

**Corhampton & Meonstoke Parish Council Meeting**  
**7.30pm Monday 26<sup>th</sup> September 2022 in The Crypt, The Meon Hall, Meonstoke.**

**AGENDA**

**1. To receive the form of Proclamation of Charles III.**

**2. Apologies for absence.**

**3. 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.

**4. To approve the minutes of the Parish Council meeting held on 9<sup>th</sup> July 2022.**

**5. 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.

**6. Matters arising**

- a) Protection of verge adjacent to The Bucks Head.
- b) Droxford U189 - removal of adopted status and highway rights.
- c) Footpath 14 - Stiles to Gates application for a grant from Countryside Access.
- d) Footpath 16 - Stiles to Gates application for a grant from Countryside Access.
- e) Bus shelter.
- f) Meon Boscage.

**7. Finance and Governance**

a) Payment of Accounts

(i) To approve the bank reconciliation and note allocation of reserves as at 31<sup>st</sup> August 2022.

(ii) To ratify accounts paid between meetings:

New printer - Amazon £62.99 (refund R Hoile); Engineer call-out - Euroland Computers £107.99 (refund R Hoile); Community helpline – TTNC £12.00 (refund R Hoile); Microsoft email host service £28.80 (refund R Hoile). **Total £211.78**

(iii) To authorize payment of accounts listed in Appendix A. **Total £964.15**

(iv) To note expenditure to 31 August v 2022/23 budget.

b) Smaller Authorities Audit Appointments (SAAA) – Appointed External Auditor scheme.

To consider an option to opt-out of the SAAA sector-led auditor appointment regime.

c) Clerk remuneration:

To approve an increase in the Clerk's salary from 1/4/2022 to 31/3/2023 in line with the National Employers acting on behalf of local government recommendation of 7.88%.

d) Meonstoke Recreation Ground

To consider a quotation to repair play equipment listed in the Play Inspectors report received from JT Carpentry.

e) To approve disbursement of grants which were approved in the 2022/23 Budget. **Total £1,516**

f) To approve a quotation for £270 plus VAT to carry out repairs to play equipment.

## 8. Planning:

(a) New or recent applications:

Ref: [SDNP/22/04062/TCA](#)

Location: Corhampton Court Corhampton Lane Corhampton Hampshire SO32 3NB

Proposal: T1, T2, T3 Yew trees. Extensive deadwood within canopies. Fell all to benefit neighboring Cedar of Lebanon and prevent any further future damage to the Oil tank and Outbuildings which are within close proximity.

T4 Norway maple. Reduce South side (towards house) by 3m (from 15m crown spread to 12m)

T5 Twin stemmed Sycamore. Reduce South side (towards house) by 3m (from 15m crown spread to 12m)

T6 - Ash with extensive dieback due to Ash die-back disease. Fell

T7 - Small Holly. Fell to benefit neighbouring Holly.

Ref: [SDNP/22/03538/TPO](#) (DETERMINED – see Appendix B)

Location: 17 Millside Corhampton Hampshire SO32 3AG

Proposal: T1 - Beech sp. to crown lift the lower branch foliage back to source 5m from ground level. Stem diameter branches 25-30mm. Sever the Ivy at the base, cut out some of the Ivy bulk to allow light through the canopy.

Ref: [SDNP/22/02760/FUL](#)

Location: Land Off Salt Lane Corhampton Hampshire

Proposal: The installation of a 30m lattice tower supporting 9 no. antennas, 6 no. transmission dishes, 6 no. equipment cabinets, 1 no. meter cabinet, and ancillary development thereto, including a GPS module, a generator and fuel tank, hard standing, and a fenced compound

Ref: [SDNP/22/02638/HOUS](#) (DETERMINED – see Appendix B)

Location: Beeson Cottage High Street Meonstoke Hampshire SO32 3NH

Proposal: Minor internal alterations to existing layout/fabric on ground and first floors. Construction of retaining wall to enable development of ground floor rear storage/utility areas to provide a new Utility Room, Wet Room/Sauna and Hobby Room with 2no roof lights (35m<sup>2</sup> additional area created) with a Sedum 'green' roof over to create a first floor terraced garden to link up with existing garden. Replace existing first floor window with door in style to match. Modifications to garden steps to provide a shallower going.

