

## **Corhampton & Meonstoke Parish Council**

### **To members of the Council:**

CLLrs R Annereau-Hyder, B Horn, J McCormick, J Pett – Vice Chairman, P Rowe – Chairman, Nick Riley, J Shaw.

You are hereby summoned to attend a meeting of Corhampton & Meonstoke Parish Council at the Meon Hall, Meonstoke at 7.30 pm Wednesday 14 November 2018 for the purpose of transacting the following business:

Rosemary Hoile – Parish Clerk

*Rosemary Hoile*

8 November 2018

**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.**

## AGENDA

1. **To approve apologies received for absence.**
2. **To receive declarations of disclosable pecuniary and non-pecuniary interest.**
3. **Minutes.**
  - 3.1 To approve Minutes of the Full Parish Council meeting held on 12 September 2018
4. **Public Forum.**
  - 4.1 Questions and comments on consultations and agenda items. (10 minutes)
  - 4.2 District and County Councillor's reports.
5. **Finance, Grants & Governance.**
  - 5.1 **Payments**
    - 5.1.1 To note receipts and payments since 12 September 2018 – Appendix A
    - 5.1.2 To approve the bank reconciliation and note level of bank reserve to 31 October: Appendix A.
    - 5.1.3 To authorize accounts for payment: Appendix A.
  - 5.2 **Annual Governance & Accountability Return for the year end 31 March 2018**
    - 5.1.1 To note Conclusion of Audit.
    - 5.1.2 To note external auditor report & certificate.
  - 5.3 **2019/20 Budget**
    - To consider the Finance Working Group's draft budget.
  - 5.4 **Employment matters**
    - 5.4.1 To approve increase in clerk's salary of 2% (in line with national pay award) from £11.05 per hour to £11.275 per hour
    - 5.4.2 To approve reduction in hours worked per week, from 8 hours to 7 hours (£342.01 per calendar month) from 1 September.
  - 5.5 **Governance & Policies**
    - 5.5.1 To approve Health & Safety Policy.
    - 5.5.2 To approve the Model Information Scheme published by ICO(Information Commissioner's Office)
6. **Planning:**
  - 6.1 New planning applications. (Applications received post publication of agenda will also be considered)
    - 6.1.1 **Ref:** [SDNP/18/05063/TPO](#)  
**Proposal:** T1- Pride of India, reduce lateral branches away from customers property and neighbours house by 1.5m. Reduce top by 0.5m to match in with side reduction.  
Clear BT lines on roadside of property.  
**Location:** Apple Tree Cottage , High Street, Meonstoke, SO32 3NH
    - 6.1.2 **Ref:** [SDNP/18/05593/PRE](#)  
**Proposal:** New dwelling including the erection of a garage and formation of a new access  
**Location:** Beacon House Warnford Road Corhampton Southampton Hampshire SO32 3NS
  - 6.2 To note the Planning Report APPENDIX B

**7. Open Space, Recreation & Playgrounds**

7.1 Play and sports facilities - To receive updates:

7.1.1 Meonstoke Recreation Ground.

a) Children's play area.

b) Proposal for upgrading the Skate Park.

c) Football pitch.

7.1.2 Chapel Road Play area.

**8. Lengthsmen**

**8.1 Parish Lengthsmen**

a) Meon Hall Recreation Ground: recruitment of a grounds maintenance contractor.

b) Chapel Road and the Pound.

**8.2 HCC lengthsmen report**

Highways, Footpaths & ROW.

**9. Allotments:**

To receive an update on recent changes at the allotments: Cllr Annereau-Hyder

**10. Roads, Highways & Transport:**

10.1 Replacement bollards on Bucks Hill.

10.2 Matter arising: Recent road repairs at 'Broken Bridge' - Cllr Shaw.

10.3 To note Road Safety Reports published by Office of Police & Crime Commission and HCC Economy Transport & Environment.

**11. Footpaths & Rights of Way:**

11.1 HCC Rural Communities Fund 2018/19 :

To note grant award of £2017.32 for the 'Stiles to Gates' application to support replacement of stiles on footpaths 29 and 16'

11.2 To receive report on matters arising:

a) Gate at the exit of Bridgmead to MVT.

b) Overgrown hedges at Bridgmead.

Footpath survey

**12. Neighbourhood Watch:**

To receive report: Cllr Annereau-Hyder.

**13. Emergency Plan: Matters arising:**

Corhampton & Meonstoke Emergency Plan - Cllr Annereau-Hyder

**14. Consultations Meetings & Training.**

14.1 OPCC Survey – Community Remedy (survey closes end Nov)

14.2 WDALC AGM date to be agreed – 2 pm or 7pm 21/22/26 November

**15. Correspondence requiring a response from the Council.**

**16. Items for the next agenda.**

**17. Date of next meeting:** Wednesday 9 January 2019 , the Meon Hall, Meonstoke.

## APPENDIX A – FINANCE STATEMENT 14 November 2018

### RECEIPTS

MV Garden Club	50.00
WCC Precept & CTS grant 2/2	8,650.00
Waltham Ramblers grant	600.00
Recreation Ground	50.00

### PAYMENT OF STANDING ORDERS (SO) & Direct Debits (DD)

SO Salary –October	383.21
SO Salary – November	383.21
Castle Water	16.81

### ACCOUNTS PAID BETWEEN MEETINGS

E. Peachey - deposit refunded	25.00
Studio 6 - Rec signage	45.60
R. Hooper – Bridgmead gate	482.00

### ACCOUNTS TO BE AUTHORISED

Chq No:

917 PKF Littlejohn	240.00
918 The Flower Pot Men	116.00*
919 J. Pett	6.00*
920 A.J Morrice	21.36*
921 R Hoile office expenses	
922 Royal British Legion	25.00
923 Searle refund allotment deposit	25.00

\* To be updated - amounts may have changed by the date of the meeting.

