

CORHAMPTON & MEONSTOKE PARISH COUNCIL

Minutes of the Parish Council Meeting of the Parish Council  
7.30pm on Wednesday 7 March 2018 at the Meon Hall

**PRESENT:** Rowena Hyder, Jane McCormick, Jerry Pett – Vice Chairman, Patrick Rowe - Chairman, John Shaw  
**IN ATTENDANCE:** District Councillor Laurence Ruffell, County Councillor Roger Huxstep  
James Morrice, Nick Riley, the Clerk/RFO - Rosemary Hoile  
**PUBLIC** 6 residents.

- 17.71 **Apologies** for absence had been received from Sue Walker
- 17.72 **Declarations of disclosable pecuniary and non-pecuniary interest.** John Shaw declared an interest in agenda item 11.1.
- 17.73 **Minutes: RESOLVED**  
To approve the minutes of the Full Parish Council meeting held on 17 January 2018 as a true and accurate record.
- 17.74 **Questions and comments received from the public:**
- 17.75 **County and District Councillors' reports**  
County Councillor Huxstep summarised his report, appended APPENDIX C.  
District Councillor Ruffell had previously circulated his report, Appendix C, to councillors. He advised that Caroline Horrill, Leader of WCC had looked into the amendment of the S106 Agreement drawn up by SDNP for the recent Bridgmead development at Shavards Lane, and raised some concerns with SDNP. WCC objected to Policy SD28, criterion 4 because local housing authorities and registered providers' involvement in occupancy conditions and local connections criteria appears to have been excluded. Similarly Policy SD29 criterion 3. Local connections criteria should include adjoining parishes outside the SDNP. WCC considered that reference should be made to the enabling role of local housing authorities who are responsible for housing strategies, enabling, delivery and the housing register. Also councils with their valuable links to district councillors and community planning groups.
- 17.76 **Finance, Grants & Governance.**
- 17.76.1 Payment of accounts listed in Appendix A. **APPROVED**
- 17.76.2 The bank reconciliation to 28 February 2018 was **APPROVED.**
- 17.76.3 The Chairman had considered the 2017/18 audit report and risk assessment of financial systems' internal controls prepared by the internal auditor on 8 January 2018. The auditor was pleased that the Council had addressed the majority of the 2016/17 audit report recommendations. There were no formal recommendations for 2017/18. **NOTED**
- 17.76.4 The Chairman signed the financial year end executive checklist, recommended in the 2016/17 audit report to check for completeness of the Council's annual accounting and reporting cycles. **NOTED**
- 17.76.5 The draft of the Reserves Policy had been circulated to and considered by the Finance Working Group. **APPROVED**
- 17.76.6 The Complaints Policy had been previously circulated to the Council. **APPROVED**
- 17.76.7 Transfer of ownership of land on Allens Lane from Corhampton & Meonstoke Parish Council to Hampshire County Council: The Council **NOTED** receipt of the signed and sealed Deed of Dedication. The Chairman undertook to place the document in secure storage at the Meon Hall.
- 17.76.8 South Downs National Park Authority Parish Representative (Winchester) Elections.  
The notice and ballot timetable was duly **NOTED.**
- 17.77 **Planning**
- 17.77.1 **SDNP/18/00802/HOUS**  
Location: Rectory Court Rectory Lane Meonstoke Southampton Hampshire SO32 3NF  
Proposal: Single storey side and rear extensions including associated internal and external alterations.  
The Council made **NO COMMENT**

Ref: SDNP/17/06440/LIS

Ref: SDNP/17/06439/HOUS

Location: Church End Cottage Bucks Head Hill Meonstoke Southampton Hampshire SO32 3NA

Proposal: Alterations to a listed building including the replacement of windows and a ground floor extension.

The Council made **NO COMMENT**

17.77.3

Ref: SDNP/18/00943/FUL

Location: Harvestgate Farm House Stocks Lane Meonstoke Southampton SO32 3NQ

Proposal: conversion of the remainder of a partially converted barn to residential use.

