

**MINUTES OF THE MEETING OF OTTERBOURNE PARISH COUNCIL 1880**  
**OTTERBOURNE VILLAGE HALL – 20 APRIL 2010 AT 6.30 PM**

**Present:** Cllr Hudson (Chair); Granger; Tabor; Andrews; Clerk  
**In attendance:** District Cllr G Beckett, District Cllr E Bell; Mr M Warne

1. **Declaration of Interest:** None received.
2. **Correspondence:** Correspondence Folder 2 passed to members for circulation.
3. **Apologies for Absence:** Cllr Oldham, Cllr Barton-Briddon; County Cllr C Bailey; PC Mark Smith; Mrs P Wrightson
4. **Minutes of the Meeting:** to approve the Minutes of the meeting 16 March 2010  
 Minutes previously distributed to Councillors. Proposed as accurate by Cllr Granger, seconded Cllr Andrews, approved and signed.
5. **Action Points and Matters arising on the Minutes and not discussed elsewhere**  
 All points had been actioned or would be reported on during the meeting except as follows:

5) 16. Temporary Fencing in corner of Oakwood Park Recreation Ground  
 Clerk had sent follow-up email on the fencing and also for the removal of some old floodlights by the youth facilities.

To issue follow-up request to Sports Club	Clerk	ongoing
---	-------	---------

5) 17. Assessment of Oak Tree at entrance to Oakwood Park Recreation Ground  
 Clerk had requested works by Southern Water and outcome was awaited. A quotation from a private contractor would also be sought.

To follow-up with Southern Water	Clerk	asap
To email quotation to Cllrs for consideration	Clerk	asap

11) b. Community Emergency Plan

To report back to Council	Cllr Oldham	18 May
---------------------------	-------------	--------

6. **Police Report**  
 None received. Clerk would request one if possible.
7. **County Councillor’s Report**  
 None received.
8. **District Councillor’s Report**  
 Cllr Beckett reported on the new proposal at Four Dell Farm to allow processing of gypsum for use on the farm from waste plasterboard imported to the site. Compton & Shawford Parish Council had received a letter from Mr J Venn and forwarded a copy to Otterbourne. There was concern regarding the effect on public amenity and possible increase in vehicle movements – see Item 11. e).  
 An offer had been made from the Government to the City regarding taking over and funding council house properties. A response from WCC would be made in June. Cllr Bell reported as attached.

**9. Open Session for Parishioners**

**1881**

No questions received.

**10. Report of the Finance Committee**

a) Parish accounts and cheques for payment

As attached.

b) Reconciliation of accounts and approval of bank statements

Cllr Andrews approved the 1/4ly (end of year) reconciliation with bank statements.

c) Bank Mandates – change of signatories

New Bank Mandates had been received from Lloyds TSB and Bank of Ireland.

Ex-Councillors to be removed: the late Cllr Zebedee, Cllr Phillips and Cllr Weir.

New Councillor to be added: Cllr Granger.

Confirmation of all signatories on both Lloyds TSB and Bank of Ireland accounts:

Cllr Oldham, Cllr Hudson, Cllr Andrews, Cllr Granger and the Clerk.

Signing instructions remain the same: any two Councillors plus Clerk.

To send off for update	Clerk	18 May
------------------------	-------	--------

d) Common Bollards – to approve sum of £395 for 6 new bollards and 12 reset

Two quotations had been received from Whitedog Fencing and Serco. Two further bollards at Red Lane had been knocked over since quotation and it was agreed that their replacement could be added to the works. Proposed by Cllr Andrews, seconded Cllr Tabor and approved by Council.

To instruct Whitedog Fencing and decline Serco	Clerk	18 May
--	-------	--------

e) Conservation Group – to consider approval of £100 grant S137 donation towards maintenance of the old church year as an item within the Precept 2010/11 and onwards

A letter had been received from the Conservation Group Chairman and copied to all Councillors. Proposed to approve request by Cllr Hudson, seconded Cllr Andrews and approved by Council.

To write to Conservation Group and add to Precept S137 ongoing payments	Clerk	18 May
---	-------	--------

f) Reinvestment of funds with Co-operative Bank

It was agreed funds would be reinvested on 12 May at 0.375% which was one of the best rates available whilst still ensuring security.

g) Insurance of Parish Assets, Fidelity Guarantee and Public Liability

Renewal documents had been received for 01 June 2010. A 5% discount for a 3-year tie- in and NCB had been received. The new swings were included. The premium had gone down from £2,613 to £2,568. Documents were available for Councillors to examine.

