

**Minutes of the Meeting of South Warnborough Parish Council**  
**The Ridley Hall**  
**Monday 11<sup>th</sup> November 2019**  
**Draft Minutes Subject to Confirmation**

Present Cllr Lady Belinda Hall  
 Cllr Chris Preston  
 Cllr Stephen Spreadborough

District Cllr John Kennett  
 Mrs Elizabeth Ford (Clerk)  
 PCSO Liz Wallace  
 5 members of the public

**1. Apologies for absence**

Apologies were accepted from Cllr Ed Clark. Apologies were also received from District Cllrs John Kennett, Ken Crookes and Chris Dorn and two residents.

**2. Declaration of interests - None**

**3. Approval of minutes from the Parish Council meetings of 8<sup>th</sup> July, 16<sup>th</sup> September and 7<sup>th</sup> October 2019**

**It was resolved** to approve the minutes of the Parish Council meetings on 8<sup>th</sup> July (subject to addition of the comment that the District Councillor was not happy with the Shapley Heath Garden Village proposal), 16<sup>th</sup> September and 7<sup>th</sup> October 2019.

**4. Financial Reports**

a) Bank reconciliation

The bank reconciliation was checked against the bank statements and all signed. Bank balances on 11<sup>th</sup> November 2019 were:

SWPC Treasurers (current) account	£ 22,252.96
SWPC Burial Ground Account	£ 3,169.01
SWPC Recreation Area Trust Account	£ 9,758.70
SWPC - SWAGA CMM Account	£ 2,371.01
NS&I Savings Account	£ 6,058.07

b) Minute agreement to payments

See Appendix A. **It was resolved** to approve the payments listed below (total £2,366.70)

<u>Retrospective Payments to be Authorised 11th Nov</u>			
25/09/2019	Clerk salary (Sept)		£ 273.00
30/09/2019	Swadling Garden Services (Sep)		£ 438.00
07/07/2019	E Ford July expenses		£ 42.79
25/10/2019	Clerk salary (Oct)		£ 273.00
31/10/2019	Swadling Garden Services (Oct)		£ 438.00
03/10/2019	Tufton Warren LLP		£ 250.00
			£ 1,714.79
<u>Payments to be Authorised 11 Nov</u>			
11/11/2019	PKF Littlejohn LLP		£ 240.00
11/11/2019	Lawn Master		£ 24.00
11/11/2019	The Ridley Hall		£ 85.00
11/11/2019	Upper Bridge Enterprises LLP		£ 204.89
11/11/2019	E Ford Oct & Nov expenses		£ 98.02
			£ 651.91

c) To agree the Parish Council budget for 2020/2021

**It was resolved** to approve a budget for 2020-2021 with a total expenditure of £31,155 (see Appendix B) to provide an additional £16,500 in the next financial year for the playground. A major programme of playground improvements is under development, paid for in part by the Parish Council but mainly through fund raising. The budget would also require a precept for next year of £31,076. For a Band D property this would mean the payment to the Parish Council (collected as part of the Council Tax) would increase from £47 to £99.

## **5. Reports from Representatives**

### **POLICE**

PCSO Elizabeth Wallace reported on a recent increase in crime in the west of Hart. Household, particularly those returning home from work after dark, were advised to use timer switches to turn lights on and make it harder to see when a property was empty. This was known to be an effective deterrent to burglars. Time switches, letterbox guards and "No doorstep callers" stickers were donated and would be available, free of charge, at the village shop. Any crime or suspicious activity should be reported but only using 999 in the event of an emergency, otherwise using the number 101.

### **WAR MEMORIAL AND VILLAGE GREEN**

Work on the autumn clean-up had already started and would be completed on the morning of the 21<sup>st</sup> November.

### **SWAGA**

Cllr Ed Clarke reported on the proposal by the SWAGA committee to develop three initial plans for the improvements to the playground. These would then be presented to the parish to select the preferred option. The improvements could take years to achieve and residents would be requested to help with the fund raising. The lack of side-lines to the football pitch was noted and **it was resolved** to approve £75 expenditure on white lining paint. The SWAGA website had been cancelled and formal information on the SWAGA would be included on the Village website with short term news of events etc to be publicised using the Facebook page.

(a) To consider maintenance of the Multi-use Games Area

**It was resolved** to instruct Vitaplay to power wash and re-sand the MUGA subject to the Clerk confirming that the cost of £ 2,160 (exc VAT) compared favourably with other suppliers.

### **HIGHWAYS**

Colin Hersey updated the meeting on highways issues including: all gullies on Gaston Lane would be cleared within two months of being reported at the beginning of October; potholes had been reported but were not large enough to warrant repair on safety criteria; the rumble strips on the Alton Road were worn but could not be replaced due to lack of money; the grit bins had been checked and were full.

