

MINUTES
Corhampton & Meonstoke Parish Council Meeting
held in the Crypt, Meon Hall, Pound Lane, Meonstoke.
7.30pm Wednesday 10th November 2021.

Present: Rowena Annereau-Hyder, Sue Logan, Jane McCormick, Jerry Pett - Chair, Nick Riley, Patrick Rowe.

In attendance: Rosemary Hoile - Parish Clerk.

Members of the Public: James Morrice, Chairman of the Trustees of the Meon Hall, Ian Gilchrist, Editor of the Bridge Magazine, 1 resident.

21.57 Apologies for absence.

An apology for absence received from Bruce Horn was accepted. An apology had been received from County and District Councillor Hugh Lumby.

21.58 Declarations of disclosable pecuniary and non-pecuniary interest.

None

21.59 Minutes of the Parish Council meeting held on 8th September 2021.

The minutes had previously been circulated and accepted as read and a true and accurate record of the meeting. The Council **APPROVED** the Chair to sign the minutes.

21.60 Public forum:

a) Comments from the public on planning and agenda items.

Referring to the draft budget the Chair of the Trustees of the Meon Hall queried the lack of provision for Platinum Jubilee celebrations. The Chair said an 'off the shelf' plan to organise a street party is available and appealed for someone from the community to lead it and the Finance Working Group would consider the degree of possible public subsidy.

b) County and District Councillors' reports had been previously circulated for which no queries were raised.

21.61 Chair's announcements

(i) Vandalism at the Meon Hall.

The discussion in the last meeting around possible installation of CCTV at the Meon Hall and a subsequent incident in the car park had led to some activity on the community WhatsApp stream. The Chair drew attention to the differences in required oversight between private or commercial installations and those systems installed and controlled by a local authority. The Clerk had also sought polled colleagues in the District for their experiences. There was consensus among members that a minimum of four cameras would be required to cover the car park alone, with further devices required for the MUGA, full perimeter of the Hall and the Recreation Ground. Costs would be the initial set-up (cameras, cabling and associated ground works) together with a modest annual maintenance charge. The output could be monitored remotely as required and would extend the Clerk's role as the authority's registered Data Controller. The PC would also have to demonstrate that the system, as installed, would be a proportionate and effective response to an identified threat. Wickham Parish and Whiteley Town Councils both have schemes covering tennis courts and recreations grounds respectively. Their experience to date is that their systems have not been effective either in prevention of incidents or in providing usable supporting evidence for the Police – the obscuring of the cameras by

spiders and foliage was also noted as an issue. **The Meon Hall Committee, as a separate Charitable Incorporated Organisation (CIO), is the Council's tenant and could install a system itself. Both the Council and the CIO are registered with the Information Commissioner for data control and therefore subject to the same degree of oversight, but the Council is additionally bound by the strict rules of scrutiny for the appropriate spending of public money. The Meon Hall CIO is not currently minded to fund a scheme.**

The Chair noted that, despite advertising this discussion on the WhatsApp stream, no additional members of the community were present over regular attendees. After some discussion the Chair asked members to consider making provision for a CCTV system in its 2022/23 budget following consideration of the points raised.

Proposal: That the Council make provision for £20K in its 2022-23 budget for installation of a CCTV scheme for the Meon Hall.

THE PROPOSAL WAS UNANIMOUSLY REJECTED.

The Chair then sought a consensus on what, if any, further action should be taken, resulting in the following:

Proposal: That the Council closely monitor the incident level of the following 6 months, seeking the active assistance of Neighbourhood Watch group and the Meon Hall Committee and review its position at its July 2022 meeting.

THE PROPOSAL WAS UNANIMOUSLY AGREED.

(ii) Review of Actions arising from the minutes not included elsewhere on the agenda.

a) Allotments: shingle to the allotments. Delivery - **COMPLETE**.

ONGOING - Cllr Hyder said no-one had stepped forward to spread the shingle over the membrane to complete the job. The Chair suggested Cllr Hyder email a date to allotment holders requesting that they turn up.

b) The Pound: replacement directional sign to the Meon Hall. The Chair reported that the continuing delivery delay was due to illness of the craftsman - **ONGOING**

c) Re-instatement /replacement Meonstoke village sign, Brockbridge Road - **COMPLETE**

d) Wooden posts between the Bucks Head and the bus stop - **ONGOING**

e) Play area notices: erection of new and disposal of old signs - **COMPLETE**. Cllr Logan undertook to remove the old signage.

f) Reflectors for benches. There was some debate as to where the proposed reflectors would be fixed. **ONGOING. Clerk to research.**

g) Relocation of multi-use bin in skate park - **ONGOING. Clerk to chase**

21.62 Finance and Governance

21.62.1 Payment of Accounts

a) **RESOLVED:** to pay accounts listed in Appendix A

b) **APPROVED:** bank reconciliation to 31 October 2021

c) **RESOLVED:** to ratify accounts listed in appendix A were paid between meetings:

21.62.2 CIL Reserves.

The Council **NOTED** the CIL annual monitoring return which was submitted to SDNPA, showing that £4615.87 remains ring-fenced in its budget for approved infrastructure projects.

