

**ROMSEY EXTRA PARISH COUNCIL MEETING**

Held remotely via Zoom: Thursday 4<sup>th</sup> June 2020 7.15 – 8.05pm

**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 present.

**ACTION**

- 1 The Chairman welcomed everyone to the first meeting of Romsey Extra Parish Council to held remotely due to the Corona Virus Pandemic. He went on to say that due to the pandemic the meeting due in April was cancelled and the Annual Parish Assembly not called. Additionally, following a temporary change to the legislation it was not a requirement to hold an AGM in May and therefore the Chairman, and Vice Chairman will remain in office until May 2021.

2 **APOLOGIES RECEIVED**

Parish Councillors: None.

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

None declared.

**Meeting adjourned at 7.17pm for the following items:**

4 **PUBLIC PARTICIPATION**

No members of the public in attendance.

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

MC as County Councillor had noted that although the cycleway/footway from Silverwood Rise to Winchester Road had been completed it was not to the required width. He went on to say he was awaiting a response on when the junction works at Halterworth Lane were to be started. Following public complaints HCC were carrying out some extra maintenance to Winchester Road. Further it was reported that HCC were £109m overspent due to the Corona Virus pandemic. JB as Borough Councillor reported that the wildflower planting at Abbotswood had not appeared which was a shame. MC reported that the Ashfield partnership were proposing to offset land to overcome the nitrate issue. Further, JP as Borough Councillor reported that the Ashfield Partnership had put forward a paper which he had not seen with arguments why a bridge was not needed.

**Meeting resumed at 7.21pm.**

6 **TO AGREE THE MINUTES OF THE MEETING HELD ON 12<sup>th</sup> MARCH 2020**

**RESOLVED:** Minutes of the Meeting on 12<sup>th</sup> March 2020 to be signed by Chairman as a correct record. The Clerk to deliver the minutes to the Chairman for signing.

JP  
CM

7 **CLOSING ACTIONS FROM PREVIOUS MEETING HELD ON 12<sup>th</sup> MARCH 2020**

JP reported that he had received the joint (with RTC) Speed Limit Reminder site list back from Simon Nightingale for further comment. It was noted that a number of events that the Council had been invited to in April had been cancelled due to the pandemic. The Clerk reported that the electronic banking had now been set up and was working well in respect of making the Council's payments.

8 **PLANNING**

a) **New Applications:**

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

**20/01071/FULLS** Construction of triple bay garage **Sylvan Yokesford Hill**. **Comment:** A condition to maintain the hedge along the Highway

**20/01074/FULLS** Erection of single storey rear extension with roof lights, to provide additional living space **41 Campion Drive**

**LATE APPLICATIONS:**

**20/01141/FULLS** Raise roof to form first floor accommodation and two storey rear extension with reconfiguration of accommodation **Highfield School Road**

(ii) **RESOLVED:** That an **Objection** be made on the applications below  
**20/00945/FULLS** Change of use from open storage and as a builder's yard to residential use and erection of 2 no. four-bedroom houses with associated parking and landscaping at land to the west of Fishlake Cottage **Land To The West Of Fishlake Cottage Greatbridge Road.**

**Comment:**

This Council *strongly* Objects to this application on the following grounds:

- In Flood Zone 3b.
- Lack of resolution of the nitrate issue.
- The proposed site is surrounded on both sides by a SINC.

The development is in the countryside contrary to the RLP Policy COM2 without any overriding need.

**20/01045/FULLS** Erection of 9 dwellings, with access, landscaping, and associated works, following site clearance **Land Adjacent To Woodpeckers Cupernham Lane. Comment:**

- Development in the countryside contrary to the RLP Policy COM2 without any overriding need.
  - Loss of the *green corridor* between the Abbotswood Ecology site and Fishlake Meadows which will have a significant effect on the ecology and the rural feel of the area.
  - The design and layout are bland and suburban inappropriate for the location
- The impact on ecology due to loss of trees. It is important to try and retain the rural feel of the area despite the development.

**PREVIOUS APPLICATIONS DELEGATED TO THE CLERK TO RESPOND (FOR INFORMATION):**

**20/00599/FULLS** Erection of 64 residential dwellings, with associated landscaping, parking and reconfiguration of roundabout to form new vehicular access **Abbotswood House**

**Braishfield Road:**

**RESPONSE: Objection:**

- Development in the countryside contrary to the Revised Local Plan (RLP) Policy COM2.
- Loss of a green area that serves to provide a visual break in the increasingly urbanised Braishfield Road.
- Loss on one of the few remaining wildlife reservoirs in the area.
- Concentration of the affordable housing in one area is contrary to the requirement of dispersing it throughout the development in the RLP Policy COM7.
- Lack of a credible resolution of the nitrate issue. The land has not recently been utilised in a way that creates a heavy nitrate load the cessation of which could offset the load from this development.

