

**ROMSEY EXTRA PARISH COUNCIL MEETING**

The Court Room, Romsey Town Hall, Romsey: 10<sup>th</sup> October 2019 7.15 – 8.50pm

**Present:** John Parker (Chairman) (JP), Dorothy Baverstock (Vice-Chairman) (DB), Janet Burnage (JB), Janet Cairney (JC), Mark Cooper (MC) & Sue Tippett (ST).

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

**ACTION****76 APOLOGIES RECEIVED**

Parish Councillors: None received.

County Councillor: Roy Perry (RP). Borough Councillors: Blackwater Ward: Gordon Bailey (GB); Nick Adams-King (NA-K); Abbey Ward: Nik Daas (ND).

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

Mark Cooper declared a personal interest as a neighbour in item 82b) planning application 19/02217/FULLS 24 The Thicket. He left the room and took no part in the discussion.

Sue Tippett declared a personal interest as a neighbour in item 82b) planning application 19/02217/FULLS 24 The Thicket. She left the room and took no part in the discussion.

**Meeting adjourned at 7.15pm for the following items:**

**78 PUBLIC PARTICIPATION**

No members of the public present.

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

MC reported as County Councillor reported on the County Councils' list of cuts over the next three years to save £80m as a result of reduced Government funding and increased demand. Borough Councillors present reported that TVBC's budget for 2020/21 was fine but the 2021/22 would be challenging.

**Meeting resumed at 7.20pm.**

**80 TO AGREE THE MINUTES OF THE MEETING HELD ON 5<sup>th</sup> SEPTEMBER 2019**

**RESOLVED:** Minutes of the Meeting on 5<sup>th</sup> September 2019 to be signed by Chairman as a correct record.

JP

**81 CLOSING ACTIONS FROM PREVIOUS MEETING HELD ON 5<sup>th</sup> SEPTEMBER 2019**

Bank Mandate – The Clerk thanked councillors for providing the additional signatures required by the bank and confirmed that the bank mandate was now updated and completed by the bank.

Post Box Highwood Lane – The Clerk reported that Royal Mail would not be replacing the post box due to lack of use and Health and Safety. The nearest alternative is on Halterworth Lane.

Financial Regulations – The Clerk reported they had been updated and put on the council's website. The Clerk to e-mail the Financial Regulations to all councillors.

Other items to be covered in the agenda.

CM

**82 PLANNING**

**a) To Consider TVBC's Draft Affordable Housing Supplementary Planning Document Consultation (Deadline 11 October 2019)** – It was agreed that MC would finalise the wording with MS and pass to the Clerk for the response to TVBC.

MC

MS

CM

**b) New Applications:**

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

**19/02197/FULLS** First floor side extension to provide additional living space **5 Bramble Drive**

**19/02000/LBWS** Areas to render to be repaired, indicated on drawings, and painted in pale walnut; Installation of 3 No. external condenser units to service courtyard area, 2 units enclosed in acoustic housing as indicated on drawings **Stanbridge Earls Stanbridge Lane Awbridge**

**19/02217/FULLS** Conversion of integral garage to utility room and bicycle store, new window to utility room and retention of garage door **24 The Thicket**

**19/02316/FULLS** Retention of garden shed **18 Baroona Close**

**19/02277/FULLS** Retrospective application for a garden shed **20 Baroona Close**

**19/02369/FULLS** Conservatory to rear elevation **23 Wyndham Drive**

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

**19/02144/FULLS** Change of use of the site to open storage (wood, cordage and agricultural equipment) and for processing / splitting / distribution of logs. Erection of polytunnel **Land Adjacent To Brynfyrd Botley Road North Baddesley. Comment:** Against Policy E3 – Local Gaps – the polytunnel will diminish the visual separation. There has been a gradual reduction of the Local Gap by each of the individual planning applications on this site.

