

**CORHAMPTON & MEONSTOKE PARISH COUNCIL**

**Minutes of the Annual General Meeting of the Parish Council  
7.30pm on Wednesday 11<sup>th</sup> May 2016 at the Meon Hall**

**PRESENT:** Cllrs Bruce Horn, Rowena Hyder, Jane McCormick, Patrick Rowe, John Shaw.  
**IN ATTENDANCE:** Rosie Hoile – Clerk  
Hampshire County Councillor Roger Huxstep, District Councillor Laurence Ruffell, District Councillor Amber Thacker,  
James Morrice, Za Rowe and 5 residents

1

- 16.1** **RESOLVED** – to elect Patrick Rowe Chairman of the Parish Council for the forthcoming year.
- 16.2** **RESOLVED** – to elect Jerry Pett Vice Chairman of the Parish Council for the forthcoming year.
- 16.3** The Clerk received signed a Declaration of Acceptance of Office from Cllr Rowe
- 16.4** An apology for absence received from Cllr Pett was accepted. The Declaration of Acceptance of Office to be signed before the next meeting.
- 16.5** **Standing Committees:**
- 16.5.1** **RESOLVED** – to appoint Jane McCormick, Jerry Pett and John Shaw members of the Planning Committee; led by Jerry Pett.
- 16.5.2** **RESOLVED** – to retain existing Planning Committee Terms of Reference adopted January 2016.
- 16.6** **RESOLVED** – to allocate responsibilities and appoint Members to the following working groups (WG):  
**Finance** \* Patrick Rowe, Jane McCormick, Rowena Hyder  
**Parish Projects** Jane McCormick, Jerry Pett, Sue Walker.  
**Highways, Roads and Transport** John Shaw. Sue Walker (specifically motor bikes)  
**Recreation and Play Grounds** Sue Walker.  
**Allotments, Footpaths & ROW** Rowena Hyder  
**Hedges & Verges, Tree Warden** Bruce Horn  
**Flooding** Bruce Horn, John Shaw  
**Website** \* Rowena Hyder  
\*includes the Clerk.
- 16.7** **RESOLVED** – to approve representatives to outside bodies  
**The Meon Hall Committee** – Rowena Hyder  
**Meonstoke Tennis Club** – Jane McCormick
- 16.8** **RESOLVED** – to approve co-opted members
- 16.8.1** **Lengthsmen coordinator** James Morrice
- 16.8.2** **Social housing representative** Za Rowe
- 16.9** **RESOLVED** –
- 16.9.1** To retain the Equality and Diversity Policy (adopted January 2016),
- 16.9.2** To review during the forthcoming year  
a) Financial Risk Assessment. b) Standing Orders. c) Financial Regulations. d) List of Assets. e) Executive Checklist. f) Code of Conduct. g) Health & Safety Policy. h) Complaints procedures. i) FOI requests.
- 16.10** **RESOLVED** to retain existing full Parish Council meeting dates on the second Wednesday of July, September, November, January, March and May.  
**The Annual General Meeting of the Parish Council closed at 7.45 pm.**