### **VILLAGE FETE**

The village fete had raised just over £4,000 for the Parish Council playground this year.

### **VILLAGE HALL**

The floor repairs had been more expensive and time consuming than expected

### **PARISH LENGTHSMAN**

The Clerk and Chairman would review the list of work for the Parish Lengthsman.

## **6. To consider the following planning applications:**

a) **19/02500/CA, The Old Rectory, Alton Road.** 01 (Fir) - Remove 02 -21 (Fir) - Remove 23 (Poplar) - Remove 24 (Holly) - Remove 25 (Sycamore) - Crown reduction to final height of 8m including minor trimming of lower branches to maintain proportional shape 27 (Sycamore) - Crown reduction to final height of 10m including minor trimming of lower branches to maintain proportional shape 28 (Holly) - Remove

The application was discussed and **it was resolved** to submit the comment of no objection.

b) **19/02493/HOU, Fir Trees, 1 Tigwells Field, Gaston Lane.** Erection of a first floor and part two storey side extension and single storey rear extension.

The application was discussed and determination of the comment on the application was deferred to allow Councillors to make a site visit.

- c) **19/02481/CA, South Warnborough Lodge, Lees Hill.** Line of Leylandii – Fell.  
The application was discussed and **it was resolved** to submit the comment of no objection.
- d) **19/02314/HOU, Green Barn, Lees Hill.** Erection of a garden room.  
The application was discussed and **it was resolved** to submit the comment of no objection.
- e) **19/02276/HOU, Oakdene, Pickaxe Lane.** Erection of a first floor rear extension, conversion of loft to habitable accommodation and alterations to fenestration.  
The application was discussed and **it was resolved** to submit the comment of no objection.
- f) **19/02230/CA, Stonewold, The Walled Gardens, Froyle Lane.** T1 - Apple tree - Prune 2-3ft  
T2 - Apple tree - Prune 2-3ft T3 - Silver birch - Remove 4/5 lower branches.  
The application was discussed and **it was resolved** to submit the comment of no objection.

## **7. Update on previous applications**

- a) **19/02102/LBC, Wells Hill Farm, Froyle Lane.** Alterations to existing outbuilding. Parish Council comment no objection. Status: Granted.
- b) **19/02115/CA, 7, The Walled Gardens, Froyle Lane.** Crown reduce one Damson tree by approximately 2m and balance crown. Parish Council no comment. Status: Decided, no objection.
- c) **19/01949/HOU & 19/01950/LBC, Lees Cottage, Lees Hill.** Erection of a two storey rear extension, creation of basement. Single storey outbuilding with accommodation in roof space and replacement of metal railings with new fence and gate. Parish Council comment no objection. Status: application ongoing.
- d) **19/01417/PRIOR, 1 Ridleys Piece.** Notification of a Proposed Larger Home Extension for a proposed single storey extension to rear and the re-position of the existing rear facing bedroom window to the side elevation. Parish Council comment no objection. Status: Decided – planning permission required.
- e) **19/01138/FUL, New Farm, Froyle Lane.** Permanent change of use of the land for the siting of temporary mobile homes as defined by Caravan Sites and Control Act 1960 as amended, to accommodate agricultural workers (retrospective). Parish Council comment no objection. Status: Refused.
- f) **19/01970/CA, South Warnborough Lodge.** Fell old beech tree. Parish Council submitted no comment. Status: Decided - no objection.
- g) **17/00369/CON, Street Farmhouse, Alton Road.** Approval of conditions 3- barn/ gym window- and 4- barn/ gym staircase- pursuant to 17/00369/LBC Proposed single storey rear extension and glass link, etc. Parish Council comment no objection. Status: Decided, condition discharged.
- h) **19/01685/FUL, New Farm, Froyle Lane.** Erection of an agricultural storage building. Parish Council comment no objection. Status: Refused.
- i) **19/01544/HOU, Wells Hill Farm, Froyle Lane.** Conversion of part of outbuilding to annex and alterations to fenestration. Parish Council comment no objection. Status: Granted.
- j) **19/01557/PRIOR, 5 Nash Meadows.** Notification of a Proposed Larger Home Extension for a single storey rear extension. Parish Council comment no objection. Status: decided. Prior approval not required.
- k) **19/01422/CA, Seymour House, Alton Road.** 8 multi stemmed mature Damson trees to be felled and replaced with more ornamental species. Parish Council comment no objection. Status: Decided. No objection.
- l) **19/01346/PRIOR, Land At Tile Barn Farm Lees Hill.** Prior Notification under Class Q(a), Part 3, Schedule 2 of the Town and County Planning (General Permitted Development) Order 2015 as amended in 2018 and Class Q(b) building operations necessary to convert the building for conversion of the existing barn into a one bedroom dwelling. Parish Council comment no objection. Status: Refused.
- m) **19/01142/LBC, Street Farmhouse Alton Road.** Insertion of a new internal timber door and associated doorframe and pocket lining within an existing opening at ground floor level within the existing listed farmhouse. Parish Council comment to support. Status : Granted.

