

## Corhampton & Meonstoke Parish Council

### Minutes of a Meeting of the Parish Council held on Wednesday 9<sup>th</sup> March 2016 at 7.30pm at the Meon Hall

**PRESENT:** Cllrs Bruce Horn, Rowena Hyder, Jane McCormick, Patrick Rowe, John Shaw, Sue Walker,

**IN ATTENDANCE:** Rosie Hoile – Clerk

**ALSO PRESENT:** Co-opted members: James Morrice, Za Rowe

**MEMBERS OF THE PUBLIC:** 13

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#### 1. **Apologies**

Apologies were received and accepted from Cllr Pett due to a family commitment, County Cllr Huxstep and District Cllr Bodtger due to prior engagements.

#### 2. **To receive declarations of disclosable pecuniary and non-pecuniary interest**

Cllr Walker declared a personal and non-pecuniary interest in 8.4 ( proposed lease between the Parish Council and Meonstoke Tennis Club)

#### 3. **To approve and sign the Minutes of the Parish Council meeting held on 13 January 2015.** The Minutes were taken as read, approved as a true report and signed. **APPROVED**

#### 4. **To adjourn meeting to allow participation by members of the public.**

A resident asked what was to be done to replace parking spaces near the shop since the layby on the A32 was removed to make way for the Millside development. She had a petition with 247 signatures and was about to go on Facebook. The Chairman applauded her action and suggested she send the petition to the MP to apply pressure on the City Councillor. The Parish Council had applied unsuccessfully for a sum from the County Councillor's Small Works Budget in December 2015. The Council will pursue HCC to see if they will do anything, otherwise will consider how to achieve it alone. If there is not an option to park along Warnford Road, definitive measurements will be obtained from the Highways to determine if the Allens Lane pavement and bank opposite the shop can be adapted. **ACTION – The Chairman, Cllr Shaw.**

Za Rowe reported on Shavards Lane. Sovereign Housing Association are able to provide all 6 homes at affordable rents following receipt of further funding from the Homes and Communities Agency. A decision is imminent, the s106 agreement is to be finalised.

The Council was asked about a public consultation for the proposed developments on the Houghtons Yard and Vernon House sites. The Chairman said the Council was waiting for all the players (SDNP officers and the developer) to agree a date to attend. The first available date given was 14<sup>th</sup> March. At the moment councillors are of a mind to object on a number of grounds. Residents of de Port Heights expressed extreme concern at any proposal for access through de Port Heights and considered the existing exit made sense. The former owner of the site said there had not been any accidents even when 40' trucks drove in and out.

*8 members of the public departed.*

4.1 County Councillor's report: Cllr Huxstep had sent his report

4.2 City Councillor's report: Report not received

#### 5. **Chairman's report on matters arising:** The Council has applied for grant from Hampshire County Council Small Grants Fund to provide refreshments for the Queen's Birthday celebration.

Cllr Hyder said she would advertise the event on the website. **ACTION Cllr Hyder**

## **6 Finance, Grants & Governance.**

6.1 **RESOLVED to approve** accounts for payment: Appendix A

6.2 **RESOLVED to approve** the Financial Risk Assessment 2015/16.

6.3 **RESOLVED to approve** a de minimus of £100.00 for the Clerk.

6.4 **RESOLVED to approve** the Asset Register 2015/16

The Chairman requested information regarding the extent and need for insurance cover on all items of equipment. **ACTION – The Clerk to check with the internal auditor and Zurich.**

6.5 **RESOLVED to approve** the Executive Checklist for the financial year-end 31 March 2015.

6.6 **RESOLVED** to form a Working Group to review the Recreation Ground booking form and its hiring conditions and report findings at the full Parish Council meeting in July. Cllr Shaw proposed and all agreed that James Morrice be co-opted to lead, together with Cllrs Walker, Horn and Hyder to compare sports activity hiring fees charged at other recreation grounds and make their recommendations.

