

DROXFORD PARISH COUNCIL

Minutes of the Meeting of Droxford Parish Council held at 7.30pm on Thursday 17th September 2015 at Droxford Village Hall

PRESENT: Cllrs Pietro Acciarri, Barbara Chandler (Chair), Nick Fletcher, Colin Matthissen, Janet Melson (Vice Chair), Jason Toman, Louise Withers.

IN ATTENDANCE: District Cllr Caroline Dibden, County Cllr Roger Huxstep, Rosie Hoile – Clerk
Members of the public: Peter Moore

108.15 Apologies for Absence: None received

109.15 To receive declarations of disclosable pecuniary and non-pecuniary interest Cllr Acciarri declared a disclosable pecuniary interest in agenda item 7.13

110.15 The meeting adjourned:

Cllr Melson had received a survey from Peter Moore and a petition signed by all the residents of Swanmore Road requesting an extension to the 30mph speed limit. Peter Moore, asked if there was anything to add, was content for Cllr Melson to continue. The Chair then proposed to bring item 10.1 forward.

The meeting re-opened.

111.15 Cllr Melson outlined residents' concerns, adding lack of a pavement or lighting and downhill speeds being significantly faster approaching the junction with the A32. Highways had rejected previous requests because density criteria were not met. The previous county councillor, Felicity Hindson had supported a request for 30 mph, but the request was not identified as a priority by Highways (Clerks note: email 21/1/2011). Cllr Melson thought there was a strong argument for extending the 40mph speed limit up to the Oxford Lane / Midlington Hill crossroad which received the unanimous support of councillors. Cty Cllr Huxstep said he would take the matter up with Hampshire Highways.

RESOLVED: to re-establish the request for an extension to the 30mph speed limit.

ACTION	BY WHO	WHEN
Letter to Andy Smith, Hampshire Highways	JM	Sept/Oct
Email minute to Cty Cllr Huxstep	Clerk	Sept

112.15 County and District Councillor's Reports:

Cty Cllr Huxstep reported:

- GCSE A* - C results have improved upon last year.
- Initiative to encourage parents of children in Reception and Years 1-3 to walk to school
- Swanmore Road proposed extended 30mph speed limit: send minute of the above item.
- Broadband - grant of up to £3K for businesses to obtain superfast broadband within the Bournemouth City region (covers Hampshire). RH to send link to Clerk to put on website.
- Devolution – HCC have submitted application to the Government.
- Lengthsmen – the HCC Working Group favours maintaining the scheme in principle, but if more parishes adopt, the current allocation of £1K per parish council will be reduced.
- Minor Works (Highways) bid – decision due November.

City Cllr Dibden reported:

- Devolution – WCC have bid for devolved powers in partnership with other authorities. The Quality Working Group is looking at impact on rural areas- proposal to keep business rate instead of sending to government.
- WCC is looking at LP Part 2 (Development Management and Site allocations) which affects non SDNP neighbouring parishes. Space for 250 houses to be found in each parish which is not part of the SDNP. No direct impact on Droxford.
- Re-development in Winchester: Silver Hill - ongoing. Station Approach - WCC are looking to re-develop. Sports Centre - current preferred option is to build new facility at Bar End.
- Re-warding of WCC to take place in time for May 2016 city council elections.

- Re-drawing of Hampshire Divisions: Proposed to retain 78 councils. Meon Valley division is currently undersubscribed by 11%. Re-drawn boundaries set to come to force by the time of 2017 May county council elections.

Cllr Melson asked what HCC or WCC are doing about Syrian refugees. Cllr Dibden said WCC have plans in place to take 200 of the most in need. Kent is bearing the brunt and having to make provision for children.
Cllr Huxstep left the meeting at 8 pm

113.15 The minutes of the Parish Council meeting held on 16th July, previously circulated, were received as a true record of the meeting and signed by the Chair, Cllr Barbara Chandler. **APPROVED**

114.15 **Chair's report:** None

115.15 **Planning:**

Cllr Withers presented the Planning Report – See Appendix A

115.15.1 SDNP/15/03339/HOUS Two storey and single storey side extension. 7 The Park, Droxford, SO32 3QQ
NO COMMENT was submitted (decision due 9 Sept).

