

Present: Cllrs Oldham (Chairman); Phillips; Williams; Stafford; Andrews; Zebedee; Hudson
In attendance: PC Nigel Harding; Mrs P Wrightson; Mrs P Cole; Clerk.

1. **Declaration of Interest:** Cllr Stafford declared interest in Item 14 a) in that his property was situated directly opposite the tree.
2. **Correspondence:** Correspondence Folder 2 passed to members for circulation.
3. **Apologies for Absence:** Cllr Smith; County Cllr C Bailey; District Cllr G Beckett; District Cllr E Bell.
4. **Minutes of the Meeting:**
Parish Council meeting 19 February 2008 previously circulated to Councillors.
Proposed by Cllr Stafford, seconded Cllr Andrews, approved and signed.
5. **Matters arising on the Minutes and not discussed elsewhere:**
Item 12 c) Parish Notice Boards: Cllr Stafford suggested that instead of removing the notice board outside Elderfield, it should be offered to them for use. Agreed by Council. Quotations for the three new notice boards had been received within the £2,500 agreed expenditure limit. Council agreed order should proceed. **Clerk**
6. **Police Report**
PC Harding reported that there had been 8 crimes since last meeting: 1 deception, 2 thefts resulting in arrests, 2 non dwelling burglaries, 1 theft from motor vehicle, 1 domestic assault resulting in arrest, 1 criminal damage to private property. In addition there had been 1 sudden death (non suspicious), 1 concern for welfare, 1 road traffic accident and 1 suspicious person report. It was reported that a door to door peddler had been seen in the area without identification and residents were advised to turn away such callers. A reminder was given not to leave articles inside cars at beauty spots. It was noted that the temporary flashing speed reminder for traffic entering the village from Poles Lane was flashing at cars prior to the 30 mph limit and so results from the survey might be higher than expected.
7. **County Councillors Report**
A copy of Cllr Bailey's report had been copied to all Councillors and is attached.
8. **District Councillors Report**
A copy of Cllr Bell's report had been copied to all Councillors and is attached.
9. **Open Session for Parishioners**
A resident asked if a 30 mph sign could be painted onto Main Road to help reduce traffic speed. Council would enquire as to HCC Highways policy. **Clerk.** Concern was raised regarding windows at Elderfield and apparent lack of fixed stays giving limited opening as previously reported. This matter would be discussed with Julian Perkins when he next attended a Parish Meeting. **Chairman**
10. **Parish Plan – to discuss the review**
It had been hoped that Ian Stockdale would agree to review the Parish Plan, but unfortunately this was not possible. Cllr Phillips suggested that the Plan should be monitored by the Planning and Highways Committee and he agreed to review it and report back at the next meeting. This was accepted by Council. **Cllr Phillips**

11. **Village Design Statement – update**

The VDS Draft had been placed on the Parish and WCC websites for public consultation from 13 March–25 April. Councillors were asked to comment and a team would be required to take into consideration comments received from Parishioners before final publication. Two quotations had been received so far for printing. The project was still within budget of £6650 grant from Awards for All. The final document would be sent to all households in Otterbourne. **All Councillors**

12. **Report of the Finance Committee**

a) Parish Accounts and Cheques for Payment

Attached.

b) Cranbourne Drive Open Spaces – to consider quotations for maintenance

Three quotations had been received based on the same specification:

Taurus £1980, Jim Kimber £1920, Serco £2489. Quality of work from Contractors of the two lowest quotations was known to be equally good but Kimber was slightly cheaper. If Jim Kimber was selected the contract for Open Spaces would be merged with the Recreation Ground. This was due for tender in December 2008 and a forward quote had been received at 3% increase per annum for further two years. Proposed to award Jim Kimber contract for Open Spaces with further two years for Recreation Ground to March 2011. Proposed: Cllr Stafford, seconded Cllr Oldham, agreed by Council. **Clerk**

