

ROMSEY EXTRA PARISH COUNCIL ANNUAL GENERAL MEETING

The Court Room, Romsey Town Hall, Romsey: 12th May 2016 7.15 – 9.10pm

Present: Chris Wesson (Chairman) (CW), Andy Carter (Vice-Chairman) (AC), Dorothy Baverstock (DB), Karen Dunleavy (KD), Teresa Hibberd (TH), Sue Tippet (ST) & Peter Westbrook (PW).

Attending: Clerk: Carol McFarland (CM). Members of the public: Mrs Sheila Gault & John Parker (also RTC) both of Highwood Lane.

ACTION**APOLOGIES RECEIVED**

Borough Councillors: Ian Hibberd (IH). County Councillor: Roy Perry (RP).

01 ELECTION OF CHAIRMAN FOR 2016/17

RESOLVED: that Chris Wesson is appointed to Chairman of the Parish Council for the year 2016/17.

a) Declaration of Acceptance of Office of Chairman

CW then signed the Declaration of Acceptance of Office, countersigned by the Clerk.

CW**02 ELECTION OF VICE CHAIRMAN FOR 2016/17**

RESOLVED: that Andy Carter is appointed to Vice Chairman of the Parish Council for the year 2016/17.

03 DECLARATIONS OF INTERESTS, GIFTS or HOSPITALITY

(i) Code of Conduct - Register of Interests: Any amendments to be given to the Clerk.

(ii) Relating to items for discussion: None declared.

ALL**04 PUBLIC PARTICIPATION**

Mrs Gault of Highwood Lane told the meeting that the traffic calming along Highwood Lane does not appear to be working. It was agreed that the Clerk ask John Sorrell HCC to carry out a speed check to see if overall speeds have come down.

CM**05 ANNUAL APPOINTMENT OF REPRESENTATIVES 2016/17**

RESOLVED: that the following be appointed the **liaisons** for Romsey Extra Parish Council:

Footpath Officer/Walker (2 +R&DS)	Teresa Hibberd & Peter Westbrook
Public Transport (1)	Dorothy Baverstock
Tree Warden (1)	Mr J Chambers
Abbotswood Community Centre	Chairman
Woodley Village Hall Assoc (2)	Chairman & Andy Carter
Romsey Forum (2)	Chairman & Dorothy Baverstock
Romsey Town Allotments Committee (2)	Teresa Hibberd & Sue Tippet
Ampfield Countryside Heritage Area (1)	The Clerk (Observer)
Squabb Wood Liaison Panel (1)	Dorothy Baverstock
Romsey Youth Council (1)	Sue Tippet
Internal Audit Panel (3)	Chairman, Teresa Hibberd & Andy Carter
TVAPTC (3)	Chairman, Teresa Hibberd & Peter Westbrook
HALC	Councillors as available
Website Project Group	Chairman, Andy Carter and the Clerk
Website Editor	The Clerk
Newsletter Editor	The Clerk
Grant Co-ordinator (2)	As required
Yokesford Hill Liaison Panel	Dorothy Baverstock
Lee Lane Liaison Panel	Teresa Hibberd
Roke Manor Liaison Panel	Teresa Hibberd
RTC Planning	Sue Tippet
Romsey Joint Neighbourhood Planning Cttee and Steering Group	Chairman, Karen Dunleavy & Andy Carter
New Forest Consultative Panel	Andy Carter
Romsey Community Emergency Plan Group	Clerk

RESOLVED: that the following be appointed health and safety representatives:

Woodley Village Hall & Grounds
St Swithun's Church Lamp
Straight Mile Noticeboard
Canal Seat (2)
The Thicket Seat
Woodley Open Space
Ashfield Roundabout signs
Luzborough Roundabout signs
Crampmoor Lane Gate
Winchester Road Bus Shelters

Chris Wesson & Andy Carter
Chris Wesson
Clerk
Teresa Hibberd
Sue Tippet
Peter Westbrook
Sue Tippet
Sue Tippet
Clerk
Chris Wesson

- 06 **ANNUAL TIMETABLE:** To be reviewed
Agreed no amendments to be made.

- 07 **COUNTY COUNCILLOR/ BOROUGH COUNCILLOR REPORTS (if present)**
None present.

- 08 **TO AGREE THE MINUTES OF MEETING HELD ON 7th April 2016 & TO RECEIVE THE MINUTES OF THE ROMSEY NEIGHBOURHOOD PLAN JOINT COMMITTEE MINUTES HELD ON 6th OCTOBER 2015**

RESOLVED: Minutes of 7th April 2016 to be signed by Chairman as a correct record. Further the minutes of the Romsey Neighbourhood Plan Joint Committee held on 6th October 2015 were received.

