

Minutes of the Meeting of South Warnborough Parish Council
The Ridley Hall
Monday 14th January 2019
Draft Minutes Subject to Confirmation

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

Mrs Elizabeth Ford (Clerk)
Cllr John Kennett (HDC Ward Member)
Mags Wylie (Senior Rural Housing Enabler, Action Hampshire)
Nicola Harpham (Strategy and Development Manager, Hart District Council)
3 members of the public

1. Apologies for absence

Apologies were accepted from Cllr Chris Preston. Apologies were also received from County Councillor Jonathan Glen and District Councillor Ken Crookes.

2. Declaration of interests - None.

3. Approval of minutes from the Parish Council meetings on 12th November 2018

The minutes of the ordinary meeting on 12th November 2018 were approved.

4. Presentation on Affordable Housing (Mags Wylie, Action Hampshire and Nicola Harpham, Hart District Council)

Mags Wylie, Senior Rural Housing Enabler at Action Hampshire, presented a talk on rural affordable housing to initiate a consideration of whether the Parish wanted a new affordable housing scheme. Affordable housing was for people on modest incomes who could not afford to rent or buy in the current market and included rental and part-buy homes. South Warnborough already had affordable housing schemes (Church View, Hawthorn Cottages and Froyle Lane). These were built more than ten years ago and the last South Warnborough Housing Needs Survey was in 2002. Action Hampshire as part of HARAHA would support the Parish in developing the scheme. It was a staged process starting with a Housing Needs Survey which was funded by Hart DC and independently assessed by Mags Wylie at Action Hampshire. Nicola Harpham advised that there was no obligation, the Parish would be in control of the process and no sites might be available.

It was resolved to request a new Housing Needs Survey. This would be distributed with the April parish magazine for a small donation to St Andrews PCC. An article introducing the questionnaire would be included in the March parish magazine.

Other points made included: only through this route could rural exception status of affordable housing be provided. Affordable housing provided as part of a larger market housing development could not have rural exception status; the Parish could request a preferred Housing Association; projects were typically 1 acre in size with approximately 10 houses but could be smaller if a lower need was identified; schemes were designed to meet the identified housing need e.g. if housing for the elderly was required; a scheme would take 3 to 5 years to build.

5. **Financial Reports**

a) Bank reconciliation

The bank reconciliation was checked against the bank statements and all signed. Bank balances on 14th January 2018 were:

SWPC Treasurers (current) account	£ 17,428.72
SWPC Burial Ground Account	£ 2,732.01
SWPC Recreation Area Trust Account	£ 9,758.70
SWPC - SWAGA CMM Account	£ 2,539.93
NS&I Savings Account	£ 6,014.45

Subject to no unexpected expenditure, the specified SWAGA reserve would be £11,425 on 31st March 2019 (£9,000 in the SWPC Recreation Area Trust Account and the remaining balance of the SWPC SWAGA CMM Account).

b) Minute agreement to payments

It was resolved to approve the payments listed below (total of £ £1,379.04).

Retrospective Payments to be Authorised 14th January

30/11/2018 Clerk salary (Nov)	£ 273.00
30/12/2018 Clerk salary (Dec)	£ 273.00
	<u>£ 546.00</u>

Payments to be Authorised 14th January

14/01/2019 B Hall, Xmas tree	£ 50.00
14/01/2019 Lawnmaster, Dec moss treatment	£ 23.00
14/01/2019 E Ford expenses	£ 392.04
14/01/2019 Print Directions, leaflet	£ 15.00
14/01/2019 Ridley Hall South Warnborough	£ 80.00
31/01/2019 Clerk salary	£ 273.00
	<u>£ 833.04</u>

c) To agree budget for 2019/2020

The budget for 2019/2020 was agreed with a total expenditure of £16,268 and is included as Appendix B. This allowed a predicted surplus of £1,000 to be added to the playground reserve.

d) To agree precept for 2019/2020

The precept for 2019/2020 was agreed at a level of £14,850.

