

**MINUTES OF THE OTTERBOURNE PARISH COUNCIL ANNUAL ASSEMBLY  
HELD IN THE BIANCHI ROOM, OTTERBOURNE VILLAGE HALL  
ON TUESDAY 18 MAY 2010 AT 7.30 PM**

**Present:** Cllrs R Oldham (Chairman); S Hudson (Vice-Chairman); C Barton-Briddon; W Andrews; N Tabor; M Acton; Clerk

**In attendance:** County Cllr C Bailey; District Cllr E Bell; Mrs P Wrightson; Mrs P Cole; Mr M Warne; Mr R Emery; PC Mark Smith; 4 Parishioners; Clerk  
Brendoncare Presentation: Mr J Tarzey, Mr R Staker, Mr J Ross.

1. **Apologies for absence:** Cllr P Granger; District Cllr G Beckett
2. **Welcome:** The Chairman, Cllr Dick Oldham, welcomed all to the meeting.
3. **Minutes of the 2009 Annual Assembly.**  
These had been distributed to those attending. The Minutes had been approved for presentation to the Annual Assembly by Councillors at May 2009 Parish Council meeting. The two action points had been completed. Proposed at the Annual Assembly as an accurate record: Mr R Oldham, seconded Mrs P Wrightson, approved and signed.
4. **Chairman's Report for 2009/2010**

The Chairman, Cllr Dick Oldham, addressed the meeting.

**Parish Council**

Parishioners were encouraged to attend meetings held seven times a year in the village hall. There had been a number of changes in the make up of the Council during the year with the loss of the late Roger Zebedee, Ian Phillips, Paul Weir and Ricky Taylor. All Councillors were thanked for their dedication and enthusiasm, in particular Ian Phillips for his longstanding service and Paul Weir for continuing his role as website manager. The new Councillors: Nick Tabor, Paul Granger and Mary Acton were welcomed, bringing the Council to seven members. Two more Councillors were still sought and anyone interested was encouraged to contact the Clerk. The Chairman also thanked Cllr Suzanne Hudson for her role as Vice Chair and Chair of the Planning and Highways Committee, Cllr Wendy Andrews as Chair of the Finance Committee, Cllr Paul Granger for filling the Chair of Recreation and Amenities Committee and the Clerk for the support and advice given to the Council.

**Parish Events**

The May Fair held at Cranbury Park and organised by St Matthew's Fund Raising and Social Committee had been highly successful. The Village Hall Pantomime and the Summer Variety Show had received excellent support, raising considerable funds towards the refurbishment of the main hall kitchen. The Village Hall Committee members were all thanked for their commitment and hard work and Chairman, John Pitman had notably been rewarded with the Mayor of Winchester's Award.

### **Conservation Group**

The Conservation Group was thanked for its continued maintenance and development of the Sponder's Mede Nature Reserve as well as looking after the old graveyard on Kiln Lane. Notices advertising working parties were posted on the Parish boards and extra hands were always welcome.

### **Personal Safety**

During the year No Cold Calling Zones had been established in parts of the village and Mrs Jean Mounter was thanked for setting up and maintaining a complete village network of Neighbourhood Watch volunteers. The Parish Council had combined with four other local Parish Councils to purchase a flashing speed limit sign and it continued to press Hampshire Highways to review the possibility of a pedestrian crossing on Main Road near Williams Garage.

### **General**

Other Council activities, outside of the main reports, had included the re-lining of the village car parks, maintenance work and bollard replacement around the Common and the constant reporting of highways damage for repair. A reminder was given to cut back overgrowing plants and hedges which encroached from property boundaries onto footpaths. Also, vigilance in removing and properly disposing of Japanese Knotweed which was appearing in hedges and various points throughout the village.

## **5. Report by Cllr S Hudson, Chairman, Planning and Highways Committee**

It had been a lively year in terms of the range of development issues and the steady number of planning applications being submitted. The Parish Planning Committee had met regularly and there had been liaison with Planners at Winchester City Council and across the Parish.

