

**MINUTES OF THE MEETING OF OTTERBOURNE PARISH COUNCIL
OTTERBOURNE VILLAGE HALL – 15 NOVEMBER 2011 7.30 PM**

Present: Cllrs Oldham (Chairman); Doherty; Morrison; Kelly; Jones; Acton

In attendance: District Cllr J Warwick; Mr R Emery; Mrs P Wrightson; PCSO Amey Stevens; Clerk

1. **Declaration of Interest:** None received.
2. **Correspondence:** Folder passed to members for circulation during the month.
3. **Apologies for Absence:** Cllr Barton-Bridson; County Cllr C Bailey; Ms Lynne Hill, Mrs Pam Cole.
4. **Minutes of the Meeting**
To approve the Minutes of the Parish Council meeting 18 October 2011
Minutes previously distributed to Councillors. Correction to Item 10: Cllr Hudson was no longer a Councillor and would be asked in her capacity as Joint Chair of the Conservation Group. See Item 12 b). Proposed as an accurate record by Cllr Kelly, seconded Cllr Doherty and approved and signed.

5. Action Points and Matters arising on the Minutes and not discussed elsewhere

All items had been actioned or would be mentioned in the meeting except for the following:

5 11e) To obtain quotation from Biffa for Chapel Lane bund/posts	Clerk	ongoing
11 d) i) To obtain quotation for Kickabout sign	R&A/Clerk	ongoing
11 b) To arrange meeting with WCC re works to trees on Common	R&A	ongoing

6. Elderfield Repot

A report from the Project Manager, Lynne Hill had been received. One of the residents had attended a reception at the House of Lords where a certificate for a brighter future had been awarded to him. Following on the success of last year, a new drama group had started with performances planned at the prison and local schools. A carol service would be held at Elderfield on 19 December at 7.30 pm.

7. Police Report

For the period from 20/09 to 15/11. 5 reports of suspicious incidents; 2 thefts: a kennel and a digger from Poles Lane; 2 reports anti-social behaviour: at the recreation ground and Cranbourne Drive. Twyford police station was to close on 8 January and the Safer Neighbourhood Police Officers and PCSO's for Otterbourne, Compton & Shawford and Hursley would be based at Alresford. Emergency calls would still be covered by North Walls police station. Provisional terms had been agreed to use Otterbourne village hall and Colden Common community centre as local bases. A public meeting had been arranged at Otterbourne village hall on 30 November at 7.30 pm and at Twyford Village Hall on 1 November at 7.30 pm to address the changes. Councillors expressed concern regarding the distance of Alresford and assignment of new PCSO's who might not know the area.

To write to the Inspector with cc to Chief Constable	Cllr Doherty	30 Nov
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8. Open Session for Parishioners

A Parishioner suggested a Red Oak tree on the Common be considered for the Jubilee Project.

9. County Councillor's Report

As attached.

10. District Councillor's Report

As attached.

11. Election of a Vice-Chair and Chair of Recreation and Amenities Committee

Due to the resignation of Cllr Hudson and Cllr Tabor. Cllr Acton who had been Acting Chair for Recreation and Amenities Committee was agreed unanimously as Chair. Cllr Acton was also agreed unanimously as Vice-Chair of the Council. Both appointments to continue until the May meeting when re-election of all positions within the Council would take place again. Cllr Oldham advised his intention to retire from the Council at that time.

12. Report of the Planning and Highways Committee**a) Applications and Decisions**

As attached. Items of note with regard previous applications:

Land West of Kiln Lane new entrance to the field: A strong objection had been lodged due to the considerable loss of hedgerow and impact the size of the entrance would have on the rural lane.

A request for a Planning Brief and determination by WCC Committee had been made.

27 Greenacres Drive retrospective application for decking over the bank and stream: An objection had been lodged as the stream was part of flood prevention measures. It was under responsibility of the Greenacres Management Committee and should not be acquired in part by residents.

b) Old Church Yard, Kiln Lane

Complaints had been received about the loss of parking in the layby. A site meeting was being held between officers from HCC and WCC, County Cllr Bailey and Cllr Jones to determine ownership of the layby which was understood to be Highways. The Conservation Group would be asked for opinion about possible restricted access to the church yard for maintenance.

