

**DROXFORD PARISH COUNCIL**

**To members of the Council**

**Mark Dennington, Chris Horn, Max Ford, Colin Matthissen, Janet Melson, Di Shepherd.**

You are hereby summoned to attend Droxford Parish Council meeting which will be held at 7.30 pm Thursday 19 March 2020 at Droxford Village Hall, the Square Droxford SO32 3RB for the purpose of transacting the following business:

*Rosemary Hoile*

13 March 2020

**Droxford Parish Council Meeting**  
**7.30 pm Thursday 19 March 2020 at Droxford Village Hall.**

**A G E N D A**

- 1. Apologies for absence.**
- 2. Disclosable pecuniary and non-pecuniary interest.**  
To receive declarations of disclosable pecuniary and non-pecuniary interest.
- 3. Minutes.**
  - 3.1 To approve the minutes of the Meeting of the Parish Council held on 7 February 2020.
  - 3.2 To review matters arising from the minutes of the previous meeting not on the agenda.
- 4. Public Forum.**
  - 4.1 Questions and representations from members of the public on agenda items.
  - 4.2 District and County Councillors' reports.
- 5. Casual Vacancy**
  - a) To confirm co-option procedures.
  - b) To approve co-option of a Councillor.
  - c) To receive signed Acceptance of Office.
- 6. Covid-19 Virus**
  - a) To discuss the Council's response to Covid-19 virus and consider extending delegation of Council decisions to the Clerk during any period of restricted activity declared by the Government in respect of Covid-19 virus.
  - b) To discuss a Community Support Scheme.
- 7. Matters arising:**
  - a) Union Lane Car Park - damaged fence.
  - b) Allotment Gardens - Sealing the well.
  - c) Allotment Gardens – request for a gate in the boundary fence between the School and allotment gardens.
  - d) Midlington Road – overgrown vegetation on footway.
  - e) High Street – Telephone kiosk
  - f) Pavilion and allotments - water meter reading.
- 8. Finance, Grants & Governance.**
  - 8.1 Receipts and expenses: Resolve to
    - a) approve the bank reconciliation to 28 February 2020 – Appendix A.
    - b) approve the Statement of Reserves at 28 February 2020.
    - c) approve payment of accounts listed in Appendix A.
  - 8.2 Internal Audit:  
Internal Auditor for the financial year 2020/21 - update.
  - 8.3 Public Sector Bodies (Websites and Mobile Applications) (No. 2) Accessibility Regulations 2018 – update.
- 9. Planning:**
  - 9.1.1 **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.
  - 9.1.2 **Ref: SDNP/20/00507/FUL**  
Location: 1 Quantock Cottage, Northend Lane Droxford SO32 3P  
Proposal: New single storey side extension, extension to outbuilding, new rear extension.  
**Ref: SDNP/20/01052/FUL**  
Location: Proposed seasonal holiday accommodation, including two bell tents, landscaping and car parking  
Proposal: Pappy's Place, Park Lane, Swanmore, Hampshire, SO32 2QQ  
**Ref: SDNP/20/00962/TCA**

Proposal: T1 Horse Chestnut - crown reduce by 4m after recent storm damage  
T2 Lime - crown reduce to same height as leaning heavily towards neighbouring property  
Location: Studwell Lodge, South Hill, Droxford, Southampton, Hampshire, SO32 3PB

9.3 To note Planning Report – Appendix B.

9.4 Enforcement:

19/00105/BCOND Hill Farm Orchards, Droxford Road Swanmore – to note WCC Enforcement response

**10. Recreation Ground, Cemetery and Allotments**

10.1. Kitchen installation at the Pavilion – Cllr Dennington verbal report.

10.2 To consider the Annual Play Inspection Report.

10.3 Review of Droxford Cemetery by the Green Spaces Working Group in accordance with the Terms of Reference dated 1st March 2020.

10.4 Allotment plot vacancy – Clerk's verbal report.

**11. Highways, Footpaths and ROW**

a) Droxford FP502 Broken fencepost on footbridge: HCC Rights of Way Problem Report PROW677300.

b) Droxford Footpath 502: Overhanging hedge.

**12. Parish matters.**

12.1 To consider a request from Droxford Community Hub CIC Ltd to place advertising notices in locations on the Parish Green, the Square and the Village Green.

12.2 Works to the Square and Parish Green, Cllr Dennington - verbal report.

12.3 Litter-pick 28th March 2020

12.4 Droxford Country Fair Saturday 6 June: To consider taking a stall.

**13. Items for the next agenda.** Executive checklist to be signed following year-end.

**14. Date of next meeting.**

The next Parish Council meeting will be held at 7.30 pm on Thursday 16<sup>th</sup> April 2020 at Droxford Village Hall.

Members of the public and press are invited to attend except for any specific item which is marked 'Confidential' on the agenda. The press and public may not speak when the Council is in session, but may make points or ask questions in the allocated time during the 'Public questions and comments' item on the agenda. Please note that public participation at meetings must relate to an agenda item for that meeting.

