

**MINUTES OF THE MEETING OF OTTERBOURNE PARISH COUNCIL  
18 JULY 2017 AT 7.30 PM IN THE VILLAGE HALL**

**Present:** Jones; Stirrup; Barton-Briddon; Stansbury; Moody.

**In attendance:** County Cllr J Warwick; District Cllrs E Bell; J Warwick; B Laming.  
1 Parishioner. Clerk

1. **Declaration of Interest:** None
2. **Apologies for Absence:** Cllrs Kelly; Rodford; Williams. L Hill, Elderfield Project Manager  
The Vacancy for a Councillor notice would be displayed on the website and notice boards.
3. **Minutes of Meetings:** to approve the Minutes of Parish Council meeting 16 May 2017.  
Minutes previously distributed to Councillors. Proposed by Cllr Stirrup, seconded by  
Cllr Barton-Briddon, approved by Council and signed.
4. **Action Points and Matters arising on the Minutes and not discussed elsewhere**  
All points had been actioned or would be discussed on the Agenda except as follows:
  10. Cllr Jones reported that the person interested in the Councillor vacancy had temporarily moved out of the area and was no longer interested at the present time.

To place vacancy for a Councillor notice onto website	Cllr Stirrup	asap
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5. **Crime Report**  
3 incidents of theft/attempted theft reported: of cabling from a rear garden on Chapel Lane, of a trailer at Brambridge, of cigarettes from Budgens store.
6. **Elderfield Report**  
A report from Lynne Hill had been received. The Pilot year for the programme had been a success and the relationship with St Matthew's Church and the Chandler's Ford Methodist Church strengthened. Clients had been involved in the Jalopy event and conservation work on Sponder's Mede. Some anti-social behaviour relating to drinking in the village had been dealt with. Car wash and cake sale events had been successful and it was hoped to increase local support for future events.
7. **Open Session for Parishioners**  
A Parishioner had written about the draft Eastleigh Borough Council Local Plan requesting the Parish Council register its opposition to the 6,000 proposed new dwellings and increase in traffic movements in relation to the environmental impact on the ancient woodland and River Itchen. Cllr Jones advised he would be attending the EBC meeting on 20 July and would raise these concerns together with opposition to the proposed new route of Highbridge Road. The District Councillors advised the position of the new residences on the EBC/WCC border would have significant consequences for the District's infrastructure.
8. **County Councillor's Report**  
As attached.
9. **District Councillor's Report**  
As attached.

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

No reports received.

**11. Application for new Premises Licence for supply of alcohol – Otterbourne Foodmarket**  
The application was discussed and it was unanimously agreed not to raise representation.**12. Report of the Planning and Highways Committee**a) Planning Matters

i) Applications and Decisions – as attached and of particular note:

Land east of Main Road: The Gladman Appeal had been withdrawn.

Four Dell Farm retrospective application for system changes: this had not been opposed by WCC and would be decided by HCC.

6 Fleet Terrace: Cllr Jones asked for comments to be emailed to him.

To submit comments on Fleet Terrace application	Clerk	Due date
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b) Neighbourhood Plan – to decide on way forward.

Following the presentation at the May meeting, Councillors discussed whether the village should make a Neighbourhood Plan. A list of seven residents interested in helping had been received. Council agreed it would not be worthwhile to take forward a Neighbourhood Plan given the newly adopted Winchester District Local Plan and consideration of the time and cost involved. It was agreed it would be useful to update the Village Design Statement to reflect the new Local Plan and this would be examined.

To look at best approach and to Agenda for September	Cllr Jones/Clerk	19 Sept
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c) Community Assets – to discuss for listing.

The Localism Act 2011 enabled community groups to list ‘assets of community value’ with the District Authority, thereby giving a limited time for the community to determine if it wished to bid and raise funds should the asset come up for sale. A number of assets in the village had been considered in the past, but exclusions had prevented many from being listed. It was agreed to re-examine listing the open spaces of Cranbourne Drive and the Kickabout and also the land to the east of Main Road.

To examine and report	Clerk	19 Sept
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d) Highways - to receive any matters for report and for the Lengthsman’s worksheet.

A number of items were noted for the worksheet 2 August visit. A request for repainting the road lines at the junction of Boyatt Lane and Otterbourne Hill had been made.

