

Corhampton & Meonstoke Parish Council
Minutes of the meeting held on Wednesday 7th July 2021 at the Meon Hall.

PRESENT: Councillors Bruce Horn, Rowena Annereau-Hyder, Sue Logan, Jane McCormick, Jerry Pett - Chair, Nick Riley, Patrick Rowe,
IN ATTENDANCE: Rosie Hoile – Parish Clerk
PUBLIC 2 residents including James Morrice - Chairman of the Trustees of the Meon Hall.

21.23 Apologies for absence.

District Councillor Ruffell and District/County Councillor Lumby.

21.24 Declarations of disclosable pecuniary and non-pecuniary interest.

None

21.25 Minutes of the Parish Council meeting held via Zoom on 5 May 2021.

Approved as a true and accurate record **except for** item 21.11.7 Memorial benches, which should read 'The Council agreed NOT to ask the donors TO CONTRIBUTE to the installation cost. (Amendments added in uppercase). The Chair amended hard copy of the minutes retained in the Minutes Book; the website copy will be amended. A footnote will refer to Minute ref 21.25.

21.26 Public forum:

- a) There were no questions from the floor.
- b) County and District Councillors' reports had been previously circulated.
- c) The Chairman of the Trustees of the Meon Hall reported that due to Covid restrictions only the Meonstorks Baby & Toddlers Group and the Meon Valley Orchestra had met. The Meonstorks, being exempt, had met continuously. The orchestra was under 30 members and maintained social distancing. The Mindfulness Group had booked one day in August after restrictions will have been lifted. The Brownie Pack and the Folk Group had cancelled. The trustees are looking at a difficult period ahead due to reduced income; community grants received from WCC have helped with the running costs. Projects are paid for out of reserves (5% of insured value of the building).

21.27 Chair's report.

a) The Chair was concerned at the assortment of banners strung along the railings on the corner of A32 with Bucks Head Hill. He asked if councillors were content to turn down requests which come the Council's way for banners unless advertising a community event. The Council agreed they looked untidy and approved.

ACTION - JP to approach owners of existing banners.

b) Website

The Chair sought the Council's agreement to look for an alternative website provider specialising in parish council websites and platforms. **APPROVED**

ACTION - Clerk

c) Grounds maintenance contract

The 2 year contract is coming up for renewal. Cllr Rowe said that EMS do a good job.

ACTION - Clerk to invite quotations from 3 contractors including EMS. **JP** to pass details of other contractors.

21.28 Finance.

1. Payment of Accounts. **RESOLVED:**

a) To approve payment of accounts listed in Appendix A

b) To approve bank reconciliation to 30 June 2021

c) To ratify payment of a grant to the Meon Hall of £400.00 towards external wall insulation.

2. Review allocation of Reserves.

Reserves 30 June 2021 - extant. The Council is in the process of spending the reserve allocated to the Skate Park.

3. Annual Governance and Accounting Return 2020-21

The Council **NOTED** 14/6/21-23/7/21 for the period for the exercise of public rights as part of the External Audit process for Corhampton & Meonstoke Parish Council audit and accounts 2020/21. (Uploaded www.candm-pc.gov.uk 11/6/21)

4. Appointment of Internal Auditor: **RESOLVED**

To re-engage Lightatouch to provide internal auditing services for 2021-22.

ACTION - Clerk to sign letter of engagement.

5. Parish mobile phone: **RESOLVED**

To approve purchase of a mobile phone for use of the Clerk.

ACTION - Clerk

6. Memorial benches - revised quotation to install.

Due to underground cables close to the surface at the location it had been decided to place the benches closer together and use shallower fixings. The quotation to install reduced the cost from £1152.00 to £275.00

ACTION - JP/SL to liaise with J Tucker.

21.29 Planning

21.29.1 New applications validated 1 May - 1 July 2021

There has been a rash of applications in the Conservation Area, mainly to do with ash trees. The Planning Committee did not propose to comment, there are no applications which currently warrant the Council's attention.

