

**ROMSEY EXTRA PARISH COUNCIL MEETING**

The Court Room, Romsey Town Hall, Romsey: Thursday 12<sup>th</sup> March 2020 7.15 – 8.55pm

**Present:** John Parker (Chairman) (JP), Dorothy Baverstock (Vice-Chairman) (DB), Janet Burnage (JB), Janet Cairney (JC) & Matthew Southey (MS).

**Attending:** Clerk: Carol McFarland (CM). Members of the public: 2.

**ACTION****135 APOLOGIES RECEIVED**

Parish Councillors: Mark Cooper (MC) & Sue Tippett (ST).

County Councillors: Mark Cooper (MC) & Roy Perry (RP).

Borough Councillors: Abbey Ward: Nik Daas (ND); Tadburn Ward (MC)

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

None declared.

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

**137 PUBLIC PARTICIPATION**

2 members of the public were present regarding lorries on Greatbridge Road. The Chairman redirected the couple to the Romsey Town Council meeting the following week as this was a Town matter.

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

JB as a Borough Councillor reported that she was part of the Abbotswood Countryside Team. DB as Borough Councillor reported that there were 7 groups looking at the Climate Emergency and there would be one report.

**Meeting resumed at 7.21pm.**

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

**RESOLVED:** Minutes of the Meeting on 6<sup>th</sup> February 2020 to be signed by Chairman as a correct record.

JP

**140 CLOSING ACTIONS FROM PREVIOUS MEETING HELD ON 6<sup>th</sup> FEBRUARY 2020**

The Clerk gave an update from HCC on the Winchester Road and Halterworth Lane junction works - the detail design for this project was still ongoing they would look to implement the work sometime in early/mid -summer. The footway/cycleway from Silverwood Rise to Winchester Road had now been completed. Further the Clerk reported that the defibrillator for the Scout Hut on Braishfield Road had now been delivered and was awaiting installation.

**141 PLANNING****a) New Applications:**

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

**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**

**20/00374/FULLS** Entrance porch to front elevation **The View Halterworth Lane**

**20/00309/LBWS** Part retention of internal and external refurbishments **Thatched Cottage Southampton Road Ashfield**

**20/00457/FULLS** Demolition of conservatory and erection of single storey rear extension to provide extended kitchen **2 The Thicket**

**20/00431/FULLS** Alterations and extension to provide four-storey fibre draw tower, external plant and compound **The Quadrangle, Unit 7 Premier Way**

**20/00519/FULLS** Erection of bin store (in connection with 16/02967/FULLS) **Stanbridge Earls Stanbridge Lane Awbridge**

**20/00527/FULLS** Erection of 1.8 metre high fence and gate, to enclose existing garage court (retrospective) **Garage Court At Anderson Close. Comment:** As a condition: Restricted Hours of Access – for the benefit of the neighbours.

**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

**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**

**b) Decisions:**

App No:	Application Details	PC View	Decision
19/02424/FULLS	Erection of 7 dwellings including the substitution of two approved detached Kington house types (shown as plots 149 and 150 on 19/00499/VARS) with 2 pairs of semi-detached Barwick housetypes Ganger Farm Ganger Farm Lane	No Objection	PERMISSION st Conditions & Notes
19/02950/ADVS	Display of non-illuminated signs 16 Abbotswood Common Road	Objection	CONSENT st Conds & Notes
20/00024/FULLS	Single storey rear extension to enlarge kitchen, conversion of double garage to annexe, erection of entrance porch/canopy to annexe Three Trees Belbins	No Objection	PERMISSION st Conditions & Notes
20/00120/CLPS	Certificate of proposed lawful development for a single storey rear extension 14 Tarver Close	Objection	ISSUE CERTIFICATE
19/01197/FULLS	Installation of air source heat pumps 51 Oxlease Meadows	No Objection	PERMISSION st Conds & Notes

**c) Tree Matters:****i) New:**

**19/03013/TPOS** G1 - Oaks - Reduce overhanging branches away from building to give 3m clearance, remove any dead or dying branches, reduce end weight on heavily weighted branches **Oak Corner, Crampmoor Lane (No Comment)** CONSENT subject to conditions and notes

**20/00321/TPOS** Tree works as per schedule **Tye Cottage, School Road (No Comment)** CONSENT subject to conditions and notes

**20/00491/TPOS** T1-T4 Oak - reduce the side limbs extending over the garden by up to 4m **49 Hunters Crescent (No Objection)**

**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:**

**20/00362/DDTPO** Fell 2 x dangerous Scots Pine located close to the front of the property (TPO.TVBC.0111 - A11) **Rieve Verte Sandy Lane - Fell Dangerous TPO Tree DD**

**20/00211/TPOS** Carry out various tree works as described in application **West Winds Cupernham Lane (NO objection)** CONSENT subject to conditions and notes

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

**e) Correspondence:** TVBC - Strategic Housing & Economic Land Availability Assessment (SHELAA) Review (e-mailed) – For information only no comment required.

