

**MINUTES**  
**DROXFORD PARISH COUNCIL MEETING**  
**6.00pm Thursday 15 October 2020**  
**held via Zoom Meeting Room link**

**PRESENT:** Mark Dennington, Max Ford, Chris Horn, Colin Matthissen, Janet Melson, Di Shepherd.  
**IN ATTENDANCE:** County Councillor Roger Huxstep (until 7pm) District Cllr Vicki Weston (until 7pm), Rosemary Hoile – Clerk  
**MEMBERS OF THE PUBLIC** None

**20.51 Apologies for absence.**

Angharad Heller, District Cllr Frank Pearson.

**20.52 Declarations of Interest.**

Cllr Horn declared a pecuniary interest as a neighbouring landowner in SDNP/20/04015/FUL.

**20.53 Minutes of the previous meeting.**

The Chair requested members to raise their hands to indicate approval.

**RESOLVED** unanimously to approve as a correct record of the meeting held 17 September 2020.

**20.54 The Chair's Report of Matters arising from the previous minutes and correspondence not on the Agenda.**

**a) Matters arising - review of actions which remain open from 17 September minutes.**

1. Request to hold ticketed events at the Pavilion:  
WCC has not responded to the previous 2 enquiries to hold ticketed events on Open Space land. **The Clerk will formally advise the petitioners the matter will be picked up when Covid-19 regulations restricting public assembly have been lifted.**
2. Operation Resilience – works to carriageway in the Park:  
Use was made of extra parking beyond the barrier at the Recreation Ground. No adverse reports of difficulty in accessing properties were received.
3. Ref: 20/01483/HCC Five Oaks Farm, Winchester Road, Shedfield. SO32 2HS  
The Council emailed HCC raising objection to the sand extraction scheme at the site, citing impact on the village caused by 6/7extra HGV movements carrying soil per day.
4. The Pavilion: Terms and Conditions of Hire.  
The Pavilion will remain closed for the next 6 months. Cllr Ford and the Clerk will finalise at a Zoom meeting in due course.
5. Grove Stables – stock fencing:  
The Chair was advised that the boundary near the allotments had been made secure.
6. Cemetery – instructing funeral directors and stone masons.  
The Clerk had looked into other burial authorities management of consecrated spoil. Spoil is retained, as it is in Droxford, to level up after the new grave has settled after a period of a year or so. The Clerk was requested to forward the Cemetery Regulations to local firms. (Clerk's note: Funeral directors and stone masons are issued with the regulations on every request for an allocation or application for a memorial received.)
7. Permissive path linking Droxford to the Cemetery:  
Cllr Shepherd is exploring all funding avenues.
8. Correspondence received from stakeholder concerning re-surfacing the Square. The Chair had given assurance that notice of temporary disruption of access would be given when the Council had received a programme of works.

## 20.55 Public Forum

20.55.1. No members of the public joined the meeting to raise concerns.

20.55.2. County & District Council Councillors' reports.

County Councillor Roger Huxstep's report had been received but not yet circulated. He drew attention to the growing R rate in areas of Hampshire. HCC has incurred unforeseen high expenditure due to Covid-19 of £83m over 6 months. Shortfalls are nationwide. There is concern where shortfalls can be made up because only a very small percentage can be raised from Council Tax.

HCC Planning Application 20/01483/HCS Sand extraction – Land at Five Oaks Farm, Shedfield. Cllr Horn was thanked for his response. HCC will not be determining the application until after New Year.

County Cllr Huxstep offered to consider a small contribution towards the cost of materials for a permissive path to the Cemetery. The Chair will forward the quotation (£12K).

District Cllr Vicki Weston will forward the presentation given by WCC following consultation on the Government white paper on planning reform. CPRE are proposing a green belt in the southern parishes. Cllr Weston urged support for the proposal.

## 20.56 Planning (Appendix A)

20.56.1 New planning applications

**Ref: SDNP/20/04015/FUL** (closing date for comment 22/10/20)

Location: Dadkhah Stud, Park Lane, Swanmore, SO32 3QQ

Proposal: Construction of 3 bedroom chalet dwelling with office space and laboratory for owner/operator of Dadkhar Stud.

The Council raised **OBJECTION** to dwelling Option 1 due to prominence on a hill which would affect the character of the landscape and amenity of the countryside. No consideration had been given to screening Option 1 from the surrounding countryside.

