

**MINUTES OF THE MEETING OF OTTERBOURNE PARISH COUNCIL,
21 MARCH 2017 AT 7.30 PM IN THE BIANCHI ROOM OF THE VILLAGE HALL**

Present: Jones; Stirrup; Acton; Kelly; Barton-Briddon; Stansbury; Rodford; Romero; Moody.

In attendance: District Cllrs E Bell; J Warwick; B Laming. Ron Emery. 4 Parishioners. Clerk

1. **Declaration of Interest:** None

2. **Apologies for Absence:** County Cllr Phil Bailey; Lynne Hill

3. **Minutes of Meetings:**

To approve the Minutes of Parish Council meeting 17 January 2017

Minutes previously distributed to Councillors. Proposed by Cllr Kelly, seconded by Cllr Rodford, approved by Council and signed.

To approve the Minutes of the Planning Committee meeting 21 February 2017

Minutes previously distributed to Councillors. Proposed by Cllr Stansbury; seconded by Cllr Barton-Briddon, approved by Council and signed.

To approve the Minutes of the Finance and Administration Committee 3 March 2017

Minutes previously distributed to Councillors. Proposed by Cllr Moody; seconded by Cllr Kelly, approved by Council and signed.

4. **Action Points and Matters arising on the Minutes and not discussed elsewhere:**

All points had been actioned or would be discussed on the Agenda except as follows:

11. d) Aerial mapping: Aerial UK had undertaken the mapping of the Old Churchyard.

12. a) iii) New height restriction barrier at recreation ground: a quotation for supply had been received and updated quotations for installation.

To progress for installation	Cllr Jones	18 April
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5. **Elderfield Report**

A report from Lynne Hill had been received. There were currently ten clients within Elderfield. The new structured programme was working well and referrals were steady. Some evictions had taken place due to clients not participating properly and a harder stance was being taken when complaints were received about anti-social behaviour and drinking in the village. Cllr Acton had also attended and spoken with residents about community living and expectations. Some litter picks had been undertaken. A resident had joined the St Matthew's Choir. A Comic Relief cake sale would be held on 24 March.

6. **Crime Report**

Cllr Acton reported the latest figures available. December 2016: 5 incidents reported: 1 burglary, 1 criminal damage, 2 violent and 1 anti-social behaviour. January 2017: 9 incidents reported: 4 incidents of violent behaviour; 1 criminal damage; 1 anti-social behaviour, 3 reports of shoplifting. Cllr Romero advised he would be attending a Neighbourhood Watch meeting in Littleton and would raise his concern that recently there had been very little information received via Neighbourhood Watch.

7. Open Session for Parishioners

A Parishioner commented on the Coles Mede planning application: the public notice faced away from the direction of the wider village; the application pre-empted a decision by HCC on village green status; the site was being overdeveloped with insufficient car spaces; the additional traffic would be detrimental to local residents and use of the public open space. A Parishioner from Elderfield advised the management and staff were extremely dedicated and very clear that anti-social behaviour and its impact on the village would not be acceptable. There had been 10 evictions in the past three months. A question was raised about current projects and the type of daily activities. The Parishioner responded that the change in demographics made it difficult for longer term projects; residents took part in sessions on cognitive behavioural therapy, victim awareness, family relationships, work ethic and life skills. A major concern was finding accommodation after the six months' stay.

8. County Councillor's Report

Cllr Bailey had submitted a report that he had raised matters from the 17 January meeting and they were on the HCC list of works. He would follow up for replacement of the broken bollards at the crossing point by Williams Garage.

9. District Councillor's Report

As attached. In addition: A Tenants Satisfaction Survey had commenced. Also consultation on the Local Plan for Site Allocations for Gypsy and Traveller and Travelling Showpeople. A litter pick during Kiln Lane road closure had been very successful and it was hoped the proposed partial closure of Otterbourne Hill for tree works could be utilised in the same way.

10. Report of Representatives to Various Bodies

Allotments

Ron Emery advised there were 16 applicants on the waiting list, but Allbrook Parish Council was still accepting applications. The gate had been temporarily locked due to unauthorised vehicular access and suspected theft. SSE had done a good job reducing the height of the allotment hedge and further work to reduce width was awaited by a local contractor.

Village Hall

Cllr Stirrup advised that it had not been possible for OVHC to obtain quotations within budget for the proposed extension to the village hall and the plans were being reassessed.

