

**MINUTES OF THE MEETING OF
OTTERBOURNE PARISH COUNCIL, TUESDAY 19 NOVEMBER 7.30 PM
IN THE BIANCHI ROOM OF THE VILLAGE HALL**

Present: Cllrs Stafford (C); Moody; Calliste; Reese; Hawkins; Stansbury; Gilbert

In attendance: District Cllr Hannah Williams; Ron Emery; 1 Parishioner, Clerk

The Chairman welcomed Cllr Gilbert to the Council.

1. **Declaration of Interest:** None.
2. **Apologies for Absence:** Cllr Stirrup; County Cllr Jan Warwick.
3. **Minutes of Meetings:**
 - to approve the Minutes of the Parish Council meeting 17 September 2019.
The Minutes had been circulated prior to the meeting and were taken as read. There being no amendments, they were agreed as a true record and signed by the Chairman.
 - to approve the Minutes of the Finance Committee meeting 18 November 2019.
The Minutes had been circulated prior to the meeting and were taken as read. There being no amendments, they were agreed as a true record and signed by the Chairman.

4. **Action Points and Matters arising from Minutes**

All matters had been actioned or would be addressed in the meeting except as follows:

15. Otterbourne Trail Run – Cllr Reese updated that 3 May 2020 had been confirmed with ‘Muddy Runners’ as the date of the run and it would probably be 2 kilometres length.

To liaise with ‘Muddy Runners’ regarding arrangements	Cllr Reese	ongoing
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5. **County Councillor’s Report**

Report at end of the Minutes.

6. **District Councillor’s Report**

Report at end of the Minutes. Items of note: M3 Smart Motorway: Cllr Stafford raised that the road upgrade through Otterbourne was supposed to have been carried out prior to the diversions. Cllr Moody raised that signage was required on the M3 enabling drivers to find alternative routes. Leaf clearance schedule: Cllr Hawkins reinforced the request for this and for Poles Lane to be cleared as a priority to prevent drains blocking and residences flooding. Cllr Williams advised she would follow through on these matters.

7. **Local Crime Report**

The latest figures available for September were 19 incidents reported within 1 mile of Otterbourne: 9 burglaries; 1 criminal damage/arson; 3 vehicle crimes; 4 violent/sexual offences; 2 other thefts.

8. **Open Session for Parishioners – meeting closed by Chairman for this item**

There were no items raised.

9. Vacancy for a Councillor

The statutory notice had been displayed on the notice boards and website and one application had been received. Councillors had received information about the applicant. Elliott Lansdown-Bridge proposed by Cllr Hawkins; seconded Cllr Reese and agreed by Council.

To advise WCC and email Council information to Cllr Lansdown-Bridge	Cllr	asap
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10. Report of Representatives to Various Bodies

Allotments: Ron Emery advised there were nine applicants on the waiting list. Allotment holders were adhering to the set dates for bonfires and there had been no further complaints. It was planned to invite Park Lane residents to a Spring tour of the allotments.

SOCCT: Cllr Williams advised the AGM had taken place on 15 November. There would be some large swathes of Sparrowgrove cut back soon by SSE to clear the power lines. The possibility of a Hoggin style footpath through Oakwood Copse was being examined.

11. Report of the Planning and Highways Committeea) Planning

i) Applications and Decisions – Schedule with Comments at end of the Minutes.

ii) EBC Local Plan – to receive update on Inspector’s Hearing.

The Hearing dates were now available online and spread over six weeks. Cllr Hawkins had submitted a written statement on behalf of Otterbourne.

iii) Southampton Airport Proposed Runway Extension.

Cllr Stafford had been made aware of the potential impact of the proposed extension and had raised concern with County Cllr Jan Warwick who had informed Abi Toms, the WCC Officer leading the District’s response. The concern involved the lack of a Noise Preferred Route after the Eastleigh boundary which allowed aircraft to overfly the southern and eastern villages of Winchester for operational reasons rather than noise management. At this new development phase, the request was for WCC to make a firm representation that a statement be included as a condition for planning, embedded in the 106 clause “that a Noise Preferred Routing Plan (NPR) should exist for Winchester and that Winchester City should have a controlling say on how that NPR is managed”. Its minimum requirement should be that on leaving Eastleigh airspace, departing aircraft should overfly the less populated river path until aircraft were North of Shawford. Cllr Stafford had written to Compton & Shawford Parish Council asking them to mirror Otterbourne's request and District Cllr Williams and Steve Brine MP had been copied.

b) Highways

i) Otterbourne Speed Sign – to receive update.

