

# **ROMSEY EXTRA PARISH COUNCIL**

## **ANNUAL REPORT 2017**

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# ANNUAL REPORT 2017

## 1. Introduction

The purpose of the Annual Report is as follows:-

- a. To outline the current roles and responsibilities of parish councillors and clerk to the parish
- b. To provide more detailed information regarding our activities over the past year
- c. To demonstrate how our funds have been prioritised and allocated
- d. To invite feedback from local residents on how we can improve our services

We welcome attendance from the public at our monthly meetings. These are now held in the Court Room, Romsey Town Hall generally on the second Thursday in the month and full details are advertised in the local press in advance of the meeting and on the council's website.

## 2. Council Members and Officers

### 2.1 Members

Chairman

Chris Wesson  
11 Hestia Close  
Romsey SO518PA  
Tel: 01794 511535  
E-mail: [cllrwesson@talktalk.net](mailto:cllrwesson@talktalk.net)

Vice Chairman

Andy Carter  
23 Avon Crescent  
Romsey SO51 5PX  
Tel: 01794 517139  
E-mail: [andyc@m201.com](mailto:andyc@m201.com)

Members:

Dorothy Baverstock  
7 Westering  
Romsey SO51 7LX  
Tel: 01794 517552  
E-mail: [Dorothy.baverstock@btinternet.com](mailto:Dorothy.baverstock@btinternet.com)

Karen Dunleavey  
1 St Clements Close  
Romsey SO51 8FF  
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Teresa Hibberd  
2 Church Cottages  
Lee  
Romsey SO51 9LG  
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22 The Thicket  
Romsey SO51 5SZ  
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Peter Westbrook  
1 Peel Close  
Romsey SO51 7UQ  
Tel: 01794 512751  
E-mail: [jane\\_peter2009@btinternet.com](mailto:jane_peter2009@btinternet.com)

## 2.2 Officers

Parish Clerk	Carol McFarland Cowesfield Lodge, Romsey Road Whiteparish SP5 2QY	Tel: 01794 884826 E-mail: <a href="mailto:clerk@romseyextra-pc.org.uk">clerk@romseyextra-pc.org.uk</a>
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The role of the Parish Clerk is key to the effectiveness of the Parish Council operations and we are extremely fortunate in retaining Carol's services this year. Her positive attitude and quiet efficiency behind the scenes ensures that meetings are run smoothly and issues resolved in a timely manner. This year the Clerk's role was evaluated and the hours increased slightly to cover the duties now required.

Hon. Tree Warden	John Chambers John is an honorary officer of the council; we value his long standing knowledge and advice on tree planning applications that are presented to the Council.
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Hon. Rep. to Romsey Youth Council	Rod Simpson
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## 3. Councillor Activities

### 3.1 Council Meetings Attended

We met 12 times as a council for our normal monthly meetings during the year 2016/7.

### 3.2 Internal Duties

Public Transport – Dorothy Baverstock  
Internal Audit Panel – Chris Wesson, Andy Carter & Teresa Hibberd  
Website Editor – Clerk  
Website Project Group – Chris Wesson, Andy Carter & The Clerk  
Newsletter Editor – Clerk  
Grant Co-Ordination – As required.  
Footpath Officers – Teresa Hibberd & Peter Westbrook

### 3.3 Representation on External Committees & Bodies

Woodley Village Hall Management Committee – Chris Wesson & Andy Carter  
Romsey Town Allotments Committee – Teresa Hibberd & Susan Tippet  
Squabb Wood Liaison Panel – Dorothy Baverstock  
Yokesford Hill Liaison Panel – Dorothy Baverstock  
Lee Lane Liaison Panel – Teresa Hibberd  
Roke Manor Liaison Panel – Teresa Hibberd  
Test Valley Association of Parish Councils – (TVAPC) – Chris Wesson, Teresa Hibberd & Peter Westbrook  
Romsey Town Council Planning – Susan Tippet  
Romsey Neighbourhood Planning – Chris Wesson, Andy Carter & Karen Dunleavy  
Romsey Forum – Chris Wesson & Dorothy Baverstock

## **4. Work of the Council during Year**

### **4.1. Planning**

#### **4.1.1 Planning Applications**

Our role in relation to planning applications is as a statutory consultee. Over the course of the year we have considered some 89 applications. Notably, we objected to a number of applications for development in the countryside at Granton, and land west of Cupernham Lane. In addition there were 11 tree applications which we considered following advice from our tree warden.

