr Milnes-James would provide Cllr Davies with all the details of the offer to use s106 funds to make improvements so he could raise this at the meeting.

PLANNING

Applications received since the last meeting:

21/02436/AMCON Milford Cottage, Station Road *Variation of Condition 2 and removal of Condition 3 attached to Planning Permission 21/01636/HOU dated 02/09/2021 to allow a revision to the approved external materials.* WPC Response: No comments.

21/02530/PRIOR Winchfield Station at Retail Outlet Up Platform Winchfield Station *Works of a new Rectifier Transformer and Rectifier Module including Main DV Breaker and other associated works.* WPC response by: No comments.

21/02559/HOU Baileys Farm, Potbridge Road, Odiham *Erection of a detached double garage building with storage/recreation room over following demolition of existing outbuilding (retrospective).* WPC response: No comments.

21/02286/OUT Land North of Winchfield Court, Pale Lane *Erection of two detached 3 bedroom dwellings and associated garages.* WPC response: Winchfield Parish Council objects to the application for the following reasons:

- The land in question has the benefit of a Section 52 agreement requiring it to be retained as open space which was entered into by the then landowner when permission was granted in 1985 to convert Winchfield Hospital to residential use and renamed Winchfield Court. The purpose of the Section 52 agreement completed on 19 August 1985 was to create a restrictive covenant binding the use of the adjoining land as an area of open space. A specific obligation of the agreement was that not without the consent in writing of the District Council could the landowner cause or permit the site to be used for any purpose other than as an area of open space. Hart District Council has maintained this position throughout and has the full support of the Parish Council. We understand that there is an important difference between the old style Section 52 agreements and the Section 106 agreements entered into before the operative provision of the 1991 Act and new Section 106 agreements entered into after October 1991. The 1991 Act did not amend the basis upon which the old Section 52 agreement could be changed. Winchfield Parish Council is of the firm opinion that in practical terms this Section 52 agreement cannot be amended save by the agreement of the District Council or by application to the Lands Tribunal. Moreover there is no effective time period that prevents the enforceability of the restrictive covenant. A substantive disadvantage would arise for the owners of Winchfield Court if the adjoining land was used and developed outside the terms of the restrictive covenant.

- The Hart District Local Plan adopted in 2020 has no requirement for specific development in Winchfield, indeed there is a sufficiency of planned housing supply lasting in excess of 9 years in the District.

- This application is proposed on land which is outside the settlement boundary of Winchfield Court and is not on land defined in the NPPF as “previously developed land”.

- WNDP Policy A2 mandates one car parking space per bedroom plus one visitor space per dwelling within each curtilage. This application does not comply with this requirement.

- The application contravenes Policy E1 of the adopted WNDP in that a new access road is required which will cause a detrimental impact on the overall rural character of Pale Lane.

21/02160/FUL Fircomb, Odiham Road *Change of use of land to keeping of exotic livestock (retrospective).* WPC response: The Parish Council objects to the application based on the lack of information regarding any current or intended commercial use of the property, on the grounds that further non-domestic activity would result in increased vehicle movements at what is a hazardous access at this location on the B3016 Odiham road.

21/02159/HOU Fircomb, Odiham Road *Erection of a single storey extension to facilitate the conversion of the garage to habitable accommodation (retrospective).* WPC response: as above.

21/02827/PRIOR Railway Station, Station Hill *Installation of 1 no. 20m monopole, 2 no. shrouded antenna, 3 no. equipment cabinets and development ancillary thereto.* WPC

response: The Parish Council objects to the application on the grounds that further work should be done to determine whether the Vodafone site (Listed as ‘Land North of Railway Line’ in the Supplementary Information document ref SIT78530 on HDC Planning Online), now no longer approved, should be considered in preference to the proposed location and thus reduce the impact on the Grade 2 building of South Lodge.

We wish to draw your attention to the reference document titled Supplementary Information, prepared by Beacon Communication Services Ltd dated 1 November 2021. On page 11 it lists the reasons why all the other potential locations for the mast were dismissed. One specific location was dismissed because it was already allocated to Vodafone. This site is map referenced as E476429 N154555. It is on the London bound side of the station (same side as the current application) but the most eastern edge of the car park as opposed to the proposed location near the bicycle sheds which would place the mast directly opposite the entrance to the station and in direct alignment with the Grade 2 building of South Lodge.

We note that Vodafone submitted applications 11/01333/PDTEL in 2011 and 15/02501/PRIOR in 2015 to install a 14.8m mast at the site north of the station but the mast was never installed. The decision on the application in 2015 was given subject to development beginning no later than the expiry of five years from the approval date. The five-year expiry date was 14th of December 2020, so we would conclude that this location should have been considered by EE and therefore should not have been discounted.

The Parish Council supports the installation of a telecommunications mast in the vicinity of the station as it provides a service both to the rail passengers and to the local community as it is part of the national critical infrastructure. However, the location of the mast does need to be in the most appropriate site based on availability. Further work should be done to determine whether the Vodafone site, now no longer approved, should be considered in preference to the proposed location and thus reduce the impact on the Grade 2 building.

19 FINANCE AND GOVERNANCE

19.1 Q2 2021/22 Summary of Receipts and Payments to 30 September 2021

The figures appeared to show an overspend on the budget set for grants but this was due to the allocation of the grant to the Winchfield Festival which was budgeted for in 2020/2021.