6. **Reports from Representatives** (Highways; RoWs; Village Green & War Memorial; SWAGA; SWLP: Shop; Village Hall; Village Fete; Parish Lengthsman; Police)

Highways - no report

RoWs - no report

Village Green and War Memorial

Snowdrops were out on the Village Green. A ROTA request would soon be issued and any more volunteers would be very well received

SWAGA

Thirty seven votes had been received so far for the new equipment for the playground with 17 for the zipwire, 16 for the adventure climbing frame and 4 miscellaneous (2 skateboard ramp, 2 basketball plinth for under the hoop). Towards the end of January a brief proposal would be written to request the available £2,017 of S106 funding for new playground equipment. A total of £27 in donations was raised from the mulled wine and mince pies at the carol service towards playground equipment.

SWLP – no report

Shop – no report

Village Hall - The flat now had a new tenant providing regular income.

Village Fete

The first summer fete committee meeting would be on Thursday 24th January at 7pm in the pub. A change to the planned date for the next fete of 1st June was requested to avoid the half term holiday.

Parish Lengthsman

The Clerk would contact the Parish Lengthsman to enquire when the fence repair at the recreation field would be carried out.

Police

Councillor Steve Spreadborough reported that there had been a major increase in petty crime and poaching. Residents should report any lights were seen across fields using the number 101. If a shotgun was heard at night calls should be made to the police on the 999 emergency number. An increased numbers of reports would result in increased police patrols in the area.

7. To consider the following planning applications:

- a) **18/02747/AMCON**, 3 Elles View Barns, Alton Road. Application to vary condition 1 attached to Planning Permission 16/02705/PRIOR dated 10.01.2017 to change the double glazing scheme. The application was discussed and it was resolved to submit the comment of no objection.
- b) **18/02812/CA**, The Old Rectory Alton Road Tree works to be carried out as detailed in the attached document 'Application for Tree Works at The Old Rectory.PDF' Trees are located on the Eastern and Southern boundaries of the property and their view is principally limited to within the site and immediately adjacent properties within the private road. Public views of these tree is limited, if at all visible. The owners of the adjacent property 'Chancery', on the southern boundary of The Old Rectory, have indicated their wish for the trees along this boundary to be reduced due to overhanging branches and impact on light. This relates to the trees T07-T14 and group G1 on the accompanying diagram.
The application was discussed and it was resolved to submit the comment of no objection.

8. To report comments submitted on:

- a) **18/02676/CA**, Park Lodge The Walled Gardens Froyle Lane. Crown reduce one Apple tree by approx 2ft and one Apple tree by approx 2-4ft, crown thin by approx 25% and remove deadwood.
The Parish Council submitted a response of no comment to this application.
- b) **18/02482/HOU**, Dean Farm House Lees Hill. Erection of an open porch and single storey extension to rear of property.
Following a site visit the Parish Council submitted a comment to support the application.
- c) **18/02485/LBC**, Manor Court Lees Hill. Opening up of previously boxed in fireplace in kitchen, addition of ventilation flu for cooker hood, creation of opening in internal wall in order to recess a kitchen appliance. Replacement of kitchen furniture.
The Parish Council had submitted a comment of no objection.

9. Update on other previous applications

18/02539/CON, the Old Stables, Lees Hill. Approval of conditions 3 – external materials (roof)- pursuant to 17/03034/FUL and 17/03035/LBC Change of use from an outbuilding used for storage to an independent one bedroom dwelling. Parish Council yet to comment. **Status:** Condition discharged.

18/02340/LDC, Lees Buildings, Alton Road. Application for Lawful Development Certificate for a Proposed Construction of new building for B8 purposes adjacent to existing grain dryer. Parish Council comment to object. **Status:** Granted.

18/02341/FUL, 1 Elles View Barns, Alton Road. Change from B1 use (office) to D2 use (pilates). Parish Council comment to support in principle, but to object to this application due to lack of clarity on parking. **Status:** Granted.

18/01754/PRIOR, Lees Buildings Alton Road. Notification of Prior Approval for a Change of Use from Premises in Light Industrial Use (Class B1(c)) and any land within its curtilage to 4 x 2 bedroom Dwellinghouses (Class C3). Parish Council comment to object. **Status:** Granted. Full planning application required for any external changes to buildings.

