

CORHAMPTON & MEONSTOKE PARISH COUNCIL

Minutes of the Meeting of the Parish Council 6.30pm on Wednesday 13th January 2021 via Zoom

PRESENT: Councillors Rowena Annereau-Hyder, Bruce Horn, Sue Logan, Jane McCormick, Jerry Pett - Chair, Nick Riley Patrick Rowe,
IN ATTENDANCE: Rosie Hoile – Parish Clerk
PUBLIC James Morrice

20.48 Apologies for absence.

District Councillors Hugh Lumby, Laurence Ruffell. Bruce Horn was unable to join due to lack of connectivity.

20.49 Declarations of disclosable pecuniary and non-pecuniary interest

None

20.50 Minutes of the Full Parish Council meeting held on 11 November 2020

Approved as a true and accurate record.

20.51 Public questions and comments

Public forum

(i) The Chairman of the Trustees of the Meon Hall, James Morrice, gave his report. The Meon Hall re-opened after Lockdown 2 in November; the MV Orchestra, Toddler group, and Yoga class resumed use of the building. The Hall is now fully closed again under Lockdown 3. During Lockdowns 1 and 2 the Meon Hall received grants from WCC business rates to assist with management administrative costs, a grant for Lockdown 3 has been applied for. Redecoration of the Crypt under-stage room was carried out by a volunteer resident, paid for his work; the carpet in the Crypt has been removed and new carpet laid by a contractor after necessary damp sealing work. Nick Riley had been elected Vice Chairman of the Trustees.

(ii) Cllr Lumby's and Ruffell's report had been previously circulated.

County Councillor Huxstep referred to the day's HCC Covid-19 bulletin observing that a record number of deaths had occurred in the previous 24 hours and a Covid variant originating in Brazil had been identified. The vaccination centre in Winchester had not received a full supply, vaccines had been re-directed to another location.

Chairman's Report.

20.52 The Chair brought agenda item 8.5 to the attention of Councillor Huxstep.

CIL Project - Warnford Road pavement:

The proposed project to create a pavement on Warnford Road will require co-operation from Hampshire Highways. Councillor Huxstep agreed to assist in smoothing the way with the Hampshire Highways team to enable an expression of interest to be submitted to SDNP by the Parish Council before 31 January 21.

Memorial benches:

The Chair had been contacted by relatives of two motorbike riders who had been killed as a result of being hit by a motor vehicle on B3250 in 2020. The families had asked if two benches could be placed in the Parish in memory of their fathers. Members had no objection in principle. Locations at the Recreation Ground and on the river bank opposite the Bucks Head were discussed.

UNANIMOUSLY RESOLVED: To approve installation of two benches at the location of the families' choosing.

ACTION - J Pett to write to the families to offer a choice of locations.

20.53 Finance, Grants & Governance.

(i) Finance Report Appendix A.

a) **RESOLVED:** To accept the bank reconciliation to 31 December 2020.

b) **RESOLVED:** To ratify payment of accounts between meetings to EMS Inv 2997 £342.00; to authorise re-issue of RBL payment £25 by BACS.

c) **RESOLVED:** To authorize payment of accounts listed in Appendix A

(ii) Parish Council Budget and Precept 2021/22:

a) **RESOLVED:** To accept the Finance Working Group's recommendation for the 2021/22 budget. It was agreed that a significant element of the reserve provision previously created to upgrade/replace play should be applied to the Skatepark project (see below). The Precept to be kept at 2020/21 level, resulting in a small reduction in the representative Band D rate.

b) **RESOLVED:** To precept the amount of £17,320-00 for the 2021/22 financial year.

ACTION - Clerk to submit precept request form to WCC

(iii) Annual Governance and Accountability Return (AGAR) year end 31 March 2020.

a) Conclusion of Audit: **NOTED**

b) External Auditor Report and Certificate:

NOTED: No issues had been brought to the Council's attention.

(iv) Audit report and risk assessment of financial systems' internal controls for Corhampton & Meonstoke PC:

RESOLVED: To approve the internal auditor's findings and that no formal recommendations had been made for 2020/21.

20.54 Planning

(i) New Planning Applications

Ref: SDNP/20/04561/HOUS

Proposal: (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

NO COMMENT

Ref: SDNP/20/05327/TCA

Proposal: Tree works taken directly from the tree survey schedule.