To contact Cllr Hudson for report to Cllr Jones	Clerk	asap
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c) Speed limits and Village Signs

i) Flashing Speed Sign – to recommend increase in use due to reduction of 4 Parish participation. Compton & Shawford proposed to withdraw from the consortium. The additional schedule spaces could be shared between the remaining four Parishes and the Committee recommended taking up this option from April. An increased amount had been set aside in the 2012/13 Precept.

To bring forward Cllr Jones' proposal at January meeting	Clerk	17 Jan
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ii) Village Signs on the Gateway to the village – consideration of proposals.

Cllr Jones had made a comprehensive investigation and costing of replacing the signs at the four main village access routes. The Clerk would make a final check of two signs for Kiln Lane and Otterbourne Hill regarding their high cost and the Item would be on Agenda for January meeting. A provision of £2,200 had been set aside in the 2012/13 Precept.

To contact HCC and confirm costings above and Agenda for January	Clerk	17 Jan
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d) Highways

i) 30 mph roundels – update

Due to the 30 mph limit not being implemented on the Otterbourne Road, it was unlikely roundels would be agreed for the access roads to Otterbourne. A request had been made and reply awaited.

ii) Safety railings – update

A request had been made for installation of staggered safety railings on two footpaths: from Waterworks Road to Otterbourne Road exiting by the bus stop and from Meadowcroft Close to Main Road exiting opposite Williams Garage. A reply was awaited.

iii) Verge bulb planting and improvements around bus shelters – update

The Daffodil bulbs were on order and approval for planting obtained from Highways. An amount had been set aside in the 2012/13 Precept for improvements to areas around bus shelters.

iv) Other matters

Two road signs on approach to the roundabout at Poles Lane reported as requiring maintenance. A manhole cover on Poles Lane roundabout also reported for second time.

13. Report of the Recreation and Amenities Committeea) Oakwood Park Recreation Ground

i) Play park and Youth Facilities – update

Youth facilities – quotations were being sought for repairs/replacement of the wooden back wall. Monster Play had agreed to repaint the seats of the shelter along the joints which were showing rust. Further quotations for line marking of the ball court were being sought.

To seek quotations for back wall	Cllr Acton	17 Jan
To seek quotations for line marking	Clerk	17 Jan

ii) Pavilion – Proposal for expenditure of up to £266 for work to rear footpath area

A quotation of £266 had been received for the works. It was agreed this was the simplest and cheapest option for repairing the uneven surface and block the through-access with a fence minimizing the risk of trip hazards to the general public. Proposed Cllr Acton, seconded Cllr Oldham and approved.

To confirm final arrangements with Sports Club and instruct works	Clerk	17 Jan
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iii) Volunteer Litter Pickers

Trevor Rutter had been undertaking this for some time. He had been joined by two new volunteers Wayne and Sue Dunlop. A litter-grab, strong gloves, keys and bags for the bins had been provided, together with instruction that care should be taken and any injuries notified to the Clerk asap. All were thanked for their work and very valuable contribution to the Parish.

b) Allotment Trees – update of works

08 December had been set for the works. Christopher Hoare Tree Services had been instructed. Southern Electric would contact local residents to advise interruptions of power 9 am - 3 pm. The Allotments Association had been informed.

c) Open Spaces – maintenance of Parish seats

Two benches in the Play Park had been re-stained. Bourne Close bench was agreed as in very poor condition and would receive refurbishment. A request had been made to WCC/HCC to remove the large self-sown sapling to the side. Two further benches would be refurbished this year. The bench at Old Deeds had been badly vandalized. The Handyman had since removed all of the broken base slats and a quotation would be sought for repair. An insurance claim might be made, depending on cost.

To receive quotation for repairs to bench at Old Deeds	Clerk	asap
To inform Clerk of two further benches for refurbishment	R&A	17 Jan

d) Village Hall – Proposal for expenditure of £180 plus VAT for a salt bin

A new HCC grit bin placed on Cranbourne Drive would serve the public car park and highway. A salt bin had been requested by OVHC for use on the village hall car park and footpaths. Proposed by Cllr Acton, seconded Cllr Kelly and approved. OVHC had also requested some salt for the bin. Council considered a sum of £100 could be provided for the first year with separate consideration in future years. As there was a degree of urgency, a Proposal would be sent out to all Councillors before next meeting.