**APPENDIX A – FINANCE STATEMENT to be updated w/c 16/3/20**

**RECEIPTS TO BE NOTED 7 Feb – 18 March**

**£**

There were no receipts during this period.

**DD/SO and PRO-FORMA PAYMENTS TO BE NOTED 7-Feb – 18 March**

SO	Clerk salary – Feb	505.70
DD	O2 Mobile telephone (50% to be refunded by C & M PC) Feb	23.00
<b>Total</b>		<b>528.80</b>

**PAYMENTS TO BE AUTHORISED**

BACS Estates Maintenance Services Ltd Inv Feb contract	300.00
BACS R Hoile Feb expenses:	383.50
BACS Patterson Reeves & Partners	600.00
BACS J Melson (ref: Footpath Warden's expenses for gravel Mill Lane kissing gate)	19.15
BACS Parish Online	45.00
<b>Total</b>	<b>1,347.65</b>

Bank reconciliation 1 April - 28 February 2020							
BANK ACCOUNTS					£	£	£
Current Account: Unity Trust Bank A/C No. ....455							
Balance as per bank statement No 122, 29/02/20						2,809.64	
Deposit A/C: Unity Trust Bank A/C No....069							
Balance as per bank statement No 104 29/02/20.						33,677.52	
Cemetery A/C: Unity Trust Bank A/c No...980							
Balance as per bank statement No 54, 01/03/20						3,519.92	
Less unrepresented payment							
EV66	EMS South Ltd Inv 1954 - Jan contract.				300.00		
EV72	Patterson Reeves Partners				600.00		
EV67	Encompass Surveys Inv-4962				480.00		
EV68	R Hoile expenses				62.16		
Corhampton & Meonstoke PC - donation tw ds CANS mtg cost					20.00		
J Melson expenses - chippings FP12 kissing gate					19.15		
Parish Online					45.00	-1526.31	<u>38,480.77</u>
CASH BOOK:							
Balance b/f 1/04/19					45,705.02		
Add Receipts 1/4/18 - 31/12/19					41,829.63		
Less Payments 1/4/18 - 31/12/19					- 49,053.88		<u>38,480.77</u>
RESERVES:							
CIL Open Space					4,798.27		
Raise 4 the Rec donations for Pavilion refurbishment					3,280.00		
Cemetery					3,512.83		
ICT					<u>2,000.00</u>		
Total - allocated reserves					13,591.10		
Part 1 & 2 received of Precept 2019/20					32,392.00		
Less parish overheads to 31 March (estimated av s					29,692.67	<u>2,699.33</u>	
Total - unallocated reserve					22,190.34		38,480.77

## APPENDIX B – PLANNING REPORT

**New applications and decisions received w/c 16/3 will be added to the meeting agenda.**

### 1. PLANNING APPLICATIONS DETERMINED

SDNP/19/04490/TCA

Location: Napier House Swanmore Road Droxford SO32 3PT

Proposal: Beech (T1) Selective tip reduction of circa 40 overlong branches standing outside the main canopy edge by up to 3m to natural target pruning points with a maximum wound diameter of 75mm - In accordance with Tree Survey Report Ref: J1193 dated Aug 2019

**DECISION: RAISE NO OBJECTION**

### 2. DECISION PENDING

Ref: SDNP/19/02207/TCA

Location, Meadowbank, Mill Lane, Droxford SO32 3QS

Proposal: Scots Pine (T1) - fell due to sap nuisance repeatedly damaging the paintwork of our neighbour's cars and risk to power lines if a branch falls as did a branch from a similar tree 50 yards further up the lane four years ago, now felled.

Bay tree, two apple trees, maple tree, laburnum tree and crab apple tree already in close proximity so no need to replant.

Ref: SDNP/19/04031/HOUS

Proposal: Proposed single story extension, two storey barn extension and minor revisions to previous extant permission.

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

### **3. APPLICATION IN PROGRESS**

Ref: SDNP/19/05951/PRE

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.

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

Ref: SDNP/19/02489/FUL

Location: Northend Farm Cottage, Northend Farm Lane, Droxford, SO32 3QN

Proposal: New detached dwelling with garage.

Ref: SDNP/20/00092/DCOND (relating to SDNP /19/04321/FUL)

Location: Old Manor Farm, High Street, Droxford.

Proposal: Discharge of conditions 3 (Joinery Details) and 4 (Details of materials and surrounds) of approved listed building consent SDNP/19/04321/LIS

Ref: SDNP/19/04951/PRE

Location: The Cottage Alpha House Midlington Road Droxford Southampton Hampshire SO32 3PD

Proposal: Conversion of Alpha House from care home (C2) to single residential dwelling, conversion of Fairfield Cottage to 2 x semi detached properties, demolition of outbuildings and erection of 5 x new build dwellings within grounds, construction of 4 x new build dwellings on paddock land to the north (all Class C3)

### **4. ENFORCEMENT - EXTANT**

Ref: 18/00346/BLEG Hill Farm Orchards, Droxford Road, Swanmore. Alleged breach of legal agreement.

**TO BE RAISED WITH ENFORCEMENT**

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 only partially been discharged except for the following condition, but 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.*