To prepare Lengthsman worksheet for submission	Cllr Moody	21 July
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**13. Recreation and Amenities Report**a) Oakwood Park Recreation Ground

i) General

Update on proposed footpath linking Recreation Ground and Greenacres Open Space.

Cllrs Stirrup and Moody had met with a resident who had advised the proposed footpath would be more acceptable if there was a substantial screen/hedge and walkers could not be seen from the rear gardens of the houses. There was also suggestion to examine a footpath along the eastern boundary of the solar array leading to the Greenacres Open Space.

To raise with Southern Water and forward	Cllrs Stirrup/Jones	19 Sept
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Update on footpath leading southwards from Greenacres Open Space. WCC had advised it did not own the footpath blocked by the resident's fence and it still belonged to the Developer with maintenance undertaken by the Greenacres Drive Management Committee Ltd. Council agreed not to follow-up further.

ii) Pavilion and Sports Pitch Use – update and discussion.

Negotiation with Tecnico Coaching for use of the pavilion and sports ground for youth football coaching had ended without agreement. The offer of limited use of the facilities in order to ensure vehicular movements through the residential area remained at reasonable level had not been acceptable for the Company's growth of the operation. Several other options for use of the facilities had been considered, including the Croquet Club, a Girls Football Club and a Community Cafe but these were not considered financially viable. The use of the pavilion as offices had been proposed in order to generate revenue to maintain the facilities and it was agreed to keep this on hold pending consideration of other options, including approaching the Village Hall Committee to see if they would be interested in developing and managing use.

To approach OVHC with initial proposal	Cllr Stirrup	19 Sept
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iii) Play Park and Youth Facilities – progress of maintenance and repair work.

Quotations received were being assessed and contractors instructed. The youth facilities had been pressure washed and also the play park swings and wetpour following reports of substantial mess from bird droppings. It was agreed to order some plastic defenders to affix to the top of the swing frames in order to deter the birds.

To order plastic defenders and instruct contractor	Clerk	19 Sept
Other matters – to instruct and/or monitor	Clerk/Cllr Rodford	

b) Open Spaces

i) Sponder's Mede – ratification of £240 for maintenance work.

A tree had fallen over one of the footpaths in the storm and had been removed. The Conservation Group had contributed £100 towards the work. Proposed by Cllr Jones, seconded Cllr Moody and approved by Council. Two new notice boards had been generously provided and erected by Stepnell Ltd in a position agreed by Councillors.

ii) SOCCT – ratification of £1,000 donation (S137) for maintenance work.

A request for urgent funds had been received. Councillors had agreed the amount in principle following the May meeting which could be found out of the current budget. Proposed by Cllr Stirrup, seconded Cllr Moody and approved by Council.

c) Common – to report on five new trees planted by WCC.

Some of the newly planted trees by WCC were dying and these would be assessed in the spring. The Jubilee Oak was healthy, but needed improved support. The large, dead Oak on the northern side had finally been removed. Cutting back of nettles along Stoney Chute had been undertaken by a volunteer. A small grass fire had occurred, but had been swiftly extinguished. Two replacement boundary posts were needed. It was agreed to look at repairing and increasing the bunds around the common to reduce the ongoing cost of replacing posts. WCC would be consulted and other Contractors approached for work to commence in the spring.

To instruct contractors with new post order	Clerk	19 Sept
To approach WCC for agreement and help with the bunds	Clerk	19 Sept
To approach other Contractors for quotes for the bunds	Clerk	19 Sept

**14. Report of the Finance and Administration Committee****a) Parish Accounts, Payments and Receipts**

Internet payments totalled £2,307.06. All payments were approved. A copy of the Schedule is available by request from the Clerk. The reconciliation of accounts with bank statements was approved. The first quarter budget analysis was presented and individual items of expenditure considered. The 6 month investment account had matured (shown in the Treasurer's account at 30 June) and had been reinvested in a 32 day notice account together with accrued interest and £2,195 returned as part of long term asset replacement.

The Notice for the Exercise of Public Rights to scrutinise the accounts for year ending 31 March 2017 had been posted on the notice boards and website.