c) Internal Auditor – to consider quotations for internal audit

Three quotations had been requested based on same specification: Haines Watts £495 with £20 increase per annum, John Murray £150 fixed for three years, Paul Reynolds was unable to quote due to sudden illness. John Murray held Practising Certificate, PI insurance and audited neighbouring Parishes. Proposed to award John Murray the contract. Proposed: Cllr Hudson, seconded Cllr Zebedee, agreed by Council. **Clerk**

d) Otterbourne Common – to consider quotations for additional security works

Three quotations had been received: Serco £3660, John White £8860, Peter Gunter £7084. There was concern that the specification for Serco was not as detailed as the other two which had led to a much lower quote than expected. A more detailed specification would be prepared and checked by a Councillor. Serco would be approached to reconfirm their quotation against it. **Cllr Stafford/Clerk.**

13. **Report of the Amenities and Recreation Committee**

a) Recreation Ground – update on opportunity to purchase freehold

Cllrs Zebedee, Stafford and Andrews had met with Peter Hawkey of Southern Water and put forward a price for consideration by SW. A response was still awaited but would be followed up for next meeting. **Cllr Zebedee**

b) Oakwood Copse and Sparrowgrove – update on opportunity to purchase woodlands

TPOs had been placed on both woodlands by WCC. This had caused concern to some members of the Steering Group but Council considered that this gave assurance that all work carried out would be done in accordance with a proper plan. Date for purchase was 31 March. Steering Group had agreed that one of its members would loan the money for the purchase to complete in time. A legal agreement was being examined to Lease the woodlands back to the Group at a peppercorn rent for one year whilst Pledges were received and Charitable Status and a Management Plan were set up. A letter was requested stating that Parish Council was in support of the bid from the Steering Group for purchase of the woodlands. **Cllr Williams/Chairman.** Pledges so far received totalled around £50,000. Compton & Shawford Parish Council had pledged £5,000. Councillors agreed it might be possible for Otterbourne PC to make a grant if the Lottery Bid for the Children's Play Area was successful. Concern was raised regarding ownership of the access to the paddock area. Cllrs Stafford and Zebedee advised that

Peter Hawkey had confirmed the access was as at present. It was agreed a definitive map of the boundaries of Oakwood Copse was required and confirmation of access. Peter Hawkey would be approached. **Cllr Williams.** Cllr Williams would attend a meeting with Peter Hawkey, Mike Bilcliffe and Colin Brook to examine the Southern Water Management Plan from the Forestry Commission. Particular points of concern included the deer fencing requirements and planting of replacement trees in the recently cleared area by end of year. **Cllr Williams**

14. **Report of the Planning and Highways Committee**

a) Applications and Decisions

Application to fell 1 no Evergreen Oak at Oakwood Avenue bus shelter. It was unsure why a 2 m stump had been proposed. Cllr Phillips and the Tree Warden would make further requests to WCC for explanation and comment about replacement replanting. Concern was expressed that a 2m stump would still block the view of buses approaching the bus stop **Cllr Phillips.**

b) Proposed Car Boot Sales at The White Horse Public House

The White Horse had advertised on a black board in its car park that Car Boot Sales would be held on 13 March and every Sunday thereafter. Notices had been put up throughout the village on street furniture. Several residents had raised concerns including parking problems. Council agreed that it was not happy to support regular Car Boot Sales within the Parish by any one concern. Council's understanding of Planning Regulations was that more than one Car Boot Sale per annum required consent for Change of Use (>14 if held within an open field). WCC would be contacted re confirmation of Regulations and Enforcement. **Clerk.** Council agreed that if further fly posting occurred then the Clerk should write to the Landlord with warning notification of Fixed Penalty Fine for £75.

15. **Report of Representatives to Various Bodies.**

None.

16. **Risk Assessment and Management**

Children's Play Area: Handyman was addressing several of the problems reported in the Inspection Report.

17. **Any Other Business from Councillors**

a) Bus Shelter Kickboards. Cllr Stafford requested a kickboard along the back of Oakwood Avenue bus shelter to prevent litter from being pushed under. Agreed.