**ACTION – James Morrice to arrange meeting.**

6.7 To receive update from the Working Group regarding requirement for and feasibility of medium to long term projects requiring capital expenditure: **DEFERRED**

Cllr Hyder drew the Council's attention to HCC's budget restricted to core priorities. The Chairman asked the Clerk to write to County Cllr Huxstep requesting Hampshire Highways advice as to where additional parking in the vicinity of the shop can be located. The Parish Council own the pavement and the bank, but definitive information regarding the splay and distance from the A32 on Allens Lane is required. **ACTION – The Clerk**

## **7. Planning:**

7.1 **Planning Applications: see APPENDIX B**

7.2 **Public Consultation Monday 14<sup>th</sup> March 2016**

7.2.1 Ref: SDNP/15/05227/FUL Houghtons Transport (wickham) Ltd Warnford Road Corhampton SO32 3ND (AMENDMENT 15 OCT 15 & INFORMATION RECEIVED 18 FEB 2016)

7.2.2 Ref: SDNP/16/00967/FUL Vernon House Warnford Road Corhampton SO32 3ND

The case officer for both applications, Richard Ferguson and Tim Slaney Director of Planning had agreed to attend the Consultation. The developer Tom Francis will supply plans and elevations for the public to view before SDNP officers speak.

7.3 **Planning Decisions: see APPENDIX B**

7.4 **Planning appeals: see APPENDIX B**

7.5 **Planning enforcement: Appendix B**

7.6 **CIL Statement of Modifications: Noted**

## **8. Parish matters.**

8.1 Recreation Ground and Chapel Road play areas:

8.1.1 Annual Play Inspection Report – The Clerk had not received the report. **DEFERRED**

8.1.2 Tree on Chapel Road Play Area – Cllr Walker reported a tree bough pushing against the neighbour's fence. The Council is not responsible for the fence, but the Council is responsible for the tree which is causing damage. If it is declared dangerous it must be felled. **ACTION – Cllr Horn to assess and deal with.**

8.2 Monthly inspection of the play areas: The Chairman proposed Cllr Walker, as the Councillor responsible for the Playground to carry out the inspections. Cllr Walker agreed although did not think she was the

most suitable person. James Morrice suggested the HPFA offer play equipment inspection training to councillors to mitigate risk of personal liability due to lack of guidance. **ACTION - The Clerk** to arrange training with the HPFA.

**8.3 RESOLVED** to effect actions at the Meon Hall Recreation Ground:

8.3.1 Cessation of use of water meter (for cricket square). **ACTION - Cllr Horn**

8.3.2 Goal area works following re-alignment of football pitch.

**ACTION – The Clerk to contact John Coney (the HPFA) to advise the correct size of the football pitch.**

**ACTION – James Morrice to instruct ISS to put in goal post anchors.**

**8.4** Proposed lease between the Parish Council and Meonstoke Tennis Club: Cllr Pett was not able to report in person but had advised negotiations with the Tennis Club were almost concluded for the lease to be signed. The deadline was set for 1<sup>st</sup> April, the first date contractors could start work if the football season ended, however this could extend to 31<sup>st</sup> May depending on the team's performance.

It was agreed the Clerk should sign and return the documents to the solicitors on receipt of instructions from the Working Group. Signing of the lease to be ratified at the May meeting.

**ACTION – The Clerk**

**8.5** Lengthsmen: James Morrice reported the Lengthsmen had litter picked the roundabout at Corhampton and cleared the drainage channel round the MUGA. Gratings and a drainage sump were not fitted in the first place and a broken-up channel made it difficult to clean. He will look into the cost to dig the channel components out to replace and report to the Council. **ACTION - J Morrice**

**8.6** Allotments: Cllr Hyder had received the draft lease and circulated requesting comments. Asked why WCC Landscape had turned down raised beds Cllr Hyder said it was due to being funded from the Open Space fund. She will enquire if they can be retained if the Parish Council pay for it. WCC contractors will install the standpipe which will be spurred off the filter bed. The solicitor has checked the lease which because it is for 10 years must be registered with Land Registry (Dominic Beeton to action). Bonfires are to be prohibited unless burning poisonous plants. If a bonfire is necessary a Parish Council representative should be present all night. **The Council agreed bonfires should not be lit.\*** Cllr Hyder reported that WCC had also tested the soil and it will be interesting to compare with WCC soil test readings with results of soil testing received from Cllr Horn's soil testing consultant indicating safe levels of the principle pathogens E.coli and Salmonella.

**ACTION – The Clerk to sign lease between meetings.**

**ACTION – Cllr Hyder to pursue issue of raised beds with WCC**

**\*Minute amended by hand and sign by the Chairman at the Parish Council meeting held on Wednesday 11<sup>th</sup> May 2016.**

**8.7 Roads, Highways & Transport:**

8.7.1 Cllr Shaw said the railings by the bus stop on the A32 had been damaged by a vehicle. He had reported the incident to Highways.

8.7.2 Cllr Walker attended the WDALC AGM. The Minutes can be read [here](#).

**8.8** Footpaths: Cllr Hyder reported that stapling slippery decking between the Church and the A32 had been effective. The dangerous overhanging tree bough on the footpath between the Church and Allens Lane has been reported to Countryside Access ROW. HCC own the footpath.