### **Planning applications**

Otterbourne continued to be affected by development proposals in adjacent Parishes, not least in the traffic generated. Written comments had been submitted on many applications and representation made at Planning Hearings at Winchester Guildhall. The scale of building proposals varied from large developments such as residential nursing homes to alterations and small extensions for private homes. Major applications had submitted pre-application consultations and Exhibitions of plans and architects' drawings had been helpful. There had been contentious applications for change of use from farmland at the edges of the Parish, sometimes for commercial office use or to equestrian facilities. Other applications had included modifications to historic buildings.

### **Enforcement action**

The main change this year had been the relatively large amount of Enforcement action by Winchester City Council, where development had been undertaken without planning permission. This had been followed several times by Appeal proceedings against Enforcement, involving Hearings by Government Planning Inspectors. Comments had been written on behalf of the community in Otterbourne, and the Village Design Statement had provided local policy to back up representations.

## 6. **Report of the Recreation and Amenities Committee**

Cllr Oldham presented the report.

### **Elderfield Cricket Pitch**

The Parish Council continued to explore the possibility of using the large field behind Elderfield House as a cricket pitch for use by Otterbourne Cricket Club. The Club was the amalgamation of Otterbourne and Eastleigh Cricket Club and Otterbourne's Top of the Hill Club which had used the Elderfield pitch for many years. Public consultation had taken place at the Council's Extra-Ordinary Meeting in February and negotiations with Langley House Trust which owned Elderfield continued. The Council had also taken the advice of WCC Planning Department on the possible development of this site as a village cricket ground which had proved positive.

### **Oakwood Park Recreation Ground**

Work on the new children's play park had been completed in April 2009 followed by an official opening in June. The Council was very grateful for the generous funding it had received from the Veolia Group and from the WCC Open Spaces fund which had enabled the project to be completed at reasonable cost to the Parish. Several minor adjustments had been made in the following months to improve access to the main tower feature. The park had proved very popular with younger village children and the picnic benches equally popular with parents. More recently, two further swings had been installed by the youth facilities for older children.

The Sports Club had embarked on a major internal refurbishment of the Sports Pavilion. At the same time the Parish Council, as landlords of the property, had undertaken a full health and safety upgrade of the building including electrical, heating, fire safety features, flooring and sanitary improvements to bring the building up to current standards. Ex-Cllr Paul Weir and the Clerk were thanked for all their efforts in achieving this.

The Recreation Ground continued to be a popular facility for many different users: runners, dog-walkers, footballers, ball game players, young children learning to ride, kite flyers, picnickers and many more. This had led to the ground becoming seriously worn in some parts and the Council had requested some additional maintenance work this year to improve its overall condition. The dog bin had also been repositioned to aid access. The possible freehold purchase of the recreation ground had received positive response from Parishioners at the Extra-Ordinary meeting in February and Councillors worked towards progressing this.

## 7. **Presentation of audited accounts for year ending 31 March 2009 and unaudited accounts for year ending 31 March 2010. Report by Cllr W Andrews, Chairman, Finance Committee**

### **Audited accounts for 2008/09**

The accounts for 2008/09 had been audited and approved by the external auditors on 24 November 2009.

### **Unaudited accounts for 2008/09**

The main items of expenditure after the Clerk's salary had been: the new play area at the Recreation Ground (£73,495), the Pavilion health and safety refurbishment (£10,199); Recreation Ground maintenance throughout the year (£2,385). The new play area had been financed primarily by a grant from Veolia and the WCC Open Spaces fund with the balance of £10,000 being drawn from Parish Reserves.

The main items of income apart from the Precept had been the Veolia Grant (£34,654) for the play area, the Sports Club rent (£1,299) and bank interest (£497).

### **Spending plans for 2010/11**

These consisted of negotiations regarding the potential purchase of the freehold of the recreation ground, swings for the youth facility (completed), bollards and boundary markers for the Common (completed) and the re-staining of Old Deeds bus shelter. These would be funded from Reserves whilst the Precept, set at £26,682 and representing an increase of 1.36% to a total of £38.28 per household, would cover regular overhead expenditure.

