

**MINUTES OF THE MEETING OF OTTERBOURNE PARISH COUNCIL,
15 NOVEMBER 2016 AT 7.30 PM IN THE BIANCHI ROOM OF THE VILLAGE HALL**

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

In attendance: County Cllr P Bailey (8.30 pm); District Cllr E Bell; District Cllr J Warwick; 12 Parishioners; Clerk.

1. **Declaration of Interest:** None
2. **Apologies for Absence:** District Cllr Brian Laming
3. **Minutes of the Meeting:**

To approve Minutes of the Parish Council meeting 20 September 2016
Minutes previously distributed to Councillors. Proposed by Cllr Stirrup; seconded by Cllr Stansbury, approved by Council and signed.

To approve Minutes of Planning and Highways Committee meeting 14 October 2016
Minutes previously distributed to Councillors. Proposed by Cllr Moody; seconded by Cllr Rodford, approved by Council and signed.

To approve Minutes of Finance and Administration Committee meeting 1 November 2016
Minutes previously distributed to Councillors. Proposed by Cllr Kelly; seconded by Cllr Moody, approved by Council and signed.
4. **Action Points and Matters arising on the Minutes and not discussed elsewhere:**

All matters had been actioned or would be addressed in the meeting, except as follows:

13. b) i) Cycle stands: these had been agreed by WCC and installation arranged.

10. a) i) Neighbourhood Plan: Twyford had responded that it cost in excess of £10,000, and that they had secured grants through the SDNP.

11. d) Aerial mapping: Response still awaited from the PCC.
5. **Crime Report**

There had been no Police Alerts received for Otterbourne.
6. **Elderfield Report**

A report received advised there were currently six residents with a further four expected. The new criteria and culture was proving very positive and good links had been made to the Chandler's Ford Methodist Church. The Elderfield carol service was at 7 pm on 19 December and an open invitation to the village.
7. **Open Session for Parishioners**

Eastleigh Borough Council Local Plan

A parishioner advised that over 100 people had attended the public meeting in Colden Common arranged by the Upham action group to discuss the Local Plan to build 6,000+ new homes north of Bishopstoke and a new highway costing £30M. Various issues had been discussed including the inadequacy of the sewerage system, traffic concerns from the estimated extra 30,000 vehicles and the environmental impact on the Itchen Valley. A professional advisor had been engaged. Cllr Jones advised that Otterbourne had objected to the EBC Local Plan in relation to its impact on the Highbridge, Allbrook and

Pitmore Road network and had written to Upham with moral support, but this did not extend to financial help. It was reported that Southern Water was planning a new freshwater pipeline from Testwood to Otterbourne and it was mandated to cope with infrastructure required to meet new developments.

Southern Water: Application for Solar Panels south of the recreation ground.

Several parishioners addressed the meeting in particular with regard to the lack of any consultation and misleading information in relation to the impact on adjoining residential properties and public open space. Cllr Jones advised that he had spoken with the Case Officer and WCC Legal Dept; the application was not a normal planning application, but a Certificate of Lawfulness and was being considered by WCC Legal Services, not Planning. The outcome would probably rest on the legal merits of whether the land was considered as Operational and solar panels were included in operational works. Comments could be submitted, but if it was found Permitted Development then Conditions could not be imposed. The impact on the SIA flight path had been considered, but was not allowable. Cllr Bell advised engaging with Southern Water before any permission had been granted. WCC Landscape and Ecology had said they would work with Southern Water, the Parish Council and Conservation Group to establish enhancements such as natural screening and wildlife corridors. Cllr Warwick advised to stress the lack of consultation with residents or the Parish Council and to include any evidence of non-operational use.

Gladman outline planning application for 90 houses east of Main Road

It was reported that the Case Officer was mindful to refuse the application under Delegated Powers, but the Decision Notice was still to be confirmed after 25 November. A strong defence against any potential Appeal would be needed and the outcome of an Appeal in Colden Common was awaited to show the robustness of the WCC Local Plan.

8. County Councillor's Report

Recycling Centre changes: Cllr Bailey reported that charges were being made to residents for disposal of garden rubble. It was uncertain whether this was legal and HCC had decided to delay the implementation of the Recycling Centre changes for the interim.

9. District Councillor's Report

As attached. Coles Mede: Cllr Bell advised that the WCC Cabinet Housing Committee had approved disposal of the land to include the garage site and part of the Green. The remainder of the Green would be protected. Concerns expressed by WCC related to affordability of the housing. Use of the garage site was welcomed as favourable and TACT was in general favour. Any planning application by Footsteps Living would be considered in the normal way and subject to the usual planning constraints.

