

DROXFORD PARISH COUNCIL
Minutes of the Meeting of Droxford Parish Council
7.30pm on Thursday 22 March 2018 at the Village Hall, the Square, Droxford

PRESENT: Barbara Chandler – Chair, Mark Dennington, Chris Horn, , Janet Melson - Vice-Chair, Ann Newman

IN ATTENDENCE: County Councillor Roger Huxstep, District Councillors Linda Gemmell, Vicki Weston.
(Councillors departed at 7.45 pm)
Rosemary Hoile – Parish Clerk/RFO.

PUBLIC No members of the public were present.

17.133 Apologies received for absence.

District Councillor Frank Pearson, Colin Matthissen.

17.134 Declarations of disclosable and pecuniary interest

Ann Newman declared an interest in respect of agenda Item 7.3 Allotments.

17.135 To approve the minutes of the Parish Council meeting held on 15 February 2018.

The minutes had been previously circulated. The Council **RESOLVED** to approve as a true and accurate record and were signed by the Vice Chair.

17.136 Public Forum

17.136.1 Questions representations from members of the public: No members of the public were present.

17.136.2 County Councillor Report:

Councillor Huxstep reported that of all 2 tier counties the Hampshire precept is the second lowest in the country. Band D property average council tax is £1200 per year, or £100 per month. Council tax is £100 per year cheaper than if it had been increased in line with the cost of living measured against inflation over the same period. The overall 5.99% increase in 2018/19 council tax is due to demographic pressures to provide for more care for an increased number of elderly and schoolchildren which has driven up the cost of social services, transport and education which includes a 2% increase in salaries. The County Council is pursuing a 'Fair Funding Formula' from the Government for shire counties. The current system punishes well run counties.

There was discussion of a complaint received in an email trail 'Accident waiting to happen' whereby a request for a zebra crossing on the A32 was broached again. The Council had taken the matter up with Cllr Huxstep 3-4 years previously. Councillor Huxstep was asked if Highways still applied the same rigorous tests as those applied 3-4 years ago to meet demand for a zebra crossing on the A32 and he replied in the affirmative.

District Councillor Report:

Councillor Weston had previously circulated the annual summary. See Appendix C

Councillor Gemmell will be standing for election on 3 May for the Winchester District Central Meon Valley Ward. Cllr Weston will forward the WCC summary report for the year (Appendix C). WCC spent just under £78K last year on clearing fly tipping, HCC spent over £1m. A local resident was prosecuted for fly tipping asbestos at Beacon Hill. 20 Newtown volunteers collected 108 kilos of litter on the Newtown litter pick day. Cllr Gemmell will stand again for the Central Meon Valley ward in the Winchester City Council election on 3 May.

17.137 Finance, Grants and Governance

17.137.1 **Receipts and expenses** listed in Appendix A were **NOTED**.

Bank reconciliation 28 February 2018 - APPROVED.

17.138.2 **Accounts for payment** listed in Appendix A were **APPROVED**

17.138.3 **Fixed Assets list.** The Council agreed to conduct a physical check.

ACTION	When	Who
Check physical assets off against the list of assets	Schedule for summer	Chair/MD/Vice Chair/Clerk

17.138.4 In accordance with the audit recommendations made in the Risk Assessment of Financial Systems' Internal Controls the Chair had completed the Executive checklist. The Council **APPROVED** the final check for completeness of the Council's annual accounting and reporting cycle.

17.138.5 The Council **NOTED** the ear marked, ring fenced and general reserve in the Finance Report.

17.138.6 The Council **NOTED** legal topic notes and guidance on reporting general data breaches.

ACTION	WHEN	WHO
Email newsletter and non-member working group distribution lists. Place advice on the website.	Before 28 May	Clerk/Chair/AN

17.138.7 The Clerk had received a notice of a Parish Council election on 3 May 2018 to be placed on the noticeboard on 27 March. Nomination papers had not been received. **NOTED**

ACTION	WHEN	WHO
Contact WCC electoral services	asap	Clerk

17.139 Planning

17.139.1 New planning applications

Ref: SDNP/18/01336/FUL. 4 The Park Droxford Southampton SO32 3QQ

Proposal: Single storey rear extension.

