

**MINUTES OF THE MEETING OF
OTTERBOURNE PARISH COUNCIL, TUESDAY 21 JANUARY 2020 7.30 PM
IN THE BIANCHI ROOM OF THE VILLAGE HALL**

Present: Cllrs Stafford (C); Stirrup Moody; Stansbury; Gilbert; Lansdown-Bridge

In attendance: District Cllr Hannah Williams (from 20:00); 1 Parishioner, Clerk

The Chairman welcomed Cllr Lansdown-Bridge to the Council.

1. **Declaration of Interest:** None.
 2. **Apologies for Absence:** Cllr Calliste; County Cllr Jan Warwick; District Cllr Brian Laming.
 3. **Minutes of Meetings:**
– to approve the Minutes of the Parish Council meeting 19 November 2019.
The Minutes had been circulated prior to the meeting and were taken as read. There being no amendments, they were agreed as a true record and signed by the Chairman.
 4. **Action Points and Matters arising from Minutes**
All matters had been actioned or would be addressed in the meeting except as follows:
4. Otterbourne Trail Run – as Cllr Reese was not present, the item was deferred.
12. a) i) Jubilee Path maintenance – Cllr Stafford had obtained a quotation from PHS and a second quotation was being obtained.
12. b) ii) Tree Survey – The Tree Warden, David Cox, had received a map of the parish showing areas of responsibility. Cllr Stirrup advised that he had had a meeting and the survey would be conducted before the end of spring. Cllr Stafford asked if the trees on the verge at Oakwood Avenue bus shelter could be included for report.
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| 4. to c/f. for March Agenda | Clerk | 17 March |
| 12. a) i) to obtain second quotation | Clerk | 17 March |
| 12. b). ii) to report on condition of trees | David Cox/Cllr Stirrup | 17 March |
5. **County Councillor's Report**
Report at end of the Minutes.
 6. **District Councillor's Report**
Report at end of the Minutes.
 7. **Local Crime Report**
The latest figures available for November were 10 incidents reported within 1 mile of Otterbourne: 1 anti-social behaviour; 2 other thefts; 1 possession of a weapon; 1 vehicle crime; 5 violent/sexual offences. Cllr Stafford had arranged a meeting with PCSO 17652 Darcy Gore who was the new PCSO covering the west side of rural Winchester and Councillors were asked to email if there were any particular areas of concern to raise.
 8. **Open Session for Parishioners – meeting closed by Chairman for this item**
A Parishioner raised three items: i) Cranbourne Drive public car park: some trees had fallen forward over one of the parking bays and needed removing; ii) the Jubilee Path required some additional hoggin at areas along the length; iii) to report that the pond on The Otter Trail along the Itchen Navigation had been cordoned off by the new landowner to ensure safety, but it was unlikely that the viewing platform would be repaired.

9. Vacancy for a Councillor

The Vacancy notice had been displayed since November, but no expressions of interest had been received.

10. Report of Representatives to Various Bodies

There was nothing to report from any of the representatives.

11. Report of the Planning and Highways Committee**a) Planning****i) Applications and Decisions – Schedule with Comments at end of the Minutes.**

Southampton International Airport Proposed Runway Extension: A letter of objection had been sent to EBC. Cllr Stafford reported that Dr Keith Smith had arranged a meeting with Steve Brine MP and had invited HCC and WCC Councillors to attend.

ii) Enforcement – the HWM site on Kiln Lane had been referred to WCC regarding concern about the number of HGVs accessing the site which did not appear to be for agricultural use.

b) Highways**i) Speed Signs – to receive update on the Evolis sign and discuss the shared parish sign.**

Otterbourne Evolis sign: Cllr Gilbert had submitted a report to Council on the options and costs involved. A two week rotation schedule had been requested by HCC due to the weight of the sign, but this entailed additional cost for movement by the contractors. Cllr Gilbert had sourced lithium batteries which were lighter and reduced the weight limit to enable a three week rotation. After further discussion, purchase and use of the lithium batteries was proposed by Cllr Stirrup, seconded Cllr Moody and agreed by Council.

Shared Parish Speed Sign: the cost of sign movement had increased and with consideration of the proposed purchase of the Evolis speed sign Council agreed to ask participating parishes to withdraw from the scheme for year commencing 1 April 2020.

To email participating parishes with request and report back	Clerk	asap
To submit three week schedule to HCC with lithium battery option	Clerk	18 Feb
To follow up with the Evolis supplier re warranty and delivery date	Cllr Gilbert	18 Feb

ii) Pedestrian crossing on Main Road at Nisa store – to receive update on funding.

