

**MINUTES OF THE MEETING OF
OTTERBOURNE PARISH COUNCIL, 20 NOVEMBER 7.30 PM
IN THE BIANCHI ROOM OF THE VILLAGE HALL**

Present: Cllrs Jones (C); Stirrup; Stansbury; Rodford, Williams, Moody.
Cllr Stafford from item 10.

In attendance: County Cllr Jan Warwick; District Cllr Jan Warwick; District Cllr Brian Laming.
Ron Emery; Ian Steele of Colden Common Football Club; 2 Parishioners; Clerk

1. **Declaration of Interest:** None.

2. **Apologies for Absence:** Cllr Reese; District Cllr Eleanor Bell

3. **Minutes of the Meeting:**

To approve the Minutes of Parish Council meeting 18 September 2018

A typographical correction to delete 'Annual' was noted in the heading. The Minutes were approved and signed by the Chairman as a true and accurate record.

To approve Minutes of the Finance and Administration Committee 6 November 2018

The minutes were approved and signed by the Chairman 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:

7. Highways England: had been invited to give a talk at the 20 November meeting, but had to cancel.

11.a) ii) Kickabout – Community Asset registration ongoing.

5. **Local Crime Report**

The figures for September were reported as nine incidents: 3 drug related, 1 possession of a weapon, 4 violent or sexual offenses; 1 public order.

6. **Open Session for Parishioners**

A Parishioner commented that the recent planning application for The Old Parsonage re-development caused overlooking of neighbouring properties and was not in line with the Village Design Statement. The Parishioner was advised that 13 objections had been lodged on the WCC site which should trigger referral to the WCC Planning Committee.

7. **County Councillor's Report**

A report had been received as attached at the end of the Minutes. Additional comments: Leafing – three priority road collections in Otterbourne would be made for Poles Lane, Sparrowgrove and Otterbourne Hill. Southern House: the new onsite car park had been completed and it was agreed to monitor its impact on roadside parking along Sparrowgrove and Waterworks Road before considering white lines at junctions. Cranbourne Drive car park: Cllr Jones requested repainting of the white zig-zag lines.

To report repainting of lines to HCC	Clerk	15 Jan
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8. **District Councillor's Report**

A report had been received as attached at the end of the Minutes.

9. Report of Representatives to Various Bodies

Allotments Association

Ron Emery reported there were four people on the waiting list. Arrangements had been made for the trees along the boundary to be cut back. Children from Otterbourne School would be visiting in the spring. Additional keys for the drop posts had been received.

Otterbourne Village Hall Committee

Cllr Stirrup reported the Committee was obtaining quotes for parts of the development work.

Twyford Patient Participation Group

A letter had been received from the Group and a Representative was still required.

To post Representative position on the notice boards and website	Clerk	15 Jan
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10. Co-option of two Parish Councillors

Anne Lavin: Proposed by Cllr Jones, seconded by Cllr Stirrup and agreed by Council.

Kevin Stafford: Proposed by Cllr Moody, seconded by Cllr Williams and agreed by Council.

To receive Declaration of Acceptance of Office and Registration of Interests forms and to advise WCC Democratic Services	Clerk	within 28 days
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The above forms were completed by Cllr Stafford and signed by the Clerk and Cllr Stafford joined the meeting.

11. Position of a Village Tree Warden

Council agreed the appointment of David Cox as the village Tree Warden.

12. Report of the Planning and Highways Committee

a) Planning

i) Applications and Decisions – see Schedule at the end of the Minutes.

ii) Eastleigh Borough Council Local Plan – update

The EBC Local Plan had been submitted to the Secretary of State at the end of October. All of the supporting documents and evidence was available online at www.eastleigh.gov.uk/lpexamination. An Inspector had been appointed to conduct the examination and the public hearings were scheduled for spring 2019. Action against Destructive Development (ADD) had issued a leaflet which it hoped to deliver to all villages affected by the EBC Local Plan seeking funds to contest the Plan.

b) Highways

i) New Speed Restriction sign – update on budget provision and potential options

A provision of £4,000 had been proposed in the 2019/20 budget.

To investigate speed signs	Cllr Jones	15 Jan
To Agenda for next meeting 15 January 2019	Clerk	

ii) Village Traffic Survey – to report on response findings

Cllr Jones brought to the attention of the Council that the Otterbourne survey questions had been used in a very similar survey by a political party for Compton & Shawford, Oliver's Battery and Badger Farm. The clerk had contacted WCC Democratic Services following a Freedom of Information request and clarification on the Code of Conduct. Response as received: *We do not believe that the Councillor has a personal interest to declare. However, the Cllr may wish clarify her position with regards to her use of the Parish Council's survey for purposes that are not those of the Parish Council. This could be seen as against 3.10 of the Code of Conduct i.e.: Ensuring that when using or authorising the use by others of the resources of the Council that such resources are not used improperly for political purposes.*

Cllr Williams responded that the survey had been primarily her work and used in the other parishes towards establishing a broader picture and for improving the Otterbourne survey. It was noted that it was under a political heading. Cllr Williams added the other parishes would not be aware of the survey being linked to Otterbourne. The Chairman concluded Councillors should be very careful in work which crossed boundaries into political use. Of the 146 responses received to the Otterbourne traffic survey, comments included that a crossing point at the Nisa shop was needed; some people walking and cycling felt unsafe; a 30 mph limit for traffic was felt appropriate; traffic speed should be slowed, the chicanes made Otterbourne Hill feel unsafe; some footpaths were too narrow with vegetation encroaching from residents' gardens; most people travelled out of the village by car; late evening traffic was worse and exiting onto Main Road when the M3 had closed was a major problem. It was agreed full analysis and summary of the results was needed for publication and information in pictorial format was preferred for the notice boards, website and parish magazine.