### ACTION

Send consultee comment to SDNP by 22 October	Clerk
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**Ref: SDNP/03993/HOUS**

Location: Fox Corner, Midlington road, Droxford SO32 3PD

Proposal: 2 storey rear extension

**NO COMMENT**

**Ref: SDNP/20/02770/HOUS**

Location: 1 The Laurels Union Lane Droxford SO32 3QP

Proposal: Loft Conversion with dormer.

Cllr Dennington was asked to make a recommendation and poll the Council.

(Post meeting note: Cllr Dennington recommended **NO COMMENT**. Members of the council were polled and all agreed)

**Ref: SDNP/20/04133/TCA**

Location: Studwell Lodge South Hill Droxford Southampton Hampshire SO32 3PB

Proposal: Reduce 3x large Thuja by 50%

**NO COMMENT**

**Ref: SDNP/20/03811/HOUS**

Location: 20 the Park, Droxford. SO32 3QQ (closing date for comment 29/10/20)

Proposal: Replacement of roof and frames to existing rear conservatory.

**NO COMMENT**

**Ref: SDNP/20/04358/TEL**

Proposal: Erect 1 x 8m wooden pole.

Location: Mobile Home No.4 Four Acres Midlington Road Droxford SO32 3PD

**Cllr Dennington said he would look into the application.**  
(Post meeting note – BT application to enable broadband)

20.56.2 Enforcement

**Ref: 18/00346/BLEG** Hill Farm Orchards and **19/00105/BCOND** Hill Farm Orchards.  
The Council has not received an update. The Clerk will continue to monitor.

**20.57 Finance and Governance**

20.57.1 Payment of accounts.

- a) **RESOLVED:** To authorise payment of accounts listed in Appendix B
- b) **RESOLVED:** To approve release of funds to Home-Start for £250 and Southern Central Ambulance Service for £250 approved in the 2019/20 Budget.

20.57.2 **NOTED:** Bank reconciliation to 30 September and Cllr Matthissen's cashflow review. The Clerk was asked to prepare a skeleton budget for discussion with the Finance Working Group on 5 November for a draft budget to present to Council at the next full PC meeting.

**ACTION**

Compile list of overheads, essential maintenance and wish list	Clerk/CM
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20.57.3 CIL project – Resurfacing and associated Works in the Square

- a) The Clerk reported on the number of contractors to date who have notified their intention to submit bids by close of business 23 October 2020.
- b) **RESOLVED** to hold an Extraordinary Meeting to consider tenders received in respect of the above works at a time and date to be decided. The Council noted that under (Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 that the public and press be excluded from the meeting as the meeting will involve the likely disclosure of confidential information.

**ACTION**

Arrange PC meeting to include Project Manager	Clerk
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20.57.4 The Council considered 3 quotations received to carry out tree surgery at the Recreation Ground (removal of epicormic growth) and the Cemetery (fell diseased ash tree, crown lift trees on the west side).

**RESOLVED** to approve Acorn Tree Surgeons to undertake work in Spring 2021.

**20.58 Parish Matters.**

Open Spaces Working Group Report - Cllr Shepherd had previously circulated her report.

a) The Allotments

Cllr Horn was content for a gate to be installed near to the first allotment on condition that the gate is supplied and installed by G Horn and Son's fencing contractor. Allotment holders have requested a contribution from the Council towards costs.

**RESOLVED** The Council approved a donation of £200.

Cllr Horn was reminded to cap the well.

**ACTION**

Budget 2021/2 essentials £4000 tree surgery - donation £200.	Clerk
Cap well.	CH

b) Cemetery

Cllr Shepherd recorded her thanks to the volunteers for their hard work at the week-end of 10/11 October. She set out the plan for the next stage which will involve levelling the southern bank with a mini excavator. A new badger set entrance has appeared mid-way along the western bank, with evidence of digging alongside graves for grubs. A gift of wildflower sown turf had been pledged by a generous resident. A permissive path,

subject to legal agreements accompanying landowner's permission to be included in the 2021 budget. The Clerk was asked to request Soberton PC to include the parish in the cluster of parishes led by Soberton in the Hampshire Lengthsmen Project, subject to HCC retention of the scheme after 1 April 2021. If agreed, the lengthsmen will be asked to clear/tidy highway verges on Cut Throat Lane and on HCC former chippings depot No 3 opposite the Cemetery.

**ACTION**

Budget 2021/2 wish list – permissive path, repair/relace cemetery path, hire of mini digger.	Clerk
Budget 2021/2 essentials - tree maintenance, hedge cut, extra day EMS.	
Change of layout to the Cemetery – enquire WCC legal department	Clerk
Request Soberton Clerk to add DPC membership to Soberton PC agenda	Clerk

c) Recreation Ground

The discarded picnic table is still at the rear of the Pavilion. No picnic tables remain in the Recreation Ground apart from in the play area. Cllr Dennington suggested replacing with tables made from recycled farm tyres.

