

ROMSEY EXTRA PARISH COUNCIL MEETING

Held remotely via Zoom: Thursday 10TH December 2020 7.15 – 9.25pm

Present: John Parker (JP) (Chairman), Janet Burnage (JB), Mark Cooper (MC), Matthew Southey (MS) & Sue Tippet (ST).

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

ACTION**88 APOLOGIES RECEIVED**

Parish Councillors: Dorothy Baverstock (DB) and Janet Cairney (JC). County Councillor: Roy Perry (RP). Borough Councillors: Blackwater Ward: Nick Adams-King.

89 DECLARATIONS OF INTERESTS, GIFTS or HOSPITALITY

John Parker declared a personal interest in planning application 20/02791/FULLS Wynford Industrial Park Belbins.

Meeting adjourned at 7.18pm for the following items:

90 PUBLIC PARTICIPATION

No members of the public were present.

91 COUNTY COUNCILLOR / BOROUGH COUNCILLOR REPORTS (if present)

MC as County Councillor reported that at the Full Council it was noted that the County Council's Auditor had not signed off the accounts due to the £48m shortfall resulting from cuts in Government Grants and loss of income due to Covid. JB as Cupernham Ward member reported that the police were patrolling Abbotswood due to reports of nuisance from youths. Residents have been encouraged to report any incidents on 101.

Meeting resumed at 7.20pm.

92 TO AGREE THE MINUTES OF THE MEETING HELD REMOTELY ON 5TH NOVEMBER 2020

RESOLVED: The Minutes of the Meeting on 5th November 2020 to be signed by the Chairman as a correct record. The Clerk to deliver the minutes to the Chairman for signing.

JP
CM

93 CLOSING ACTIONS FROM PREVIOUS MEETING HELD ON 5TH NOVEMBER 2020

Nothing reported.

94 PLANNING**a) New Applications:**

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

20/02834/FULLS Single storey rear extension and first floor side extension above garage, to provide additional living space **20 Baroona Close**

20/02966/VARS Variation of conditions 02 and 06 of 17/01468/VARS to allow drawing list to be updated and to allow adjustments to proposed materials and building footprint **Brenty House Jermyns Lane**

AMENDED PLANS:

20/02543/FULLS Erection of 4 bay timber framed garage (revised scheme of 17/01397/FULLS) (Amended Design) **Sadlers Mill Farm, The Causeway. Comment:** Addresses our previous objection.

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

20/02810/FULLS Retention and regrading of the existing levels to the western side of the site in the location of the former playing fields, and the provision of additional soft landscaping **Former Stanbridge Earls Playing Fields Old Salisbury Lane Awbridge**

Comment: 1. The original planning permission was given on the basis that the field would remain for the benefit of the residents living in the new properties. 2. None of the flood issues have been resolved to the satisfaction of the flood authority. 3. The footpath FP198/2-1 is missing entirely from the planning application – both the written and the plans. For information it is on the western edge of the rectangular field.

20/02791/FULLS Change of use of land adjoining industrial estate to open storage, with associated woodland and surface water drainage **Wynford Industrial Park**

Belbins. (Note JP declared a personal interest) **Comment:** 1. It is a departure from the Local Plan. 2. It is unusually intrusive in the countryside. 3. There is insufficient detail in the Drainage Strategy for comment.

20/02901/FULLS Erection of detached modular building to provide 40 place pre-school along with the provision of additional car parking spaces and revisions to existing access and vehicular circulation arrangements **Abbotswood, Cupernham Lane.** **Comment:** 1. Increased traffic generated on an already congested road. 2. Noise impact on the amenity of the neighbouring properties.