The Council made **NO COMMENT**

Ref: SDNP/18/01262/HOUS. Waterside Midlington Road Droxford Southampton SO32 3PD

Proposal: Replacement of existing annexe and implementation of previous planning application 05/01217/FUL Buildings to be joined with a glass link.

The Council raised **OBJECTION** on the grounds that the proposed extension together with the existing extension has sufficient facilities in to make it viable as a separate dwelling. It was noted that the scale of the substantial extension, and roof height in particular, is overbearing in relation to the main house to which it is ancillary therefore changing the character of the original dwelling in a sensitive rural setting.

Ref: SDNP/18/01043/TCA. The Parish Green, The Square. Droxford

Proposal: Fell cherry tree.

NO COMMENT. Parish Council application for consent.

17.139.2 Planning Report Appendix B

The Planning report was **NOTED**. The Council had received complaints from residents about unauthorised advertising signage on Midlington Road and erection of another barn at Four Acres.

ACTION	WHEN	WHO
Contact WCC enforcement re 4 Acres barn and unauthorised highways signage Midlington Road.	asap	Clerk

17.140 Recreation Ground Cemetery & Allotments

17.140.1 **Play Area:** Actions recommended in the annual Play Inspection report. Branches which would potentially obstruct the zip wire had been lopped by Acorn tree surgeons.

ACTION	WHEN	WHO
Complete list of play equipment repairs and maintenance, order chippings.	April/May	Clerk

17.140.2 Pavilion:

'Pimp our Pavilion' (POP) meeting 3 March:

Cllr Newman reported that cricket club equipment stored inside the Pavilion requires an outside storage facility. The cricket club has no objection but do not wish to pay for it; neither does the working group want to pay out of existing funds, currently £3246.15, but would prefer to fund the new kitchen. The Parish Council has been asked to pay for cricket club equipment storage. The Cricket Club will be reviewing their fund-raising efforts.

The Council considered that refurbishment should start later this year. Cllr Dennington undertook to draw up an initial schedule of works as part of the 3 to 5 year refurbishment plan.

ACTION	WHEN	WHO
Draw up schedule of works to refurbish the Pavilion.	April	MD

	Arrange to fell trees behind the Pavilion	asap	Clerk						
17.140.3	Cricket Pitch: The Council and Cricket Club are keeping an eye on grass seed sown by a resident following the bonfire in case the area requires turfing before the first home match on 21 April. Cold and wet weather has hampered growth. The Clerk undertook to liaise with the Cricket Club Groundsman.								
17.140.4	Cemetery: ISS Contractors carried out the annual tree pruning and felling programme in late February. The contractors ensured they did not enter within 30 metres of the badgers holt.								
17.140.5	Allotments: The Council had received verbal complaints from two allotment holders that one of the allotments had not been properly worked over the previous season. The Clerk sought the Council's approval to terminate the agreement with the plot holder. The Council requested that all complaints should be made in writing in the first instance. The Council AGREED that on this occasion a letter should be sent accompanying invoices to all plot holders reminding them of the conditions of rent. A 'quarter' plot was allocated to a new tenant after another tenant downsized her plot.								
	<table border="1"> <thead> <tr> <th>ACTION</th><th>WHEN</th><th>WHO</th></tr> </thead> <tbody> <tr> <td>Write to all allotment holders with reminder of clause 5 of conditions of rent.</td><td>Asap with annual invoices</td><td>Clerk</td></tr> </tbody> </table>	ACTION	WHEN	WHO	Write to all allotment holders with reminder of clause 5 of conditions of rent.	Asap with annual invoices	Clerk		
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17.141	Roads, Transport and Highways								
17.141.1	Matters arising. None								
17.141.2	Annual litter pick Cllr Melson briefly summarised arrangements. Cllr Weston had delivered litter picks, hi viz vests and sacks used at Newtown which Droxford will return to the Winchester depot during the following week.								
17.141.3	Email trail 'Accident waiting to happen'. Cllr Huxstep addressed the query, see Minute ref: 136.2 at the end of the County Councillor's report.								
17.142	Footpaths and Rights of Way (ROW)								
	Matters arising. HCC Lengthsmen Contract for 2018/19: No announcement has been made to date.								
17.143	Parish Matters: Broadband: The Vice Chair advised that the rate of roll-out has increased with the installation of more cabinets. Residents should check to see whether they are 'in scope' or have been connected to a cabinet. The website has been updated with the necessary information.								
17.144	Consultations, Meetings and Training 'Provision of affordable housing in every parish.'								
	Cllr Newman attended the meeting at Kings Worthy on 15 March. A survey of Droxford residents would be required in order to assess demonstrable need within the parish.								
17.145	Correspondence Email from Dr Moore, representative A32/A272 Steering Group CANS (Communities Against Noise & Speed)								
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17.145	Date of the next meeting: 6.30 pm Thursday 19 April 2018, routine Parish Council meeting. Droxford Village Hall 7.30 pm Thursday 19 April 2018, Annual Parish Assembly 7.30 pm. Droxford Village Hall. The meeting closed at 9.40pm								