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

**19/02027/CLPS** Certificate of proposed lawful development for a single storey rear extension **Cramond 1A Cedar Lawn**

**19/02152/CLPS** Certificate of proposed lawful development for a single storey rear extension **7 Hodinott Close**

**19/02345/CLPS** Application for lawful development certificate for proposed use as a dwellinghouse (Class C3 (b)) by not more than 6 residents living together as a single household (including a household where care is provided for residents) **Lee Manor Lee Lane Lee**

**c) Decisions:**

| <b>App No:</b> | <b>Application Details</b>  | <b>PC View</b> | <b>Decision</b>                     |
|----------------|---|----------------|-------------------------------------|
| 19/01293/FULLS | Construction of a detached two bedroom dwelling Bramble Cottage Braishfield Road  | No Objection   | WITHDRAWN                           |
| 19/01732/FULLS | Erection of barn style outbuilding to contain a studio/workshop Keepers Cottage Luzborough Lane   | No Objection   | PERMISSION st to conditions & notes |
| 19/01719/FULLS | Erection of 2 x holiday lets New Farm Sadlers Mill Farm The Causeway  | Objection      | WITHDRAWN                           |
| 19/01699/FULLS | Demolition and removal of existing modular classroom buildings and replacement with a new single storey pitched roof classroom block and associated landscaping and ancillary works Stroud School Highwood House Highwood Lane  | No Objection   | PERMISSION st to conditions & notes |
| 19/01703/FULLS | Creation of external performing space, comprising of a paved stage, spectator seating area, steps, lighting, control booth, pathways and soft landscaping Mountbatten School  | No Objection   | PERMISSION st to conditions & notes |
| 19/00499/VARS  | Vary condition 1 of the approved planning permission (18/01597/VARS) to vary the approved plans. The proposed changes incorporate the substitution of some of the larger properties originally approved for more traditional family housing of 3 and 4 bedroom properties. The application seeks an amended road layout to accommodate the house type substitutions and an additional area of hardstanding to the north for the purposes of turning and manoeuvring Ganger Farm Ganger Farm Lane                                | No Objection   | PERMISSION st to conditions & notes |
| 19/01863/VARS  | To vary condition 2 (approved plans) of 18/01770/FULLS (Alterations and extensions to existing industrial unit including roof extension to accommodate two optical fibre draw towers; new external plant and new external compound) to replace drawing 3116-10-10 rev A and 3116-20-06 rev F with 152614-STL-XX-04-DR-A-XXXX-10004 rev P19 and 152614-STL-XX-ZZ-DR-A-ZZZZ-02001 rev P19 to allow for the increase of the height of the proposed tower to 15m and additional fire escape door The Quadrangle, Unit 7 Premier Way | No Objection   | PERMISSION st to conditions & notes |

**d) Tree Matters:**

**i) New:**

**19/02253/TPOS** T1 - Red Oak - Remove the lowest overextending lateral limb growing over the garden of Standbridge House. Reduce the height by up to 2.5 metres. Reduce and reshape the remaining crown by up to 2 metres. Remove deadwood - T2 - Copper Beech - Removal of deadwood throughout the entire crown area. Reduce the end weight on the lowest lateral extending towards the garage by 2 metres. Prune branches to give a 2 metre

clearance of the garage roof - T3 - Norway Maple - Prune branches away from the garage roof to give up to a 2 metre clearance - T4 - Cherry - Reduce and reshape the crown by up to 1 metre **8 Cedar Lawn - No Comment Defer to TVBC's Tree Officer**

**ii) Outstanding:**

**19/02057/TPOS** T11 - Oak - Crown lift by removal of 4 lowest branches on the western side of the tree overhanging the rear garden of Plot 27, T119 - Oak. Crown lift to 2.5m **28 Walnut Close (Plot 27 Highgrove Gardens) (No Comment Defer to TVBC's Tree Officer)**

**iii) Decided:**

**19/01964/TPOS** T1 Ash - Fell due to condition and proximity to boundary, T2 Oak - Reduce elongated limb over rear garden **31 Baroona Close (No Comment Defer to TVBC's Tree Officer) - CONSENT** subject to conditions and notes

**19/02166/TPOS** works to trees as per schedule received **16 Peel Close (No comment) - CONSENT** subject to conditions and notes

**e) Appeals:**

**(i) Outstanding:**

**19/00759/FULLS** Erection of dwelling **Land adj The Ridges Crampmoor Lane** (PC – Objection)

**18/01039/FULLS** Change of use of land to open storage with hardstanding, bunds and landscaping **Wynford Ind Park, Belbins (PC – No Objection). To be decided by exchange of written statements.** Any modifications to original comments to be submitted to the Planning Inspectorate by **4 September 2019**

**18/0670/REG** Appeal against the making of a material change in use of the land from agricultural use to open B8 storage use, without planning permission (issued 14 December 2018) - The appellant has appealed against the notice on the following grounds: That planning permission should be granted for what is alleged in the notice. **Wynford Ind Park, Belbins. To be decided by exchange of written statements.** Any modifications to original comments to be submitted to the Planning Inspectorate by **4 September 2019**

**f) Correspondence:** Nothing received.

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

**CM**

**83 FINANCE**

**a) To Receive the Monthly Bank Reconciliation dated 30 September 2019: RESOLVED:**

"That this Council notes the monthly Bank Reconciliation dated 30 September 2019". The Chairman and the Clerk to sign the bank reconciliation.