18/01755/PRIOR, Lees Buildings Alton Road. Notification of Prior Approval for a Change of Use from Premises in Light Industrial Use (Class B1(c)) and any land within its curtilage to 6 x 2 bedroom Dwellinghouses (Class C3). Parish Council comment to object. **Status:** Granted. Full planning application required for any external changes to buildings.

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 etc. Parish Council comment not to object, subject to conditions. **Status:** Application ongoing.

10. Update from County Councillor.

The County Councillor had sent apologies that he could not attend the meeting.

11. Update from District Councillor

The examination of the Local Plan had been completed and the Plan Inspector's report was awaited. Some minor changes to the plan were expected including the rejection of the local gap policy and changes to the new settlement policy.

12. To consider new parish leisure or open space projects to be funded by S106 money

The Clerk would check that the S106 money available to the parish was £2017. The deadline for the submission of an application to Hart District Council to release the funds was 31st January. The closing date for the village consultation on the type of new playground equipment to be bought was 19th January. There would be a requirement to carry out fundraising to add to the S106 funds. The Parish Council was also building a specified reserve to enable playground equipment to be replaced when necessary in ten to twenty years time.

13. To publicise the consultation on the Hart Vision 2040 Document

The consultation on the Hart Vision 2040 Document was noted.

14. Questions and answers from the floor - None

15. To confirm date of next meeting

The date of the next meeting was confirmed as Monday 11th March 2019 at 7.30pm in The Ridley Hall.

The date of the Parish Council Annual Meeting (AGM) and the Parish Assembly was changed to Monday 13th May

The meeting finished at about 9.00pm.

Signed Chairman _____ Date _____

Parish Clerk Elizabeth Ford

Appendix A – Financial Summary for January 2019

<u>BANK BALANCES AS AT 14th January 2019</u>	SWPC Treasurers Account	£ 17,428.72
	SWPC Burial Ground Account	£ 2,732.01
	SWPC Recreation Area Trust	£ 9,758.70
as at 1 Dec 2018	SWPC - SWAGA CMM	£ 2,539.93
as at 1 Jan 2018	NS&I Savings Account	£ 6,014.45
		£ 38,473.81

SWPC TREASURERS ACCOUNT BALANCE CARRIED FORWARD 10th November £ 18,952.21

<u>Receipts to 14th January</u>	nil	
	£ -	£ 18,952.21

<u>Authorised Payments to 14th January</u>		
939	26/10/2018 E Ford, atypical expenses	£ 290.00
940	12/11/2018 Upper Bridge Enterprises, annual website fees	£ 204.89
941	12/11/2018 E Ford, expenses	£ 57.60
942	30/11/2018 D Swadling (Nov 18)	£ 425.00
		£ 977.49
		£ 17,974.72

<u>Retrospective Payments to be Authorised 14th January</u>		
SO	30/11/2018 Clerk salary (Nov)	£ 273.00
SO	30/12/2018 Clerk salary (Dec)	£ 273.00
		£ 546.00
		£ 17,428.72

<u>Payments to be Authorised 14th January</u>		
943	14/01/2019 B Hall, Xmas tree	£ 50.00
944	14/01/2019 Lawnmaster, Dec moss treatment	£ 23.00
945	14/01/2019 E Ford expenses	£ 392.04
946	14/01/2019 Print Directions, leaflet	£ 15.00
947	14/01/2019 Ridley Hall South Warnborough	£ 80.00
SO	31/01/2019 Clerk salary	£ 273.00
		£ 833.04
		£ 16,595.68

<u>Outstanding Payments</u>		
938	26/10/2018 Tufton Warren LLP, playground rental	£ 250.00
		£ 16,345.68

Appendix B – South Warnborough Parish Council Budget for 2019/2020

Clerk's pay	3276
Clerk's expenses	400
Office expenses	100
Insurance	535
Audit fees	400
Training	250
Dues	345
Hire of Hall	125
Election Provision	15
Traffic Calming	0
Contingency	500
Office Equipment	0
Clerk Pay Rise Provision	1092
Chairman's Allowance	100
Website	180
Village Infrastructure	500
Grounds Maintenance	4500
Playground Eqpt & Rent	3090
Playground Inspection	160
Section 137 etc.	500
VAT	200
TOTAL EXPENSES	16268