## **8. Questions from the floor including any matters arising from Item 3 of the Agenda**

PC Mark Smith reported that crime figures for the village had decreased and were low. He stressed that householders should not become complacent about locking sheds and garages as there were continuous thefts from these. All incidents should be reported if policing levels were to be maintained. The Safer Neighbourhood Team worked towards the needs of the community and the priorities set by residents. It was important to update these Beat Priorities and Parishioners were encouraged to come to the Beat Surgeries advertised on the Parish notice boards to talk to Police Officers. The Hampshire Constabulary webpage also enabled reports to be made.

A report from County Cllr Charlotte Bailey had been submitted and distributed to Parishioners attending. Attached.

A report from District Cllr Eleanor Bell had been submitted and distributed to Parishioners attending. Attached.

## **9. Presentation by Brendoncare and Pegasus Planning Group on the proposed Brendoncare development for 34 'shared care' apartments and 20 bed nursing home on land adjacent to Penarth House, Otterbourne Hill.**

Mr Jim Tarzey from Pegasus Planning Group, Mr Ron Staker the Chief Executive of Brendoncare and Mr Jonathan Ross from Ralph Ross Partnership addressed the meeting. Attached.

**Councillor Oldham gave thanks for the presentation and to everyone attending.  
Meeting closed 9.00 pm.**

**Annual Report to Otterbourne Parish Council 2009 - 2010**  
**from County Councillor Charlotte Bailey**

Council Tax

The County approved a council tax increase of 1.9% – 38p per week for a Band D property. £24 million in efficiencies and savings are predicted to sustain the quality of services. Government funding is predicted to fall considerably.

Councillor Allowances

County Councillors agreed a freeze on their allowances for this year.

Highways

Poles Lane will be top dressed this summer. I have asked for Poles Lane roundabout to be completely resurfaced not just patched. I am pleased that after many reminders Serco has cleared and swept between the pedestrian bollards and some of the pavements. Outstanding projects are the possible crossing near the garage and safer crossing places near Poles Lane roundabout. I take the opportunity to urge everyone to report road faults. One easy way is to email to [roads@hants.gov.uk](mailto:roads@hants.gov.uk) or to go online at [www3.hants.gov.uk](http://www3.hants.gov.uk). The reason for this is that if there are more faults logged then there is more funding allocated to our area. Alternatively, defects can be reported to: 0845 603 5633

Drainage

Otterbourne Hill drainage should have been done this year but has been carried forward. Also down for 2010 is Poles Lane drainage. I have asked for the drainage to be looked at along Highbridge Road.

Parish Footpaths

In an effort to make sure that footpaths are prioritised for clearance the Countryside department has asked Parish Councils to list three of the most important paths which will be maintained first. Advice on unauthorised vehicles on footpaths is still to report them to the police on 101 even if you haven't got the registration number.

Sparrowgrove and Oakwood Copse Conservation Trust

I was pleased to be able to give a grant to help with communication and community events and look forward to SOCCT letting us know what needs doing in the woods. Meanwhile we can just enjoy walking amongst the bluebells.

Councillor Grants

This year I have given grants to Harestock, Littleton, South Wonston, Olivers Battery, Badger Farm, Compton & Shawford and Otterbourne. I look forward to applications for a something to benefit the community in Otterbourne this year.

Parish Lengthsman

In October 2008 Otterbourne drew up a proposal to ask the County for a Lengthsman who would carry out general highways maintenance. The County instigated two pilot schemes and I recommended for both Hursley and Otterbourne to be considered. They were not chosen. We have still not had a report on the pilot but more and more parishes are wanting someone to take fast action locally when problems arise. Hursley are considering possible actions and received a report at their annual meeting.

Speeds

At last the SLR sign is up and running after problems with the contractor. There is a timetable for when it will appear in Otterbourne. There are still problem areas for speeding and I hope that our neighbourhood police team will make use of their new speed guns to carry out enforcement.

Grit Bins

Following the severe cold weather the County has budgeted for extra money to triple the number of grit bins to 6,000. The main road through Otterbourne was a primary gritting route and kept clear but side roads need local action with gritting. All Parishes are telling the County how many extra bins they require and where they will be placed. A review of the effects of the severe winter weather is being carried out so that plans can be in place for the next time.