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

20/02965/AGNS Agricultural prior notification for storage barn for machinery and forage **Brickhill Farm House Romsey Road Ower**

20/02980/DEMS Prior notification of demolition of redundant poultry shed **Shootash Poultry Farm Salisbury Road Shootash**

PREVIOUS APPLICATIONS DELEGATED TO THE CLERK:

20/02682/FULLS Single storey side and rear extension **Greenbank, Yokesford Hill - Support**

20/02705/FULLS Removal of conservatory, single storey rear extension and new dormer windows with associated alterations **Cedarwood, Sandy Lane – No Objection subject to any protection measures that maybe proposed by the Ecology consultation**

20/02797/TPOS T1 - Oak - Crown reduce lateral limbs by up to 3 metres, reduce lateral limb to 2 metres from stem, remove southerly lateral limb **Fir Tree Crampmoor Lane – No Comment defer to TVBC's Tree Officer**

b) Decisions:

App No:	Application Details	PC View	Decision
20/01315/FULLS	Two storey and single storey side extension to provide office/playroom, and w.c. with bedroom over 1 The Green Romsey	Objection	REFUSE*
*1. The proposed extension would be of a design and appearance which would not integrate, respect or complement the character of the immediate area and the existing street scene of The Green/Short Hill. The proposal therefore does not comply with Policy E1 of the Test Valley Borough Revised Local Plan (2016). 2. The proposed works would be detrimental to the high amenity value, TPO'd Silver Birch tree due to damage to the roots and pruning works to the crown to facilitate the extension. The extension would also put undue future pressure on the tree to be felled or pruned due to its proximity to the house and the light it would block from the windows and the proposal therefore would not ensure the retention of important landscape features and does not comply with Policy E2 of the Test Valley Borough Revised Local Plan (2016).			
20/02315/FULLS	Erection of carport 26 Baroona Close	Objection	WITHDRAWN
20/01550/FULLS	Flood alleviation scheme to include seven earth embankments and associated penstocks (Amendments to previous approved scheme 18/01320/FULLS) Land From Fishlake Meadows To The Cromwell Arms Following The River Test	No Objection	PERMISSION ST Conds & Notes
20/02366/FULLS	Proposed ventilation unit to the roof of the approved pavilion building Kings Chase, Ganger Farm Ganger Farm Way	No Objection	PERMISSION ST Conds & Notes

c) Tree Matters:

i) New:

20/02821/TPOS T1 Oak - Lift crown to a maximum of 5 meters and thin canopy by 20% **11 Elmtree Gardens. No Comment** - Defer to TVBC Tree – no documents to view!

20/02114/TPOS T1 - Oak - Reduce the lateral limbs overhanging the rear boundary by 2-4m in places and reduce in height by approx. 3m **101 Hunters Crescent. No Comment** - Defer to the TVBC's Tree Officer – This application is seen from one side of the tree. We have been advised by a tree surgeon that the tree has significant dead limbs and is dangerous and requires attention. Please inspect this tree.

ii) Outstanding:

20/02564/TPOS T1 oak- thin canopy removing around 20% of new growth responding from previous reduction. Crown raise removing 3 lowest secondary branches. T2- silver birch- reduce canopy lowering by up to 4m and removing up to 3m from lateral growth to shape canopy and leave at suitable size considering its position close to two properties **Laurel Bank, Sandy Lane (No Objection** - We request the Tree Officer inspects the trees)

iii) **Decisions:**

20/02505/TPOS T1 Horse Chestnut - reduce up to 6 metres in height **15 Cedar Lawn**

(Objection to severity) CONSENT subject to conditions and notes

20/02480/TPOS Oak (T1) - Overall reduction by up to 2.5m, Lime (T2) - Height reduced by up to 5m, lateral branches reduced to shape as required once reduced, up to 1.5m **17 Cedar**

Lawn (No Objection - Concern the proposed works to the Lime T2 is severe)

CONSENT subject to conditions and notes

20/02666/TPOS T1 - Sycamore - Reduce crown by up to 4m, T2 - Acer - Reduce crown by up to 4m, T3 - Ash - Remove lowest lateral limb, T4 - Horse chestnut - Remove lowest lateral limb to raise canopy by up to 4m **Willow Green, Belbins (No Objection** - We request the Tree Officer inspects the trees) CONSENT subject to conditions and notes

d) **Appeals:** Nothing to report.

e) **Correspondence:** Copy of e-mail regarding Planning Application Decision.

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

95 **FINANCE**

a) **Bank Reconciliation dated 30 November 2020. RESOLVED:** "That this Council notes the Bank Reconciliation dated 30 November 2020". The Chairman and the Clerk to sign the bank reconciliation.

JP
CM

b) **Budget 2021/22 – RESOLVED:** "That the Council sets its budget for 2021/22 at £51.712". (See appx 1). It was noted that the precept would be set in the January meeting once the Council Tax Base has been received from TVBC.

