



WINCHFIELD PARISH COUNCIL

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MINUTES OF THE MEETING OF WINCHFIELD PARISH COUNCIL HELD ON MONDAY 21 JANUARY 2019 IN WINCHFIELD VILLAGE HALL STARTING AT 7.30 PM

PRESENT: Cllr A Renshaw (in the Chair), Cllr H Dicks, Cllr L Hodgetts, Cllr P Jackaman and Cllr M Williams
Mr C Griffin, Footpath Warden
6 members of the public
Mrs S Richardson (Acting Clerk)

1 APOLOGIES

Apologies were received from Cllrs Anne Crampton and Tim Southern (HDC), Cllr David Simpson (HCC) and members of the Neighbourhood Policing Team.

2 DECLARATIONS OF INTEREST AND APPLICATIONS FOR DISPENSATIONS UNDER S33 OF THE LOCALISM ACT (2011)

A dispensation was granted in May 2015 to Cllrs Renshaw, Dicks, Jackaman and Williams and in May 2017 to Cllr Hodgetts to participate in all discussions and decisions by this Council relating to the emerging Local and Neighbourhood Plans and associated matters until May 2019.

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 Williams declared his membership of Winchfield Action Group (item 10), the Winchfield Festival committee (item 16.3) and an interest in item 13 Broadband as he would be likely to benefit from any improvement in speeds.

Cllr Dicks declared his interest in the Parochial Church Council in relation to item 16.3.

Cllr Jackaman declared an interest in item 13 Broadband as he would be likely to benefit from any improvement in speeds.

3 PUBLIC PARTICIPATION WITH REGARD TO ITEMS ON THE AGENDA

As customary, the Chairman invited all those present to take part in discussions, through the chair.

4 MINUTES OF PREVIOUS MEETING

The Minutes of the Parish Council Meeting held on 26 November 2018 were agreed and signed as a correct record.

5 MATTERS ARISING

Village Signage (15.2) Following the November meeting, Cllr Williams advised that the Pale Lane village sign had been replaced but the sign in Taplins Farm Lane was still missing. The

Acting Clerk confirmed that she had reported this to Hampshire Highways and she will continue to chase. It was noted that many road signs around the village had been damaged by HGV traffic. It was agreed that Cllr Dicks would compile a list of examples of damaged and misaligned signs, with photos, to submit to Hampshire Highways.

6 COMMUNITY SAFETY

Cllr Hodgetts reiterated how helpful and supportive Ian James and his colleague Michelle from Hampshire Highways had been. Ian James had confirmed that WPC's request to hire two SIDs from HCC had been approved in principle. WPC's proposal highlighting four locations for SIDs had been submitted. Once approved the application for a S72 Licence (Licence Pursuant to s72 Road Traffic Regulation Act 1984) will take 2-3 weeks.

7 PALE LANE JUNCTION

Cllr Williams raised WPC's disappointment at the response received from Richard Fowke, Hampshire County Council's Highways Engineer, over the new junction of Pale Lane with the A323 Fleet to Hartley Wintney road. Mr Fowke said that the traffic figures do not justify a deceleration lane and had sent a copy of the Stage 3 Safety Audit following a site visit on 13 December 2018. He had confirmed that they are aware of WPC's concerns both about the lack of a deceleration lane now and the difficulty in negotiating the left turn into Pale Lane, but the report they produced does not raise either as a problem.

The safety auditors have agreed to revisit the direction sign for turning left into the junction. For people waiting to turn out of Pale Lane on to the A323, the HCC requirement is for visibility to the approaching traffic lane from 4.5m back from the 'Give way' line. Greater visibility than this is not considered safe, as it would enable drivers to turn out on to the A323 at speed without stopping at the 'Give way' line. The contractor was to return to the site to complete the works during the first two weeks of February.

It was agreed that WPC should write direct to Stuart Jarvis at HCC registering a formal complaint about the inaction and lack of judgement by HCC Highways Department regarding the series of complaints lodged by both the Parish Council and members of the public in relation to the design and layout of the new junction.

8 SPRING LITTER PICK

Kerry Wedlock reported that the Spring Litter Pick would take place on Sunday, 10 March, meeting at the Village Hall at 10am. The call for volunteers, via email, would be made along with an advertisement in the March issue of Contact magazine. The usual refreshments will be offered.