All information had been submitted to HCC. Although the Evolis speed sign was used in neighbouring parishes, the weight limit restriction for street lamp posts had recently changed and the sign was 2.4 kg over the limit with use of two batteries. Cllr Gilbert had been in contact with Ian Janes of HCC and response was awaited regarding consent.

Cllr Gilbert had also contacted the manufacturer to keep them informed.

To follow-up with HCC regarding consent	Cllr Gilbert	15 Dec
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ii) Verges – proposal for expenditure of up to £900 for work to improve the verges.

Cllr Hawkins had prepared a schedule of work for areas throughout the village, some of which had built up over several years. Quotes from two contractors were presented and the most competitive recommended. Proposed Cllr Reese, seconded Cllr Calliste and agreed by Council

To instruct Grass and Grounds and supervise work	Clerk/Cllr Hawkins	15 Dec
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iii) Pedestrian crossing on Main Road at Nisa store – to receive update.

Following the grant application by Cllr Warwick for CIL funding, WCC had agreed to fund £50k towards the cost and Cllr Warwick had offered £1,000 from her HCC Cllr Grant. There would be a need for additional speed reduction measures and a significant shortfall would still require funding. An estimate had been put forward for the Parish Council to contribute £5,000-£10,000 and Highways England would be approached on safety grounds as Main Road was the alternative route during the M3 Smart Motorway upgrade. The issue was currently with Cllr Rob Humby, the Deputy Leader of HCC and Executive member Environment & Transport.

iv) Other Matters – to receive reports made to HCC and cutting back.

The tree at the War Memorial had been attended to. Several letters had been issued to residents to cut back vegetation overhanging boundaries and one to Brendoncare to attend to a tree.

c) Community Projects

i) Otterbourne in Bloom – to receive update on the project.

It was agreed to scale back the project and examine parish owned sites to avoid consent fees. Cllr Moody was asked to identify suitable sites, scale of works, likely cost and support.

To forward the project with decision deferred to January.	Cllr Moody	21Jan
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ii) 75th Anniversary of VE Day – to receive update on the project.

Cllr Stafford confirmed commitments covering all elements of the proposed programme of events. The maximum number to sit down for the tea party would be capped at 200. Funding was set aside within the 2020/21 budget to assist in covering the event and other avenues of funding support at both County and District level would be pursued.

To forward the project.	Cllr Stafford	21 Jan
To follow up with Rotary Club for potential support	Cllr Moody	21 Jan

12. Report of the Recreation and Amenities Committee

a) Oakwood Park Recreation Ground

i) Maintenance – to approve contract with PHS (formerly OCS) and schedule for 2020/21. Council approved the new contract and fee for 2020/21. Cutting back of the Jubilee Path identified at the Finance Committee meeting would be requested for quotation.

To return signed contract and obtain Jubilee Path quotation	Clerk	15 Dec
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ii) Play Park and Youth Facilities

WCC had offered a competitive rate for the annual safety inspection with The Play Inspection Company. It was agreed to change from Nick Adams to WCC commencing January 2020.

To confirm request to WCC for inclusion in their schedule	Clerk	asap
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iii) Colden Common Football Club (CCFC)

– to approve annual rent increase from 5 January 2020.

The annual rent increase was covered by Schedule 3 of the Lease and had been calculated to increase by 2.5% for 2020. Council approved the annual rent increase.

To draft letter to CCFC for rent increase	Clerk	asap
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– to discuss and consider request from CCFC for use of 2 x gazebos during inclement weather. The gazebos would be on the hard standing area in front of the pavilion, would not impede other users of the recreation ground and would be time limited to 30 mins before and after matches. The existing licensing constraints of no alcohol outside of the pavilion would still apply and advertising would not be permitted beyond the agreement already in place. Council agreed the request with the above conditions.