	30 June 2017 Current Statement £	30 May 2017 Last Statement £
<b>Lloyds Treasurer's account</b>	<b>33,127.94</b>	30,060.95
<b>Lloyds 12 month Investment</b>	<b>25,749.33</b>	25,749.33
<b>Lloyds 6 month Investment</b>	<b><u>0</u></b>	<u>11,592.44</u>
<b>Total Balance</b>	<b>58,877.27</b>	67,402.72

**15. Risk Assessment and Management**

No matters received.

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

No matters received.

**17. Date of next Parish Council meeting**

19 September 2017 commencing 7.30 pm.

**Planning Applications and Decisions**

Case No. 17/00906/HOU	The Glen, Waterworks Road, Otterbourne Single storey side and rear extensions including raised patio and porch <b>No comment</b>
Case No. 17/01067/HOU	14 Oakwood Avenue, Otterbourne Single storey extension to rear and side, pitched and flat roofs <b>No comment</b>
Case No. 17/01024/HOU	1 Park View, Boyatt Lane, Otterbourne Construction of two storey rear extension. Demolition of single storey rear addition and single storey garden building. <b>No comment</b>
Case No. 17/01214/HOU 12 July	3 Ivy Cottages, Boyatt Lane, Otterbourne Single storey rear extension and loft conversion. <b>No comment</b>
Case No. 17/01420/HOU 17 July	1 Brooklyn Close, Otterbourne Two storey extension to Main Road side, single storey extension to north side, single storey garage to south side, new vehicular and pedestrian access to site, new porch to revised entrance location, new windows and cladding, new boundary fence <b>No comment</b>

**Decisions**

Case No. 17/00753/LIS	The Moat House, Kiln Lane, Otterbourne Installation of 2 no. Velux windows to the southeast elevation <b>Application permitted</b>
Case No. 17/00457/LIS	Otterbourne Manor, Kiln Lane, Otterbourne Replacement windows to the north and west elevations <b>Application permitted</b>
Case No. 17/01081/HCS	Four Dells Farm, Poles Lane, Otterbourne Retrospective application for the retention of system design revisions to a previously approved scheme: 15/02770/HCS <b>WCC: that no objection be raised.</b>
Case No. 17/00684/HOU	3 Coles Mede, Otterbourne Two storey side and rear extension. <b>Application permitted</b>
Case No. 17/01067/HOU	14 Oakwood Avenue, Otterbourne Single storey extension to rear and side, pitched and flat roofs <b>Application permitted</b>
Ref: APP/L1765/W/16/3165768	Gladman Developments Ltd Land east of Main Road, Otterbourne Outline planning for up to 90 residential dwellings. <b>Appeal withdrawn by Gladman</b>

## **County Councillor Jan Warwick (Winchester Downlands)**

### **Parish Council Report July 2017.**

#### **HCC Financial Strategy**

HCC Cabinet considered the end of year financial report on 19 June. As part of an established two-year budget planning strategy the County Council is facing its biggest financial challenge yet – with a further budget gap of £140 million to close by 2019/20. Planning has been taking place to identify some of the steps required: securing savings early; reinvesting in new, more efficient ways of working; and making prudent use of reserves to meet gaps in funding. To date, HCC has reduced spending by £340 million, since 2008 – when national austerity began.

HCC finances remain under immense pressure as demand continues to grow for County Council services – particularly social care for increasing numbers of older and more vulnerable adults and children. The central Government revenue support grant funding to Hampshire will cease in 2019/20. HCC welcome residents' views on the tough decisions for balancing the budget. Hampshire County Council has launched their survey this week and Parishes are invited to respond: <https://www.hants.gov.uk/news/jul03balancingbudget>

#### **City of Winchester Transport Study**

Many of you will have noticed the traffic monitoring equipment on all roads to and from Winchester. We are collecting data to inform the Traffic and Transport Strategy for the future of the City. This is an important collaboration jointly funded by the City and County Council and will provide essential information as the City Council commissions major developments (e.g. Central Winchester, Station Approach and Bar End Leisure Park). Further information and public consultation will commence in September as both authorities embark on a survey of local residents and engage with transport operators, community and business representatives.

<https://www.hants.gov.uk/news/03julywinchestermovementstrategy>

#### **Cutting the Verges (outside the village limits)**

All rural highway verges now have a 1-metre swathe cut once a year rather than two cuts a year as in previous years. This is carried out to address verge maintenance issues, safety and public accessibility. It also provides an opportunity through collaboration with the District Council for litter picking. Sightlines and visibility splays are not reduced to a single cut and these will be maintained as and when required.

