

DROXFORD PARISH COUNCIL
Minutes of Droxford Parish Council meeting held at
7.30pm on Monday 18 July 2019 at the Village Hall, Droxford.

PRESENT: Barbara Chandler, Mark Dennington, Chris Horn, Max Ford.
IN ATTENDANCE: Rosemary Hoile – Clerk
PUBLIC District Councillor Linda Gemmell, County Councillor Roger Huxstep.
Jeff Hooper, Vice Chairman of the Parochial Church Council.

- 19.33 Apologies for absence. ACTION**
Janet Melson, Colin Matthissen, District Councillors Vicki Weston, Frank Pearson.
- 19.34 Declarations of disclosable pecuniary and non-pecuniary interest. None**
- 19.35 Minutes. RESOLVED: Clerk to publish**
The minutes of the parish council meeting held on 10 June were approved as a true and accurate record.
- 19.36 Public Forum:**
Jeff Hooper was present on behalf of the PCC to request the temporary access road remains in place permanently to enable safe egress by emergency vehicles. The request was discussed under Parish Matters.
County Councillor Huxstep reported
- HCC had endorsed the Cabinet’s decision to declare a Climate Emergency.
 - 68% of Hampshire school children had met the required standards for reading, writing and arithmetic at the end of primary school assessments compared with 65% nationally.
 - The first Hampshire Day was celebrated on Monday, 15th July, on the feast of St Swithun, the patron saint of Winchester cathedral.
 - Untidy land owned by HCC opposite Droxford Cemetery: Minute 19.37.3 refers.
 - George Hollingbury MP had met with the Deputy Police & Crime Commissioner to discuss measures available to monitor speed and noise on A32/A272. New technology is being trialled. The police are under-resourced and solutions, if any, will be up to the parishes. Recent police monitoring yielded 32 different cases from 55 vehicles by 5 members of the police working voluntarily over a period of 10 hours.
- 19.36 Finance, Grants & Governance**
- 19.36.1 Receipts & Expenses: APPROVED**
- a) Bank reconciliation to 30 June 2019.
 - b) Payment of Accounts listed in Appendix A
 - c) Level of reserves.
- The Statement of Reserves proposed by Cllr Matthissen had been previously circulated and is included in Appendix A. Further to advice received from the SDNP Planning Project Management Officer £4055 was transferred from CIL to the play fort under capital projects following the decision to claim this as CIL expenditure for 2018/19. **Clerk to update monthly / CM**
- 19.36.2 Assets: NOTED**
1 No. Betty bee spring rocker had been installed in the play area by Outdoor Classrooms. The insurer had been notified to provide insurance cover and the item added to the asset register.

19.33.3	Review of Droxford Cemetery burial charges: A comparison of fees charged by comparable parishes had been updated by Cllr Melson. RESOLVED: The Council approved Cllr Melson's recommendation to defer an increase in charges until after a review of Cemetery management had been undertaken.	
19.33.4	Matters arising: Debtor The Clerk reported rent was received via direct debit; the Council had requested the debtor to commit to a regular payment by Standing Order. Therefore the debt remains outstanding and the Clerk was asked to monitor.	Clerk
19.33.5	The Pensions Regulator: NOTED The Council's legal obligation to re-enrol employees in a workplace pension scheme by 31 December 2019. The Clerk will undertake before the deadline.	Clerk
19.37	Planning:	
19.37.1	New planning applications: Ref: SDNP/19/03236/TCA Location: Napier House, Swanmore Road, Droxford, Southampton, SO32 3PT. Proposal: T1Beech tree to fell and clear the tree as is suspected to have a disease. The Council were content to accept the arboricultural survey. NO COMMENT	
19.37.2	Planning Report - Appendix B: NOTED	
19.37.3	Matter arising: Untidy Land opposite the Cemetery, Sheep Pond Lane. County Councillor Huxstep advised that Highways are reluctant to relinquish the land, it is one of 3 remaining Highways chippings depots in Hampshire. The Council did not pass comment.	No further action
19.38	Recreation Ground, Cemetery and Allotments:	
19.38.1	Recreation Ground & Pavilion.	
19.38.1.1	Refurbishment of the Pavilion: Cllr Dennington is awaiting delivery of bi-fold door sets. The presence of non-reportable asbestos delayed progress. Unavoidable extra cost of handling and removal of asbestos was offset by changing the specification to insulate the ceiling space instead of the roof cavity. The total cost is in the region of £30K excluding the kitchen for which the County Councillor's discretionary grant may be available for a one-off item.	MD BC
19.38.1.2	Play area: A missing plank from the play fort has been replaced. Repairs to swing shackles and timber trail fixings are ongoing.	Clerk
19.38.2	Cemetery:	
19.38.2.1	Correspondence received from a resident about the upkeep of graves and a perceived negligence in Cemetery maintenance. The resident had been advised of the Parish Council's limited role in the interment process and maintenance is funded by the precept. The Clerk and Cllr Chandler's meeting with the tree surgeon was cancelled. The meeting will be reconvened to identify essential tree surgery in autumn for which £600 was allocated in the 2019/20 budget. RESOLVED: (i) Cllr Chandler will look into how communication can be improved. (ii) The rolling maintenance programme will be reviewed in readiness for the budget process in the Autumn.	BC/Clerk BC Clerk
19.38.2.2	Removal of the shed to be arranged by the Clerk.	Clerk