10. Report of Representatives to Various Bodies

Conservation Group: Cllr Stansbury advised that four quotations had been received for tree work at Sponder's Mede proposed in the 2017/18 budget. The quotations would be assessed at the January meeting to be scheduled for the early spring.

To Agenda approval for January meeting	Clerk	17 Jan
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Village Hall: Cllr Stirrup advised that planning permission for the extension had been granted and the first quotation received; grant funding was being sought.

11. Report of the Planning and Highways Committee

a) Planning Matters

- i) Applications and Decisions as attached. See Agenda Item 7 for Gladman update.
- ii) Solar Panels – application by Southern Water for field south of recreation ground. See Agenda Item 7. Council agreed to submit raised concerns and to try and liaise with Southern Water and WCC Officers to ensure that, should the installation be approved, the best possible outcome might be achieved to reduce the visual impact on the surrounding environment.

To draft submission response and liaise with WCC and SW	Cllr Jones	23 Nov
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iii) WCC Local Plan Part 2 – Consultation on Proposed Modifications.

Following the Examination Hearings for LPP2 and publication of the Inspector's Note of initial Findings, WCC had compiled a series of Proposed Modifications to LPP2 for consultation until 12 December. Cllr Acton advised that it was only possible to comment on the Proposed Modifications at this stage and no reference had been found in relation to MTRA3 or Otterbourne. Cllr Warwick advised the main modification was to include Gypsy and Travellers' sites which did not affect Otterbourne.

iv) New Parliamentary Constituency Boundary Changes – to agree submission.

Examination of the new constituency boundaries and numbers showed that it was not possible for the combined parishes of Otterbourne, Compton & Shawford, Hursley, Twyford and Colden Common to remain within the Winchester constituency without another part of the boundary changing. Potential options to retain numbers within legal limits included looking at the northern boundary and parishes of Sparsholt and Crawley, Sutton Scotney, South Wonston and Micheldever or Denmead to the south as the southern boundary had been greatly extended to accommodate most of the Meon Valley. Concern about knock-on effects for adjoining constituencies were noted.

Cllr Acton advised that the Boundary Commission preferred constructive changes and it was evident that all of the combined parishes felt cohesion and close ties with Winchester. Council agreed to put forward constructive reasons for remaining in the Winchester constituency.

To submit by consultation due date	Cllrs Jones, Acton / Clerk	5 Dec
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b) Highways – to receive any matters arising for report

Cllr and Mrs Jones were thanked for undertaking a further year of bulb planting for the village verges. The village tidying work was waiting on the Lengthsman's availability.

To take forward village tidying worksheet	Cllrs Jones / Romero	
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12. Recreation and Amenities Report

a) Oakwood Park Recreation Ground

- i) Ground and Pavilion – to update on consultation process.

The Steering Committee had produced an Information sheet and Questionnaire which together with the former lease had been sent to all 14 applicants. A meeting would be arranged to consider the responses before village consultation at the Annual Assembly.

- ii) Pavilion – Councillors were updated with quotations received for the maintenance. Within the £1,200 approved budget, it was agreed to instruct Taylor and Son with the general and landscape works and Merdon with carpentry for the fire exit door. Painting of the windows would be c/f to January for approval and scheduled for the spring.

To Agenda approval of budget for window painting	Clerk	17 Jan
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iii) Proposal for expenditure of up to £2,500 for a new height restriction barrier. Proposed by Cllr Jones, seconded Cllr Acton and approved by Council.

To assess the 3 quotations received and instruct	Cllr Jones / Clerk	17 Jan
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- b) Amenities – Proposal for expenditure of £600 +VAT for reduction of allotment trees. It was noted that the work by SSE to reduce the trees under the electricity lines was awaited. The quotation from Christopher Hoare Tree Services for the parish work was proposed by Cllr Kelly, seconded by Cllr Stirrup and approved by Council.

To liaise with SSE and Christopher Hoare TS for scheduling and work supervision	Cllr Barton-Briddon /Clerk	5 Jan
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13. Report of the Finance and Administration Committee

a) Parish Accounts and Cheques for Payment

As attached. The second half of the Precept had been received. Re-investment of the 6 month account had taken place.

- b) Budget and Precept for 2017/18 – Proposal for approval of Budget at £38,121 and Precept at £37,234 (based on CTS grant of £887) equal to an increase of £4.21 per household per annum at Band D. Overhead costs had been held at 1% below 2016/17. The increase was in particular for: i) loss of revenue from the pavilion and recreation ground during the consultation year on its future use; ii) potential provision of a Neighbourhood Plan within the next three years (estimate £15,000) which would be important to examine following the recent planning application for large scale development in the village and neighbouring parishes. Proposed by Cllr Kelly seconded Cllr Jones and unanimously agreed.