£10,000 had been set aside in the 2020/21 budget to add to the CIL funding of £50,000 and County Cllr grant proposed for £1,000.

iii) Footpaths and Rights of Way – Priority Cutting Lists

Cllr Stirrup proposed the same footpaths as submitted in 2019; the most important ones being those most well used along the Itchen Navigation.

To email submission to Countryside Access	Clerk	asap
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iv) Other Matters

Boyatt Lane: a further request had been made to HCC via Cllr Warwick to extend the parking restriction white lines as there was a considerable problem with the movement of traffic.

Operation Resilience: as part of the programme, there will be work on Otterbourne Hill including some kerbing works which are programmed to start in February 2020 and will take 10 nights to complete followed by resurfacing works which are programmed to start March 2020 and expected to last for 4 nights with road closures from 20:00-06:00. Information signs would advise road users two weeks before and a letter would be sent to residents. Cllr Stafford commented that the closure time was not user friendly and could have a negative impact on local residents and businesses. It was agreed to request a later closure time of 22:00.

To make request to Cllr Warwick to liaise with HCC	Cllr Stafford	asap
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Verges and Lengthsman: two days of work by Grass and Grounds had taken place to tidy up the verges and a third day would be considered following the Lengthsman's visit on 29 January. A Worksheet had been drafted for the Lengthsman which included removal of the fallen trees reported at Item 8.

To submit Worksheet and supervise on the day	Clerk/Cllr Stirrup	asap
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c) Community Projects

i) Otterbourne in Bloom – to receive update on the project.

Three areas had been identified for small scale displays of approximately 1 m x 1.5 m at the recreation ground, the notice board on Cranbourne Drive and the village hall pending agreement. An estimate of cost was well within budget. Preparation of the beds and watering was proposed by volunteer helpers.

To forward the project	Cllr Moody	17 Mar
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ii) 75th Anniversary of VE Day – to receive update on the project.

A meeting had taken place with all representatives committed to participating in the event in order to firm-up the proposed programme and input, funding and logistical matters. A final programme of events would be produced in due course for village wide publication. A budget of £1,000 for the event had been set aside in the 2020/21 parish budget and an application made to WCC Small Grants Scheme. Local businesses were welcome to become involved and the SSAFA website held further information. Cllr Moody reported that there was nothing further to report from the Rotary Club.

To attend the Small Grant Scheme panel meeting	Cllr Stafford	13 Feb
To forward the project	Cllr Stafford	17 Mar

12. Report of the Recreation and Amenities Committee

a) Oakwood Park Recreation Ground

i) Play Park and Youth Facilities

Ratification of £95 agreed by Council for replacement part for the youth facilities seat.

ii) Pavilion

AED Cabinet: The supplier account had been set up and cabinet sizing confirmed. Confirmation of installation with electrical supply was awaited from CCFC prior to order.

Periodic Electrical Inspection: Following the inspection in November a report had been received with a number of C2 items requiring attention. A quotation from the contractor had been received and this would be examined before taking the work forward.

To follow up with CCFC re cabinet installation and when confirmed to place the order	Cllrs Stansbury and Stafford Clerk	asap
To examine the PEI quotation and liaise re work	Clerk and Cllr Stansbury	13 Feb

b) Amenities – to receive report on the War Memorial listing.

Cllr Stansbury reported that from 2 January 2020 the War Memorial was listed with WCC and Historic England. Planning consent from WCC would be needed for any works which would affect its character, but washing to remove grime and maintaining the surrounding shrubs could continue.

13. Report of the Finance and Administration Committee**a) Parish Accounts, Payments and Receipts, 1/4ly Budget Analysis and Reconciliation**

The financial statement and payments and receipts had been circulated with the Agenda and the reconciliation agreed by Cllr Moody. The budget analysis forecast a £7,000 end of year surplus which would be repurposed in the 2020/21 budget as proposed at the Finance Committee meeting on 18 November 2019.

b) Budget and Precept for 2020/21

To approve adoption of budget and precept at £40,084 with tax base of 714 giving an increase of 2.92% or £1.60 per household per annum on 2019/20. Band D rate £56.13.

Proposed by Cllr Moody, seconded Cllr Stafford and agreed unanimously by Council.

To confirm Precept to WCC	Clerk	asap
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c) Website and Parish Communication – to receive update.