To Agenda Item for May	Clerk	18 May
------------------------	-------	--------

**11. Report of the Planning and Highways Committee**

a) Applications and Decisions

As attached. Hecton Farm House: Cllr Hudson had received a letter from the owners advising a proposal for a new residence within the grounds of the existing property.

b) Grit Bins – to determine positions in response to HCC request

It was agreed to forward all nine locations received and prioritised by Councillors.

To respond to HCC	Clerk	30 April
-------------------	-------	----------

1882

c) Street Naming and Numbering

Council noted the notice received from WCC that it intended to pass a resolution under paragraph 25 of Schedule 14 to the Local Government Act 1972 on 20 May 2010 relating to street naming and numbering.

d) White Line extension to Cranbourne Drive entrance

A response had been received from HCC advising the white lines could not be extended. They were used to highlight drop kerbs and were not meant for restricting parking. HCC suggested an investigation into double yellow lines. Councillors considered this entrance hazardous under present conditions and agreed support of double yellow lines in this area.

To write to HCC supporting double yellow lines	Clerk	18 May
--	-------	--------

e) Letter from J Venn requesting HCC to vary Conditions 2 and 3 of Permission for Development and Operation of the Facility for the Recycling of Waste Wood and Other Recycled Materials at Four Dell Farm.

Notification from HCC and WCC was still awaited. Cllr Tabor suggested a tonnage request to determine the present volume of site activity. Also to request notification of all planning documents associated with an application.

To write to HCC and WCC	Clerk	30 April
-------------------------	-------	----------

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

Cllr Granger gave an update report.

Youth Facility Swings: Monster Play had installed the new swings and the handyman had been asked to water in the grass matting.

Play Area Inspection Report: Remedial action was complete except for infilling of soil and seeding around the edges of the paths. The handyman would complete this asap.

Elderfield Cricket: Cllr Oldham had written to LHT and a response was awaited.

Purchase of Recreation Ground: Goadsby had been instructed and response was awaited.

**13. Report of Representatives to various bodies**

Conservation Group

The AGM was 4 May in the Village Hall and a speaker would address the meeting on the update of the Itchen Navigation project which was almost complete. Thanks were given for receipt of the grant for £100 towards maintenance of the old church yard for 2009/10.

Otterbourne Village Hall Committee

Council accepted with thanks Michael Warne's offer to be the Representative to the Village Hall Committee for 2010/11.

**14. Risk Assessment and Management:**

Concern remained for removal of the Sports Club's temporary fencing and old floodlights.

**15. Any other business:**

Cllr Hudson requested the Community Bus proposal which had provision of £70 in the 2010/11 Precept be on the May Agenda.

To Agenda Item	Clerk	18 May
----------------	-------	--------

- 16. Date of next meeting:** The annual meeting of the Parish Council on 18 May 2010 commencing 6.30 pm and followed by the Annual Assembly at 7.30 pm

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

	£	£
	Current Balance	Last Statement Balance
<b>Lloyds TSB Treasurers</b>	<b>6471.77</b>	8,558.63
<b>Bank of Ireland No 6 Children's Play Area</b>	<b>51.53</b>	51.53
<b>Lloyds TSB Guaranteed Investment Account</b>	<b>35,138.99</b>	35,069.81
3 months to 18 June @ 0.80% gross		
<b>Co-operative Bank Guaranteed Reserve</b>	<b><u>25,160.96</u></b>	<u>25,143.33</u>
3 months to 12 May @ 0.375% gross		
<b>Total Balance</b>	<b>66,823.25</b>	68,823.30

Cheques for payment on 20 April 2010 from Lloyds TSB Treasurers Account

2316	M Gaines – bus shelter cleaning March	106.98
2317	Mrs J Ayre – salary March	667.32
2318	Mrs J Ayre - office allowance, 1/4ly tel and travel expenses	180.20
2319	HALC – subscription fees	322.00
2320	WCC – 1/4ly dog bin emptying 1/10/09-31/12/09	207.70
2321	Cranbury Estates – Kickabout rental	1.00
2322	Cannon – Recreation Ground maintenance March	57.81
2323	Bryan Foot – Handyman works around the village	460.34
2324	HALC – Governance and Accountability course	<u>20.00</u>
		2023.35