ALL
Agenda

c) **Payments for Approval:**

i) **RESOLVED:** "That the payment schedules below are received & agreed".

Details	Authority	Total
Romsey Town Council – Annual Sponsorship Xmas Lights (retrospective)	Localism Act 2011 s1-8	£3000-00
Youth in Romsey - Additional counsellors (retrospective)	Localism Act 2011 s1-8	£1200-00
Romsey Foodbank – Donation (retrospective)	Localism Act 2011 s1-8	£750-00

ii) **RESOLVED:** "That the payment schedules below are received & agreed".

Details	Authority	Total
BT Plc – Calls, Rental and Broadband £162-87 +VAT (retrospective)	LGA 1972 s111	£195.44
WelMedical – Spare Pads and Kit for Defibs £52-80 + VAT	Localism Act 2011 s1	£63-36
Hampshire County Council – Legal Services Handover of Allotments at Kings Chase £1247-50 + VAT	LGA 1972, s 124 - 127	£1497-00
Zoom - Remote Meetings (Monthly Debit Card Payment) £11-99 + VAT	LGA 1972 s111	£14-39
Marc Nokes – L/scape Maintenance Work November & Weed Clearing Allotment Carpark	OSA 1906 ss9,10	£180-00
C McFarland - Expenses – Postage £Nil	LGA 1972 s111	£23-85
- Mileage £23-85	LGA 1972 s111	
Hampshire Pension Fund- payment £62-16 & £213-61 December	LGA 1972 s111	£275-77
C McFarland – Salary December	LGA 1972 s111	£1018-08

d) **Payments Received:** TVBC – No payments received.

e) **Grants/Sponsorship for Approval: RESOLVED:** That the Council donates £250 to Unity toward their Digital Inclusion project. **RESOLVED:** That the Council grants Halterworth School Green Team £500 towards the purchase of a food composter.

CM

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

96 **COUNCIL ADMINISTRATION**

a) **Newsletter** – The Chairman reported that he had discussed this with the Clerk and it was impractical before Christmas and it would be sent in the New Year and ask whether an electronic version would be preferred.

JP CM

b) **Meeting Dates** – The following dates were agreed to go ahead by Zoom unless Covid restrictions are lifted:

DATE	VENUE	MEETING
14 th January	Remotely via Zoom	Monthly Parish Council Meeting
11 th February	"	Monthly Parish Council Meeting
11 th March	"	Monthly Parish Council Meeting
15 th April	"	Monthly Parish Council Meeting
28 th April (WED)	Crampmoor Rm WVH If Covid Restrictions lifted	Annual Parish Assembly 7.30pm
13 th May	Zoom	Annual General Meeting
10 th June	"	Monthly Parish Council Meeting
8 th July	"	Monthly Parish Council Meeting
12 th August	"	Monthly Parish Council Meeting
9 th September	"	Monthly Parish Council Meeting
14 th October	"	Monthly Parish Council Meeting
11 th November	"	Monthly Parish Council Meeting
9 th December	"	Monthly Parish Council Meeting

c) Joint Working with Romsey Town Council – The Chairman reported that he, the Clerk, the Town Mayor and the Town's Chief Officer met on 7 December and have started work on how the joint planning would work. There are some legal issues and the additional costs which the Clerk is seeking. The next meeting is scheduled for 11 January to report back at the next meeting.

It was noted that the Town Council deleted the following paragraph from the resolution at its meeting on 24 November:

3. That Romsey Town Council and Romsey Extra Parish Council should operate a joint two-monthly Finance and Resources Committee with effect from 1 January 2021. It was agreed that Romsey Extra would proceed on the same basis as the Town Council.

d) Staffing Committee – **RESOLVED:** "That this Council appoints Dorothy Baverstock, Sue Tippet and Janet Burnage as members of the Council's Staffing Committee". Further it was **RESOLVED:** "That this Council adopts the Terms of Reference for the Staffing Committee as tabled by the Clerk".

e) Grievance Policy – **RESOLVED:** "That this Council adopts the update to the Council's Policy".

The Clerk to ask HALC for a set of up to date policies and to check that the Council has all policies in place and up to date.