Additional comments/observations:

- Welcome the acceptance by the developers of the desire of the residents of Woodley Close to gain a vehicular access to their properties.
- TVBC to place a group TPO on the trees to allow, should permission be granted, for a well-controlled discussion of any work on or affecting each significant tree.

**20/00643/FULLS** Single storey rear extension to provide garden room **19 Hodinoff Close:**

**RESPONSE: Objection:**

The size of the proposed extension is out of proportion to the existing property - it extends far beyond the width of the dwelling. The existing development is tightly knit terrace of houses of near uniform appearance. The proposed development is an overdevelopment on that plot and detrimental to the street scene as viewed from Lawes Walk and is thus contrary to the Revised Local Plan (RLP) Policy E1. **\*(Now withdrawn see decisions)**

**20/00377/FULLS** Change of use from barn and stables to a dog day care centre **Busheyleaze Farm Ridge Lane Ower**

**RESPONSE: No Objection**

**20/00831/FULLS** Single storey rear extension to provide garden room (amended scheme) **19 Hodinoff Close:**

**RESPONSE: No Objection**

**20/00918/CLPS** Certificate of lawful proposed use for the partial conversion of existing garage into habitable space; internal alterations, including increased openings at rear and side of property **15 Campion Drive**

**RESPONSE: No Comment defer to planning**

**AMENDEDAPPLICATIONS:**

**18/01680/OUTS** Cessation of use of tyre recycling depot (waste transfer station) and outline planning permission with all matters reserved with the exception of access for the development of 29 no. residential units (Use Class C3) - *Additional information received*

regarding nitrate neutrality **Pure 8 Tyre Tech Limited Ashfield Sawmill Southampton Road Ashfield** (Previous comment – No Objection subject to Highways Approval)

**RESPONSE: No Comment – previous comment still stands**

**b) Decisions:**

<b>App No:</b>	<b>Application Details</b>	<b>PC View</b>	<b>Decision</b>
19/01867/FULLS	Single storey extension to existing classroom block to provide 2 classrooms and ancillary accommodation, with associated alterations to parking and landscaping Stroud School Highwood House Highwood Lane	No Objection	PERMISSION st Conditions & Notes
20/00141/FULLS	Installation of timber-clad modular welfare and office building and 2 modular timber-clad tool store/workshop units in association with the management of Fishlake Meadows Nature Reserve Site Compound Oxlease Meadows	No Objection	CONSENT st Conditions & Notes
20/00142/VARS	Vary Condition 3 of 19/00373/RESS (Approval of details for appearance, landscaping, layout and scale of 73 dwellings pursuant to outline planning permission 17/02183/OUTS) to substitute landscape drawings in order to accommodate mitigation planting along part of the eastern site boundary Land West Of Baroona Cupernham Lane	Objection	APPROVAL st Conditions & Notes
20/00457/FULLS	Demolition of conservatory and erection of single storey rear extension to provide extended kitchen 2 The Thicket	No Objection	PERMISSION st Conditions & Notes
20/00374/FULLS	Entrance porch to front elevation The View Halterworth Lane	No Objection	PERMISSION st Conditions & Notes
19/02616/CMAS HCC	Variation of condition 1 (Time), 2 (Working Hours) 3 (Restoration) 10 & 11 (Haul Roads), 13 (Landscape) & 24 (Aftercare) of planning permission 13/00208/CMAS Squabb Wood Landfill Site, Salisbury Road, Shootash	No Objection	PERMISSION st Conditions & Notes
20/00193/FULLS	Creation of a dropped kerb 61 Cupernham Lane	No Objection	WITHDRAWN
20/00369/FULLS	First floor, side and rear extensions including raising ridge and rear dormer; to provide reconfigured internal layout with four bedrooms, ensuites and bathroom on first floor Kwenu Braishfield Road	No Objection	PERMISSION st Conditions & Notes
19/03016/FULLS	Two storey rear extension with single storey link, to provide offices, and single storey rear extension to public house, alterations to car parking and access The Dukes Head Greatbridge Road	No Objection	PERMISSION st Conditions & Notes
20/00543/CLPS	Application for lawful development certificate for proposed use as a dwelling house (Class C3 (b)) by not more than 6 school age residents living together as a single household (including a household where care is provided for residents) Lee Manor Lee Lane Lee	No Objection	ISSUE CERTIFICATE
20/00643/FULLS	Single storey rear extension to provide garden room 19 Hodinott Close	Objection	WITHDRAWN
20/00519/FULLS	Erection of bin store (in connection with 16/02967/FULLS) Stanbridge Earls Stanbridge Lane Awbridge	No Objection	PERMISSION st Conditions & Notes
20/00527/FULLS	Erection of 1.8 metre high fence and gate, to enclose existing garage court (retrospective) Garage Court At Anderson Close	No Objection	PERMISSION st Conditions & Notes
20/00575/FULLS	Partial change of use of the farm to an education and outdoors teaching facility for school age children (part retrospective) Ridge Farm Ridge Lane Ower	No Objection	PERMISSION st Conditions & Notes