The refreshed website was fully functional for visitors to browse content, send messages via the contact form and sign up for email updates. A basic campaign within MailChimp had been created but needed to be tested before launch. A number of matters still to determine included the format and frequency of the email updates and the system of operating and archiving.

To continue with the website email system	Cllr Calliste	17 Mar
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14. Risk Assessment and Management.

The height restriction barrier had been reported damaged on 20 January. It was currently safely closed, but was not possible to open.

To obtain quotation for repair or replacement part	Clerk	asap
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15. Notification of events and to raise new items for the next meeting.

Working Party meeting 18 February 2020.

16. Date of next Parish Council meeting – Tuesday 17 March 2020 commencing 7.30 pm.

Meeting closed at 8.35 pm

Schedule of Parish Accounts, Payments and Receipts

<u>Statement of Parish Accounts at 31/12/19</u>	£
Lloyds Treasurer's account	16,335.65
Plus Lloyds 6 month investment account to 02/06/2020 at 0.75%	10,000.00
Plus Lloyds 12 month investment account to 25/03/19 at 0.8%	<u>26,190.99</u>
Total	52,526.64
<u>December 2019 Payments from Lloyds Treasurer's account</u>	
Online Payments Total	£ 2,666.95
<u>January 2020 Payments from Lloyds Treasurer's account</u>	
Online Payments Total	£ 1,254.40
Cheque Payments Total	<u>£ 1,050.00</u>
Total Payments	£ 2,304.40

A copy of the Payments and Receipts Schedule may be requested from the Clerk.

Schedule of Planning December 2019 and January 2020

- Case No. 19/02601/TPO Oakwood Lodge, Oakwood Close, Otterbourne
Horse Chestnut (T1) fell. Poorly formed tree due to previous reductions. **Comment: No objection to the proposed felling however, we request that a replanting condition is placed on the approval, to ensure new trees are planted somewhere on the land to replace this felled tree.**
- Case No. 19/01479/HOU 36 Oakwood Avenue, Otterbourne
2 storey front extension incorporating a porch and dormer windows. Single storey rear extension. Amended Application.
Comment: No objection to the proposed development however, we note the neighbour's concerns regarding the siting of the proposed garage and agree that it does not sit well with the street scene due to its size and design and location at the front of the property adjacent to the boundary with the street.
- Case No. F/19/86707 Southampton International Airport, Eastleigh
Construction of a 164 metre runway extension at the northern end of the existing runway, associated blast screen to the north of the proposed runway extension, removal of existing bund and the reconfiguration and extension of existing long stay car parking to the east and west of Mitchell Way to provide an additional 600 spaces. (This application is subject to an Environmental Impact Assessment) **Objection: i) the Noise Preferred Route should be extended beyond the EBC boundary along the Itchen Navigation to beyond Shawford in order to protect the Southern villages from noise and pollution; ii) the Transport Assessment modelling fails to take into account the wider road network affected in C&S and Otterbourne.**
- Case No. 19/02633/HOU 2 Stone Terrace, Boyatt Lane, Otterbourne
New front porch in conservation area. **No comment**
- Case No. 19/02582/HOU 29 Oakwood Avenue, Otterbourne
2 storey rear extension **No comment**
- Decisions**
- Case No. 19/00854/FUL Southern Water, Southern House, Sparrowgrove, Otterbourne
Erection of a new Water Clarification and Filtration building, various single-storey kiosk buildings and associated works.
Application permitted
- Case No. 19/01479/HOU 36 Oakwood Avenue, Otterbourne
2 storey front extension incorporating a porch and dormer windows. Single storey rear extension. Amended Application
Application permitted

Eastleigh Local Plan I have submitted a robust objection to the Eastleigh Local Plan on the potential traffic impact of 16000 additional daily vehicle movements on the residents and infrastructure of Otterbourne. Eastleigh Borough Council has submitted a plan to build 5300 houses and a new link road through Allbrook and Highbridge Road to Junction 12 of the M3. Steve Brine MP and Paul Holmes MP also addressed the inspector to raise concerns on behalf Winchester and Eastleigh residents. Professor David Sear of Southampton University an international expert on chalk streams testified on the damage the development would cause to the River Itchen. The inspector's hearing in public commenced in November 2019 and will finish at the end of January 2020. The inspector will then consider and publish her decision.

Park Lane the Hampshire Highways team met with both County Councillors representing residents of the land last week. They have agreed to draw up an option to improve the surface of Park Lane as a matter of urgency. The recent wet weather and regular traffic has created some very deep craters. Residents will be kept updated. Plans for a tarmac surface (without lines) but with a central drainage channel and wooden kerbing to protect the existing verges will be drawn up in the next four weeks.

