

Corhampton & Meonstoke Parish Council

To members of the Council:

Cllrs B Horn, R Hyder, J McCormick, J Pett – Vice Chairman, P Rowe – Chairman, J Shaw, S Walker

You are hereby summoned to attend a meeting of Corhampton & Meonstoke Parish Council at the Meon Hall, Meonstoke at 7.30 pm Wednesday 13 September 2017 for the purpose of transacting the following business:

Rosemary Hoile – Parish Clerk

7th September 2017

AGENDA

1. **To receive apologies for absence.**
2. **To receive declarations of disclosable pecuniary and non-pecuniary interest**
3. **To approve the minutes of the Full Parish Council meeting held on 12th July 2017**
4. **Public Forum**
Questions and comments on planning matters or other agenda items. (10 minutes)
5. **County and District Councillors reports.**
6. **Finance, Grants & Governance.**
 - 6.1 a) To authorize accounts and grants for payment: Appendix A
 - 6.1 b) To approve the bank reconciliation to 30th August APPENDIX A
 - 6.2 Annual Return 2016/17 - Completion of the external audit by BDO
 - a) To note receipt of Notice of Conclusion of Audit.
 - b) To note the external auditor's certificate and report for the financial year.
 - 6.3 To approve a Parish Council Complaints Policy.
 - 6.4 To note Scottish Widows (part of Lloyds Bank) savings account transfer to Lloyds Bank Plc single banking licence.
7. **Planning:**
 - 7.1 To consider new planning applications:
 - 7.1.1 **Ref:** SDNP/17/03792/LIS
Location: The Malt House, High Street, Meonstoke, SO32 3NH
Proposal: Replacement windows, provision of one timber casement window to existing ground floor.
 - 7.1.2 **Ref:** SDNP/17/03850/CND – Variation of Conditions 2 and 12 on planning consent SDNP/16/02757/FUL – to reflect proposed new access arrangements.
Ref: SDNP/17/03856/CND - Variation of Conditions 2 and 12 on planning consent SDNP/16/02767/FUL - to reflect proposed new access arrangements
Ref: SDNP/17/03849/FUL
Location: Vernon House , Warnford Road, Corhampton, SO32 3ND
Proposal: New access arrangements to connect between De Ports Heights and Warnford Road (A32) adjacent to Vernon House. To include a new link between the already approved roads and the closure of the Vernon House junction to vehicles.
 - 7.1.3 **Ref:** SDNP/17/04344/HOUS
Location: Flat Post Office and Village Stores Warnford Road, Corhampton SO32 3ND
Proposal: Single storey rear extension and rear first floor extension
 - 7.1.4 **Ref:** SDNP/17/04201/LIS
Location: Kings Farm High Street Meonstoke SO32 3NH
Proposal: Replacement of 4 windows
 - 7.1.4 **Ref:** SDNP/17/03546/DCOND
Location: Manor House High Street Meonstoke SO32 3NH
Proposal: Discharge of condition 9 of Listed Building Consent SDNP/16/02652/LIS
 - 7.2 To note decisions received - see Planning Report APPENDIX B
 - 7.3 To note planning applications in progress
 - 7.4 To note enforcement cases open - see Planning Report APPENDIX B
 - 7.5 To receive update regarding affordable housing at Bridgmead, Shavards Lane, Meonstoke: Za Rowe
 - 7.6 Expressions of interest for infrastructure projects that are required to support growth identified in the emerging SDNP Local Plan:

To consider suggestions for parish projects deliverable through Community Infrastructure Levy (CIL) funding.
(closing date 29 Sept)

7.7 New parking on Allens Lane: Update - see email trail from Tobias Bauer and councillors comments.

8. Open Spaces, Recreation & Playgrounds

8.1 Play areas: Cllr Walker

a) Recreation Ground and Chapel Road play area - To consider the RoSPA inspector's findings in the Annual Inspection Report

b) Update regarding replacement of the 'Submarine' with new play equipment item.

c) To receive the monthly play inspection report for August

8.2 Grounds and grass maintenance at the Meon Hall: To consider report by J Morrice (previously circulated)

8.3 SDNP Open Space Fund: to note balances and commitments.

9. Allotments: Cllr Hyder

To receive update – Cllr Hyder

10. Roads, Highways & Transport:

10.1 To receive update concerning repairs to drainage under the broken bridge at Shavards Lane. Cllr Shaw

10.2 To receive update regarding traffic speed survey supplier for High Street, Meonstoke. Cllr Pett

10.3 Bikers on A32: Meeting of parish representatives. Cllr Pett.

11. Footpaths & Rights of Way:

11.1 Lengthsman report: see James Morrice's written report.

a) To note reduced allocation of days in FY 2017/18; likely work programme.

b) To approve purchase of 3 extra lengthsman days from ISS Facility Services to coincide with the Hampshire Lengthsmen scheme programme.

