

ROMSEY EXTRA PARISH COUNCIL MEETING

Held remotely via Zoom: Thursday 8TH October 2020 7.15 – 9.06pm

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

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

ACTION**59 APOLOGIES RECEIVED**

Parish Councillors: Janet Burnage (JB) & Matthew Southey (MS). County Councillor: Roy Perry (RP). Borough Councillors: Blackwater Ward: Nick Adams-King & Gordon Bailey.

60 DECLARATIONS OF INTERESTS, GIFTS or HOSPITALITY

None declared.

Meeting adjourned at 7.16pm for the following items:

61 PUBLIC PARTICIPATION

The members of the public in attendance had nothing to say they requested just to listen in to the meeting.

62 COUNTY COUNCILLOR / BOROUGH COUNCILLOR REPORTS (if present)

MC as County Councillor reported that he had taken a telephone call from a concerned resident that an oak tree with a TPO had been felled at Ashfield. MC looked into this and discovered it was on private land and the resident had received an exemption to fell due to basal rot. MC then reported that Whitenap Lane had experienced increased congestion due to more parents picking up pupils. MC had spoken to the Headteacher and whilst there were staggered pick up times there are parents picking up across the years and having to wait. Further he reported that the Romsey & District Society had carried out a litter pick along Sandy Lane & Romsey Sports Centre. DB as Cupernham Ward member reported that the Abbotswood Sports pavilion and pitches were now officially open. JP as Tadburn Ward member reported that Planning White Paper which proposed changes to the planning system concerned him in relation to the Local Plan process.

CM

Meeting resumed at 7.22pm.

63 TO AGREE THE MINUTES OF THE MEETING HELD REMOTELY ON 3rd SEPTEMBER 2020

RESOLVED: The Minutes of the Meeting on 3rd September 2020 to be signed by Chairman as a correct record. The Clerk to deliver the minutes to the Chairman for signing.

JP
CM

64 CLOSING ACTIONS FROM PREVIOUS MEETING HELD ON 3rd SEPTEMBER 2020

Website Accessibility Statement: The Clerk reported it was on the website and she then reported that the Romsey Neighbourhood Plan website would require one too. JP to arrange. Item 52c *Lead Officer should read* Lead Member. Item 57 DB reported that she had raise the issue of bullying at the TVAPTC meeting and they were equally horrified.

JP

65 PLANNING**a) New Applications:**

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

20/02171/FULLS Garage conversion at first floor level to accommodate home office/storage
6 Oxlease Meadows

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

20/01315/FULLS Two storey and single storey side extension to provide office/playroom, and w.c. with bedroom over **1 The Green. Comment:** Unsatisfactory parking provision. Concern was expressed on the effect this proposal would have on the overall street scene.

20/02315/FULLS Erection of carport **26 Baroona Close. Comment:** There will be a significant effect on the viability of the neighbouring preserved trees due to the canopy preventing rainfall penetration to the root structures below.

AMENDED PLANS / ADDITIONAL INFORMATION:

20/01369/FULLS Change of use of buildings to form 3 holiday lets (retrospective) **Sadlers Mill Farm, The Causeway** - Following receipt of amended site plan, clarifying proposal only relates to existing buildings and area of hardstanding. **Comment:** Original Objection still

remains.

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

20/02274/AGNS Agricultural notification for a fodder/general store **Lower Ashfield Farm Ashfield**

AMENDED PLANS / ADDITIONAL INFORMATION:

20/01855/FULLS Erection of a visitor centre, walkway and viewing hide, cafe, offices, retail and flexible community space, and erection of 3 bay detached garage to dwelling, following demolition of existing aquatics centre, ancillary buildings, and café **World Of Water 93 Greatbridge Road** (Arboricultural Method Statement; Planning Statement Addendum (Response to Policy Objection) & Sequential Approach Addendum). **Comment:** No further comment and the Council's previous comment of **Support** still stands.

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

20/02059/CLPS Certificate of proposed lawful development for a Loft conversion with rear dormer and front facing roof lights **12 Moore Close**

Under delegated powers - No Comment be made as this is a technical issue for the planning officer to decide whether the development requires a full planning application.

