

**MINUTES OF THE OTTERBOURNE PARISH ANNUAL ASSEMBLY HELD
IN THE BIANCHI ROOM, OTTERBOURNE VILLAGE HALL
TUESDAY 1st MAY 2018 AT 7.30 PM**

Present: Cllrs W Jones (Chairman); D Stirrup (Vice-Chairman); C Barton-Briddon; R Stansbury; H Williams; K Reese.

In attendance: County Cllr Jan Warwick; District Cllrs Jan Warwick; Eleanor Bell, Brian Laming; 35 Parishioners; J Romero; R Emery; Clerk

1. **Apologies for absence:** Cllrs T Rodford; L Moody.

2. **Welcome:** The Chairman, Cllr Will Jones, welcomed all to the meeting.

3. **Minutes of the 2017 Annual Assembly.**

These had been distributed to all those attending. The Minutes had been approved for presentation to the Annual Assembly at the May 2017 Parish Council meeting. Proposed at the Annual Assembly as an accurate record: Mr P Curtis; seconded Mr I Smart and signed.

4. **Chairman's Report 2017/18**

The Chairman advised that the Parish Council met seven times a year on the third Tuesday of alternate months, plus the Annual Village Assembly, and there were working party meetings during other months. All council meetings were open to the public and residents were welcome to attend and raise an item in the Open Session. The council consisted of nine members who had been re-elected, unopposed in May 2015 and since then there had been some resignations and co-options to fill the vacancies. Two new members, Cllr Hannah Williams and Cllr Katherine Reese had been welcomed to the council during the year. Unfortunately, the council was again one member down due to the Chair of Finance, Russell Kelly, having resigned due to work commitments and he was thanked for all of his help as a councillor and for chairing the Finance and Administration Committee over the past seven years. The Chairman thanked the Parish Clerk and Responsible Financial Officer, Julie Ayre, for the administration of the council and her help and guidance. All councillors were volunteers and the Chairman thanked his fellow councillors, in particular the Vice Chair, David Stirrup, for his support and for managing the parish website. Other volunteers thanked were Valerie Etteridge and the Conservation Group for their work at the Old Churchyard and Sponder's Mede, John Romero as the village Neighbourhood Watch Co-ordinator; Mary Davis for her long service as the representative to the Twyford Patient Participation Group, the organisers of the Jalopy community event, the village hall committee and drama group, the editors of the parish magazine and the recreation ground litter pickers, Wayne and Sue Dunlop and Trevor Rutter. Mrs Sue Emery was thanked for managing the Allotments Association finances for the past thirty years and Ron Emery and Dick Gray for their ongoing help to keep the allotments running smoothly. The work of the Trustees and volunteers for SOCCT was appreciated, including Cllr Williams' organisation of an Easter Egg Hunt to raise funds for the woodlands. Many other volunteers made up the life of the village, including scout, guide and community groups and all volunteers were greatly appreciated. Lastly, the work of the County and District Councillors was acknowledged, including their ongoing support on many issues. The Chairman continued with a report on the work at Elderfield. The manager, Lynne Dobson, had advised that the latest programme which had been running for the past 12 months had given some very good

outcomes: nine people had completed the programme, three were now in work, one person had started his own gardening business and two residents had utilised the restorative justice system. During the year, the residents had carried out a number of litter picks in the village and gritted paths in the bad weather. Langley House Trust was celebrating its 60th anniversary and Elderfield was considering a celebration and inviting the village.

