

**MINUTES OF THE MEETING OF
OTTERBOURNE PARISH COUNCIL, 15 JANUARY 2019 7.30 PM
IN THE BIANCHI ROOM OF THE VILLAGE HALL**

Present: Cllrs Jones (C); Stirrup; Stansbury; Rodford, Williams, Moody, Stafford, Reese, Lavin.

In attendance: County Cllr Jan Warwick; District Cllr Jan Warwick; District Cllr Brian Laming.
District Cllr Eleanor Bell (item 11 onwards); Ron Emery; Clerk

The Chairman welcomed Councillors Lavin and Stafford onto the Council.

1. **Declaration of Interest:** None.
2. **Apologies for Absence:** None.
3. **Minutes of the Meeting:**
To approve the Minutes of Parish Council meeting 20 November 2018.
Proposed by Cllr Moody, seconded Cllr Reese, approved and signed by the Chairman as a true and accurate record.
4. **Action Points and Matters arising on the Minutes not discussed elsewhere:**
All matters had been actioned or would be addressed in the meeting except:
 7. Highways England: would be making a presentation to the village 19 February.
 - 11.a ii) Kickabout Community Asset registration: it was agreed to withdraw the submission.
 9. Carol Hawkins had offered to become the Twyford Patient Participation Group representative and was trialling the position.
5. **Local Crime Report**
The figures for November were reported as nine incidents: 2 drug related, 1 possession of a weapon, 5 violent or sexual offenses; 1 criminal damage/arson.
6. **Open Session for Parishioners**
Nothing received.
7. **County Councillor's Report**
A report had been received as attached at the end of the Minutes. Additional matters: Pedestrian Crossing on Main Road – Cllr Warwick had attended a site meeting with Cllrs Jones and Stirrup and Hampshire Highways officers to discuss a potential pedestrian crossing at the Nisa store. It had been established that the size of delivery vehicles required both an entrance and exit to the store which prohibited a Pelican and Zebra crossing because of the distances involved between the access points. Engineers were investigating an alternative solution. Cllr Warwick advised there was CIL funding in the District funds which could be applied for and she had placed the possibility of a scheme coming forward on the list for consideration.
8. **District Councillor's Report**
A report had been received as attached at the end of the Minutes. Additional comments: SHELAA – registration of more than 200 sites had been received, but it was stressed that many more sites than required had been submitted and their inclusion on the list did not necessarily mean that they would be taken forward and allocated for development. Although speculative planning applications might still be made on any of the sites, some protection would be received from the Local Plan.

9. Report of Representatives to Various Bodies

Allotments Association

Bishopstoke Cubs had joined and been allocated a small allotment. There was a waiting list of just two persons. Water readings had been submitted to the Clerk.

Otterbourne Village Hall Committee

Cllr Stirrup reported the Committee was obtaining quotes for the development proposals and it had asked if the Parish Council would make a contribution. Council agreed this was not possible from the current budget and there was nothing set aside in the 2019/20 budget.

10. Report of the Planning and Highways Committee

a) Planning

Applications and Decisions – see Schedule at the end of the Minutes. Additional matters: a drop-in event had been held by Southern Water to present its plans for four deep water filters to be installed at the Otterbourne site. The plans included a new 16 m high building which would be screened and temporary closure of the river footpath during the works that were needed to balance the water levels of the Itchen. A planning application would be submitted in the usual way to enable comment.

b) SHELAA – to receive report of village sites.

A total of 232 dwellings on four potential sites had been registered by landowners: land on Poles Lane; land east of Main Road; land on Kiln Lane; land off Waterworks Road. Close sites registered in Compton included: land on the west side of Otterbourne Road and part of George Beckett Nurseries. It was noted that the Appendix listings were inconsistent with the maps and details in the SHELAA document.

To report the inconsistency to WCC for amendment	Clerk	19 Feb
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c) Highways

i) Speed Restriction sign – update on new sign and shared parish sign.

New sign: Cllr Jones had made enquiries to Elan City about its speed sign, but the company was based in France. Further enquiries would be made through Durley Parish and Oliver's Battery Parish. Shared Parish Speed Sign: it was agreed to offer the position, vacated by Colden Common, in the 2019/20 schedule to Badger Farm Parish and to consider what was proposed for 2020/21 later in the year.