Given the size of the County Council's rural grass programme and the many thousands of kilometers to cut, not all verges can be cut at the ideal time. However a good number of roadside verges are identified as being important to flora and fauna and are accordingly designated as 'Roadside Verges of Environmental Importance'. These are cut at appropriate times to suit the specific plant species, normally in April and/or September.

Safety will remain paramount and the maintenance of visibility splays and sight lines will be given priority. As growth can sometimes be unpredictable, we welcome reports of any issues, either via our contact centre on 0800 555 1388 or via the website <http://www3.hants.gov.uk/roads/roadproblems.htm> If you are aware of a verge that you believe should be protected for specific reasons, then contact the Hampshire Biodiversity Information Centre on [enquiries.hbic@hants.gov.uk](mailto:enquiries.hbic@hants.gov.uk) If these verges are considered important enough to be designated as Roadside Verges of Environmental Importance (RVEI), they will be added to the cutting programmes with the appropriate cutting times and frequency.

## District Councillors Bell, Laming & Warwick Report: July 2017

### Bus Station Temporary Closing on Monday 10th July 2017

The City Council purchased the bus station in April 2017 and intend to carry out interim works over the summer. The Council intends to make improvements to the site in the short-term and to propose changes that will improve the flow of buses through the town and increase pedestrian safety. In the longer-term, the purchase will bring new opportunities and have significant benefits for the regeneration of central Winchester and the continuing provision of bus services. The bus station will close for approx 8 weeks.

All buses that use the bus station will be temporary located on The Broadway. Extra bus stops have been installed outside the Guildhall and near King Alfred Statue. All parking will be suspended in The Broadway for this time and the taxi ranks will be relocated on the northern side of The Broadway either side of the bus station entrance. Information locating each individual bus route will be displayed in The Broadway and on the bus stops during next week. The bus stops are numbered 1 to 10. The table below shows which routes depart from which stop.

### Bus Routes Departing from the Broadway

1. Bluestar 1, No.69
2. No 5, 46, 63, 66, E1 and E2
3. No.3, 16
4. Park & Ride (towards South)
5. National Express, No. 95, 96
6. No. 6A, 7, 67, 68, 85, 86
7. The Spring, No.1 (towards Stanmore), 4 (towards Teg Down)
8. Park & Ride (towards East)
9. Coaches Only
10. No. 64, 1 (towards Winnall), 4 (towards Highcliffe)

### Central Winchester (Silver Hill)

The first stage of the Central Winchester Regeneration project is to develop a Supplementary Planning Document (SPD) to act as a new planning brief for the area known as Silver Hill. The SPD will have the benefit of a formal status in the local planning system and will set out the type and layout of land uses that could be built on the site and will help to ensure that the development is fit for the future and will rejuvenate such a prominent part of the City. JTP an award-winning practice of architects and master planners have been commissioned to work with the Council to formulate the SPD. Following the Community Planning Weekend public feedback presented in April, JTP presented the vision and emerging Supplementary Planning Document on 4 July. For further information please visit <http://www.jtp.co.uk/projects/community-planning/central-winchester-community-planningweekend>

**Winchester Sports and Leisure Park** Stride Treglown architects (in conjunction with LA architects) on behalf of Winchester City Council and the University of Winchester hosted a series of ‘drop-in’ sessions as part of the on-going programme of consultation around the future of the Bar End area including a Sport & Leisure Park.

During each session the architects asked residents and interested groups to focus on potential opportunities, aspirations and constraints for the site as a whole. If you were unable to attend, copies of the exhibition boards and a feedback questionnaire will be available on the Council's website from Friday 21st July until Friday 18th August. <http://www.winchester.gov.uk/events/details/15459>

### Gypsy and Traveller Sites

The Council has approved the draft Gypsy and Traveller Site Allocations Development Plan Document (DPD) which will allocate the sites necessary to meet identified traveller needs. Local Plan Part 2 Policy DM4 sets out the pitch target for gypsies and travellers and travelling show people and reflects the recently completed Winchester Gypsy and Traveller Accommodation Assessment (ORS, Oct 2016). Public consultation on the plan will commence this month and can be accessed via the following link: <https://winchester.citizenspace.com/policy-and-planning/gypsy-traveller-and-travelling-showpeople/>









