

**MINUTES OF THE MEETING OF  
OTTERBOURNE PARISH COUNCIL, 16 APRIL 2019 7.30 PM  
IN THE BIANCHI ROOM OF THE VILLAGE HALL**

**Present:** Cllrs Stirrup (C); Stansbury; Moody, Stafford, Reese; Rodford.

**In attendance:** County Cllr Jan Warwick; District Cllrs Jan Warwick; Brian Laming; Ron Emery; 3 Parishioners, Clerk

1. **Declaration of Interest:** None.
2. **Apologies for Absence:** Cllr Williams.  
Anne Lavin had decided not to stand for election and had tendered her resignation. She was thanked for her time as a Councillor and continuing as litter-picker for the recreation ground.
3. **Minutes of the Meeting:**  
To approve the Minutes of Parish Council meeting 19 March 2019.  
All Minutes had been circulated with the Agenda. They were agreed without amendment and the Chairman signed them as a true and accurate record.
4. **Action Points and Matters arising on the Minutes not discussed elsewhere:**  
All matters had been actioned or would be addressed in the meeting except as follows:
  9. Thornden School re cycling on the pavement advice: c/f to 21 May for report.
  9. Communication improvements: c/f to 21 May for report
  13. b) i) SLRS 2019 schedule: Clerk to follow up again with Hursley Clerk. Badger Farm Parish Council was progressing sites with HCC and expected to join the scheme by 1 July.
  14. d) i) Red Lane easement drainage: Cllr Stirrup reported his meeting with the contractor to examine the problem. A letter had been sent to the resident with quotations.
5. **Local Crime Report**  
The latest figures available for February were eight incidents reported within 1 mile of Otterbourne: 1 bike theft; 4 burglary; 1 drugs related; 3 public order; 1 robbery; 1 violent crime; 7 violence/sexual offenses.
6. **Open Session for Parishioners**  
A parishioner asked a number of questions about the Colden Common Football Club lease. He was advised monthly rent was being received and had been set to recover the outlay of £10,000 over the seven year term. The outlay included a new boiler, pipework, security alarm and fire requirements which were needed for the pavilion to be functional, whether for the lease and community events. CCFC was undertaking interior decoration and refitting the kitchen at its expense. Income was not based on fee per match, but on a lease for the pavilion with rights to use the pitch. Councillors were attending matches and training sessions to monitor car parking and language. CCFC was being pro-active in trying to resolve these issues by enforcing rules against bad language on the pitch and finding options for the home team to use other local car parking areas.
7. **County Councillor's Report**  
As attached. In addition, Cllr Warwick had attended several meetings with HCC regarding the crossing point on Main Road opposite the Nisa store. It had been

established that a pelican (light controlled) crossing would not be possible because of the distance between the two access points of the store. A zebra crossing looked more promising and plans were being drawn up. WCC held CIL funds for community works and Cllr Warwick had submitted an application on behalf of Otterbourne for £150,000 towards the project. Council thanked Cllr Warwick for submitting the CIL funding request and progressing the project.

## 8. District Councillor's Report

As attached.

## 9. Report of Representatives to Various Bodies

### Allotments

Ron Emery reported six people on the waiting list. A quotation had been received for repair of the garage store/shop. The annual allotment rentals for 2019/20 were received.

To note quotation for the 2020/21 Budget	Clerk	21 May
To deposit and receipt the allotment rentals £780.80	Clerk	21 May

### Otterbourne Village Hall Committee

Cllr Stirrup advised that the Committee was obtaining further quotes for the extension.

## 10. Report of the Planning and Highways Committee

### a) Planning

Applications and Decisions – as attached.

Land east of Main Road: Cllr Warwick advised WCC was requesting further information from Gladman Developments.

### b) Highways

i) Otterbourne Speed Sign – to receive update

Clerk to c/f for report by Cllr Williams at the May meeting	Cllr Williams	21 May
---	---------------	--------

ii) Lengthsman Scheme – to agree Associate Parish contract for 2019/20.

The contract was agreed for signing. Cllr Rodford was progressing the Worksheet for the next Lengthsman visit 1 May.

Cllr Stirrup advised there was a large amount of graffiti on the walls of the reservoir.

To return signed Associate Contract to Lead Parish	Clerk	1 May
To submit Worksheet and supervise Lengthsman visit	Cllr Rodford	24 Apr
To contact Southern Water and ask for graffiti removal	Clerk	21 May

## 11. Report of the Recreation and Amenities Committee

### a) Oakwood Park Recreation Ground

i) Pavilion and Sports Pitch use – to update

See item 6. Councillors agreed to monitor and to work with CCFC and residents.

ii) Defibrillator – to discuss potential and costs for the exterior wall of the pavilion. Discussion included access to the equipment, use by the community, vandalism, costs involved for the cabinet and fixing. Council agreed unanimously to progress in principle, pending quotations being received and funding agreed.

Cllr Reese advised there were some broken/missing posts requiring replacement.

Clerk to c/f for report by Cllr Rodford at the May meeting	Cllr Rodford	21 May
To advise the number of posts for quotation to the Clerk	Cllr Reese	21 May

iii) Play Park and Youth Facilities – to discuss 1 day inspection course  
Cllr Stafford had attended a half day session run by HALC and presented a copy of the power point presentation. A 1 day Visual Inspection Course was being given by Nick Adams in May which provided accreditation. Cllr Stafford agreed to attend, pending confirmation of date and cost involved.

To find out costs/availability of 1 day course	Clerk	asap
--	-------	------

b) Common – to report on grant of £300 from WCC and wildflower project.  
WCC had awarded a grant for seeding the bunds with wildflowers. A quantity of sand and wildflower seed had been purchased and the Conservation Group approached for help.