To offer opportunity to join the schedule to Badger Farm	Clerk	asap
To Agenda for September consideration of 2020/21 schedule	Clerk	

ii) Village Traffic Survey – to receive Report.

Cllr Williams presented a Summary which would be placed on the website, notice boards and in the parish magazine. The four main issues identified were: difficulty entering and exiting Main Road from side roads, traffic jams, pollution and noise. Other comments included: 70% of respondents requesting a crossing point at the Nisa store; 30 mph being considered the most appropriate speed; the volume of lorries; a perception of feeling unsafe whilst walking at narrow or overgrown areas along the pavement and also near to traffic calming points.

To publicise Summary	Cllr Williams/Cllr Stirrup/Clerk	asap
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iii) Parking concerns – on Boyatt Lane and Waterworks Road.

Boyatt Lane: parking along the road near to the junction with Otterbourne Hill had not improved since completion of the Brendoncare nursing home and a recent accident had involved a van veering over the bund and dislodging the sign at the junction with Red Lane. The highway was effectively being reduced to single carriageway and it was difficult for vehicles to turn off Otterbourne Hill. It was agreed to request the single white restriction line to be extended and Cllr Warwick agreed to forward to a HCC Highways officer to examine.

Waterworks Road: this had improved following the new Southern House car park and Southern Water had advised there would be additional parking created for the HGV's within its planning proposal to create four new deep water filters on the site.

d) Lengthsman – to receive requests for the visit on 6 February.

Some requests had been received. Cleaning of two signs on Otterbourne Hill would be added or reported to HCC for action together with a dislodged bollard.

To prepare Lengthsman's Worksheet for submission	Cllr Williams	23 Jan
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11. Report of Recreation and Amenities

a) Oakwood Park Recreation Ground- Pavilion and Sports Pitch – update on completion.

The lease had been completed and Colden Common Football Club had taken occupation of the pavilion. The Club had sent a Facebook message to the village which would be placed on the website, notice boards and in the parish magazine. The liquor licence was still pending. It was agreed the Club could erect a temporary sign asking dog walkers to avoid the pitch during its repair. The storage container would be arriving and painted green. Cllr Stansbury advised that further quotations were needed for the gas boiler automatic shut off valve. The Club was working with the Jalopy event organisers regarding storage of their equipment. The Club would be asked to arrange for removal of the under-counter refrigerator by WCC and to seal up the floodlight boxes if access was not needed.

To liaise with CCFC in response to their email on above	Cllr Moody	19 Feb
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HALC was hosting a course on Inspection and Maintenance of Play Areas on 28 March 10 am – 1 pm at its offices. Cllr Reese would try to attend, otherwise to liaise with Cllr Stafford who agreed to take up the place.

To book the course with HALC	Clerk	asap
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b) Rights of Way – to confirm Priority Cutting list for submission

The following would be submitted: 9a, 5, 3, 2 as those most frequently used, near to the river and affected by seasonal vegetation.

To advise Countryside Access of Priority Cutting List	Clerk	19 Jan
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c) Common – to discuss traffic concerns on Red Lane.

It had been reported that the new Brendoncare Nursing Home was using the same postcode given to the properties on Red Lane and that this was causing drivers to try and access the nursing home via the 'no through road' increasing road surface damage.

To obtain quote for a new sign: 'no thru road, no turning, no parking'	Clerk	19 Mar
To write to Brendoncare asking for contribution to the cost of the sign	Clerk	19 Mar

d) Open Spaces (new Agenda Item)

Spender's Mede: Cllr Stansbury advised that a small tree had a split branch which might fall. It was agreed a second opinion would occur to determine the risk before authorisation of cost.

To visit the site and advise the Clerk	Cllr Jones	asap
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12. Report of the Finance and Administration Committee

a) Parish Accounts, Payments and Receipts- see Statements at the end of the Minutes.

The Precept submission to WCC for 2019/20 had been actioned.

December : Internet Payments totalled £4,264.02

January: Cheque payments totalled £1,050; Internet Payments totalled £2,861.32

Copies of the schedules are available from the Clerk.

b) ¼ ly budget analysis, reconciliation, reinvestment.