115.15.2 SDNP/15/03934/TPO. 1 no. Yew to reduce lowest 2 branches back to trunk of tree
Mary and All Saints Church Droxford The Square Droxford (). The Tree Warden had advised that the tree would not be affected. **NO COMMENT** was submitted (decision due 16 Sept)

115.15.3 SDNP/15/03895/FUL Townsend Northend Lane Droxford SO32 3QN. Amendment to SDNP/14/00884/FUL
To reduce the number of units from 10 to 8 and improve the scheme by enhancing the appearance, layout, scale and mass to complement the surrounding area.
Cllr Acciarri had declared disclosable pecuniary interest and took no part in the discussion.

NO COMMENT. Cllr Withers to request SDNP to consider light pollution to conserve dark night sky in this location.

115.15.4 SDNP/15/04157/APNB Fertiliser and chemical store
Upper Hill Farm, Droxford Road, Swanmore, Southampton, Hampshire, SO32 2PY
NO COMMENT

115.15.5 SDNP/14/04418/FUL Upland Park: Cllr Withers reported the application has been withdrawn.

116.15 **Planning Decisions determined by WCC/SDNP.**
NOTED – See Appendix A

117.15 **New Planning Appeals.**
None

118.15 **Planning Enforcement**

118.15.1 Poppy Down Farm
Enforcement Officer has not made a site visit, therefore not determined if there has been a breach of planning condition. He advised that the existing planning condition, occupancy by an agricultural worker, stands in perpetuity unless it is removed. Cllr Acciarri was concerned that the sale documents were misleading.

ACTION	BY WHO	BY WHEN
Check brochure for conditions of occupancy	Clerk	Sept

118.15.2 Four Acres
T Nicholson, case officer has resigned. An agency officer is to deal with the case.
The owner has responded to WCC stating occupancy by extended family.
The Council is concerned that regardless of occupancy, the site is home to business premises. Light pollution in the location is also an issue. Cllr Dibden stated enforcement is not a statutory obligation of the district authority and recommended the Council write to the MP to take up the matter of enforcement as a local authority statutory duty.

ACTION	BY WHO	WHEN
Write to George Hollingbery MP	Clerk	Oct

119.15 Finance and Governance – See Appendix B:

- 119.15.1 To note income and approve proposed expenditure **APPROVED**
- 119.15.2 A data storage package in Cloud was purchased with the new laptop to reduce risk of file loss and safeguard continued accessibility for the Parish Council. Cloud package complies with data protection legislation requiring storage within the EU. **NOTED**
- 119.15.3 The Council accepted the external auditor’s report concluding the audit of accounts year ending 31 March 2015 for Droxford Parish Council. **APPROVED**
- 119.15.4 Budget 2016-17: Cllrs Melson and Matthissen and the Clerk to form working party: **APPROVED**

ACTION	BY WHEN	BY WHO
To arrange first meeting	Oct	CM, JM, Clerk

120.15 Recreation Ground, Cemetery and Allotments:

To receive Play Area Routine Inspection Report: Cllr Toman handed his inspection report to the Clerk. Cllr Toman agreed to carry out the necessary repairs and maintenance because the clerk had been un-able to find anyone to repair the steps promptly.

ACTION	BY WHEN	BY WHO
Repair slide steps/arrange bark chippings/ see T Hoile re scaffold pole	Oct	JT

121.15 Roads, Transport and Highways

- 121.15.1 Swanmore Road survey – Proposed extension to 30 mph speed limit. Item moved -see 111.15
- 121.15.2 Minor Works bid: Decision due November.