Park & Ride

I have reported on progress with the P&R throughout the year. It is fully open now and gradually more cars are using it. The bus service is excellent and full details of times and prices can be found at [www.hants.gov.uk/south-winchester-park-and-ride.htm](http://www.hants.gov.uk/south-winchester-park-and-ride.htm)

Advice and Care for the Elderly

There has been a steady increase of older people who are able to 'personalise' their own care needs and choose for themselves what service will be provided. Early intervention by the Innovations Team for Winchester is working with residents who have problems but who are not yet critical. This seems to keep people more active for longer.

Childrens' Services

Once again Otterbourne's school has had excellent results and we appreciate all the work of the staff. The County has an excellent advice service to support all schools. Since the 'Baby P' case everyone has become more aware of the potential risks to children and the County is finding that the number of children in care has increased by 4.6% in the last year. This places enormous funding pressures on the County but we know the importance of supporting all children and families.

Winchester Hampshire Action Team

All the County Councillors of Winchester district meet together to look at Highways issues. At the meetings we prioritise work to be done in the following year – always frustrating as there are more jobs than funding to do them. Also last year fewer jobs were done so they have had to be rolled over to this one. The team has been drawing together information for the district so we can target the greatest need. We have a small budget to fund projects. We continue to support Winchester Action on Climate Change (WinACC) and the Greening group.

Rail Bridge Closures

County and City Councillors are meeting regularly with County officers to try to iron out as many problems as possible for the Andover Road and Stoke Charity bridge closures. The experience from the St Cross Bridge closure showed that it took a few weeks to get everything right so please be patient. We do rely on people telling us what the problems are so let me know or email [andoverroad@hants.gov.uk](mailto:andoverroad@hants.gov.uk) or phone the environment department. The bridges open on July 12<sup>th</sup>.

Rural Strategy

85% of Hampshire is classified as rural so HCC's Rural Strategy has been produced to support sustainable communities. The strategy looks at community life, the economy, farming and forestry and the environment.

Audit Commission

Hampshire County Council has again been awarded the maximum score possible for the quality of its services and its value for money by the Audit Commission. There are still areas for improvement in both Childrens' and Adult Services.

No Cold Calling Zones

Trading Standards and the Police are working together to discourage unauthorised traders calling. Part of the scheme helps householders to feel able to say No at the door. It may not be appropriate for all areas, particularly if there is no identified problem.

I have also reported on

10:10 Campaign

Gardening Support Service

Local Transport Plan 3

Cultural Activities in Winchester

My County responsibilities include:-

Children and Young Persons' Scrutiny Committee

Children and Families Advisory Committee

Schools Admissions Forum

Regulatory Committee

Standing Advisory Council for Religious Education

River Hamble Management Committee

Family Placement Panel (for Fostering Service)

Hampshire Archives Trust

**Report to Annual Meeting of Otterbourne Parish Council 18 May 2010  
from District Councillor Eleanor Bell**

**Planning (strategic and otherwise)**

The Winchester District Local Development Framework (LDF) has again moved forward slowly – my role has been to ensure that local people were made aware of those aspects of the framework which might impact on them directly and indirectly, and conversely to ensure that the WCC Strategic Planning Team were aware of local views. The Core Strategy document was revised in the light of advice from the Planning Inspectorate and will go forward for further consultation in June.

A separate document, the Strategic Housing Land Availability Assessment (SHLAA) 2009 was also revised and concluded that there was a shortfall of availability in the next five year period. This meant that the Local Reserve Sites (of which Pitt Manor is one) could be triggered by a successful planning application. A supplementary SHLAA has assessed all available housing land outside of existing settlement boundaries.

In terms of individual planning applications, a recent change is the introduction of Householder applications for extensions etc. The process is intended to be faster and simpler; however, we have discovered that if one of these Householder applications goes to appeal, the process can be too swift and preclude full comment by objectors and councils. I have made representation on this matter.