#### **Abbotswood**

This year we looked at 3 more applications, showing further details of the properties and layouts. The care home is now open. The bus service which runs through the service road onto Woodley Lane started in April.

#### **Ganger Farm**

Permission was granted by Test for 275 dwellings at Ganger Farm. We await its development and the allotments which will be gifted to the Parish Council.

#### **4.1.2 Other**

#### **Romsey Neighbourhood Plan**

The Localism Act 2011 introduced statutory Neighbourhood Planning in England. It enables communities to draw up a Neighbourhood Plan for their area and is intended to give communities like Romsey more of a say in the development of the local area. Romsey Town and Romsey Extra Parish Councils (The Romsey Councils) have agreed to jointly produce a Neighbourhood Plan for Romsey.

This year the Neighbourhood Plan Group has been updating the 'Look at Romsey' document which was original adopted in 2008. Recently a request for assistance in this matter was sent out with the newsletter. This will eventually result in a Supplementary Planning Document (SPD) which will be used in the assessment of planning applications and will set guidelines in parts of the town and new developments.

### **4.2. Projects**

#### **4.2.1 Woodley Village Hall**

As landlords we continue to do routine maintenance to the borders and fencing around the hall.

We have continued to support the Woodley Hall Management Committee. This year the work to the front area was completed with the planting of the garden.

#### **4.2.2 Woodley Close**

The parish council has been active in Woodley Close. Firstly, following a request from the residents, the unsightly hedge at the entrance to the close was removed by Hampshire County Council following lobbying by the parish council.

As part of our ongoing efforts to tidy up the parish and improve the amenity, 2000 daffodil bulbs were planted at the entrance to the close and in the open space at the end of the close. An additional litter bin has also been provided which is seeing good use.

#### **4.2.3 Fence – Romsey Town Football Club**

As part of a joint project with the Romsey and District Society the fence around Romsey Town Football Club has been smartened up. Whips, which will eventually grow into a hedge to screen the ground, have also been planted and producing new green shoots.

#### **4.2.4 Parish Tour**

The parish will be undertaking a tour of the parish at the end of May. This year we will be concentrating on the north-west area of the parish. As with Woodley close last year, the aim is to identify areas which are in need of improvement.

### **4.3. Grants**

The parish council gives grants to organisations, groups or individuals in the parish for a fairly wide range of purposes, which are generally in the interests of the parish and the parishioners. The Council has a Grants Policy which is available on the website. We do ask anybody who feels that they or their group could benefit from a grant for the coming year to let us know. Submit a completed application form (available from the Clerk or the website) together with a statement of accounts so that we can look at the cause and the financial background of the request. Details of the grants we gave this year are in Section 5.2 of this report.

Following a community grant of £42,000 arising from the Warren Farm Solar Farm, the parish council sent a request to all dwellings in the parish asking parishioners what improvements they would like to see. As a result we have a number of ideas from residents, in addition to our own, which we are actively considering.

Following completion of the Solar Century Grove (Broadlands) Solar Farm, organisations within Romsey Extra's boundaries can apply for community grants between £250 and £5000. The scheme is being run by GrantScape. A number of organisations have already been made aware of the scheme and encouraged to obtain further details of eligibility etc. However, the parish council has no role regarding the administration of the scheme or decisions made by GrantScape.

## **4.4. Council Administration**

### **4.4.1 Newsletter**

Each year we aim to distribute 3-4. We are very grateful to Phoebe Merrick who writes the History Spot, these articles and old photographs are always proving very interesting. The newsletter is also to be found on the parish website.

### **4.4.2 Website**

The parish website contains lots of information including minutes and agendas for the council meetings along with a calendar. Contact details for the council, news items and past newsletters, grant application procedure and much more. The Clerk continues to add further information to the site.