21.62.3 Grounds maintenance contract at Meonstoke Recreation Ground and the Church Green, 1 January 2022 - 31 December 2023. Having sought tenders from three suppliers, Council agreed that the incumbent's tender offered best value for money to the Authority.

RESOLVED: To award the contract to Estates Maintenance Services Ltd.

ACTION

Notify Council's decision to unsuccessful tenderers.	Clerk
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21.62.4 Proposal to install electric vehicle charging points (EVCPs) at the Meon Hall.
The Council **RATIFIED** payment of £1.00 made to Joju Solar Ltd, HCC ECVP framework partner to undertake a feasibility study for two ECVPs with works provision for a further two, in support of the wider Climate Emergency agenda.

21.62.5 Payroll service provider.
The Council **RATIFIED** agreement to Terms of Engagement for provision of a payroll service for an annual fee of £240.00 plus VAT signed by the Clerk on 27 October 2021.

21.62.6 Budget 2022-23
The draft budget had been circulated for comment. The Finance Working Group will meet to finalise the Budget proposal at 2pm Monday 29th November.

ACTION

FWG meet - Hill House, Corhampton.	Clerk/JP/SL/RAH
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21.63 Planning

21.63.1 The Planning Committee's recommendations for comments required prior to the full parish council meeting to meet a statutory deadline were presented. The Council **RESOLVED TO APPROVE.**

Ref: SDNP/21/03689/HOUS and SDNP/21/03690/LIS

Location: Little Stocks Cottage Rectory Lane Meonstoke SO32 3NF

Proposal: **(Amended)** Single storey extension to provide a dining room, ground floor toilet and family room

The Planning Committee recommended **NO COMMENT**

Ref: SDNP/21/04956/FUL

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

Proposal: Proposed pergola, external hot tub and paved area with associated landscaping / fencing.

The Planning Committee recommended **NO OBJECTION in principle** but that a condition be added to any consent to ensure boundary treatment is appropriate to the Conservation Area.

21.63.2 New applications.

Ref: SDNP/21/04440/HOUS

Location: Yew Tree House, High Street, Meonstoke, SO32 3NH

Proposal: Demolition of existing garage/outbuilding. Replacement outbuilding on same foot-print with open bay carport. Proposed new outbuilding to serve as garage/workshop at ground floor level. Roof space to be utilised as a home working studio, accessed by external stairs.

Replacement porch and gate to Yew Tree House.

NO COMMENT

Ref: SDNP/21/05070/TPO (comment by 10 Nov)

Location: Sunnybank High Street Meonstoke SO32 3NH

Proposal: T1 - Copper Beech - Reduce in height by 1.5 metres, reduce the lateral growth by 1.5 - 2 metres to shape and balance the crown, leaving the tree with an aesthetically pleasing form. This application follows imposition of a Tree Preservation Order following application SDNP/21/03675/TCA.

NO COMMENT

Ref: SDNP/04781/TCA

Location: 2 Southbourne Cottage, Chapel Road, Meonstoke, Southampton, SO32 3NJ

Proposal: 1 common cherry - fell to ground level (see original application)

NO COMMENT

Ref: SDNP/21/05274/HOUS

Location: 16 De Port Heights Corhampton SO32 3DA

Proposal: Installation of flue for wood burning stove to side elevation of house.

NO COMMENT

Ref: SDNP/21/05373/HOUS

Location: Hill View Pound Lane Meonstoke SO32 3NP

Proposal: Renovation of existing house - Side roof extension and dormer windows. Rear single storey extension.

NO COMMENT

21.63.3 **Enforcement** - see Appendix B. No change to status of cases updated on 8th September.

21.64 Church Green

Cllr Rowe had nothing to report. The Chair reported that the PCC's Project Lead had reported completion of its preparatory work and would shortly progress the work for which it had received a £6050.00 S106 allocation from SDNPA.

21.65 Recreation Ground and Play Areas

Cllrs Logan and McCormick

a) Meonstoke Recreation Ground Skate Park.