5. Report from the Planning and Highways Committee

Cllr Jones reported. Over the past year councillors had been involved in commenting on all planning and highway issues. The council had examined 45 applications and had made comments or raised objections on eight. Analysis of the applications was as follows: 3 conservatories; 20 alterations/extensions; 3 new builds; 6 tree works; 8 commercial applications; 3 other; 1 enforcement case and 1 appeal. A major planning application by Gladman Developments last year had been withdrawn. The Parish Council had considered making a Neighbourhood Plan, but decided it would not be worthwhile to take forward, given the newly adopted Winchester District Local Plan and consideration of the time and cost involved. The Council had submitted a Community Asset application to WCC for the footpath crossing the field from the back of The Old Forge to try and protect it for the future. The Eastleigh Local Plan for approximately 5000 houses between Lower Upham and Allbrook was mentioned in relation to the impact on the countryside and the additional traffic movements. Other significant developments in the village had been the development of the new nursing home on Otterbourne Hill by Brendoncare and the proposed re-development of the Old Parsonage. It was advised that a plan had been produced to enlarge the car park on the Southern House site in order to provide an additional 100 spaces and this was expected to complete in October. During the year, various forms of crossing points by Williams Garage had been investigated with HCC, but they had been rejected as not meeting the required criteria. A meeting was being arranged with the local MP to see if more might be achieved. Parking at the end of Oakwood Avenue and Boyatt Lane had become a problem during the year because of near-by development and the Parish Council would be monitoring the situation and request suitable road markings if the problems persisted. There had also been some remedial work on the M3 forcing traffic to be diverted through the village, often at night time. The work had finished, but an upgrade of the M3 to a Smart Motorway Scheme was proposed for 2019 and the Council would engage with Highways England and HCC as soon as officers had been appointed. Otterbourne had become the Lead parish in 2018/19 for the shared Lengthsman scheme funded by HCC Highways and Countryside Access. The Lengthsman visited the village four times a year to carry out tasks such as cutting back undergrowth, weeding and clearing pavements and cleaning signs. Reports for work were always welcome to be emailed to the Clerk. Residents were also asked to cut back any overhanging hedges and trees arising from their properties to enable full use of the footpaths. Reporting of repairs needed to the pavements or the roads could be made online at the HCC website www.hants.gov.uk. Lastly, litter and dog poo in the public spaces of the village was a regular cause for complaint and all residents were encouraged to keep Otterbourne tidy and help in reporting offenders.

6. Report from the Recreation and Amenities Committee

Cllr Stirrup reported. Last year, the Council was considering a local Croquet Club and a youth football business to use the recreation ground facilities, but neither of these options had progressed. More recently, Eastleigh Football Club had approached the Council to consider their youth and ladies teams, however, a number of issues within the Club had meant this had not come to fruition. Discussions were currently underway with four men's football teams who wished to play games on Saturdays and one business opportunity. A

working party of Councillors met regularly to assess interested parties, but it was important to ensure a balance between obtaining some revenue and the interests of residents. The pavilion was still undergoing statutory inspections in order for it to be utilised by local community groups and the Council would always seek to protect this. The recreation ground maintenance contract continued with OCS Group for a further year and some extra work was planned to improve the grass and cutting back the brambles encroaching from Oakwood Copse in the autumn. Some improvements this year had included a replacement height restriction barrier on the access road and new cycle hoops at the play park were due to be installed. The play park and youth facilities had been maintained throughout the year and were inspected weekly by a Councillor and annually by an approved inspector. The Council relied on residents' reports about any breakages or misuse and thanked those who had taken the time to do this. A new volunteer litter picker was urgently needed for the recreation ground and it was hoped a regular dog walker or other user would come forward to fill this role. A number of unauthorised encampments by travellers in Winchester had taken place last summer and the Parish Council had recently approved work to rebuild the earth banks and ditches on Otterbourne Common. Also on the common, a large Oak tree and Cherry tree had been taken down and a number of new replacements had been planted.

7. Report from the Finance and Administration Committee

The Accounts for 2016/17 had been audited and approved by the external auditor and there were no matters arising. The Accounts for 2017/18 had been signed by Otterbourne Parish Council and the Internal Auditor and would be sent to the External Auditor. The main items of income in 2017/18 (ex VAT of £3,208, 7%) had been: Precept of £27,202 (87% of total income); Grants from WCC £1,131 (3%); Footpath ground rent £120 (0.3%); Allotment rents £761 (2%); Bank Interest £333 (0.7%). The main items of expenditure in 2017/18 (ex VAT of £2,427, 6%) had been: Admin costs (which included the clerk's salary, insurance, audit fees and office expenses) of £18,217 (43% of total expenditure); Recreation ground and open spaces £14,361 (34%); Amenities (which included street furniture, allotments, war memorial) £2,980 (8%); Highways (which included speed restriction sign, parish street lights, hedges/verge/tree work) £1,768 (4%); Churchyard Maintenance and Donations (to the parish magazine, for the War Memorial wreath, to Sparrowgrove and Oakwood Copse Conservation Trust) £2,175 (5%). The total expenditure for the year at £39,501 (ex VAT) had finished on budgeted figure. Overall a further year had been completed in a very good position, which had meant there had been no need to draw upon reserves. Spending plans for 2018/2019 included setting a budget of £38,066 which had enabled just a 0.3% increase in the Precept. Within the 2018/19 budget the Council had allowed for £2,000 to repaint and make repairs to the children's Play Park and Youth Facilities, £1,000 to spend on upgrading the pavilion as may be needed to meet Health & Safety requirements and £800 on tree works to open spaces. The overall expenditure for 2018/19 also included up to £5,000 carried forward from reallocation of funds from the Neighbourhood Plan for the works to Otterbourne Common. Reserves had increased on last year to £47,232, but this included £6,000 for the works to the Common and other projects still to finalise. £10,000 of the Reserves was set aside as an emergency fund and the remainder was held as a sinking fund towards replacement of the more expensive parish assets. The Finance Committee was also responsible for a number of administrative matters including the appointment of the auditor and ensuring that procedures complied with the relevant regulations. There had been a review of the Council's Standing Orders and Financial Regulations, the insurance of the parish assets, risk assessments, the internal audit procedures and banking arrangements carried out. Suggestions from Parishioners for expenditure to be considered for the 2019/20 budget were welcome to be emailed to the clerk by the end of October.

