

## DROXFORD PARISH COUNCIL

### Minutes of the Meeting of Droxford Parish Council held at 6.30pm on Thursday 21<sup>st</sup> April 2016 at Droxford Village Hall

**PRESENT:** Nick Fletcher, Colin Matthissen, Janet Melson (Vice Chair), Louise Withers  
**IN ATTENDANCE:** Rosie Hoile – Clerk  
**PUBLIC:** Roger Huxstep

- 251.15 Apologies for absence were accepted from Barbara Chandler due to her work rota. **APPROVED**  
**Cllr Melson took the Chair.**
- 252.15 There were no declarations of disclosable pecuniary and non-pecuniary interest.
- 253.15 Members of the public were not present. Cty Cllr Huxstep to give his report later at the Annual Parish Meeting to follow.
- 254.15 The minutes of the Parish Council meeting held on 17th March 2016 were approved and signed.  
**APPROVED**  
*Clerk's Post Meeting note: Omission of Newtown from the list of parishes in the new Ward of Central Meon Valley was subsequently amended in Minute item 236.15.3 of the PC meeting held on 17th March.*
- 255.15 **The Chair's Report:**  
The Chair paid tribute to Her Majesty the Queen on this her ninetieth birthday.  
**Matters arising:**
- a) Portaloo on the Parish Green. The Council will continue to pursue assurance of removal by 21<sup>st</sup> May and for the Country Fair on 4<sup>th</sup> June with the Church Project team.
  - b) Action 243.15 enlisting Cllr Vicki Weston's help has been overtaken by events. A full update to be given at the Annual Parish Meeting includes a proposal to meet councillors and officers from HCC and WCC after the election on 5<sup>th</sup> May.
  - c) The first edition of the Newsletter which is being trialled has been well received. The address list requires expanding. It is hoped it will assist to identify work which can be notified to the Clerk to instruct the lengthsmen.
  - d) Trialling of Facebook was also received well, with similar potential benefits noted.
  - e) Parking spaces at St Mary's Close. WCC Highways had written to state parking spaces cannot be reserved on the Highway for specific residents.
- 256.15 Planning:**
- 256.15.1 Planning Applications**
- 256.15.1.1 **Ref:** SDNP/16/01270/LIS. **Location:** Greta House, South Hill, Droxford, SO32 3PB. **Proposal:** Internal alterations to create a new first floor family bathroom and enlarge the existing breakfast area by removing the existing shower room and stairs. **NO COMMENT**
- 256.15.1.2 **Ref:** SDNP/16/01407/TCA. **Location:** Swiss Cottage Mill Lane Droxford, SO32 3QS.  
**Proposal:** 1 No. Cherry- Reduce in height by 1.5M to target pruning points and pruning into shape, remove secondary limbs from primary limb extending towards property. **NO OBJECTION RAISED**
- 256.15.1.3 **Ref:** SDNP/16/00064/DCOND. **Location:** Townsend, Northend Lane, Droxford, SO32 3QN.  
**Proposal:** Discharge of Conditions 15, 19 and 21 relating to SDNP/14/00884/FUL.  
Cllr Withers said this related to the 25 conditions attached to the Construction Management Plan, this notification referred to vehicles in the road and the recording of archaeological finds.
- 256.15.2 **Pre-Planning Applications:** the following were **NOTED**
- 256.15.2.1 **Ref:** SDNP/16/01386/PRE Yew Tree Cottage, High Street, Droxford SO32 3PA
- 256.15.2.2 **Ref:** SDNP/16/01551/PRE. Upland Park, Garrsion Hill, Droxford SO32 3QL.
- 256.15.3 Planning Decisions** – See Appendix A
- 256.15.4 Planning Enforcement** – See Appendix A

**257.15 Finance, Grants & Governance**

257.15.1 Applications to fill the role of Parish Councillor have been received from Mr Mark Dennington and Dr Penelope Gordon. Mr Christopher Horn had expressed an interest. The Clerk had not received any applications for a poll to be held, therefore co-option can take place at the May Parish Council meeting.

