

CORHAMPTON & MEONSTOKE PARISH COUNCIL

**ANNUAL MEETING OF THE PARISH COUNCIL
7.30pm Wednesday 11th May 2022**

To members of the Council:

**Cllrs R Annereau-Hyder, B Horn, Sue Logan, J McCormick, J Pett, P Rowe, Nick Riley,
Patrick Rowe.**

**You are hereby summoned to attend a meeting of Corhampton & Meonstoke Parish Council
at 7.30 pm Wednesday 11th May 2022 in The Crypt at The Meon Hall, Meonstoke.**

Rosemary Hoile – Parish Clerk

5th May 2022

Rosemary Hoile

**Annual Meeting of Corhampton & Meonstoke Parish Council followed by usual business
7.30pm Wednesday 11th May 2022 in The Crypt, The Meon Hall, Meonstoke.**

AGENDA

1. a) Apologies for absence.

b) Election of the Chair and the Vice-Chair of the Council

c) To note Declaration of Acceptance of Office.

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

Members are invited to declare disclosable pecuniary interests and other interests in items on the agenda as required by the WC C Parish Council Code of Conduct for Members and by the Localism Act 2011.

3. To approve the minutes of the Parish Council meeting held on 13th April 2022.

4. Public forum:

a) To adjourn the meeting to hear questions and comments from the public on planning and agenda items.

b) County and District Councillors' reports.

5. To review the Planning Committee Structure.

To confirm the Planning Committee Terms of Reference 2019.

(i) In accordance with Standing Orders the numerical composition of Committees shall be decided at the Annual Meeting of the Parish Council.

(ii) To appoint members to serve on the Planning Committee.

6. To approve areas of responsibility and/or working groups 2022-23

Finance; Highways, Roads & Transport; Recreation Ground & Play Areas; Allotments; Footpaths & ROW; Lengthsmen; Tree Warden, Flooding, Emergency Plan, Website, Climate Change / Biodiversity, Neighbourhood Watch.

7. To approve representative (s) to outside bodies

a) The Meon Hall Committee

b) Neighbourhood Watch

c) Winchester District Association of Local Councils (WDALC)

d) The Tennis Club

8. Procedural & Constitutional Matters

a) To approve Corhampton & Meonstoke Parish Council Standing Orders adopted 2019

b) To approve Corhampton & Meonstoke Parish Council Financial Regulations adopted 2019

c) To confirm the following policies approved at previous meetings.

Health & Safety Policy 2020, Risk Schedule, Data Protection Policy 2018, Equality & Diversity Policy 2015.

9. Parish Council insurance:

To approve keeping to the 3-year binding Long Term Agreement (LTA) with Hiscox insurance Company Ltd to provide parish council insurance cover until 31 May 2023.

10. To agree calendar dates for full Parish Council meetings 2022-23

Proposed: 13th July, 14th September, 9th November, 11th January 2023, 8th March, 10th May.

End of the Annual Meeting of the Parish Council

Usual Business

11. Finance.

a) Payment of Accounts

- (i) To authorize payment of accounts listed in Appendix A
- (ii) To approve bank reconciliation to 31 March 2022 and 30 April 2022
- (iii) To ratify accounts paid between meetings:-
To approve an S137 purchase of 324No. Platinum Jubilee commemorative mugs –
Total cost £918.66
(net cost of mugs £709.56 + Carriage £55.99 + VAT £153.11; Supplier: Running Imp Ltd)

b) Insurance

- (i) To approve the list of assets 31st March 2022 audited by the internal auditor.
- (ii) To approve payment for the Parish Council insurance policy from 1 June 2022 of £378 + £45.46 Insurance Tax Premium + £50 Administration fee. Total £474.32 per annum.

c) Reserves

To approve the allocation of Reserves in the bank reconciliation 31 April 2022.

d) Annual Governance & Accountability Return 2021-22.

- (i) To note the Annual Internal Auditor's report.
- (ii) To approve the Annual Governance Statement 2021-22 and authorize the Chair to sign the Governance Statement Section 2 on behalf of the Parish Council.
- (iii) To approve the Accounting Statement 2021-22 and authorize the Chair to sign the Accounting Statement Section 3 on behalf of the Council.
- (iv) Notice of Public Rights and Publication of Unaudited Annual Governance and Accountability Return.