Clerk/Handyman

b) Litter. Cllr Hudson requested clearing of leaf litter along the pavement opposite Elderfield. Agreed. **Clerk/WCC**

c) Elderfield Liaison. Cllr Stafford requested a meeting with Elderfield following on from the EGM. Matters would include: identifying issues and concerns that were still unanswered, how Elderfield proposed to take these forward and what kind of interaction with Parishioners was proposed. Cllr Phillips supported a more open approach to the quarterly visit by Elderfield to Parish Council Meetings, including promoting it more widely to Parishioners. A one-off meeting open to all Councillors would be suggested to clear up issues arising from the EGM and mutually agree a way forward. Agreed. **Cllr Oldham**

18. **Date of next meeting:** 15 April 2008 at 6.30 pm in the Main Hall followed by the Parish Annual Assembly at 7.30 pm.

Report of the Finance Committee

<u>Parish Accounts stand as follows</u>	£	£
	Current Balance	Last Statement Balance
Lloyds TSB Treasurers a/c 1074401 to 31 December	887.33	3416.72
Bank of Ireland No 1 Open Spaces	24565.93	25004.90
Bank of Ireland No 2 Deposit	33764.20	38341.18
Bank of Ireland No 3 Clerks Gratuity	960.30	948.61
Bank of Ireland No 4 Sports Club	Closed	Closed
Bank of Ireland No 5 Reserve	15775.96	15583.50
Bank of Ireland No 6 Children's Play Area	<u>26728.81</u>	<u>25908.23</u>
Total Balance	<u>102682.53</u>	<u>109203.14</u>

Cheques for Payment from Lloyds TSB Account

2028	Cancelled	
2029	Came & Co – insurance BH Pavilion to 01/06/08	£ 106.22
2030	HMRC – Tax/Ni ee/er Jan/Feb/Mar	£ 174.12
2031	Jim Kimber – recreation ground maintenance February	£ 212.95
2032	Mrs M Gaines – bus shelter cleaning February	£ 103.86
2033	Mrs J Ayre – salary February	£ 571.73
2034	Mrs J Ayre – office allowance/travel/ ¼ telephone a/c	£ 177.00
2035	HCC – annual street lighting maintenance	£ 579.50
2036	Hampshire ALC – affiliation fees	£ 286.00
2037	Shaw & Sons – accounts register for 2008/09	£ 21.50
2038	Serco Ltd – waste removal from Common	£ 29.14
2039	OVHC - PC Meeting March	£ 20.00
2040	Cllr S Hudson – VDS expenses reimbursement	£ 175.02
2041	Petty Cash	£ 50.00
2042	WCC – play area inspection report	£ 42.30
2043	M D Payne & Son – HR additional bracket	£ 60.00
2044	Cranbury Estates – Rental Kickabout Area	£ 1.00
2045	Mr B Foot – Handman works + bin emptying to car park	<u>£ 173.18</u>
		£2783.52

Cheques for Payment from Bank of Ireland No 2 A/c

0068	Lloyds TSB 1074401 – transfer	£ 5000.00
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Report of the Planning and Highways Committee

Applications and Closing Dates for Comments

Case No 08/00444/TPO 21 March 2008	Bus Shelter, Main Road, Otterbourne 1 no Evergreen Oak tree next to bus stop – fell to leave 2m stump
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Decisions

Case No 07/02579/FUL	Four Dell Bungalow, Poles Lane, Otterbourne Revocation of Section 106 Agreement which restricts the occupancy of the dwelling house to persons solely or mainly working or last working in the locality in agriculture or forestry and required a contribution towards open space. Application permitted
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Case No 08/00077/FUL	5 Greenacres Drive, Otterbourne Conservatory to the rear. Application permitted
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**Report to Otterbourne Parish Council
from County Councillor Charlotte Bailey
2008-02-19**

My apologies for not attending the start of the meeting. I am attending another meeting and will come to the Parish Council meeting afterwards.

Definitive map

The new definitive map is quite an achievement and now provides an up to date record of all footpaths, bridleways, restricted byways and BOATs throughout Hampshire. All Parish Councils are asked to look at their maps carefully in case any paths have been omitted. I know that Otterbourne has received the maps for its own area but all the others can be viewed online at www.hants.gov.uk/rh/row/maps.