122.15 Footpaths

- 122.15.1 Meon Valley Trail signage Cllr Fletcher
Cllrs Chandler and Fletcher, and Corhampton PC Cllr Hyder met James Emmet interim project manager who outlined plans for standardised signage and generic categories of information along the route. JE will liaise with FODC and make recommendations. FODC to liaise with the Council regarding wording. The Council is to ensure all community bodies will be equally represented.
- 122.15.2 Mill Lane
Trees lining the river adjacent to the Mill had suffered recent storm damage. The landowner had the path cleared of tree branches. ROW Countryside Access team and the landowner were advised of broken boughs overhanging the path attached only by bark. HCC ROW acknowledged with a reference number: To date no action has been taken by either landowner or Countryside Access.

123.15 Parish Matters

- 123.15.1 The Council considered the proposal from FODC to install bike stands in the vicinity of the Village Square Councillors were divided as to the benefit of encouraging non-polluting sporting access to the countryside against concern for road safety on the A32. It was agreed first to find out what installation costs were incurred by other parishes.

ACTION	BY WHEN	BY WHO
Enquire cost of other parish installations	Oct	Clerk
Enquire FODC expectation	Oct	Chair

- 123.15.2 Village Design Statement: Cllr Fletcher said Chris Paterson advised the Group to focus on the draft Local Plan, and provide comment in order to flush out additional items before compiling questionnaire.

124.15 Consultations, Meetings and Training

- 124.15.1 WCC Licensing Review: Gambling Act 2005 – Consultation on Statement of Principles. **NOTED**

- 124.15.2 To note summary of Parish Council comment collated by Cllrs Fletcher and Melson for the Draft Conservation Area Appraisals and Management Plans for Droxford. **NOTED**
- 124.15.3 SDNP Local Plan workshop Meon Hall 9th Sept - report Cllrs Withers/ Fletcher
 There were a number of well put together presentations followed by questions. Starting from first principles SDNP is divided into 4 environmental types running east to west. The overarching sections relevant to Droxford are chapters 1-4, and the policy sections which relate to the environmental area Droxford is in. Public comment is invited before 28th October. Cllr Melson will attend the public road show on 21st September. The Parish Council agreed to take this to the Strategic Planning Working Group (SPWG) meeting to formulate a draft response to bring back to the October Parish Council meeting for formal approval.

ACTION	BY WHEN	BY WHO
Purchase copy of draft Local Plan to collect at Meon Hall.	21 Sept	Clerk
SPWG formulate draft response	17 Oct	Councillors

125.15 Correspondence

- 125.15.1 Guard rail on South Hill A32: **NOTED**
 125.15.2 Broadband speed complaint: **NOTED**

126.15 Rolling Action Plan – See Appendix C:
 Cllr Chandler reviewed.

127.15 Items for the next agenda: None requested

128.15 Date of the next meeting : 7.30 pm Thursday 15th October 2015 at the Village Hall

The meeting closed at 9.30 pm

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

**DROXFORD PARISH COUNCIL
PLANNING REPORT
17 September 2015**

1 PLANNING**1.1 NEW APPLICATIONS****1.1.1**

Reference SDNP/15/03339/HOUS
Proposal Two storey and single storey side extension.
Address 7 The Park, Droxford, SO32 3QQ

1.1.2

Reference SDNP/15/03934/TPO
Proposal 1 no Yew to reduce lowest 2 branches back to trunk of tree
Address St Mary and All Saints Church, Droxford, The Square, Droxford

1.1.3

Reference SDNP/15/03895/FUL
Proposal Amendment to SDNP/14/00884/FUL to reduce the number of units from 10 to 8 and improve the scheme by enhancing the appearance, layout, scale and mass to complement the surrounding area
Address Townsend, Northend Lane, Droxford, SO32 3QN

