

DROXFORD PARISH COUNCIL
Minutes of the Annual General Meeting of Droxford Parish Council followed by usual business held at
7.30pm on Thursday 15 June 2017 at the Village Hall, the Square, Droxford

PRESENT: Barbara Chandler – Chair, Chris Horn, Colin Matthissen, Ann Newman.

IN ATTENDANCE: District Cllrs Linda Gemmell, Frank Pearson
 Rosemary Hoile – Clerk

PUBLIC None

17.24 Apologies for absence:

Mark Dennington, Janet Melson, Colin Matthissen, District Councillor Vicki Weston.

17.25 Declarations of interest. Cllr Newman declared a personal interest in agenda item 5.4 (b) allotment fees, and would take no part in the discussion.

17.26 Minutes

Minutes of the Annual General Meeting of the Parish Council followed by the Parish Council meeting on 18 May 2017 were signed by Barbara Chandler. **APPROVED**

17.27 District Councillor's Report:

District Cllrs Linda Gemmell and Frank Pearson reported and answered questions on planning matters.

County Councillors Report:

County Cllr Huxstep's report is attached.

17.28 Finance, Grants & Governance

17.28.1 The Council **RESOLVED** to approve payments listed in Appendix B

17.28.2 The Council **RESOLVED** to approve the bank reconciliation to 31 May 2017

17.28.3 a) The Council **NOTED** receipt of a grant of £1819 received from National Association of Local Councils for ICT equipment and training to comply with the Transparency Code.

b) The Council **RESOLVED** to put £1819 in an allocated reserve for replacement ICT equipment.

17.28.4 The Council reviewed parish rents, fees, sundry charges and payments and **RESOLVED** the following:

a) Cemetery fees – No increase.

b) Allotment rent from 1 March 2018 - increase rent from 14 pence per square meter to 15 pence per square meter. The Parish Council would also purchase a shed on behalf of the allotment holders, subject to agreement on the dimensions and a financial contribution. As an alternative to providing a grant it was agreed this would be the most cost effective means of providing a shed for their use.

c) Hire of the Pavilion – No change

d) Droxford cricket club fee – defer decision until the July meeting.

e) Bus shelter, payment to clean – No change

f) Hire of Parish Green to non-residents – No change

g) Rent received from the mobile fish & chip van – No change

17.29 Planning:

17.29.1 New planning application:

Ref: SDNP/17/02433/TCA

Location: Grove Lodge Swanmore Road Droxford Southampton Hampshire SO32 3PT

Proposal: Beech (T1). Reduce 4-5 lower canopy branches by 3M. Beech (T2) Remove 1 x Rubbing branch over highway. Remove 1 x dead Stump (T3).

The Council made **NO COMMENT**

17.29.2 Planning decisions - Appendix B. **NOTED**

17.29.3 The Council considered other planning matters:

Uplands: The Chair had received an email from Eider Homes in response to an email the Clerk had sent advising of vandalism at the site. Cllr Horn to respond.

ACTION	WHEN	WHO
Letter to Eider Developments	Asap, June	Chris Horn

17.29.3 Nomination of an Asset of Community Value – the White Horse Inn. Winchester City Council had advised the Clerk that a decision would be reached at the end of June

17.30 Recreation Ground, Cemetery and Allotments:

17.30.1 Annual inspection of the Play Area:

The Royal Society for the Prevention of Accidents (RoSPA) advised that a RoSPA inspector was to carry out the annual inspection on Friday 9 June.

17.30.2 Recreation Ground Play Project - Multi-use games area (MUGA) and works to the car park.

RESOLVED

b) To appoint Contractor Q, based on the specification provided, build a multi-use games area and carry out works to the car park entrance MUGA for £ 9,695 (porous macadam); Car park entrance based on items 1-4 for £2995.

The quotation cost excluded preliminaries, health & welfare and security fencing.

c) To appoint Company B supply a combined goal and basketball unit for £3,400.

d) To appoint Company M to supply line markings for £650.

ACTION	WHEN	WHO
To place formal orders when a decision has been received regarding the grant application.	End July	Clerk

17.30.3 The council considered arrangements for the charity cricket match to be held on Sunday 27th August. The Clerk has liaised with the Friends of Droxford Church regarding insurance, licences, parking arrangements and health & safety.

17.31 Roads, Transport and Highways

17.31.1 Matters arising: Damaged wall outside the Small House, High Street. No update to report

17.32 Lengthsmen – Footpaths & ROW

17.32.1 The lengthsmen completed all but one of the tasks – the footpath from Union Lane Car Park to Chestnut Rise and removing the goalposts off the Recreation Ground (not on the list). The main task being to trim the verge of the Square. Lengthsmen cleared the beginning of footpath 16 next to Lark Rise of nettles at the Mill Lane end. The Council will contact the landowner to request the land be adequately maintained. **ACTION BC?**

17.32.2 Footpath 17: The landowner has granted permission to install a kissing gate where his land borders the small paddock adjacent to No 4 Whitelands. Waltham Ramblers have agreed to install a kissing gate, free of charge to the parish, to replace the current stile. HCC will supply the kissing gate free of charge. The Council will approach the landowner of the paddock and No 4 Whitelands to request permission, all other necessary permissions and agreements to install having been obtained.

