

**ROMSEY EXTRA PARISH COUNCIL MEETING**

The New Dining Room, Stroud School, Romsey: 12<sup>th</sup> March 2015 7.15 – 9.30pm

**Present:** Chris Wesson (Chairman) (CW), Andy Carter (AC), Teresa Hibberd (TH), Alison Johnston (also Borough Councillor) (AJ) & John Parker (JP).

**Attending:** Clerk: Carol McFarland (CM). Hampshire Constabulary: PCSO Jo Cole. Members of the Public: Marion Nation Woodley & Crampmoor Friendship Club.

**ACTION****165 APOLOGIES RECEIVED**

Parish Councillors: Ian Hibberd (also Borough Councillor) (IH)- (New Forest Consultative Panel) & Jenny Mills (JM). County Councillor: Roy Perry (RP)

**166 DECLARATIONS OF INTERESTS, GIFTS or HOSPITALITY**

None declared.

**167 PUBLIC PARTICIPATION**

Marion Nation attended in respect of the grant application but did not speak.

**168 COUNTY COUNCILLOR/ BOROUGH COUNCILLOR REPORTS (if present)**

AJ reported she had supported St Swithun's Church to carry out internal decoration.

**169 POLICE REPORT**

PCSO Jo Cole reported on the latest crime in the area – mainly non-dwelling breaks. Further she encouraged the Parish Council to sign up to Hampshire Alert – concern was expressed that this new report would not give an overall perspective for the area unlike the current weekly crime report e-mailed by Jo. AJ to approach the Police Commissioner.

**ALL  
AJ**

**170 TO AGREE THE MINUTES OF THE MEETING HELD ON 5<sup>th</sup> FEBRUARY 2015:**

**RESOLVED:** Minutes of 5<sup>th</sup> February 2015 to be signed by the Chairman as a correct record of the meeting.

**CW**

**171 CLOSING ACTIONS FROM THE PREVIOUS MEETING HELD ON 5<sup>th</sup> FEBRUARY 2015:**

Nothing.

**172 FINANCE****a) Quarterly Financial Statement to 31 March & Monthly Bank Reconciliation:**

The monthly Bank Reconciliation as of 20 February be noted and signed by the Chairman and the Responsible Financial Officer. The Quarterly Financial Statement to be deferred until the next month.

**CW  
Agenda**

**b) To Receive the Report from the Council's Internal Audit Panel:**

The Clerk reported on the Internal Panel meeting held on 5 March a written report to follow.

**CM**

**c) Review Council's Asset Register and Insurance Cover:**

The Council's asset register including insurance cover was reviewed and agreed.

**d) To Review The Council's Risk Management Procedure:**

The Council's Risk Management for 2014/15 was reviewed and agreed.

**e) To Review the Annual Payments/Subscriptions/Landscape Maintenance/ Membership of Other Bodies**

**RESOLVED:** that the Council accepts the following annual payments, memberships and insurance cover:

Payee	Payment Description	Value 2015/16 (if Known)
HALC Inc NALC	Annual Subscription	£698-00
NALC	Local Council Review Subs	
TVBC Contract Services	Landscape Maintenance Contract	£941-38
Marc Nokes	Landscape Maintenance WVH inc nettles @ bus shelter	£1296-00
Newsquest	Newspaper Notices	£25-60
C Lawes	Verge Trimming Crampmoor	
A&M Cleaning	Monthly Bus Shelter Cleaning x 2	£75-00

CPRE	Annual Subscription	£25-00
J Murray	Internal Audit	£245-00
BT	Monthly Broadband & calls to landlines – Clerk to review	£18-18
Came & Co	Insurance – agreed to remain 3 yrs 5% discount	£586-36
McAfee	Virus Protection	£52-99

**f) To Adopt New Financial Regulations** (Based on Nalc Model April 2014)

**RESOLVED** that the Council adopts Financial Regulations based on Nalc's Model April 2014.

**g) Payments for Approval:**

**(i) Other:**

**RESOLVED:** That the payment schedule below received & agreed and endorsed by members:

Details	Authority	Total
BT Payment Services Ltd – Calls, Rental & Broadband £ 115-94 + VAT (Retrospective)	LGA 1972 s111	£140-37
Hampshire Association of Local Council Clerks Update 9/2/15 £35 + VAT	LGA 1972 s111	£42-00
Newsquest Media Group – Newspaper Notices – 06/03/15 £25-60 + VAT	LGA 1972 s142	£30-72
Marc Nokes – L/scape Maintenance Work Feb	OSA 1906 ss9,10	£105-00
A&M Cleaning – Bus Shelter Cleaning £75 + VAT Feb	LG (Misc Prov) Act 1953 s4	£90-00
C McFarland - Expenses – Postage £6-81	LGA 1972 s111	£486-46
- Mileage £85-65 inc car parking	LGA 1972 s111	
- Balance of Use of home payment 2014/15 £394		
Hampshire Pension Fund- payment Mar £40-16 & £137-33	LGA 1972 s111	£177-49
C McFarland – Salary – Mar	LGA 1972 s111	£685-49
HMRC – Quarterly Return Jan- Mar	LGA 1972 s111	£24-15