11.2 Meon Valley Trail signage to encourage responsible use of shared space for pedestrians, cyclists and riders: S Walker / J Pett

11.3 Footpath maintenance: J Pett

11.4 Matters arising: Footpath to rear of Southbourne House.

12. Neighbourhood Watch:

To receive update: Cllr Hyder

13. Website:

To receive update: Cllr Hyder

14. Meetings, Consultations and Training.

14.1 Department of Digital, Culture, Media and Sport: Consultation seeking views on the specification for a new broadband Universal Service Obligation.

14.2 Consultation: 27 September 2017, Hampshire Parishes workshop, Festival Hall, Petersfield 6.30-9.30

14.3 Invitation to Hampshire ALC 70th Anniversary Celebration Reception and Lecture 17.00 – 19.00 Tuesday 10 October. The Great Hall, Winchester.

14.4 Southern/South East Region Allotments Officers' Forum 9.30 – 15.30 Tuesday 17 October 2017. Alton Town Council, Market Square, Alton GU34 1HD.

14.5 Hampshire Countryside Access Meon Valley Trail Open Forum meeting 2 pm Monday 18 September. Forest Annex Room, Queen Elizabeth Country Park, Gravel Hill, Horndean PO8 0QE

15. Correspondence requiring the Council's response.

Chairman of West Meon Parish Council's email of 4/9/17 re Motorbike noise and speed on A32.

16. Items for the next agenda.

17. Dates of next meeting: Wednesday 8th November 2017, the Meon Hall, Meonstoke.

Members of the public and press are invited to attend except for any specific item which is marked 'Confidential' on the agenda. The press and public may not speak when the Council is in session, but may make points or ask questions in the allocated time during the 'Public questions and comments' item on the agenda. Please note that public participation at meetings must relate to an agenda item for that meeting.

APPENDIX A – FINANCE STATEMENT (as at 7 Sept 17. Invoices received up to 13 Sept will be added to the list for the meeting)

Accounts for payment:

Chq	£
200847 A J Morrice expenses	58.50
200848 The Flower Pot Men	58.00
200849 BDO LLP external audit	120.00
200850 R Hoile – office expenses	<u>36.28</u>
	272.78

Payments to be approved for grants and donations:

First Responders	250.00
Neighbourhood Watch	25.00
The Bridge	30.00
CPRE	36.00
Citizens Advice Bureau	25.00
Royal British Legion (Wreath)	25.00
Meon Hall, internal	400.00
Home Start	200.00

Total **1263.78**

Bank Reconciliation 1/04/2017 - 31/08/2017		£	£
Barclays Bank A/C No ---023			
Balance as at 31/08/17		12,715.42	
Add unlodged payements		-	
Less unrepresented cheques		-	
Scottish Widows A/C No 060			
Balance as per statement No 37 on 1/07/17		7,939.75	<u>20,655.17</u>
Cashbook 31 August 2017			
Balance b/f 1/04/17	16,170.45		
Add Receipts 1/4/17 - 31/08/17	10,094.30		
Less Payments 1/4/17 - 31/08/17	-5,609.58		<u>20,655.17</u>

Reserves:

Allocated reserve - Capital Projects	3,000.00
Allocated reserve - self-insurance play areas	1,774.00
Unallocated reserve	15,881.17

Total **20655.17**

APPENDIX B – Planning Report

7. Planning:

7.1 New planning applications – see main agenda

7.2 Planning decisions

7.2.1 Ref: SDNP/17/03343/HOUS

Location: 6 The Butts, Warnford Road Corhampton SO32 3ND

Proposal: Partial enclosure of existing car port to form a home office (Retrospective) Extending hard standing in front of the house to accommodate parking. (Amended plans received 18.08.2017 and 25.08.2017)

Decision: APPROVED

7.2.2 Ref: SDNP/16/06006/HOUS

Location: Well Cottage Chapel Road Meonstoke SO32 3NJ

Proposal: New rear extension, raise the ridge height by 150mm and change of roof finish to slate

Decision: APPROVED

7.2.3 Ref: SDNP/17/02869/FUL

Location: South Cote, Warnford Road, Corhampton, SO32 3ND.