19.38.3	Allotments:	
19.38.3.1	Review of terms and conditions of rent: Cllr Ford is in the process of comparing Terms & Conditions used by other parishes. The Council will consult on the final draft with allotment holders in the Autumn. 2 vacant plots are being offered to Droxford parishioners on the current waiting list of 4.	MF Clerk
19.38.3.2	Well: The position of the well has been identified as being within the land occupied by the allotment gardens. Cllrs Dennington and Horn undertook to arrange for the well to be sealed.	MD/CH
19.39	Highways, Roads, Transport, Footpaths & Rights of Way	
19.39.1	Matters arising. The Clerk reported that road signs at the junction of Midlington Road with Swanmore Road had been replaced on both sides of the road. Installation of bollards and resurfacing the carriage way approaching the junction of Swanmore Rd with A32 South Hill junction is still outstanding. Removal of vegetation off the light fitting affixed to the SSE pole on Union Lane is not due until Autumn.	Clerk to monitor
19.39.2	Police Station Lane: NOTED The Clerk reported a road traffic incident which had occurred on Police Station Lane on 19 June and a build-up of congestion on Saturday 29 June. Photographs sent by a resident have been retained as a record.	
19.39.3	Councillor Dennington raised encroaching vegetation on the pavement along Midlington Road which a resident had brought to his attention. The Clerk said that the work had previously not be undertaken by the Hampshire lengthsmen because the contractor at the time did not possess a street works licence. The matter will be referred to Highways.	MD/Clerk
19.39.4	Verge and Footpath Maintenance: Tasks previously undertaken by the Hampshire lengthsmen will need to be funded from the parish precept since the HCC lengthsmen scheme closed. It was agreed to review existing annual schedules of lengthsmens' work and the annual Parish Grounds Maintenance programme to consider synergies. Works for tree surgery to be considered separately.	MD/BC/ Clerk
19.40	Parish Matters	
19.40.1	Parish Green temporary access: RESOLVED The Council unanimously agreed to the Chair's proposal to defer consideration of retaining the temporary access until a future meeting when a full complement of councillors would be present.	Clerk to advise PCC
19.40.2	Parish Green Memorial Garden Working Group: RESOLVED The Council unanimously agreed to the Chair's proposal to defer setting up a working group until a future meeting when a full complement of councillors would be present, but Councillors could design draft proposals for the development of the Parish Green to bring to the next meeting.	MF/MD
19.40.3	Septic tank installation in Droxford Churchyard: RESOLVED The Council were content to accept the full installation of the septic tank is contained within the Churchyard and does not encroach the Parish Green. Correspondence had been received from a resident to query why previous Minutes had not reported the Council's debate on the location of the septic tank on the Parish Green. The meeting was adjourned for the Council to proceed to where the septic tank had been installed. The Council looked at the copy of the Conveyance of Manorial Waste dated 1953 between the Church Commissioners and Droxford Parish Council. The accompanying	Clerk to advise resident

plan showed a line drawn from the point in the Rectory wall (where the line of the wall changes direction) to a stone nib embedded in the Manor House wall opposite. Photographs were inspected of where the tape from the centre of the inspection hatch (and therefore the tank including casing), intersected the tape overlaying the boundary line. The distance from the centre of the hatch to the boundary edge indicated the entire installation lay within the curtilage of Droxford Church. The Clerk, who is the Council's Proper Officer had witnessed installation at all stages and was supported by Councillor Ford who confirmed he had seen the open pit containing the tank in the course of installation.

