

CORHAMPTON & MEONSTOKE PARISH COUNCIL

(DRAFT Version 1) Minutes of a Meeting of the Parish Council held on Wednesday 11 November 2015 at 7.30pm at the Meon Hall Meonstoke.

PRESENT: Cllrs Bruce Horn, Rowena Hyder, Jane McCormick, Jerry Pett, Patrick Rowe, Sue Walker,

IN ATTENDANCE: Rosie Hoile – Clerk

ALSO PRESENT: District Cllr Norma Bodtger, James Morrice, Za Rowe

Members of the public 20

1. **Apologies for Absence:** Apologies for absence had been received from John Shaw. **APPROVED**

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

The Clerk had received a declaration of personal and prejudicial interest from Cllr Walker in item 8.2; Mr Walker is the Hon Treasurer to the Tennis Club.

3. **To approve and sign the Minutes of the Parish Council meeting held on 9 September 2015** The Minutes were taken as read, approved as a true report and signed. **APPROVED**

4. **The meeting adjourned for participation by members of the public**

A parishioner asked why the minutes and agenda were no longer posted on the website. The Clerk apologise and said she required a refresher training session on the website.

Tony Cook, representing members of the Tennis Club, wanted to discuss the role of liaison between the Council and the Tennis Club, and the draft lease. The Chairman proposed to establish a Tennis Club Working Group who would work on a draft lease before the next meeting to recommend to the full Council.

James Morrice drew parking arrangements for the Meon Valley Marathon to the Council's attention. The HQ would be at the School. He had assumed the Council's agreement to close the MUGA for overflow parking. He gave the Clerk a copy of the No Parking notice.

James Morrice reminded the Council that archives of the PCC, restoration of both churches, Saxons in the MV and the WI (since 1929) as well as the PC were stored in the archive cupboard at the Meon Hall.

The Council agreed to the Chairman's proposal to alter the running order of the agenda in order to bring item 8.2 forward. Numbering of the minutes will not follow those on the agenda.

The meeting re-opened.

5 **Tennis Club**

5.1 (Agenda ref 8.2) To instruct solicitors to draw up a lease between the Parish Council and Meonstoke Tennis Club for 1 No. tennis court to be sited on the Recreation Ground.

RESOLVED TO APPROVE, ACTION - The Chairman

5.2 The Council approved the Chairman's proposal for Jerry Pett to lead the Tennis Club Working Group. Bruce Horn and Jane McCormick agreed to be members. It was agreed that an extraordinary meeting would be called before the next full council meeting on 13 January if the Council's solicitors could draft a lease before Christmas which could be recommended to the full council.

RESOLVED TO APPROVE, ACTION – Tennis Club Working Group

14 members of the Public departed at 7.40pm

6 **District Councillor's Report:**

Cllr Bodtger read her written report. She asked Cllr Hyder how allotment lease arrangements were progressing. Feeling unwell she could not wait for the item to be discussed later in the meeting and left the meeting at 7.55 pm

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7 Chairman's Report

The Chairman expressed his disappointment at Cllr Huxstep's absence; meetings had been moved to the second Wednesday of the month to accommodate his schedule. He asked the Clerk to request a written report from Cllr Huxstep.

ACTION – The Clerk

The Chairman recommended the Council nominate Steve Clark for the annual Mayor of Winchester's Award 2016 for those who have given outstanding voluntary service to their community.

ACTION - The Clerk to circulate nomination forms when published.

8. Finance, Grants & Governance

8.1 Accounts for Payment:

The following accounts were presented for authorisation:		£	Cheque No.
RBL	Wreath	25.00	200723
Whitely Town Council	Councillor Core Skills training	50.00	200724
The Flower Pot Men	Grounds maintenance	76.00	200725
HALC	Councillor Planning training	42.00	200426
BDO	External audit 2014/15	156.00	200427
A J Morrice	Parish expenses, lengthsman materials	140.17	200728
HALC	Pensions Workshop	42.00	200729
R Hoile	Salary 1 July - 30 October	1242.53	200730
R Hoile	Parish expenses, Office	209.74	200731
The Flower Pot Men	Grounds maintenance	76.00	200732
	TOTAL	2051.44	

APPROVED

BANK BALANCES AT LAST STATEMENT DATE*

Barclays Community A/C	(after payments made)	£10,000.21
Scottish Widows		£10,396.05

8.2 Proposals in the draft Budget 2016/17

A copy of the draft budget had been circulated. The Chairman asked councillors to take the draft away and consider if there were any other items to be included. Cllr Walker said that donations were grants, with which the Clerk agreed. Budget lines will be amended to reflect this.