11. Report of the Planning and Highways Committee

a) Planning Matters

i) Applications and Decisions – as attached and of particular note:

Coles Mede – outline planning application for demolition of existing garage block and associated hardstanding and construction of 7 no. affordable dwellings (one no. 3 bedroom house, two no. 2 bedroom houses, four no. 1 bedroom flats) with landscaping. See also Agenda Item 7.

Cllr Jones advised that the initial proposal had been revised to much reduce loss of the green, nine car parking spaces had been created, WCC had agreed to list the remaining area as village green status and Footsteps Living would provide a children's play area. Cllr Warwick added that WCC would not determine the full application until the village green status had been agreed.

Cllr Acton commented that the new proposal did not meet the requirements of the community as evidenced from the village survey for small scale affordable accommodation for young families. It had been hoped the new proposal would reduce the number of dwellings to a maximum of four or five 2-3 bedroom houses, but instead the new proposal had put forward three houses plus four 1 bedroom flats. The increase in traffic from the seven dwellings would be detrimental to the area. Cllr Jones advised the economics of the site might determine the numbers. After further discussion a vote was taken from the Planning Committee: Objections: 5; Support 2; Abstain 1.

To submit objection prepared by Cllrs Romero and Acton	Clerk	Due date
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Highbridge Road – it was agreed to examine further before submission.

Yew Tree Cottage – documentation for works involving TPO's within the boundary of Otterbourne Wood was awaited on the WCC website.

ii) Solar Panels

Southern Water was holding a drop-in event at the pavilion 23 March 3.30-7.30 pm in order to answer questions on the new installation. They had written to 100 local residents.

b) Highways

i) Lengthsman – to receive update on the 2017/18 programme

The 12 parishes were being divided into two and Otterbourne would be administered from Owslebury. There would be greater requirement of up to 25% work on rights of way. The administrators were going out to tender for new contractors.

ii) Various works from agreed budget – Cllr Jones had received two quotations for minor works including cutting back and filling verges. Quotation from Taurus Garden Services agreed to proceed.

To instruct with the works	Clerk	assp
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12. Recreation and Amenities Report

a) Oakwood Park Recreation Ground

i) General – WCC grant award of £350 for hedging and proposal for match funding.

An application had been made to WCC for a grant to install a hedge along the southern boundary in order to shield the impact of the solar panels from the recreation ground.

Four quotations had been received for supply of plants and a quotation from Taurus Garden Services to install. It was hoped some help from Southern Water might be received with costs. Match funding of up to £350 proposed by Cllr Acton, seconded Cllr Rodford and agreed by Council.

To place order for hedging and installation	Clerk	25 March
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ii) Pavilion – Ground Use Consultation – to receive update

Cllrs Moody and Rodford had put forward a date of 4 April at 7 pm in the pavilion to interview the three applicants chosen.

To issue invitations	Cllr Jones	asap
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iii) Youth Facilities and Play Park

Annual Safety Inspection provider: Quotations were received via WCC and from Nick Adams. Nick Adams proposed by Cllr Rodford, seconded Cllr Moody and agreed. Parish inspection schedule for 2016/17: to note this had been received by the Clerk.

Play park maintenance requirements: Lappset had not agreed to replacement of the two cradle seats under warranty as a design fault. It was agreed that these should be replaced. Additional items noted by Cllr Rodford as low or non-risk to undertake in the 2017/18 budget included painting of the play park timbers, attending to water retention in the lower horizontal walkways of the play tower, graffiti removal at the youth shelter, filling and grassing of the depression at the goal mouth of the old training pitch.

To instruct Nick Adams with the contract	Clerk	asap
To contact nick Adams ref. play tower	Clerk	asap
To source and purchase two cradle seats	Clerk	18 April
To c/f for 2017/18 Agenda other matters for attention	Clerk	18 April

b) Amenities

i) Allotments – to receive report on tree work undertaken

SSE had completed the work reducing the height, but the width still needed attention.

To contact local contractor for quotation	Cllr Jones	asap
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ii) Sponder's Mede – to receive report on clearance of footpath and tree work.

The Conservation Group had advised that they were very happy with the work undertaken.

Cllr Stansbury advised the fallen tree blocking the public footpath had been cleared.

c) Open Spaces – to receive maintenance quotation for 2017/18

A quotation from Taurus Garden Services had been received. Proposed by Cllr Rodford, seconded Cllr Jones and agreed. Further quotations to be received in 2018/19.