[www.romseyextra-pc.org.uk](http://www.romseyextra-pc.org.uk)

### **4.4.3 Local Government Boundary Commission – New Electoral Arrangements for Hampshire County Council**

We continued to object to the area of Crampmoor being moved to the County's Town division on the basis of its rural nature. We were pleased to hear in September that Crampmoor was to remain in the newly named County division of Romsey Rural.

### **4.4.4 Other**

The Dept for Communities and Local Govt's (DCLG) consultation on Local Government Finance was looked at in October and we objected to the government capping the precept.

In January the Clerk completed the Council's declaration of compliance to the Pension Regulator in respect of its duty regarding automatic enrolment.

## **4.5. Footpaths and Roads**

### **4.5.1 Speed Limits**

#### **Speed Limit Reminder Sign (SLR)**

Romsey Extra together with the parishes of Nursling & Rownhams and Wellow continue to operate a SLR sign. This sign has rotated around the 3 Parishes for approximately 17 weeks per year, per parish. Belbins, Halterworth Lane, Braishfield Road, School Road and Mainstone are the locations to find the SLR around the parish. By rotating it to other stretches of road that already have either a 30mph or 40mph limit they can have more effect. In addition have another sign to be shared with Romsey Town Council from Abbotswood Developer's contributions.

#### **Speed Indicator Device (SID)**

Community Speed Watch is an initiative Hampshire Constabulary is rolling out across the Hampshire and the Isle of Wight. It allows members of the community to become police support volunteers and take action, helping to educate drivers on the roads of concern

in your area. More volunteers are needed to get this scheme up and running.

### **Traffic Calming**

Various traffic calming schemes have been proposed as a result of the increased traffic generated by the Abbotswood development. Some of which have already been implemented such as reduced speed limits on roads such as Sandy Lane, Winchester Road and Braishfield Road, the closure of School Road and traffic calming on Highwood Lane.

The traffic calming on Highwood Lane was installed last year. Since then Hampshire County Council have measured the speeds, we were pleased to see that the speed data showed a decrease in speeds on Highwood Lane at the midpoint down from 37.9mph to 35.5mph when looking at the mean speeds.

The dedicated right turn lane into Halterworth Lane from Winchester Road, and traffic lights at the end of Braishfield Road to ease congestion at peak times are still to be implemented. Further we look at some traffic calming measures on Old Salisbury Lane near to the Roke Manor entrance as the road was not suitable for a decrease in its speed limit.

#### **4.5.2 Outstanding Concerns**

The concerns we have on footpaths and roads are always a strong feature of our meetings. These concerns are all brought to the attention of Hampshire Highways and at intervals we do meet with the Assistant Engineer covering Test Valley, Jonathan Bambridge. These meetings are always productive in the acceptance we receive for our concerns. It is getting promised changes actually underway that does normally take us some time and effort. We are totally realistic about the financial restraints on the highway authority and we will continue to discuss with Hampshire Highways other items of concern.

#### **4.6. Parish Amenities**

##### **4.6.2 Broadband**

We continue to put pressure on new developments to provide superfast broadband.

##### **4.6.3 Defibrillator**

Following the installation of a public access defibrillator on the front of Woodley Village Hall training was held on its use in November. We are awaiting permission from Test Valley Borough Council to install another on the Youth in Romsey building.

##### **4.6.4 Romsey Christmas Lights**

We have again supported the Romsey Christmas Lights with a donation of £3000.