SDNP/21/03346/TCA 1 Oxendown, Meonstoke SO32 3PB

SDNP/2103409/TPO Corhampton Court, Corhampton Lane, Corhampton, SO32 3NB

SDNP/2103256/TCA St Andrews Church, Church Walk, Meonstoke SO32 3NE

SDNP/21/03051/TCA The Old Bakery, High St, Meonstoke SO32 3NH

SDNP/21/03022/TCA Rose Cottage, Rectory Lane, Meonstoke SO32 3NF

SDNP/21/01827/TPO Corhampton Court, Corhampton Lane, Corhampton, SO32 3NB

SDNP/21/02996/DCOND (SDNP/21/2003795/FUL refers) Land adjacent to New Cottages, Warnford Road, Corhampton.

No response had been received from Ian Gurdler regarding the TPO application at Corhampton House. SDNPA has been formally requested for a proposal to deal with ash die-back on the Meon Valley Trail.

21.29.2 Other planning matters:

Design Guide Supplementary Planning Document (SPD) Consultation.

The Chair had found it to be a good document. The Village Design Statement is still valid, as is the Character Appraisal and Management Plan. Councillor raised the issue of multiple occurrences of fly tipping on Stocks Lane. There was general consensus that the problem is caused by the County Council's charging policy.

Meeting of Southern Parishes Group 12 July 2021

Southern parishes within the South Downs have been invited to participate.

The biggest problem for parishes falling within the SDNP is that the planners are based at WCC where the overarching guiding document is the Winchester Local District Plan which differs from the South Downs Local Plan.

Councillor McCormick and the Clerk agreed to attend the meeting to raise issues concerning SDNP parishes.

ACTION - Clerk to forward agenda.

21.30 Church Green

Nothing new to report. Councillor Rowe is satisfied with the standard of work undertaken by EMS.

21.31 Recreation Ground and Play Areas.

a) Skate Park

An independent risk assessment was carried out before the skatepark was able to be opened. All items identified are low risk which enabled Evolution to advise that the skate park could be opened.

- One of the existing ramps was too near to the fence, the fence has now been removed. The other
- Two ramps are too near to overhanging branches, the distance should be 2m. The Chairman of the Trustees of the Meon Hall offered to lop the overhanging branches.
- Railings around the existing ramps are lower than currently recommended.
- Signage should be in accordance with British Standards quoted in the inspection report to cover protective equipment and personal safety.

There will be a programme of ongoing annual maintenance under the terms of the guarantee. A new bin is required.

ACTION - Clerk a) To forward revised copy to Hampshire Document Printing Services.
b) Order green bin from WCC.

The Chair proposed a vote of thanks to Councillor Logan for making it all happen. The Council were in wholehearted agreement.

b) Recreation Ground signage

Hampshire Document Printing Services have provided 2 proofs for approval. A further proof is being requested to incorporate advice for users of the skate park.

c) Chapel Road - matters arising

The railings are currently being rubbed down. Estimated cost £200. The estimated cost to rub down and paint the gate is £200. The sliding handle on the field gate is broken and needs welding or replacing. Councillor Horn offered to collect and weld.

ACTION - BH to collect field gate handle and weld

Councillor McCormick asked if the Flower Pot Men would blow the grass away from under the swings to prevent moss from re-occurring. The Chair of the Meon Hall Trustees said he will contact the Flower Pot Men. Councillor Rowe said the ground is not looking too bad at the moment. He will report again in September

21.31 Allotments

More shingle is required on the on cultivated area. The allotment holder who gave notice to quit has informally continues to cultivate the plot alongside the new tenant. Councillor Annereau-Hyder will find out when she intends to quit.

ACTION - RH

21.32 Roads, Highways and Transport

1. Matters arising

a) Replacement for Meonstoke village sign on Brockbridge Road - the matter is in hand. **ACTION - JP/NR**

21.33

b) Reinstatement of wood posts on Bucks Head Hill.

Councillor Riley said the problem was finding the right person to talk to at BT Openreach to speak to the subcontractors who undertook the work. There is the same problem at the corner of Allens Lane with Rectory Lane. **ONGOING**

2. CPRE Hampshire - Litter picking in the Winchester district.

The Chair did not consider it necessary to sign up. Members did not disagree.

21.34 Footpaths and Rights of Way - Cllr Pett report.

21.34.1 HCC Rights of Way Problem Report PROW697143 Path 058/13/1-STEPS

The Chair advised SDNP raised a work order to repair the steps.

