

**MINUTES OF THE MEETING OF OTTERBOURNE PARISH COUNCIL  
OTTERBOURNE VILLAGE HALL – 18 OCTOBER 2011 7.30 PM**

**1987**

**Present:** Cllrs Oldham (Chairman); Hudson; Morrison; Barton-Briddon; Doherty; Kelly

**In attendance:** County Cllr C Bailey; District Cllr G Beckett; Mr R Emery; Mrs P Wrightson  
3 Parishioners; Clerk

1. **Declaration of Interest:** None received.
2. **Correspondence:** Folder passed to members for circulation during the month.
3. **Apologies for Absence:** Cllr Jones and Cllr Acton, District Cllr Jan Warwick, Mrs Pam Cole. Cllr Tabor had tendered his resignation. Cllr Hudson also tendered resignation letter at the meeting. Both Councillors were thanked for their work and involvement.
4. **Minutes of the Meeting**  
To approve the Minutes of the Parish Council meeting 20 September 2011  
Minutes previously distributed to Councillors. Proposed as an accurate record by Cllr Barton-Briddon, seconded Cllr Doherty and approved and signed.
5. **Action Points and Matters arising on the Minutes and not discussed elsewhere**

5 11e) To obtain quotation from Biffa for Chapel Lane bund/posts	Clerk	ongoing
11 a) ii) To place order for new Play Park sign	Clerk	ongoing
11 d) i) To obtain quotation for Kickabout sign	Clerk	ongoing
11 d) iii) To instruct contractor for Chapel Lane/Allotment trees	Clerk	ongoing

6. **Police Report**  
None received.
7. **Open Session for Parishioners (taken at beginning of meeting)**  
The new Landlords of the White Horse PH attended. The pub was part of the Ideal Collection Company on 25 year lease from Enterprise Inns. Both interior and exterior refurbishment was taking place. The pub would be a community pub: a food led business, but welcoming to drinkers.

Concern was raised by a Parishioner about the entrance at the new AJ Blake site on Kiln Lane adjacent the Old Church Yard. It was considered not in keeping with the rural environment.

To follow up with WCC Enforcement	Clerk	asap
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A Parishioner had written in and attended to register opposition to the rabbit clearance on Oakwood Park Recreation Ground. He considered it cruel and unnecessary. It was advised that measures had been initiated due to the amount of rabbit activity last winter which was causing concern for the pitch and ground. Neighbouring Parish Councils had undertaken similar measures. The second follow-up date would be assessed with regard its need, but the initial operation would proceed.

8. **County Councillor’s Report (taken at beginning of meeting)**  
Highways: current date for resurfacing Main Road 10 November. The area outside St Matthew’s Church had been requested. Road Safety/Speeds: Traffic figures had been received for 2011 in order to help with monitoring traffic volume on Main Road. Minerals and Waste: Cllr Doherty had

attended the HCC meeting with Deposition from Otterbourne. Cllr Bailey had asked for a written response from Stuart Jarvis, Director of Environment and Transport, to the five policy statements proposed. Otterbourne School Meadow Project: Planning Application to be determined by HCC. The Parish Council agreed its support. Lengthsman Project: A briefing on the results of the pilot project would be taking place and these would be notified in due course. Blue Badge Scheme: A Government consultation to help prevent fraudulent use would close on 4 December.

To send comments of support for the School Meadow Project	Clerk	asap
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## 9. District Councillor's Report

District Cllr Jan Warwick submitted report. Speedwatch: Hursley PC had been successful in its Fieldfare application to fund a monitoring device. Training of volunteers would start and it was hoped this would be operative by December.

District Cllr George Beckett reported. New Refuse Collection: Due to start. WCC was working with NFDC and making savings of £1M. Hockley Viaduct Cycle Path: had received additional funding from HCC and would be implemented from the South Winchester Park & Ride through to Winchester. Forward Planning Local Development Framework: WCC had responded that it wanted a definition of Sustainability and that some interim agreement must be in place between the new and old frameworks. Planning: It was advised to request a Planning Brief for the new Kiln Lane planning application, or any other, if there was concern about creeping development. Cllr Beckett should be notified if there were any concerns with the management of the planning process.

## 10. Report of the Planning and Highways Committee

### a) Applications and Decisions

As attached. Concern was noted in particular with:

Case No. 11/02151/FUL Land West of Otterbourne Farm, Kiln Lane in regard to creeping development of the area. Comments to be advised to Clerk and Planning Brief requested.

Case No. 09/01271/FUL Otterbourne Farm, Change of use of barn to B1 office and refurbishment. As reported Item 7 above. Also that the erection of a kissing gate might not allow access for the Conservation Group's grass cutting equipment.

To follow up with AJ Blake re access for grass cutting	Cllr Hudson	asap
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b) Speed Limits and Village Signs - update on repositioning of 30 mph and village gateway signs Cllr Hudson reported. A quotation of £2,120 had been received for: Poles Lane two new village nameplates with incorporated speed limit signs; Winchester Road/Otterbourne Hill existing signs to be removed and new village nameplates with incorporated speed limit signs installed; Otterbourne Road (near Sparrowgrove) existing sign to be removed and new village nameplate to be installed with 30 mph sign if new speed limit on Otterbourne Road was not progressed; Kiln Lane one new village nameplate. The quotation would be considered for putting forward for the 2012/13 Precept.

c) Old Church Yard, Kiln Lane – update on works.