ACTION	WHEN	WHO
Write to landowner	June	BC

17.33 Parish Matters

17.33.1 Broadband in the Meon Valley: The Clerk had circulated the location map of the DXLM cabinet to be installed opposite 1-6 Park Villas, Union Lane. No action required, the land is owned by WCC who will be required to grant an easement.

17.33.2 **APPROVED** (retrospective) a request to erect a temporary portaloos on the Parish green for the Revd. Canon Anthony Hulbert’s Jubilee Service on Sunday 18 June.

17.34 Consultations, Meetings & Training. None

17.35 Correspondence received which is not included elsewhere on the agenda. None

17.36 Items for the next agenda: Rolling action plan. Quotations to paint telephone kiosk & Noticeboard.

17.37 Date of next meeting: 7.30 pm Thursday 20 July at the Droxford Recreation Ground

The meeting closed at 9.15pm

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

APPENDIX A – FINANCE STATEMENT

INCOME (21 May – 9 June)	£
Allotment annual rent - cheques received	126.11
National Association of Local Councils grant	1819.00

PAYMENTS TO BE AUTHORISED	£
EV11 EMS South Inv 310 - May	300.00
EV12 ISS Facility Services (tree work in Cemetery on 23 March, approved 2016/17 budget)	720.00
EV13 R Hoile clerk expenses	<u>31.07</u>
TOTAL	<u>1051.07</u>

BANK RECONCILIATION

Bank Reconciliation 1 April 2017 - 31 May 2017

BANK ACCOUNTS	£	£	£
Current Account: Unity Trust Bank A/C No.455			
Balance as per bank statement No 78 as at 31/05/17		3,787.09	
<u>Less</u> unpresented cheques/BACS payments:			
EV5 BACS Droxford Village Hall	68.25		
EV6 BACS EMS South Invoice 275 - April maint.	300.00		
EV7 BACS HALC inv 1474 affiliation fee and NALC levy	255.00		
EV8 300186 HPFA annual subscription	40.00		
EV9 BACS Fair Account	60.00		
EV10 BACS R Hoile offices expenses	38.73		
EV11 BACS EMS South Invoice 310 - May maintenance	300.00	-1,061.98	
Deposit Account: Unity Trust Bank A/C No.069		34,796.87	
Balance as per bank statement No 70 as at 31/05/17			
Cemetery Account: Unity Trust Bank A/C980		2,712.60	40,234.58
Balance as per bank statement No 20 at 31/05/17			
CASH BOOK:			
Balance as per Cashbook 30/04/17			
Balance b/f 1/04/17	25,919.99		
<u>Add</u> Receipts 1/4/17 - 31/05/17	16,971.36		
<u>Less</u> Payments 1/4/17 - 31/05/17	-2,656.77		40,234.58
ALLOCATED RESERVES			
Capital project	22,500		
Cemetery	2,713		
GENERAL RESERVE	15021.58		40,234.58

APPENDIX B – PLANNING REPORT 9 June 2017

6. PLANNING

6.1.1 **NEW APPLICATIONS** see agenda (applications received w/c 12 June will be considered)

6.2.1 **APPLICATIONS IN PROGRESS**

Reference SDNP/16/00064/DCOND
Proposal Discharge of Conditions 15, 19 and 21 relating to SDNP/14/00884/FUL
Address Townsend, Northend Lane, Droxford, SO32 3QN

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6.2.3 **DECISIONS**

Reference: SDNP/17/01634/PRE Lisheen, Oxford Lane, Droxford, Hampshire, SO32 2FL
Advice provided.

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6.2.4 **DECISIONS PENDING**

Reference: SDNP/16/04613/FUL Upland Park, Garrison Hill, Droxford, SO32 3QL

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6.2.5 **PLANNING APPEALS**

Reference SDNP/16/02811/DCOND
Proposal Discharge of Conditions 4, 5, 6, 7, 16 and 17 on planning consent SDNP/15/03895/FUL
Address Townsend Northend Lane Droxford SO32 3QN

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6.2.6 **ENFORCEMENT CASES OPEN**

Reference SDNP/17/ 00132/UNCM Mobile Home at Clayhill Farm, Mayhill Lane, Swanmore SO32 2QW
Reference SDNP/13/00181/UNCM Four Acres, Midlington Road, Droxford SO32 3PD
Reference SDNP/15/00408/COU Swanmore Barn Farm, Park Lane, Swanmore SO32 2QQ
Reference SDNP/13/00238/DEVMON Townsend, Northend Lane, Droxford SO32 3QN

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6.2.7 **ENFORCEMENT CASES CLOSED**

Reference SDNP/12/00199/BPC Poppy Down Farm, Mayhill Lane, DroxfordSO32 3AH
Reference SDNP/15/00272/GENER Poppy Down Farm, Mayhill Lane, DroxfordSO32 3AH