Furthermore, the architect and building surveyor members of the Friends of Droxford Church had measured the area encompassed by the Manorial Waste Conveyance which included the Village Green and the Square, to confirm that 0.520 acres did not exceed the boundary line as drawn on the Conveyance Plan.

19.40 Consultations, Meetings and training.

- 19.40.1 Meon Valley Community Bus Association (MVCBA) AGM 17 July 2019. **RESOLVED:**
To note the Parish Council's appreciation of the service provided by the MVCBA which benefits the community as a whole and offers flexibility of pick-ups and drop-offs for elderly residents enabling them to maintain valuable independence and social connections for longer.
- 19.40.2 Parish Charter. **NOTED:**
The Chair's response on behalf of the Council to support Winchester District Association of Local Council's (WDALC) draft for a way ahead for a Parish Charter outlined by Mike Evans.
- 19.40.3 Combined water authorities' invitation to stakeholder workshop 15 July.
Cllr Horn had been unable to attend.

19.41 Items for the next agenda:
Review Financial Regulations

CM

19.42 Date of next meeting:
7.30 pm Thursday 19 September at Droxford Village Hall, preceded by a public meeting to discuss VE Day at 6.30pm.

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

APPENDIX A – FINANCE STATEMENT 18 July 2019

RECEIPTS TO NE NOTED 1-30 June 2019

	£
Corhampton & Meonstoke PC share of mobile phone costs 2018/19	126.21
Sams Mobile Catering	88.00
Bank interest – April/May / June	56.62
Southern Electric – refund	8.43
Total	279.26

DD/SO and PRO-FORMA PAYMENTS TO BE NOTED 1-30 June 2019

SO Clerk salary – June	505.70
DD O2 Mobile telephone (50% to be refunded by C & M PC)	17.21
Total	522.91

PAYMENTS TO BE AUTHORISED

Chq/BACS

BACS WCC Inv 5100575823 dog bins April- June 2019	35.00
BACS Outdoor Classrooms	284.40
BACS Estates Maintenance Services Ltd Inv 1455	300.00
R Hoile – June expenses	83.66
Total	703.06

BANK RECONCILIATION 1 April - 30 June 2019

BANK ACCOUNTS				£	£	£
Current Account: Unity Trust Bank A/C No.455				£	£	£
Balance as per bank statement No 112, 30/06/19					1,450.22	
Deposit A/C: Unity Trust Bank A/C No....069						
Balance as per bank statement No 96 30/06/19.					52,935.19	
Cemetery A/C: Unity Trust Bank A/c No...980						
Balance as per bank statement No 46, 30/6/19					3,512.83	
Less unrepresented cheques						
	EV15	M Stevens		-32		
	EV16	WCC Inv5823		-35		
	EV17	Outdoor Clas 284.4		-284.4		
	EV18	EMS Inv 1455 June contract		-300	-651.4	57,246.84
CASH BOOK:						
	Balance b/f 1/04/19			45,705.02		
	Add Receipts 1/4/18 - 31/05/19			16,837.22		
	Less Payments 1/4/18 - 31/5/19			-5,295.40		57,246.84
RESERVES:						
	Community Infrastructure Levy	01/04/2019		7,906.20		
		CIL money allocated to Play Fort		4,055.00		
		30/06/2019		3,851.20		
	Capital expenditure	01/04/2019		18,790.00		
		First 1/2 of 19/20 precept		7,500.00		
		CIL money allocated to Play Fort		4,055.00		
		30/06/2019		30,345.00		
	Raise 4 the Rec donations for Pavilion refurbishment			3,280.00		
	Cemetery			3,512.83		
	ICT			2,000.00		
	3 months precept received in advance, net running costs			4,350.00		
	Unallocated reserve equal to 6 months net running costs			8,700.00		
	Additional unallocated reserve (to balance)			1,207.81		
				57,246.84		57,246.84

APPENDIX B – PLANNING REPORT, 18 July 2019.

1. PLANNING APPLICATIONS DETERMINED

Ref: SDNP/18/000744/FUL

Location: Mobile Home at Atlantis Farm Mayhill Lane Swanmore Hampshire

Proposal: Proposed demolition of bungalow and attached stables and construction of a new single storey replacement dwelling with ancillary landscaping improvements.

DECISION: APPROVED

Ref: SDNP/18/04956/PRE

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

Proposal: Change of use from dwelling to hotel.