<b>Corhampton &amp; Meonstoke Parish Council</b>					
<b>Bank Reconciliation 1/04/2018 - 30/10/2018</b>				£	£
<u>Barclays Bank A/C No ---023</u>					
Balance as at 31/10/18				27,841.41	
<u>Less unrepresented cheques</u>					
EV28	PKF Littelljohn LLP		-240.00		
EV24	SCAS		-250.00		
EV26	CAB		-25.00		
EV30	Hampshire -ALC training N. Riley		-108.00		
EV31	Emily Peachey.		-25.00		
EV32	Studio 6		-45.60		
EV33	Ray Hooper		<u>-482.00</u>		
	Total			-1,175.60	
<u>Scottish Widows A/C No 060</u>					
Balance as per statement 1 Aug 2018				7,940.57	
<b><u>Cash at bank 31 October 2018</u></b>					<b><u>34,606.38</u></b>
<b>Cashbook reconciliation 31 October 2018</b>					
Balance b/f 1/04/18			24,409.54		
Add Receipts 1/4/18 - 31/10/18			18,162.53		
Less Payments 1/4/18 - 31/10/18			- 7,965.69		
<b><u>Cash book reconciliation</u></b>					<b><u>34,606.38</u></b>
<b>Reserves 31 October 2018 (rounded)</b>					
* balancing figure					
General reserve ( approx 6 mth running cost)			9000		
Earmarked reserves:					
Play equipment replacement			4500		
Emergency plan			1500		
Stiles to gates' project:					
Waltham Ramblers contribution		600	1009.32		
C & M PC match funding agreed		409.32			
Capital project reserve			3,000		
Unallocated reserve *			15,597.06		
					<b><u>34,606.38</u></b>

## APPENDIX B – PLANNING REPORT

### 1. APPLICATIONS DETERMINED

Ref: SDNP/18/04557/HOUS

Proposal: The conversion of an existing integral garage into a habitable room and the replacement of an existing front garage door with a window. (Amended description)

Location: 9 Oxendown, Meonstoke Southampton SO32 3AE

Decision: **REFUSED**

Ref: SDNP/18/05127/NMA

Proposal: Non-Material Minor amendment to approved planning permission SDNP/17/05132/HOUS

Location: 3 Allens Lane, Corhampton, Hampshire SO32 3NX

Decision: **APPROVED**

Ref: SDNP/18/03621/FUL

Location: The Butts, Breamore House Warnford Road Corhampton SO32 3ND

Proposal: Addition of first floor extension above existing ground floor utility.

Decision: **APPROVED with the condition that the dwelling remains a 3 bedroom house.**

Ref: SDNP/17/04774/DCOND

Location: Manor House High Street Meonstoke SO32 3NH

Proposal: Discharge of condition 7 & 8 of Listed Building Consent SDNP/16/02652/LIS

Decision: **APPROVED**

### 2. APPEALS

Ref: SDNP/17/04201/LIS Planning Inspectorate Ref: APP/Y9507/Y/18/3200634

Location: Kings Farm, High St, Meonstoke SO32 3NH

Proposal: Replacement of 4 windows

### 3. APPLICATIONS IN PROGRESS

Ref: SDNP/17/03554/DCOND

Location: Manor House High Street Meonstoke SO32 3NH

Proposal: Discharge of condition 4 of Listed Building Consent SDNP/16/02652/LIS

Ref: SDNP/17/03546/DCOND

Location: Manor House High Street Meonstoke SO32 3NH

Proposal: Discharge of condition 9 of Listed Building Consent SDNP/16/02652/LIS

Ref: SDNP/18/03228/HOUS

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

Proposal: Careful removal and rebuilding of existing piggery walls to convert to one-bedroom holiday let.

Ref: SDNP/18/03229/LIS

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

Proposal: Careful removal and rebuilding of existing piggery walls to convert to one-bedroom holiday let.

### 4. PLANNING ENFORCEMENT ( WCC notification 22 October)

#### NEW CASES:

Ref: SDNP/18/00124/SEC215

Nature: Untidy land - build up wagons and containers

Address: Land to rear of Southbourne House, Chapel Road, Meonstoke SO32 3NJ

Ref: SDNP/18/00362/OPDEV

Nature: Alleged building works converting garage to accommodation/ Alleged breach of condition 9 relating to 01/02001/FUL (garage use) accommodation.

Address: 9 Oxendown, Meonstoke Southampton SO32 3AE

Nature: Planning application ref: SDNP/18/04557/HOUS **REFUSED**

**CASES DETERMINED after 22 October**

Ref: SDNP/18/00399/OPDEV

Nature: Alleged build not according to plans.

Address: 3 Allens Lane, Corhampton Southampton SO32 3NX

Reason: **NON MATERIAL AMMENDMENT TO PLANNING APPLICATION APPROVED**

**CASES CLOSED**

Ref: SDNP/18/00358/COU

Nature: Alleged change of use - annex now being advertised as B&B with paying guests.

Address: Dairy Cottage, High Street Meonstoke Southampton SO32 3NH.

Reason: **NO BREACH**