ACTION – The Council to advise the Clerk of omissions and additions.

ACTION – The Clerk and the Chairman to finalise for presentation at the January meeting.

8.3 Annual Audit Return 2014-15: The Council considered BDO's report previously circulated. It was agreed to address the points raised in the Issues Arising Report, namely: at full council meetings to ensure the financial risk assessment and asset register are reviewed and minuted; budget monitoring is minuted and all Minute pages initialled or signed before the end of the financial year.

ACTION – The Clerk and the Chairman

8.4 To consider request from the Meon Hall Management Committee for additional bottle banks:

James Morrice stated the more immediate issue is whose responsibility is for oversight of the recycling bins. Currently it is the Meon Hall Committee. BIFA had written to say operatives had found the contents of the bins were contaminated, had called another lorry out to decant and re-sort the contents. For this 'service' the Meon Hall had been invoiced. James has been monitoring contents for the last 4 months. He considers the Parish Council should encourage proper recycling. Although the black bins are in the grounds of the Meon Hall, it is used by everyone. Cllr Hyder suggested seeking the advice of Environmental Health. The Chairman proposed to defer action at this stage, but to publish the issue on the website to raise awareness.

ACTION - Cllr Hyder to put article on the website

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8.5 To agree full Parish Council meeting dates in 2016. It was agreed meetings should continue to be held bi-monthly on the second Wednesday of the month. The Annual Parish Council Meeting to be held on Wednesday 13 April subject to the Meon Hall being available, if any apply. Meetings of the Planning Committee would be held between full councils meetings to determine new planning applications, if any.
ACTION -The Clerk to liaise with the Meon Hall, confirm dates to members, County and District Councillors and publish on the website.

8.6 Planning Terms of Reference: Delegated powers under s101 LGA 1972 allow for the Planning Committee to decide planning application responses. It was agreed to formalize the current practice of decisions which have been submitted being ratified by the full Council. Cllr Pett will draft and circulate the Council for approval at the next full council meeting.

ACTION – Cllr Pett

8.7 To approve quotation to replace 2 notice boards: The notice boards were not in this year's budget. The Council were content to take it out of the Reserve. Cllr McCormick recommended the quotation received from Brian Cowin for £580.00. The Clerk said the noticeboards were too small, particularly outside the shop. Cllr McCormick said she would approach the shop to discuss a larger size and commission Brian Cowin to make.

APPROVED – ACTION Cllr McCormick

8.8 To approve Fair Account / Lighter Touch internal auditors to the Parish Council for 2016/17.

APPROVED - ACTION The Clerk

8.9 To approve payment of Clerk's salary by Standing Order.

APPROVED – ACTION the Clerk

8.10 To approve a request for a grant from the Citizens Advice Bureau:
The Clerk was asked to write to the CAB requesting they inform the Council of the funding model. It was agreed to consider at the next full council meeting.

ACTION – the Clerk

9. Planning: New Planning Applications:

9.1.1 SDNP/15/05227/FUL: Houghtons Transport (wickham) Ltd Warnford Road Corhampton SO32 3ND
Cessation of haulage yard and demolition of existing commercial buildings. Construction of eight dwellings with parking, cycle and refuse collection provision with access off Warnford Road and De Port Heights

The Council raised NO OBJECTION SUBJECT TO:

Foul water drainage plant to have sufficient capacity to meet total occupancy.

Request s106 affordable housing contribution in lieu of 40% on-site affordable housing.