Boyatt Lane –following the resurfacing of the Lane the Highways team have been asked to review the lines to prevent cars parking too close and causing congestion at the junction with the Main Rd.

Otterbourne Hill –W921 Operation Resilience Carriageway Resurfacing and Kerbing Work –February (10 nights) and March (4 nights) 2020 -overnight closures (see separate letter to residents)

Hampshire County Council The law has now changed meaning opposite-sex couples can legally enter into civil partnerships. Previously only available to same-sex couples this has allowed opposite-sex couples to formalise their relationship as an alternative to marriage. Winchester Registry office has already made several civil partnership ceremony bookings. To date there has been no change in the funding arrangements for Local Government and HCC will still need to find £80M of savings over the next two years. The rain during December has left many road damaged further and in need of repair. Also with the flooding in some villages, the drains will need re-cleaning. A Highways programme is in now in operation.

Wheelabrator, Harewood, Nr Andover The Wheelabrator waste to energy Incinerator planning consultation, which closed on the 12th December 2019, has provoked thousands of letters and email in opposition to the project and very few in favour. There have been suggestions that the consultation did not meet all the conditions to render it as 'adequate'. We now need to wait to see the Wheelabrator response will be but it is expected that they will submit a full national planning application in the spring.

Climate change I have taken on the Climate lead role at the County Council. Hampshire County Council endorsed the decision to declare a 'Climate Emergency' in line with the action taken by many authorities in July 2019. In January 2020 Cabinet approved an action plan to provide a meaningful and effective set of measures to ensure that Hampshire moves towards carbon neutrality and greater resilience to the effects of climate change. Following this initiative some parishes have started to create their own Carbon Neutral strategies. I am happy to help promote dialogue and co-operation between Hampshire County Council and the parishes.

Household Waste Recycling Centres A new resident permit system will begin operating later this year. It will be controlled by Automatic Number Plate Recognition (ANPR) and will ensure continued free access for Hampshire residents to any of Hampshire's 24 HWRCs to dispose of household waste, while access for non-Hampshire residents will be for a fee of £5 per visit. Charges for non-household waste, including soil and rubble, plasterboard and asbestos remain. Hampshire residents can register up to three vehicles via the Hampshire County Council website. The introduction of this system will allow those living outside Hampshire to continue to use Hampshire HWRCs while making a contribution towards the costs of disposal of their household waste in Hampshire. Hampshire residents, including those who live in Southampton and Portsmouth, will be able to register for free access to any Hampshire HWRC from 19 December 2019 at www.hants.gov.uk/vehicle-registration-hwrc For residents without internet access, please call 0300 555 1389 to register.

Consultation on the **Library Service Strategy** commenced on Thursday 9th January via the following link
<https://www.hants.gov.uk/aboutthecouncil/haveyoursay/consultations>

Winchester District Councillor Report

Since the Last Parish Council meeting, we have had the General Election that puts a hold on many things.

Stagecoach Meeting

Meeting with Stagecoach to discuss bus services and the lack of in certain areas such as Oliver's Battery and the Valley in Stanmore. It was pointed out quite forcibly that if the city is to reduce the amount of traffic and pollution people need to have a better way of travelling into the city. The present routes do not assist in this as many communities do not have access to a reliable service or any service.

Highways England and the M3 and other roads

We continue to pursue Highways England regarding the forthcoming M3 diversions at present we are awaiting confirmation of the project in the next round of government spending. HCC have not yet accepted the need for mitigation work at the various points that we raised and we will continue to pursue this issue. Whilst on the subject of roads the number of potholes has increased at an alarming rate partly due to the fact that the surfaces were not repaired in the summer. It is vital that all potholes are reported to the HCC. If they are not it is impossible to claim for damages caused by them. Even when they have been reported there is a great deal of difficulty claiming. In the last month a number of foot paths have had a number of problems which have been reported to HCC.

Road closures

The M3 southbound carriageway between junction 9 and junction 11 will be closed overnight on the following dates: Friday 24 January • Saturday 25 January • Sunday 26 January. Also please note that Bar End Road will have major road works from the 13th January for 9 weeks. The traffic will be controlled by traffic lights. This is caused by the building of the entrance to the new Leisure Centre. It has been done in two separate halves to keep disruption to a minimum as possible.