To note the Exercise of Public rights dates for 2022 as follows:-

Date of Announcement Thursday 9th June 2022, commencing on Monday 13th June 2022 and ending on Friday 22nd July 2022.

e) Internal Auditor.

To approve the appointment of Tim Light as the internal auditor for £360.00 for 2022 -23.

f) Clerk's salary

To approve implementation of 2021-22 National Joint Council pay award of 1.75% from 1 April 2022

12. Planning:

a) New applications:

SDNP/22/02198/TCA

Proposal: Common Birch - Fell - roots lifting paving bricks. (See original application)

Location: Hill Rise, High Street, Meonstoke, SO32 3NH

SDNP/22/02104/TCA

Proposal: Flowering prunus - to be removed because roots are destroying the wall.

Location: The Old Rectory Rectory Lane Meonstoke Southampton Hampshire SO32 3NF

b) Other planning matters.

c) Planning Decisions

To note decisions and applications pending consideration in the Planning report Appendix B

13. Church Green

To receive a verbal report from Councillor Patrick Rowe

14. Recreation Ground and Play Areas

To receive verbal reports for Councillors Logan and McCormick

- a) Meonstoke Recreation Ground Skate Park
- b) Chapel Road

15. Allotments

To receive a verbal report from Councillor Annereau-Hyder.

16. Roads, Highways & Transport

- a) Matters arising Minute ref: 21.95 Protection of verge adjacent to The Bucks Head.
- b) Droxford U189 – removal of adopted status and highway rights
 - To approve letter to Mr S Jarvis, Director of Economy, Transport and Environment Hampshire County Council in support of the removal of adopted status to protect a special Site of Importance for Nature Conservation (SINC).
- c) Electric Vehicle Charging Points at the Meon Hall.
 - (i) To note the new framework agreement signed between HCC and CMPC (*or similar*)
 - (ii) New bid for grant - to receive a verbal update from Cllr Pett.

17. Footpaths & ROW

Matter arising (Minute ref: 21.95(f): Footpath 14 - Stiles to Gates application for a grant from Countryside Access.

18. Lengthsmen

- a) Hampshire Lengthsmen Project 2022-23 Agreement
- b) Lengthsmens' next visit - to note list of tasks

19. Website

To receive update.

20. Consultations & meetings

Date of next meeting:

Wednesday 13th July 2022 at 7.30pm in The Crypt at The Meon Hall

APPENDIX A - FINANCE REPORT 11th May 2022

INCOME RECEIVED 1- 30 April

Interest received - Scottish Widows	0.80
WCC Precept Pt 1	8,660.00
Allotment rent	26.68
HMRC VAT refund	376.60
Droxford PC for hire of TSID	50.00
Meonstoke & Corhampton PCC (Church Green maint. contract 2021-22)	500.00
SDNPA CIL APR22-06	1,200.00
Total	10,814.08

DIRECT DEBITS AND STANDING ORDERS 1-30 April 2021

TTNC emergency line	24.00
EE Ltd	13.12
Salary payments April & May £330.20 + £330.20	660.40
Total	697.52

ACCOUNTS TO BE APPROVED FOR PAYMENT

EMS Ltd	342.00
Lightatouch	125.00
WCC	93.00
R.Hoile office expenses	385.87
Total	945.87

Bank Reconciliation 1/4/2021 – 31/03/2022 – RESTATED

Cash at bank

	£	£
<u>Unity Trust A/C</u> ...525	2,712.19	
<u>Unity Trust A/C</u> ...538	14,682.63	
<u>Scottish Widows A/C No 060</u> ...060	7,942.75	25,347.57

Statement No. 45, 4/04/22 (annual statement)

Cashbook

Balance b/f as at 1/4/21	47,643.85	
Receipts to 31/03/2022	42,347.39	
Less Payments to 31/03/2022	- 64,643.67	25,347.57