Ref: [SDNP/22/03836/HOUS](#) (closing date for comment 6<sup>th</sup> October)

Location: 29 De Port Heights Corhampton Hampshire SO32 3DA

Proposal: Installation of a 5.475 kwp Solar Panel system, comprising of : - 15x365w JA All black Solar Panels.

(b) Other planning application matters

- (i) To approve comments recommended by the Planning Committee between meetings - SDNP/22/03701/TCA Heathfield. The Planning Committee recommended **NO COMMENT** SDNP/22/02865/HOUS 1 Claremount Cottages, The Planning Committee recommended **NO COMMENT**.

(ii) Enforcement – Case ref SDNP/18/00124/SEC215 - Chair to report.

(iii) To note planning application decisions determined by SDNPA – see Planning Report Appendix

(c) South Downs Local Plan Review – Launch of Call for Sites and Local Green Space nominations. (Closing date 28/9/2022)

(d) SDNP Parish Workshop: 6.30 pm Thursday 1st November 2022 at the Meon Hall.  
To confirm 2 delegates.

(e) SDNP - Planning training: 6.30 pm Monday 3<sup>rd</sup> October at Droxford Village Hall.  
To confirm 2 delegates.

## **9. Parish Matters**

To receive verbal reports:

- (a) Church Green – Councillor Rowe
- (b) Recreation and Play:
  - To consider quotation for repairs to equipment at the Meonstoke Recreation Ground.
- (c) Allotments - Councillor Annereau-Hyder
- (d) Roads, Highways & Transport
  - (i) To receive an update regarding damaged bollards on the Jubilee Triangle – Councillor Pett
  - (ii) Allens Lane – verge encroachment by motor vehicles.
- (e) Footpaths & Rights of Way
  - To note upcoming meeting - October stakeholder workshops to identify corridors for future walking and cycling improvements – Councillor Pett
- (f) Website & new PC email hosting provider – Clerk

## **10. Date of next meeting:**

Wednesday 9th November 2022 at 7.30 pm in The Crypt at The Meon Hall.

## APPENDIX A - FINANCE REPORT 14 September 2022

### INCOME RECEIVED 1/7/2022 – 31/8/2022

Folks Camps Society	150.00
Droxford PC	50.00
<b>Total</b>	<b>150.00</b>

### DIRECT DEBITS AND STANDING ORDERS 1/7/2022 -31/8/2022

EE Ltd phone contract July £13.03 + August £13.12	26.15
Salary payments July £330.20 + August £330.20	660.40
<b>Total</b>	<b>686.55</b>

### ACCOUNTS RATIFIED FOR PAYMENT BETWEEN MEETINGS (see agenda ref 6a(ii))

Mrs R Hoile (Amazon(printer)/Euroland(engineer call out)/ TTNC (community helpline)/ MS 365 email provider	<b>211.78</b>
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### ACCOUNTS TO BE APPROVED FOR PAYMENT

EMS Ltd July Inv 5256	342.00
EMS Ltd August Inv 5384	342.00
R.Hoile office expenses.	55.15
The Flower Pot Men. Grounds maintenance June/July/August	225.00
Westcotec Ltd	84.60
<b>Total</b>	<b>1,048.75</b>

### BANK RECONCILIATION

#### Cash at bank 31/8/2022

	£	£	£
<u>Unity Trust A/C</u> ...525	1,094.81		
<u>Unity Trust A/C</u> ...538	19,178.46		
<u>Scottish Widows A/C No 060</u> ...060	7,943.55		<b>28,216.82</b>

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

#### **Less payments not made**

EV30 R Hoile - Microsoft PC email E0500JO381	28.80		
EV31 Wizbit Ltd Inv 39050	45.00		
EV32 EMS Ltd Inv 5256	342.00		
EV35 R Hoile - Euroland Inv EUR32530	107.99		
EV37 Westcotec Ltd Inv 13854	84.60		
EV34 Flower Pot Men 5010/5032/5036	225.00		
EV36 EMS Ltd Inv 5384	342.00	1,175.39	<b>27,041.43</b>