21.34.2 The Hampshire (City of Winchester No.46) (Parish of Corhampton and Meonstoke and Parish of Droxford) Definitive Map Modification Order 2019 ("Order No.46")

NOTED

21.34.3 Extinguishment of Footpaths 34, 35, and 37 in the parish of Corhampton and Meonstoke (Proposed Order No 46 refers).

NOTED the paths became superfluous when Order No 46 was made.

21.34.4 Unsafe tree by the footpath from Allens Lane to the Church and adjacent to the Paddock behind No 5 Allens Lane. (Church Walk)

The Church subsequently submitted a planning application Ref: SDNP/2103256/TCA

- 21.34.5** Countryside Access Team 2021 Vegetation Cutting Programme
The Chair was pleased that FP1 (between B3037 to The Hampshire Bowman) and FP21 (Stoke Wood) were included as they get very overgrown.
- 21.35** **Lengthsmen**
Councillor McCormick thought the lengthsmen had done a good job. Tasks listed 1 - 4 had mostly been completed. The list had been slightly amended because the new hedge and grass between Corhampton Farm and Exton is the responsibility of the owners.
ACTION - JP
Councillor Annereau-Hyder said it had become difficult to walk along some of the footway from the shop to Exton (Warnford Road opposite de Port Heights) without being hampered by overhanging tree branches.
ACTION - JP to contact HCC
- 21.36** **Correspondence**
Memorial Convoy - D-DAY 78
A commemorative convoy will set off from Southwick House on 25 June 2022. The convoy will be peripheral to local celebrations for the Platinum Jubilee.
The Council were content to ask the Chair to contact the Corhampton & Meonstoke Covid Administration Team to organise celebrations in 2022.
ACTION - JP
- 21.37** Citizens Advice
A thank you letter had been received for Council's donation last year, and a request for support this year.
A donation of £250 is in the 2021-22 budget.
- 21.38** **Items for the next agenda.**
Disbursement of grants and donations
- 21.39** **Date of next meeting:**
Wednesday 8th September 2021 7.30pm at the Meon Hall.

APPENDIX A - FINANCE REPORT 1/5/21 - 30/6/21

INCOME RECEIVED to 31 April

	£
MVT donations - Warnford meeting £20 + West Meon PC £40	60.00
Bucks Head Hill benches donated by K.Groves £794 + J.Cuthbert £780	1,574.00
HMRC VAT refund	2,661.59
TOTAL	4,295.59

Payments by Standing Orders and Direct Debits

SO R Hoile - May salary	323.70
SO R Hoile - June salary	323.70
TOTAL	647.40

ACCOUNTS FOR PAYMENT

Full Circle Leisure Ltd	36,039.73
B. Heard t/a the Flower Pot Men	140.00
Wizbit Ltd	48.00
EMS Ltd (May contract)	342.00
EMS Ltd (June contract)	342.00
R. Hoile office expenses	98.46
R. Hoile expenses - new mobile phone	234.96
TOTAL	37,245.15

BANK RECONCILIATION

Bank Reconciliation 1/04/2021 - 31/06/21						
Cash at bank 31/6/21				£	£	£
Unity Trust A/C	...525				3,871.43	
Unity Trust A/C	...538				43,986.21	
Scottish Widows A/C No 060					7,942.75	
Balance as at 1/1/21 statement No. 44, 4/04/21 (annual statement)						
<u>Less payments not made</u>						
EMS May contract				- 342.00		
EMS June contract				- 342.00		
The Flower Pot Men				- 140.00		
Wizbit				- 48.00	- 872.00	54,928.39
Cashbook reconciliation 30/06/21						
Balance b/f 1/04/21				45,733.16		
Add Receipts 1/4/21 - 31/06/21				19,055.79		
Less Payments 1/4/21 - 31/6/21				- 9,860.56		
						54,928.39
Reserves 30/06/21 (rounded)		* balancing figure				
General reserve	(3 mths running costs)			3,250.00		
<u>Earmarked reserves:</u>						
Capital reserve				17,000.00		
Play equipment replacement £16K b/f 1/4/21 + £1K (50% of £2K allocated in 2021-22						
CIL unspent balance 31/3/20	£4,615.87 + £17022.69			21,638.56		
Emergency plan				1,500.00		
2019/20 capital project - bollards				2,755.00		
Unallocated reserve				* 8,784.83		54,928.39

APPENDIX B – PLANNING REPORT 7th July 2021

1. DECISIONS:

Ref: SDNP/21/02361/TCA

Proposal: Sycamore immediately central to 12 Oxendown's back garden in Meon Cottage garden. To lop overhanging branches onto 12 Oxendown, overhanging from Meon cottage.