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

APPENDIX A – FINANCE STATEMENT

RECEIPTS £

PAYMENTS TO BE NOTED

PAYMENTS TO BE AUTHORISED (Late invoices received up to 5.30pm 22 March will be added to the list)

EV58 Lloyds Bank Commercial Finance (Rhinoplay)	1020.00
EV59 EMS South Inv 668	300.00
EV60 Kattenhorn Ltd Inv 47635	1243.20
EV61 R Hoile office expenses	15.75
EV62 HALC training (VAT)	48.00
EV63 Acorn Tree Specialist	<u>500.00</u>
Total	3126.95

Bank reconciliation 28 February 2018

BANK ACCOUNTS		£	£	£
Current Account: Unity Trust Bank A/C No.455				
Balance as per bank statement No 90 as at 26/02/18				6,187.16
Add outstanding lodgement				
Less unpresented cheques and BACS payments				
EV52 BACS EMS South inv 624 - Jan contract	-	300.00		
EV53 300201 WCC Inv 0700486035 play inpection report 2018	-	44.95		
EV57 300202 HCC County Supplies Inv 58070579	-	29.10		
EV55 BACS R Hoile expenses	-	17.83		
EV54 BACS Authorn Ltd Inv 5100 5%retention	-	893.10		
EV56 BACS South Central Ambulance Trust	-	250.00		
EV58 BACS Lloyds Bank for Rhino Play Ltd Inv 170278 (PO1035)	-	1,020.00		
EV59 BACS EMS Inv 668 -Feb contract	-	300.00	-	2,854.98
Deposit Account: Unity Trust Bank A/C No.069				
Balance as per bank statement No 80 as at 28/02/18				22,368.16
Cemetery Acccount: Unity Trust Bank A/C980				
Balance as per bank statement No 30 01/03/18			2,714.28	28,414.62
CASH BOOK:				
Balance as per Cashbook 30/04/17				
Balance b/f 1/04/17		25,919.99		
Add Receipts 1/4/17 - 28/02/18/18		45,267.51		
Less Payments 1/4/17 - 28/02/18/18		- 42,772.88		28,414.62

RESERVES 28 February 2018	28,414.62
General reserve	9,949.37
Allocated reserves	
Capital project – car park	9,883.75
Raise the Rec donations (Play 802.07 + Pavilion 3246.15)	4,048.22
Cemetery	2,714.28
ICT replacement	1,819.00