**Report of the Planning and Highways Committee**a) Applications and Closing Dates for Comment

Case No. 10/00181/FUL 15 April	79 Cranbourne Drive, Otterbourne Increase in height of existing attached garage structure and external alterations to the roof to include a dormer window and roof lights to provide additional bedroom <b>No comment</b>
Case No. 10/00282/FUL 03 May	The Otter, Boyatt Lane, Otterbourne Change of Use of outbuildings to residential annex accommodation

Decisions

Case No. 09/02532/FUL	Williams Garage, Main Road, Otterbourne Use of land for additional parking and associated improvements (RETROSPECTIVE) (RESUBMISSION) <b>Application permitted</b>
-----------------------	--

## **Report 20 April 2010 from District Councillor Eleanor Bell**

### **St Cross Rail Tunnel works – road re-opened April 2010**

St Cross Road was reopened to traffic on schedule on the evening of 31 March. The works caused predicted disruption to traffic and bus routes – however little forward attention was given by Network Rail, the contractors Carillion and HCC to the specific noise and light pollution caused to those living closest to the bridge works. The finished road surface has an increased height of 500mm – this has resulted in a hump as well as a kink in the road which gives rise to new concerns over safety, sight lines and traffic speeds at this point.

The nearby South Winchester Park & Ride facility opened on schedule on 19 April 2010, with buses shuttling between the two P&R sites via Romsey Road, Rail station and town centre.

### **South Downs National Park – April 2010**

South Downs National Park came into being on 1 April 2010. The new park boundaries, which were the subject of long campaigns to include the western weald, come right to the eastern edge of the city and this ward. A sizable part of the park comes within the Winchester Local District and SDNP now takes over as planning authority for these areas. WCC has an elected representative on the SDNP council.

### **24 hours to save Winchester – 19-20 March 2010**

An innovative event organised by The Solent Centre with the participation of architectural practices and students, planners and interested individuals. Participants were divided into three teams which each adopted contrasting quadrants (squares on the map) of Winchester city to redevelop and regenerate imaginatively and ecologically, without political or policy constraints. On Friday evening, a series of lectures focused on topics such as eco building, integrated transport, and the city at night, using examples from Europe and around the world to illustrate the point.

The teams worked through the night, and on Saturday at midday, presented their ideas. A rethinking of the Sainsbury's site at Badger Farm had a remodelled supermarket and community facilities facing south and west in an open piazza offering entertainment space, and a funicular to take people up and down the high bank. A recurrent theme among all the teams was the notion of neighbourhood hubs within the city boundaries, combining employment and residential units, school, surgery, shops, etc. supplying all everyday needs and with excellent public transport links to a traffic free town centre. WCC officers attended at the start and finish of the event, and agreed that it gave much food for thought.

The unrelated and much delayed Winchester Town Access Plan is now expected in June 2010.

### **Local Development Framework (LDF) and Strategic Housing Land Availability Assessment (SHLAA) – Cabinet LDF 12 March 2010 and Cabinet 17 March 2010**

WCC Strategic Planning team presented the final chapters of the LDF Core Strategy document, relating to the Market Towns and Rural Areas, and taking account of earlier public consultation and the advice of the Planning Inspectorate. This included the recommendation that there should be four levels of hierarchy of settlement, from market towns such as Bishops Waltham and Wickham down to the smallest settlements or those without facilities such as shops and pubs. However, a suggested range of house development numbers for each level was removed, causing some concern.

A revised and updated SHLAA 2009 (base date still April 2009) and including available housing land outside of settlement boundaries was approved by Cabinet. This includes all potential development sites suggested by agents and landowners at the time of the original LDF Options consultation, but does not imply that permission would necessarily be granted if applications for these sites came forward.

### **Planning matters**

An Appeal against WCC Enforcement on a garage building north of Meadowside, Poles Lane was allowed by the Inspector. This followed a dismissal of an earlier Appeal on buildings north of Dean Croft.

An Appeal is currently in process against Enforcement on buildings at Woodlands Park, Poles Lane.