To inform WCC	Clerk	Due date
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14. Risk Assessment and Management

Nothing further noted.

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

Cllr Jones agreed to attend the WCC Budget and Devolution update on 7 December.

16. Date of next Parish Council meeting

17 January 2017 commencing 7.30 pm.

a) Parish Accounts and Cheques for Payment

	£	£
	Current Statement	Last Statement
Lloyds Treasurers	28,257.62	35,771.92
Lloyds 12 month Investment a/c to 10/02/17 @ 1.15 %	25,455.79	25,455.79
Lloyds 6 month Investment a/c to 30/06/17 @ 0.8%	11,592.44	<u>11,546.13</u>
Total Balance	64,305.85	72,773.84

Cheques for interim payment from Lloyds account 18 October 2016

3116	Mrs J Ayre – salary September	£ 815.43
3117	Mrs J Ayre – office, travel, telephone/internet 1/4ly expenses	£ 133.55
3118	Mr R Webster – bus shelter cleaning 5 th	£ 56.25
3119	Mr James Acton – reimbursement for war memorial wreath	£ 25.00
2120	OVHC – hall hire	£ 75.00
2121	Steelway Fensecure – play park gate spring	£ 110.40
2122	Southern Water – pavilion and standpipes	£ 42.09
2123	Southern Water – allotments	£ 85.61
3124	RTC Safety Surfaces Ltd – play park wetpour	£ 3764.40
3125	Taylor and Son – 3 benches removed and installed	£ 420.00
3126	MJT Building & Decorating Ltd – SLRS movement	£ 96.00
3127	OCS Canon – recreation ground maintenance August	£ 256.85
3128	Ludus Leisure Ltd – Play Park moose antlers	£ 111.60
3129	HCC – street lighting April-September	<u>£ 317.36</u>
		£6,309.54

Cheques for payment from Lloyds account 15 November 2016

3130	Mrs J Ayre – salary October	£ 815.43
3131	Mrs J Ayre – office, travel	£ 72.20
3132	Mr R Webster – bus shelter cleaning 6 th	£ 56.25
3133	Dek Graphics – printing Public meeting/Finance meeting/PC meeting	£ 40.72
3134	OCS – recreation ground maintenance September	£ 256.85
3135	MJT Building and Decorating – SLR sign movement x2	£ 96.00
3136	Cllr Will Jones – reimbursement of bulb expenditure	£ 80.29
3137	Information Commissioner – Data Protection registration	£ 35.00
3138	British Gas – pavilion electricity	<u>£ 19.70</u>
		£1,472.44

Planning Applications and Decisions

Applications and Closing Date for Comments

Case No. 16/01862/FUL 11 October	Williams Garage, Main Road, Otterbourne Replacement accommodation to temporarily replace the existing workshops and associated office accommodation destroyed by fire. No comment
Case No. 16/02029/FUL 11 October	1 Chapel Lane, Otterbourne Demolish garage, utility and cloakroom and front porch. Construct two-storey side extension, new front porch, new roof, windows and doors for existing conservatory. Provide hard standing at front for car turning area. No comment.
Case No. 16/02140/FUL 18 October	Williams Garage, Main Road, Otterbourne Replacement of temporary buildings and development of new workshop, reception and staff accommodation to replace the workshops destroyed in the fire in Nov 2015. No comment
Case no. 16/01993/FUL 24 October	Riverside, Highbridge Road, Highbridge Use of land as a private Gypsy family site comprising the continued siting of a single unit mobile home, retention of day room and utility room buildings and demolition of two stable buildings. Comment submitted: if the Case Officer is minded to approve further conditioning is applied.
Case No. 16/02289/HOU 28 October	Green Hedges, Waterworks Road, Otterbourne Proposed conservatory to side of property No comment
Case No. 16/02147/FUL 11 November	4 Ivy Cottages, Boyatt Lane, Otterbourne Change to roof of single storey rear extension. Amendment to 15/01063/FUL No comment
Case No. 16/02364/HOU 10 November	38 Oakwood Avenue, Otterbourne First floor extension with pitch roof and existing front roof alterations to ground floor entrance and rear flat roof extension. No comment

Case No. 16/02526/LDP
23 November

Southern Water Services, Sparrowgrove, Otterbourne
Installation of ground mounted solar panel array, switch gear housing, underground cabling, security fencing.