257.15.2 Income and expenditure since the March meeting were **NOTED**. Accounts for payment were **APPROVED**

257.15.3 A request from the Droxford Country Fair Committee to close the Square to residents' parking from 8pm Friday 3<sup>rd</sup> June to 9pm Saturday 4<sup>th</sup> June was **APPROVED**

<b>ACTION</b>	<b>BY WHEN</b>	<b>BY WHOM</b>
Notify DCF Committee	asap	Clerk

**258.15. Recreation Ground, Cemetery & Allotments**

258.15.1 The Clerk will collect weekly play area inspection reports completed by Sam Crutchmore.

258.15.2 Matters arising from the Annual Play Inspection Report: Cllr Fletcher will look into removing rotten timber steps to the slide in order to retain the existing slide as an interim measure.

**259.15 Road, Transport & Highways**

Cllr Melson to report to the Annual Parish Meeting to follow.

**260.15 Consultations:**

260.15.1 A New Broadband Universal Service Obligation Consultation. [View](#). Deadline 18<sup>th</sup> April.

<b>ACTION</b>	<b>BY WHEN</b>	<b>BY WHOM</b>
Forward to Cty Cllr Huxstep	asap	Clerk

260.15.2 Hampshire Waste & Recycling Centre Consultation (HWRC). [View](#). Deadline 25 May. Cllr Huxstep said all parishioners should be encouraged to respond to the Consultation. A £48million cut in the annual budget required either, closure of smaller re-cycling sites and shorter opening hours or closing some sites on weekdays. Concern was expressed at a consequent increase in fly tipping.

<b>ACTION</b>	<b>BY WHEN</b>	<b>BY WHOM</b>
Publish on website/newsletter/Facebook	asap	Cllr Chandler

**261.15. Footpaths and Rights of Way - Deferred**

**262.15 Correspondence received which is not included elsewhere on the agenda. - None**

**263.15 Rolling Action Plan: Appendix C: Review deferred**

**264.15 Items for the next agenda.** Co-option of new members. Oak Tree, Lengthsmen, repositioning grit bin in the Square.

The Chair had attended the Village Hall Committee AGM. The Committee asked for renewal of the surface of the Square (not pea shingle) and a charity box (parking contribution) to be added to the PC council meeting agenda.

**265.15 Next meeting: The Annual General Meeting of the Parish Council.**

7.30 pm Thursday 19<sup>th</sup> May 2016 at Droxford Village Hall.

*Cllr Withers announced she was standing down with immediate effect and gave the Clerk a copy of her letter of resignation to the Chair. The Chair thanked both Councillor Withers and Councillor Acciarri in his absence for their valued contributions to the work of the Council as a whole, but specifically in the sometimes difficult areas of Planning and Enforcement.*

The meeting closed at 7.20 pm

21 April 2016

**1 PLANNING**

**1.1 NEW APPLICATIONS**

**1.1.1**

**Reference** SDNP/16/01270/LIS

**Proposal** Internal alterations to create new first floor family bathroom and enlarge the existing breakfast area by removing the existing shower room and stairs

**Address** Greta House, South Hill, Droxford, SO32 3PB

**1.1.2**

**Reference** SDNP/16/01407/TCA

**Proposal** 1 No. Cherry - Reduce in height by 1.5M to target pruning points and pruning into shape, remove secondary limbs from primary limb extending towards property.

**Address** Swiss Cottage, Mill Lane, Droxford, SO32 3QSReference

**1.1.3**

**Reference** SDNP/16/00064/DCOND

**Proposal** Discharge of Conditions 15, 19 and 21 relating to SDNP/14/00884/FUL

**Address** Townsend, Northend Lane, Droxford, SO32 3QN

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**1.2 PENDING CONSIDERATION FROM PREVIOUS MEETINGS**

**1.2.1**

**Reference** SDNP/15/03895/FUL

**Proposal** Amendment to SDNP/14/00884/FUL to reduce the number of units from 10 to 8 and improve the scheme by enhancing the appearance, layout, scale and mass to complement the surrounding area.

**Address** Townsend, Northend Lane, Droxford, SO32 3QN

**1.2.2**

**Reference** SDNP/15/04621/LDP

**Proposal** Proposal to brick up the existing front door to the rear of the property with an addition of a window. To re-instate the front door on the wall underneath the single storey tiled canopy.