No access to the parallel development immediately south of the site

9.1.2 SDNP/15/05361/CND: Warners Cottage Beacon Hill Road Corhampton Southampton SO32 3LL
Variation of condition no. 10 of planning permission SDNP/15/00417/FUL to comply with Level 4 of the Code for Sustainable Homes. **NO COMMENT**

9.1.3 SDNP/15/05393/FUL: Dairy Cottage, High St, Meonstoke SO32 3NH
Change of use of storage building and stable building (part) Insertion of roof lights stove and flue

The Council raised NO OBJECTION ON CONDITION THAT:

a condition is placed that when completed, it is solely to be used as ancillary accommodation for Dairy Cottage and not to be used as a separate dwelling house

- 9.1.4 SDNP/15/04203/FUL Vernon House Warnford Road Corhampton SO32 3ND
Demolition of part of Vernon House and construction of 5 new dwellings (2 x 3 Bed detached house and 3 x 5 Bed detached house) with revised access
Cllr Pet had spoken to Highways who have agreed to defer
NO ACTION AT PRESENT
- 9.1.5 SDNP/15/04841/LIS The Farmhouse, Warnford Road, Corhampton SO32 3ND
internal and external renovation and repair work to house.
The Council agreed with Historic Environment officers in applauding restoration work carried out to date.
NO ACTION
- 9.1.6 SDNP/15/05518/TCA The Old Bakery, High St Meonstoke SO32 3NH
1 No. Tulip tree fell to ground level and grind out the stump
NO ACTION
- 9.1.7 SDNP/15/05318/FUL Mayfield, Rectory Lane, Meonstoke SO32 3NF
(Resubmission) Proposed replacement of a lawful mobile home by a one bedroomed bungalow.
DEFER
- 9.1.8 SDNP/15/05590/TPO St Andres Church, Church Lane, Meonstoke
G1= A group x 5 weeping willows to be re-pollarded back to previous pollard points, to reduce end weights wind sail and future branch-limb failure.
NO ACTION
- 9.2 **To ratify the Planning Committee comment for time-expired due date planning applications recorded in the minutes of the meeting held by the Planning Committee on 14 October 2015**
The Minutes were taken as read, approved as a true report. **APPROVED**
- 9.3 **Planning Decisions determined by WCC/SDNP. NOTED** – See fully listed in the Appendix
- 9.4 **Planning Enforcement - Extant**
Case Ref: 07/00047/CARAVN: Steyns Farm, the Hangars, Corhampton SO32 3LL
Case Ref: 11/00163/SUSE: Watton Farm, Watton Lane, Droxford SO32 3HA
- 9.5 **Other Planning Matters:**
Za Rowe updated the Council regarding the proposed extension to affordable housing provision at Shavard's Lane. The architect has sent revised plans to Sovereign Homes following SDNP officers impact on the landscape concerns. SDNP have asked if there is any specific use for s106.
ACTION – The Clerk to respond there is nothing specific but the PC request a full contribution.
- 10 **Parish matters:**
- 10.1 Playground: The Clerk had received Cllr Walker's recommendations for priority repairs next year and budget proposed to cover this. The Chairman and Cllr Shaw had also looked at the equipment and concluded the rowing machine was not supplied with a seat and did not need one, the gym equipment did not require a fence according to the manufacturer, some very minor repairs could be carried out to replace skateboard screws, but it would be better to wait until the next Play Inspector's annual inspection due February 2016. The Chairman proposed £200 for next year's budget.
APPROVED
- 10.2 Open Space Fund: Current allocated and unallocated balances: Play £1147, Sport £26,276.90, Total £27,423.90 of which £24,730 is committed to building a tennis court.
Unallocated balances: Sport fund £1546.90, Play fund £1147.00, Total £2693.90
The Open Space Fund closes 31 March 2016, if councils fail to use up balances, they will lose the money.
ACTION – the Council to find other projects

10.3 Tennis Court: James Morrice's suggestion to remove the cricket strip, which has an 18 inch hard-core of scalplings with fine grit and turf on top at the same time the tennis court is built met with unanimous approval. The contractors are due on site 1 April 2016. The football season closes 1 May, or earlier depending on the team's performance.

Cllr Pett suggested works to the the new path should be carried out at the same time to make best use of resources. Cllr Horn will consider using his equipment to remove the strip. The Clerk will contact OSF team to check if the cost can be recovered from unallocated OSF balances.