**ACTION**

Advertise picnic table FOC to take away	Clerk
Forward recycled farm tyres link to DS	MD

## 20.59 Footpaths & ROW

### 20.59.1 Permissive path around the perimeter of the 'School' field:

Cllr Horn advised Funding for Natural England have agreed to roll the Countryside Stewardship scheme over until October 2021. The path will remain open except for temporary closure for the first week of December. G Horn & Sons will consider the future of the permissive path next year. The Chair asked Cllr Horn to identify annual costs for the path in order that alternative funding could be considered that might enable longer term retention of this much used path.

**ACTION**

Publicise closure on the website /WhatsApp/ FB	Clerk/JM/DS
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### 20.59.2 Litter Pick 24 October 2020.

It was agreed to cancel the Litter Pick on 24<sup>th</sup> October due to non-availability of key participants, recent use of volunteers to clear the Cemetery and the need for compliance with Covid-19 restrictions.

**ACTION**

Publicise postponement on WhatsApp/ FB	JM/DS
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### 20.59.3 Definitive Map Made Order(s) (DMMO)

a) Ref: DMMO 1020 Droxford FP1.

**NOTED:** Impending Appeal to the Planning Inspectorate. Landowners have objected. The Planning Inspectorate should consult the Council when the Appeal is held (in the fullness of time). The Footpath Warden had advised the Council that the appeal should be held at the Village Hall.

b) Ref: DMMO 1150 Droxford FP 3 & 4.

The Footpath Warden will advise the Council if and when representation to the HCC Countryside Map Officer will be required regarding proposed BOAT (Byway Open to All Traffic).

**20.60 Roads & Highways**

Parking at St Mary's Close:

District Cllr Pearson advised of an exchange of emails between WCC Housing, WCC Parking, and WCC Estates. A representative of the Estates team had investigated and considered that because of the incline at that point of the A32 a feasible solution to the parking problem for the residents is not envisaged. Cllr Pearson was not satisfied with this response because there is a parking area for Meon Terrace that leads off the same incline. Cllr Pearson is questioning whether the issue is engineering or financial.

**20.61 Information exchange and items for next meeting.**

The Chair showed examples of ROW signage sent to the footpath Warden  
NALC model Standing Orders. Budget.

**20.62 Date of next full Parish Council meeting.**

6.00 pm Thursday 19 November 2020, via Zoom

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

## **APPENDIX A – PLANNING REPORT**

### **1. APPLICATIONS DETERMINED**

**Ref: SDNP/20/00121/HOUS**

Proposal: Two storey side extension and new front porch.

Location: Meon Way, Northend Lane, Droxford. SO32 3QN

**DECISION: APPROVED**

**Ref: SDNP/20/02133/TCA**

Location: Silkstede, Mill Lane, Droxford SO32 3QS

Proposal: Conifer tree roots damaging adoptable highway and adjacent garden brick wall. Tree overhanging road reducing width. Tree planted approximately 40 years ago. No consideration when planted as to its mature size. Located opposite entrance gate to Parkers Cottage in Mill Lane.

**DECISION: NO OBJECTION**

**Ref: SDNP/20/01987/HOUS**

Proposal: Proposed Two Storey Barn Extension and Minor Revisions to Previous Extant Permission.

Location: The Mill House, Mill Lane, Droxford, SO32 3QS

**DECISION: APPROVED**

**Ref: SDNP/20/01052/FUL**

Proposal: Proposed seasonal holiday accommodation, including two bell tents, landscaping and car parking

Location: Pappys Place, Park Lane, Swanmore. SO32 3QQ

**DECISION: REFUSED**

**Ref: SDNP/20/02719/TCA**

Proposal: 2 x Conifers. Remove. Causing cracks and damage to the brick retaining wall - see attached photographs and Structural Engineer's report.

Location: West House Cottage, South Hill, Droxford, O32 3PB

**DECISION: RAISE NO OBJECTION**

**Ref: SDNP/20/02193/TCA**

Proposal: Conifer (T1) - fell as close to ground level as possible, in order to prevent damage to wall and improve on the natural light. Plum (T2) - to reduce away from the utility lines (to allow an approximate clearance of 0.5 meters) and to reduce the remaining crown by approximately 1 meter to suitable growth points, in order to contain the crown and improve on the natural light.