To inform all Councillors of Proposal for Expenditure of £100	Cllr Acton	asap
To place order for salt bin	Clerk	asap

14. Report of the Finance and Administration Committee

a) Parish Accounts and Cheques for Payment

As attached. The bank statements were approved as accurate to the accounts recorded. The Minutes of the Finance Meeting 07 November 2011 had been copied to all Councillors. Proposed by Cllr Kelly, seconded Cllr Doherty and approved.

b) Proposal for 2012/13 Precept to be set at £30,276 (3.59% increase on 2011/12)

A copy of the Precept Expenditure and Income Analysis had been copied to all Councillors. Proposed by Cllr Kelly, seconded Cllr Acton and approved by whole Council for recommendation to WCC.

c) Jubilee Project – discussion re. suggestions received

£1500 had been set aside for the Project from 2011/12 and 2012/13 Precepts. Suggestions received: a Jubilee Bench: placed half way up Otterbourne Hill to replace the previous Coronation bench; an Oak tree for the Common: to contribute towards replenishment of important Parish trees; a Jubilee Path: refurbishment of the permissive path from recreation ground to Itchen river walk. It was noted that the bench was no longer in a position to warrant more than a simple rest stop and refurbishment with new slats could be achieved. The Oak tree was estimated at £200, the village could be engaged in its planting and it would constitute a long-lasting item. The path was considered important for current users from whom requests had been made for improvement. Council agreed therefore to forward plans for the Oak tree and path.

To write to Southern Water and obtain permission for path works	Clerk	17 Jan
To follow-up with Countryside Access grant for path	Cllr Oldham	17 Jan
To write to WCC for permission to plant tree on Common	Clerk	17 Jan
To arrange meeting with WCC for tree works required	R&A	17 Jan

15. Report of Representatives to Various Bodies

Sparrowgrove and Oakwood Copse Conservation Trust (SOCCT)

The TPO on the whole woodland area had been lifted by WCC, including the area which was not under the new SOCCT Management Plan. Cllr Oldham had contacted WCC and requested this part be re-instated.

To continue follow-up with WCC for reinstatement	Cllr Oldham	17 Jan
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16. Risk Assessment and Management

None received. The Old Deeds bench had been made safe.

17. Any other business

None received.

18. Date of next meeting – 17 January 2012 at 7.30 pm in the Bianchi Room of the Village Hall.

Report of the Planning and Highways Committee**12 a) Applications and Closing Dates for Comment**

Case No. 11/02450/FUL Langley House Trust, Elderfield, Main Road, Otterbourne
 Case No. 11/02451/LIS installation of 1m high tubular bow top black metal fencing incorporating single 1.2m gate. Installation of green metal box storage container 20 ft long x 8 ft wide x 8ft long for archive storage.

Decisions

Case No. 11/02013/FUL 34 Oakwood Avenue, Otterbourne
 Two storey front extension. **Application permitted.**

Case No. 11/02105/TPO The Lodge House, Oakwood Close, Otterbourne
 2 no Conifers fell. **Application permitted**

Report of the Finance and Administration Committee**14 a) Parish Accounts**

	£	£
	Current Statement Balance	Last Statement Balance
Lloyds TSB Treasurers	16,102.55	15,892.75
Lloyds TSB Guaranteed Investment Account	Closed	Closed
Co-operative Bank Current Account	0.60	1,968.60
Co-operative Guaranteed Investment Account	35,118.55	35,000.00
3 months @ 1.34%		
Total Balance	51,221.70	52,861.35

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

2524	Mrs M Gaines – bus shelter cleaning October	106.98
2525	Mrs J Ayre – salary October	691.55
2526	Mrs J Ayre – office, travel expenses October	91.00
2527	HMRC – employer and employee contributions tax and NI	164.79
2528	Blunt Construction – movement of SLR sign	96.00
2529	Mr M Greenough – travel expenses for rabbit clearance	30.00
2530	Asap uk – sign for Play Park Area	150.00
2531	Blake Laphorn – recreation ground purchase costs	2088.45
2532	Cannon – recreation ground maintenance September	242.09
2533	OVHC – Parish Hall hire for PC and Finance meetings	80.00
2534	Blake Laphorn – Elderfield interim legal fees	<u>586.00</u>
		<u>£4326.86</u>

Report from County Councillor Charlotte Bailey

Highways

The resurfacing of Main Road seems to have gone well. Please let me know if there are any problems. I was pleased to get the part in front of the church redone at the same time and levels on the road have been slightly changed to begin to address the flooding near Romans Oak. A course of action is planned to solve the problem.

