

ROMSEY EXTRA PARISH COUNCIL MEETING

The Council Chamber, Romsey Town Hall, Romsey: 16th March 2017 7.15 – 9.00pm

Present: Chris Wesson (Chairman) (CW), Andy Carter (Vice-Chairman) (AC), Dorothy Baverstock (DB), Sue Tippett (ST) & Peter Westbrook (PW).

Attending: Clerk: Carol McFarland (CM). Members of the public: None.

ACTION**144 APOLOGIES RECEIVED**

Parish Councillors: Karen Dunleavy (KD) & Teresa Hibberd (TH). County Councillor: Roy Perry (RP). Borough Councillors: Ian Hibberd (IH).

145 DECLARATIONS OF INTERESTS, GIFTS or HOSPITALITY

None declared.

146 PUBLIC PARTICIPATION

None present.

147 COUNTY COUNCILLOR/ BOROUGH COUNCILLOR REPORTS (if present)

None present. The Clerk circulated RP's report.

CM

148 TO AGREE THE MINUTES OF MEETING HELD ON 9th February 2017

RESOLVED: Minutes of 9th February 2017 to be signed by the Chairman as a correct record.

CW

149 CLOSING ACTIONS FROM PREVIOUS MEETING HELD ON 9th February 2017

The Clerk reported that Charles Burnett had confirmed he will be the speaker at the Council's Annual Parish Assembly on 19 April. DB apologised that she could not attend the Squabb Wood Liaison Panel on 28 March.

150 PLANNING

a) Romsey Neighbourhood Plan: Update – Continuing the updating of the Town Design Statement "Look at Romsey", including public consultation to be sent out with the Town and the Parish's latest newsletters.

b) New / Amended Applications:

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

17/00378/FULLS Single storey rear extension and garage conversion **Koinonia, 2 Champion Drive. Comment:** We do have concerns that the removal of the garage could result in an overflow of vehicle parking on the road close to the entrance of the estate.

17/00059/FULLS Proposed new steel framed canopy adjacent to existing building, front elevation open, sides clad **1 Premier Way**

17/00462/FULLS Glazed link and conference room extension to existing offices **The Hay Barn Hoe Lane Ashfield**

17/00567/FULLS Demolition of existing garage/workshop; replacement garage with attached replacement canopy to dwelling and extended raised patio to rear **Heatherlea Winchester Road Crampmoor**

17/00571/FULLS Erection of two storey building (Block D) containing 6 no. retail units (Use Class A1, A2, A3, A5 and/or B1(a)) at ground floor level, with flexible residential/office uses at first floor level (Use Class C3 and/or B1(a)). Erection of two storey block (Block D1) containing 2 no. 2-bedroom houses; 1 no. 1-bedroom apartment and 1 no. 2-bedroom apartment. Vehicular and pedestrian accesses, landscaping and parking **Abbotswood Local Centre**

(ii) RESOLVED to **Object** to the applications below:

17/00272/FULLS Conversion of the existing integral double garage to a cosmetic medical and anti-ageing treatment clinic with single storey rear extension **Robin Hill, Straight Mile, Ampfield. Comment:** Contrary to Test Valley Local Plan. Loss of amenity.

17/00336/FULLS Garage conversion to form study and lounge, rear single storey extension and new front door serving utility room **Devon House, 152 Botley Rd. Comment:** Concern over vehicular access safely onto the road. Support the view of the Highway Officer.

17/00437/FULLS Retention of boundary treatments and granite set panel **The Mill House, The Causeway. Comment:** The boundary marking posts, chain and paving compromises the setting of the Listed Mill House.

17/00551/ADVS Erection of 1 No. temporary directional sign **Land At Peel Close. Comment:** Size and visual impact. It will be a distraction on a dangerous stretch of road.

(iii) **RESOLVED** to have **No Comment** on the applications below:

17/00491/CLPS Certificate of Lawful Development for a single storey extension **Halterworth Cottage, Halterworth Lane**

17/00606/CLPS Certificate of proposed lawful development for use as C3(b) up to six people living together as a single household and receiving care **Tollgate Cottage Gardeners Lane East Wellow**

c) Decisions:

