

CORHAMPTON & MEONSTOKE PARISH COUNCIL

Minutes of the Parish Council Meeting Wednesday 9 January 2019, Meon Hall, Meonstoke.

- PRESENT:** Rowena Annereau-Hyder, Bruce Horn, Jane McCormick, Jerry Pett - Vice Chair, Nick Riley, Patrick Rowe.
- IN ATTENDANCE:** City Councillor Hugh Lumby (departed after item 18.45), Rosie Hoile – Clerk.
- PUBLIC:** James Morrice, Malcom Hyder, Michael Fithyan, Sally Fithyan.

18.73 **Apologies for absence** had been received from Laurence Ruffell and John Shaw.

18.74 **Disclosable pecuniary and non-pecuniary interest.** None declared.

18.75 **Public Forum**

There were no questions or comments from members of the public on agenda items.

County Councillor Huxstep was absent.

District Councillor Lumby reported:

Bin collections: The joint WCC/East Hants District Council bin collection contract with Biffa will end October 2019, following mutual agreement on a year-long extension pending the government's publication of new regulations for household waste collection. Service has also been disrupted through reliability issues with the Biffa lorries. EHDC have since opted to terminate joint working with WCC in favour of co-operation with Havant BC, leaving WCC to negotiate for new provision from Oct 19, which will include kerbside glass collection. As a result it is likely that collection days will change. Boxes for glass collection will be supplied although some bottle banks will be retained in the more heavily used locations, of which the Meon Hall is believed to be one.

Defibrillators: If the Parish wishes to go ahead, a county councillor grant is available.

ACTION – Clerk to put proposal for a community access defibrillator on the March agenda

18.76 **Finance, Grants & Governance.**

18.76.1 **Payments**

18.76.1.1 **NOTED:** receipts and payments since 15 November 2018 – Appendix A

18.76.1.2 **APPROVED:** bank reconciliation and reserve to 31 December - Appendix A.

18.76.1.3 **RESOLVED:** To approve share of the net cost of £377.88 to repair the rotten gate post at the entrance of the MUGA with the Meon Hall Management Committee. MHMC will contribute £126.00 and C & M PC £251.88. This is not a budgeted item but an essential repair.

18.76.2 **2019/20 Budget & Precept**

RESOLVED: To approve the parish council budget and precept requirement of £ 17,779.00 for the financial year 2019-20.

18.76.3 **Internal Auditor**

18.76.3.1 The draft audit report and risk assessment of financial systems' internal controls following the ¾ internal audit on 7 January was not ready in time for the meeting. Deferred to 13 March meeting.

18.76.3.2 **RESOLVED:** To appoint Lightatouch to conduct the internal audit in 2019-20.