The Council raised **OBJECTION**. The Council had previously objected on the basis a precedence would be set for separate dwelling houses to be created out of accommodation ancillary to the man house. Cllr Pett noted that Policy SD41 in the emerging SDNP Local Plan would restrict occupation by local workers in need of accommodation outside the settlement boundary. It was considered SDNP should give greater weighting to the emerging South Downs Local Plan shortly to be submitted to the Secretary of State for inspection.

17.77.4

**Planning Report** APPENDIX B.

(1) **SDNP/17/03849/FUL Vernon House:**

Cllr Huxstep, as the ward member of the South Downs Planning Committee attended the SD Planning Committee meeting on 18<sup>th</sup> January when the Planning Committee discussed access from Warnford Road through De Port Heights to the new development. In the absence of Highways further advice an increase in the number of vehicle movements had not been considered overly significant. There were a number of abstentions at the vote which was narrowly carried by the Chair's casting vote.

The Chairman thanked Councillor Huxstep for raising his head above the parapet at his first meeting as a member of the SD Planning Committee and being the sole Councillor to vote against the De Port Heights proposal.

The only solution is for Highways to issue a Traffic Regulation Order for a double yellow line. Cllr Huxstep was asked to ensure that contractors will not park in de Port Heights during the final phase of construction and to chase a planning condition.

(2) **SDNP Decisions** received, applications under consideration, in progress and planning enforcement. **NOTED**

17.78

**Open Spaces, Recreation & Playgrounds**

17.78.1

**Dog bins:** Multi-use dog bins ordered for the Recreation Ground and Chapel Road had not been installed despite assurances from the Contracts Monitoring Officer at WCC since the middle of January. The Clerk was requested to follow up.

17.78.2

**Play areas:**

a) An objection lodged by Meonstoke Football Club of use of football pitch by other clubs was **NOTED**.

**ACTION** - Cllr Walker

b) A query had been received regarding signage for 'No Drones' in the Recreation Ground. The Clerk had responded. Flying drones is unregulated and incompatible with play and sports activities. **NOTED**

c) Chapel Road play area – Cllr Walker was not present to report. No complaints had been received.

17.78.3

**Meon Hall grounds maintenance:**

James Morrice said that all the tasks had been accomplished in one day instead of the three extra days requested.

17.79

**Lengthsmen:**

a) Annual maintenance contract: James Morrice was in the process of negotiating with ISS Facilities to renew the annual contract for grounds and grass maintenance Services on behalf of the Parish Council. ISS was the preferred contractor compared to other contenders .

b) HCC Lengthsmen Scheme: HCC has renewed the Lengthsmen Scheme and invited the Clerk at Shedfield to review contractors. To date a cheaper contractor has not been found, confirmation of the contract award is to be advised.

17.80

**Allotments:**

Cllr Hyder – JCT contractors had been called out to repair the frozen, and also broken, stop cock. It had been alleged, but there was no proof, that the Highways sub-contractors had forced it in the course of carrying out roadworks at Allens Lane. The external pipework was very exposed and lagging was thought insufficient to

protect the supply. It was proposed to turn water off at the main supply at the end of the autumn season.

**APPROVED.**

Invoices for the new allotment year had been issued. One plot had been relinquished and reallocated.

**17.81 Roads, Highways & Transport:**

**17.81.1 Matters arising:**

Flooding at 'Broken Bridge', Shavards Lane: Cllr Shaw said Highways will take the matter of flood alleviation up with the landowner.

17.81.2 New parking spaces on Allens Lane: Nick Riley reported that white lines were yet to be painted in front of the shop. He will raise outstanding tasks with Tobias Bauer when he checks who will sign off the contract.

a) Reinstatement of the white line which defined the carriageway from the layby.

b) Concern about some of the kerbing.

c) Re-grassing area of St Andrews Green damaged by contractor's vehicles.