**JP**

**CM**

**b) Notice of Conclusion of Audit of Annual Governance & Accountability Return for the**

**Year Ended 31 March 2019 - RESOLVED:** "That this Council notes the External Audit Report 2018/19": "On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met". The Clerk reported that a Notice of Conclusion of the 2018/19 Audit had been placed on the council's website and noticeboard on 27 September 2019.

**CM**

**c) i) 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    |
|--------------------------------------|------------------------|----------|
| Unity – Refreshments Volunteer Event | Localism Act 2011 s1-8 | £310-00  |
| Romsey Festival 2020                 | Localism Act 2011 s1-8 | £1000-00 |

**ii) Other:**

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

| Details   | Authority                | Total    |
|---|--------------------------|----------|
| Cedar – Newsletter printing & postage £1,574.57 + VAT                 | LGA 1972 ss15(5) & 35(5) | £1811-48 |
| HMRC – Quarterly Return July – September 2019                         | LGA 1972 s111            | £436-40  |
| PKF Littlejohn LLP – Annual Audit 2018/19 £400 + VAT                  | Acc&Audit Reg 1996       | £480-00  |
| Romsey Town Council – Room Hire October and refreshments £46-30 + VAT | LGA 1972 ss15(5) & 35(5) | £47-56   |
| Newsquest Media Group – Newspaper Notices – 4/10/19 £27-64 + VAT      | LGA 1972 s142            | £33-17   |
| Marc Nokes – L/scape Maintenance Work September                       | OSA 1906 ss9,10          | £125-00  |
| C McFarland - Expenses – Postage £13-52                               | LGA 1972 s111            | £72-02   |

|   |                          |          |
|---|--------------------------|----------|
| - Mileage £58-50  | LGA 1972 s111            |          |
| Woodley Village Hall Allotment Meeting Rm Hire 20/09/19               | LGA 1972 ss15(5) & 35(5) | £19-40   |
| Hampshire Pension Fund- payment October £63-73 & £253-23 inc overtime | LGA 1972 s111            | £316-96  |
| C McFarland – Salary – October inc overtime                           | LGA 1972 s111            | £1036-27 |
| SLCC – Clerk Membership 2019/20                                       | LGA 1972 s111            | £156-00  |

**d) Payments Received: HMRC – VAT Refund 2018/19 £1,362.63.**

**e) Grants for Approval: RESOLVED:** "That this Council sponsors the Romsey Choral Society £250 for its 2019 Remembrance Service". **RESOLVED:** "That this Council grants Romsey Chamber Music Festival 2019 £500 for the Festival and educational workshops". **RESOLVED:** "That this Council grants the Romsey Army Cadets £250 towards the cost of a tent". The Clerk to advise the Army Cadets to approach other parishes, the Town Council and Ward Members. **CM**

**f) Outstanding Issues:** The Clerk reported that a letter of thanks was received from Victim Support for the grant funding. In addition, a letter had been received from the Romsey Show thanking the Chairman for his support on the day of the Show. Nothing further to report.

#### 84 COUNCIL ADMINISTRATION

**a) Newsletter – Summer Edition Feedback & Articles for Next Edition:** The Clerk reported that the next edition was due out in early December – articles to be with Clerk by mid-November. Articles – Allotments; Borough of Culture 2020. **ALL**

**b) Project Groups – To Review the Parish Business Plan 2017-2022.** It was agreed that all councillors to read through and feedback and the Chairman to extract an actions list. **ALL**

**c) November Meeting Change of Date – RESOLVED:** "That this Council brings the date of the November meeting forward to 31 October 2019 in the Mayor's Parlour", **CM**

**d) New Councillor Training – RESOLVED:** "That this Council agrees to fund ½ payment of the joint training of 2 new councillors with Romsey Town Council". **CM JC MS**

**e) Councillor E-Mail Addresses –** It was reported that whilst JB, JC, ST and JP were setup and using their council e-mail addresses there are some issues the Clerk to investigate. Other councillors still to complete the changeover. **ALL**

**f) Health & Safety Reports –** ST had completed the reports on the roundabout signs and the seat at The Thicket. JC to check the canal seats. **CM**