CM

f) IT Software – **RESOLVED:** "That this Council agrees in principle buying Adobe Acrobat Professional at a Cost of £15.17 per month". Clerk to check Pdf Architect first as this is a cheaper option.

CM

g) Outstanding Issues: Nothing further to report.

97 FOOTPATHS & ROADS

a) Roke Manor Quarry - FP3 - Permanent Diversion Proposal – **RESOLVED:** "That this Council had no objection to this".

CM

b) Speed Limit Reminder Sign (SLR) – The Clerk has requested permission for the permission from HCC to site both the Town and Extra sites on Highway Land. The Clerk was awaiting sites for the brackets before ordering.

CM

c) Highwood Lane Footpath Extension - To Receive an Update on the Community Infrastructure Levy (CiL) Application for Funding. JP reported that he did not have time to submit an application in time for the latest round of bids, but that he would prepare it ready for the next round in the New Year.

JP

d) Bus Shelters – The Chairman reported that none of the installation or purchase costs will devolve on the Council, just the ongoing maintenance. It was agreed that the Clerk to send round options and recommendations from the installer for all Councillors to have a look and let the Clerk know their preference.

CM

ALL

Agreed that the bus shelter opposite the Mandarin Chef to be painted dark green. The Clerk reported that the replacement and the painting of this shelter would be funded from developer monies. Further it was reported there is additional monies for a further shelter, and it was agreed to put an article in the newsletter.

Newsletter

e) Outstanding Issues: Nothing further to report.

CM

98 PARISH AMENITIES

a) Allotments – The Clerk reported the HM Land Registry had confirmed that the Allotment site has now been registered with them as in the Council's ownership. Further the request for the WI to take on Plot 16 was refused it was agreed it should go the next person on the waiting list. A request to house rescued hedgehogs for rehabilitation at the allotment site was refused.

CM

b) Defibrillators – The Clerk reported that the new defibrillator had now been registered with the ambulance service. Further she reported that the defibrillator at Woodley Village Hall had new pads and a user kit replaced. It was agreed that all councillors consider possible sites for a further defibrillator(s).

ALL

c) Woodley Village Hall – The Chairman reported that the current Chairman has agreed to act as chair until 31 March 2021. There is no sign of a successor there is a high risk that there will be no committee come 31 March and it would then revert to the Council under the terms of the lease. It was agreed to put an article in the newsletter and to talk to Unity. Other ideas were discussed in terms of managing the hall.

CM

Nletter

The Chairman has obtained a good review of the trees at Woodley Hall and the open space, categorizing the works into high, medium and low priorities. It was agreed to get a further 2 quotes.

JP CM

d) Outdoor Gym Equipment – **RESOLVED:** "That this Council does **not** contribute to the Funding of Outdoor Gym Equipment at Kings Chase to Form a Link in the Romsey Fitness Circuit".

CM

e) Outstanding Issues: Nothing further to report.

99 CORRESPONDENCE

a) Relating to Meetings:**i) Minutes:**

26/11/20 – TVAPTC (e-mailed)

ii) Dates:

16/12/20 – SLCC Hants AGM (10am The Clerk to attend)

16/12/20 – TVBC Resilience Forum (5pm via Teams JP to attend)

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

HCC & TVBC – Road Closures –

Hampshire County Permit Scheme 2019/20 Report (e-mailed)

TVBC – Census 2021 Engagement

Covid-19 Updates (e-mailed)

TVBC – Charlton Neighbourhood Development Plan - Additional Regulation 16

Consultation and Consultation on the Strategic Environmental Assessment responses no later than Noon on Monday 4 January 2021 – (e-mailed)

TVBC - Community Film Making Project(e-mailed)

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

ALC e -Updates (e-mailed)

Unity E-news (e-mailed)

Woodley Grange Newsletters (e-mailed)

Romsey Scouts 10th Talk November 2020 (e-mailed)

CPRE Campaigns Update November 2020 – Connecting with the Countryside during Lockdown 2.0 (e-mailed)

CPRE Countryside Voices Autumn/Winter 2020

Romsey Art Group Online Winter Exhibition www.romseyartgroup.org.uk (e-mailed)

100 MEETINGS ATTENDED

26/11/20 – TVBC Chief Executive Clerks Meeting the Clerk attended.