1.1.4

Reference SDNP/15/04157/APNB (Agricultural Prior Notification)
Proposal Fertiliser and chemical store
Address Upper Hill Farm, Droxford Road, Swanmore, SO32 2PY

1.2 PENDING CONSIDERATION FROM PREVIOUS MEETINGS**1.2.1**

Reference SDNP/14/00570/DCOND
Proposal Demolition of existing lean-to and erection of a single storey extension - DISCHARGE CONDITION 6a, 6b, 6c - SDNP/13/03756/LIS
Address Old Mill Cottage, Mill Lane, Droxford, SO32 3QS

1.2.2

Reference SDNP/15/01915/DCOND
Proposal Discharge condition 2, 5, 8, 9, 13
Address Land to the rear of Clematis Cottage, High Street, Droxford

1.2.3

Reference SDNP/15/00718/LDP
Proposal Removal of an internal wall (CERTIFICATE OF LAWFULNESS)
Address 1 Midlington Barns, Midlington Hill, Droxford, SO32 3PU

1.2.4

Reference SDNP/15/02443/HOUS
Proposal Rear single storey extension with roof lantern
Address 6 the Park, Droxford, SO32 3QQ

1.2.5

Reference SDNP/15/03188/LDP
Proposal Lawful Development Certificate for Proposed Use - replace defective sash windows with matching sashes in hardwood, reuse glass and repair frames where possible (AFFECTS THE SETTING OF A LISTED BUILDING)
Address Willow House, South Hill, Droxford, SO32 3PB

1.3 DECISIONS**1.3.1**

Reference SDNP/14/04418/FUL
Proposal Demolition of the existing hotel and ancillary buildings and construction of 20 no residential dwellings to include 7 no affordable dwellings, landscaping, private amenity space, access and parking
Address Upland Park, Garrison Hill, Droxford, SO32 3QL
Status **CASE WITHDRAWN**

1.3.2

Reference SDNP/15/02547/HOUS
Proposal Demolition of existing rear extension and replacement rear single storey extension with roof lantern
Address 4 Park Villas, Union Lane, Droxford, SO32 3QP

Status **APPROVED**

1.3.3

Reference SDNP/15/02837/HOUS
Proposal Extension and loft conversion
Address Glen Dermot, Midlington Road, Droxford, SO32 3PD
Status **APPROVED**

1.3.4

Reference SDNP/15/03051/TCA
Proposal Fell 1 no Hawthorn; crown reduction of 2.5 metres to 1 no Bay and remove 2 dangerous branches from 1 no Sycamore overhanging the greenhouse
Address The Small House, High Street, Droxford, SO32 3PA
Status **RAISE NO OBJECTION**

1.3.5

Reference SDNP/15/03266/HOUS
Proposal Proposed single storey and two storey front/side/rear extensions, following demolition of existing detached garage, and associated alterations to existing fenestration
Address Greywell House, Midlington Hill, Droxford, SO32 3PU
Status **APPROVED**

LOUISE WITHERS
13 September 2015

1.4 **APPEALS IN PROGRESS - NONE**

1.5 **APPEAL DECISIONS - NONE**

1.6 **ENFORCEMENT**

1.6.1

Reference SDNP/14/00418/COU (formerly WCC 14/00181/USE - closed & transferred to SDNP)
Address Midlington Farm, Midlington Hill, Droxford, Southampton SO32 3PU
SDNP Case Officer: David Townsend

1.6.2

Reference SDNP/13/00181/UNCM
Address Four Acres, Midlington Road, Droxford, Southampton SO32 3PD
SDNP Case Officer: Tim Nicholson