20/01959/FULLS Development of four detached dwellings on Plot 64 at Oxlease Meadows **Land At Plot 64 Oxlease Meadows**

Under delegated powers - Objection:

- **Outside the Settlement Boundary TVBC Policy Com3**
- **Overdevelopment of the site**
- **Detrimental effect on the natural habitats including that of the Fishlake Nature Reserve**
- **Absence of an acceptable flood risk assessment**
- **The lack of provision of affordable housing**
- **Lack of solution to the nitrate issue**

20/02002/FULLS Single storey rear extension, and two storey extension over existing driveway, to provide car port and bedroom space above **12 Hooper Drive**

Under delegated powers- No Objection be made to the single storey rear extension.

Objection to the two-storey side extension – detrimental to the street scene.

20/02105/CLPS Certificate of existing use - Single dwelling house (Meadowview) **Rosebay Gardeners Lane East Wellow**

Under delegated powers - No Comment be made as the Parish Council has no information to provide to the contrary.

20/02132/FULLS First floor extension, two storey front extension and double garage **West Winds Cupernham Lane**

Under delegated powers - No Objection be made subject to:

1. **The Protection of the trees along the frontage is secured**
2. **The development is compliant with relevant legislation regarding the protection of the bats in evidence at the property.**

ADDITIONAL INFORMATION:

20/01855/FULLS Erection of a visitor centre, walkway and viewing hide, cafe, offices, retail and flexible community space, and erection of 3 bay detached garage to dwelling, following demolition of existing aquatics centre, ancillary buildings, and café **World Of Water 93 Greatbridge Road - Additional information includes a Landscape Visual Assessment & results of the applicant's public consultation exercise** (Previous REPC Comment: **SUPPORT**).

Under delegated powers - no further comment and the Council's previous comment of Support still stands.

The Clerk was thanked for her well thought through responses.

b) Decisions:

App No:	Application Details	PC View	Decision
20/01590/CLPS	Certificate of proposed lawful development for single storey rear extension to kitchen Three Trees Belbins	No Comment	ISSUE CERTIFICATE
20/01585/FULLS	Removal of existing uPVC cladding and existing metal frame windows and replacement with new double glazed aluminium windows and insulated render Mountbatten School Whitenap Lane	No Objection	PERMISSION ST Conds & Notes
20/01497/FULLS	Change room above the garage from storage to a habitable room, including internal alterations 55 Oxlease Meadows	No Objection	PERMISSION ST Conds & Notes

20/01431/FULLS	Change of use from A1 to D1 Units 1 And 3 Radcliffe Row Abbotswood Common Road	No Objection	PERMISSION ST Conds & Notes
20/01545/FULLS	Conversion of garage into habitable accommodation, removal of garage door, partial bricking up of opening and insertion of a window with new door to the rear 2 Primrose Way	No Objection	PERMISSION ST Conds & Notes
20/01600/FULLS	Extension to farm building Monksfield Farm, Sandy Lane	No Objection	PERMISSION ST Conds & Notes
20/01603/FULLS	Roof infill between buildings Monksfield Farm, Sandy Lane	No Objection	PERMISSION ST Conds & Notes
20/01694/ADVS	Display of internally illuminated fascia sign Unit 4, 7 Radcliffe Row Abbotswood Common Road	No Objection	CONSENT ST Conds & Notes
20/01636/FULLS	Renovation of existing bungalow with centralised front extension and re-configuration of ground floor including change use of garage to workshop/store with utility to rear; raising ridge to provide relocated and additional ensuite bedrooms with dormer windows to front and rear and garage conversion The Willows Cupernham Lane	No Objection	CONSENT ST Conds & Notes
20/01705/FULLS	Single storey rear extension to each dwelling (retrospective) 45, 46, 47 Walnut Close	No Objection	PERMISSION ST Conds & Notes
20/01309/FULLS	Alterations to the openings at the rear and side of the property 15 Campion Drive	No Objection	PERMISSION ST Conds & Notes
20/01825/FULLS	Single storey rear extension to provide amenity and living area 1 Comfrey Close	No Objection	PERMISSION ST Conds & Notes
20/01910/VARS	To vary condition 2 of 19/02394/FULLS (Demolition of existing conservatory and erection of single storey extension to side and rear to provide kitchen/dining area, bedroom and bathroom) to replace drawings D-111 Rev A with D-111 Rev B, D-220 Rev A with T-240 Rev B, D-310 Rev A and D-500 with T-310 Rev C, to allow changes in design 1 Goldrings Cottages Pouncefoot Hill	No Objection	PERMISSION ST Conds & Notes
20/01913/FULLS	Construction of double bay garage Sylvan Yokesford Hill	No Objection	PERMISSION ST Conds & Notes
20/01895/FULLS	Installation of osprey nesting platform Fishlake Meadows	No Objection	PERMISSION ST Conds & Notes
20/01879/FULLS	Change of use from Sui-Generis private use to use as event space (D2) The Orangery Broadlands Park	Support	PERMISSION ST Conds & Notes

c) Tree Matters:

i) **New:** Nothing received.

