

Minutes of the Meeting of South Warnborough Parish Council
The Ridley Hall
Monday 21st May 2018
Draft Minutes Subject to Confirmation

Present Cllr Mrs Belinda Hall
Cllr Mrs Harriet Kennett
Cllr Mrs Michelle Brown
Cllr Mr Stephen Spreadborough

Mrs Elizabeth Ford (Clerk)
Cllr John Kennett (HDC Ward Member)
16 members of the public

1. Apologies for Absence:

Apologies were accepted from Cllr Chris Preston and were also received from County Cllr Jonathan Glen, Mark Honour, Jo Grey, Mary-Beth Hawrish, Colin Hersey, David Thornton and Peter Brown.

2. Declaration of Disclosable Pecuniary Interests & Other Interests

Cllr Harriet Kennett declared a personal interest in item 5 (b).

3. Approval of minutes from Parish Council meeting on 16th April 2018

Approval of the minutes of the meeting on 16th April 2018 was deferred.

4. Financial Reports (See Appendix A Financial Summary)

a) Bank reconciliation

The bank reconciliation was checked against the bank statements and all signed. Bank balances on 21st May 2018 were:

SWPC Treasurers (current) account	£ 24,310.19
SWPC Burial Ground Account	£ 2,263.01
SWPC Recreation Area Trust Account	£ 9,758.70
SWPC - SWAGA CMM Account	£ 2,580.38
NS&I Savings Account	£ 6,014.45

b) Minute agreement to payments

It was resolved to approve the payments listed below (total of £ 1,668.42).

Retrospective Payments to be Authorised 16th April nil

Payments to be Authorised 21st May

11/05/2018 Lawnmaster	£ 23.00
11/05/2018 Tufton Warren LLP recreation ground	£ 250.00
13/05/2018 D Swadling (April 18)	£ 425.00
21/05/2018 D Swadling (May 18)	£ 425.00
21/05/2018 Clerk mileage and expenses	£ 34.20
21/05/2018 Came and Company	£ 511.22
	£ 1,668.42

c) Renewal of Parish Council insurance policy

It was resolved to renew the Parish Council insurance policy with Inspire for an annual premium of £539.03, with £511.22 payable, (as per the 3 year Long Term Agreement until 2020 with brokers Came & Company).

- d) To decide on actions following Internal Audit for year ending 31st March 2018
It was resolved to form a Working Group to review the actions required following the internal audit, several of which related to the management of the SWAGA.
- e) To receive and approve 17/18 Accounts
The 17/17 Accounts had been reviewed in detail prior to the meeting by the Chairman and the Vice Chairman and **it was resolved** to approve them.
- f) To receive and approve Section 1 of the Annual Return
Section 1 of the Annual Return had been reviewed in detail prior to the meeting by the Chairman and the Vice Chairman and **it was resolved** to approve it.
- g) To receive and approve Section 2 of the Annual Return
Section 2 of the Annual Return had been reviewed in detail prior to the meeting by the Chairman and the Vice Chairman and **it was resolved** to approve it.

5. To consider the following planning applications:

- a) **18/00916/FUL, Barn North Of Pickaxe Lane, South Warnborough.** Change of use of the land/barn to accommodate a 596 sqm warehouse with ancillary spaces and external/internal alterations to the barn; construction of 3500sqm fuel farm with 5 tanks and walkways, hardstanding for manoeuvring/parking for fuel lorries and car parking area, lorry wash area, access track to site, highway improvements to Pickaxe Lane and site access; construction of 3m concrete fuel bund wall, attenuation pond and drainage ditch and soft landscaping proposals; all in association with a fuel storage business (Land Use Class Sui-Generis).
The planning application was discussed and, by a vote of 3 to 1, **it was resolved** to submit the comment not to object to the development, subject to the inclusion of conditions to minimize traffic impacts in the village, ensure effective tree screening of the site, minimise light pollution, and protect barn owls.
- b) **18/00835/HOU, The Lime House, Gaston Lane.** Raising of roof height of existing detached garage and alterations to fenestration to create habitable accommodation at first floor ancillary to main dwelling.
Having declared a personal interest, Cllr Harriet Kennett elected not to take part in the discussion or decision on this application. The application was discussed and **it was resolved** to support the application and to request that, if permission was granted, a condition was included to ensure that the accommodation remained ancillary to the main dwelling and could not be sold off separately.
- c) **18/01013/LBC, Abbotsford, Alton Road.** Replacement rooflights.
The application was discussed and **it was resolved** to submit the comment to support the application.

6. Update on previous applications since last meeting.

18/00493/HOU, Orchard Cottage, The Walled Gardens, Froyle Lane. Side extension, increase in roof height to create first floor accommodation, etc.