Councillor Logan reported that overgrown foliage had been cut back to 2m all round.

b) Chapel Road.

Councillor McCormick said painting the train had been delayed but will be completed shortly.

21.66 Allotments.

Councillor Annereau-Hyder reported during the review of actions, see Minute Ref: 21.61(c)

21.67 Roads, Highways & Transport

a) Hire of TSID to Droxford Parish Council. The device will be deployed shortly. Date to be advised.

ACTION

Collect TSID from JP to store for DPC's use.	Clerk
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b) The Chair reported that the Council's bid for an SDNPA CIL grant for infrastructure funds to implement the 'Pavement project' on Warnford Road had not been successful in this year's round, but the Council has been invited to re-bid for the 2023 allocation round, which members agreed should go forward.

ACTION

Prepare project bid by 28/2/22	JP
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21.68 Footpaths & Rights of Way (ROW)

Waltham Ramblers are back in action and have repaired the steps previously installed on FP29 in Corhampton Park in 2020. Gates on FP14 to the east of Fry's Lane Gates have been assessed as requiring replacement with stiles. Landowner's consent has been obtained.

ACTION

Commence application for community grant to cover steps and stiles	Clerk
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21.69 Lengthsmen

Councillor McCormick reported on the lengthsmen's visit on 22 October. Most of the work was completed except for clearing the drainage grips underneath the hedge on Rectory Lane.

21.70 Website

Three quotations outlining costs had been received from website providers. The Chair suggested seeking Zoom presentations from each to enable meaningful comparison.

ACTION

Arrange Zoom meeting before 18 November. SL/JP/RAH to attend.	Clerk
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21.71 Correspondence.

a) Community renewables - technical advice note issued by WCC for comment.

The Chair suggested that without any expertise on the Council it would be best to let it run.

b) WCC Licencing draft statement of principle. **NOTED**

21.72 Items for the next agenda.

Confirmation of final 2022-23 budget and Precept bid; ratify website provider.

21.73 Date of next meeting:

Wednesday 12th January 2022 at 7.30pm at the Meon Hall.

Councillor Logan gave her apologies in advance.

APPENDIX A - FINANCE REPORT 1/9/21 - 31/10/21**INCOME RECEIVED 1 Sept - 31 October 2021**

	£
Precept Pt 2/2	8660.00
WCC Open Space Fund	1839.32
SDNP CIL	600.00
Meon Valley Garden Club	50.00
Allotment rent and key deposit	32.85
TOTAL	11,182.17

Payments by Standing Orders and Direct Debits

SO R Hoile - September £323.70 + October £323.70	647.40
TOTAL	647.40

ACCOUNTS PAID BETWEEN MEETINGS

Meonstoke PCC - riverbank clearance	60.00
EMS Ltd I 4049 (Sept contract)	342.00
J. Pett - reimbursed for Elliott Brothers Ltd (shingle for allotments)	460.28
TOTAL	862.28

ACCOUNTS FOR PAYMENT - TO BE APPROVED

B. Heard t/a the Flower Pot Men- £70 August + £70 September	140.00
EMS Ltd (Oct contract)	342.00
R. Hoile office expenses -Oct/Nov	56.44
R Hoile - mobile phone contract EE Sept £12.00 + October £12.00	24.00
HCC (for Hampshire document Services - Rec signage)	402.00
Joju Ltd - Electric vehicle charging point feasibility study	1.00
J. Pett - reimburse for Brandon Tool Hire (to excavate village sign footings)	66.38
TOTAL	1031.82

BANK RECONCILIATION 1/4/21 - 31/10/21

Cash at bank			£	£	£
Unity Trust A/C	...525		1,027.03		
Unity Trust A/C	...538		13,085.53		
Scottish Widows A/C No 060			7,942.75	22,055.31	
Balance as at 1/1/21 statement No. 44, 4/04/21 (annual statement)					
Less payments not made					
J Pett - Brandon toolhire			- 66.38		
HCC			- 402.00		
The Flower Pot Men			- 70.00		
EMS Ltd (Oct)			- 342.00	- 880.38	21,174.93
Cashbook reconciliation					
Balance b/f 1/04/21			45,733.16		
Add Receipts 1/4/21 - 30/09/21			30,237.96		
Less Payments 1/4/21 - 30/09/21			- 54,796.19		21,174.93
Reserves 30/09/21 (rounded) * balancing figure					
General reserve	(3 mths running costs)		3,250.00		
Earmarked reserves:					
Capital reserve			9,738.32		
Play equipment replacement £16K b/f 1/4/21 + £2K (100% of £2K allocated in 2021-22 budget) Less £8261.68 to cover shortfall of CIL grant Project ref 374for skate park					
CIL unspent balance 31/3/1			4,615.87		
Emergency plan			1,500.00		
2019/20 capital project - bollards			2,755.00		
Unallocated reserve			* - 684.26		21,174.93