**h) Payments Received:** Nothing received.

**i) Grants for Consideration:** **RESOLVED** to grant Romsey Xmas Lights £1000.00 – the Clerk to arrange for a presentation cheque. **RESOLVED** to grant Woodley & Crampmoor Friendship Club £250.00 for the hire of the Woodley Village Hall. **RESOLVED** to continue sponsoring the Romsey Show in 2015 at a cost of £300.00. Romsey Community School – JP to go through application and report back.

**CM**

**JP**

**173 PROJECTS**

**a) S106 Monies** – To Set a List to Prioritise Spending: CW suggested a bus shelter on Braishfield Road, the Clerk to check with Viv Messenger, TVBC to see if one is proposed as part of the Abbotswood transport scheme. AJ suggested some public art at Abbotswood.

**Agenda**

**CM**

**174 COUNCIL ADMINISTRATION**

**a) Newsletter** – Spring Edition. The Clerk reported that it would be ready for print by the end of March.

**CM**

**b) Website** – It was noted that the one day training was still to be arranged.

**JP**

**c) To Adopt the Council's Recruitment Policy** - **RESOLVED** that the Council adopts the Draft Recruitment Policy presented by the Clerk.

**d) Annual Parish Assembly 2015** – Plan: The Clerk and Chairman to meet to prepare report and presentation. JP to confirm with Police Sergeant Russ Hodges to speak.

**CW**

**CMJP**

**e) Outstanding Issues:** Nothing further to report.

**175 PUBLIC TRANSPORT**

**a) Outstanding Issues:** Nothing further to report.

**CW**

**176 FOOTPATHS & ROADS**

**a) Gate** – Crampmoor Lane Closed Section to receive an update – Nothing further to report.

**CM**

**b) Traffic Calming s106 Abbotswood** – Update inc Highwood Lane & MSLR: JP reported that the County Council had responded to the Parish Council's comments on the traffic calming proposals for Highwood Lane. The feasibility study had not deemed necessary or safe to have a chicane on the east-west section of Highwood Lane, but further scoping will

take place in the detailed design stage. The middle chicane can be moved slightly but is subject regulations relating to placement. JP to respond thanking the County Council for their comments and ask for timescale for the detailed design.

JP

**c) Community Speedwatch** – Update: It was agreed that CW would be the team leader and further six volunteers were needed for training.

CW ALL

**d) Outstanding Issues:** It was noted that the potholes on Lee Lane had been reported to the County Council. Nothing further to report.

## 177 PARISH AMENITIES

**a) Parish Seats on School Road** – Nothing further to report.

**b) Outstanding Issues:** Nothing further to report.

## 178 CORRESPONDENCE

### a) Relating to Meetings:

#### i) Minutes:

20/11/14 – Romsey Forum (e-mailed)

21/01/15 – Woodley Village Hall Management Committee (e-mailed)

12/02/15 – TVAPTC (e-mailed)

#### ii) Dates:

02/03/15 – Solstice Renewables Public Exhibition Solar Park Warren Farm (3pm N Baddesley Sports Pavilion)

09/03/15 – TVBC Flying the Flag for Commonwealth Day and WW1 Single Commemorative Act Ceremony (9.50am Crosfield Hall CW to attend)

10/03/15 – Roke Manor Liaison Panel (10am Awbridge Village Hall)

19/03/15 – Romsey Forum

14/03/15 - Reminiscences of Romsey (Crosfield Hall CW to attend)

26/03/15 – Romsey Sea Cadets Bi-Annual Royal Naval Parade (7.30pm CW to attend)

26/03/15 – HCC Your County – Your Say! Shaping the future of Economy Transport and Environment Services (6pm Ashburton Hall, Winchester JP to attend)

25/04/15 – Mayor of Test Valley Sponsored Walk in Aid of Boaz Project Hill Farm, Sutton Scotney 1.30pm

### b) Requiring Parish Council Attention/Consideration: All Noted.

RTC – Romsey Town Centre Manager – contribution to costs

HALC – Councillor Login new website (e-mailed)

HALC Protocol for Public and Press Recording at Council Meetings update for Standing Orders

CIL Regulations 2010 (as amended), Regulation 19: Submission of CIL Draft Charging Schedule to the Planning Inspectorate for public examination (4.30pm 27 March 2015).

Agreed same response as before.