8. Questions from the floor including any matters arising from Item 3 of the Agenda

Q. A parishioner asked about the footpath along the Itchen Navigation which was in poor condition in parts. It was advised this was HCC Countryside Access responsibility, although the Parish Council would consider using the Lengthsman towards some minor repairs.

Q. A parishioner asked about the newly installed Cranbourne Drive directional signs. It was advised this had been funded by WCC following several requests for help about deliveries.

Q. A parishioner asked about the enforcement of restricted parking at the Cranbourne Drive access road. Cllr Reese advised she would contact Otterbourne School to issue another note with the Newsletter before the possibility of cones and the services of an Enforcement Officer were considered.

Q. A parishioner asked about parking on Boyatt Lane. It was advised this would be monitored until the neighbouring nursing home and a resident's development works had finished before considering further.

Q. A parishioner asked about the meadowland off Waterworks Road adjoining the SOCCT woodland. It was advised the siting of the caravan had been reported to WCC enforcement. The tree works had been inspected and although it appeared they had been undertaken earlier than the WCC notification of permission, they had been in line with the application. Regarding any future development of the site, it was advised that it was outside of the village settlement boundary and would be considered if an application was received.

Q. A parishioner asked about whether there might be a trim trail or some gym equipment considered at the recreation ground in the future. It was advised this would be discussed at the next budget meeting in October.

Q. A parishioner asked whether a study of the condition of the pavements could be undertaken. It was advised the best method to report particular areas or problems was via the HCC website. Cllr Warwick advised that although it was not possible to increase the width of the pavements at the pinch points, the Operation Resilience Programme could address pavement issues as well as highways

Q. A number of concerns and questions arose on the amount of traffic and the speed of traffic through the village, also the pavement pinch points and the lack of a crossing point at Williams Garage. It was advised that these had been ongoing concerns and a number of items had been implemented over the years, including writing to the bus and refuse companies, installing new village demarcation signs, installing 30 mph roundels on the roads at the village entrances, 'slow down' stickers on refuse bins, a shared speed restriction sign, requests to police traffic enforcement, writing to HCC for a 20 mph speed limit and also for detailed information on the potential for a crossing point. The police speed enforcement van was sometimes stationed on Poles Lane, but there wasn't a potential site on Main Road. A Speed Watch operation had been considered about two years' ago, but the number of volunteers (minimum eight) to be trained to utilise the speed camera (two operating the camera at any one time) was not sustainable and the results were not enforceable by penalty fine. The suggestion for an updated speed restriction sign gained more approval overall as Cllr Laming advised the newer models could gather data on the speed of vehicles, not just the number of 'hits' above 30 mph. It was considered this might have more of a deterrent value if seen regularly on Main Road and would be useful to gather data for a meeting with Highways England later in the year. Cllr Bell advised that other parishes might be interested in a second shared sign. It was agreed to take this option forward for further discussion at the May Parish Council meeting.

Meeting closed 9.30 pm.

Hampshire County Councillor: Winchester Downlands Cllr Jan Warwick Report for the Annual Parish Meeting 2018

Background

The population of Hampshire is 1,353,350 (2016) making it the third most populous county in England. 85% is rural and 15% urban.