Carbon Neutral Plan 2024

Winchester City Council sets out actions to achieve ambitious carbon neutrality targets

- Commits council to a carbon neutral target by 2024
- Commits the Winchester district to go carbon neutral by 2030

Energy efficient homes, more Park & Ride services, and civic buildings powered by renewable energy are all part of ambitious plans to cut carbon emissions published by Winchester City Council (Monday, December 23). The council's Cabinet has today formally adopted a Carbon Neutrality Action Plan, following its declaration of a Climate Emergency in June this year. The plan commits the council to review its own activities to reach carbon neutrality by 2024 - and sets the same ambitious goal for the wider district by 2030. The aim is to reduce the carbon emissions that cause climate change and to support environmental improvements in the district. The focus is on the biggest sources of carbon emissions – transport, property and energy. Progress will be measured and reported publicly. Leader of Winchester City Council, Councillor Lucille Thompson, said: *"We are taking bold action to reduce carbon emissions to create a more sustainable and healthier future. Everything the council does will be reviewed to reduce carbon in line with our ambitious targets. Tackling climate change is a shared challenge, and this plan sets out how we can all work together to achieve success."*

Actions included in the plan:

Transport (1,500 tonnes carbon emissions through council operations – and 287,000 tonnes by the district)

- Additional Park & Ride facilities in Winchester for example, 130 new car park spaces in 2020 increasing to 300 in 2021
- An expanded network of electric vehicle (EV) points across the district, including on the council's property
- The council will progress key studies to implement the City of Winchester Movement Strategy – this will promote greener travel such as walking & cycling; and better manage freight and traffic levels
- Require buses and taxis to be low emission/alternative fuel by 2030

Energy (1,780 tonnes carbon emissions through council operations – and 172,000 tonnes generated by the district)

- Source 100 per cent of all electricity purchased by the council via a 'green tariff' by 2021
- Build or invest large scale renewable generation projects such as solar farms, heat pumps, solar-battery car ports, wind farms and hydropower
- Install additional solar panels on council owned sites and identify sites for renewable energy in the Local Plan (a plan shaping the future development of the local area drawn up by the Local Planning Authority)

Housing/property (420 tonnes of carbon emissions through council operations – and 193,000 tonnes generated by the district)

- A council-led flagship ultra-low energy 'Passivhaus' housing scheme in Micheldever by 2021
- All new council homes will be built to the highest efficiency standards by 2024
- Invest an additional £1m per year on energy and water efficiency measures to council housing stock

Other:

- Promote rewilding (restoring and protecting natural areas) and tree planting, starting with planting at least 100 trees annually on council land
- Review the Local Plan to set development and land use standards that reduce carbon and increase sustainability
- Act as a leader on climate change encouraging individuals, businesses and other organisations to reduce carbon emissions
- Lobby government to give the council more resources to deliver the action plan

To read The Carbon Neutrality Action Plan visit [Carbon Neutrality Action Plan](#)

LEAP – Support with energy bills and making warmer homes

Referral

If you have been struggling to pay your energy bills, please don't think you're alone. According to the official Committee on Fuel Poverty, over 10% of households in England are in fuel poverty. 'Fuel poverty' is defined as a situation where someone who is on a relatively low income lives in a house that cannot be kept warm at a reasonable cost. It can be caused by a mixture of high energy prices, low incomes, and energy-inefficient homes. Fuel poverty can have life-changing effects on households, with the stress of debt, for example, creating social isolation and even illness. LEAP has a wide network of referral organisations who will refer anyone who is in (or at risk of falling into) fuel poverty. Referral organisations could, for example, include your local food bank, Citizens Advice, health clinic, your rent or housing officer or local authority contact.

Home Energy Visit

Once your eligibility has been checked, an appointment (at a time convenient for you) will be booked for you by the LEAP Contact Centre team. A highly-trained LEAP Home Energy Advisor will then visit your home and carry out a home visit. During the home visit, the advisor will conduct a thorough assessment of your home and try to offer immediate help. The advisor can install a range of simple energy saving measures where necessary, such as draught proofing or LED lightbulbs, provide energy efficiency advice and help you to look for a better deal on energy bills. The Home Energy Advisor will also leave behind a Home Visit Pack which will include details of the help and advice given to you as well as contact details of other organisations offering further support.

After the visit

Based on the findings of your home visit there are a range of onward services that can be offered. These might include a referral to an income maximisation service, an assessment for larger energy efficiency measures (insulation and heating) and identification of serious hazards in the home.

CLRs Bell, Laming and Williams