9 DEFIBRILLATORS FOR THE VILLAGE

Cllr Hodgetts reported that formal requests would be made to the representatives of the two preferred location sites at the Village Hall and the Barley Mow pub. The HCC grant application will also be submitted to Cllr Simpson. As an electrical supply will be required, an annual payment will be offered to cover this cost, and the Acting Clerk confirmed that at Rotherwick the sum paid to the Village Hall is in the order of £8 per annum. Cllr Hodgetts also raised the requirement of 'Guardians' for the defibrillators. The name, address and contact telephone numbers of two or three Guardians will be required, and these details will be lodged with the ambulance service as the points of contact by emergency services. The routine checking together with required maintenance will also require scheduling by WPC.

10 HART LOCAL PLAN

Cllr Williams reported that the Examination in Public was completed by the Inspector in December and HDC expected his findings to be delivered in February. It was generally felt that

WPC had done its best with the assistance of its consultants John Boyd Planning Associates to present a very good case against the need for a new settlement of 5,000 houses in an “area of search” encompassing Winchfield and Murrell Green. A parishioner in attendance wished to thank the Parish Council for an excellently delivered case on behalf of the Parish. Cllrs Williams and Jackaman were thanked for their unstinting efforts both before and during the EIP.

Cllr Williams reported that at a recent HDAPTC meeting, the view of HDC joint chief executive Daryl Phillips on the competence and performance of the Inspector, Jonathan Manning, tallied with WPC’s: he was well briefed and very fair.

Mr Phillips had referred to the successful request from WPC to remove the late evidence produced by HDC and the developers regarding the new settlement and the area of search. He had also noted that the Inspector had removed the local gap policy and instructed it to be included as part of the landscape policy.

11 FOOTPATHS REPORT

Five footpaths have been listed for inclusion on the 2019 Hampshire Countryside Service’s Rights of Way vegetation priority cutting list: 2, 3, 4, 501 and 502. It was also noted that the new gate would be installed shortly on FP 502.

Cllr Williams reported that the Winchfield Walks brochure continued to receive great interest and it was agreed to purchase another 2,000 copies at a cost of £305 once the present stock had been exhausted.

12 PARISH COUNCIL ELECTIONS 2019

Elections for Winchfield Parish Council will be held on Thursday, 2 May 2019, the term of office for parish councillors being four years, with Winchfield having five seats. The Acting Clerk advised on key dates: polling cards will be issued on 26 March which will allow submission of the new format nomination papers from that date. Closing date for submission of nomination papers is 4pm on 3 April. Nomination papers must now be hand delivered to the Returning Officer. It is advised to do this in person, enabling any omission or errors to be rectified immediately.

Cllr Paul Jackaman advised members of his intention not to stand for election. The Chairman thanked him for his tremendous contribution not only to general parish work and especially with regard to planning and finance, but also his tireless work on the Local Plan EIP. His skills would be difficult to replace.

13 BROADBAND

Kate Stewart reported that Openreach had submitted a quotation to HCC in the sum of £174,000 and HCC had indicated that its contribution would be in the region of 50%, leaving some £86,000 to be raised from residents. A parishioner had contacted her regarding a quotation they have separately obtained for Sprats Hatch Lane and details of the exact properties included in this quotation had been requested, as any duplication of roads or inclusion of commercial businesses needed to be identified.

14 PLANNING

- a. **18/02494/LB** for reroofing Grade II listed property at Rose Cottage, The Hurst, Winchfield, RG27 8DF as the roof was no longer adequate and is a safety risk. WPC raised no objection.
- b. **18/07195/REM** for reference, matters application seeking the approval of appearance, landscaping, layout and scale of 172 residential dwellings pursuant to 16/01651/OUT Outline Application for up to 423 residential dwellings and a community facility. Associated vehicular, pedestrian and cycle access, drainage and landscape works, including provision of public open space and sports pitches. Provision of country park/SANG as an extension. WPC made no comment.
- c. **19/00082/HOU** to replace flat metal roof with a clay tile pitched roof over the existing garage

at Bridge Farm, Potbridge, RG29 1JW. WPC raised no objection.