#### Cashbook reconciliation

Balance b/f 1/04/22	25,347.57		
Add Receipts 1/4/22 - 31/8/2022	12,334.17		
Less Payments 1/4/22 - 31/8/22	10,640.31		<b>27,041.43</b>

#### Reserves 31/8/22 (rounded)

<u>General reserve</u>	458		
<u>Earmarked reserves:</u>			
Capital reserve for	11,738		
Play equipment replacement			
£9738K b/f 1/4/22 + £2K (100% allocation 2022-23 budget)			
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)	1,374		
2019/20 capital project - bollards	2,755		
Noticeboard	3,000		
Community projects (Bus shelter £1000 + Platinum Jubilee £300)	1,300		

**APPENDIX B – PLANNING REPORT 14 September 2022**

**1. DECISIONS (to 7/9/2022)**

**Ref: SDNP/22/03707/TCA**

Location: St Andrews Church Church Lane Meonstoke Hampshire SO32 3NE

Proposal: Ash trees T1 and T2 are progressing to a dangerous state and either overhang a public footpath (T2) or the neighbours house (T1). We wish to fell both trees, leaving monoliths to preserve habitat where possible.

**DECISION: RAISE NO OBJECTION**

**Ref: SDNP/22/02740/HOUS**

Location: 22 Millside, Corhampton SO32 3AG

Proposal: Erect a rear Orangery.

**DECISION: APPROVED**

**Ref:SDNP/03701/TCA**

Location: Heathfield Cottage, Frys Lane, Meonstoke, SO32 3NL

Proposal: Cherry (T1) - fell. Tree is of low amenity value, densely covered in ivy, close to house ar canopy appears sparse. Lonicera hedge (G1) - remove.

**DECISION: RAISE NO OBJECTION**

**Ref: SDNP/21/03261/HOUS**

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

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

**DECISION: APPROVED**

**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.

**DECISION: APPROVED**

**Ref: SDNP/21/05844/HOUS**

Location: Meon Boscage, Brockbridge Road Meonstoke SO32 3AJ

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

**DECISION: APPROVED**

**Ref: SDNP/22/02865/HOUS**

Location: 1 Claremont Cottages High Street Meonstoke Hampshire SO32 3NH

Proposal: Adding a 2 storey rear extension and repair of single storey lean-to to match adjoining property. Adding a detached garage/workshop.

**DECISION: APPROVED**

**Ref: SDNP/22/02697/TCA**

Location: Field Cottage, High Street, Meonstoke, Hampshire, SO32 3NH

Proposal: T1 Beech - Localised crown reduction to limit over hang from property

T2 Hawthorn - Reduce height of tree to allow light to property

T3 Maple - Crown lift low branches over parking area by 3m

**DECISION: RAISE NO OBJECTION**

**Ref: SDNP/22/02638/HOUS**

Location: Beeson Cottage High Street Meonstoke Hampshire SO32 3NH

Proposal: Minor internal alterations to existing layout/fabric on ground and first floors. Construction retaining wall to enable development of ground floor rear storage/utility areas to provide a new Util Room, Wet Room/Sauna and Hobby Room with 2no roof lights (35m2 additional area created) with Sedum 'green' roof over to create a first floor terraced garden to link up with existing garden. Replace existing first floor window with door in style to match. Modifications to garden steps to provide a shallower going.

**DECISION: APPROVED**

**Ref: SDNP/22/03538/TPO** (DETERMINED – see Appendix B)

Location: 17 Millside Corhampton Hampshire SO32 3AG

Proposal: T1 - Beech sp. to crown lift the lower branch foliage back to source 5m from ground level. Stem diameter branches 25-30mm. Sever the Ivy at the base, cut out some of the Ivy bulk to allow light through the canopy.

**DECISION: RAISE NO OBJECTION**

**2. APPLICATIONS IN PROGRESS**

**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/21/06313/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 use 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/22/02952/HOUS**

Location: Heathfield Cottage Frys Lane Meonstoke Hampshire SO32 3NL

Proposal: Replacement single storey rear extension and new covered entrance.