APPROVED

ACTION - the Clerk / Cllr Horn

10.3 Maintenance Contract: James Morrice circulated the ISS 2013 pricing schedule and lengthsman report for October 2015. He recommended the Council approve renewal of the contract. The standard of work had improved over the past 2 years due to training and better equipment, increased confidence and performance. He believes parishes receive value for money.

APPROVED

For information: The hedge will be cut sometime in November in order to requisition a large tractor, flail and follow-up team to clean the edge of the road.

Allotments: The solicitor was asked to draw up the lease. WCC solicitors have asked the Parish Council to carry out a soil contamination survey. The soak-away overflowed two years ago; the Parish Council bear the risk therefore it would be prudent to test the soil for contamination.

ACTION – The Clerk to contact soil testing services and get quotes

Meon Valley Archeology & Heritage Group: Resolve to support the Meon Valley Archaeology & Heritage Group's application for a grant from Winchester City Council.

APPROVED

The Chairman signed the Declaration of Support.

Neighbourhood Watch: Cllr Hyder expressed hope that some co-ordinators will do more to engage with new technology and participate beyond their own immediate area.

11 Consultations, Meetings and Training

11.1 A32 motorbikes - meeting with Police & Crime Commissioner & MP on 8 Oct 15 2015.

Parish Councils meeting in the Meon Valley held at West Meon 2 Nov 2015.

Cllr Walker commented on both meetings. She praised the Police Commissioner for his efforts in addressing the problem. Cuts to police funding have limited effective action and MPs have not been supportive. Variable speed cameras were introduced along a few sections. A standard 50 mph could be a possibility. George Hollingbery MP is very sympathetic; his researcher is looking into measures taken in the EU. The Bikers Motorcycle Federation confirms some bike parts are illegal, but enforcement is needed. Other parish councils are joining in consultation on rural policing and have discussed private policing by paying PCSOs and operating webcams. The majority of police time is taken up by urban policing, however parishioners are paying for 650 hours of police time. Cllr Walker noted the inordinate amount of money spent on pointless road signs, citing the 50mph de-restriction sign on the east section of Mill Lane just before the ford.

It was suggested that Community Watch had a role if it could be co-ordinated. She will advise the date of the next PACT meeting when it has been decided.

11.2 WALC AGM Wed 25th November.

ACTION – CLERK to send apologies

11.3 HALC Pension Workshop: The Chairman and Clerk attended. All parish councils must enrol with the Pensions Regulator within 5 months of the staging date allocated by HMRC (1 May 2017). All employees

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aged 22 - 74 must be asked by their employer if they wish to join a pension scheme. Currently C & M PC are obliged to set up a pension scheme if the employee requests one but the current remunerative level does not require a contribution from the parish council.

ACTION – The Council to write to the Clerk

ACTION – The Clerk to register the Parish Council with the Pension Regulator

12 Correspondence

12.1 WCC Estates requested comment from the Council regarding an application by No 23 Millside, to purchase land to rear of property designated open space. The Council had written to object. **NO ACTION**

12.2 Right to Buy: The Council noted Brandon Lewis's response on behalf of George Hollingberry. Tenants of rural affordable homes were to be offered alternative properties to buy. **NO ACTION**

12.3 Dog fouling: Steve Clark wrote drawing thoughtless behaviour by some dog owners to the Council's attention. Notices had been thrown into the hedge, dog mess deposited near play equipment and dog waste bags left on Pound Lane. To ban dogs from the Recreation Ground would be a major step, it was agreed the Clerk should contact May Carrington WCC Animal Welfare Officer, who has been out before.

ACTION – The Clerk

ACTION – Cllr Horn to resurrect notices

13 Website

Public Consultation - Library Closures.

ACTION – Cllr Hyder to put on website

14 Agenda Items for:

1. Next full council meeting: Mayor of Winchester Award (Clerk to look out for nomination papers) Budget: to approve final draft. Planning Terms of Reference (JP to draft) Equality and Diversity Policy

2. March full council meeting - Meon Valley Trail

13 Date of next full council meeting : 7.30 pm Wednesday 11th January 2016 in the Crypt at the Meon Hall

The meeting closed at 10.15 pm