Location: Manor House, High Street, Meonstoke, SO32 3NH

NO OBJECTION

Ref SDNP/20/05808/TCA

Proposal: GROUP OF SYCAMORE LEADERS (T.1) - fell as has one sided canopy over public footpath, growing in raised loose rubble pile and now exposed to wind throw due to adjacent group of Sycamore being felled due to structural instability due to decay from past bonfire damage.

Location: Govers Cottage Frys Lane Meonstoke SO32 3NL

NO OBJECTION

Ref: SDNP/20/05363/TCA

Proposal: T1 - Bay Tree. Crown reduce the top crown by circa 5m, leaving a 1.5m utility clearance; shape in the side canopy by up to 3m.

Location: Rose Cottage, Rectory Lane, Meonstoke, SO32 3NF

NO OBJECTION

Ref: SDNP/20/05820/HOUS

Proposal: The proposal is to extend the property at the rear in order to create a Master bedroom suite, following the demolition of a shed.

Location: Winters Down Lone Barn Lane Corhampton SO32 3LN

NO COMMENT

Ref: SDNP/20/05714/DCOND

Proposal: Discharge of conditions 6 & 13 re application SDNP/17/02869/FUL

Location: South Cote Warnford Road Corhampton SO32 3ND

NO COMMENT

(ii) Enforcement:

Ref: SDNP/18/00124/SEC215 Land to rear of Southbourne House, Meonstoke.

The Chair had been advised by a member of the family that detritus had been removed from the field. It is understood that a contractor has been engaged to move the boat in the near future.

(iii) Matters arising:

Ref: SDNP/20/03795/FUL Land adj to New Cottages Warnford Road, Corhampton, Hampshire. (Sallywags)

The application is due for consideration by the SD Planning Committee. The meeting date is not yet known.

Ref: SDNP/20/05637/NMA

Proposal: Minor amendments to planning permission ref: SDNP/19/02957/HOUS as shown on submitted drawings.

Location: Beacon House Warnford Road Corhampton SO32 3NS

DECISION: APPROVED

The Chair advised the application was a non-material amendment

20.55 Recreation & Playgrounds.

a) Chapel Road.

Fungicide sprayed earlier in the year had not been successful. The power jet wash worked for a while until the moss returned. It was agreed the moss should be removed by the most effective means tried to date. Moles had returned to the play area. The engine requires a coat of paint.

RESOLVED:

1. To jet wash moss from underneath the swings.
2. Obtain the services of a mole catcher.
3. Defer painting the engine until summer.

ACTION - JMcC

b) **Recreation Ground.**

1. Skate Park:

Quotes were requested to repair the 'skins' on the ramps.

The existing structure has lasted 15 years and was found to be sound.

Company A quoted £7,500

Company B quoted £12,500, of which £6,000 was for a new jump box.

Quotes were also requested for new schemes.

Company A quoted for a stand-alone to run alongside the existing ramp (Option 1) or to use the existing ramp and re-skin (Option 2).

Option 1 £22K + re-skinning £7,500 = **£29,500** or **Option 2** £24K + re-skinning £7,500 = **£31,500**. If re-skinning was carried out at the same time as installation the cost could be reduced by £1K.

Company B quoted £27K to replace the existing ramp with a wider ramp, a jump box and a mini ramp (for older teenagers). Ramps and boxes can be swapped around. **Total £30,400**

The Chair observed that the options for a substantial upgrade were all above budget. Councillors were asked to consider if spending the total S106 budget on the skate park would be good value for money. Cllr Riley confirmed that Company B's proposal would leave sufficient space for (overflow) car parking. Cllr Riley said the equipment had lasted some time. Cllr Rowe thought it better to go for such a single, more lasting project. All agreed the skate park has been and continues to be very popular.

Company B's wider jump box would provide a larger area for play.

The Chair asked if the Council were content to move to the maximum spend on the basis of lasting at least 15 years and provide extra play area.

RESOLVED: To go to Company B on the basis of £30K (net of VAT) as an absolute budget limit.

ACTION - SL to negotiate with Company B.

ACTION - JP to complete S106 application

2. **Adult Gym:**

Cllrs Logan and McCormick had not been contacted by Caloo to arrange for the gym equipment to be re-painted.

