

Minutes of the Meeting of South Warnborough Parish Council
The Ridley Hall
Monday 9 May 2016
Draft Minutes Subject to Confirmation

Present Cllr Belinda Hall
Cllr Harriet Kennett
Cllr Michelle Brown
Cllr David Mendus-Edwards
Cllr Simon Turner

Mrs Elizabeth Ford (Clerk)
Cllr John Kennett (HDC Ward Member)

10 members of the public

1. Election of Chairman and declaration of acceptance of office. Cllr Belinda Hall was elected as Chairman (proposed by Cllr Michelle Brown and seconded by Cllr Harriet Kennett) and signed the declaration of acceptance of office.

2. Apologies for Absence: None.

3. Declaration of Disclosable Pecuniary Interests & Other Interests. Cllr Harriet Kennett declared a personal interest in agenda items 7c) and 7g).

4. Election of Vice Chairman and declaration of acceptance of office. Cllr Harriet Kennett was elected as Vice Chairman (proposed by Cllr Belinda Hall and seconded by Cllr Michelle Brown) and signed the declaration of acceptance of office.

5. Approval of the Minutes from the last meeting on Monday March 16th 2016. The Minutes from the meeting held on Monday 16th March were approved (proposed by Cllr Harriet Kennett and seconded by Cllr Michelle Brown) and signed by Cllr Belinda Hall as a true record.

6. Financial Reports

a) RETROSPECTIVE PAYMENTS TO BE AUTHORISED

SO	25/03/16	Clerk's salary March	£231.40
SO	25/04/16	Clerk's salary April	£231.40
847	14/04/16	D Swadling	£ 392.00
850	19/04/16	D Swadling	£ 392.00
844	14/04/16	HALC NALC Levy	£ 34.00
845	14/04/16	Tufton Warren Farm LLP	£ 250.00
846	14/04/16	Tufton Warren Farm LLP	£250.00
848	19/04/16	Lawnmaster	£ 23.00
849	19/04/16	HALC subs	£210.00

TOTAL £2,013.80

b) PAYMENTS TO BE AUTHORISED

851	09/05/16	Came & Company Insurance Cover	£ 539.45
852	09/05/16	Lawnmaster (40742, April treatment)	£ 23.00
853	09/05/16	clerk's mileage and expenses	£ 75.82
TBC	09/05/16	David Hand	£ 18.00
TBC	TBC	Ade Lucas, gate replacement	£160.00

TOTAL £816.27

The payments were approved unanimously.

c) Approval of updated Risk Assessment. The Clerk advised that the risk assessment was last revised in May 2009. However there were no major items to change but there was a query regarding the coverage of the playground. The Clerk would circulate the document to the Councillors and it would be considered again at the meeting in June.

d) Decision on Insurance Policy Renewal. The Parish Council's long term agreement with brokers Came & Company would expire on 31st May 2017. The premium payable for renewal of the policy with Aviva on 1st June 2016 was £539.45. It was resolved to renew the insurance cover with Aviva through brokers Came & Company.

7. Decision on Process for review of Standing Orders and Financial Regulations. The Clerk was to email the SWAGA committee to advise that weekly written reporting of playground inspections to the Clerk was required, propose a simplified report format and confirm the procedure in the event of any faults occurring.

It was decided that the review of Standing Orders and Financial Regulations would be discussed further and proposals for review presented at the June meeting for decision.

8. Decision on Tesco/Groundwork "Bags of Help" grant application for village path works. The deadline for the Tesco grant application was 3rd June. It was decided that Cllr Belinda Hall, Mark Honour and the Clerk would visit the site to define a potential route for the path. The Clerk would write to neighbouring residents to ask their approval and for any information on land ownership in relation to the proposed route.

9. Appointment of Representatives. All previous representatives were re-elected. A voluntary tree warden role was discussed and Mark Honour agreed to carry out the role provisionally for one year.

10. Planning Applications

- a) **2 Hilltop Cottages, Lees Hill:** Notification of Proposed Works to Trees in a Conservation Area. Fell Yew Tree. The Parish Council decided at the meeting that it had no comment.
- b) **5-8 Froyle Lane: Retrospective application:** Installation of air source heat pump to existing dwellings. The Parish Council decided at the meeting that it had no objection.
- c) **Everleigh Cottage Lees Hill:** Erection of detached garage/store. The property was not listed. The Parish Council had made a site visit to the property and decided at the meeting that it had no objection.
- d) **Court Cottage, Lees Hill:** Notification of proposed Works in Relation to Trees in a Conservation Area. Cllr Belinda Hall would review the application.
- e) **New Farm, Froyle Lane:** To establish that Barn Number 12 has been used as a storage and distribution depot since 2008. New application after original refused 26 February. Parish Council comment no objection. No further comment at meeting.
- f) **Swainshill Farm, Swainshill:** Proposed single storey orangery extension. SWPC comment no objection. Granted. No further comment at meeting.
- g) **South Warnborough Lodge, Lees Hill:** Listed Building Consent to replace decayed timber floor. SWPC comment no objection. Granted at planning committee. No further comment at meeting.
- h) **Church Cottage, Alton Road:** Conversion of existing detached double garage with new roof structure etc. SWPC comment to object. Application underway. No further comment at meeting.
- i) **Ford Farm, Ford Lane, Upton Grey:** Conversion of barns to B1 offices. SWPC comment was to support application. Application underway. No further comment at meeting.
- j) **Land Adjacent to Poachers Field, Alton Road:** Erection of 18 residential dwellings SWPC comment to object. Application being revised application with further public consultation. No further comment at meeting.
- k) **1 Northcroft Court, Lees Hill:** Notification of Proposed Works to Trees in a Conservation Area. Fell Japanese Maple Tree in front garden. Awaiting decision. No further comment at meeting.

11. Update from the District Councillor.

This was deferred until the Parish Assembly

12. Questions and answers from the floor. None

13. Future Meeting Dates

Monday, 13th June 2016 at The Ridley Hall, start 7.30pm - Parish Council Meeting

The meeting finished at 7.00pm

Signed Chairman _____ Date _____

Parish Clerk Elizabeth Ford