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

**142 FINANCE**

**a) Monthly Bank Reconciliation: RESOLVED:** "That this Council notes the monthly Bank Reconciliation dated 29 February 2020". The Chairman and the Clerk to sign the bank reconciliation.

**JP  
CM**

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

**RESOLVED:** "That the Council accepts the following contracts, annual payments, memberships and insurance cover for the period 2020/21":

Payee	Payment Description	Value 2020/21 (if Known)
HALC Inc NALC	Annual Subscription	£939-00 (2019/20)
TVBC Contract Services	Landscape Maintenance Contract	£1068-570
TVBC Contract Services	Dog bin emptying – Open Space / Short Hill	£203-60

Marc Nokes	Landscape Maintenance Woodley Village Hall	£1560-00
Newsquest	Newspaper Notices	£27-64
CPRE	Annual Subscription	£17-50
J Murray	Internal Audit	£265-00 (2019/20)
BT	Broadband & calls to landlines	£40pm approx * Clerk to check best deal
Came & Co	Insurance	£667-04
McAfee	Virus Protection	£40 approx
Microsoft	Office 365	£60 approx

**c) To Review the Council's Bank Mandate to Allow for Electronic Payments – RESOLVED: CM**

"That this Council agreed to amend its bank mandate to allow for payments to be made electronically. The Clerk to prepare the payments to be made electronically and one other councillor to authorise electronically". Further it was agreed that the Clerk would prepare schedule of payments to be authorised by two councillors by way of a signature and this to be included in the minutes at the next available meeting. The Clerk, JP, DB, JB, & ST to be set up for electronic banking.

**d) Payments for Approval:**

**i) Other:**

**RESOLVED:** "That the payment schedule below received & agreed and endorsed by members with Cllrs Baverstock and Burnage to sign the cheques": **DB JC**

Details	Authority	Total
HP – Cartridges & Printer Heads for Printer £176-62 + VAT (retrospective debit card payment 13/2/20)	LGA 1972 s111	£211-94
BT PLC – Calls, Rental & B/band £145-94 +VAT (retrospective debit card payment)	LGA 1972 s111	£175-12
Woodley Village Hall – Crampmoor Room 28/2/20 Allotment meeting	LGA 1972 ss15(5) & 35(5)	£19-40
Wel Medical – Defibrillator & Cabinet for Donation Scout Hall £1250 + VAT	Localism Act 2011 s1-8	£1500-00
Romsey Town Council – Room Hire Mar & refreshments £6-30 + VAT	LGA 1972 ss15(5) & 35(5)	£47-56
Newsquest Media Group – Newspaper Notices – 06/03/20 £27-64 + VAT	LGA 1972 s142	£33-17
Marc Nokes – L/scape Maintenance Work February	OSA 1906 ss9,10	£125-00
C McFarland - Expenses – Postage £34-93	LGA 1972 s111	£148-38
- Mileage £83-48	LGA 1972 s111	
- Keylock Allotments £29-97 (£24-97 + VAT)	Small Holdings & Allotments Act 1908 s26	
Hampshire Pension Fund- payment £68-38 & £266-84 March	LGA 1972 s111	£335-22
C McFarland – Salary March inc use of home & overtime for allotments	LGA 1972 s111	£1331-93
HMRC – Quarterly Return Jan – Mar 2020	LGA 1972 s111	£503.12
Microsoft Store – Office 365 Subscription £59-99 (debit card payment 20/3/20)	LGA 1972 s111	£59-99
<b>2020/21</b>		
Insurance 2020/21	LGA 1972 s111	£685-55

**e) Payments Received:** £840 – 28 Allotment plot fees paid in advance for 2020/21.

**f) Sponsorship for Approval:** No applications received.

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

**143 COUNCIL ADMINISTRATION**

**a) Newsletter** – Articles for Next Edition: The Clerk reported that the next edition was due out urgently, articles to be received Chairman' report Whitenap and Speedwatch; Woodley Village Hall. **CM JP**