ii) **Outstanding:**

20/01388/TPOS Tree works as per schedule **Mankotta Belbins No Comment)**

iii) **Decisions:**

20/01447/TPOS T1 (Unknown Species) - Crown raise to 5m over garden by removal of 2 lowest limbs 1 secondary limb and tertiary branches above **30 Baroona Close (no Objection)**
 CONSENT subject to conditions and notes

20/01442/TPOS Oak (T1) - Fell, Lime (T2) - Fell **17 Cedar Lawn (Objection) REFUSE**

20/01306/TPOS T1- Removal of ash tree to ground level **25 Baroona Close (Objection)**
 CONSENT subject to conditions and notes

20/01706/TPOS (T1) Ash - Reduce garden side by 2m and crown raise up to 5m **25 Baroona Close (Objection)** CONSENT subject to conditions and notes

20/01904/TPOS Fell 1 x Cherry **Broad Oak Sandy Lane (Delegated to Clerk - No Objection Subject to a replacement suitable tree being planted)** CONSENT subject to conditions and notes

20/02008/TPOS T1 - Oak - Reduce overhanging branches by up to 2m **Woodpeckers Cupernham Lane. (Objection)** CONSENT subject to conditions and notes

d) Appeals: Nothing to report.

e) Correspondence: Consultation on Planning System Reform (e-mailed). It was reported this document was complicated and difficult the Chairman & MC to how the professionals and Test Valley respond and formulate a response prior to the next meeting; TVBC Consultation on Conservation Area deadline Friday 6 November 2020. MC to respond and share his response with the Council.

f) Outstanding Issues: Nothing further to report.

JP
MC

MC

66 FINANCE

a) Quarterly Financial Statement & Bank Reconciliation dated 30 September 2020.

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

b) Completion of the Limited Assurance Review (Audit) for the Year Ended 31 March

2020. RESOLVED: "That this Council notes the External Audit Report 2019/20": "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 2019/20 Audit had been placed on the council's website and noticeboard on 10 September 2020.

c) Payments for Approval:

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

Details	Authority	Total
Ashdown Software – Domain Renewal & maintenance for year ended 19 September 2021	LGA 1972 s111	£37-50
PKF Littlejohn LLP – External Audit Fee 2019/20 £300 + VAT	Acc&Audit Reg 1996	£360-00
HMRC Qtrly Return July – September 2020	LGA 1972 s111	£550-47
Zoom - Remote Meetings (Monthly Debit Card Payment) £11-99 + VAT	LGA 1972 s111	£14-39
Marc Nokes – L/scape Maintenance Work September	OSA 1906 ss9,10	£130-00
C McFarland - Expenses – Postage £Nil	LGA 1972 s111	£43-65
- Mileage £43-65	LGA 1972 s111	
Hampshire Pension Fund- payment £62-16 & £213-61 October	LGA 1972 s111	£275-77
C McFarland – Salary October inc ex-gratia payment of £350	LGA 1972 s111	£1255-88
Royal British Legion Poppy Appeal – Donation for Wreath (cheque no: 3164)	LGA 1972 ss15(5) & 35(5)	£30-00

d) Payments Received: Nothing received.

e) Grants/Sponsorship for Approval: None received. It was agreed that the Clerk approach Romsey Foodbank & Youth in Romsey to inform them that funds were available and to give them the grant application procedure.

f) Outstanding Issues: Nothing further to report.

CM

67 COUNCIL ADMINISTRATION

a) Newsletter – The Chairman apologised he had not done anything on it.

b) Council Policies – To Review and Update if Required: Standing Orders & Financial Regulations. It was agreed that the Clerk that the remote meeting protocol be added as an addendum to the Council's Standing Orders. It was noted that the Financial Regulations were still up to date and required no change.

c) Council Website – **RESOLVED:** "That this Council increases the storage of the Council website for e-mails at a cost of £10pa per 10GB".

d) Local Council Administration – **RESOLVED:** "That this Council purchases the 12th Edition of Local Council Administration at a cost of £123.80".