19/02808/VARS	Conversion of garage to home office (Variation of requirements of condition 37 of 08/00475/OUTS which requires that garages shall be made available for the parking of motor vehicles at all times) 53 Cutforth Way	Objection	WITHDRAWN
20/00431/FULLS	Alterations and extension to provide four-storey fibre draw tower, external plant and compound The Quadrangle, Unit 7 Premier Way	No Objection	PERMISSION st Conditions & Notes

**c) Tree Matters:**

**i) New:**

**20/01068/TPOS** T1 - Ash - Fell, T2 - Ash – Fell **16 Peel Close**

**20/01115/TPOS** T1-T8 (Group) - Pollard sweet chestnuts to 4.5 - 5m in height (from approximately 8m) **Woodpecker Lodge Romsey Road Ower. No objection. Comment:** The plans submitted are poorly presented being unclear and difficult to interpret.

**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) Decisions:**

**20/00491/TPOS** T1-T4 Oak - reduce the side limbs extending over the garden by up to 4m **49 Hunters Crescent (No objection) CONSENT** subject to conditions and notes

**DELEGATED TO CLERK:**

**20/00774/TPOS** Carry out various tree works as described in management plan submitted with application **Land To The Rear Of Abbotswood Cottage Cupernham Lane:**

**(RESPONSE: No Comment – Defer to TVBC's Tree Officer).** CONSENT subject to conditions and notes)

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

**e) Correspondence:** Nothing received.

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

**9 FINANCE**

**a) Internal Auditor John Murray's Report on the Parish for the year ended 2019/20:**

**RESOLVED:** "That this Council notes the Internal Auditor, John Murray's Report on the Council's accounts 2019/20 dated 21 May 2020". Further it was noted that there were no matters arising during the course of the Audit that need to be drawn to the Council's attention apart from the Council to consider increasing its *Fidelity Guarantee* if its balances increased further in the future". The Clerk was thanked for all her work in gaining a clear audit for the Council.

**b) To Approve:**

**(i) Annual Governance Statement 2019/20**

**JP CM**

**RESOLVED:** completes the Annual Governance Statement & is signed by the Chairman & Clerk 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 this authority to conduct its business or manage 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 this smaller authority 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 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 this authority and, where appropriate have included them in the accounting statements.
9. Trust Funds not applicable.

**(ii) Parish Annual Accounting Statements 2019/20**

**RESOLVED:** That the Council approves the Accounts for the Year Ended 31 March 2020 with a carried forward balance of £173,758.79. The Clerk as the Responsible Financial Officer and the Chairman to sign the accounting statement.

**JP  
CM**

**c) Payments for Approval:****i) Other:**

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

Details	Authority	Total
<b>2019/20 - Retrospective</b>		
Test Valley Borough Council – Grounds maintenance October 2019 – March 2020 £524-84 + VAT (retrospective)	OSA 1906 ss9,10	£629-81
Test Valley Borough Council – Dog Bin Emptying Short Hill 2019/20 £200 + VAT (retrospective)	Litter Act 1983 ss 5&6	£240-00
<b>2020/21 - Retrospective</b>		
Unity – Donation Test Valley Helpline Covid-19 (retrospective)	Localism Act s1-8	£499-99
Marc Nokes – L/scape Maintenance Work March (Creditor)	OSA 1906 ss9,10	£125-00
Test Valley Borough Council – 2019 Election Costs (Creditor)	LGA 1972 s111	£7233-75
C McFarland - Expenses – Postage £12-80	LGA 1972 s111	£22-70
Mileage £9-90	LGA 1972 s111	
Hampshire Pension Fund- payment £59-41 & £204-16 April	LGA 1972 s111	£263-57
C McFarland – Salary April	LGA 1972 s111	£986-22
The Romsey Show – Sponsorship of 2020 Show	LGA 1972 s144	£300-00
10 <sup>th</sup> Romsey Scouts – Reimbursement of Electrical works for defib	Localism Act s1-8	£100-00
<b>May - Retrospective</b>		
Viking – Stationery Paper & Ink £109-47+VAT	LGA 1972 s111	£131-36
HALC – Subs 2020/21 inc Nalc Levy & discount of £21-49 for Bank Transfer	LGA 1972 s111	£1000-02
Marc Nokes – L/scape Maintenance Work April	OSA 1906 ss9,10	£130-00
C McFarland - Expenses – Postage £1-30	LGA 1972 s111	£11-20
Mileage £9-90	LGA 1972 s111	
Hampshire Pension Fund- payment £59-41 & £204-16 May	LGA 1972 s111	£263-57
C McFarland – Salary May	LGA 1972 s111	£986-22
Amazon – Padlock Allotments £14-86 + VAT (Debit Card Payment)	Small Holdings & Allotments Act 1908 s26	£17-83
McAfee – Virus Protection 2020/21 (Debit Card Payment)	LGA 1972 s111	£69.99
BT PLC – Rental, Calls & Broadband £158-66 + VAT	LGA 1972 s111	£190-39
<b>June</b>		
Zoom – Remote Meetings (Monthly Debit Card Payment)	LGA 1972 s111	£14-39
- J K Murray – Internal Audit Fee 2019/20	Acc&Audit Reg 1996	£270-00
- Marc Nokes – L/scape Maintenance Work May	OSA 1906 ss9,10	£130-00
C McFarland - Expenses – Postage £49-95	LGA 1972 s111	£49-95
Mileage £nil	LGA 1972 s111	
Hampshire Pension Fund- payment £59-41 & £204-16 June	LGA 1972 s111	£263-57
C McFarland – Salary June	LGA 1972 s111	£986-22