Location: Manor Farm Cottage, High Street, Droxford SO32 3PA

**DECISION: RAISE NO OBJECTION**

### **2. DECISION PENDING**

**Ref: SDNP/19/05951/PRE**

Location: Land at Park Lane Droxford Southampton Hampshire SO32 3RF

Proposal: Residential development of site allocation reference SD65 to provide 37 new homes together with additional on-street car parking, the partial demolition of Park Cottage and junction improvements.

### **3. APPLICATIONS IN PROGRESS**

**Ref: SDNP/20/01984/DCOND** (pursuant to SDNP/16/04613/FUL)

Proposal: Discharge of Condition No's: 8, 10, 11, 12, 14, 17, 18, 19, 22, 24, and 26 of Planning Consent.

Location: Upland Park Garrison Hill Droxford SO32 3QL

**Ref: SDNP/20/02349/HOUS**

Proposal: Existing integral garage to be converted to dining room with bedroom above & single storey kitchen

Location: Linden Lea, Northend Lane, Droxford, SO32 3QN

**Ref: SDNP/20/00938/FUL**

Location: The Hambledon Hunt Kennels Garrison Hill Droxford Southampton Hampshire SO32 3QL

Proposal: Temporary use of land and siting of a Mobile Home for a period of three years.

**4. ENFORCEMENT - EXTANT**

**Ref:18/00346/BLEG**

Location: Hill Farm Orchards, Droxford Road, Swanmore.

Reason: Alleged breach of legal agreement.

**Ref: SDNP/18/02338/DCOND**

Proposal: Discharge of condition 4 of approved planning permission

SDNP/17/03779/FUL

Location: Office Over Meringtons Stores Garrison Hill Droxford SO32 3QL

***The Application for Discharge of Conditions (24/9/19) has been PARTIALLY discharged except for the following condition. It appears that the flats are occupied despite the condition not being met.***

*'Prior to any work commencing on site, details of a scheme for protecting the proposed dwelling from external noise shall be submitted and approved in writing by the Local Planning Authority. Such a scheme shall ensure that, upon completion of the development, the noise levels stated in paragraph 5.1 of the 24 Acoustics noise impact assessment report ref R7194-1 Rev1 (that formed part of the application) shall be achieved.*

## **APPENDIX B – FINANCE REPORT (summary of transactions 18/7 -1/08)**

### **INCOME RECEIVED**

Cemetery (memorial + interment)	650.00
Grove Stables contrib. ref: Allotment tree	650.00
Allotment fees	44.64
CIL s106 payment	41,414.62
<b>Total</b>	<b>42,759.26</b>

### **DIRECT DEBITS& STANDING ORDERS**

SO R Hoile July + August	1,011.40
DD Telefonica - parish mobile July + August	45.12
<b>Total</b>	<b>1,056.52</b>

### **PAYMENT OF ACCOUNTS TO BE AUTHORISED 17/9/20**

Estate Maintenance Services – July	300.00
Estate Maintenance Services – August	336.00
Arthur Gallagher & Co t/a Came & Company	686.26
J T Carpentry to fit new swing seat 7 chain sets	80.00
WCC to empty dog bins – July	20.00
WCC to empty dog bins – Aug/Sept/Oct	60.00
R Hoile exp - office £48.20 + zipwire seat set £66.62	128.15
<b>Total</b>	<b>1610.41</b>



## BANK RECONCILIATION 31 AUGUST 2020

Balance as per bank statements at 31 August 2020					
<b>BANK ACCOUNTS:</b>				£	£
Instant Access AC ...069				<b>75,001.63</b>	
Cemetery AC ...980				<b>3,526.94</b>	
Current AC ...455				<b>2,440.07</b>	
Add: un-banked cash at 31 August 2020				-	
Less: un-presented payments					
Estates Maintenance Servcies - July		300.00			
Estates Maintenance Servcies - Aug		336.00			
G Horn & son		50.00			
Arthur J Gallagher		686.26	-	<b>1,372.26</b>	
Net balance 31 Aug 2020					<b>79,596.38</b>
<b>CASH BOOK:</b>					
Opening Balance 1 April 2020				37,051.05	
Add: Receipts to 31 August 2020				61,904.69	
Less: Payments to 31 August 2020				- 19,359.36	
Closing balance per cash book as at 31 August 2020					<b>79,596.38</b>
<b>RESERVES</b> as at 31/8/20					
Capital Reserve*				15,994	
CIL/s106 £4798 b/f + £41,414.62 new				46,213	
Cemetery Reserve				6,032	
ICT Reserve				1,358	
Running Costs				10,000	
Reserves as at 31 August 2020					<b>79,596.38</b>
* Balancing figure					