The reconciliation was approved by Cllr Moody. The budget at third quarter was very tight; reserves of £10,000 had been drawn upon to finance the pavilion refurbishment; expenditure to 31 March was 4% over budget, but still forecast to remain within the overall income received for the year. Council agreed not to reinvest the 3 month investment account until receipt of the 2019/20 Precept.

c) Employee Matters– to note Clerk's appraisal had taken place.

d) War Memorial – to discuss listing.

Cllr Stansbury advised repair of some of the lettering was required and that the Conservation Group wished to investigate listing the memorial.

To receive quotations for repairs and report on listing	Cllr Stansbury	19 Mar
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13. Risk Assessment and Management

Nothing received.

14. Notification of events and to raise new items for the next meeting.

19 February commencing 7.15 pm:

Finance and Administration Committee Meeting.

Presentation by Highways England on M3 upgrade to Smart Motorway.

15. Date of next Parish Council meeting – 19 March 2019 commencing 7.30 pm.

Meeting closed 8.45 pm.

Schedule of Planning Applications and Decisions

Case No. 19/02670/TPO	2 Oakwood Close, Otterbourne Large, mature Giant Sequoia in rear garden. Proposed to fell and replace with three heavy standard new trees. Objection raised, but with comments for and against submitted.
Case No. PLAN/DS/WR018	Veolia Waste Transfer Station, Poles Lane, Otterbourne Erection of two water storage tanks and fire house plant room. The plans may be viewed on the HCC Strategic Planning website and the application will be determined by HCC. No comment

Bank Accounts at 31/12/18

<u>Bank Statements Parish Council at 31/12/18</u>	£
Lloyds Treasurer's account	7,018.25
Lloyds 3 month investment account (to 10/01/19 at 0.9%)	11,250.00
Lloyds 12 month investment account (to 25/03/19 at 0.8%)	<u>25,982.00</u>
	44,250.25
<u>Lengthsman's Account</u>	
Bank Statement at 31/12/18	4,773.35

County Councillor Jan Warwick (Winchester Downlands) Parish Council Report
January 2019

Provisional Local Government Finance Settlement – 2019/20

There were announcements in the Autumn Budget for additional funding in adult and children's social care in 2019/20, which will provide around £12.9m of additional funding to Hampshire, together with current year funding for pothole repairs of just under £12m.

Specific announcements in the provisional local government finance settlement are provided below.

Council Tax The referendum limits for 2019/20 are :

- Up to 3% for HCC and Hampshire Fire and Rescue Authority (no further social care precept increase for HCC this year). This is in line with HCC's Medium Term Financial Strategy (MTFS) assumptions.
- £24 band D increase permitted for Hampshire Police.

Hampshire Adoption and Fostering Services -HCC is looking for adopters and foster carers who can care for children of all ages but especially sibling groups and children with disabilities. Potential adopters will have access to the in-house adoption support team and additional support packages. For further information contact 0300 555 1384 or there is a Winchester Drop in Information event on Saturday 2nd February from 10am to 2pm at the Winchester Discovery Centre.

District Councillor Report: Cllrs Bell, Laming and Warwick
January 2019

Apply for CIL (Community Infrastructure Levy fund)

The Council is making £1million of CIL available from 2019 -2022. The funds are aimed at community lead schemes with allocations between £10k and £200k. CIL funds can be used to fund all of a project or be combined with funding available from other sources. Requests for funding will be received each year between January – March. Your proposal should meet at least one of the following criteria:

- Support the delivery of development/infrastructure in the Local Plan and other Council strategies.
- Contribute to the delivery of key development sites in the District.
- Be included in the R 123 list/Infrastructure Delivery Plan.
- Contribute towards the delivery of infrastructure by a provider (including the County Council) that would not otherwise happen.
- Leverage other funds that would not otherwise be available, e.g. needed to match or draw grant funding.
- Offers wider as well as local benefits.
- Address a specific impact of new development beyond that which has been secured through a s106 Obligation or s278 (Highways) Agreement.

Strategic Housing and Employment Land Availability Assessment –this document will now be published on the WCC website as part of the evidence base for the Local Plan 2036. It is a register of all the sites the City Council has been told are available for development. **Residents should be reassured inclusion of a site in the SHELAA is not a judgement as to whether it should be allocated for development** –this is the role of the local plan process, development needs and national policy. Some sites are excluded (Appendix 1 of the assessment) if they are already designated in the local plan e.g. as open space or are within a flood zone.