CW

- 09 **CLOSING ACTIONS FROM PREVIOUS MEETING HELD ON 7th April 2016**
Nothing reported.

- 10 **PLANNING**

a) **Romsey Neighbourhood Plan:** Update - CW reported that things were moving on slowly. CW to find out how much would be allocated to Romsey from the Neighbourhood Plan Parish Pathfinder grant.

CW

b) **New Applications:**

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

16/00771/FULLS Single storey rear extension with pitched roof to provide dining area **19 Hunters Crescent**

16/00909/FULLS Single storey extension to rear of property to provide increased kitchen and dining space **22 Feltham Close**

16/00483/LBWS Carry out re-roofing works to part and roof repairs to part **The Cromwell Arms 23 Mainstone**

16/00968/VARS Vary Condition 1 of NMA3 (To include condition listing approved plans - amendment to permission 15/01001/FULLS (Solar farm of approximately 5MW of generating capacity, comprising the installation of solar photovoltaic panels and associated infrastructure including electrical inverter and transformer cabins, switchgear and meter house, access tracks, fencing, CCTV, landscape planting, and grid connection)) Replace some approved drawings to change the size of the buildings and the height of the panels along with a change to the CCTV system **Land At Corner Of Highwood Lane Botley Road**

16/01048/FULLS Demolition of existing dwelling and erection of new dwelling and detached double garage **2 Roke Manor Farm Cottages Old Salisbury Lane**

Amended Plans:

16/00522/FULLS Two storey side and rear extension; single storey side extension and attached garage, following demolition of existing single storey rear extension and attached garage; front entrance canopy following demolition of existing front porch **Warwick Cottage, Crampmoor Lane. Comment:** Agree the Recommendation of a bat survey.

(ii) **RESOLVED** that an **Objection** be made on the applications below:

16/00135/FULLS Single storey rear extension and raise height of boundary wall **34 Hodinott Close. Comment:** Overdevelopment of site and loss of amenity to neighbour.

16/01047/OBLS Modification to planning obligation on 14/02265/OUTS - First schedule, Part 5 Affordable housing contribution to be modified due to viability costs **Land At Baroona Cupernham Lane. Comment:** Outline permission was given on the understanding that affordable housing was provided. Affordable housing is needed in the area.

16/00902/CMAS Variation of condition 12 (hours of operation for HCV's) of Appeal Decision APP/Q1770/A/11/2161324 **RFSF Recycling, Bunny Lane, Timsbury. Comment:** The restriction on hours as prescribed by the Planning Inspector should be continued for the amenity of residents in the surrounding area.

(iii) **RESOLVED** that an **No Comment** be made on the applications below:

16/00839/RESS Erection of 30 dwellings and associated works (Appearance, landscaping, layout and scale of Outline planning permission 14/02265/OUTS) **Baroona Cupernham Lane**

16/00982/VARS Vary condition 1 of 14/02444/RESS (Reserved matters consent for construction of 75 dwellings, landscaping, parking and associated engineering on Parcels J and the balance of Parcel K) revise elevation materials by omitting consented materials drawing (ROAJ 005 RvB) and replace with updated materials drawing (ROAJ 005 RvD) **Parcel J1 And K2, Land At Abbotswood Cupernham Lane**

16/00983/VARS Vary condition 7 of 14/000551/RESS (Details of residential development of land parcel K phase 1 comprising 50 dwellings with associated landscaping, parking and engineering works (part details of 08/00475/OUTS)) revise elevation materials by omitting consented materials drawing (ROAK 005 F) and replace with updated materials drawing (ROAK 005 RvH) **Parcel K, Land At Abbotswood Cupernham Lane**

c) Decisions:

App No:	Application Details	PC View	Decision
15/02064/FULLS	Temporary change of use of the land and existing barn and the retention of a steel building and shipping container for storage purposes in connection with a business for a temporary period of two years - Tibbles Yard, Highwood Lane	No Objection	REFUSE*
<p>* 01. The proposed development of the steel building and siting of the container would adversely impact on the open and spacious nature of this area which is identified as a local gap. The proposed development would result in a prominent and incongruous development which would have a detrimental impact on the landscape character of the surrounding area. The application is therefore contrary to policies E1, E2 and E3 of the Test Valley Borough Revised Local Plan 2016 and represents an unsustainable form of development, contrary to the 'environmental' dimension of sustainable development, as set out in paragraph 7 of the National Planning Policy Framework. 02. The proposed development, by virtue of its location adjacent to residential properties, will result in the occupiers of neighbouring properties being subject to unacceptable noise levels which, due to the siting and type of development proposed, cannot be adequately mitigated as to ameliorate the impact to an acceptable level. The proposal is therefore contrary to policy E8 of the Test Valley Borough Revised Local Plan 2016. 03. Inadequate information has been submitted in order to demonstrate that the barn building is structurally sound and suitable for conversion without substantial rebuilding. Accordingly, it is considered that the proposed development is contrary to policy LE16 of the Test Valley Borough Revised Local Plan 2016. 04. There is no essential or overriding need for the development to be located in the countryside. The erection of the new buildings and establishment of an employment site is contrary to policies COM2, LE16 and LE17 of the Test Valley Borough Revised Local Plan 2016.</p>			
16/00426/FULLS	Side and rear extensions and erect car port Lantern House, Braishfield Road	No Objection	PERMISSION subject to notes
16/00573/FULLS	Access ramp and external stair Village Hall , School Road	No Objection	PERMISSION subject to notes
14/02265/OUTS	Demolition of an existing dwelling and related outbuildings and the erection of up to 30 open market and affordable dwellings, along with the provision of access roads, footpaths, open space, parking and associated works Baroona Cupernham Lane	No Objection	OUTLINE PERMISSION
13/01818/VARS	Relaxation of agricultural occupancy condition (non compliance of condition 3 of TVS.1934/2 - erection of dwelling and conversion of existing to garages) Granton , Cupernham Lane	No Objection	PERMISSION subject to notes
16/00619/FULLS	Two storey side and rear extension for a disabled person to provide ground floor bedroom and wet room, improved access and enlarged kitchen area; new detached garage, new sewage treatment plant and gas tank South Lodge, Old Salisbury Lane	No Objection	WITHDRAWN

HCC	Temporary variation of condition 4 of planning permission 14/00024/CMAS to remove the restriction of a maximum of six vehicles between 06:30 and 07:00 for the duration of the nearby road works i.e until February 2017 Raymond Brown Minerals And Recycling Ltd, Lee Lane	No Objection	PERMISSION subject to notes
-----	---	--------------	-----------------------------

d) Tree Matters: Nothing to report.

(i) New:

16/00950/TPOS T1 Lime - Crown reduce by 25% removing 4m from height and shorten lateral branches by up to 1m, remove deadwood. T2 Lime - Crown reduce by 25% removing 6m from height and shorten lateral branches by up to 1m, remove deadwood **Stanbridge**

House, School Road

(ii) Decisions:

16/00835/TPOS Group 9x Macrocarpa, 1x Sycamore and 1x Elm - Fell. T1 Ash - Fell. T2 Scyamore - Fell. T3 Horse Chestnut - Reduce limbs back on South side by 2m over building. T4 Horse Chestnut - Fell. T5 Oak - Crown lift 5m on South and East side **Belbins House Belbins**

(Defer to advice from Tree Officer) CONSENT subject to conditions and notes

e) Appeals: Nothing to report.

f) Correspondence: Nothing to report.

g) Outstanding Issues: Nothing further to report.

11 FINANCE

a) To Approve:

(i) Annual Governance Statement 2015/16

RESOLVED: That the Council considers, completes the Annual Governance Statement & is signed by the Chairman & Clerk (as the Responsible Financial Officer) at the meeting after the following resolutions were unanimously agreed:

1. We have put in place arrangements for effective financial management during the year and for the preparation of the accounting statements.
2. We maintained an adequate system of internal control, including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.
3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and proper practices that could have a significant financial effect on the ability of the council to conduct its business or on its finances.
4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.
5. We carried out an assessment of the risks facing the council and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.
6. We maintained throughout the year an adequate and effective system of internal audit of the council accounting records and control systems.
7. We took appropriate action on all matters raised in reports from internal and external audit.
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year end have a financial impact on the council and, where appropriate have included them in the accounting statements.
9. Trust Funds not applicable.

(ii) Parish Annual Accounting Statements 2015/16

RESOLVED: That the Council approves the Accounts for the Year Ended 31 March 2016 with a carried forward balance of £32,058.96.

b) Payments for Approval:

ii) General Power of Competence:

RESOLVED: "That this council in accordance with its powers under sections 1-8 of the Localism Act 2011, should incur the following expenditure:"

Details	Authority	Total
Nomads	Localism Act 2011 s1-8	£900-00
10 th Romsey Scouts -	Localism Act 2011 s1-8	£50-00
Romsey Show – Annual Sponsorship of		£300-00

CW
CM

CW
CM

ii) Other:

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

Details	Authority	Total
HALC – Subs inc NALC 2016/17	LGA 1972 s111	£776-00
Chris Wesson – Chairman Expenses inc APA expenses	LGA 1972 ss15(5) & 35(5)	£208-00
Andy Carter – APA expenses	LGA 1972 ss15(5) & 35(5)	£5-00
Peter Westbrook – APA expenses £19-06 + VAT	LGA 1972 ss15(5) & 35(5)	£19-57
WEL Medical Ltd – Defibrillator & case Creditor 2015/16 £1381-75 + VAT	Localism Act 2011 s1-8	£1658-10
Awbridge Arborists – Tree works WVH Open Space and Carpark Creditor 2015/16	OSA 1906 ss9,10	£1706-50
Cedar – Spring newsletter printing & postage Creditor 2015/16 £1280-24 + VAT	LGA 1972 s142	£1463-09
Newsquest Media Group – Newspaper Notices – 01/05/16 £25-60 + VAT	LGA 1972 s142	£30-72
Marc Nokes – L/scape Maintenance Work Apr	OSA 1906 ss9,10	£110-00
A&M Cleaning – Bus Shelter Cleaning £75 + VAT Apr	LG (Misc Prov) Act 1953 s4	£90-00
C McFarland - Expenses – Postage £8-80	LGA 1972 s111	£98-27
- Mileage £77-35	LGA 1972 s111	
- APA Expenses £10-10 +VAT	LGA 1972 ss15(5) & 35(5)	
Hampshire Pension Fund- payment May £43-44 & £153-47	LGA 1972 s111	£196-91
C McFarland – Salary – May	LGA 1972 s111	£732-26

c) **Payments Received:** Nothing.

d) **Grants for Approval:** None received.

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

12 COUNCIL ADMINISTRATION

a) **Newsletter** – Summer Edition: KD said that there was an error regarding the Local Plan article – the Borough Councillors had not objected to Whitenap they had abstained from voting. CW to correct in next Chairman's Report. All to think of articles for next edition.

CW

b) **Project Groups** – Update: Corner of Ganger Road and Braishfield Rd TVBC are to clear this. Hedge at top of Woodley Close – CW to ask HCC if it can be removed on the grounds of safety and it is now overgrown following a request from residents. CW to meet with the Chairman of the football club – as this is very prominent to the entrance to Romsey.

ALL
CW

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

13 FOOTPATHS & ROADS

a) **Traffic Calming Measures from s106 Abbotswood** – See item 04.

b) **HCC Traffic Order Proposal:** A3057 Romsey Rd Bridge, Nursling Weight Restriction (Deadline 16 May 2016). **RESOLVED** that this Council has **NO Objection** to this.

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

14 PARISH AMENITIES

a) **Woodley Village Hall** – Works to front & patio: Update: Nothing further to report.

b) **Defibrillator:** The Clerk reported that it had now been delivered and is at Woodley Village Hall awaiting installation. Locations for further defibrillators: Ganger Farm, Shootash, Abbotswood and the Youth in Romsey building. Agreed that ST look at the current distribution of defibrillators and identify any gaps.

ST

c) **Light at St Swithun's Church** – Consider Providing a Timer Switch. **RESOLVED:** "That this council funds the provision of a timer switch for the light (owned by the Council) on St Swithun's Church – so that it switches off at 11pm".

CM

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

15 CORRESPONDENCE

a) **Relating to Meetings:**

i) **Minutes:**

16/03/16 – Woodley Village Hall Management Committee (e-mailed)

ii) Dates:

20/04/16 – Woodley Village Hall Management Committee (7.30pm)

14/05/16 – CPRE Hants AGM (11am Littleton Memorial Hall)

17/05/16 – RTC Annual Mayor Making Ceremony (7.30pm)

26/05/16 – TVAPTC (7.30pm Somborne Village Hall)

b) Requiring Parish Council Attention/Consideration: All noted.

HCC & TVBC – Road Closures

Mavis Sawdy – Romsey Riverwalk Restoration – volunteers to filling bags with soil and gravel.

Ann Wesson – Junction Highwood and Halterworth Lanes – overgrown hedge.

Marianne Pigggin – Woodley Picnic to be re-scheduled

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

ALC e –Updates (e-mailed)

Rural Focus (e-mailed)

CPRE Countryside Voice Spring 2016

Clerks & Councils Direct May 2016

HCC Gypsy & Traveller Service

16 MEETINGS ATTENDED

19/04/16 – Community Emergency Planning Group Dorothy Baverstock and the Clerk attended.

20/04/16 – Woodley Village Hall Management Committee Chris Wesson & Andy Carter attended.

12/05/16 – Test Valley Passenger Transport Forum Dorothy Baverstock attended.

17 GENERAL BUSINESS AT CHAIRMAN'S DISCRETION

DB told the meeting that the recycling centre at Bunny Lane was on HCC's short list for closure. Concern was raised over increased fly-tipping should it close. It was agreed to write to HCC raising the Council's concerns. KD told the meeting that the bus opening into Abbotswood on Woodley Lane wasn't working as everybody was using it - It was agreed to write to Planning with a view to enforcement action.

CM