Addressed under item 7.

d) Highways – Child safety railings update, Otterbourne Hill cycle path discussion.

Child safety railings: a request had been made to HCC to have these installed. Response awaited. Otterbourne Hill Cycle Path: reports had been received that cyclists were not using the cycle path because it was not as clean as the highway and access was difficult. The Clerk had requested more frequent cleaning, but it would be difficult due to the trees overhead. The fence was considered

important for local school children and consultation would be needed before any thought of removal. There was no solution other than regular cleaning and cutback of the overhead trees.

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e) Report for the Finance meeting to set the 2012/13 Precept

This had been forwarded by the Chair to the Clerk for costing.

f) Planting bulbs and bus shelter area improvements

Bulbs: Highways had been contacted and had no concerns other than safety. The bulbs would be financed out of Petty Cash and proceed this year volunteers permitting.

Bus shelter area improvements: were within the Report for the Finance meeting e) above.

g) Minerals and Waste (new item)

Clr Doherty had attended the HCC Minerals and Waste meeting on 13 October and was thanked for her Deposition on behalf of the Council. Five policy statements had been proposed:

1. There should be a limit on the cumulative tonnage travelling on local residential roads to named sites, even if the operators are different.
2. Future plans should allow local people, especially in large numbers, to have their objections viewed as a valid reason to permit or refuse planning.
3. Large operations that pull vehicle movements from wide areas to a single site should not be allowed where access roads are through a residential area.
4. Night time vehicle movements to specific sites should be heavily restricted in residential areas.
5. Any levies from operators should be used specifically to repair damage caused locally.

**11. Report of the Recreation and Amenities Committee**

a) Oakwood Park Recreation Ground

i) Play Park and Youth Facilities – update on works report and repairs

Play Park: The tarmac underpinning and wetpour edging had been finished. The overbanding to the path was considered unnecessary as most of the cracks had closed. The cracks behind the play den had been filled with concrete coloured mix. A second fixing hole to the tower grab rails had been made. The boards to the tower had been realigned and secured. The self-closing mechanisms on the gates had been adjusted to minimise the closing speed as far as possible. This would be monitored to check that the problem had been resolved.

Youth Facilities: two of the supports to the railway sleepers were rotting and needed attention to replace. Advised this would be included within the 2012/13 Precept.

ii) Pavilion: A quotation had been received for £266 to repair the slabs and grass to the rear with fencing to prevent public access. The Sports Club had been approached for comment and the matter was ongoing. A quotation for yellow lines around the ramps had been received at £225 and further quotes would be sought.

iii) Rabbit Cull: Numerous discussions with SOCCT and Southern Water had led to a change in plans. Both organisations were concerned about shooting and after discussion with Mr. Greenough it was agreed to try ferreting alone and reconsider the need for shooting in early November. Ferreting would be undertaken on October 19<sup>th</sup> with a second ferreting if needed on 26<sup>th</sup>. Notices for display on the Recreation Ground notice board and on the footpaths would be displayed.

b) Open Spaces (new item)

i) Otterbourne Common: A large Eucalyptus tree which was leaning badly would be discussed with WCC for maintenance/removal.

To arrange meeting with WCC on Common for works
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R&A Cttee
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- ii) Grit bins: One new grit bin for Cranbourne Drive near the free car park would be delivered by HCC shortly. Otterbourne School had been advised regarding use for the freecar park and footpath.
- c) Report for Finance meeting to set the 2012/13 Precept  
This had been forwarded by the Chair to the Clerk for costing.

**12. Report of the Finance and Administration Committee**a) Parish Accounts and Cheques for payment

As attached.

b) Quarterly reconciliation, bank statements and analysis

Reconciliation and bank statements approved by Cllr Kelly. The Analysis was to half year and forecast exit end of year. Under budget overall, mostly accounted for as legal fees due to reimbursement by the WCC Open Spaces fund for the cricket project. The Co-operative Guaranteed Investment Account would be reinvested for a further 3 months.

c) To receive External Auditor's Report

The Annual accounts for 2010/11 had been approved without recommendation. The Clerk had posted the Statutory Notice of Right for Inspection on the notice boards.

d) To receive Proposals for the Jubilee Project

A notice has been placed on the boards and in the newsletter requesting suggestions from Parishioners.

e) Bank Mandates (new item)

The Bank Mandates would be updated to reflect the recent resignations of Councillors.

Lloyds TSB Mandate: Cllr Oldham, Cllr Kelly and Mrs J Ayre the Clerk would remain. Cllr Tabor and Cllr Hudson would be removed. Cllr Acton and Cllr Jones would be added.

Co-operative Bank Mandate: Cllr Oldham and Mrs J Ayre the Clerk would remain. Cllr Hudson and Cllr Andrews would be removed. Cllr Kelly, Cllr Acton and Cllr Jones would be added.