Proposal: Erection of 2-bedroom residential dwelling on land to the rear

Decision: APPROVED

7.2.4 Ref: SDNP/17/02954/TCA

Location: 1 Claremont Cottages, High Street, Meonstoke, SO32 3NH

Proposal: Reduce Holly tree by approx 2m.

Decision: Raise no objection

7.2.5 Ref: SDNP/17/03184/TCA

Location: Meon Cottage, High Street, Meonstoke, SO32 3NH

Proposal: Fell 5 No Lawsons Cypress, Fell 2 No Norweigan Firs.

Decision: Raise no objection

7.2.6 Ref: SDNP/17/03247/TCA

Location: 9 Oxendown, Meonstoke, SO32 3AE

Proposal: 1 No Ash crown by 10%. Pruning wounds not to exceed 40mm in diameter (T1) . 1 No ash cut overhanging branches back to property boundary.(T2).

Decision: Raise no objection

7.2.7 Ref: SDNP/17/03473/PRE

Location: Church End Cottage, Bucks Head Hill Meonstoke SO32 3NA

Proposal: Refurbishment, minor alterations and ground floor rear extension.

Decision: ADVICE PROVIDED

7.3 Application in progress

Ref: SDNP/16/05772/LDE

Location: Annexe Harvestgate Farm House Stocks Lane Meonstoke

Proposal: Use of The Annex, Harvestgate Farm as a dwellinghouse

7.4 Planning enforcement cases

7.4.1 Open

Ref: SDNP/16/00683/GENER

Breach type: Alleged outbuilding in construction in conservation area within SDNP

Address: Meadow Cottage, High Street, Meonstoke SO32 3NH

7.4.2 Closed

Ref: SDNP/16/00609/GENER

Breach type: General

Address: Hawthorn Cottage Warnford Road Corhampton SO32 3NS

Corhampton & Meonstoke Parish Council

To members of the Council:

Cllrs B Horn, R Hyder, J McCormick, J Pett – Vice Chairman, P Rowe – Chairman, J Shaw, S Walker

You are hereby summoned to attend a meeting of Corhampton & Meonstoke Parish Council at the Meon Hall, Meonstoke at 7.30 pm Wednesday 13 September 2017 for the purpose of transacting the following business:

Rosemary Hoile – Parish Clerk

7th September 2017

AGENDA

1. **To receive apologies for absence.**
2. **To receive declarations of disclosable pecuniary and non-pecuniary interest**
3. **To approve the minutes of the Full Parish Council meeting held on 12th July 2017**
4. **Public Forum**
Questions and comments on planning matters or other agenda items. (10 minutes)
5. **County and District Councillors reports.**
6. **Finance, Grants & Governance.**
 - 6.1 a) To authorize accounts and grants for payment: Appendix A
 - 6.1 b) To approve the bank reconciliation to 30th August APPENDIX A
 - 6.2 Annual Return 2016/17 - Completion of the external audit by BDO
 - 6.2 a) To note receipt of Notice of Conclusion of Audit.
 - 6.2 b) To note the external auditor's certificate and report for the financial year.
 - 6.3 To approve a Parish Council Complaints Policy.
 - 6.4 To note Scottish Widows (part of Lloyds Bank) savings account transfer to Lloyds Bank Plc single banking licence.
7. **Planning:**
 - 7.1 To consider new planning applications:
 - 7.1.1 **Ref:** SDNP/17/03792/LIS
Location: The Malt House, High Street, Meonstoke, SO32 3NH
Proposal: Replacement windows, provision of one timber casement window to existing ground floor.
 - 7.1.2 **Ref:** SDNP/17/03850/CND – Variation of Conditions 2 and 12 on planning consent SDNP/16/02757/FUL – to reflect proposed new access arrangements.
Ref: SDNP/17/03856/CND - Variation of Conditions 2 and 12 on planning consent SDNP/16/02767/FUL - to reflect proposed new access arrangements
Ref: SDNP/17/03849/FUL
Location: Vernon House , Warnford Road, Corhampton, SO32 3ND
Proposal: New access arrangements to connect between De Ports Heights and Warnford Road (A32) adjacent to Vernon House. To include a new link between the already approved roads and the closure of the Vernon House junction to vehicles.
 - 7.1.3 **Ref:** SDNP/17/04344/HOUS
Location: Flat Post Office and Village Stores Warnford Road, Corhampton SO32 3ND
Proposal: Single storey rear extension and rear first floor extension
 - 7.1.4 **Ref:** SDNP/17/04201/LIS
Location: Kings Farm High Street Meonstoke SO32 3NH
Proposal: Replacement of 4 windows
 - 7.1.4 **Ref:** SDNP/17/03546/DCOND
Location: Manor House High Street Meonstoke SO32 3NH
Proposal: Discharge of condition 9 of Listed Building Consent SDNP/16/02652/LIS
 - 7.2 To note decisions received - see Planning Report APPENDIX B
 - 7.3 To note planning applications in progress
 - 7.4 To note enforcement cases open - see Planning Report APPENDIX B
 - 7.5 To receive update regarding affordable housing at Bridgmead, Shavards Lane, Meonstoke: Za Rowe
 - 7.6 Expressions of interest for infrastructure projects that are required to support growth identified in the emerging SDNP Local Plan:

To consider suggestions for parish projects deliverable through Community Infrastructure Levy (CIL) funding.
(closing date 29 Sept)

7.7 New parking on Allens Lane: Update - see email trail from Tobias Bauer and councillors comments.

8. Open Spaces, Recreation & Playgrounds

8.1 Play areas: Cllr Walker

a) Recreation Ground and Chapel Road play area - To consider the RoSPA inspector's findings in the Annual Inspection Report

b) Update regarding replacement of the 'Submarine' with new play equipment item.

c) To receive the monthly play inspection report for August

8.2 Grounds and grass maintenance at the Meon Hall: To consider report by J Morrice (previously circulated)

8.3 SDNP Open Space Fund: to note balances and commitments.

9. Allotments: Cllr Hyder

To receive update – Cllr Hyder

10. Roads, Highways & Transport:

10.1 To receive update concerning repairs to drainage under the broken bridge at Shavards Lane. Cllr Shaw

10.2 To receive update regarding traffic speed survey supplier for High Street, Meonstoke. Cllr Pett

10.3 Bikers on A32: Meeting of parish representatives. Cllr Pett.

11. Footpaths & Rights of Way:

11.1 Lengthsman report: see James Morrice's written report.

a) To note reduced allocation of days in FY 2017/18; likely work programme.

b) To approve purchase of 3 extra lengthsman days from ISS Facility Services to coincide with the Hampshire Lengthsmen scheme programme.

11.2 Meon Valley Trail signage to encourage responsible use of shared space for pedestrians, cyclists and riders: S Walker / J Pett

11.3 Footpath maintenance: J Pett

11.4 Matters arising: Footpath to rear of Southbourne House.

12. Neighbourhood Watch:

To receive update: Cllr Hyder

13. Website:

To receive update: Cllr Hyder

14. Meetings, Consultations and Training.

14.1 Department of Digital, Culture, Media and Sport: Consultation seeking views on the specification for a new broadband Universal Service Obligation.

14.2 Consultation: 27 September 2017, Hampshire Parishes workshop, Festival Hall, Petersfield 6.30-9.30

14.3 Invitation to Hampshire ALC 70th Anniversary Celebration Reception and Lecture 17.00 – 19.00 Tuesday 10 October. The Great Hall, Winchester.

14.4 Southern/South East Region Allotments Officers' Forum 9.30 – 15.30 Tuesday 17 October 2017. Alton Town Council, Market Square, Alton GU34 1HD.

14.5 Hampshire Countryside Access Meon Valley Trail Open Forum meeting 2 pm Monday 18 September. Forest Annex Room, Queen Elizabeth Country Park, Gravel Hill, Horndean PO8 0QE

15. Correspondence requiring the Council's response.

Chairman of West Meon Parish Council's email of 4/9/17 re Motorbike noise and speed on A32.

16. Items for the next agenda.

17. Dates of next meeting: Wednesday 8th November 2017, the Meon Hall, Meonstoke.

Members of the public and press are invited to attend except for any specific item which is marked 'Confidential' on the agenda. The press and public may not speak when the Council is in session, but may make points or ask questions in the allocated time during the 'Public questions and comments' item on the agenda. Please note that public participation at meetings must relate to an agenda item for that meeting.