**Corhampton & Meonstoke Parish Council Meeting**  
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**4. To approve the minutes of the Parish Council meeting held on 9<sup>th</sup> July 2022.**

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- a) To adjourn the meeting to hear questions and comments from the public on planning and agenda items.
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**6. Matters arising**

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- b) Droxford U189 - removal of adopted status and highway rights.
- c) Footpath 14 - Stiles to Gates application for a grant from Countryside Access.
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(iii) To authorize payment of accounts listed in Appendix A. **Total £964.15**

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b) Smaller Authorities Audit Appointments (SAAA) – Appointed External Auditor scheme.

To consider an option to opt-out of the SAAA sector-led auditor appointment regime.

c) Clerk remuneration:

To approve an increase in the Clerk's salary from 1/4/2022 to 31/3/2023 in line with the National Employers acting on behalf of local government recommendation of 7.88%.

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To consider a quotation to repair play equipment listed in the Play Inspectors report received from JT Carpentry.

e) To approve disbursement of grants which were approved in the 2022/23 Budget. **Total £1,516**

f) To approve a quotation for £270 plus VAT to carry out repairs to play equipment.

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(a) New or recent applications:

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Location: Corhampton Court Corhampton Lane Corhampton Hampshire SO32 3NB

Proposal: T1, T2, T3 Yew trees. Extensive deadwood within canopies. Fell all to benefit neighboring Cedar of Lebanon and prevent any further future damage to the Oil tank and Outbuildings which are within close proximity.

T4 Norway maple. Reduce South side (towards house) by 3m (from 15m crown spread to 12m)

T5 Twin stemmed Sycamore. Reduce South side (towards house) by 3m (from 15m crown spread to 12m)

T6 - Ash with extensive dieback due to Ash die-back disease. Fell

T7 - Small Holly. Fell to benefit neighbouring Holly.

Ref: [SDNP/22/03538/TPO](#) (DETERMINED – see Appendix B)

Location: 17 Millside Corhampton Hampshire SO32 3AG

Proposal: T1 - Beech sp. to crown lift the lower branch foliage back to source 5m from ground level. Stem diameter branches 25-30mm. Sever the Ivy at the base, cut out some of the Ivy bulk to allow light through the canopy.

Ref: [SDNP/22/02760/FUL](#)

Location: Land Off Salt Lane Corhampton Hampshire

Proposal: The installation of a 30m lattice tower supporting 9 no. antennas, 6 no. transmission dishes, 6 no. equipment cabinets, 1 no. meter cabinet, and ancillary development thereto, including a GPS module, a generator and fuel tank, hard standing, and a fenced compound

Ref: [SDNP/22/02638/HOUS](#) (DETERMINED – see Appendix B)

Location: Beeson Cottage High Street Meonstoke Hampshire SO32 3NH

Proposal: Minor internal alterations to existing layout/fabric on ground and first floors. Construction of retaining wall to enable development of ground floor rear storage/utility areas to provide a new Utility Room, Wet Room/Sauna and Hobby Room with 2no roof lights (35m<sup>2</sup> additional area created) with a Sedum 'green' roof over to create a first floor terraced garden to link up with existing garden. Replace existing first floor window with door in style to match. Modifications to garden steps to provide a shallower going.

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(c) South Downs Local Plan Review – Launch of Call for Sites and Local Green Space nominations. (Closing date 28/9/2022)

(d) SDNP Parish Workshop: 6.30 pm Thursday 1st November 2022 at the Meon Hall.  
To confirm 2 delegates.

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## **9. Parish Matters**

To receive verbal reports:

- (a) Church Green – Councillor Rowe
- (b) Recreation and Play:
  - To consider quotation for repairs to equipment at the Meonstoke Recreation Ground.
- (c) Allotments - Councillor Annereau-Hyder
- (d) Roads, Highways & Transport
  - (i) To receive an update regarding damaged bollards on the Jubilee Triangle – Councillor Pett
  - (ii) Allens Lane – verge encroachment by motor vehicles.
- (e) Footpaths & Rights of Way
  - To note upcoming meeting - October stakeholder workshops to identify corridors for future walking and cycling improvements – Councillor Pett
- (f) Website & new PC email hosting provider – Clerk

## **10. Date of next meeting:**

Wednesday 9th November 2022 at 7.30 pm in The Crypt at The Meon Hall.