**Address** 1 Park Lane, Droxford, SO32 3QR

**1.2.3**

**Reference** SDNP/16/00343/DCOND

**Proposal** Discharge condition 4 in relation to SDNP/15/05497/HOUS

**Address** Westwoods, Droxford Road, Swanmore, SO32 2PY

**1.2.4**

**Reference** SDNP/16/01214/LIS

**Proposal** Replacement of defective window sashes and repair frames where possible.

**Address** Willow House, South Hill, Droxford, SO32 3PB

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**1.3 DECISIONS**

NONE

**LOUISE WITHERS**

15 April 2016

APPENDIX B

**Financial statement for Meeting date : 21 April 2016**

<b>Balances at date :</b>	<b>20 April 2016</b>	
	Current	£3,623.31
	Tailored	£23,392.72
	Cemetery	<u>£1,711.44</u>
	<b>Total all balances :</b>	<b>£28,727.47</b>

<b>Payments since last meeting date :</b>	<b>17 March 2016</b>		
<b>Cheque / DD / BACS</b>	<b>Payee</b>	<b>Details</b>	<b>TOTAL COST</b>
DD	SSE	Qtr 15 Dec 15 – 21 March 2016	51.13

<b>Items for payment:</b>			
<b>Cheque / BACS</b>	<b>Payee</b>	<b>Details</b>	<b>TOTAL COST</b>
BACS	Hampshire - ALC	Levy 2016/17	36.00
BACS	Hampshire - ALC	Affiliation fee 2016/17	214.00
	HCC	Street lighting 1/10/15 – 31/3/16	397.59
BACS	Estates Maintenance Service Ltd	Grounds Maintenance - March	300.00
BACS	The HPFA	Annual subscription	40.00
SO	R Hoile	Salary - April	422.60
BACS	R Hoile	Office expenses - April	22.78
BACS	The Village Hall	Hall rent 2015-16	107.25
			<b>£1,540.22</b>

<b>Receipts since last meeting date :</b>	<b>17 March 2016</b>		
	<b>Payee</b>	<b>Details</b>	<b>TOTAL AMOUNT</b>
	WCC	Precept and CTS grant	9750.01
	Bank	Interest	4.26
	R Hoile	Expenses adjustment	43.29
	M Miller & Partners	Burial fees	1520.00
	M Miller & Partners	Burial fees	1600.00
	Sam's Fish & Chips	Square rent	88.00
	WCC	To empty dog bins	35.00
			<b>£12,400.56</b>

<b>Minuted item</b>	<b>Action</b>	<b>Due date</b>	<b>Responsibility</b>	<b>Progress</b>
181.15	(Dxfer FP 3 /Swanmore FP1) To assess impact and benefit of proposed modifications	ASAP	NF/PA	ACTIONED. ROW advised cllr comments noted. Will take time for HCC to implement.
221.15	Review plot rental agreement - MoU		JM	Work in progress
236.25	SDNP Local Green Space – nomination of Parish Green	May	NF	Work in progress
236.15.3	Enforcement Check email trail to David Townsend	21 April	Clerk	Report received ONGOING
237.15.5	To forward GetMapping link to Cllr Weston	Asap	Clerk	ACTIONED
239.15.1	1.Discuss maintenance program 2.Unbolt slide unbolt 3.Obtain quote to remove slide	April April April	NF/Clerk NF Clerk	ACTIONED
239.15.2	1.ROSPA inspection sheets to SC 2.Book HPFA play inspection training for NF	asap May	Clerk Clerk	ACTIONED
240.15	Memorial bench to be sited in Cemetery	Summer	Clerk	Location agreed
243.15.1	Ask Cllr Weston to write to Neville Crisp	May	JM/NF	ACTIONED
244.15.1	Contact ROW officer to consult Definitive Map held by HCC Countryside Access	April	Clerk	ON HOLD pending request to landowner to check deeds.
245.15.6	1.Book dates - Village Hall 2.Upload to website	Asap	JM BC	ACTIONED
Added post-April PC meeting				
257.15.3	Notify Droxford Fair Committee approval to close Square	Asap	Clerk	ACTIONED
260.15.1	Forward HALC LAIS1389 to Cllr Huxstep (Govt BB consultation)	Asap	Clerk	ACTIONED
260.15.2	Publish Recycling Consultation on website/Facebook/Newsletter	Asap	BC	ACTIONED