APPENDIX A – FINANCE STATEMENT (as at 7 Sept 17. Invoices received up to 13 Sept will be added to the list for the meeting)

Accounts for payment:

Chq	£
200847 A J Morrice expenses	58.50
200848 The Flower Pot Men	58.00
200849 BDO LLP external audit	120.00
200850 R Hoile – office expenses	<u>36.28</u>
	272.78

Payments to be approved for grants and donations:

First Responders	250.00
Neighbourhood Watch	25.00
The Bridge	30.00
CPRE	36.00
Citizens Advice Bureau	25.00
Royal British Legion (Wreath)	25.00
Meon Hall, internal	400.00
Home Start	200.00

Total **1263.78**

Bank Reconciliation 1/04/2017 - 31/08/2017		£	£
Barclays Bank A/C No ---023			
Balance as at 31/08/17		12,715.42	
Add unlodged payements		-	
Less unrepresented cheques		-	
Scottish Widows A/C No 060			
Balance as per statement No 37 on 1/07/17		7,939.75	<u>20,655.17</u>
Cashbook 31 August 2017			
Balance b/f 1/04/17	16,170.45		
Add Receipts 1/4/17 - 31/08/17	10,094.30		
Less Payments 1/4/17 - 31/08/17	-5,609.58		<u>20,655.17</u>

Reserves:

Allocated reserve - Capital Projects	3,000.00
Allocated reserve - self-insurance play areas	1,774.00
Unallocated reserve	15,881.17

Total **20655.17**

APPENDIX B – Planning Report

7. Planning:

7.1 New planning applications – see main agenda

7.2 Planning decisions

7.2.1 Ref: SDNP/17/03343/HOUS

Location: 6 The Butts, Warnford Road Corhampton SO32 3ND

Proposal: Partial enclosure of existing car port to form a home office (Retrospective) Extending hard standing in front of the house to accommodate parking. (Amended plans received 18.08.2017 and 25.08.2017)

Decision: APPROVED

7.2.2 Ref: SDNP/16/06006/HOUS

Location: Well Cottage Chapel Road Meonstoke SO32 3NJ

Proposal: New rear extension, raise the ridge height by 150mm and change of roof finish to slate

Decision: APPROVED

7.2.3 Ref: SDNP/17/02869/FUL

Location: South Cote, Warnford Road, Corhampton, SO32 3ND.

Proposal: Erection of 2-bedroom residential dwelling on land to the rear

Decision: APPROVED

7.2.4 Ref: SDNP/17/02954/TCA

Location: 1 Claremont Cottages, High Street, Meonstoke, SO32 3NH

Proposal: Reduce Holly tree by approx 2m.

Decision: Raise no objection

7.2.5 Ref: SDNP/17/03184/TCA

Location: Meon Cottage, High Street, Meonstoke, SO32 3NH

Proposal: Fell 5 No Lawsons Cypress, Fell 2 No Norweigan Firs.

Decision: Raise no objection

7.2.6 Ref: SDNP/17/03247/TCA

Location: 9 Oxendown, Meonstoke, SO32 3AE

Proposal: 1 No Ash crown by 10%. Pruning wounds not to exceed 40mm in diameter (T1) . 1 No ash cut overhanging branches back to property boundary.(T2).

Decision: Raise no objection

7.2.7 Ref: SDNP/17/03473/PRE

Location: Church End Cottage, Bucks Head Hill Meonstoke SO32 3NA

Proposal: Refurbishment, minor alterations and ground floor rear extension.

Decision: ADVICE PROVIDED

7.3 Application in progress

Ref: SDNP/16/05772/LDE

Location: Annexe Harvestgate Farm House Stocks Lane Meonstoke

Proposal: Use of The Annex, Harvestgate Farm as a dwellinghouse

7.4 Planning enforcement cases

7.4.1 Open

Ref: SDNP/16/00683/GENER

Breach type: Alleged outbuilding in construction in conservation area within SDNP

Address: Meadow Cottage, High Street, Meonstoke SO32 3NH

7.4.2 Closed

Ref: SDNP/16/00609/GENER

Breach type: General

Address: Hawthorn Cottage Warnford Road Corhampton SO32 3NS