PIETRO ACCIARRI - Appeals and Enforcement
13 September 2015

APPENDIX B

FINANCE STATEMENT: 17 SEPTEMBER 2015

		17/07/15 - 17/09/15	£	
INCOME TO BE NOTED				
IV8/ 9	Allotment rents		123.50	
EV5	HPFA Transaction cancellation charge		8.00	
IV10	Square rent (June/July)		87.00	
IV7	SD Funerals - memorial charge (non-resident)		<u>260.00</u>	
			478.50	
EXPENDITURE TO BE NOTED		17/07/15 - 17/09/15		
EV24	G Horn Annual ground rent		50.00	chq
EV25	EMS invoice 15868 (July maintenance)		300.00	BACS
EV27	the HPFA (EV5 cheque not received)		40.00	BACS
EXPENDITURE TO BE APPROVED		17/07/15 - 17/09/15	£	
EV25	EMS Invoice 15868 (August maint + Rec hedge + cemetery hedge (from Cemetery reserve))		720.00	BACS
EV26	BDO Annual audit including £30 charge for additional correspondence		276.00	BACS
EV28	Clerk office expenses		141.23	BACS
SO	Clerk Salary - Sept		<u>422.60</u>	SO
TOTAL EXPENDITURE			<u>1559.83</u>	
BANK BALANCE 17 September 2015			£	
	Unity Trust Current Account	20266455	1506.79	
	Unity Trust Deposit Account	20267069	<u>10993.24</u>	
	Unity Trust Total		12500.03	
	NatWest Business Reserve A/C	45562962	<u>1710.22</u>	
	TOTAL		<u>14210.25</u>	
Allocated				
	Capital projects	£4,000.00		
	Cemetery (Business Reserve A/C)	<u>£400.00</u>		
		<u>£4,400.00</u>		
Unallocated				
	Unity Trust A/cs	£8,500.03		
	Natwest Business Reserve	<u>£1,310.22</u>		
		<u>£9,810.25</u>		
RESERVES 17 September 2015			<u>£14,210.25</u>	

APPENDIX C - ROLLING ACTION PLAN – updated 17 September

Minuted Item	Action	Due date	Responsibility	Progress to 5/10/15
157.14.1	Risk assessment	20/11/14	Clerk	Complete Statement of Arrangements & Policy. ONGOING
39.15.3	Notice board – for repair	18/06/15	Clerk	Clerk has purchased Perspex window. S Such agreed to meet clerk to discuss. ONGOING
60.15.1	Investigate signage and waste bag dispensers	18/06/15	Clerk	2 signs obtained ACTIONED Waste bag dispensers ONGOING
87.15.3	Autumn Big Tidy Up	Sept/Oct	Clerk	Book Village Hall for 10am 31 Oct. ACTIONED Advise JM stock position bags/jackets/pickers
100.15.4	1. Photocopy/ take inventory of all docs. 2. Make appt with Driver Belcher. Draft letter with terms discussed with BC	August	Clerk	1. ACTIONED 2. ONGOING
100.15.5.1	Open Unity Trust A/C for Cemetery	August	Clerk	IN PROGRESS
100.5.5.2	Close Natwest business A/C and transfer to Unity trust Cem A/C	August	Clerk	Contingent on completion of above
	Hants Playing Fields: arrange meeting with John Coney at recreation ground	August	Clerk/BC/NF	ONGOING
111.15	1. Letter to Andy Smith, Highways 2. Email minute to Cty Cllr Huxstep	Sept/Oct	JM Clerk	2. ACTIONED
118.15.1	Check brochure for conditions of occupancy	Sept	Clerk	ACTIONED
118.15.2	Write to G Hollingbery	Sept	Clerk	ACTIONED
119.15.4	Budget – arrange meeting	Oct	Clerk/JM/CM	
120.15	Repair slide steps/arrange bark chippings/ see T Hoile re scaffold pole	Sept/Oct	JT	
123.15.1	1. Bike racks: Enquire cost of other parish installations 2. Enquire FODC expectation	Sept/Oct	Clerk BC	
124.15.3	1. Buy hard copy draft SDNP Local Plan 2. SPWG formulate draft response	Sept Oct	Clerk Councillors	ACTIONED