15 FORTHCOMING EVENTS

Events include:

Sunday 10 March: Litter Pick, meeting at Winchfield Village Hall at 10am

Wednesday 3 April: Closing date for submission of nomination papers for WPC election

Thursday 2 May: Parish Council elections

16 FINANCE and GOVERNANCE

16.1 Finance Report for period 23.11.18 to 15.01.19

Deposit Account (Lloyds)

22 Nov	Balance			£2,059.42
10 Dec	Interest			0.09
09 Jan	Interest			0.08
15 Jan	Balance			£2,059.59

Current Account (Lloyds)

22 Nov	Balance C/forward			£43,734.57
24 Nov	Susan Richardson - Nov Salary	Exp 18/29	287.08	-287.08
27 Nov	Alan Wenban-Smith	Exp 18/27	2,130.50	-2,130.50
27 Nov	PKF	Exp 18/26	240.00	-240.00
27 Nov	Michelle Bolger	Exp 18/30	2,700.00	-2,700.00
30 Nov	Hampshire Trust Bank			5,124.81 ¹
31 Dec	Susan Richardson - Dec Salary	Exp 18/25	287.08	-287.08
18 Dec	JB Planning Associates	Exp 18/28	7,975.57	-7,975.57
12 Dec	JB Planning Associates	Exp 18/31	22,596.60	-22,596.60
12 Dec	Alan Wenban-Smith	Exp 18/32	402.50	-402.50
30 Nov	Litter Pick	No Invoice	47.32	-47.32
15 Jan	HMRC VAT Reclaim			8,531.92
15 Jan	Balance			£20,724.65

TOTAL deposit and current accounts

£22,784.24

Invested at Cambridge & Counties Bank

£25,524.63²

Invested at Hampshire Trust Bank

£0.00

TOTAL FUNDS

£48,308.87

Comparison with 2018/19 Budget

Budget heading	Allocation	Spend from 01.04.18 to date (ex VAT)	Available
Clerk's Salary	£5,000.00	£2,906.80	£2,093.20
Training	£300.00	£0.00	£300.00

¹ As per November meeting Hampshire Trust closed with balance transfer to main account. £124.81 interest added some amount transferred £5,124.81. Hampshire Trust balance now £0.

² As per Sept PC Meeting £42,000 withdrawn from Cambridge & Counties Accounts to Lloyds Treasurer Account. Cambridge & Counties £25,524.63.

Subscription to SLCC	£90.00	£0.00	£90.00
Hire of Village Hall for meetings	£80.00	£60.00	£20.00
Admin costs	£350.00	£19.99	£330.01
Insurance	£300.00	£291.20	£8.80
HALC/NALC Subscriptions	£270.00 ³	£255.00	£15.00
Audit & Information Commission fees	£455.00	£401.00	£54.00
Section 137 payments	£810.00	£247.32	£562.68
Grants (Churchyard maintenance)	£1000.00	£1000.00	£0.00
Contingencies	£475.00	£0.00	£475.00
Total A	£9,130.00	£5,181.31	£3,948.69

Reserves	Balance	Spend from	Available
Earmarked funds	01.04.18	01.04.18 to	
		date (ex VAT)	
Basingstoke Canal	£250.00	£250.00	£0.00
Community Benefit Fund	£42,267.24	£6,059.95	£36,207.29
Election Expenses Contingency	£953.45	£0.00	£953.45
Events (Litter Pick)	£0.00	£0.00	£0.00
Maintenance	£301.29	£0.00	£301.29
Neighbourhood Plan	£1,407.06	£0.00	£1,407.06
Parish Lengthsman	£1,731.80	£0.00	£1,731.80
Planning Counsel	£46,092.19 ⁴	£49,708.01	£-3,615.82
Pension	£0.00	£0.00	£0.00
Street Lighting	£2,250.00	£0.00	£2,250.00
Website Development	£443.02	£0.00	£443.02
Winchfield Festival 2018	£800.00	£600.00	£200.00
Office Equipment	£650.00	£0.00	£650.00
Total B	£97,146.05	£56,617.96	£40,528.09
	Total A + B		£44,476.78

Money at bank	£48,308.87
VAT to be reclaimed	£0.00
Total	£48,308.87
Less Total A+B	(£44,476.78)
Current surplus/working balance	£3,832.09

16.2 Proposed transfer from Community Benefit Fund to Planning Counsel

Cllr Jackaman proposed that the increase in the Examination In Public spend from the £35,000 agreed at our September meeting, to up to £40,000, agreed via email by all Councillors in December, be formally ratified. He further proposed that £12,245.82 be transferred from the Community Benefit Fund to the Planning Counsel Fund.