**ACTION** - Nick Riley

The Chairman thanked Nick Riley for his work.

**17.81.3 Traffic speed in Meonstoke:**

Cllr Pett had met with the Hampshire Highways engineer.

High Street: There is no money left in the HCC budget for 20 mph speed signs in Meonstoke; funding of villages in the existing pilot scheme is to be reviewed.

Discretionary speed limits elsewhere: HCC funding is only available if need is casualty led. If the Parish wants a Speed Limit Reminder it would have to be solar powered and paid for out of parish funds. The approximate cost would be in the region of £ 10K-£14K. Cllr Pett had informed the Head Teacher of Meonstoke of the outcome of his meeting with Highways.

Plastic bollards: There are no traffic management objections to the replacement of 3 plastic bollards on Bucks Hill by the Parish Council.

**ACTION:** Cllr Pett to draft a plan for Highways to cost.

**17.81.4 A32 –anti-social behaviour:**

Hampshire Police & Crime Panel meeting 6 October: Cllr Pett was copied into a letter from the Chairman of the Police & Crime Panel to the Police & Crime Commissioner's Office following the meeting which the Commissioner failed to attend. The letter summarised evidence from invited parish representatives and strongly recommended the Commissioner's Office to engage with willing local councils, "In particular, following the [December 2016] public meeting regarding concerns over road safety and noise disturbance on the A32, the PCC and his office should take a lead in supporting relevant partners to devise a fully coherent action plan, ensuring that any actions agreed are addressed by those partners in a timely manner." The Chairman expressed the view that guidance issued by the Panel was very clear and could not be ignored by the Commissioner.

Communities against Noise and Speed (CANS): Cllr Walker was not present.

17.81.5 Lengthsmen – Highway verges and other tasks: James Morrice advised all task had been completed.

**17.82 Footpaths & Rights of Way:**

17.82.1 FP29 proposal to install metal kissing gate: The Clerk had received signed consent forms from both landowners.

**ACTION** – Clerk to inform Countryside Access and apply for a grant.

17.82.2 Footpath maintenance: James Morrice reported tasks had been completed.

1782.3 Bridgmead entrance to the Meon Valley trail: Neither Countryside Access or the housing association would assume responsibility for the hazard created by children running straight onto the trail. The Council **AGREED** to install a gate and inform Sovereign Housing of steps taken to ensure children's safety.

**ACTION** – Clerk to order gate and write to Sovereign Housing Association.

17.82.4 Cllr Pett updated the Council regarding 'Share the Path' meeting on 24 January. Countryside Access intend to man stalls to promote the 'Hit the Trail – Explore the Meon Valley' event at Exton Country Fair and the Droxford Country Fairs on 2 June.

**17.83 Neighbourhood Watch**

Cllr Hyder reported a break-in to a car.

**17.84 Broadband**

Discrepancies within locations in the provision of superfast broadband to some properties had become more apparent since cabinets have been installed. There is no conduit for parishes to engage with Openreach. Cllr Pett had drafted a letter to the Secretary of State at the Department for Digital, Culture, Media & Sport summarising problems and inconsistencies in the programme roll-out, plus the unavailability of alternative schemes in some instances suffered by residents and local businesses whose performance can be affected very negatively. The quality of lines has been impaired because aluminium lines are being damaged even while the new cables are being installed owing to their fragility in comparison to copper wire.

The Council **RESOLVED** to approve Cllr Jerry Pett as the Parish Council representative to engage with the relevant external bodies on Broadband matters.

**ACTION** – Cllr Pett to write to Peter O’Sullivan.

**17.85 Meetings, Consultations and Training.** None which have not been covered elsewhere

**17.86 Correspondence requiring the attention of the full Council.** None

**17.87 Dates of next Parish Council meeting:** Annual meeting of the Parish Council (followed by usual business) Wednesday 9 May 2018, the Crypt, the Meon Hall, Meonstoke.