Payments and receipts for 2021/22 Q2 as in Appendix 1 were received and approved.

19.2 Bank Reconciliation to 30 September 2021

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

19.3 Interim Audit Report

On 11 November the internal auditor had conducted an interim audit and he had submitted a report which was circulated prior to the meeting. The report contained no recommendations for action at this time. It was confirmed that the parish council would consider and set the 2022/2023 budget at the January meeting and during the preparation of the budget the parish council’s reserves would be considered.

It was **AGREED** to note the interim internal audit report.

19.4 CPRE Donation

It was noted that provision had been made in the budget for a donation of £100 to CPRE. The budget also had an allocation of £100 for other s137 payments and the Clerk advised this could be used to make a larger donation.

It was **AGREED** to make a donation of £200 to CPRE and to pay the £36 membership.

19.5 Payments for Approval

The following payments were approved:

Clerk - AB	December Salary	£312.43
Clerk - AB	January Salary	£312.43
Clerk – AB	Expenses (Working from Home Allowance October & November)	£26.00
CPRE	Membership Fees	£36.00
CPRE	Donation	£200.00
O M Williams	Printing costs	£140.35*
Carter Jonas	NDP work	£462.00*
Carter Jonas	NDP work	£144.00*
Charterlith – Fleet	Printing	£410.50
Farsight Consulting	Interim Internal Audit	£165.00
Christine Strudwick	Reimbursement for NDP expenses	£219.97
D M Payroll Services	6 months payroll services	£60.00
Hampshire County Council	Cultivating Licence	£133.00
*Payment already made; expenditure agreed by email and within previously agreed budgets		

20 CORRESPONDENCE

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

21 ANY OTHER BUSINESS *Report Only*

Cllr Stewart advised that the noticeboard at The Hurst needed some attention as the backing was coming away. She would investigate how it could be repaired.

Cllr Williams requested that at the next meeting consideration be given to whether the parish council would be arranging anything or supporting others in making arrangements to celebrate the Queen's platinum Jubilee next year.

Cllr Williams reported that an email had been received from HDC setting out details of a current consultation on the introduction of a Community Infrastructure Levy (CIL). He intended to write a response to the consultation which he would circulate by email for comments. He felt the parish council should support the proposal because as a parish council with an NDP, WPC would be entitled to receive 25% of CIL funds.

Cllr Davies reported that he had been advised that there were plans to remove the telephone box at the railway station. He intended to make representations against this as he felt it was important to provide this facility at the station. The meeting requested that this be looked into as the parish council would object to its removal. [Subsequently it was found that power to the telephone box had already been disconnected.]

22 DATE OF NEXT MEETING

The dates of future meetings in 2022 were noted: 12 January, 21 March, 16 May, 18 July, 19 September, 21 November.

There being no further business, the meeting closed at 8.32pm

WINCHFIELD PARISH COUNCIL						
SUMMARY RECEIPTS & PAYMENT ACCOUNT						
<u>2nd QUARTER ENDED 30 SEPTEMBER 2021</u>						
Annual budget allocation	Spend to 30-Sep				Figures shown exclusive of VAT	
					£	£
RECEIPTS						
30,117.00	30,117.00	Precept			-	
233.00	252.73	Bank Interest			-	
-	7,450.00	NDP Grant			-	
3,233.06	2,069.46	Other			0.06	
33,583.06	39,889.19					
TOTAL RECEIPTS						0.06
PAYMENTS						
4,100.00	1,874.58	Net Salaries & Allowances			937.29	
-	-	Clerk's Expenses			-	
500.00	185.64	Administration			141.42	
350.00	-	Office Equipment			-	
-	-	Chairman's Allowance			-	
-	-	Repairs & Maintenance			-	
370.00	358.20	Insurance Premium			-	
1,750.00	2,550.00	Grants & Donations:			1,050.00	
560.00	200.00	Section 137			-	
150.00	-	Training			-	
60.00	-	Hall Hire			-	
660.00	460.00	Audit Fees			200.00	
377.00	300.03	Subscriptions			-	
475.00	-	Other A (Contingencies)			-	
21,500.00	15,697.58	Other B (Planning Counsel & NDP)			14,197.20	
3,233.06	344.00	Community Benefit			172.00	
-	3,219.86	VAT on payments			2,885.34	
34,085.06	25,189.89					
TOTAL PAYMENTS						19,583.25
BALANCE BROUGHT FORWARD on 01/07/21						93,264.41
ADD Total Receipts (as above)						0.06
LESS Total payments (as above)						19,583.25
Balance Carried forward 30/09/21						73,681.22
These cumulative funds are represented by:						
Current Account Balance					45,074.25	
Less: Cheques drawn but not debited as at 30.09.21					None	
Deposit Account Balance					2,061.45	
Other Account					26,545.52	
						73,681.22

WINCHFIELD PARISH COUNCIL
BANK RECONCILIATION as at 30/09/2021

£

LLOYDS BANK

Current Bank Account 01235673

Balance per statement 45,074.25

LLOYDS BANK

Business Reserve Account 07285516

Balance per statement 2,061.45

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 73,681.22