APPENDIX B – PLANNING REPORT 10th November 2021 (latest SDNPA update 04/11/21)

1. DECISIONS:

Ref: SDNP/21/03599/HOUS

Location: Well Cottage, Chapel Road, Meonstoke, SO32 3NJ

Proposal: Side and rear single storey extension

DECISION: APPROVED

Ref: SDNP/21/03675/TCA

Location: Sunnybank, High Street, Meonstoke, SO32 3NH

Proposal: T1 - Copper Beech - Reduce in height by 3 metres, reshape the crown by reducing the lateral growth by 2 metres. The proposed works are part of the ongoing arboricultural management at this property ensuring that a good/safe clearance is maintained between the crown of the tree and all above ground structures including highways and properties.

PLANNING AUTHORITY OBJECTION RAISED AND TREE PRESERVATION ORDER IMPOSED.

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

Location: Govers Cottage Fry's 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

DECISION: APPROVED

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.

DECISION: APPROVED

Ref: SDNP/21/02443/LIS

Location: Kings Farm, High St, Meonstoke

Proposal: Removal of two existing rotten and dilapidated window units on the ground floor. Insertion of replacement like for like single glazed casements to match existing on the ground floor front elevation (street facing) with monkey tail catches. Removal of a small rotten modern 20th Century triple window on front elevation occupying the area of the bricked up front door, when the farmhouse was split into two dwellings some time ago. Insertion of a replacement single glazed casement like for like with historical enhancement to blend with the other two replacement windows.

DECISION: APPROVED

Ref: SDNP/21/ 03358/HOUS (comment due by 27/8/21)

Location: Ryecroft Rectory Lane Meonstoke SO32 3NF

Proposal: Proposed extension to outbuilding to create additional garage space and office above.

DECISION: APPROVED

2. APPLICATIONS IN PROGRESS

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: To allow opening hours on Saturday until 5.00pm

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

Ref: SDNP/20/03755/DCOND

Location: Southbourne House Chapel Road Meonstoke Southampton SO32 3NJ

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

Ref: SDNP/21/04143/HOUS

Location: Meon Ridge, Chapel Road, Meonstoke, SO32 3NJ

Proposal: Proposed two storey rear extension, single storey utility extension, porch extension and conversion of existing garage into a gym.

Ref: SDNP/21/03261/HOUS

Location: Cherrydown, Warnford Road, Corhampton, SO32 3ND

Proposal: To erect an Orangery to the rear of the property

Ref: SDNP/21/ 03358/HOUS

Location: Ryecroft Rectory Lane Meonstoke SO32 3NF

Proposal: Proposed

extension to outbuilding to create additional garage space and office above.

3. ENFORCMENT CASES - OPEN

SDNP/18/00184/UNCM

Steynes Farm, The Hangers, Corhampton, Hampshire SO32 3LL

Non-compliance with Enforcement notice (residential mobile home)

SDNP/20/00702/GENER

Street Record, Rectory Lane, Meonstoke, Hampshire

Placement of shipping container by access gate.

SDNP/21/00296/BRECON

Meon Boscage, Brockbridge Road, Meonstoke, HampshireSO32 3AJ

Change of use from temporary holiday accommodation to permanent residential and unauthorised works –

Post-Meeting Note: Enforcement Officer has confirmed that works to the property are largely within extant planning approval but that full time occupation would be a planning breach; he will shortly re-visit the site to confirm the extent of the completed works. He would welcome any evidence of further occupational breach if that were to occur.

SDNP/18/00124/SEC215

Land to rear Southbourne House, Chapel Road, Meonstoke

Untidy land - build up wagons and containers – **Post-Meeting Note: Enforcement Officer has confirmed that most items in the large paddock had now been removed, albeit that some have been moved to the shielded smaller paddock so putting them out of view from the public domain.**

SDNP/19/00341/OPDEV

Stocks Farm, Stocks Lane, Meonstoke, HampshireSO32 3NQ

Alleged annex used for residential purposes.

SDNP/20/00396/BRECON

Little Coombe, New Road, Meonstoke, Southampton, Hampshire SO32 3NN

Alleged breach of condition 4 - SDNP/16/ 01104/HOUS - with someone living in the new ancillary building.