**ACTION - The Clerk to confirm footpath ownership to the neighbour.**

8.9 Neighbourhood Watch: Cllr Hyder reported the Neighbourhood Watch sign at Pound Cottages had been removed. Ian Gilchrist was looking into the cost of replacing.

9. **Consultations, Meetings and Training.**

9.1 HCC Household Waste Recycling Consultation. The commencement date had not been announced.

9.2 HIOW Devolution Workshop: the Chairman attended the meeting. He reported the process had been thrown into disarray by Portsmouth, Southampton, Fareham, Gosport and the IOW declaring a wish to form a Unitary Authority. The 'Solent' Authority would be governed by a 'metro mayor'. The Chairman was advised by the lead speaker that Parish Councils would not be affected by Devolution should it be agreed upon.

9.3 Community First AGM : The Chairman attended and recommended the organisation for sourcing grants and providing training for charities : but not relevant for Parish Councils."

9.4 Steve Delmege, Trustee, Winchester District Citizens Advice has accepted the Council's invitation to be Guest Speaker at the Annual Parish Assembly on Wed 13<sup>th</sup> April.

10. **Correspondence requiring the Council's response.** None

11. **Website update.** A data report is required from Wizbit. **ACTION – The Clerk**

12. **Items for the next agenda.** Review Annual Play Inspection Report, ratify signing of Tennis Club lease,

13. **Meeting dates. All meetings to be held at the Meon Hall.**

Public Consultation - Planning: 7.30pm Monday 14th March 2016

Annual Parish Assembly Meeting: 7.30pm Wednesday 13th April 2016.

Annual Meeting of Parish Council: 7.30 pm Wednesday 11th May 2016

The meeting closed at 9.40pm

**APPENDIX A****INVOICES TO BE RATIFIED FOR PAYMENT ( \* Paid between meetings)**

| CHQ NO       | PAYEE  | DESCRIPTION  | AMOUNT<br>£     |
|--------------|--|--|-----------------|
| 18/08/49     | *ICO data registration                       | Data user registration (statutory )                    | 35.00           |
| 19/08/49     | *HCC Inv 3610623292                          | Signage (S Clark purchase - invoice overdue)           | 76.53           |
| 20/08/49     | *South Central Ambulance<br>Charity          | Grant -agreed Budget 2015-16                           | 250.00          |
| 21/08/49     | *Brian Cowin<br>Ian Gilchrist -Neighbourhood | New noticeboards                                       | 604.72          |
| 22/08/49     | Watch  | Grant -agreed Budget 2015-16                           | 25.00           |
| 23/08/49     | WCC Inv 5100341293                           | Dog litter bins April - June                           | 100.00          |
| 24/08/49     | Wizbit                                       | Domain name registration                               | 96.00           |
| 25/08/49     | Flower Pot Men                               | Grounds maintenance Jan and Feb                        | 152.00          |
| 26/08/49     | P Rowe                                       | Play area repairs/reflectors for posts                 | 17.81           |
| 27/08/49     | R Hoile                                      | Salary February & March                                | 751.30          |
| 28/08/49     | R Hoile                                      | Office running expenses                                | 140.98          |
| 29/08/49     | WCC Inv 900361228                            | Uncontested PC election 2015 Returning<br>Officer fees | 75.10           |
| <b>TOTAL</b> |  |  | <b>2,324.44</b> |

**Bank Balance 9 March 2016**

|                        |  |                  |
|------------------------|--|------------------|
| Barclays Community A/C | 25 Dec 15 - 24 Feb 16                      | 4,506.81         |
| Less cheques presented | (Including chqs* 200750/751/752/753 above) | -<br>2,046.22    |
| Add receipts           |  | -                |
| Cash at bank           | 9 March 2016                               | 2,460.59         |
| Scottish Widows        | 1 January 2016                             | 10,406.52        |
| <b>Total</b>           |  | <b>12,867.11</b> |

## APPENDIX B – Planning Report 9<sup>th</sup> March

### 7. Planning:

#### 7.1 New planning applications

7.1.1 Ref: SDNP/16/00466/TCA

Location: Selbourn Cottage Warnford Road Corhampton SO32 3ND

Proposal: Fell 1 no. Sycamore (T1) Applications to fell/manage sycamore trees within the conservation area. **NO COMMENT**

7.1.2 Ref: SDNP/16/00467/TCA

Location: Selbourn Cottage Warnford Road Corhampton Hampshire SO32 3ND

Proposal: Sycamore T1. Lift lower canopy to a height of approx 3.5m. Remaining crown untouched.

