

Annual Meeting of Corhampton & Meonstoke Parish Council

7.30 pm Wednesday 15 May 2019, the Meon Hall

AGENDA

1. **To elect the Chair of the Council and to receive the Chair's Declaration of Acceptance of Office**
 2. **To elect the Vice Chair of the Council and to receive the Vice Chair's Declaration of Acceptance of Office**
 3. **To receive apologies for absence**
 4. **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 ABC Parish Council Code of Conduct for Members and by the Localism Act 2011.
 5. **To approve the minutes of the Parish Council meeting held on 8 March 2019.**
 6. **To approve and adopt the Standing Orders for Corhampton & Meonstoke Parish Council.**
 7. **To approve and adopt the Financial Regulations for Corhampton & Meonstoke Parish Council.**
 8. **To review the Planning Committee Structure. and.**
 - a) In accordance with Standing Orders the numerical composition of Committees shall be decided at the Annual Meeting of the Parish Council.
 - b) To appoint members to serve on the Planning Committee.
 - a) Planning Committee 2019/20 Terms of Reference
 9. **To approve areas of responsibility and/or working groups 2019/20**

Finance, Highways, Roads & Transport, Recreation Ground & Play Areas, Allotments, Footpaths & ROW, Hedges & Verges, Tree Warden, Flooding, Emergency Plan, Website, Neighbourhood Watch.
 10. **To approve representative (s) to outside bodies**
 - a) The Meon Hall Committee
 - b) The Tennis Club
 - c) Winchester District Association of Local Councils (WDALC)
 11. **Casual Vacancy.**
 12. **To agree calendar dates for full Parish Council meetings 2019/20**
- ROUTINE BUSINESS:**
13. **To adjourn meeting to hear questions and comments from the public on planning and agenda items. (5 mins)**

County Councillor's report.

Meeting resumes:
 14. **Finance, Grants & Governance.**
 - 14.1 To authorize payment of accounts listed in Appendix A
 - 14.2 To consider findings and note conclusions of the Internal Auditor's letter 19/4/19, and Annual Internal Audit Report 2018/19.
 - 14.3 To approve the list of assets at 31 March 2019 audited by the internal auditor.
 - 14.4 Annual Governance & Accountability Return 2018/19, resolve to:
 - a) approve the bank reconciliation to 31 March 2019
 - b) approve the Statement of Receipts and Payments 2018/19
 - c) approve and authorize the Chairperson to sign Section 1 - Annual Governance Statement 2017/18
 - d) approve and authorize the Chairperson to sign Section 2 - Accounting Statements 2017/18
 - 14.5 To review the Parish Council insurance policy from 1 June 2019 for £428.40 per annum including insurance tax.
 - 14.6 To review allocation of Reserves.
15. **Planning: To be updated 15 May.**
 - 15.1 **New:**

Ref: SDNP/19/01824/HOUS (comment was due by 9 May)

Location: 2 Niton Cottages Pound Lane Meonstoke SO32 3NP

Proposal: Demolition of existing open porch and replacement with new enclosed porch.

- 15.2 To ratify parish consultee comment submitted between meetings: Objection raised.
Ref: SDNP/19/01925/FUL
Location: Land adj to Gover's Cottage
Proposal: Erection of dwelling.
- 15.3 To note Appendix B Planning report
16. **Grounds maintenance contracts:** to receive update, if any
- a) Meon Hall Recreation Ground
 - b) Church Meadow
 - c) Pound Lane & Chapel Road
 - d) HCC Lengthsmens Project
17. **Allotments,** to receive update if any.
18. **Roads, Highways & Transport**
- a) Consider obtaining cost to repair road at Broken bridge for County Councillor's discretionary grant application.
 - b) Consider replacement of damaged bollards next to benches on Bucks Head Hill
19. **Footpaths and Rights of Way:'** Stiles to Gates' installation - to receive update.
20. **Defibrillator Working Group,** to receive update if any.
21. **Meetings, Consultations & Training**
Items of local interest raised at the Annual Parish Assembly for the Council to consider in the course of the year:
- a) Fire Awareness Day. b) Meon Valley Partnership presentation 'Source to sea'.
22. **Items for the next agenda.**
24. **Date of next meeting:** Wednesday 10 July 2019.

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.