ACTION - Clerk to contact Caloo.

3. **Covid-19 Risk Assessment for Play areas.**

The Council agreed there was no need to update the risk assessment or to close play areas. The Council's advisory notices require replacing.

ACTION - Clerk to replace council notices

4. **CIL balances:**

The balance of unspent CIL on 30 April 2020 was £1, 332.80. The sum of £3283.07 CIL fund ref UL000000174 was received in October. The total of unspent CIL at 31 December 2020 is £4615.87 which the Chair proposed used for the Warnford Road pavement project in the CIL call for funds 2021/22, representing a 15% parish contribution. The CIL Annual Report 2020 can be viewed on the website.

20.56 Parish Councillors' reports

1. Church Green.

Members of the Parochial Church Council had met with the SDNP Area Ranger at the Paris Green to discuss a management plan of action. The PCC are drawing up a proposal for land management between the A32 and St Andrews Church. The PCC is applying for approximately £6K of S106 funding with PC support. The Chair expressed appreciation on the Council's behalf for the excellent work carried out by the members of the PCC team - Andy Fletcher, Gregor Logan and Nick Ridge on the Church Green and the 'Island' in particular. The PCC contribution to the Grounds Management contract for it to include the Church Green is due for re-negotiation.

ACTION - Chair

2. Allotments.

Cllr Annereau-Hyder recommended two tenants who should be given notices to quit. Names will be forwarded to the Clerk. Residents on the waiting list will be notified of available plots.

ACTION - Clerk to issue notices and issue invoices for the coming allotment year starting 1 March.

3. Footpaths & ROW. No matters are arising or had come to the Council's attention.

4. Highways.

(i) CIL project: Warnford Road pavement:

The Chair had met with the WCC surveyor to look at access to the strip of land between the allotments and Warnford Road; as a result it was agreed that the required land was already considered by WCC to be part of the highway and they therefore had no objection to its use. A party of volunteers might be needed to cut into the bank.

(ii) Temporary Speed Indicator Device:

The SID had been deployed over the Christmas/New Year period just south of the Exton turn. The Chair asked if anyone had noticed any difference. Cllr Annereau-Hyder thought that most of the traffic slowed down.

20.57 Correspondence requiring the Council's response. None

20.58 Lengthsmen (added to the agenda)

Cllr McCormick raised tasks which need attention, including

- Ivy needs pulling off the river wall on the corner of the A32 and Bucks Head Hill.
- Brambles are growing down steps onto the Meon Valley Trail.
- The Meonstoke village nameboard at the bottom of Bucks Head Hill needs attention.

ACTION – Chair and Clerk to validate the full list and pass to Cllr McCormick.

20.59 Items for the next agenda.

(Post meeting note - add Executive Checklist to the agenda)

20.60 Next meeting date:

6.30pm Wednesday 10th March 2021 via Zoom link.

APPENDIX A - FINANCE REPORT 13 January 2021**INCOME RECEIVED**

	£
The Meon Hall - refund for hire of the Crypt	22.50
The Meon Hall - ground rent	50.00
WCC OSF (play)	208.64
TOTAL	281.14

DIRECT DEBITS & STANDING ORDERS

SO Salary - December and 323.70 x 2 months	647.40
DD ICO	35.00
Bank service charge	18.00
TOTAL	700.40

ACCOUNTS FOR PAYMENT

EMS Nov Inv 2890 £342 + Dec Inv 2997 £342 contract	684.00
Flower Pot Men Inv 5J20 - November	70.00
PKF Littlejohn	240.00
RBL (re-issue by BACS in lieu of cheque)	25.00
Clerk's expenses - December/January	54.37
Lightatouch (3/4 year internal audit)	225.00
Droxford PC (ink cartridges ordered from Viking Direct by Clerk DPC)	77.16
TOTAL	1,375.53

BANK RECONCILIATION 31/12/20

	£	£	£
Unity Trust A/C ...525	1,326.08		
Unity Trust A/C ...538	25,126.68		
Scottish Widows A/C No 060 annual No. 43, 4/04/20	<u>7,941.95</u>		
		34,394.71	
Less unpaid accounts			
PKF Littlejohn	240.00		
EMS - Dec contract	342.00		
RBL	25.00		
The Flower Pot Men	<u>70.00</u>	<u>-677.00</u>	33,717.71
Cash at bank 31/12/20			