**b) Project Groups** – The parish actions taken from the Business Plan was updated. **ALL**

**c) Annual Parish Assembly 2020** – It was reported that currently it was still going ahead on 22 April, however, this would be subject to change in the light of the Corona virus pandemic. **ALL**

**d) Health & Safety Reports** – The Clerk reported that one of the signs on the Ashfield roundabout had been knocked over – it had been reported to TVBC to be put back up when the grass is cut. JP reported that one of the glass panels and a metal frame on the bus shelter opposite the Mandarin Chef had come out in the recent high winds. The panel and the frame had been taken to the tip. It was agreed that no further repair was required as the shelter would be replaced when it is removed as part of the Winchester Road /Halterworth Lane junction works. JC reported that she had checked the lamp at St Swithun's Church, and it was fine. Further she reported that she was waiting for drier conditions to check the seats along the canal.

CM

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

JC  
CM

#### 144 FOOTPATHS & ROADS

**a) Joint Speed Limit Reminder Sign (SLR) with Romsey Town Council (RTC):** Nothing further to report so it was agreed to remove this item from the agenda as on project list.

CM

**b) Bus Shelters:** Nothing further to report so it was agreed to remove this item from the agenda as on project list.

CM

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

#### 145 PARISH AMENITIES

**a) Allotments:** The Clerk reported that the ownership of the allotments had been handed over to the Parish Council on 24 February 2020. A meeting was held on 28 February to allocate the allotments to those on the waiting list. Since the handover a water leak had been reported and a gap in the rabbit fencing. The Clerk confirmed that Barratt Homes had been informed and the rabbit fencing was now complete, and the water had been turned off pending the plumber attending. **RESOLVED:** "That this Council agreed to delegate to the Clerk the consideration of applications for a shed on individual plots".

CM

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

#### 146 CORRESPONDENCE

**a) Relating to Meetings:**

**i) Minutes:**

**ii) Dates:**

13/03/20 – Roke Manor Quarry Liaison Meeting (2pm Awbridge Village Hall JP to attend)

13/03/20 – Romsey Town Mayor's Charity Concert (7.30pm The Abbey JP to attend)

14/03/20 – Reminiscences of Romsey (1.15pm Crosfield Hall JP to attend) - *Cancelled*

16/03/20 – Stroud School Gym and Dance Performance (JP to attend)

18/03/20 – HALC Annual Conference (9am Doubletree Hilton Chilworth £75 per head)

19/03/20 – Romsey Forum Question Time

25/03/20 – Stroud School Springburst Concert (JP to attend)

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

HCC & TVBC – Road Closures – noting reported

HCC – Mainstone - Drainage Works associated with the flood alleviation scheme Monday 13 January 2020 to be completed in Spring 2020

Environment Agency – Maintenance Programme

TVBC – Proposed Off Street Parking Order for Romsey & Andover wef 1 April 2020 (e-mailed)

HALC – Coronavirus – Factsheet (e-mailed)

TVBC - Strategic Housing & Economic Land Availability Assessment (SHELAA) Review (e-mailed)- noted under Planning.

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

ALC e –Updates (e-mailed)

Unity E-news (e-mailed)

Woodley Grange Newsletter (e-mailed)

Romsey Scouts 10<sup>th</sup> Talk February 2020 (e-mailed)

Clerks & Councils Direct March 2020

#### 147 HAMPSHIRE COUNTY COUNCIL LIBRARY SERVICE

It was agreed that there were no dramatic changes for the Romsey Library, therefore there would be no Council response. However, individual councillors to respond. (Deadline 18 March 2020)

ALL

**148 MEETINGS ATTENDED**

27/02/20 – TVAPTC Kings Somborne Dorothy Baverstock & John Parker attended.

28/02/20 – Allotment List Holder Meeting Woodley Village 7.30pm Dorothy Baverstock & the Clerk attended.

02/03/20 – SLCC Hants Branch Meeting Romsey the Clerk attended.

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

It was reported that the previous Chairman Chris Wesson had received a telephone call late on 10 March from a member of the public thanking him for the defibrillator at Woodley Village Hall as it had saved his friend's life. Chris Wesson explained he was no longer Chairman or on the Council, but the caller insisted that he was thanked as it was under his watch the defibrillator was installed.

The Clerk reminded everyone that the next meeting was on 2 April – JB passed on her apologies due to a prior commitment.

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DRAFT