

Minutes of the Meeting of South Warnborough Parish Council
The Ridley Hall
Monday 10 July 2017
 Draft Minutes Subject to Confirmation

Present Cllr Mrs Harriet Kennett
 Cllr Mrs Michelle Brown
 Cllr Mr Chris Preston

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

7 members of the public

1. Apologies for Absence:

Apologies were accepted from Cllr Belinda Hall and Cllr Simon Turner. Apologies had also been received from County Cllr Jon Glen and Jo Grey (SWLP cttee) and Brian Canaan.

2. Declaration of Disclosable Pecuniary Interests & Other Interests. Cllr Harriet Kennett declared a personal interest in item 7 a) and elected not to take part in the discussion of this item.

3. Approval of Minutes

Approval of the minutes from Parish AGM on 22 May 2017 was deferred to the next meeting.

4. Financial Reports (See Appendix A Financial Summary)

a) Update on submission of Annual Return

The Annual Return had been submitted at the end of May and further information sent to the external auditor to detail the difference in the expenditure between 2015/2016 and 2016/2017.

b) Bank reconciliation

The bank reconciliation was checked against the bank statements and all signed. Bank balances on 10th July 2017 were:

SWPC current account	£18,072.11
SWPC Burial Ground Account	£ 2,048.01
SWPC Recreation Area Trust Account	£ 9,108.70

c) Minute agreement to payments

Retrospective Payments to be Authorised 10 July

25/05/2017 Clerk's salary (May)	£ 231.40
30/05/2017 Swadling Garden Services (June)	£ 403.00
26/06/2017 Clerk's salary (June)	£ 231.40
14/06/2017 Came and Co	£ 556.27
30/06/2017 Swadling Garden Services (July)	£ 403.00
	£ 1,825.07

Payments to be Authorised 10 July

10/07/2017 ROSPA playground inspection (929299)	£ 151.20
10/07/2017 B Hall Assembly expenses	£ 57.05
10/07/2017 HMRC payment refund	£ 439.45
25/07/2017 Clerk's salary	£ 231.40
	£ 879.10

It was resolved to approve the above payments unanimously (total of £2,704.17).

5. Reports from Representatives

(Highways; RoWs; Village Green & War Memorial; Village Fete; SWAGA; Village Shop)

Highways (David Hand):

No highways issues to report. David Hand had repaired the map board by the Village Shop.

RoWs (David Thornton)

David Thornton would contact some of the residents along Footpath 1 where additional management of the hedges was required. Inspections of RoW's continuing and David Thornton would meet with HCC Countryside Access officer the next week to review maintenance issues on RoW's in the parish. A request for additional help with inspection of the rights of way was made and the setting up of a rota with residents was suggested. A report that dog mess had increased recently was discussed and the Clerk would contact the Hart dog wardens for advice.

Village Green and War Memorial (from report provided by Mark Honour)

The volunteer rota was working well and thanks were given to the volunteers for their hard work. Additional plants would be purchased for the borders. Following a query from a resident the Clerk would confirm at the next meeting the remaining reserve allocated to the Village Green Project.

Village Fete (Barry Stoneman)

The Village Fete had gone very well and thanks were given to all the organizers and also those residents, who were not on the committee, but who had stayed on to help clear up.

Village Shop: (Barry Stoneman)

All was going well.

SWAGA (Report provided by Peter Brown and read by Cllr Michelle Brown)

1. No major activity and thanks were given to Cllr Harriet Kennett for carrying out the weekly inspection.
2. The annual inspection report had been generally good and showed an improvement over recent years. This reflected the maintenance work which had recently been carried out.
3. The date to paint the equipment was to be confirmed.
4. A bubble football event would be carried out on the 7th September with all funds raised being donated to the SWAGA. South Warnborough "as reigning champions" was encouraged to enter at least one team. Provision of food to raise more money was discussed.
5. Provision of a box at the side of the court to store the tennis net was discussed and it was decided to obtain the cost of buying one. The box would not be lockable.
6. As well as replacement of the zip wire, a quote would be obtained to repair the fencing and forwarded to the Parish Council for approval.
7. Tennis coaching had been organised for the summer holidays. The Clerk would forward the details for inclusion in the August parish magazine and Cllr Chris Preston would publish on the website.