I am sorry that the refusal of the 30mph limit for Otterbourne Road means that Otterbourne will not get any roundels yet as it was part of the same scheme. As there was a majority of 59% who wanted a 30mph I am still working to find another way to do what the majority in Compton & Shawford parish want. I will also support the request for roundels.

The brick construction near the old churchyard in Kiln Lane has been investigated by the County and the City Councils. It is clear that some of the construction is on Highway land. I have requested a site visit, to include a Parish Councillor, to discuss what action needs to be done. Dates have been sent to the Parish Council so hopefully everyone will be available at the same time..

Lengthsman Project

The briefing on the results of the pilot project with Parish Lengthsmen in the Southern Parishes is tomorrow and I am hopeful that the county will wish to continue with the project and include Otterbourne in the next stage. I will send the results to you as soon as I have them.

On-line advice for Parishes

The County has two useful advice sections. One is the **Transport Self Help Kit** which enables parishes to either advise on or provide transport for those sections of the community who do not have access to a regular service: www3.hants.gov.uk/passengertransport/transport-self-help-kit.htm The other is advice on **Winter maintenance**. At a recent briefing we were told that another cold winter may be on the cards. The County is well prepared, grit bins are in place, the gritting routes are identified, farmers are on a list for snow ploughing and there are even 4x4 drivers who are on standby for emergency rescue work. Details on <http://www3.hants.gov.uk/roads/winter-maintenance.htm>

Olympics 2012

The journey of the Olympic torch through Hampshire is on July 11, 14, 15, 16. Only London has more stops. It is good to know that the torch will pass through Winchester and Kings Worthy. 450 people have been selected to carry the torch and the list will be published on December 8th. Lots is planned for Hampshire and Winchester in particular. Details are on www3.hants.gov.uk/2012/olympians

Consultations

There is a review of **library opening hours**. The county is looking to reduce them by 7.5% in order to save a further £450,000. Both the Discovery Centre in Winchester and the Chandlerr's Ford libraries are seen as key to the area so will have minimal changes. There are two small libraries which can only be kept open with volunteer support. Stanmore is one of them and perhaps you may know of local people who would be willing to help keep it open by donating some of their time. Go to www.hants.gov.uk/library to comment by December 28.

The Government is changing the **blue badge scheme** to make it fairer and more consistent. A questionnaire is on www.hants3.gov.uk/bluebadge/bluebadgeconsultation Replies by Dec 4th.

District Councillor Report 15th November 2011

1. Refuse Collection

Despite a three week delay in some cases hopefully the majority of grey/green and garden waste bags have now been collected. It was not the best start to a new contract exacerbated I understand by mixing up crews previously working together for Serco.

The cost of additional collection vehicles & crews and the use of a Wembley call centre will be paid by Biffa.

One good point –the Biffa vehicles are new Euro Category 5 should bring a considerable reduction in the 2010-11 figure greenhouse gas emission compared with the old Serco fleet (796 tonnes CO2).

2. Where Next for Winchester

Following the recent Question Time event there is an interesting ongoing debate around future housing requirements in Winchester:

Barton Farm

Infrastructure (Schools, highways, facilities)

Number of homes required over the next 20 years

Use of Brownfield vs Greenfield sites

Economic viability of Bushfield Science Park

Plans for Places and Blueprint

Pitt Manor (Appeal starts next Tuesday 22nd Nov).

To be discussed at WCC (Local Development Framework) Cabinet on 28th November.

3. City Museum

Nominated in the Times recently as one of Britain's best small museums this houses a collection of local artifacts, rebuilt Mosaic floor from a Roman villa near Sparsholt and a fully constructed Edwardian tobacconist.

From 10th December there will be Xmas Quizzes and discovery trails for children.

4. SpeedWatch

We were successful in obtaining just over £3k funding for Community SpeedWatch in Hursley. Eight volunteers are being vetted and are due to start training at the end of November.

Jan Warwick