To instruct Taurus with the 2017 contract	Clerk	asap
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d) Common – to report on five new trees planted by WCC

Two new Plane and three Lime trees had been planted on the common. Council agreed it was good to see new and replacement of lost trees, but would hope to be informed beforehand for future work. A request for WCC to check the trees in the middle of the southern section regarding proximity to the Jubilee Oak tree had been made. The dying Oak tree on the northern section was considered a serious risk and a request for assessment of the dead branches had been made. It was noted that the Cherry tree which had fallen over by the allotments had been removed.

13. Report of the Finance and Administration Committeea) Parish Accounts, Payments and Receipts – as attached

Forecast end of year balance was under £1,000 allowing for: outstanding payments to end of March £2,500; invoices to be received for work instructed £5,500; budgeted and additional projects to be c/f to 2017/18 £5,850; asset funds held in treasurer's account £2,195 and amount to balance the budget £1,000.

b) Matters agreed at the F&A Committee meeting 3 March – to approve and adopt.

All matters for approval and adoption Proposed by Cllr Kelly, seconded Cllr Jones and agreed.

c) Subscription – Proposal for a new annual subscription to CPRE

Cllr Jones proposed the annual subscription to the Council for Protection of Rural England be resumed.

To Agenda for April Parish Council meeting	Clerk	18 April
To examine CPRE policies and work undertaken	All Councillors	18 April

14. Risk Assessment and Management

Nothing further noted..

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

Cllr Acton commented that the daffodil displays along the village verges were very beautiful and thanked Cllr and Mrs Jones for all of their work in creating and planting them.

Rotary Walk: with use of the pavilion 11 June 2017.

Annual Assembly: 2 May 2017 at 7.30 pm. It was agreed to investigate presentations on

i) pavilion and recreation ground use and ii) awareness of a Neighbourhood Plan.

16. Date of next Parish Council meeting

18 April 2017 commencing 7.30 pm.

Planning Report – Application and Closing Date for Comments

Case No. 16/03307/FUL	Williams Garage, Main Road, Otterbourne Existing shop to be extended to create new retain area with existing building to be used for stock and deliveries. Support
Case No. 17/00381/TPO	16 Sparrowgrove, Otterbourne 1 x Oak.remove 1 x Primary branch over car parking & garage on SW side of tree. Remove 2 x Sub lateral branches over the garage roof on S side of tree. Remove 2 x sub lateral branches over neighbours garage roof on SE side. No comment
Case No. 17/00195/TPO	The Old Parsonage Care Home, Main Road, Otterbourne Yew tree 40% reduction, Cedar remove, Hawthorn remove, Monkey puzzle remove. No comment
Case No. 16/03557/HOU	51 Cranbourne Drive, Otterbourne Single storey side extension to existing garage No comment
Case No. 17/00163/FUL	Melrose, Park Lane, Otterbourne New dwelling following demolition of existing. No comment
Case No. 17/00225/OUT	Land at Coles Mede, Otterbourne Demolition of existing garage block and associate hardstanding and construction of 7 no. affordable dwellings (1 no. 3 bedroom house, 2 no. 2 bedroom houses, 4 no. 1 bedroom flats) with landscaping Objection raised
Case No. 17/00250/FUL 30 March	Highbridge Farm, Highbridge Road, Highbridge Use of land to include recreational use for archery No comment
Case No. 17/00621/TPO	Yew Tree Cottage, Chapel Lane, Otterbourne Tree work within boundary of Otterbourne Wood. No comment

Decisions

Case No. 16/02526/LDP	Southern Water Services ltd, new Southern House, Otterbourne Installation of ground mounted solar PV array switch-gear housing Application permitted
Case No. 16/03015/HOU	29 Meadowcroft Clost, Otterbourne First floor rear extension Application permitted
Case No. 16/03063/HOU	The Dell, Park Lane, Otterbourne Removal of existing roof and demolition of attached garage and utility. New first floor and side extension and car port. Application permitted
Case No. 16/03016/HOU	27 Meadowcroft Close, Otterbourne First floor rear extension Application permitted
Case No. 16/03015/HOU	29 Meadowcroft Close, Otterbourne First floor rear extension Application permitted
Case No. 17/00195/TPO	The Old Parsonage Care Home, Main Road, Otterbourne Yew tree 40% reduction, Cedar remove, Hawthorn remove, Monkey puzzle remove. Application permitted