Improve light and aspect for property. **NO COMMENT**

7.1.3 Ref: SDNP/16/00928/PRE

Location: Church Cottage Church Lane Meonstoke SO32 3NA

Proposal: Erect an open porch to the front elevation of the cottage.

**Pre-application advice - no response required.**

7.1.4 Ref: SDNP/16/00926/HOUS

Location: East Cottage Stocks Lane Meonstoke SO32 3NQ

Proposal: Single storey front extension and rear single storey infill (recessed)

**NO COMMENT**

7.1.5 Ref: SDNP/16/00838/FUL

Location: Orange Site Ham 33 Pondsides Farm New Road Meonstoke SO32 3NN

Proposal: Proposed site share upgrade of telecommunication apparatus.

*Cllr Pett's written report: Application to share and improve aerial farm at top of New Road. Plans not currently downloadable from website but suspect advantage outweighs adding to this unavoidable and necessary eyesore. Will revert to the PC if full inspection of plans shows anything of note.*

7.1.6 Ref: SDNP/16/00823/TCA

Location: Southbourne House Chapel Road Meonstoke SO32 3NJ

Proposal: Fell 1 No. Walnut (T1).

Crown reduction of 1 Ash tree and felling of 1 Walnut tree.

**NO COMMENT**

7.1.7 Ref: SDNP/16/00819/TCA

Location: Southbourne House Chapel Road Meonstoke SO32 3NJ

Proposal: 1 no. Ash (T1) - crown reduction by up to 3 metres to retain a crown spread of 6m to the north, 8m to the south, 11m to the east, and 7m to the west. Reduce height by 3m to retain a height of 17m.

Crown reduction of 1 Ash tree and felling of 1 Walnut tree.

**NO COMMENT**

7.1.8 Ref: SDNP/16/00752/HOUS

7.1.9 Ref: SDNP/16/00753/LIS

Location: Manor House Barn High Street Meonstoke SO32 3NH

Proposal: Convert the existing garage into bedroom and ensuite bathroom and construct a small shed in the garden

**NO COMMENT (Both applications)**

7.1.10 Ref: SDNP/16/00627/CND

Location: Land Adjacent To Hawks Nest Pound Lane Meonstoke SO32 3NP

Proposal: Variation of condition no. 9 of application SDNP/14/05664/FUL: Downgrading CSH Code Level for energy efficiency from Code 5 to Code 4 for all elements of the build. **FOR INFORMATION ONLY**

7.1.11 Ref: SDNP/16/00408/HOUS  
Location: Plover Hill New Road Meonstoke SO32 3NN  
Proposal: 2 No. hipped roof dormers to the Western (Rear) elevation. Triangular gable end fixed glazed windows to the loft bedrooms. Two storey oak framed rear extension. (proposal tbc by applicant)

**NO COMMENT**

7.1.12 Ref: SDNP/16/00374/TCA  
Location: Stoke Cottage Chapel Road Meonstoke Hampshire SO32 3NJ  
Proposal: Please see attached Tree Management Plan

*Cllr Pett's written report:*

*Tree management plan submitted as requested following withdrawal of previous application SDNP/15/04485/TPO and in line with previous comments forwarded by PC to that application.*

**ACTION: Clerk requested to gain sight of the management plan, which is not available on the South Downs website.**

7.1.13 Ref: SDNP /16/00297/TCA (**Application since determined and no objection raised.**)

Address: Hales Farmhouse , High Street , Meonstoke SO32 3NH

7.1.14 Ref: SDNP/16/00125/HOUS

Location: Pound House Pound Lane Meonstoke SO32 3NP

Proposal: Rear two storey extension and single storey side extension

The Council noted the proposed extension to Pound House has received objections. The application was the subject of, and presumably reflects, pre-application consultation and advice from WCC last year.