CASHBOOK RECONCILIATION 31/12/20

Balance b/f 1/04/20	32,188.55	
Add Receipts 1/4/20 - 31/12/20	32,570.85	
Less Payments 1/4/20 - 31/12/20	- 31,041.69	33,717.71

Reserves 31/11/20 (rounded)

General reserve (6 mths running costs)	6,500.00	
Capital reserve		
Play equipment replacement		
£4500 b/f 31/3 /20 +£1500 agreed 2020/21 budget	16,000.00	
CIL unspent balance 31/3/20 + Oct 20 receipt	4,615.87	
Emergency plan	1,500.00	
2019/20 capital project - bollards	2,755.00	
Unallocated reserve (balancing figure)	2,346.84	33,717.71

APPENDIX B – PLANNING REPORT 13 JANUARY 2021

1. DECISIONS

Ref: SDNP/20/05637/NMA

Proposal: Minor amendments to planning permission ref: SDNP/19/02957/HOUS as shown on submitted drawings.

Location: Beacon House Warnford Road Corhampton SO32 3NS

DECISION: APPROVED

Ref: SDNP/20/04263/TCA

Proposal: T1 - Copper Beech - Reduce the tree in height by up to 2 metres. Reshape and balance the crown by reducing the lateral growth by up to 2.5 metres, blending the crown in with the neighbouring Copper Beech which is to also be reduced, as best as possible. The proposed tree works are part of the ongoing arboricultural management at this property ensuring the tree is not left too exposed when the (separate) works are conducted to the neighbouring tree and achieving a good/safe clearance to all above ground structures.

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

DECISION: RAISE NO OBJECTION

Ref: SDNP/20/03348/HOUS

Ref: SDNP/20/03349/LIS

Proposal: Single storey extension to the listed building and a new Annexe to add additional Accommodation.

Location: Holly Cottage High Street Meonstoke SO32 3NH

DECISION: APPROVED

Ref: SDNP/20/03276/TPO

Proposal: T1 - Copper Beech - Remove the lowest limb that extends north towards the house back to the main stem. Remove a further 2 x low laterals extending south and south east back To the main stem. Reduce the crown in height and spread by up to 2 metres and reshape. The proposed works are part of the ongoing arboricultural management at this property ensuring that the tree maintains a good/safe clearance to all above ground structures including properties.

Location: 1 Oxendown, Meonstoke, SO32 3AE

DECISION: APPROVED

Ref: SDNP/20/02729/TCA

Location: 11 Oxendown Meonstoke SO32 3AE

Proposal: T1 Ash. Fell-Signs of die back. Concerns that any future growth will damage retaining wall, and roof of carport.

T2 Oak. Fell. Concerns that future growth will damage retaining wall and roof of car port

DECISION: RAISE NO OBJECTION

Ref: SDNP/20/03949/HOUS

Location: 14 De Port Heights Corhampton SO32 3DA

Proposal: 2 storey side extension, loft conversion to create playroom with 2no. rooflights to rear elevation and second floor window to side elevation.

DECISION: APPROVED

Ref: SDNP/20/04318/TCA

Proposal: T1 Ash - Fell. Excessive shading to property and neighbouring dwelling; large tree for small area, canopy reaching over the roof line, within 1m of the building structure, low amenity Value. Offer to replant with a standard yet to be decided. Example: - Alnus

glutinosa (Alder)

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

DECISION: RAISE NO OBJECTION

Ref: SDNP/20/04561/HOUS and SDNP/20/04562/LIS

Proposal: single storey extension and repairs to the existing building

Location: Govers Cottage Frys Lane Meonstoke SO32 3NL

DECISION: APPROVED

Ref: SDNP/20/04274/LDE

Proposal: The uninterrupted residential use of a building C3 for a period in excess of 4 years from the date of this application.

Location: Corhampton Farm, The Yard, Warnford Road, Corhampton, SO32 3ND

DECISION: APPROVED

Ref: SDNP/20/04662/NMA

Proposal: Adjustment to style of orangery extension

Reconfiguration of layout from previous application -SDNP/20/00662/HOUS

Minor alterations to external openings - some now retained as existing, some new openings amended.

Location: Winters Down Lone Barn Lane Corhampton SO32 3LN

DECISION: APPROVED