Budget

HCC's revenue budget of £2.0bn (2018/19) includes:

- £860m for Education
- £628m for social care and services for children and adults
- £53m for Public Health
- £143m for Highways, Transport, Economic Development and Waste

Plus a capital programme of £540m over three years (2018-2021) for extra care housing, additional school places and new schools.

Financial Challenges

HCC's total grant loss since 2010/11 has been £219m

Reductions of £140m are required by 2019/20 to meet anticipated grant reductions, pressures from social care and the National Living Wage

2018/19 adult social care pressures are £23m and the 3% adult social care precept from Council Tax will raise an extra £17m

For 2018/19 HCC still has the second lowest Council Tax of any county council.

School Admissions

Primary School Admissions 2017

91% of children in Hampshire were offered a place at their first choice primary school and 98% at one of their preferred schools

Secondary School Admissions 2018

92% of children applying in year 7 were allocated a place at their first choice school and 98% at one of their preferred schools.

Road Maintenance and Operation Resilience

Over 5300 miles of road are maintained by HCC. £10m is invested annually on planned maintenance on top of government funding. The government recently awarded an additional £3m for repairs following the poor weather.

Sites of road works and road maintenance are listed on the HCC website where problems can also be reported:

<https://www.hants.gov.uk/transport/roadmaintenance>

Broadband

There is currently 93% coverage of superfast broadband across Hampshire. The programme will get this to 97.4% by the end of 2019. The £1m Community Match Funding and Better Broadband schemes are proving popular. Applicants benefit from HCC match funding up to 50% of a superfast solution eg satellite technology or fixed wireless solutions. You can get further information here

<https://www.hampshiresuperfastbroadband.com/>

District Councillor Report to Otterbourne Parish Council Annual Parish Meeting 1st May 2018 from Councillors Bell, Laming and Warwick

Since the boundary changes of 2016 Otterbourne is represented by three City Councillors within the Ward of Badger Farm and Oliver's Battery. The ward includes the villages of Otterbourne, Compton, Shawford, Hursley, Oliver's Battery and Badger Farm. Cllr Warwick is the Portfolio Holder for the Environment and Transport in the City's Cabinet, Cllr Bell shadow Portfolio for the Environment and Deputy Mayor of Winchester from this May. Cllr Laming sits on the Planning and Leisure Centre Committees.

The Conservative Group continues to lead Winchester City Council with 24 of the 45 councillors. We have elections this Thursday May 3rd when one third of the Council will stand for re-election.

We represent over 250 square miles across the District and are aware that although the city of Winchester is a key focus, over 80% of the District is rural.

The Council has spent the last year focused on defining our strategy and developing our major projects. The Council Strategy has 4 core elements:

- We are developing quality housing
- We are committed to making the District a premier business location
- We are delivering services that encourage residents to lead healthy and fulfilling lives
- We are also protecting and enhancing our unique environment

We have over 5,000 council homes and 91% of our tenants say they are satisfied with the service provided by the Council. We are also committed to building 600 new affordable homes by 2021 and driving down homelessness in the District. We are very keen to ensure that affordable houses are also built in rural communities, so that our villages remain sustainable. However it is important to prevent unwanted, speculative development and so we uphold the importance of having an approved local plan in place.

Delivering economic growth in the District is a key part of our strategy.

Supporting tourism is a major focus and with over 5 million visitors each year it plays an important part in our business success.

We are working locally to improve infrastructure with our partners at the County and jointly sponsoring a Movement Strategy for greater Winchester.

The Station Approach project which is focussed on providing Grade A offices for the city.

Our beautiful environment is a key part of making the District such an attractive place to live so protecting our heritage and landscape, enhancing and increasing use of open spaces is a key element of the work of the Parish Council. The effort the Parish makes to take care of Otterbourne is much appreciated, especially particular areas of attraction such as the common.

We have also invested in our flood resilience across the area, an important part of maintaining our environment.

We are building a new Sport and Leisure Park at Bar End in partnership with the University, the Pinder Trust and with funding from HCC. The facility will open in 2021 as part of our healthy living focus and we are continuing to support the tens of events and festivals across the District such as the Hat Fair, which make Winchester such a great place to live.

Planning and enforcement are a key focus for Parish Councils and the Council has recently reviewed these services and will be announcing improvements post the election.

I believe residents can be very proud of what their Parish Council and City Council is doing on their behalf, but our work is never done. Your local Councillors are happy to support the residents of Otterbourne wherever possible.