To prepare survey analysis for publication	Cllr Williams	15 Jan
To send feedback of survey results to Cllr Warwick	Cllr Williams	15 Jan

- iii) Ratification of Cranbourne Drive footpath works £300 plus VAT.
Proposed by Cllr Stirrup, seconded by Cllr Moody and approved by Council. The footpath had been repaired, a request had been made to HCC Highways to adopt the footpath and a letter sent to the School Governors asking for support in this request.

To follow up with Chair of School Governors	Cllr Stafford	15 Jan
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13. Report of Recreation and Amenities

a) Oakwood Park Recreation Ground

i) General

Proposal for expenditure of £1,190 for repairing ground surface cracks, funded by reallocation of £1,190 from the Highways budget to the Recreation budget.

Proposed by Cllr Williams, seconded by Cllr Moody and approved by Council.

To instruct OCS with the work	Clerk	asap
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To agree whether to forward the approach by Shared Access Telecoms.
Shared Access had not come forward with any further information. It was agreed not to take this forward.

ii) Pavilion and Pitch

Update on lease and works for the new tenancy of Colden Common Football Club. The draft lease had been agreed by CCFC and the engrossed lease had been sent for signing. Pavilion works: a new boiler, upgraded gas piping and a new security alarm had been installed; the electrical inspection and appliance testing had been undertaken, the EPC had been instructed, a water sampling test for Legionella would be made. A quotation received for a gas shut off valve to the boiler was more than needed and a quotation for a simpler system would be obtained. Quotations for repairing the floodlights and an RCD board were being obtained. Football pitch work: 3 tonnes of mixed soil, sand and grass seed had been provided to CCFC who were undertaking the work infilling the cracks on the pitch in readiness for play. Various community items were stored in the pavilion and agreement for some of these was being determined.

To obtain quotations/arrange for outstanding work	Cllr Stansbury	asap
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To discuss and agree proposed CCFC bar licencing hours for the pavilion.
The Club wished to apply for licencing on six days, excluding Sunday, but other than Saturdays, many of the requested times would not be regular. Council agreed the hours.

To write to the Club agreeing hours	Clerk	asap
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b) Common – Ratification of £468 for post replacement in areas with no bund.
Proposed by Cllr Stirrup, seconded by Cllr Williams and agreed by Council.
Re-seeding following bund work: Cllr Stirrup advised this would take place in the spring and would be a mix of wildflower seed.

To take forward in the Spring	Cllr Stirrup	
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14. **Report of the Finance and Administration Committee**

a) Parish Accounts, Payments and Receipts

<u>Bank Statements OPC at 31/10/18</u>	£
Lloyds Treasurer's account	13,541.63
Lloyds 3 month investment account (to 10/01/19 at 0.9%)	11,250.00
Lloyds 12 month investment account (to 25/03/19 at 0.8%)	<u>25,982.00</u>
	50,773.63

October: Cheque payments totalled £40; Internet Payments totalled £14,836.01

November: Cheque payments totalled £40; Internet Payments totalled £5,212.15.

Copies of the schedules are available from the Clerk.

Lengthsman's Account

Bank Statement at 31/10/18	7,365.35
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October: Internet Payment £1,152.00

November: Internet Payment £1,440.00

b) Budget and Precept for 2019/20 – Proposal for approval of Budget and Precept at £38,255 representing an increase of 1.72% on 2018/19 and equivalent to £54.53 at Band D.
Proposed by Cllr Moody, seconded by Cllr Rodford and agreed unanimously by Council.

To advise WCC when request form is received	Clerk	15 Jan
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15. **Risk Assessment and Management**

HR barrier – this had been repaired and full payment had been recovered from the resident.

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

A SOCCT Easter Egg Hunt was being proposed in April 2019 with date to be agreed for use of the pavilion with the CCFC.

17. **Date of next Parish Council meeting** – 15 January 2019 commencing 7.30 pm.

Meeting closed 8.45 pm.