In terms of farm sites, it was felt that a decision was reached almost too quickly in the case of Land at Otterbourne Farm, Kiln Lane, where a Change of Use from barn to commercial office use was permitted despite local disquiet. In the case of Highbridge Farm, on the other hand, we are still waiting for a ruling from WCC Legal Services on an application for Lawful Development Certificates submitted over a year ago!

Several Enforcement cases have been taken up and pursued successfully. Two have gone to Appeal, on which the score was 1:1 draw – one upheld, one dismissed.

**Winchester City Council Partnerships**

**Winchester District Strategic Partnership (WDSP)** is led by Winchester City Council and includes among its partners: Winchester Action on Climate Change (WinACC), Winchester Area Community Action (WACA), University of Winchester, Winchester Churches Together, Mid Hants Primary Care Trust (PCT), Local Area Police, and Hampshire County Council. One of its key roles is to create and deliver a Community Strategy that identifies the priority issues facing Winchester District and what the partnership can do to address them. The Community Strategy is split down into five key outcomes for everyone in the Winchester District: Health and Wellbeing, Safe and Strong Communities, Economic Prosperity, High Quality Environment, Inclusive Society.

Partners within WDSP have recently signed up to the Winchester Agreement to reduce carbon emissions by 20% by 2012. The City Council had earlier agreed to sign up to the national 10:10 campaign to reduce carbon emissions within its own buildings by 10% in 2010 (by March 2011).

**Winchester Action on Climate Change (WinACC)** is a network of local people, businesses and organisations working together to transform Winchester into a low carbon district. They have a positive vision for the future - low energy bills, healthy lifestyles, strong communities – with a target to reduce CO2 emissions by one-third by 2015.

WinACC is core funded by Winchester City Council and besides offering an extensive information and advisory service to individuals and organisations, it spearheads a number of initiatives across the district, including training Low Carbon Champions and promoting local Greening Campaigns.

**Presentation by Brendoncare and Pegasus Planning Group on the proposed Brendoncare development for 34 ‘shared care’ apartments and 20 bed nursing home on land adjacent to Penarth House, Otterbourne Hill.**

Mr Jim Tarzey from Pegasus Planning Group, Mr Ron Staker the Chief Executive of Brendoncare and Mr Jonathan Ross from Ralph Ross Partnership addressed the meeting.

The site, to the south of Penarth House, fell just outside Otterbourne in the newly formed Parish of Allbrook under Eastleigh Borough Council. The land was owned by the Perbury Group whose last application in 2002 for a business park had been refused due to the undetermined need for it and generation of traffic. The existing access to Penarth House would be used for the new development. It was proposed to dedicate an area of the land to public open space and an existing area of woodland and permissive path would be protected. There would be no access off Boyatt Lane. The formal consultation process had been completed. A planning application to EBC would be made by the end of June 2010 and Otterbourne Parish Council would be consulted. Completion was envisaged by 2012.

Mr Staker spoke about the vision and aims of the project. Brendoncare had several sheltered residences and nursing homes in the locality, but this was the first of its kind to help those with dementia. Dementia was very under-represented in care facilities and the solutions were very limited. The project sought to give an approach that recognised there was still potential for people with dementia; to offer individual independence as much as possible; most importantly to keep couples together and to enable partners or carers to have support when needed. The 34 apartments would be purpose designed within a safe and secure environment, but with access to community rooms, gym, restaurant and hairdressing facilities. The apartments would be on leasehold basis with a variety of options available. A medical and social care assessment of purchasers would be in place to ensure that the tenants were purchasing for need. A 20 bed nursing wing would provide specialist care for residents, but also support for carers and access to respite care. A Brendoncare Club would be offered to those within the wider community reaching the needs for occasional users of facilities or respite care.

The architect explained that the consultation process had been beneficial. The building had been designed on different levels. Meetings with Planning and Highways had resulted in some changes, such as alterations to the roof line and moving the taller part of the building away from the permissive path. A raised bund and planting would be used to improve visual aspect. A traffic survey had determined that 40 spaces should be designed into the scheme for employees’ and carers’ vehicles and that traffic generated would be low. A noise study and air quality management study had been completed and the level of the land and planting would be used to best advantage.