## **8. Update from County Councillor**

Cllr Glen had sent apologies that he could not attend the meeting.

**9. Update from District Councillor**

Information had been circulated to District Councillors on a proposal for 1500 houses in a 350 acre site at Rye Common. No planning application had yet been submitted. Neither this site nor the Shapley Heath site was required to meet the current housing targets. Approval of the Local Plan by the Plan Inspector was expected in December.

**10. To consider the 2019 Housing Need Survey and recommendations**

The Parish Housing Need Survey had found that 6 to 8 new affordable homes were required to meet local housing need. **It was resolved** to accept the findings of the survey and to start the process with HARA to provide a small new development of affordable housing. This would be a rural exception scheme, guaranteed for local people, of half a dozen properties on a site located outside the settlement boundary.

**11. To consider a request for a grant to the Rural Hart Association regarding the Shapley Heath Garden Village**

**It was resolved** that there was no funding available for a grant to the Rural Hart Association regarding the Shapley Heath Garden Village.

**12. Questions and answers from the floor**

A resident raised concerns about the proposals for the "Land at Poachers Field" for the new pedestrian crossing to be located on the Alton Road further away from the centre of the village. This was not considered to be a workable solution, being less safe as closer to the incoming speeding traffic and impractical for pedestrians as it significantly increased the distance to walk to reach the other parts of the village.

**13. To confirm date of next meeting**

The date of the next meeting would be Monday 6<sup>th</sup> January 2020 at 7.30pm (decided after the meeting that start time would be brought forward to 7.00pm) in The Ridley Hall

Cllr Chris Preston gave his apologies that he would not be able to attend the meeting.

The meeting finished at 9.45pm.

Signed Chairman \_\_\_\_\_ Date \_\_\_\_\_

Parish Clerk Elizabeth Ford

## Appendix A – Financial Summary for November 2019

<b><u>BANK BALANCES AS AT 11th November 2019</u></b>				SWPC Treasurers Account	£22,252.96
				SWPC Burial Ground Account	£ 3,169.01
				SWPC Recreation Area Trust	£ 9,758.70
		01-Nov-19		SWPC - SWAGA CMM	£ 2,371.01
		01-Jan-19		NS&I Savings Account	£ 6,058.07
					<u>£43,609.75</u>
<b><u>SWPC TREASURERS ACCOUNT</u></b>				BALANCE CARRIED FORWARD 16th September	£24,101.49
				<u>Receipts to 11th Nov</u>	
					£ -
					<u>£ -</u>
					£24,101.49
				<u>Authorised Payments to 11 Nov</u>	
964	11/09/2019	Lawnmaster (Sept)		£ 24.00	
965	16/09/2019	Clerk expenses		£ 109.74	
					<u>£ 133.74</u>
					£23,967.75
				<u>Retrospective Payments to be Authorised 11th Nov</u>	
SO	25/09/2019	Clerk salary (Sept)		£ 273.00	
SO	30/09/2019	Swadling Garden Services (Sep)		£ 438.00	
963	07/07/2019	E Ford July expenses		£ 42.79	£21,558.26
SO	25/10/2019	Clerk salary (Oct)		£ 273.00	
SO	31/10/2019	Swadling Garden Services (Oct)		£ 438.00	
966	03/10/2019	Tufton Warren LLP		£ 250.00	
					<u>£ 1,714.79</u>
					£22,252.96
				<u>Payments to be Authorised 11 Nov</u>	
967	11/11/2019	PKF Littlejohn LLP		£ 240.00	
968	11/11/2019	Lawn Master		£ 24.00	
969	11/11/2019	The Ridley Hall		£ 85.00	
970	11/11/2019	Upper Bridge Enterprises LLP		£ 204.89	
971	11/11/2019	E Ford Oct & Nov expenses		£ 98.02	
					<u>£ 651.91</u>
					£21,601.05
				<u>Outstanding Payments</u>	nil

## Appendix B – South Warnborough Parish Council Budget for 2020/2021

Clerk's pay	4,368
Clerk's expenses	400
Office expenses	80
Insurance	555
Audit fees	400
Training	250
Dues	355
Hire of Hall	125
Contingency	500
Clerk pay rise provision	1092
Chairman's Allowance	50
Website	180
Village Infrastructure	250
Grounds Maintenance	4,750
Playground Eqpt & Rent	17,250
Playground Inspection	100
Section 137 etc.	250
VAT	200
<b>TOTAL EXPENSES</b>	<b>31155</b>