26/11/20 – TVAPTC Dorothy Baverstock attended.

04/12/20 – Parish Online Virtual Training the Clerk attended.

07/12/20 – Joint Working Meeting with Chief Officer & Town Mayor Romsey Town Council John Parker and the Clerk attended.

11/11/20 – Community Wreath Laying Socially Distanced (John Parker attended).

101 GENERAL BUSINESS AT CHAIRMAN'S DISCRETION

The Chairman wished everyone a Merry Christmas and a Covid free New Year. The Clerk reported that the next scheduled meeting was due to be held remotely on Thursday 14th January.

DRAFT

	BUDGET	PROJECTED O/T	BUDGET	NOTES		
	2020/21	2020/21	2021/22			
ADMINISTRATION						
CLERK -						
Salary	13500.00	14000.00	15000.00	Increased hrs for joint mtgs		
Employer NI	600.00	760.00	915.00			
Employer Pension	2551.00	2564.00	3030.00	% inc from 18.9 to 20.2		
Travel	600.00	380.00	600.00			
Room Allowance	800.00	736.00	800.00			
Courses/Training	250.00	250.00	300.00	inc SLCC Mem		
COUNCILLORS -						
Chairman's Allowance	400.00	200.00	400.00			
Travel	100.00	50.00	100.00			
Conference/courses	100.00	50.00	100.00			
OFFICE -						
Postage	150.00	50.00	100.00	Using less		
Photocopy/Stationery	250.00	200.00	250.00			
Telephone/Broadband	600.00	650.00	650.00			
IT	500.00	500.00	500.00			
PUBLICITY -						
Advertising	367.00	200.00	367.00			
Newsletter	5000.00	2500.00	5000.00			
GENERAL -						
Subscriptions	1000.00	1100.00	1150.00			
Publications	135.00	135.00	150.00			
Premise Use	550.00	200.00	550.00			
Insurance	750.00	750.00	850.00	increased premium		
Audit	750.00	570.00	750.00			
ELECTION - costs	2500.00	2500.00	1000.00	Txns to Elec Fund		
Sub-Total	31453.00	28345.00	32562.00			
RUNNING COSTS						
Lengthsman	1200.00	1200.00	1200.00			
Footpaths/Roads (Lighting)	350.00	350.00	1000.00	SLR & Speedwatch		
Landscape/Main/Trees	2100.00	2630.00	2750.00			
Amenities	450.00	450.00	2000.00	6 Bus Shelters; Defibs & Dog Bin		
Sub-Total	4100.00	4630.00	6950.00			
PROJECTS						
Public Transport						
Footpaths/Roads						
Amenities	4200.00					
Other -		4200.00	4200.00	Ideas		
Sub-Total	4200.00	4200.00	4200.00			
COMMUNITY GRANT						
SPONSORSHIP						
Annual (GPC)	4500.00	4500.00	4500.00	Xmas lights to 3k		
GRANTS						
Ad hoc (GPC)						
Ad hoc (other)	3500.00	3500.00	3500.00			
Sub-Total	3500.00	3500.00	3500.00			
TOTALS	47753.00	45175.00	51712.00	3959.00	Diff	
Cash Balance c/f	173758.79	Cash C/F 21/22	186040.09	RESERVES: CFWD	20/21	21/22
PRECEPT 2019/20	53056.00			Election	4000.00	6500.00
INTEREST BANK a/c	907.80	Precept		Defibs	1500.00	250.00
Woodley VH RENT	5.00	2021/22	??	Solar Fund	34600.00	34600.00
Other Payments - CiL	2467.50	2020/21**	53056.00	IT	2000.00	2000.00
Allotment Fees 20/21	1020.00	2019/20	47860.00	RNPlan	2500.00	2389.00
Sub-Total	231215.09	2018/19*	47821.00	CiL	87833.00	90346.48
Less payments 2020/21	45175.00	2017/18	44315.00	Allotments	6000.00	5358.00
				SLR Joint	7256.00	7256.00
		* Increase of 95p Band D 4.35%		Bus Shelters	2000.00	2000.00
		** plus2%BandD		General*	26069.79	35340.61
				Total	173758.79	186040.09
				* Approx 6 Months		8 months