

Corhampton & Meonstoke Parish Council

To members of the Council:

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

You are hereby summoned to attend the **Annual General Meeting** of Corhampton & Meonstoke Parish Council at the Meon Hall, Meonstoke at 7.30 pm Wednesday 10 May 2017 for the purpose of transacting the following business:

Rosemary Hoile – Parish Clerk

2 May 2017

AGENDA

1. **To receive apologies for absence.**
2. **a) Election of Chair and Vice Chair of the Council.**
b) To receive Declarations of Acceptance of Office.
3. **To receive declarations of disclosable pecuniary and non-pecuniary interest.**
4. **To approve minutes of the:**
 - 4.1 **Full Parish Council meeting held on 8 March 2017**
 - 4.2 **To approve minutes of the Annual Parish Assembly held on 12 April 2017**
5. **To approve Standing Committees 2017/18**
 - 5.1 Planning Committee
 - 5.2 Planning Committee 2017/18 Terms of Reference
6. **To approve Working Groups 2017/18**
 - 6.1 Finance
 - 6.2 Parish Projects (currently to facilitate parking near the village shop)
 - 6.3 Roads, Highways & Transport (to include A32 bikes & policing)
 - 6.4 Recreation Ground & Play Areas
 - 6.5 Allotments
 - 6.6 Footpaths & ROW
 - 6.7 Hedges & Verges, Tree Warden
 - 6.8 Flooding
 - 6.9 Website
7. **To approve representative (s) to outside bodies**
 - 7.1 The Meon Hall Committee
 - 7.2 The Tennis Club
 - 7.3 Winchester District Association of Local Councils (WDALC)
8. **To approve co-opted members**
 - 8.1 Lengthsmen
 - 8.2 Social Housing
9. **Procedural & Constitutional Matters**
 - 9.1 To confirm existing policies and documents reviewed by the Parish Council at previous meetings
 - a) Standing Orders (adopted Nov 2016)
 - b) Financial Regulations (adopted July 2016)
 - c) Financial Risk Assessment (approved March 2017)
 - d) List of Assets (approved November 2016)
 - e) Equality and Diversity Policy (approved January 2017)
 - 9.2 To review following policies and documents at subsequent meetings
 - a) Executive Checklist year end 2017 – propose to approve at the July 2017 meeting.
 - b) Complaints Procedure, Freedom of Information requests, Health & Safety, Dealings with the Press – propose meeting dates to consider.
10. **To agree calendar dates for full Parish Council meetings**

- 11. USUAL BUSINESS:**
To adjourn meeting to hear public questions and comments on planning and agenda items. (10 mins)
- 11.1 County Councillor's report
 11.2 District Councillor's report
- Meeting resumes:**
- 12 Finance, Grants & Governance.**
- 12.1 To authorize payment of accounts listed in Appendix A
 12.2 External Audit – Annual Review for the Year ended 31 March 2017
 a) To approve Section 1 Annual Governance Statement 2016/17
 b) To approve Section 2 Accounting Statements 2016/17
- 12.3 To consider renewal of Parish Council insurance policy with Zurich Insurance Plc.
 12.4 Capital Projects – to receive update from HCC Highways, if any.
- 13. Planning:**
- 13.1 To consider new planning applications:
- 13.1.1 [Ref: SDNP/17/01461/FUL](#) **Location:** Contractors Huts On The Site of Warners Cottage Beacon Hill Road Corhampton SO32 3LL **Proposal:** Replacement land maintenance store.
 13.1.2 [Ref: SDNP/17/01617/FUL](#) **Location:** Meonvale Farm Stocks Lane Meonstoke SO32 3NQ
Proposal: Erection of 2 storey 3 bedroom dwelling, revised design proposals
 13.1.3 [Ref: SDNP/17/01195/HOUS](#) and [Ref: SDNP/17/01195/LIS](#)
Location: Holly Cottage High Street Meonstoke SO32 3NH
Proposal: To replace the wood-based boiler with an LPG equivalent, add a single radiator to the existing circuit and install a buried LPG tank within the grounds of the property.
- 13.2 To note Appendix B Planning report
- 14. Open Space, Recreation and Playgrounds**
- 14.1 Play areas:
 a) To receive monthly play inspection log for April and note new actions required, if any.
 b) Replacement for cracked submarine window.
 c) Graffiti update.
 d) Date of annual play inspection.
- 14.2 Maintenance report: James Morrice
 a) ISS Grounds Maintenance Contract.
 b) Hampshire Lengthsmen Contract.
 c) Other maintenance.
- 15. Allotments:**
 To receive update – Cllr Hyder
- 16. Roads, Highways & Transport:**
- 16.1 HCC Highways proposal for car parking spaces on A32 and Allens Lane:
 To note residents' feedback expressed at the Annual Parish Meeting on 12 April 2017 regarding Options 1&2 Provision of 5-6 car parking spaces.
 16.2 A32 matters: To consider a resident's proposal for a petition.
 16.3 To report general matters - Cllr John Shaw
- 17. Footpaths and Rights of Way**
 To note HCC Priority Cutting List (publication due w/c 8th May)
- 18. Consultations, Training, Meetings & Events**
- 18.1 WCC Depot Contract Option Appraisal Workshop Event at the Guildhall, Winchester, 6.30 pm 24 May 17.
 18.2 WCC Consultation - Draft Housing Strategy 2017/18 – 2022/23. (still accepting comment to mid May)
- 19. Items for the next agenda.**
- 20. Date of next meeting:** Wednesday 12 July 2017.