| App No: | Application Details | PC View | Decision |
|----------------|---|--------------|-----------------------------|
| 16/02884/ADVS | Installation of 5 fascia signs, 2 projecting signs, window vinyl's, 4 poster holders and freestanding totem sign 1 Abbotswood Common Road | Objection | CONSENT subject to notes |
| 16/03130/FULLS | Conservatory to rear 7 Magnolia Walk | No Objection | PERMISSION subject to notes |
| 16/02957/VARS | To Vary Condition 10 of 16/01270/FULLS requiring development to be undertaken in accordance with approved plans (Demolition of no. 2 with new constructed gable end wall; erection of new 4 bed detached dwelling with detached double garage) to allow for a revised location of the water tank - 2 Roke Manor Farm Cottages, Old Salisbury Lane | No Objection | PERMISSION subject to notes |
| 16/03194/ADVS | Signage comprising 2 written fascias with external illumination; 2 non-illuminated written fascias; 2 hanging signs with external illumination The Cromwell Arms , 23 Mainstone | No Objection | CONSENT subject to notes |
| 16/03217/LBWS | Installation of new external signage and lighting - The Cromwell Arms , 23 Mainstone | No Objection | CONSENT subject to notes |
| 17/00069/CLPS | Certificate of Proposed Lawful Development for a single storey rear extension 6 Cedar Lawn | No Objection | ISSUE CERTIFICATE |
| 16/03022/FULLS | Erection of car port and amended access - Embley Ridge , Gardeners Lane, East Wellow | No Objection | PERMISSION subject to notes |
| 15/02276/FULLS | Change use of vacant land to external storage in association with adjoining employment site Land Adj Wynford Industrial Estate, Belbins | Objection | PERMISSION subject to notes |
| 17/00088/FULLS | Erection of car barn Baroona , Cupernham Lane | No Objection | PERMISSION subject to notes |

d) Trees Matters:

i) New:

17/00394/TPOS Various Tree works as per schedule **Open Space Nature Reserve, Abbotswood (NO OBJECTION)**

ii) Decisions:

16/02859/TPOS T1 Oak - Remove deadwood and cut out rubbing branches. T2 Oak - Remove deadwood, crown reduce by 2m, not cutting branches larger than 75mm in diameter. T3 Oak (not included in TPO) - Remove deadwood reduce branches which touch summer house by 1.5, not cutting branches larger than 75mm in diameter **Foxhills, Whitenap Lane (No objection – Good estate management) CONSENT** subject to conditions and notes

16/03188/TPOS Carry out various works to T1 Oak and T2 Silver Birch as described in application **Laurel Bank Sandy Lane (No Objection) CONSENT** subject to conditions & notes

16/03089/TPOS T1 - balance and re-shape, reduce highest branch over pavement by 7 to 8 metres, reduce lever arm and bring into shape, reduce lowest branch over garden by 5 metres, reduce overall crown by 3 to 4 metres to bring tree into shape and balance **Greenbank, Yokesford Hill (Objection – this is a mature Cedar tree that does need attention but the specification is too severe in some instances and would be detrimental to its shape and it is unclear in other parts. A fresh approach is needed to the preparation of the specification, if the shape of the tree is to be enhanced) CONSENT** subject to conditions and notes

- e) **Appeals:** Nothing to report.
 f) **Correspondence: E-mail** – Mr Ling objection to planning application at Robin Hill.
 g) **Outstanding Issues:** Nothing to report.

151 FINANCE

CW CM

a) **To Receive the Monthly Bank Reconciliation & Quarterly Financial Statement to 31 March 2017. RESOLVED:** "That this Council notes the Quarterly Financial Statement to 31 March 2017 & the monthly bank reconciliation dated 31 February 2017." The Chairman and Clerk to sign the monthly bank reconciliation.

b) **To Review annual payments/subscriptions/insurance cover/ membership of other bodies**

RESOLVED: that the Council accepts the following annual payments, memberships and insurance cover for the period 2017/18:

| Payee | Payment Description | Value 2017/18 (if Known) |
|------------------------|---|--------------------------|
| HALC Inc NALC | Annual Subscription | £832-00 |
| TVBC Contract Services | Landscape Maintenance Contract | £950-79 |
| Marc Nokes | Landscape Maintenance WVH inc nettles @ bus shelter | £1380-00 |
| Newsquest | Newspaper Notices | £26-840 |
| C Lawes | Annual Verge Trimming Crampmoor | £30 approx |
| A&M Cleaning | Monthly Bus Shelter Cleaning x 2 * | N/A |
| CPRE | Annual Subscription | £25-00 |
| J Murray | Internal Audit | £255-00 |
| BT | Broadband & calls to landlines | £40pm approx |
| Came & Co | Insurance | £595-74 |
| McAfee | Virus Protection | £60 approx |
| Microsoft | Office 365 | £60 approx |

***RESOLVED:** that the Council cancels the contract with A&M Cleaning with effect from 1 April 2017 due to budgetary constraints.

c) **To Review The Council's Risk Management Procedure inc Asset Register:** The Council's Risk Management for 2016/17 including the Council's asset register was reviewed and agreed.