## USUAL BUSINESS

- 16.11 **Apologies for absence** received from Jerry Pett and Sue Walker were approved and noted respectively.
- 16.12 **Declarations of pecuniary and non-pecuniary interest.** None
- 16.13 **To approve the Minutes of the parish Council Meeting held on 9<sup>th</sup> March 2016.**  
The Minutes were approved with the exception of a decision omitted from Minute Ref: 8.6 Allotments. The Clerk amended Minute 8.6 with the following statement which the Chairman signed.  
“ **The Council agreed that bonfires should not be lit**”
- 16.14 **The meeting adjourned for public participation.**  
The Chairman welcomed County Councillor Huxstep and congratulated District Councillors Laurence Ruffell and Amber Thacker on their election as District Councillors.  
**County Cllr Roger Huxstep** urged everyone to complete the questionnaire in the **Hampshire Re-cycling Consultation**, either on line, by email or by letter. Closing date 25<sup>th</sup> May. The Bishops Waltham centre is under threat of closure. The aim is to save money; half the rubbish is dumped Mondays-Fridays, and half is dumped at the week-end. Therefore closing the centre for a couple of days in the week might be enough to retain the local facility.  
**Devolution.** The process was reported to be in a state of flux with two emerging bids from Solent City and a group of district councils and boroughs to the north of the County. An announcement is expected shortly followed by public consultation.  
**District Councillors Ruffell and Thacker** summarized their roles briefly, there had been insufficient time in the days since election to plan parish meeting attendance across the ward.  
The Chairman thanked the councillors for attending the meeting. They departed at 8pm
- 16.15 **Matters arising from previous meetings.** None
- 16.16 **Finance, Grants & Governance**
- 16.16.1 **RESOLVED** - to approve payment of accounts listed in Appendix A.
- 16.16.2 **RESOLVED** - to approve Statement of Income & Payments 2015-16
- 16.16.3 **RESOLVED** – TO APPROVE the Reconciliation Statement 2015-16
- 16.16.4 The Annual Audit Return 2015/16:  
**RESOLVED** - to approve Section 1 The Annual Governance Statement  
**RESOLVED** - to approve Section 2 Accounting Statements 2015-16
- 16.16.5 **NOTED** – Publication of ‘Governance and Accountability for Smaller Authorities - March 2016
- 16.16.6 **RESOLVED** – to approve signing of the lease between Meonstoke Tennis Club and the Parish Council (1 April 2016) by the Clerk. (Assent had been given at the full parish council meeting in May, see Minute Ref: 8.4)
- 16.16.7 **RESOLVED** – to approve payment of grants to the Meon Hall budgeted in the current budget year (2016/17)
- 16.16.8 **Insurance Policy:** The Clerk was asked to obtain an amended quotation to exclude theft of play equipment and benches based on the original quotation for £774.12 plus £140.29 to include theft and items recently added to the asset register. The Council considered risk of theft to be minimal. The Council **AGREED** to ratify renewal of the insurance policy with Zurich at the July meeting. **ACTION –PR, Clerk**
- 16.17 **Planning**
- 16.17.1.1 Ref: SDNP/16/01536/HOUS ( Comment due 2 June)  
Location: Corhampton House, Corhampton Lane, Corhampton, SO32 3NB  
Proposal: To construct a 3 bay garage, with room above...  
The Council had not had sufficient time to view the proposal but were **minded to OBJECT** because proposal considered inappropriate for the location within the curtilage of Corhampton House and potential for

significant adverse effect on the setting of the adjacent property. The planning committee to meet to review and report back to members if they believe there are insufficient grounds for objection.