5. a) To consider change of contractor for management of weeds around SWAGA

It was resolved to appoint Dough Swadling to carry out the spraying at the SWAGA for up to four visits for up to £86.

5. b) To consider use of SWAGA for general fund raising events

This was discussed and it was decided that all applications would be considered on their own merits, with at least part of any amount raised being donated to SWAGA and the Clerk to check that necessary insurance was in place. The Clerk would check if Buckle and Partners were planning more than one Bubble Football Event at the SWAGA this summer.

6. **Update from the SW Local Plan Review Committee**

The Clerk had circulated a report from the case officer for the "Poachers Field" site. Hart DC had agreed a deadline with the applicant to either withdraw the application by 14th July or the application would be refused due to unresolved issues with surface drainage, foul drainage, highways and design in the Conservation Area. A new application was planned for submission later in the year.

7. **To consider the following planning applications:**

a) **17/01422/HOU Everleigh Cottage, Lees Hill, South Warnborough, Hook**

The application was not discussed by the Council as the meeting was not quorate for this item. Residents were invited to make comments but no comments were made.

8. **Update on other previous applications since last meeting.**

Applications Decided

17/00428/HOU and 17/00429/LBC, Street Farmhouse, Alton Road. Alteration and landscaping works to front east elevation of house and front garden. Permission granted.

17/00368/FUL and 17/00369/LBC, Street Farmhouse, Alton Road. Proposed single storey rear extension and glass link, alterations and conversion to part of existing barn etc. Permission granted

17/00409/PRIOR, Elles View Barns, Alton Road. Change of Use of 1 and 2 Elles View Barns from Class B1 offices to residential within Class C3. Permission granted.

17/00265/CA South Warnborough Lodge, Lees Hill. Management of several trees in garden-amended specification. No objection.

17/00360/NMMA Thatch End, Lees Hill. Amendment to replace granted French Doors at rear of the property with concertina doors pursuant to 17/00360/FUL reinstatement of entrance and porch, conversion of car port to habitable space plus various internal alterations. Permission granted.

Applications Ongoing:

17/00097/CA Vine Cottage, Lees Hill. Remove walnut tree. No information on re-assessment of application.

17/01341/ADJ (Planning Authority HCC not Hart DC) Western Common, Humbly Grove Oilfield, The Avenue, Lasham. Variation of condition 1, 2 and 5 of planning permission

14/00863/CMA (to allow the continued export of oil by up to 4 tankers per day 8 movements) until production ceases or until 30 September 2025 whichever is the sooner).

The Parish Council had submitted the comment of no objection.

15/02357/FUL Land Adjacent to Poachers Field, Alton Road: Erection of 15 residential dwellings etc. Original application submitted 1/10/15. For report see item 6.

The lead contractors for the Holme Place development had written to the Parish Council to confirm that it would repair the damage to the highway verge caused by term long-term parking of many sub-contractors' vehicles on Lees Hill.

9. **Update from County Councillor**

The County Councillor had sent his apologies that he could not attend the meeting.

10. **Update from District Councillor**

Hart District Council was now controlled by the Liberal Democrats and CCH (The Community Campaign (Hart)). This was not expected result in major revisions to the Local Plan spatial strategy as there was insufficient time to repeat the site assessments. Hart District Council had filled three of the four planning officer vacancies, which was all the more necessary due to the high number of planning appeals currently being made. The results from the latest consultation on the Local Plan would be out at the end of July, to be followed by the Regulation 19 consultation, plan finalization and then submission by next January.