To update Mandates with Banks	Clerk	asap
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**13. Report of Representatives to Various Bodies**Conservation Group

Cllr Hudson would continue as Joint Chair with Mrs V Etteridge.

Allotments Association

Ron Emery had advised that the larger than usual water bill for the allotment standpipes was not due to a leak, but the particularly dry spring weather.

Tree Warden

Philippa Wrightson advised that if the Jubilee Project was agreed as a bench half way up Otterbourne Hill, then the trees would need cutting back to open the view and the current concrete base would need digging out and replacing.

**14. Risk Assessment and Management**

The Play Park repairs had been made including slowing of the gates to 4-7 seconds standard. Oakwood Park Recreation Ground would continue to be monitored for hazards.

**15. Any other business from Councillors**

Cllr Oldham advised that a small area of unknown ownership adjoining the highway in Meadowcroft Close had been cleared by a resident and the tree pruned back well.

Cllr Oldham would attend the LHT Annual Review at the House of Lords on 27 Oct 11

**16. Date of next meeting**

15 November 2011 at 7.30 pm in the Bianchi Room of the Village Hall.

The Finance Committee Meeting to set the Precept for 2012/13 was on Monday 7 November at 7.30 pm in the John and Betty Mobbs Room.

**Planning Matters for Consideration at the Parish Council meeting 18 October 2011**

Applications and Closing Dates for Comment

Case No. WTPO/053/79	The Lodge House, Oakwood Close, Otterbourne 2 no Conifers fell
Case no. 11/02264/HCS 18 October	Otterbourne Church of England Primary School Construction of a single storey timber framed meadow Room (outdoor study building with associated path and decked area) This application to be determined by Hampshire County Council
Case No. 11/02151/FUL 25 October	Land West of Otterbourne Farm, Kiln Lane Replacement of existing vehicular access (retaining footpath access)
Case No. 11/02231/FUL 3 November	11 Oakwood Avenue, Otterbourne First floor extension
Case No. 11/02302/FUL 8 November	27 Greenacres Drive, Otterbourne Extension to rear garden and construction of raised decking area (Retrospective)

Decisions

Case No. 11/01801/FUL	35 Coles Mede, Otterbourne New garden fence <b>Application refused</b>
Case No. 11/01876/NMA	Touchwood Copse Close, Otterbourne Minor amendment to PP 11/00891 Two storey rear extension and new roof with dormer windows. Omit central rooflight and replace with 3 <sup>rd</sup> dormer. <b>Reject Non-material Minor Amendment</b>
Case No. 11/01925/TPO	Saxons, Poles Lane, Otterbourne 8 no Limes trees cut back to boundary 2 no Firs fell <b>Application permitted</b>
Case No. 11/01932/FUL	The Barn, Poles Copse, Poles Lane, Otterbourne Creation of first floor space above unit 2 for B1 office use <b>Application permitted</b>
Case No. 11/02015/TPO	Oakwood House, Oakwood Close, Otterbourne 1 no Sycamore crown lift to 6 m <b>Application permitted</b>
Case No. 11/01961/TPO	Old Deeds, Main Road, Otterbourne 1 no Oak cut back broken limb <b>Application permitted</b>
Case No. 11/01967/AVC	The White Horse, Main Road, Otterbourne New signage to public house <b>Application refused</b>
Case No. 11/02023/FUL	Churston House, Poles Lane, Otterbourne

Replacement of existing timber constructed garden shed with  
brick built outbuilding **Application permitted**

**Report of the Finance Committee 18 October 2011****a) Parish Accounts stand as follows**

	£	£
	Current Statement Balance	Last Statement Balance
<b>Lloyds TSB Treasurers</b>	<b>15,892.75</b>	4,604.41
<b>Lloyds TSB Guaranteed Investment Account</b>	<b>Closed</b>	Closed
<b>Co-operative Bank Current Account</b>	<b>1,968.60</b>	1,967.23
<b>Co-operative Guaranteed Investment Account 3 months @ 1.34%</b>	<b>35,000.00</b>	35,000.00
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<b>Total Balance</b>	<b>52,861.35</b>	41,571.64

**Cheques for payment on 18 October 2011 from Lloyds TSB Treasurer's Account**

2515	Mrs M Gaines – bus shelter cleaning September	106.98
2516	Mrs J Ayre – salary September	691.55
2517	Mrs J Ayre – office, travel expenses September	93.60
2518	Clearway – Knotweed removal	432.00
2519	Southern Water – recreation ground ½ yearly standpipes	14.22
2520	Greenbarnes Ltd – new seal for children's play notice board	15.22
2521	Southern Water – allotments ½ yearly standpipes	247.73
2522	Petty Cash – including bulbs for grass verge and Autumn Newsletter	150.00
2523	Audit Commission – external audit fees	<u>342.00</u>
		<b><u>£2093.30</u></b>

**Cheques for payment on 18 October 2011 from Co-operative Bank Current Account**

0002	Otterbourne Parish Council (transfer to Lloyds TSB Treasurer's Account)	1,968.00
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