RESOLVED (1) to confirm the increase in the Examination In Public spend from £35,000 to up to £40,000. (2) To transfer £12,245.82 from the Community Benefit Fund to the Planning Counsel Fund. Proposed by Cllrs Jackaman and agreed unanimously.

³ £180 saving by not taking up HALC HR Service moved to Planning Counsel Fund - agreed May 2018

⁴ £1,862 added to Planning Counsel Fund - £180 saving from not taking up HALC HR Service and £1,682 from 2017/18 surplus - agreed May 2018

16.3 S106 Planning Obligation Funds held by HDC

Section 106 rules are changing and there are new draft regulations from the Government. In the future HDC will produce six-monthly reports on S106 for the parish councils. HDC plans to do both CIL and section 106 with the opportunity to also pool smaller developments. All new developments that will contribute to section 106 will require the parish councils to produce annual statements on what and how the money will be spent.

WPC has been notified by Hart that £50,000 is currently allocated from existing developments. WPC needs to identify projects so that in the event of future developments HDC is able to justify receiving more section 106 funding from the developer. The projects that would be acceptable from Winchfield would not include the broadband or defibrillators, but could possibly include SIDs.

Cllr Williams reported that the funds would be suitable for any changes and improvements to the extension to the graveyard area at St Mary's Church and to the field used by Winchfield Festival which is owned by Mr & Mrs Goddard and the access road owned by Mr & Mrs Adams, as well as perhaps providing a new footpath beyond FP4 that could link via the Dogmersfield paths and into the new sports centre at Edenbrook. After a discussion it was agreed, subject to the agreement of the landowners, to submit suggestions to Daryl Phillips by the end of January.

16.4 Payments for Approval

The following payments were proposed by Cllr Williams, seconded by Cllr Dicks and unanimously approved:

Acting Clerk - SR	Salary - February 2019	£287.08
Acting Clerk - SR	Salary - March 2019	£287.08
Acting Clerk - SR	Additional Hours Pay	£208.68
JB Planning Ass	Hart Local Plan	£10,356.00
SLCC	Clerk's Membership	£89.00
Royal British Legion	Donation Agreed 240918 Item 7.2	£100.00

16.5 2019/2020 Budget & Precept Approval

The Clerk circulated revised draft figures for the Budget 2019/20. This set out the actual spend to 31 December 2018 and the predicted spend to 31 March 2018. Also circulated were the details of money spent on earmarked reserves. The budget suggested that a precept of £28,089.00 would be sufficient for 2019/20.

RESOLVED (1) To approve the budget for 2019/20 (2) To approve the earmarked reserves for 2019/20 (3) That the precept for 2019/20 be set at £28,089.00. (4) The Chairman and the Clerk be authorised to complete the paperwork on this basis to return to HDC. Proposed by Cllr Jackaman and agreed unanimously.

16.6 Quarterly Accounts (Additional item)

Cllr Jackman suggested that WPC move to quarterly reporting replacing the bi-monthly reports currently being presented. The Acting RFO also recommended Bank Reconciliations, along with corresponding bank statements, be presented at each meeting for verification as per Financial Regulation 5.25. These suggestions were met with approval by all Cllrs who recognised the benefit of quarterly alignment and reduction in the duplication of work. The Acting Clerk will propose the necessary changes to WPC's Financial Regulations supporting these changes in time for Financial Accounting Year 2019/2020.

17 CORRESPONDENCE

The Clerk advised that a folder of correspondence was available.

18 ANY OTHER BUSINESS

18.1 Beauclerk Green Adoption

No progress updates were reported.

18.2 Scrapyard in Totters Lane, Potbridge

The Chairman reported that Hart Environmental Health Department's court action listed at Aldershot Magistrates for the 29 November had been delayed until March 2019. Meanwhile, Natural England is now working on action regarding the vehicles on the SSSI.

19 DATE OF NEXT MEETING

It was noted that the next meetings were 25 March 2019 and 20 May 2019, this latter date being set also for the Annual Parish Assembly.

DRAFT