18.77 **Planning:**

18.7.1 New planning applications were considered.

18.77.1.1 Ref: SDNP/18/06133/HOUS. Long Meadow House Brockbridge Road Meonstoke SO32 3NJ

Proposal: Alterations and extension

NO COMMENT

- 18.77.1.2 Ref: SDNP/18/06406/TCA Apple Tree Cottage High Street Meonstoke SO32 3NH
Proposal: T1- Pride of India, reduce lateral branches away from adjacent property 1.5m. Reduce top by 0.5m. Clear BT lines on roadside of property to give 1m clearance.
NO COMMENT
- 18.77.2 The Planning Report APPENDIX B was **NOTED**.
Enforcement: Councillor Lumby had undertaken to look into if or when an Untidy Land Notice under Section 215 of the Town and Country Planning Act 1949 was to be served on Southbourne House.
SDNP Local Plan: the Secretary of State has completed inspection of the Local Plan. If the Plan is found to be sound it will be tabled for adoption by the SDNPA.
- 18.78 Open Space, Recreation & Playgrounds**
- 18.78.1 Meonstoke Recreation Ground & Chapel Road play and sports facilities:
Basket swing: Cllr McCormick reported that the pendulum screws had loosened by as much as 3" due either to vandalism or bad design. The screws have now been fixed. A lump of paint has flaked off an item of gym equipment which will require sanding and an application of Hammerite. Mole hills are also present and badgers have been digging for chafer grubs.
MUGA: The wall is mouldy and wire netting has collapsed.
The Marlow bench. Innes Marlow has offered to repair and restore.
The Council agreed a package of work should be put together to be carried out in Spring.
ACTION – Cllr McCormick to monitor basket swing.
– **Clerk** to put allocation of work on the March agenda.
- 18.78.2 Proposal for the Skate Park: Progress has stalled. A meeting between the proposers and a design company to establish suitability of the area next to the tennis court had not materialised. A more cogent fully costed proposal of a landscaped concrete skate park on a larger site is required together with more consistent input from the proposers.
ACTION – Cllr Riley to convene a meeting between the proposers and a design company.
- 18.79 Grounds Maintenance & Lengthsmen**
- 18.79.1 Recruitment of a grounds maintenance contractor for the Recreation Ground and open spaces:
Three invitations to tender had been issued. One firm declined to tender, one completed tender was received and another price emailed informally. Cllr Riley will interview another firm on Monday and re-visit the informal price.
ACTION – Cllr Riley to review all tenders and make a recommendation. Decision to be endorsed at the March meeting.
The Chair proposed a one-off offer to make the open space in the Church Green more maintenance free as a service to the community. The Council **APPROVED** unanimously.
ACTION – The Chair and the Vice Chair to approach the Rector.
- 18.79.2 Chapel Road and the Pound:
The Flower Pot men have indicated a willingness to continue after the 2 year contract ends on 31 January.
ACTION – Clerk to issue invitation to Flower Pot Men to quote for a 2 year contract.
- 18.79.3 HCC lengthsmen report:
James Morrice reported 2 further visits are due before 31 March. The current lead Parish Council has relinquished the role. It is not known if the HCC lengthsmen project will continue after 1 April.
- 18.80 Allotments:**
The Council has received written notice to quit by 28 February from the tenant of allotment No 8. Interest has been expressed to take the plot over on 1 March. Plots 1 and 4 have been re –let

following previous tenants relinquishing. The Council will be invoiced for digging over and removing weeds from plot Nos 4 and 8, and covering with black polythene sheeting to suppress weeds.

ACTION – Clerk to issue invoices to tenants to rent from 1 March 2019 – 28 Feb 2020

18.81 Roads, Highways & Transport:

Replacement of plastic bollards on Bucks Head Hill:

Cllr Pett and the Clerk had researched grant funding streams and concluded that none are available for highways associated works. The Council unanimously **RESOLVED** to approve HCC’s specification and quotation to replace 6 plastic bollards near the junction with A32 and 3 bollards on the ‘Jubilee Tree Triangle’ with timber bollards at a cost of £3005-00 to be met from the capital reserve.

The Council **APPROVED** Cllr Pett’s request Hampshire Highways to add the 2 decrepit plastic bollards at the corner of Allens Lane and Rectory Lane to the installation schedule for the same supervisory sum of £875 for 9 bollards included in HCC quotation.

ACTION – Cllr Pett to forward photographs and request to Hampshire Highways.

18.82 Footpaths & Rights of Way:

18.82.1 HCC Rural Communities Fund 2018/19 – ‘Stiles to Gates’ application:

Receipt of £2017.32 awarded to support replacement of stiles on footpaths 29 and 16 was **NOTED**.

ACTION – Clerk to liaise with Waltham Ramblers regarding delivery. Raise purchase orders.

18.82.2 HCC Cutting list:

Cllr Pett reported that the path to the south of Stoke Wood had been cleared by the landowner. James Morrice reported the lengthsmen had not been cost efficient this year because they were careful but slow.

The Council were content with the current cutting list previously circulated.

ACTION – Clerk to forward cutting list 2019 to HCC Countryside Access by 1 Feb 19.

18.83 Neighbourhood Watch:

Cllr Annereau-Hyder recommended viewing Peter Riley’s regular updates on the website.