- 16.17.1.2 Ref: SDNP/16/01542/HOUS ( Comment due 26th May)  
Location: 1 The Crossways, Beacon Hill Lane, Exton, SO32 3LW  
Proposal: To build a one story timber frame living room to the rear off the kitchen annex. Pitched roof to match in with slate finish, low brick wall and glazing between frame posts. Solar slates to the south west side roof pitch. **NO COMMENT**
- 16.17.1.3 Ref: SDNP/16/01745/HOUS (Comment due 17 May)  
Location: 1 Down Cottages New Road Meonstoke SO32 3NN  
Erection of a small timber bike and wood store in lieu of a former concrete sectional garage. It will consist of an internal store for bikes and an external section. The store will be located to the rear of a former dilapidated sectional concrete garage (recently removed) and will be screened from the road by a new beech hedge to match the existing boundary hedge. **NO COMMENT**
- 16.17.1.4 Ref: SDNP/16/02067/HOUS ( Comment due 23 June)  
Location: Selbourn Cottage , Warnford Road, Corhampton, SO32 3ND  
Proposal: Proposed two storey rear extension (following demolition of the existing conservatory) and alterations to existing fenestration **NO COMMENT**
- 16.17.1.5 Ref: SDNP/15/05227/FUL ( Comment due 13 May)  
Location:Houghtons Transport (wickham) Ltd Warnford Road Corhampton SO32 3ND  
Proposal: Cessation of haulage yard and demolition of existing commercial buildings. Construction of 10 dwellings with parking, cycle and refuse collection provision with access off Warnford Road and De Port Heights.  
Referred to SDNP Planning Committee 12 May 2016. The Chairman to attend meeting. **ACTION** – The Clerk to re-send previous comment **(OBJECTION)**
- 16.17.2 Decisions Pending** – see Appendix B  
**16.17.3 Applications Determined** – see Appendix B  
**16.17.4 Appeals** – see Appendix B  
**16.17.5 Enforcement** - see Appendix B
- 16.18 Parish Matters**
- 16.18.1 **Recreation Ground Play Area - Actions recommended in Play Inspection Report**  
**APPROVED** – Purchase of rubber matting from Outdoor Toys Ltd £120.83 plus VAT  
**ACTION: SW to organise fitting.**  
A quotation has been received for £350 to replace damaged drain - base of the MUGA wall.  
**ACTION: James Morrice to forward quote to Clerk.**  
A quotation has been received for £900 to repair metal collars and timber stepping posts damaged during strimming. Cllr McCormick suggested application of weed killer along a strip topped with bark to inhibit further growth. **ACTION: JMcC**  
Chapel Road Playground. Safety measure - timber barrier between swings.  
**ACTION - JS to look at and consider use of lengthsman to carry out.**  
Replacement of nest swing and other recommendations – defer to next meeting.
- 16.18.2 **Recreation Ground Hiring Form.** The form is at draft stage and out for consultation with others. The working group will report fully at the July meeting.
- 16.18.3 **Open Space Fund – to approve purchase of junior goal posts and basketball net.** The Council considered there would be insufficient use of goalposts but a basketball net was approved.  
**APPROVED** - Purchase of basketball net. **ACTION – PR**
- 16.18.4 **Tennis Club** – The Tennis Club reported that their legal costs were higher than anticipated. The Club’s request to use some of the remaining balance from the Open Space Fund was **NOTED.**
- 16.18.5 **Lengthsman**

- 16.18.5.1 **RESOLVED** - to approve renewal of the Hampshire Lengthsmen Agreement from 1 May 2015 for one year. Signed by the Clerk between meetings.
- 16.18.5.2 Due to budget cuts at HCC, Countryside Access are to contribute 25% to the 2016/17 budget. This will require tasks to be apportioned 25% to footpaths and ROW and 75% on Highways (except A32). The budget will be reviewed the following year. 9 days have been allocated for this financial year starting w/c 6<sup>th</sup> June.
- 16.18.6 **Allotments**  
The third draft of the lease between WCC and the Parish Council has been received. A new clause had been inserted requiring the area to be fenced to protect against rabbits. The Council consider this latest demand to be unnecessary.  
**ACTION –RH to request the District Councillors to take up with WCC officers.**
- 16.18.7 **Roads, Highways & Transport**  
Cllr Shaw reported the number potholes and length of time between reporting and repair had increased. He observed that individual highways officer were reluctant to accept complaints about potholes direct. A more effective and reliable method is to report online [www3.hants.gov.uk/roadproblems](http://www3.hants.gov.uk/roadproblems) or telephone 0300 555 1388. A reference number will be issued to enable progress of repairs to be tracked.
- 16.19 **Consultations, Meetings and Training**  
**RESOLVED** - to approve hard copy of the Hampshire Recycling Consultation response be sent to HCC.  
**ACTION – PR, JS**  
**ACTION –JMcC to put poster in the village shop**
- 16.20 **Website**  
Cllr Hyder was content to be the Web Master but the Council should consider what the website is for, and the role of social media. A request for a page has been received from the Meon Valley Flower Arrangers.  
**ACTION – RH, PR**  
**ACTION – The Clerk to contact Wizbit re social media**
- 16.21 **Correspondence requiring a response from the Council – None**
- 16.22 **Items for the next agenda – Meon Valley Trail (if update has been received). Consider replacing nest of swings. Standing Order. Financial Regulations.**  
It was agreed not to discuss Countryside Stewardship scheme.
- 16.23 **Date of next meeting: Wednesday 13 July 2016 at the Meon Hall.**

The meeting closed at 9.10pm