Budget

Hampshire County Council has agreed a budget for 2008/09. The council tax rise of 4.5% and a £640 million budget has been set to provide social care, highways, libraries, waste disposal and other essential services (excluding schools). This equates to an extra £43 a year, or 83p a week on the average band D property, taking it to £999 a year.

Flashing signs

The temporary flashing speed reminder signs were erected in Poles Lane and Boyatt Lane for two weeks. I have not been sent the results yet but these may provide evidence for the police to send their Community Reassurance Team with a speed monitor. Main Road is on the list for a sign but not till 2009 now!

Four Dell Farm Appeal

The Inspectorate are now looking at possible dates. They suggested a date in August which R&W said they could not do. (They are able to turn down one date) Now it seems likely to happen in October but there is no firm date set yet. I have asked for Otterbourne Village hall or Shawford Village Hall to be considered as possible venues but if they do not meet the Inspector's requirements then it will be held at the Guildhall.

Southern Water Land Sale

I am following the work of the Community Woods group with interest and hope that at the next Parish Council meeting we may have a positive result.

Poles Lane accident

The investigation of the Poles Lane accident which I reported on last month has suggested that it was driver error and not ice or road conditions.

National Year of Reading

This campaign aims to encourage more people to read more. There will be activities and events from April including 'Bookcrossing' where free books are left in key places around the County for people to take and return when they have finished with them, 'Author Visits' from top writers, 'The Hampshire Big Read', the 'Get Caught Reading' online photo gallery and lots more. People will be encouraged to start a book group, have book swap boxes at work or become a reading volunteer to help others.

Winchester Town Access Plan (WTAP) and Winchester High Street Project

Over the past year WCC has been developing an Access Plan for the city, covering traffic and transport, parking, walking, cycling and pedestrian areas.

Plans for repaving the High Street especially, have also been drawn up.

A public exhibition of these plans was held on Friday 7 March and Saturday 8 March, but the public consultation is open until **31 March**.

Southern Water Sale of land at Sparrowgrove and Oakwood Copse

A Steering Group has met regularly since the Parish Council public meeting on this matter, in order to progress the establishment of a charitable company to purchase and manage the woodlands on behalf of the community.

WCC Arboricultural Service has issued Woodland Tree Preservation Orders (TPOs) on both areas of woodland, in order to protect them from clearing or development until a transfer to community ownership has been completed. The Woodland TPOs have caused concern in some quarters, but are supported by bodies such as Forestry Commission. WCC Tree Officer Kevin Cloud has responded to detailed questions from the Steering Group in relation to the TPOs and management of the woodlands.

WCC Local Development Plan (LDF) Issues and Options Consultation (Jan - Feb 2008)

Over 2000 Winchester district residents responded to the Issues and Options consultation organised by the WCC Strategic Planning department. These will now be analysed, and in due course, a Preferred Options proposal put forward for further consultation.

Parish councils and residents generally are urged to continue to take a close interest in this planning process for Winchester over the next 20 years.

Southampton Airport - Environment Scrutiny Panel 12 March 2008

WCC Environment Scrutiny Panel of WCC is conducting a two stage fact finding review of the impact of aircraft movements to and from Southampton Airport on local residents. In the second part of this review, panel members heard a presentation from Southampton Airport management. The panel commended the Winchester Airport Group (WAG) and agreed that WCC should pursue negotiations with Eastleigh Borough Council to achieve a more effective voice for Winchester.

Fairtrade Fortnight

WCC actively supported Winchester Fairtrade Fortnight from 25 February to 9 March 2008.

Winchester Action on Climate Change (WinAcc)

There will be a meeting with WinACC on **26 March**, to consider Eco Auditing. WCC is a core funder of WinACC.

Open Space and Built Sports Facilities in Winchester District

There will be a meeting for Parish Council representatives with WCC sports officers and local bodies on **1 April** to examine challenges and opportunities relating to open spaces and built sports facilities in Winchester district.