18.84 Emergency Plan:

ACTION - Cllr Annereau-Hyder to forward copy of the Plan to Cllrs Pett and Riley.

18.85 Consultations Meetings & Training.

18.85.1 Parish council elections information meeting for parish clerks on 24 Jan 2019 WCC city offices.

ACTION – Clerk to attend.

18.85.2 HCC Highways & Transport event 5.45 pm-8.30 pm Wed 13 March HCC Elizabeth 11 Court:

No attendees -the date conflicts with the next parish Council meeting.

18.86 Correspondence requiring a response from the Council. None

18.87 Items for the next agenda.

Audit report and risk assessment of financial systems’ internal controls. Defibrillator.

18.88 Date of next meeting: Wednesday 13 March 2019, Meon Hall, Meonstoke.

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

APPENDIX A – FINANCE STATEMENT 9 January 2019

RECEIPTS

HCC grant award 'Stiles to Gates'	2017.32
Hire of Rec Ground for tented event 22/6/19	50.00
Total	2067.32

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

SO Salary – Dec	383.21
SO Salary – Jan	383.21
Total	783.23

ACCOUNTS PAID BETWEEN MEETINGS

Total	0.00
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ACCOUNTS TO BE AUTHORISED

Chq No:		
925	A.J Morrice exp - James White Fencing	453.46
926	Wizbit Internet Services	695.50
927	Flower Pot Men	116.00
928	R. Hoile expenses	52.52
929	Lightatouch Internal audit (3/4 year)	245.00
Total		1562.48

Bank Reconciliation 1/04/2018 - 31/12/2018		£	£
<u>Barclays Bank A/C No ---023</u>			
Balance as at 31/12/18		28,189.95	
<u>Less unpresented cheques</u>			
EV28	PKF Litteljohn LLP	-240.00	
EV30	Hampshire -ALC training N. Riley	-108.00	
EV27	Flower Pot Men	-116.00	
EV36	RBL	-25.00	
EV37	A Searle	-25.00	
EV40	A J. Morrice for James White Fencing	-453.46	
	Total	-967.46	
<u>Scottish Widows A/C No 060</u>			
Balance as per statement No. 41 1/8/18 (latest)		7940.55	
Cash at bank 31 December 2018			35,163.04
Cashbook reconciliation 31 December 2018			
Balance b/f 1/04/18		24,409.54	
Add Receipts 1/4/18 - 31/12/18		20,262.68	
Less Payments 1/4/18 - 31/12/18		- 9,509.18	
Cash book reconciliation			35,163.04
Reserves 31 December 2018 (rounded)			
* balancing figure			
General reserve (approx 6 mth running cost)		9000	
<u>Farmarked reserves:</u>			
Play equipment replacement		4500	
Emergency plan		1500	
Stiles to gates' project:			
	HCC grant ref 10009704777421K.	2017.32	
	Waltham Ramblers contribution	600.00	
	C & M PC match funding agreed	409.32	3026.64
Capital project reserve		3,000	
<u>Unallocated reserve *</u>		17,163.04	
			35,163.04

APPENDIX B – PLANNING REPORT November 2019 *including updated notifications received.

1. APPLICATIONS DETERMINED

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

Decision: **APPROVED**

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.

Decision: **APPROVED**

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.

Decision: **APPROVED**

*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

Decision: **APPLICATION RETURNED**

2. APPEAL IN PROGRESS

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/18/06133/FUL

Location: Long Meadow House, Brockbridge Road, Meonstoke, Southampton, Hampshire, SO32 3NJ

Proposal: Alterations and extension.

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

Ref: SDNP/18/04588/FUL

Proposal: Construction of a 2 storey 3 bedroom dwelling house to the rear of and at the rear of properties 'Vernon House and Wayside , Warnford Road, Corhampton.

Location: Street Record Warnford Road, Corhampton.

4. PLANNING ENFORCEMENT (WCC notification 22 October)

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