Tree is covered in ivy:

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

DECISION: NO OBJECTION

Ref: SDNP/20/05760/HOUS

Retrospective) Installation of Solar panels on roof at rear of property (South facing) and associated electrics.

Location: 23 De Port Heights, Corhampton, Hampshire, SO32 3DA

DECISION: APPROVED

Ref: SDNP/21/02852/PRE

Proposal: Conversion and extension of existing detached double garage to Granny Annex

Location: Meonstoke Post Office Warnford Road Corhampton SO32 3ND

DECISION: ADVICE PROVIDED

Ref: SDNP/21/01505/HOUS

Location: 1 Oxendown, Meonstoke, SO32 3AE

Proposal: Conversion of ancillary garden store to garden room with insertion of glazed doors, shower facility, ancillary storage, Installation of semi sunken endless pool and alterations to mono pitch roof to a pitched and hipped roof, installation of deck and installation of log stove with flue through roof.

DECISION: APPROVED

Ref: SDNP/21/01510/TCA

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

Proposal: T1 - Beech - Reduce all branches that extend over the roof of Meon Barn to maintain a clearance of 4 metres back to suitable growth points no greater than 2 inches in diameter. Reduce over extending side branches from the entire crown by up to 4 metres to create a uniformed crown. Reduce the height by 1.5 metres to leave the tree at a height of 20 metres from ground level.

T2 - Maple - Fell to ground level and eco plug stump to prevent regrowth. The proposed works are part of the ongoing arboricultural management at this property ensuring that the crown of T1 is maintained to a good/safe clearance above all ground structures.

DECISION: RAISE NO OBJECTION

Ref: SDNP/21/01838/TCA

Location: Meadow Cottage, High Street, Meonstoke, Southampton, Hampshire, SO32 3NH

Proposal: Sycamore (T1). Lift the lowest 5 branches overhanging 12 Oxendown. To improve light and reduce leaf litter. Remaining crown untouched.

DECISION: RAISE NO OBJECTION

Ref: SDNP/21/01710/HOUS (comment due by 18 May)

Location: Clifton Cottage, Bucks Head Hill, Meonstoke, SO32 3NA

Proposal: Garage extension.

DECISION: APPROVED

APPLICATIONS IN PROGRESS

2. Ref: SDNP/20/04561/HOUS (amendment to approved application SDNP/20/03949/HOUS

Location: Govers Cottage Frys Lane Meonstoke Southampton Hampshire SO32 3NL

Proposal: Discharge of conditions 4 and 5 in relation to application SDNP/20/04561/HOUS and 3 and 4 in relation to application SDNP/20/04562/LIS

Ref: SDNP/21/00812/HOUS and SDNP/21/00813/LIS (comment due 11 March)

Location: Apple Tree Cottage, High Street, Meonstoke, SO32 3NS

Proposal: Various internal and external improvements to Grade 11 listed building

Ref: SDNP/21/02405/CND

Proposal: Variation of condition 2 in relation to Application SDNP/20/03795/FUL - Saturday opening hours Condition Number(s): 2; Conditions(s) Removal: See attached To allow opening hours on Saturday until 5.00pm

Location: Land at Corhampton Lane, Warnford Road, Corhampton, Hampshire

Ref: SDNP/21/02070/HOUS

Location: Meon Cottage, High Street, Meonstoke, SO32 3NH (comment due 14 May)

Proposal: Single storey side extension full width of the house and incorporating the footprint of historic outbuildings. Also the removal of a 1960's added porch to the front elevation and restoration front wall.

Ref: SDNP/20/03755/DCOND

Location: Southbourne House Chapel Road Meonstoke Southampton SO32 3NJ

Proposal: Discharge of conditions 9,10,11,12 and 14 relating to application SDNP/16/03318/HOUS.