APPENDIX A – FINANCE STATEMENT 3 May 2017.

ACCOUNTS FOR PAYMENT (Invoices received up to 10 May will be put forward for payment)

Chq	Payee	Amount
200833	Alsoils Ltd	£ 432.00
200834	ISS Facility Services	£1512.00
200835	HALC	£ 278.00
200836	Wizbit	£ 144.00
200837	R Hoile	£ 68.80
200838	The HPFA	<u>£ 40.00</u>
TOTAL		<u>£2,474.80</u>

CORHMPTON & MEONSTOKE PARISH COUNCIL			
Bank Reconciliation 1/04/2017 - 28/04/2017			
		£	£
Barclays Bank A/C No ---023			
Balance as per Page 1 dated 02/05/17			16,214.00
<u>Less unpresented cheques:</u>			
EV1	Alsoils	432.00	
EV2	ISS Facility Services	1,512.00	
EV3	HALC 1465	278.00	
EV4	Wizbit	144.00	- 2,366.00
Scottish Widows A/C No 060			
Balance as per statement No 36 on 1/04/17		7,937.74	<u>21,787.55</u>
Cashbook 28 April 2017			
Balance b/f 1/04/17		16,170.45	
Add Receipts 1/4/17 - 28/04/17		8,366.31	
Less Payments 1/4/17 - 28/04/17		- 2,749.21	<u>21,787.55</u>

APPENDIX B – PLANNING REPORT 3 May 2017

Planning:

- 1 **New planning applications – see main agenda**

- 2 **Pre-planning applications – for information**
Ref: SDNP/17/00606/PRE **Location:** Winters Down Lone Barn Lane Corhampton SO32 3LN
Proposal: Demolition of existing farm house and replace with new dwelling

- 3 **Applications in progress**
 - 3.1 **Ref:** SDNP /17/01258/HOUS
Location: Meedhupparu Pound Lane Meonstoke SO32 3NP
Proposal: Amendments to approved application SDNP/16/0491/HOUS. Including: addition of log burner and chimney stack, re-sizing and positioning of roof light, material amendment, amendments to balcony depth and parapet height due to detail design requirements.
 - 3.2 **Ref:** SDNP/17/01195/HOUS
Location: Holly Cottage High Street Meonstoke SO32 3NH
Proposal: To replace the wood-based boiler with an LPG equivalent, add a single radiator to the existing circuit and install a buried LPG tank within the grounds of the property.
 - 3.4 **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
 - 3.5 **Ref:** SDNP/16/05772/LDE
Location: Annexe Harvestgate Farm House Stocks Lane Meonstoke
Proposal: Use of The Annex, Harvestgate Farm as a dwellinghouse

4. **Planning Appeals - NONE**

5. ***Planning enforcement cases – to be updated w/c 8 May***
Ref: SDNP/15/00229/BRECON
Location: 6 the Butts Warnford Road Corhampton SO32 3ND
Ref: SDNP/16/00196/GENER
Location: Walton Farm Brockbridge Droxford SO32 3QT
Alleged barn constructed in grounds.

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.