APPENDIX B – PLANNING REPORT

PLANNING

1.1 NEW APPLICATIONS see agenda (applications received to 22 March 2018 will be included)

2.1 APPLICATIONS IN PROGRESS

- Reference: SDNP/18/00525/FUL
Proposal: Proposed change of use, refurbishment and conversion of existing shop (Use Class A1) into a single dwelling house (Use Class C3)
Address: The Old Chapel, Police Station Lane, Droxford, SO32 3RF
- Reference: SDNP/17/03779/FUL
Proposal: Change of use of first floor accommodation to 3 residential flats
Address: Office Over Meringtons Convenience Store Garrison Hill Droxford SO32 3QL
- Reference: SDNP/17/05396/FUL
Proposal: Creation of new vehicular access to highway
Address: Corhampton Golf Club Shepherds Farm Lane Corhampton SO32 3GZ

2.2 DECISIONS

- Reference: SDNP/18/00713/NMA
Proposal: Amendment to approved planning permission SDNP/15/05497/HOUS to remove the pitched roof over the existing porch and add a parapet, cornice and flat roof.
Address: Westwoods Droxford Road Swanmore Southampton SO32 2PY
Decision: **APPROVED**
- Reference: SDNP/17/04520/LDE
Proposal: Change of use of land from agricultural to equestrian.
Address: Swanmore Barn Farm, Park Lane, Swanmore, Southampton, SO32 2QQ
Decision: **APPROVED**

2.3 ENFORCEMENT (current since notification 28/11/17)

- Ref: SDNP/13/00181/UNCM Four Acres, Midlington Road, Droxford SO32 3PD
Alleged unauthorised use of mobile homes for residential purposes.
- Ref: SDNP/17/00674/ADVERT The White Horse Inn, South Hill, Droxford, SO32 3PB
Alleged unauthorised changes to signage without LBC
- Ref: SDNP/16/00367/COU Land at Droxford Lane Hampshire SO32
Alleged residential mobile homes x 2
- Ref: SDNP/17/ 00132/UNCM Mobile Home at Clayhill Farm, Mayhill Lane, Swanmore SO32 2QW
Alleged residential mobile homes.

Appendix C

A brief overview of some of the actions and achievement during 2017/2018 for Winchester City Council

Fly Tipping Council achieves 100% success rate in fly tip prosecutions. Winchester City Council has been actively looking to reduce fly tipping in the district and has demonstrated its zero tolerance approach to fly tipping.

Air Quality Action Plan for the city centre Air Quality Action Plan has nine high impact core actions aimed at improving air quality and working towards meeting the relevant air quality objectives within Winchester district.

New Council Strategy core outcomes, and supported by four new principles to deliver the Strategy, this sets out a clear direction for the Council in the medium-term

Safer Communities - A partnership approach Winchester City Council's Community Safety and Neighbourhood Services Team works side-by-side with the police, Council teams and others as part of the Community Safety Partnership to deliver a range of actions that reduce crime and disorder.

Local Plan for the Winchester District passes inspection After its successful Examination in Public and the incorporation of modifications, the Winchester District Local Plan Part 2 – Development Management and Site Allocations (LPP2) was adopted by the Council on 5 April 2017.

Winchester responding to Government housing plans Winchester City Council's ambitious plan to double the number of homes it is building in the next three years has received a welcome boost from the latest Government announcements.

Central Winchester Regeneration Project - Supplementary Planning Document Vision for Central Winchester Regeneration Area. The local community were invited to help shape this vision . The draft SPD was presented to the public in November and the formal consultation period started in mid-December until early February 2017. Details on the outcomes shortly.

Winchester City movement strategy and study now underway

Winchester affordable housing scheme reaches major milestone One of the district's largest affordable housing schemes in Winchester, the Chesil Lodge, a new Extra Care scheme providing 52 homes for people aged 55 and over is nearly completed.

Council scoops Gold Standard award for local homelessness services Winchester City Council has become the first council in Hampshire and only the fifth in England to receive the Government's prestigious 'Gold standard' award in recognition of its work in preventing and tackling all forms of homelessness.