**g) Outstanding Issues:** Nothing further to report. **CM**

#### 85 FOOTPATHS & ROADS

**a) Joint Speed Limit Reminder Sign (SLR) with Romsey Town Council (RTC) –** The Clerk reported that the SLR had been passed from TVBC to Simon Nightingale (the council's operator of the SLR) for safe keeping and the monies left for the operation of the SLR for both REPC & RTC are to be transferred to REPC as the Lead Council. JP had nothing further to report. **JP**

**b) Bus Shelters:** The Clerk reported she was awaiting a quote for the bus shelter on Braishfield Road. The bus shelter on Jermyn's Lane outside Hillier Gardens – the Clerk is investigating funding. Nothing further to report. **CM**

**c) Outstanding Issues: Silverwood Rise link to Winchester Road –** The Clerk reported that the dangerous drop had been addressed by HCC with a temporary bridge across the ditch.

#### 86 PARISH AMENITIES

**a) Allotments – To Receive an Update:** DB reported that most items outstanding items had been completed, the flooding at one end still to be addressed. **JP DB CM**

(i) **RESOLVED:** "That this Council signs the Transfer Plan of the Allotment Land from Barratt Homes to the Parish Council and the payment of £1.00 once all the actions are completed and an accurate plan". Further it was agreed that this be delegated to the Chairman and Vice-Chairman sign the document.

(ii) **RESOLVED:** "That this Council confirms that the Allotment Annual Tenancy Fee will be £30 for a Full Plot and £20 for a Half Plot". Further it was confirmed that it is intended the allotment holders will form an association to manage the allotments themselves by leasing the allotments from the council.

(iii) To Consider funding the Building of a Small Office adjacent to the Allotments. **RESOLVED:** "That this Council will make the land available for a building and would be

receptive in principle to a grant request from the allotment association for the building".

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

## 87 CORRESPONDENCE

### a) Relating to Meetings:

#### i) Minutes:

Nothing received.

#### ii) Dates:

27/09/19 – Romsey Art Group – Autumn Exhibition Private View (6.30pm Mountbatten Gallery JP to attend)

07/10/19 – Ganger Farm / Kings Chase Topping Out Ceremony (11am JP to attend)

10/10/19 – Romsey Sea Cadets AGM (Apologies sent)

12/10/19 – TVBC Resilience Workshop (9.45am Thruxton Circuit Andover DB to attend)

17/10/19 - Action Hants AGM (3pm Winchester Hotel)

18/10/19 – Hampshire Pension Fund Annual Employers' Meeting (10am Ashburton Hall, Winchester)

25/26/19 or 01/02/11/19 – Nomads Murder Mystery (7.30pm Woodley Village Hall JP to confirm date to attend)

JP

07/11/19 – TVAPTC rescheduled from 26 September

09/11/19 – Remembrance Ceremony Three Rivers Community Rail Partnership (4pm Poppy Memorial JP to attend)

09/11/19 – HALC AGM (9am Holiday Inn Winchester JP to attend)

20/11/19 – Woodley Village Hall Management Committee

### b) Requiring Parish Council Attention/Consideration:

All noted.

HCC & TVBC – Road Closures – Nothing reported.

HCC – Footway Jermyn's Lane to Braishfield to start 14 October 2019 (12 weeks)

Highways England Drainage Works A36 Ower 30 September 2019 (18 weeks)

HCC Equestrians In Hants – Reference Guide (e-mailed)

Ministry of Housing, Communities & Local Govt & Dept for Digital, Culture, Media & Sport – Proposed Reforms to Permitted Development Rights to Support the Deployment of 5G and Extend Mobile Coverage – deadline 4 November 2019 – The Clerk to circulate with the agenda papers.

Agenda

HCC Local Government Pension Scheme (LGPS) – 2018/19 Annual Return – noted.

Came & Co – Intra-Group Reorganisation – no action required

### c) Other Correspondence, Circulars & Publications:

All noted.

ALC e –Updates (e-mailed)

CPRE Hants Monthly News September 2019 (e-mailed)

Unity Enews September 2019 & Funding Opportunities (e-mailed)

TVBC – SHELAA - Strategic Housing Land and Economic Land Availability Assessment (For information)

## 88 MEETINGS ATTENDED

20/09/19 – Allotment Meeting the Clerk, Dorothy Baverstock, Janet Cairney & John Parker attended.

Other meetings attended to be e-mailed to the Clerk.

ALL

## 89 GENERAL BUSINESS AT CHAIRMAN'S DISCRETION

Nothing reported.