There are no discernable planning grounds on which to raise objection to the proposal, and the WCC officer will need to assess whether the amenity of the residents of Pound Cottages are sufficiently affected to warrant withholding permission. **NO COMMENT**

7.1.15 Ref: SDNP/16/00905/COND

Location: Warners Cottage, Beacon Hill Road, Corhampton, SO32 3LL

Proposal: Variation of conditions 8 and 12 of planning permission SDNP/15/00417/FUL

*Cllr Pett's written report: Application to vary conditions relating to visibility splays and the associated planting that affects them. Has been submitted in accordance with Highways Engineer recommendation.*

**NO COMMENT**

7.2 **Planning Consultation Monday 14<sup>th</sup> March 2016**

7.2.1 SDNP/15/05227/FUL Houghtons Transport (wickham) Ltd Warnford Road Corhampton SO32 3ND  
(AMENDMENT 15 OCT 15 & INFORMATION RECEIVED 18 FEB 2016)

7.2.2 SDNP/16/00967/FUL Vernon House Warnford Road Corhampton SO32 3ND

*Cllr Pett's written report:*

*This two applications reflect the "masterplanning" approach requested by SDNPA for the three adjacent sites within the Warnford Road/St Andrews Green/Rectory Lane/Stocks Lane block. The result is an amended application for the Houghton's Yard site and a new application covering both the land to the rear of Vernon House and the adjacent parcel to the immediate north of St Andrew's Green. Together they would deliver 27 houses. Although given visibility of the new plans shortly before their submission there has been no involvement of the Parish Council in this "Masterplan" approach. Moreover, the resulting density of housing is at odds with the Draft Local Plan target of 12 houses for the Corhampton village envelope, and the SDNPA's own advice to the applicant in Oct 15 – "An over-developed layout has led to compromised design " and "The internal layout of H2 and H5 is prohibitively small and not fit for purpose". This advice was given on an application that then sought 8 houses on the Houghton's site; the current application seeks 10. The design of the houses in the current application, particularly the window design, particularly jars with the rest of the village and is not in line with the VDS.*

*So, while the Parish Council continues to support the principle of development on these sites, it is recommended that it should agree to object to both current applications on the grounds that they, together, represent an un-sustainable over-development of the sites taken together and do not represent sustainable development in this location. The supporting documentation appears to rely on the overall sustainability of the Meon Valley villages as a whole between Exton and Droxford, rather than Corhampton & Meonstoke alone. The LPA's advice fails to set the development of 27 houses alongside a single entry infant school, currently full, and zero effective public transport. The Council's resolution is sought, therefore, that the SDNPA Director of Planning should be requested to answer these points in full at the 14 Mar meeting, followed by a written account of the process that has resulted in two concurrent applications for the Houghton's site (the present one and a previous one in appeal) and a process that has lasted almost a year. It is also requested that, in agreeing to object to the current applications, the planning committee is given license to make any further points in the light of the meeting on the 14<sup>th</sup> March.*

### 7.3 Planning Decisions

SDNP/16/00063/TPO The Rectory Rectory Lane Meonstoke SO32 3NF **REFUSED**  
 SDNP/16/00059/TCA The Rectory Rectory Lane Meonstoke SO32 3NF **NO OBJECTION**  
 SDNP/15/06467/HOUS Little Coombe New Road Meonstoke SO32 3NN **REFUSED**  
 SDNP/15/06285/PRE Meedhupparu Pound Lane Meonstoke SO32 3NP **ADVICE PROVIDED**  
 SDNP/15/06253/TCA The Old Bakery High Street Meonstoke SO32 3NH **NO OBJECTION**  
 SDNP/15/06131/TCA Bucks Head, Bucks Head Hill, Meonstoke SO32 3NA **NO OBJECTION**  
 SDNP/15/06087/TPO Millside Flats 9-14 Corhampton Hampshire SO32 3AG **APPROVED**  
 SDNP/15/06247/TCA Riverside Cottage, Warnford Road, Corhampton SO32 3ND **NO OBJECTION**  
 SDNP/16/00118/LDP Riverpoint, High Street, Meonstoke, DO32 3NH **APPROVED**  
 SDNP/16/00066/HOUS Cobb Cottage Chapel Road, Meonstoke SO32 3NJ **APPROVED**  
 SDNP/00450/COND Warners Cottage Beacon Hill Road Corhampton SO32 3LL **APPROVED**

### 7.4 Planning Appeals - extant:

**Ref:** APP/Y9507/W/15/3139432  
**Site at:** Houghtons Transport (Wickham) Ltd Warnford Rd, Corhampton SO32 3ND  
**Appellant:** Country Homes (Guildford) Ltd **NON DETERMINATION** SDNP/15/01181/FUL

### 7.5 Planning enforcement cases - extant:

7.5.1 **Ref:** 07/00047/CARAVN 06/02/07s

**Location:** Steynes Farm, The Hangars, Corhampton SO32 3LL

7.5.2 **Ref:** 11/00163/SUSE

**Location:** Watton Farm Watton Lane Droxford Southampton Hampshire SO32 3HA