APPENDIX A - FINANCE REPORT 15 May 2019

INCOME RECEIVED to 31 April		£
Scottish Widows bank interest		0.20
Allotment rent		9.55
WCC Precept Part 1 of 2		8889.50
Meon Hall annual rent		50.00
TOTAL		8949.25
Payments by Standing Orders and Direct Debits to 30 April		
DD	Castle Water	13.95
SO	R Hoile - April	342.01
TOTAL		355.96
ACCOUNTS FOR PAYMENT		
EV1	The Meon Hall hire of mtg rms 2018/19	164.00
EV2	Lightatouch Yr end 4QTR audit	60.00
EV3	Wizbit Inv 25107 Hosting & Maintenance package	300.00
EV4	Hampshire-ALC	311.00
EV8	A.J Morrice (Mrs Kempster) MUGA & path to tennis court.	45.00
EV9	The Hampshire Playing Fields Association	40.00
EV10	Droxford PC - share of parish mobile phone	114.88
EV12	Studio 6 APA meeting papers	18.50
EV13	R. Hoile, Parish expenses	229.60
EV14	P. Rowe mileage - bollards	8.10
EV15	Came & Company	428.40
TOTAL		1719.48

Bank Reconciliation 1/04/2019 - 30/04/19				£	£	
<u>Barclays Bank A/C No ---023</u>						
Balance as at 30/04/19					28,518.53	
<u>Less unrepresented cheques</u>						
EV45	Flower Pot Men			116.00		
EV48	Flower Pot Men			174.00		
EV1	The Meon Hall hire of mtg rms 2018/19			164.00		
EV2	Lightatouch Yr end 4QTR audit			60.00		
EV3	Wizbit Inv 25107 Hostin 786097674			300.00		
EV4	Hampshire-ALC			311.00		
EV5	G. Robson			60.00		
EV8	A.J Morrice (Mrs Kempster) MUGA & path to ter			45.00		
EV9	The Hampshire Playing Fields Association			40.00		
EV10	Droxford PC - share of parish mobile phone			114.88		
				1,384.88	-1,384.88	
Adjustment Scottish Widows unrecorded interest CB 2018/19					-0.40	
<u>Scottish Widows A/C No 060</u>						
Balance as per statement No. 41 1/8/18 (latest to 29 March 19)					7941.15	<u>35,074.40</u>
<u>Cash at bank 30 April 2019</u>						
Cashbook reconciliation 30 April 2019						
Balance b/f 1/04/19			27,600.69			
Add Receipts 1/4/18 - 31/03/19			8,949.25			
Less Payments 1/4/18 - 31/03/19			- 1,475.54			
Cash book reconciliation						<u>35,074.40</u>
Reserves 30 April 2019 (rounded)						
* balancing figure						
General reserve (approx 6 mth running cost)			9000			
<u>Earmarked reserves:</u>						
Play equipment replacement £4500 b/f + £750 (50% £1500 2019/20 budget)			5250			
Emergency plan			1500			
Capital project reserve (2019/20 budget)			2,500			
<u>Unallocated reserve *</u>			18,324.40			<u>35,074.40</u>

APPENDIX B – PLANNING REPORT 15 May 2019

1. APPLICATIONS DETERMINED

Ref: SDNP/19/00549/FUL

Location: Wallops Wood Dairy , Stoke Wood Lane, Droxford, SO32 3QY

Proposal: Siting of four eco-pods for tourist accommodation and two wood clad containers for the storage of bicycles, with associated landscaping.

Decision: APPROVED

Ref: SDNP/19/00792/NMA (ref: SDNP/17/04344/HOU APPROVED)(NON-MATERIAL AMENDMENTS SOUGHT)

Proposal: Single storey rear extension and rear first floor extension

Location: Post Office Village Stores Flat, Warnford Road, Corhampton, SO32 3ND

Decision: APPROVED

Ref: SDNP/19/00904/TCA

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

Proposal: Leyland Cypress tree est. above 12m tall.

Fell because of large growth for garden area, shading of adjacent tree and shrubs. Non native species preventing further growth of neighbouring tree (Lime.) Area to be replanted with lower shrubs / landscaping to allow the Lime tree to grow evenly.

Decision: RAISE NO OBJECTION

2. PLANNING ENFORCEMENT

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