Objection and Comments lodged

Case No. 16/02555/TPO
10 November

Brendon Care, The Old Parsonage, Main Road, Otterbourne
T1 Hazel, coppice to 0.75m from ground level. T2 Sycamore,
prune to allow 2m clearance from building. Reduce lateral limbs over building by up to 3m to allow 2m clearance from building.
T3, T4 Willow. re-pollard back to old pruning cuts.
No comment

Decisions

Case No. 16/01762/FUL

Quest, Poles Lane, Otterbourne
Single storey rear extension.
Application permitted

Case No 16/01862/FUL

Williams Garage, Main Road, Otterbourne
Replacement accommodation to temporarily replace existing workshops and associated office accommodation destroyed by
fire **Application permitted**

Case No. 16/02289/HOU

Green Hedges, Waterworks Road, Otterbourne
Conservatory to side of property. **Application permitted**

Case No. 16/02029/FUL

1 Chapel Lane, Otterbourne
Demolish garage, utility and cloakroom and front porch.
Construct two-storey side extension, new front porch, new roof, windows and doors for existing conservatory. Provide hard standing at front for car turning area.
Application permitted.

Case No. 16/01911/TPO

Yew Tree Cottage, 6 Chapel Lane, Otterbourne
1 no. Oak – reduce overhanging branches by 2 metres
Application refused

District Councillor Report to Otterbourne Parish Council Tuesday 15th November 2016

1. Boundary Commission – meeting update

The Chairs of the five Parish Councils in the Badger Farm and Oliver’s Battery Ward met with District Councillors to consider their response following the publication of the Boundary Commission for England’s initial proposals for new Parliamentary constituency boundaries.

The Boundary Commission has proposed that Colden Common, Twyford, Compton, Otterbourne and Hursley should fall under the Test Valley Constituency. Badger Farm and Oliver’s Battery will remain with the Winchester MP although all the Parishes will be part of the same District Ward under Winchester City Council.

There was general agreement at the meeting that all the Parishes within our District Ward would like to remain within the Winchester Constituency due to the strong local transport, education and planning links with the City of Winchester and between each Parish. The deadline for a response to the Boundary Commission is 5th December.

2. RE: 16/02526/LDP Installation of ground mounted solar PV array, switch-gear housing, underground cabling and security fencing at Southern Water Services

The above application has been made under permitted development regulations. The decision will be made by Winchester City Council’s Legal Department based on their professional judgment. They will consider the application under permitted development regulations for water and sewerage (GPDO 2015, Part 13 (g): 94-95) and also possibly an interpretation of the planning legislation.

Statutory undertakers, such as Southern Water can carry out many different types of work without requiring planning permission. The issue here is that the works involved are perhaps not what might have been expected.

Whilst the Parish Council and Ward Councillors can raise an objection, unless they have an understanding of the relevant legal issues, then anything they say is not likely to carry much weight in the determination process. However, they can comment on the appearance of the land, which looks like a field, and the fact that it is separate from the main Southern Water site (to the north) and question how the solar panels can therefore be ‘permitted development’. This will help to reinforce the argument that the proposal is not situated on ‘operational land’, which is one of the key requirements of the permitted development regulation.

There appears to have been very little public consultation by Southern Water. There is actually no obligation to consult when the applicant is simply looking for a determination from WCC as to whether the proposal is or is not permitted development. However an approach to the Parish Council and to local residents in advance of the application would have been helpful.

3. 16/02115/OUT Up to 90 Homes Main Road Otterbourne

Winchester’s planning case officer is close to a decision on the above proposal to build up to 90 homes on land off Main Road, Otterbourne. This is an unallocated site outside of the settlement boundary and that development would have a significant impact on the character of the landscape. The developer is still continuing to provide secondary documentation in support of the application.

The formal decision deadline date is 25th November and an announcement is likely to be made by then.

4. Christmas arrangements in Winchester

Winchester’s arrangements for Christmas are well under way with extended operating hours for the Park & Ride, the use of parking marshals to help guide traffic and reduce congestion. There will also be electronic indicators to show the availability of parking spaces across the city. The Christmas lights are being switched on at 6pm on Thursday 17th November with entertainment in The Broadway from 4.30pm

The Park & Ride is operating as normal Monday to Saturday between 6.25am and 8.30pm There is an additional free Sunday shuttle service between the East & South car parks and The Broadway (only) from 20th November to 18th December inclusive. For further information: <http://www.christmasinwinchester.co.uk/>

Cllrs Bell, Laming and Warwick