**d) Payments Received:** TVBC – ½ Precept 2020/21 £26528.00. HMRC VAT Reclaim 2019/20 £1175.77 (Debtor); £180 Allotment fees 2020/21 for the 6 remaining plots. Woodley Village Hall £5-00 Annual Rent.

**e) Sponsorship for Approval:** No applications received. It was agreed that despite the Romsey Show being cancelled due to the pandemic the council were happy for the show to retain the sponsorship given for the 2020 Show.

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

**10 COUNCIL ADMINISTRATION**

**a) Newsletter** – The Chairman told the meeting that he and the Clerk hoped to get the next edition ready for the printers in the next couple of weeks.

**CM  
JP**

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

**11 FOOTPATHS & ROADS**

- a) Highwood Lane Footpath Extension:** The Chairman reported that a request for an estimated cost for the works had been submitted so that a CIL Bid could be completed.
- b) Outstanding Issues:** Nothing further to report.

**12 PARISH AMENITIES**

- a) Allotments:** The Clerk reported that all 34 allotments had been allocated and paid for. And that there were 12 on the waiting list. It was agreed to be mindful with new planning applications that allotment land is allocated due to the excess demand for allotments. The padlock on the gates had to be replaced and it was noted that one of the bollards across the carpark had been removed and was damaged beyond repair. It was agreed that the Clerk get some prices for a barrier gate instead of the bollards. Also, the Clerk had reported a water leak just outside the allotment boundary at the top end to Barratt Homes.
- b) Outstanding Issues:** Nothing further to report.

CM

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

13/03/20 – Roke Manor Quarry Liaison Panel (e-mailed)

**ii) Dates:**

26/05/20 – TVAPTC AGM (7.30pm Virtual Meeting)

11/09/20 – Roke Manor Quarry Liaison Panel (2pm Awbridge Village Hall)

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

HCC & TVBC – Road Closures –

HCC – Mainstone - Drainage Works associated with the flood alleviation scheme Monday 13 January 2020 to be completed in Spring 2020 – further it was reported that The Causeway footpath would be closed from the week beginning 8 June for up to 8 weeks to take down the temporary barriers and install the permanent defences.

Hampshire Councillors' Briefings Coronavirus (COVID-19) (e-mailed)

Funds available from SSEN and TVBC to assist with Covid-19 (e-mailed)

South West Trains (SWR)- Changes at Dean, Romsey and Mottisfont and Dunbridge Stations – wef 1 April 2020 Management taken over from Great Western Railway to SWR (e-mailed)

Romsey Festival 2020 – Notification of Cancellation due to Covid-19 (e-mailed)

Roy Perry – Letter from HCC Leader regarding Household Waste Recycling Centres (HWRCs) (e-mailed) – It was noted that a booking system was to be introduced to avoid the queues.

Roy Perry – County Councillor Rural Annual Report 2020 (e-mailed)

HCC - Update on Romsey Flood Alleviation Scheme - Mainstone and Middlebridge Street (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 10<sup>th</sup> Talk March, April, May 2020 (e-mailed)

CPRE Countryside Voices Spring 2020

Clerks & Councils Direct May 2020

**14 MEETINGS ATTENDED**

17/03/20 – Romsey Community Emergency Plan Group John Parker convened & attended.

11/05/20 – Romsey Future Meeting – John Parker attended.

**15 GENERAL BUSINESS AT CHAIRMAN'S DISCRETION**

The Chairman asked Cllr Baverstock to convey the Council's thanks for the call handling during the pandemic. The Clerk reported that the next scheduled meeting was due on Thursday 16<sup>th</sup> July to be held remotely unless Government Covid-19 restrictions have been lifted.