JP CM
CM

CM

CM

e) Joint Working with Romsey Town Council – The joint working party had met recently and produced a report on how the two councils can work more closely. The report has been circulated and the proposals to be on the next agenda. The Clerk to look at the practicalities of the recommendations.

JP
Agenda

f) Outstanding Issues: Health & Safety Reports are now due. Nothing further to report.

CM

68 FOOTPATHS & ROADS

a) Speed Limit Reminder Sign (SLR) – The Chairman reported that Simon Nightingale had now supplied a price to prepare each of the sites across the Romsey and Romsey Extra area at a cost of £1319 and that it would cost £1500 per camera per year to manage. Further it was reported that it was unlikely anyone else could provide the service. This is to be funded from the joint reserve held by this Council and it be place on the next agenda for approval.

JP

Agenda

b) Highwood Lane Footpath Extension - The Chairman reported he now had received a revised quote. It was agreed that the Chairman apply for half the monies from CIL fund application.

JP

c) Bus Shelters: It was reported that a site meeting was to be held outside Hillier's the week commencing 26 October. The Clerk and either DB or JP to attend.

CM

d) Outstanding Issues: Nothing further to report.

69 PARISH AMENITIES

a) Allotments - – **RESOLVED:** "That this Council purchases a barrier for the carpark at a cost of £2695 + VAT following any permission required". Further it was agreed not to install a dog bin following a request and ask TVBC to provide joint use bins on the open space.
RESOLVED: "That this Council asks Marc Nokes to clear the weeds at the carpark at a cost of £50 per visit".

CM

Finally, it was agreed that any allotment taken over now until the end of March the Council to waive the fee on the strict understanding the weeds are brought under control.

b) Defibrillator – To Consider the External Location at the Romsey Sports Centre – the Clerk reported that she was still waiting to hear from the Sports Centre on their proposed location. It was agreed that the Clerk to order the defibrillator at a cost of £1250 once the location has been agreed in conjunction with ST.

CM
ST

c) Outstanding Issues: Nothing further to report.

70 CORRESPONDENCE

a) Relating to Meetings:

i) **Minutes:** Nothing received.

ii) **Dates:**

20/10/20 – HALC Annual Mini Conference (Virtual 9.30am – 12.30pm)

04/11/20 – HALC Annual Mini Conference (Virtual 6.00pm – 9.00pm)

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

HCC & TVBC – Road Closures – HCC resurfacing works on Romsey Road roundabout, Nursling 24th September 2020 for up to 8 nights, 20:00 to 06:00. The road will be open during the day and weekends. The M271 north of junction 3, and A3057 Southampton Road north of the Romsey Road roundabout, will also be closed as part of these works.

Government Consultation on Pavement Parking (Deadline 22 November 2020):

<https://www.gov.uk/government/consultations/managing-pavement-parking/pavement-parking-options-for-change> - This item to be placed on the next Agenda.

AGENDA

HCC – Covid-19 Updates (e-mailed)

Romsey Chamber Music 2020 Cancelled due to Covid-19 (e-mailed)

Hants Police and Crime Commissioner - Covid-19 Keeping Communities Safer Fund grants of up to £500 (e-mailed)

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

ALC e-Updates (e-mailed)

HALC – Newsletter September (e-mailed)

Unity E-news (e-mailed)

Woodley Grange Newsletters (e-mailed)

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

Clerks and Council Direct September 2020

CPRE Hampshire Views Autumn/Winter 2020

71 MEETINGS ATTENDED

11/09/20 – Roke Manor Liaison Panel John Parker attended.
24/09/20 – HALC AGM (Virtual 7pm John Parker attended.
30/09/20 – HALC Risk Assessments the Clerk to attended.
03/10/20 – TVAPTC / TVCBC Joint Annual Conference Dorothy Baverstock & John Parker attended.

72 WOODLEY VILLAGE HALL

The Chairman reported the hall was back in operation with Covid measures in place. No AGM took place in September due to Covid and their Chairman had intended to stand down at that meeting but is prepared to remain in post until January 2021. Following the recent break in more security measures were being put in.

73 GENERAL BUSINESS AT CHAIRMAN'S DISCRETION

The Chairman reported that the number of Covid 19 cases around the area was increasing and that it was important for everyone to observe the rule of 6 and keep safe.
The Clerk reported that the next scheduled meeting was due to be held remotely on Thursday 5th November.

CM

DRAFT