Parish Council comment to object. Permission granted 4th May 2018.

17/03034/FUL and 17/03035/LBC, The Old Stables Lees Hill. Change of use from storage to one bed home.

Parish Council comment no objection. Permission granted 27th April 2018.

17/02897/HOU and 17/02898/LBC, The Manor, Alton Road. Removal of non-original internal walls at first floor level, blocking up non-original doors, and adding a new stud wall to re-create a single room. Etc.

Parish Council comment no objection. Application ongoing but Conservation Officer had recommended refusal.

15/02357/FUL Land Adjacent to Poachers Field, Alton Road: Revised scheme. Erection of 15 residential dwellings etc. Parish Council comment to object. Due to unresolved issues with surface drainage, foul drainage, highways and design in the Conservation Area, it is understood that the application will be withdrawn, with a new application to be submitted.

No change as of 21st 2018.

7. To consider maintenance of village benches

It was decided to ask Mark Honour if volunteers would be prepared to carry out the maintenance work on all the benches if the Parish Council provided the necessary materials. If no volunteers were available, the Clerk would request the Parish Lengthsman for a cost to carry out the work.

8. To consider query re. new hedges at 1 Froyle Lane

A request for comment on a proposal by a new householder to plant new hedges along the Alton Road boundary of the property had been received. The Clerk would contact Mark Honour for advice, suggest the use of native species in any hedge planting proposed and clarify that the Parish Council was not the Planning Authority with the power to make decisions if any planning permission was required.

9. To consider list of parish projects to be funded through developer contributions

Discussion of the circulation of a new wish-list questionnaire had been made at the Parish Assembly earlier that evening. The existing "wish list" was reviewed and it was decided to remove the provision of speed bumps and to investigate the offered donation of half pipes (skateboarding equipment). It was also decided to remove the option of providing improved parking on Gaston Lane, as this had previously been investigated and found not to be possible.

10. Update on new Data Protection Policy

It was resolved that Cllrs Belinda Hall and Harriet Kennett would review the draft policy so that it could be adopted at the next meeting.

11. To consider Article 4 Direction removing permitted development rights for changes of use to residential uses, on the Hart District's employment sites. Closing date for comment 15th June 2018.

The sites included in the above proposal were large employment sites located outside the Parish. However, it was decided to submit the comment to Hart District Council that the use of permitted development rights for a change of use of employment sites to residential caused problems for sites in other locations.

12. Questions and answers from the floor

The Highways representative would ensure that grit bins were filled in autumn in readiness for the winter weather.

13. To confirm date of next meeting

The date of the next meeting was confirmed as Monday 9th July at 7.30pm in The Ridley Hall. Cllr Chris Preston had previously forwarded his apologies that he might not be able to attend the meeting on this date.

The meeting finished at 9.25pm.

Signed Chairman _____ Date _____

Parish Clerk Elizabeth Ford

Appendix A – Financial Summary May 21st 2018

BANK BALANCES AS AT 21st May 2018

SWPC Treasurers Account	£	24,310.19
SWPC Burial Ground Account (New)	£	2,263.01
SWPC Recreation Area Trust (New)	£	9,758.70
SWPC - SWAGA CMM	£	2,580.38
NS&I Savings Account	£	6,014.45
	£	<u>44,926.73</u>

SWPC TREASURERS ACCOUNT

BALANCE CARRIED FORWARD 16th April £ 25,520.80

Receipts to 21st May

£	-
£	-
£	25,520.80

Authorised Payments to 15th April

910	19/03/2018 B Hall, Xmas tree	£	40.00	
911	19/03/2018 D Swadling (March 18)	£	425.00	
913	16/04/2018 HALC Affiliation Fees and NALC Levy2018/19	£	250.00	
914	16/04/2018 Upper Bridge Enterprises	£	162.00	
915	16/04/2018 Clerk mileage & expenses	£	102.21	
SO	25/04/2018 Clerk salary (Apr)	£	231.40	
		£	1,210.61	£ 24,310.19

Retrospective Payments to be Authorised 21st May

nil	£	-
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Payments to be Authorised 21st May

916	11/05/2018 Lawnmaster	£	23.00	
917	11/05/2018 Tufton Warren LLP recreation ground	£	250.00	
918	13/05/2018 D Swadling (April 18)	£	425.00	
919	21/05/2018 D Swadling (May 18)	£	425.00	
920	21/05/2018 Clerk mileage and expenses	£	34.20	
921	21/05/2018 Came and Company	£	511.22	
		£	1,668.42	£ 22,641.77

Outstanding Payments

nil