d) **Payments for Approval:**

(i) **Other:**

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

| Details | Authority | Total |
|---|----------------------------|---------|
| BT Payments Broadband, calls & rental £124-98 + VAT (retrospective) | LGA 1972 s111 | £149-97 |
| HALC – Course Clerk Transparency Code 27/02/17 £15-00 +VAT | LGA 1972 s111 | £18-00 |
| Woodley Village Hall Hire of Crampmoor Rm 19/4/2017 APA | LGA 1972 s12 p7&23 | £27-75 |
| Newsquest Media Group – Newspaper Notices – 10/03/17 £26-84 + VAT | LGA 1972 s142 | £32-21 |
| Marc Nokes – L/scape Maintenance Work Feb | OSA 1906 ss9,10 | £110-00 |
| A&M Cleaning – Bus Shelter Cleaning £75 + VAT Feb | LG (Misc Prov) Act 1953 s4 | £90-00 |
| C McFarland - Expenses – Postage £6-57 | LGA 1972 s111 | £609-40 |
| - Mileage £71-64 + VAT carparking | LGA 1972 s111 | |
| - Use of home 2/2 2016/17 payment £363 | LGA 1972 s111 | |
| - Microsoft Office annual subs £59-99 | LGA 1972 s111 | |
| - Stationery Ink £89.28 + VAT | LGA 1972 s111 | |
| Hampshire Pension Fund- payment Mar £51-88 & £173-57 | LGA 1972 s111 | £225-45 |
| C McFarland – Salary – Mar | LGA 1972 s111 | £858-54 |
| HMRC – Qtly Return Jan- Mar 2017 | LGA 1972 s111 | £208-29 |
| 2017/18: | | |
| Came & Co – Insurance 2017/18 | LGA 1972 s111 | £595-52 |
| TVBC – SLR Maintenance 2017/18 | HA 1980 s274A | £287-66 |
| Romsey Town Council Use of Ct Rm 6/4/17 inc refreshments | LGA 1972 s12 p7&23 | £47-56 |

e) Payments Received: Romsey & District Society £1638-60 1/2 share of works to Romsey Football Club boundary fence & hedge.

f) Grants for Approval: Nothing received.

g) Outstanding Issues: Nothing further to report.

152 COUNCIL ADMINISTRATION

a) Newsletter – The Clerk reported that the Spring edition was with the printer and due to be sent out with the Festival leaflet and Neighbourhood Plan questionnaire.

b) Project Groups – Update: CW to organise a parish tour in May. CW reported that the Football Club is now entering phase 2 – the fencing along the footway.

c) Parish Plan – To Discuss the Romsey Extra Forward Plan 2017-2022. It was agreed to hold an informal meeting to go through this, DB to organise.

d) Local Government Boundary Commission – Consultation on Electoral Review of Test Valley –Warding Arrangements (3 April 2017). All to look at and respond individually.

e) Outstanding Issues: Nothing further to report.

ALL
Agenda

DB ALL

ALL
Agenda

153 FOOTPATHS & ROADS

a) Parish Lengthsman – Noting further to report.

b) Outstanding Issues: ST reported that the verge on the corner of Five Elms Drive with Whitenap Lane has had the hedge removed which had been planted by the resident. However, large vehicles have driven over it causing it to be muddy. It was agreed that CW ask RP for some wooden dragon's teeth to be installed to stop vehicles driving or parking on the verge.

CW

154 PARISH AMENITIES

a) Defibrillator: The Clerk reported that Youth in Romsey's Trustees have agreed for a defibrillator to be located on their building. Further permission from Test Valley is awaited who will also arrange the electricity supply required.

b) Outstanding Issues: Nothing further to report.

CM

155 CORRESPONDENCE

a) Relating to Meetings:

i) Minutes:

01/12/16 – Romsey Forum (e-mailed)

16/02/17 – TVAPC (e-mailed)

ii) Dates:

28/03/17 – Romsey Sea Cadets Royal Naval Parade (7pm CW to attend)

30/03/17 – Romsey Forum (7.30pm RTH)

02/04/17 – Mountbatten School Music Academy Concert (Thornden Hall, Eastleigh)

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

HCC & TVBC – Road Closures /

HALC Service Brochure 2017/18 (Clerk handed out)

TVBC Planning Addendum to Test Valley Access Plan (TVAP) (e-mailed)

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

ALC e –Updates (e-mailed)

Rural Focus (e-mailed)

Action Hampshire

CM

156 MEETINGS ATTENDED

16/02/17 – Society of Local Council Clerks Hants Meeting The Clerk attended.

16/02/17 – TVAPC Dorothy Baverstock attended.

17/02/17 – Romsey School Show – Disco Inferno Chris Wesson attended.

21/02/17 – Romsey Neighbourhood Plan Steering Group Chris Wesson & Andy Carter attended.

23/02/17 – Nomads Pantomime Chris Wesson attended.

27/02/17 – Hampshire Association of Local Councils – Transparency Code The Clerk attended.

02/03/17 – Doris Bunting's Memorial Service Romsey Abbey Chris Wesson attended.

03/03/17 – Romsey Mayor's Charity Concert Romsey Abbey Chris Wesson attended.

11/03/17 – Reminiscences of Romsey Chris Wesson attended.

13/03/17 – TVBC Commonwealth Flag Raising Crosfield Hall Chris Wesson attended.
14/03/17 – Woodley Village Hall Management Committee Chris Wesson & Andy Carter attended.

157 GENERAL BUSINESS AT CHAIRMAN'S DISCRETION

Nothing reported.

DRAFT