## 5. Finance

### 5.1 Provisional Accounts for 2016/17

See Appendix 1 (note these are not approved until May)

### 5.2 Grants given in 2016/17

Organisation	Details	Cost
Romsey Show	Sponsorship	300.00
Romsey Foodbank	To help with set up costs	1500.00
NOMADS	Digital Lighting	900.00
Youth in Romsey	3 x PCs	1440.00
Romsey Community Lantern Project	Workshop	200.00
Romsey Choral Society	Concert	250.00
Victim Support	To help with running costs	100.00
Abbotswood Community Ass	Lantern Workshop	134.00
St Swithun's Church	Flooring	2000.00
<b>Total</b>		<b>£6,824.00</b>

### 5.3 Precept and Budget for 2017/18

		2016-2017 Outturn - £	2017-2018 Budget - £
Carried Forward at start		32,058.96	63,237.75
Income	Precept	42,153.00	44,315.00
	Rest	42,049.56	-
	VAT	5,131.26	-
	Total	89,333.82	44,315.00
Expenditure	Administration	23,104.88	27,872.00
	Running	3,418.99	4,100.00
	Projects	19,603.60	7,200.00
	Grants	6,824.00	5,000.00
	VAT	5,203.56	-
	Total	58,155.03	44,172.00
Income less Expenditure		31,178.79	143.00
Carried Forward (inc cash bfwd)		63,237.75	63,380.75

The budget figure for 2017/18 was set at £55,172, which was subsequently reduced to **£44,172** in April.

The precept is the element within the Council Tax that is paid to Parish Councils. Again, it was decided to keep the Council Tax element paid by our parishioners the same this coming year. The precept for the financial year 2017/18 is £44,315.

2015/2016	Income	2016/2017	
39403.00	Precept	42153.00	<b>ROMSEY EXTRA PARISH COUNCIL</b>
5.00	Ground Rent	5.00	<b>PROVISIONAL ACCOUNTS 2016/17</b>
62.85	Interest	44.56	
Nil	Warren Farm Solar Grant	42000.00	Note; This money to be spent on the parish not revenue
2348.58	VAT	5131.26	
<b>41819.43</b>	<b>TOTAL</b>	<b>89333.82</b>	
	<b>Expenditure</b>		
	ADMINISTRATION		
9418.47	Clerk - Net Pay	11319.24	
58.36	-Tax & NI	442.59	
1833.83	- Employer Pension	2082.85	
765.37	- Travel	732.12	
762.00	- Office All	726.00	
146.00	- Training	201.00	
395.92	Cllrs - Chair All	425.61	
0.00	- Travel	0.00	
0.00	- Conf/Course	0.00	
90.56	Office - Postage	84.68	
253.25	- Copying/Stationery	338.83	
469.65	- Telephone	509.51	
1562.13	- IT	288.98	
320.00	Publicity - Advertising	258.48	
3936.23	- Newsletter	3472.55	
750.50	General - Subs	828.50	
0.00	- Publications	0.00	
417.75	- Premise Hire	257.75	
586.36	- Insurance	581.19	
445.00	- Audit	555.00	
5844.50	- Election	0.00	
<b>28055.88</b>	<b>Sub-Total</b>	<b>23104.88</b>	
	RUNNING COSTS		
900.00	Public Transport	675.00	
271.67	Footpaths/Roads	283.83	
2200.75	Landscape/Main	2174.14	
286.52	Amenities	286.52	
<b>3658.94</b>	<b>Sub-Total</b>	<b>3418.99</b>	
	PROJECTS		
0.00	Romsey Town FC Fence	1796.72	
0.00	Footpaths/Roads	2050.00	
2579.78	Amenities	3225.00	
7954.00	Other WVH	12531.50	
<b>10533.78</b>	<b>Sub-Total</b>	<b>19603.60</b>	
	GRANTS		
3970.00	GPC Grants	6324.00	
300.00	Other Grants	500.00	
<b>4270.00</b>	<b>Sub-Total</b>	<b>6824.00</b>	
<b>2304.08</b>	VAT	<b>5203.56</b>	
<b>48822.68</b>	<b>TOTAL</b>	<b>58155.03</b>	
	<b>CUMULATIVE FUND BALANCE</b>		
	Balance b/f 31/03/16	32,058.96	
	Total Income	89,333.82	
		<b>121,392.78</b>	*(Note: This figure includes sums set aside for IT £1k , Election costs £5k
	Total Expenditure	58,155.03	Neighbourhood Plan £2.5k & Solar Fund £42k – Gen Reserve £12.5k)
	Provisional Balance c/f 31/03/17	<b>£63,237.75</b>	*