To progress seeding	Cllr Stirrup	27 Apr
To submit monitoring form to WCC on completion of project	Clerk	21 May

c) Amenities – Proposal for expenditure up to £235 on bench and notice board maintenance. A number of the new benches had algae growing on them. Cllr Stafford offered to inspect and see whether he could attend to them before agreement for the work by a contractor.

To inspect/attend to benches or report for c/f to May Agenda	Cllr Stafford	21 May
--	---------------	--------

## 12. Report of the Finance and Administration Committee

a) Parish Accounts, Payments and Receipts – see Statement at the end of the Minutes. £208 interest has been added to the 12 month account. The first half of the Precept £19,127.50 had been received into the Treasurer's a/c 12/04/19. Council agreed that £10,000 of the former £11,250 invested in a 6 month account should be reinvested and the balance of £1,250 held in the Treasurer's account.

To reinvest £10,000	Clerk	asap
---------------------	-------	------

b) Budget 2018/19 – to receive End of Year statements, reconciliation and analysis. The end of year statements, reconciliation and budget analysis were approved.

### c) Audit

Internal Audit – to receive report from the 8 April audit meeting.

The Internal Auditor's report had been received and there were no matters raised for attention.  
External Audit – to approve the Annual Governance and Accountability Return.

i) Section 1 Statements 1-9 were affirmed by Council and signed by the Chairman and Clerk.

ii) Section 2 Accounting Statement agreed by Council and signed by the Chairman and RFO.

To send off the AGAR to the External Auditors	Clerk	10 June
---	-------	---------

13. **Risk Assessment and Management** – Nothing raised.

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

Annual Village Assembly Tuesday 7 May 2019 at 7.30 pm.

All Councillors had received the Notice of Assembly for delivery to households by 2 May. It was agreed to purchase refreshments and approach helpers for the evening and to invite the ex-Chairman and Mrs Jones.

15. **Date of next Parish Council meeting** – 21 May 2019 commencing 7.30 pm  
**Meeting closed 8.45 pm.**

## Schedule of Planning Applications and Decisions

### Applications

Case No. 19/00405/HOU 4 April	Hill Cottage, 23 Chapel Lane, Otterbourne Single storey rear extension <b>No comment</b>
Case No. 19/00478/HOU 12 April	Little Hampden, Copse Close, Otterbourne Front and rear single storey extensions <b>Comment: regarding protection of the trees, particularly during construction works</b>
Case No. 19/00516/FUL 15 April	Riverside, Highbridge Road, Eastleigh Variation of condition 2 of planning permission (16/01993/FUL) to allow siting of additional single mobile home and replacement utility building. <b>Comment: concern regarding over proliferation of the site. This is the third planning application which seeks to further increase the number of mobile homes per pitch. Conditioning requested including to restrict number of mobile homes and touring caravans on the whole site if the Case Officer is minded to approve.</b>

### Decisions

Case No. 19/00212/HOU	Wren Cottage, Main Road, Otterbourne New oak framed garage. <b>Application permitted</b>
-----------------------	---

## Statement of Parish Accounts, Payments and Receipts

<u>Bank Statements Parish Council at 31/03/19</u>	£
Lloyds Treasurer's account	13,529.08
Less outstanding cheque 3197	<u>( 3,280.00</u>
	10,249.08
Lloyds 12 month investment account at 1.25% to 25/03/2020	<u>26,190.99</u>
Total	36,440.07
<u>LengthsmanBank Statement at 31/03/19</u>	3,261.35
Cheque payments for April totalled	100.00
Parish Council online banking payments for April totalled	4,644.76
Lengthsmanonline banking payments totalled	1,752.00

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

**County Councillor Jan Warwick (Winchester Downlands)  
Parish Council Report April 2019**

**Supporting Families** More than 4,500 families in Hampshire have been helped during the County's Supporting Families programme. An evaluation by Solent University showed the support given translated into avoiding costs of around £27m.

**Calshot Activity Centre** new investment in the Hangar centre include aerial trekking, laser climbing and a bouldering cave.

**County Councillor Grants** This year I have been pleased to support the following local schemes:

Red Lane resurfacing in Otterbourne

Winchester Basics Bank

Badger Farm Picnic Bench

Winchester Film Festival

Winchester Street Reach (Weeke and Harestock)

HELP Hampshire Stroke Clinic

Life Education Wessex Compton All Saints Primary School

CAB Winchester

Compton and Shawford Bus Stop Fencing

Thrive Wellbeing Café Older Persons' Christmas Lunch

Sparsholt Parish Hall Signage

Chat-Tea Café Badger Farm

Weeke Community Centre Electrical Work

Compton Lock Signage

Hursley Community Shop Equipment

The next County Councillor grant applications will open in June 2019.

**District Councillor Report April 2019**

**Project Milestones**

- Work has commenced on the Bar End Sports and Leisure Park –a live webcam link to the site is now available along with a virtual tour of the centre on the link below.  
<https://timelapse.regenology.co.uk/api/embedded/d0d/>  
<https://www.youtube.com/watch?v=02QTR9g5O1M&feature=youtu.be>
- More than 800 visitors gave their views on the possible future of the River Park Leisure Centre Site
- Winchester was voted the happiest place to live in England
- The WCC Cabinet approved the Winchester Movement Strategy and committed £500,000 to scope delivery of the first projects
- An outline planning application has been submitted for the Station Approach Grade A office space
- The central Winchester regeneration project has been formally named as Saxon Gate

**Cllr Jan Warwick**