New business support service for Winchester City Council invited bids from organisations or individuals for a new business support service for the Winchester district for a two-year period from 1 June 2017. The business support service will provide training, networking, one-to-one advice sessions and mentoring tailored to the needs of businesses located in the Winchester area.

Opportunity for a Winchester car club This gives signed-up members the chance to hire a car on an hourly basis for local, short journeys. This can be especially useful for business people who need to attend meetings away from their base, without needing to pay for a pool car that is infrequently used.

New affordable houses get off the ground in Alresford and Stanmore

City Council buys Winchester bus station Winchester City Council agreed to buy the freehold of the bus station site in central Winchester from bus operator Stagecoach.

Changes to on-street parking permits

Winchester Parking Strategy Helping people to find the right parking for their visit and the needs of the environment and air quality are at the heart of Winchester's Parking Strategy.

Council's confirms its financial commitment to voluntary organisations

City Council to appoint architects to kick-start Winchester Sports Park project

Friarsgate car park re-opens

Council invests £1m on Disabled Adaptations Winchester City Council has agreed to double its spending on adapting resident's homes, helping them to remain independent and in many cases making sure they can return home from hospital more quickly.

91% of tenants happy with Council - Tenant satisfaction rises by 3% Customer satisfaction with Winchester City Council has increased, with 91 per cent of tenants surveyed saying they are happy with the service they receive (compared to 89% when the survey was completed 2 years ago).

Council consults local businesses on rate relief Following Central Government changes Winchester City Council has been awarded £900,000 from central government to help local businesses struggling with changes in their business rates bill.

Council invests £100,000 in open space for residents in Abbotts Barton

Green light for 76 new Council homes in Stanmore Plans to build 76 new homes in Stanmore was approved – with work set to commence in the next 12 months.

Council ups transparency with new style reporting Winchester City Council has adopted a new way of reporting to the Overview and Scrutiny Committee.

Surgery plans move a step closer Plans for a replacement doctor's surgery in the heart of Winchester have moved a step closer as Winchester City Council's Cabinet has approved plans to relocate St Clements Surgery to new premises at Upper Brook Street Car Park.

Winchester City Council Cabinet meetings take to the road Every other Winchester City Council cabinet meeting will be held in a different location around the district for the rest of the municipal year, which runs until May.

Living Wage Foundation measures to tackle Winchester's affordability Winchester City Council is one of only four authorities in the south east of England to be accredited by the Living Wage Foundation and detailed ways in which this influences the Council's social and community policies.

New opportunities are part of vision for Winchester Station Approach stakeholder workshop draws upon local insight for new employment and leisure opportunities for Winchester after recommendations on a fresh process for regenerating the Station Approach area of the city.

New Look for the Winchester City Council website More user friendly and easier to navigate and access a service. To view the website <http://www.winchester.gov.uk>.

Lower rents for council tenants Council tenants in Winchester will see their rents reduced by 1% from April next year.

£15m added to strategic asset fund to support future Council services Members ratified a plan to increase Winchester City Council's ability to invest in strategic assets that can be used to boost the organisation's income and support local services going forward..

Winchester's residents help keep Air Ambulance flying Winchester residents have helped raise a staggering £24,000 for Hampshire and Isle of Wight Air Ambulance, by using council clothing recycling points around the district to turn their unwanted clothing, shoes and textiles into cash.

Kerbside glass collection considered for Winchester Winchester City Councillors are considering introducing kerbside Glass Collection.

Traveller Development Planning document consultation reaches key stage Winchester City Council has reached a key stage with publication of its Traveller Development Planning Document (Traveller DPD).

Extra peak hours for Park and Ride bus to be launched

Your Councillors for Central Meon Valley

Linda Gemmell e-mail: lgemmell@winchester.gov.uk

Frank R. Pearson e-mail: fpearson@winchester.gov.uk

Vicki Weston e-mail: vweston@winchester.gov.uk