11. To consider location for defibrillator

Several locations for the defibrillator were discussed and **it was resolved** to request that the defibrillator be mounted on the Village Hall. Purchase of a second unit was suggested so that it could be locate at the other end of the village (e.g. at the Village Shop). Use of the machine was straightforward and did not require training but familiarization events would be held in the next few months to give residents the opportunity to practice with the machine. The Clerk and Barry Stoneman would check set-up and maintenance requirements.

12. To consider new website

Cllr Chris Preston circulated print-outs showing the page formats for the new website. The web site would be set up following this format and would be operating in the next few weeks with some pages in an unfinished state. A village calendar was discussed but no decision was made on its inclusion on the website. The website would not be set up with limited access to some areas. Links to the website would be used where appropriate to enable efficient updating. The Clerk would upload Parish Council documents. Planning and tree works applications would be listed under the Parish Council part of the website.

13. To consider link of Parish Council email address to Parish Council website

It was resolved to set up a new Parish Council email address which was linked to the new website.

14. To consider revision of the Burial Ground Regulations to permit memorial plaques after the scattering of ashes

It was resolved that a meeting with the vicar would be held before a decision was made on whether memorial plaques could be placed in the burial ground after the scattering of ashes. This item would be on the agenda of the next meeting.

15. Questions and Answers from the Floor

A resident noted that some of the shrubs opposite the Village Shop needed cutting and the Clerk would obtain confirmation of ownership of the trees. The use of the SID was discussed. It was set to display speeds from 20 to 35 mph above which it flashed a slow down warning and was being moved around the village to optmise its effectiveness. The Clerk would ask for a Police speed enforcement officer to visit the village.

16. Confirm date of next meeting

The date of the next meetings was confirmed as Monday 4th September at The Ridley Hall, with a start time of 7.30pm.

The meeting finished at 9.37pm

Signed Chairman _____ Date _____

Parish Clerk Elizabeth Ford

(N.B. After the meeting the Clerk changed the date of the next meeting to Monday 11th September.)

Appendix A – Financial Summary July 10 2017

BANK BALANCES AS AT 10th July 2017

SWPC Treasurers Account	£	18,072.11	
SWPC Burial Ground Account	£	2,048.01	as 5 Nov 2016
SWPC Recreation Area Trust	£	9,108.70	
NS&I Savings Account		<u>£5,986.24</u>	as 1 Jan 2017
	£	35,215.06	

SWPC TREASURERS ACCOUNT

BALANCE CARRIED FORWARD 8th May £ 20,198.88

Receipts to 29th June

£ - £ 20,198.88

Authorised Payments to 29th June

891	08/05/2017	Lawnmaster Village Green	£	23.00	
891	08/05/2017	Lawnmaster SWAGA	£	43.00	
892	08/05/2017	Do the Numbers Ltd (Internal Audit)	£	185.00	
893	08/05/2017	Clerk mileage and expenses	£	<u>50.70</u>	
			£	301.70	£ 19,897.18

Retrospective Payments to be Authorised 10 July

SO	25/05/2017	Clerk's salary (May)	£	231.40	
SO	30/05/2017	Swadling Garden Services (June)	£	403.00	
SO	26/06/2017	Clerk's salary (June)	£	<u>231.40</u>	
			£	865.80	£ 19,031.38
					As BANK STATEMENT 29th June
895	14/06/2017	Came and Co	£	556.27	
SO	30/06/2017	Swadling Garden Services (July)	£	<u>403.00</u>	
			£	959.27	£ 18,072.11 BCF 10th July

Payments to be Authorised 10 July

	896	10/07/2017	ROSPA playground inspection (929299)	£	151.20	
	897	10/07/2017	B Hall Assembly expenses	£	57.05	
	898	10/07/2017	HMRC payment refund	£	439.45	
SO		25/07/2017	Clerk's salary	£	<u>231.40</u>	
				£	879.10	£ 17,193.01

Outstanding Authorised Payments

894	14/06/2017	Lawnmaster	£	23.00	£ 17,170.01
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