### c) Other Correspondence, Circulars & Publications: All Noted.

ALC e –Updates (e-mailed)

Rural Focus (e-mailed)

Clerks and Councils Direct March 2015

## 179 PLANNING

**a) TVBC - Consultation Draft Gypsy and Traveller Development Plan Document** (Deadline 20 March 2015). **RESOLVED** that **No Objection** be made. **CM**

**b) TVBC Revised Local Plan:** To receive an update. JP & CW updated the meeting. Now waiting for any modifications required by the Inspector followed by 6 weeks consultation.

**c) Romsey Neighbourhood Plan:** To receive update on progress and to agree the Terms of Reference of the Romsey Area Neighbourhood Plan Group. JP to send draft governance round to all. **JP**  
**ALL**

**d) HCC Countryside Access Draft Plan 2015-2018** (Consultation deadline 31 March 2015): It was agreed individuals to look at and respond. **ALL**

### e) New Applications:

**(i) RESOLVED** that **No Objection** be made on the applications below: **CM**

**15/00011/ADVS** Signage to advertise roundabout sponsors **Jct Of Southampton Rd And By Pass Rd, And Jct Of Botley Rd And Luzborough**

**15/00350/VARS** Variation of Condition 4 of Planning Permission 13/00136/FULLS (No retail

sales other than that of Christmas trees, fireworks, haylage and logs) to permit sale of home reared meat, poultry, eggs, potatoes and chutney; seasonal sale of Christmas wreaths and crosses, Christmas gifts, pumpkins and strawberries; garden products to include bird boxes, bird tables and wooden garden furniture; coal, smokeless fuel and kindling; straw and woodchippings for livestock bedding **Brynfyrd, Botley Road, North Baddesley**

**f) Decisions:**

App. No.	Application Description	P.C. View	Decision
14/02772/FULLS	Part two storey and part single storey extension to provide swimming pool, plant room and jacuzzi area, with mezzanine with dormer over, installation of new windows and rooflight on front elevation, & correction to land levels to that previously indicated on the front and rear elevations - Retrospective Fishlake Cottage, Greatbridge Rd	No Objection	PERMISSION st conditions & notes
10/01381/VARS	Removal of condition 7 on p/p 08/02161/FULLS which states that "The occupation of the dwellings hereby approved shall be limited to a person associated with the operation of the Broadlands Estate in that they are solely or mainly working for or already living on the Broadlands Estate, or a widow or widower of such a person, and to any resident dependents" Lady Palmerston's Dairy And Garden Cottage, Broadlands Park, Romsey By-Pass	Objection	WITHDRAWN

**g) Tree Matters:**

(i) **New: 15/00481/TREES** Poplar - reduce crown by up to 50% - specifically the six main branch spurs should be cut back between 1 - 5 m from the trunk and shape the remaining tree **9 The Causeway**

(ii) **Decisions: 15/00230/TPOS T6** - Remove limb from Turkey Oak on south side **Redwood Lodge, School Road (No objection)** CONSENT subject to conditions and notes

(iii) **TPO No 1092** Trees on Land West of Cupernham Lane, opposite Wren's Corner **Confirmed 20 February 2015**

**h) Appeals:**

(i) **Outstanding: 14/00255/FULLS** Erection of dwelling and detached 3 bay garage with storage over **Land to rear of Properties Fronting Gardeners Lane, East Wellow (PC Objection – unwarranted development in countryside)**

i) **Correspondence:** Nothing received.

j) **Outstanding Issues:** Nothing reported.

**180 MEETINGS ATTENDED**

09/02/15 – HALC Clerks' Update The Clerk attended.

10/02/15 – Romsey Neighbourhood Plan John Parker attended.

12/02/15 – TVAPTC John Parker attended.

16/02/15 – TVBC Mayor of Test Valley Reception Ian Hibberd attended.

19/02/15 – Romsey Future Stakeholders Chris Wesson, Ian Hibberd & John Parker attended.

25/02/15 – Abbotswood Community Association Chris Wesson attended.

25/02/15 – SLCC Election NFDC Lyndhurst The Clerk attended.

26/02/15 – Romsey lantern Project AGM Chris Wesson attended.

26/02/15 – RTC Planning Committee John Parker attended.

02/03/15 – Romsey Christmas Lights Fund Raising John Parker attended.

04/03/15 – TVBC Candidates & Agents Briefing John Parker attended.

05/03/15 – Internal Audit Panel Meeting Chris Wesson, Teresa Hibberd, John Parker & the Clerk attended.

09/03/15 – Commonwealth Day Chris Wesson attended.

**181 MEDIA ARTICLES**

Nothing to report.

**182 GENERAL BUSINESS AT CHAIRMAN'S DISCRETION**

Nothing reported.