To draft letter to CCFC regarding use of gazebos	Cllr Stafford	15 Dec
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iv) AED Cabinet – proposal for expenditure £480 + VAT to purchase external cabinet. It was decided that any external defibrillator cabinet would need to be locked at the recreation ground. Council agreed the purchase and CCFC had offered to install it on the pavilion wall.

To arrange purchase and liaise with CCFC to install	Clerk/Cllr Stansbury	21 Jan
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b) Open Spaces

i) Maintenance Contract – to approve Grass and Grounds contract for 2020/21.

The schedule and contract fee remained unchanged from 2019/20 and was approved by Council.

To instruct with the contract for 2020/21	Clerk	15 Dec
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ii) Tree Survey – to receive update on proposed survey.

The Village Tree Warden, David Cox, had offered to carry out a survey of the trees within the village in order to record position, health and work recommended.

To liaise with Tree Warden and report back to Council	Cllr Stirrup	ongoing
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13. Report of the Finance and Administration Committee

a) Parish Accounts, Payments and Receipts

The financial statement and payments and receipts had been circulated with the Agenda and the reconciliation agreed by Cllr Moody. Reinvestment of £10,000 matured from the 3-6 month Lloyds investment account was approved for a further 6 months.

b) Budget and Precept for 2020/21

The budget and precept as determined at the Finance Committee meeting on 18 November was recommended to Council for adoption at the 21 January Parish Council meeting.

To Agenda for 21 January PC meeting	Clerk	21 Jan
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c) Internal Audit – to receive quotations and agree the Internal Auditor for next three years.

Two quotations had been sought: from John Murray and Eleanor Greene. Council agreed the fee for John Murray for the next three years.

To instruct John Murray with the contract	Clerk	21 Jan
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d) Website and Parish Communication – receive website update.

A number of amendments had been made prior to going live. Launch of the email update system was anticipated early 2020. Sign up forms would be available on the new website as soon as it was live and parishioners were encouraged to sign up.

To continue with the website refresh	Cllr Calliste	21 Jan
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14. **Risk Assessment and Management.** Nothing reported.
15. **Notification of events and to raise new items for the next meeting.** Nothing reported.
16. **Date of next Parish Council meeting** – Tuesday 21 January 2020 commencing 7.30 pm.

Meeting closed at 8.30 pm

Schedule of Parish Accounts, Payments and Receipts

<u>Bank Statements Parish Council at 31/10/19</u>	£
Lloyds Treasurer's account	21,056.38
Plus Lloyds 3-6 month investment account (to be reinvested)	<u>10,000.00</u>
	31,056.38
Plus Lloyds 12 month investment account at 1.25% to 25/03/2020	<u>26,190.99</u>
Total	57,247.37

October Payments from Lloyds Treasurer's account

Online Payments Total	£ 3,428.57
Cheque Payments Total	<u>£ 535.58</u>
Total Payments	£ 3,964.15

November Payments from Lloyds Treasurer's account

Online Payments Total	£ 2,201.02
Cheque Payments Total	<u>£ 102.76</u>
Total Payments	£ 2,303.78

A copy of the Payments and Receipts Schedule may be requested from the Clerk.

Schedule of Planning October and November

Applications

- Case No. 19/01976/LDP 16 Meadowcroft Close, Otterbourne
Single storey rear extension **No comment**
- Case No. 19/02165/TPO 3 Oakwood Close, Otterbourne
Fell a large mature Western Red Cedar and replace
with two heavy standard new tree planting at the
bottom of the garden including a Field Maple and
Common Oak. **No comment**

Decisions

- Case No. 19/01733/AVC Old Forge Restaurant, Main Road, Otterbourne
Replacement pole, sign, car park directional sign and fascia.
Application permitted
- Case No. 19/01976/LDP 16 Meadowcroft Close, Otterbourne
Single storey rear extension **Application Withdrawn**

**Hampshire County Council Report
Cllr Jan Warwick November 2019**

Local Updates

Eastleigh Local Plan - I have submitted a robust response on behalf of the residents of the Otterbourne, Compton and Shawford Parishes to the Eastleigh Local Plan (attached). The inspector's hearing in public commences on Thursday 21 November. Steve Brine will be addressing the inspector on behalf of Winchester residents on Friday 22 November. The detailed hearing timetable is also attached.