APPLICATION WITHDRAWN

SDNP/18/04004/PRE

Location: The Mill House Mill Lane Droxford Southampton Hampshire SO32 3QS

Proposal: Alterations to a previous permission 06/02779/FUL

DECISION: ADVICE PROVIDED

Ref: SDNP/18/04956/PRE

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

Proposal: Change of use from dwelling to hotel.

APPLICATION WITHDRAWN

2. DECISION PENDING

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

Ref: SDNP/19/02224/PRE

Location: Northend Stables, Northend Lane, Droxford, Hampshire

Proposal: Amendment to existing permission to North End House Stables

Ref: SDNP/18/06578/FUL

Location: Stable Cottage, Garrison Hill, Droxford, SO32 3QL

Proposal: Replacement dwelling.

3. APPLICATION IN PROGRESS

Ref: SDNP/19/01764/FUL – redesignated Pappys Place.*

Location: Pappys Place (formerly incorrectly referred to as Spindleberry, Stable Block 2) Park Lane Swanmore SO32 2QQ

Proposal: Change of use from agricultural to equestrian.

Ref: SDNP/18/04004/PRE

Ref: SDNP/18/03111/DCOND

Proposal: Discharge of condition 3, 4, 5 and 6 of planning consent SDNP/17/01630/FUL

Location: Droxford Antiques, The Old Bakery High Street Droxford SO32 3PA

Ref: SDNP/19/01660/HOUS and SDNP/19/1661/LIS

Location: Fir Hill, Stables Flat High Street Droxford SO32 3QL

Proposal: Internal alterations to existing flat, garages, stables and tack room.

Ref: SDNP/19/02747/FUL

Location: Lisheen Oxford Lane Droxford SO32 2FL

Proposal: To demolish existing dwelling and replace with proposed one and a half storey three bedroom dwelling.

Ref: SDNP/19/02569/BBPN

Location: Mayhill Stud Farm Swanmore Road Droxford Southampton Hampshire SO32 3PT

Proposal: Install 2 x 10 m Light Poles (8.2m above ground)

Ref: SDNP/19/02489/FUL

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

Proposal: New detached dwelling with garage.

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/19/02509/TCA

Location: 1 Meon Terrace, High Street, Droxford, Hampshire, SO32 3AP

Proposal: G1 line of sycamore tree alongside 3 Meon Terrace -reduce height to approximately 18feet (height of gutter on No3 and remove 1 stem from tree at the western line, northern stem growing through fence.

4. ENFORCEMENT

NEW

Ref: 19/00105/BCOND Hill Farm Orchards, Droxford Road Swanmore. Breach of conditions

EXTANT

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

CLOSED

Ref: SDNP/17/ 00132/UNCM Mobile Home at Clayhill Farm, Mayhill Lane, SO32 2QW Alleged residential mobile homes.

The records suggest the case is immune from prosecution and was therefore closed.

APPENDIX C

Hampshire County Council Divisional Report for Droxford Parish Council 18 July 2019

Climate Emergency

Today, 18th July 2019, Hampshire County Council endorsed the decision by Cabinet on 17th June 2019 to: Declare a 'Climate Emergency' in line with the action taken by many other councils and organisations in the UK and globally, and commits to develop an action plan to provide a meaningful and effective set of measures to ensure that Hampshire moves towards carbon neutrality and greater resilience to the effects of climate change.

In addition, the County Council calls upon the Cabinet, as part of its action planning process and reflecting the urgency of the need to address the Climate Emergency, to set an ambitious schedule of specific dates by which it will pledge to achieve carbon neutrality for the County Council itself and work in partnership with others to seek carbon neutrality for the County as a whole.

Key Stage 2 SAT Results

Provisional results show that Hampshire primary school children have again outperformed their peers nationally in their end of primary school assessments. Overall 68% of the children met the required standards for reading, writing and arithmetic compared with 65% nationally. Further details will be published in September by the Department of Education.

Hampshire Day

The first Hampshire Day was celebrated on Monday, 15th July, on the feast of St Swithun, the patron saint of Winchester cathedral and it didn't rain! It provides an annual opportunity for people across the county to share in celebrating Hampshire's rich history, its traditions and diverse culture. A special flag was commissioned for the occasion and it having been blessed by the Dean of Winchester Cathedral was hoisted in Castle Yard by the Lord-Lieutenant.

Cllr Roger Huxstep
Member for Meon Valley Division

18th July 2019