The Annual Parish Meeting – Wednesday 11 April, the Small Hall, The Meon Hall.

The meeting closed at 9.15 p.m

Signed..... Date.....

APPENDIX A – FINANCE STATEMENT 7 March 2018

<b>Receipts received between meetings</b>	£
HMRC VAT refund	1,480.72
Denmead FBC	<u>50.00</u>
	<b>1,530.72</b>

<b>Accounts paid between meetings</b>	
DD Castle Water	22.95
SO R Hoile Feb salary	<u>383.21</u>
	<b>406.16</b>

**Accounts for payment:**

Chq	Payee	£
--878	J Pett, meeting expenses	42.70
--879	Wizbit Internet Services – domain hosting	96.00
--880	P Bury for Travis Perkins cash invoice	9.00
--881	The Meon Hall 2018 contract to 31 March	63.00
--882	R Hoile, office expenses	49.67
--883	A J Morrice	30.00
--884	The Flower Pot Men	<u>174.00</u>
	<b>Total</b>	<b>455.37</b>

**Bank Reconciliation 1/04/2017 - 28/02/18/2017**

Barclays Bank A/C No ---023

Balance as at 28/02/18 £ 17,339.89

Scottish Widows A/C No 060

Balance as per statement No 39 1 Jan 2018 £ 7,940.15    £ 25,280.04

**Cashbook reconciliation 28 February 2018**

Balance b/f 1/04/17	16,170.45	
Add Receipts 1/4/17 - 28/02/18	20,282.12	
Less Payments 1/4/17 - 28/02/18	-11,172.53	<b>25,280.04</b>

**Reserves**

Allocated reserve - Capital Projects	3,000.00	
Allocated reserve - self-insurance play areas	<u>1,500.00</u>	
Unallocated reserve	20,780.04	<b>25,280.04</b>

## APPENDIX B – Planning Report 7 March 2018

7. **Planning:**
- 7.1 **New planning applications**
- 7.2 **Planning decisions** - see Minutes
- 7.2.2 **Applications pending consideration**  
**Ref:** SDNP/17/03849/FUL  
**Location:** Vernon House , Warnford Road, Corhampton, SO32 3ND  
**Proposal:** New access arrangements to connect between De Ports Heights and Warnford Road (A32) adjacent to Vernon House. To include a new link between the already approved roads and the closure of the Vernon House junction to vehicles.  
**Ref:** SDNP/17/03850/CND – Variation of Conditions 2 and 12 on planning consent SDNP/16/02757/FUL – to reflect proposed new access arrangements. (Relates to ref: SDNP/17/03849/FUL)  
**Ref:** SDNP/17/03856/CND - Variation of Conditions 2 and 12 on planning consent SDNP/16/02767/FUL - to reflect proposed new access arrangements. (Relates to ref: SDNP/17/03849/FUL)
- 7.2.3 **Application in progress**  
**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/16/05772/LDE  
**Location:** Annexe Harvestgate Farm House Stocks Lane Meonstoke  
**Proposal:** Use of The Annex, Harvestgate Farm as a dwellinghouse
- 7.2.4 **Planning enforcement** (updated 20 Feb 18)  
**Case closed Nov 2017**  
**Ref:** SDNP/16/00683/GENER  
**Breach type:** Alleged outbuilding in construction in conservation area within SDNP  
**Address:** Meadow Cottage, High Street, Meonstoke SO32 3NH  
  
**Case opened 6/2/18**  
**Ref:** SDNP/07/00047/CARAVN  
**Breach type:** Non-compliance with enforcement notices (residential mobile home)  
**Address:** Steynes Farm, The Hangars, Corhampton, Southampton, SO32 3LL  
**Inspection notes:** A report has been forwarded to SDNP setting out the Council's options with regard to seeking compliance with the extant enforcement notices. Report decision awaited.