VAT to be claimed 1/12/2021- 31/3/2022 376.60

Bank Reconciliation 1/04/2022 - 30/04/2022

	£	£	£
<u>Cash at bank</u>			
<u>Unity Trust A/C</u>	...525	2,245.87	
<u>Unity Trust A/C</u>	...538	25,111.58	
<u>Scottish Widows A/C No 060</u>	...060	7,943.55	
			35,301.00
Statement No. 45, 4/04/22 (annual statement)			
Less payments not made			
Lightatouch		125.00	
WCC Play inspection		93.00	
EMS South Inv 4878		342.00	
			560.00
			34,741.00
Add amounts not banked.			
<u>Cashbook reconciliation</u>			
Balance b/f 1/04/22			25,347.57
Add Receipts 1/4/22 - 30/4/2022			10,814.08
Less Payments 1/4/22 - 30/4/22			1,420.65
			34,741.00
<u>Reserves 30/4/22 (rounded)</u>			
<u>General reserve (approx 6 mth running costs)</u>			8,000
<u>Earmarked reserves:</u>			
Capital reserve for			
Play equipment replacement £9738K b/f 1/4/22 + £2K (100% allocation 2022-23 budget)			11,738
CIL unspent balance £4615.87 + £600 b/f + £1200 (CIL April 22)			6,416
Emergency plan - £1500 b/f LESS £24 (net monthly cost of TTNC helpline)			1,422
2019/20 capital project - bollards			2,755
Noticeboard			3,000
Community projects (Bus shelter £1000 + Platinum Jubilee £300)			1,300
<u>Unallocated reserve (*balancing figure)</u>		*	110
			34,741.00

APPENDIX B – PLANNING REPORT 11th May 2022

1. DECISIONS:

Ref: SDNP/22/02104/TCA

Proposal: Flowering prunus - to be removed because roots are destroying the wall.

Location: The Old Rectory, Rectory Lane, Meonstoke, SO32 3NF.

Ref: SDNP/22/01945/TCA

DECISION: RAISE NO OBJECTION

Ref: SDNP/22/00995/HOUS

Location: Middle Butts Rectory Lane Meonstoke Hampshire SO32 3NF

Proposal: Car port to front, single storey side extension, roof extensions to

Front and rear, single storey rear extension

Ref: SDNP/21/05274/HOUS

DECISION: APPROVED

Ref: SDNP/22/01945/TCA

Proposal: Common Birch - Fell - roots lifting paving bricks. (See original application)

Location: Hill Rise High Street Meonstoke Southampton SO32 3NH

DECISION: RAISE NO OBJECTION

Ref: SDNP/22/00770/HOUS

Location: Hawthorn Cottage Warnford Road, Corhampton SO32 3NS

Proposal: Single storey side extension and formation of extended patio, including garden retaining walls. Alternative proposal to that approved under extant permission ref: SDNP/19/05323/HOUS

DECISION: APPROVED

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 w open bay carport. Proposed new outbuilding to serve as garage/workshop at ground floor level. Rc space to be utilised as a home working studio, accessed by external stairs.

Replacement porch and gate to Yew Tree House.

DECISION: APPROVED

Ref: SDNP/22/00682/TCA

Proposal: T1 Ash. Fell. Signs of Ash dieback from previous pollarding attempt to reduce dieback effects. May be causing damage to septic tank.

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

DECISION: APPROVED

APPLICATIONS IN PROGRESS

2. 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/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/21/03261/HOUS

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

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

Ref: SDNP/21/06313/HOUS

Location: Little Coombe New Road Meonstoke SO32 3NN Proposal: Variation to external appearance and internal layout of ancillary building permitted under SDNP/16/01104/HOUS and u as annexe.

Proposal: Variation to external appearance and internal layout of ancillary building permitted under SDNP/16/01104/HOUS and use as annexe.

Ref: SDNP/21/05842/HOUS

Location: Meon Boscage, Brockbridge Road Meonstoke SO32 3AJ

Proposal: Installation of solar panels to roof of existing house, below ground gas storage tank, electricity generator and associated earth bund.

Ref: SDNP/21/05844/HOUS

Location: Meon Boscage, Brockbridge Road Meonstoke SO32 3AJ

Proposal: Erection of shed for storage of garden maintenance equipment.

3. ENFORCEMENT

Chair to report.