## APPENDIX A - FINANCE REPORT 14 September 2022

### INCOME RECEIVED 1/7/2022 – 31/8/2022

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### ACCOUNTS TO BE APPROVED FOR PAYMENT

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### BANK RECONCILIATION

#### Cash at bank 31/8/2022

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<u>Unity Trust A/C</u> ...538	19,178.46		
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Statement No. 45, 4/04/22 (annual statement)

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Less Payments 1/4/22 - 31/8/22	10,640.31		<b>27,041.43</b>

#### Reserves 31/8/22 (rounded)

<u>General reserve</u>	458		
<u>Earmarked reserves:</u>			
Capital reserve for	11,738		
Play equipment replacement			
£9738K b/f 1/4/22 + £2K (100% allocation 2022-23 budget)			
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)	1,374		
2019/20 capital project - bollards	2,755		
Noticeboard	3,000		
Community projects (Bus shelter £1000 + Platinum Jubilee £300)	1,300		

**APPENDIX B – PLANNING REPORT 14 September 2022**

**1. DECISIONS (to 7/9/2022)**

**Ref: SDNP/22/03707/TCA**

Location: St Andrews Church Church Lane Meonstoke Hampshire SO32 3NE

Proposal: Ash trees T1 and T2 are progressing to a dangerous state and either overhang a public footpath (T2) or the neighbours house (T1). We wish to fell both trees, leaving monoliths to preserve habitat where possible.

**DECISION: RAISE NO OBJECTION**

**Ref: SDNP/22/02740/HOUS**

Location: 22 Millside, Corhampton SO32 3AG

Proposal: Erect a rear Orangery.

**DECISION: APPROVED**

**Ref:SDNP/03701/TCA**

Location: Heathfield Cottage, Frys Lane, Meonstoke, SO32 3NL

Proposal: Cherry (T1) - fell. Tree is of low amenity value, densely covered in ivy, close to house ar canopy appears sparse. Lonicera hedge (G1) - remove.

**DECISION: RAISE NO OBJECTION**

**Ref: SDNP/21/03261/HOUS**

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

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

**DECISION: APPROVED**

**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.

**DECISION: APPROVED**

**Ref: SDNP/21/05844/HOUS**

Location: Meon Boscage, Brockbridge Road Meonstoke SO32 3AJ

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

**DECISION: APPROVED**

**Ref: SDNP/22/02865/HOUS**

Location: 1 Claremont Cottages High Street Meonstoke Hampshire SO32 3NH

Proposal: Adding a 2 storey rear extension and repair of single storey lean-to to match adjoining property. Adding a detached garage/workshop.

**DECISION: APPROVED**

**Ref: SDNP/22/02697/TCA**

Location: Field Cottage, High Street, Meonstoke, Hampshire, SO32 3NH

Proposal: T1 Beech - Localised crown reduction to limit over hang from property

T2 Hawthorn - Reduce height of tree to allow light to property

T3 Maple - Crown lift low branches over parking area by 3m

**DECISION: RAISE NO OBJECTION**

**Ref: SDNP/22/02638/HOUS**

Location: Beeson Cottage High Street Meonstoke Hampshire SO32 3NH

Proposal: Minor internal alterations to existing layout/fabric on ground and first floors. Construction retaining wall to enable development of ground floor rear storage/utility areas to provide a new Util Room, Wet Room/Sauna and Hobby Room with 2no roof lights (35m2 additional area created) with Sedum 'green' roof over to create a first floor terraced garden to link up with existing garden. Replace existing first floor window with door in style to match. Modifications to garden steps to provide a shallower going.

**DECISION: APPROVED**

**Ref: SDNP/22/03538/TPO** (DETERMINED – see Appendix B)

Location: 17 Millside Corhampton Hampshire SO32 3AG

Proposal: T1 - Beech sp. to crown lift the lower branch foliage back to source 5m from ground level. Stem diameter branches 25-30mm. Sever the Ivy at the base, cut out some of the Ivy bulk to allow light through the canopy.

**DECISION: RAISE NO OBJECTION**

**2. APPLICATIONS IN PROGRESS**

**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/21/06313/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 use 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/22/02952/HOUS**

Location: Heathfield Cottage Frys Lane Meonstoke Hampshire SO32 3NL

Proposal: Replacement single storey rear extension and new covered entrance.