Planning Applications

Case No: 18/02095/HOU
17 October

1, The Firs, Main Road, Otterbourne
Proposed solid roof conservatory to the rear of property.
No comment

Case No. 18/02064/LIS
30 October

The Old Parsonage Care Home, Main Road, Otterbourne
Refurbishment and re-development to provide 16 No.
close care apartments with associated welfare and staff
facilities. The proposals include the demolition of the
1980's additions, erection of a new 2.5 storey building
with single storey wing to the rear of the site and the re-
ordering of the listed building. **No comment**

Case No. 18/02063/FUL
30 October

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Refurbishment and re-development to provide 16 No.
close care apartments with associated welfare and staff
facilities. The proposals include the demolition of the
1980's additions, erection of a new 2.5 storey building
with single storey wing to the rear of the site and the re-
ordering of the listed building. **No comment**

Case No. PLAN/DS/WR018
11 December

Veolia Waste Transfer Station, Poles Lane, Otterbourne
Erection of two water storage tanks and fire house plant
room. The plans may be viewed on the HCC Strategic
Planning website and the application will be determined
by HCC.

Planning Decisions

Case No: 18/02095/HOU

1, The Firs, Main Road, Otterbourne
Proposed solid roof conservatory to the rear of property.
Application permitted

County Councillor Jan Warwick (Winchester Downlands)**Parish Council Report November 2018**

M3 Upgrade - Highways England will shortly be undertaking detailed surveys along the M3 to help inform the Smart Motorway upgrade due to start in March 2020. There are no closures planned during this survey work. I will continue to work with Highways England to ensure that at least one carriageway remains open during the overnight upgrade work and full closures are kept to a minimum. Parish Councils and residents will be kept fully updated of progress and mitigation measures to help reduce traffic noise and speed.

Movement Strategy for Winchester Hampshire County Council and Winchester City Council are developing a strategy to improve how people travel in and around Winchester. The strategy will help the City become a healthier place to live, work and visit. Following initial public consultation and data collection the emerging strategy has been developed which aims to confirm the key priorities and solutions for movement across Winchester. Consultation on the draft strategy will open in mid November and run until early January. This will be an opportunity for residents, commuters, visitors, businesses and other stakeholders to provide their views and will be used to refine and finalise the Movement Strategy in Spring 2019. You can comment online at www.hants.gov.uk/winchestermovementstrategy

Winter Salting There are 43 dedicated winter salting vehicles on 24 hour standby, seven days a week, from 1 October right through until the end of April, to deal with winter conditions. The state-of-the-art salting vehicles are fitted with the latest technology to ensure salting is accurate and efficient, and this includes full GPS guidance and automatic salt delivery. The vehicles also have Euro VI efficient engines and dedicated snow ploughs.

Priority Leafing

Autumn is underway and after a hot and dry summer, and recent winds the leaves are beginning to fall. The leaf removal programme started on **Monday 29th October**. The programme (attached for your convenience) is also available on the City Council's website at the following address so hopefully this will be useful in directing any enquiries about when the next leaf clearance visit is due.

<http://winchester.gov.uk/waste-recycling/grounds-and-streetcare>

It's probably helpful to remind you that the programme is based on a list of priority roads deemed to require additional attention during leaf fall, these roads have been identified by residents and contract monitoring officers as high profile and footfall areas (priority roads in your area are attached). All other roads (i.e. those not on the list) will get routine sweeping in line with usual contract requirements – usually a 13 week sweep frequency. **However, this year again we have a Hit Squad as a rapid response unit to deal with problems that arise in between scheduled removal but this option is limited to emergencies only such as blocked gullies, flooding risk or significant slip hazards.** If anyone still wishes to report a leafing problem then please do so using the Customer Service Centre on 0300 300 0013 or the 'Report' option on the Council's website <http://www.winchester.gov.uk/report>. Locally we have identified some additional roads needing a regular sweep during autumn since the priority lists were drawn up and these are also attached where relevant.

Southampton Airport

Winchester City Council has responded to Southampton Airport's draft masterplan (attached). The airport is aiming to more than double its passenger numbers over the next decade and to do this, it is planning to extend the northern end of the runway by around 170m, which will potentially enable larger aircraft to take off and travel to a wider variety of European destinations.

The council supports in principle the growth of the airport and its value to the local economy, however it does want to see the infrastructure provided to accommodate the airport's growth. This would take into the account the potential impact on air quality and details of measures put in place to address the airport's carbon footprint. The council has also asked for more detailed information to be made available to show that noisy aircraft would not affect the District's residents.

Sport and Leisure

A new Informal Policy Group has been set up to look at the future use of the River Park Leisure Centre site in central Winchester. The Council now has planning permission to build a state-of-the-art leisure centre at Bar End, it needs to examine how it can best use the land at and around the existing centre once the proposed new Sport & Leisure Park is up and running. In addition to redeveloping the site of the current building, this will also include considering how best to improve and enhance the existing facilities and open spaces surrounding the Centre, ensuring that Hyde Abbey's memorial garden, walls and historic monuments are respected and preserved.

Archaeology

On Tuesday 11 December, members of the public are invited to an information evening at Winchester Guildhall 6pm-8:30pm to hear from the specialist Archaeology Panel for the Central Winchester Regeneration area. Independently chaired by Ian Murray, an award-winning journalist and editor, the evening will be a mix of information from the expert panel, round table discussions about the key topics on archaeology in the area, such as how we can protect and preserve the area, and an opportunity to put questions to the members of the expert panel and hear their answers. The Cabinet Committee for the Central Winchester Regeneration area will also be in attendance.