Planning Appeals

Ref: APP/L1765/W/16/3165768 Gladman Developments Ltd, Land East of Main Road.
Outline planning for up to 90 residential dwellings.
Objection raised

Parish Accounts and Payments 21 March 2017

	£	£
	Current Statement	Last Statement
Lloyds Treasurers	17,435.29	23,283.73
Lloyds 12 month Investment a/c to 12/02/18 @ 0.9 %	25,749.33	25,749.33
Lloyds 6 month Investment a/c to 30/06/17 @ 0.8%	<u>11,592.44</u>	<u>11,592.44</u>
Total Balance	54,777.06	60,625.50

Interim payment from Lloyds Treasurer's account 21 February 2017

Internet	Mrs J Ayre – salary January	£ 815.43
Internet	Mrs J Ayre – office, travel, 1/4ly telephone/internet	£ 148.70
Internet	WCC – dog bins July-Sept	£ 195.00
Internet	Dek Graphics and Print Ltd - Minutes and reports	£ 16.08
Internet	Taylor and Son – bus shelter fence staining	£ 75.00
Internet	British Gas – pavilion electricity	£ 21.12
Internet	Queensbury Shelters – new metal bus shelter	£3,847.10
3160	Mr R Webster – bus shelter cleaning	<u>£ 56.25</u>
		<u>£5,174.68</u>

Payments from Lloyds Treasurer's account 21 March 2017

Internet	Mrs J Ayre – salary February	£ 802.17
Internet	Mrs J Ayre – office, travel	£ 74.90
Internet	NEST – 1 st pension payment February	£ 30.06
Internet	MJT Decorating services	£ 96.00
Internet	WCC – dog bins Sept-Dec	£ 195.00
Internet	OCS Cannon – additional work recreation ground	£ 453.60
Internet	OCS Cannon – March maintenance	£ 111.07
Internet	Dek Graphics – Minutes and reports	£ 13.44
Internet	HALC – training event x2	£ 96.00
Internet	Southern Water – pavilion standpipes	£ 16.99
Internet	Royal Mail – PO Box annual fee	£ 318.00
Internet	Shaw & Son Ltd – accounts ledgers (2 years)	£ 47.94
Internet	NEST pension payment March	£ 30.06
Internet	Cranbury Estates – Kickabout rental	£ 1.00
Internet	Taurus Garden Services – open spaces maintenance	<u>£2,850.00</u>
		<u>£5,136.23</u>
3161	OVHC – Finance meeting	£ 25.00
3162	Petty Cash	£ 50.00
3163	HMRC – tax and NI Jan-Mar	£ 124.50
3164	Mill Farm Trees	<u>£ 429.00</u>
		<u>£5,764.73</u>

District Councillor Report March 2017

1. Pitt Vale and Gladman Appeal Dates, Guildhall Winchester

The Appeal hearing for the Gladman (Otterbourne) application will commence on 1st August and the hearing for the Pitt Vale appeal will commence on 17th October 2017.

2. Central Winchester Regeneration Project:

Friday 24 March 1.45pm - 5.00pm

Saturday 25 March 2017 10.45am - 4.00pm, Guildhall, Winchester

Residents are invited to the Central Winchester Regeneration Community Planning Weekend to help create a vision for the future of this prominent part of the City.

3. Council scoops Gold Standard award for homelessness services

Winchester City Council has become the first council in Hampshire and only the fifth in England to receive the Government's prestigious 'Gold standard' award in recognition of its work in preventing and tackling all forms of homelessness.

4. Winchester Criterium and Cyclefest returns to Winchester for 2017

Date for you Diaries - Winchester Criterium and CycleFest is back bigger and better for 2017 and will take place on Sunday 11 June. The Criterium race is widely regarded as the best of its kind in the region. Entries are now open and with a range of family activities and opportunities to try bikes, the city will be a hive of activity www.winchestercriterium.org

5. Opportunity for a Winchester car club

A car club is planned to help employees and residents in the city centre make better transport choices, and also reduce air pollution. Winchester City Council is inviting car club operators to bid to start a scheme in Winchester and make use of ultra-low emission vehicles.

Cllrs Bell, Laming and Warwick