Safe Crossing for Otterbourne –£50k CIL funding was awarded from Winchester City Council for a zebra crossing outside the Nisa store following my grant application in April this year. Executive Member, Cllr Humby has agreed Hampshire Highways engineers will scope traffic calming measures for vehicles travelling from the south along Main Rd Otterbourne. I will also apply for funding from Highways England's Designated Fund aimed at improving safety in local areas where approved schemes are taking place. The following sources could help fully match fund the crossing, slow traffic and improve safety:

Winchester City Council

Hampshire County Council

Highways England

Otterbourne Parish Council

Cllr Warwick (HCC grant)

Boyatt Lane –following the resurfacing work earlier this year the road markings to restrict parked cars will be extended close to the Boyatt Lane/Otterbourne Hill junction. Parked cars particularly during rush hour are blocking the road for buses and other large vehicles.

Hitting the Cold Spots If you or someone you know is struggling to stay warm and well this winter, please contact an adviser on Freephone 0800 804 8601 (Monday to Friday, 9am to 5pm) or email staywarm@environmentcentre.com.

Winter Flu Vaccinations A winter flu jab is considered essential protection for the over 65s, young children, pregnant women and carers, as well as those with pre-existing long-term health conditions or a weakened immune system. The virus can spread fast in families, schools, care homes or hospitals, and lead to serious complications. The vaccination is available free of charge from GPs and pharmacies for these eligible groups.

Budget 2020-2021 HCC faces an £80m funding gap as there is a growing demand for services with an ageing population requiring social care and high numbers of vulnerable children. The financial strategy includes working with other authorities to reduce costs and lobbying central government to enable charging for some services.

Meeting with Hampshire County Council about Road Safety

We have been working with The Highways Agency and the local Parish Councils for the last 18 months looking at how closures on the M3 impact local communities. In September we had a meeting with Cllr Rob Humby who is the Member for Economy, Transport and Environment looking at issues relating to road safety and how residents' lives are impacted by M3 closures. Following the recent closure of J9-J11 and the traffic problems that arose, we have continued to talk with Hampshire County Council and the Highways Agency to make sure resident's views are considered.

Please note that there will be continued closures from now till mid-December. The closure of the north bound carriageway of the M3 from junction 12 to 9 over the next few week-ends.

The work to replace the expansion joints on the M3 at Winchester will now take place over the following weekends:

- Friday 22 through to Monday 25 November – lane closures on the and a weekend closure of the northbound exit slip road at junction 11
- Friday 29 November through to 2 December – lane closures on the M3 and a weekend closure of the northbound exit slip road at junction 11
- Friday 6 December through to Monday 9 December – lane closures on the M3
- Friday 13 December through to Monday 16 December – lane closures on the M3

In addition, the M3 northbound carriageway between junction 12 and junction 9, and the M3 southbound carriageway between junction 9 and junction 11 will be closed overnight on the following dates: -

- Friday 8 November
- Sunday 10 November
- Friday 15 November
- Sunday 17 November
- Friday 22 November
- Saturday 23 November
- Sunday 24 November
- Friday 29 November
- Saturday 30 November
- Sunday 1 December

During the closures clearly signed diversions will be in place.

As most of you know your Councillors and Parish Councillors have had meetings with Hampshire County Council about the diversions when the M3 for the upgrades next year. It would be very helpful if we could have feedback from local residents on their experiences with these diversions via email please.

Climate Emergency and Plastic Pollution

Since declaring the Climate Emergency in May Winchester City Council has worked proactively and the administration is ensuring that climate change and its impact are considered in everything that they do. This issue is one that impacts us all and we feel that the best way to tackle it is to work together. With that in mind your councillors would very much like to hear your ideas and how we can make lasting change for our communities.

Plastic Free Winchester and The University of Winchester with funding from HCC hosted the first Plastic Free Schools Conference on Wednesday 16th October. This event saw children from 20 schools (including Compton School) across the district come together to work on single use plastic reduction. It was a unique chance for young people to take responsibility and work with adults to make real changes in their community. From this event a petition has been launched to get Hampshire County Council to reduce single use plastic in school canteens.

<http://chnng.it/FZm57Y2kWR>

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