

**Minutes of the Meeting of South Warnborough Parish Council**  
**The Ridley Hall**  
**Monday 12<sup>th</sup> November 2018**  
**Draft Minutes Subject to Confirmation**

Present Cllr Mrs Belinda Hall  
Cllr Mrs Harriet Kennett  
Cllr Mrs Michelle Brown  
Cllr Chris Preston (arrived during 4(c))  
Cllr Mr Stephen Spreadborough

Mrs Elizabeth Ford (Clerk)  
Cllr John Kennett (HDC Ward Member)  
Mrs Patricia Hughes (Joint Chief Executive, Hart District Council)  
4 members of the public

**1. Apologies for absence**

Apologies were received from Cllr Chris Preston that he would be late and from Mark Honour, Jo Grey and Ed Clarke.

**2. Declaration of interests**

None

**3. Approval of minutes from the Parish Council meetings on 10<sup>th</sup> and 20<sup>th</sup> September 2018**

The minutes of the ordinary meetings on 10<sup>th</sup> and 20<sup>th</sup> September 2018 were approved.

**4. Financial Reports** (See Appendix A Financial Summary)

a) To approve and accept the Annual Return and Notice of Conclusion of Audit

The external audit (limited assurance review) was completed on 14<sup>th</sup> September. The Annual Return and the External auditor certificate were approved and accepted. The Notice of Conclusion of Audit had been published on 16<sup>th</sup> September 2018.

b) To confirm that there were no issues arising from the Audit

The auditor, PKF Littlejohn LLP, confirmed that the information in the Annual Return was in accordance with Proper Practices and no other matters came to their attention to give cause for concern.

c) Bank reconciliation

The bank reconciliation was checked against the bank statements and all signed. Bank balances on 10<sup>th</sup> November 2018 were:

SWPC Treasurers (current) account	£ 18,952.21
SWPC Burial Ground Account	£ 2,732.01
SWPC Recreation Area Trust Account	£ 9,758.70
SWPC - SWAGA CMM Account	£ 2,539.93
NS&I Savings Account	£ 6,014.45

d) Minute agreement to payments

**It was resolved** to approve the payments listed below and over the page (total of £ 1,490.49).

**Retrospective Payments to be Authorised 12th November**

20/09/2018 Lawnmaster (Inv 59767)	£ 23.00
20/09/2018 PKF Littlejohn LLP, external audit	£ 240.00
	<u>£ 263.00</u>

<u>Payments to be Authorised 12th November</u>			
26/10/2018	Tufton Warren LLP, playground rental		£ 250.00
26/10/2018	E Ford, atypical expenses		£ 290.00
12/11/2018	Upper Bridge Enterprises, annual website fees		£ 204.89
12/11/2018	E Ford, expenses		£ 57.60
30/11/2018	D Swadling (Nov 18)		£ 425.00
			<u>£ 1,227.49</u>

- e) To agree budget for 2019/2020  
This was deferred until the January meeting so that Councillors could review the proposed budget figures.

5. **Reports from Representatives** (Highways; RoWs; Village Green & War Memorial; SWAGA; SWLP: Shop; Village Hall; Village Fete; Parish Lengthsman; Police)

#### **Highways** (David Hand)

Since the last meeting problems with bollards at the bottom of Lees Hill, road markings at Ridleys Piece and the sign at Nash Meadows had been reported to HC Highways. On 9<sup>th</sup> November it was found that the outstanding sinkhole repair on Lees Hill had been lost off the system. A request for speed bumps on the approach to the playground was rejected as there had been no reported casualties at this location.

#### **RoW's** (Cllr Steve Spreadborough)

The Clerk would organise a handover of necessary information and David Hand would provide a list of tools. A request for volunteers would be included in the parish magazine.

#### **Village Green and War Memorial**

Volunteers were still required to help weed and tidy the Village Green. It involved helping out for just two hours a year. A request for volunteers would be included in the parish magazine.

#### **SWAGA** (report by Cllr Harriet Kennett)

A new fundraising drive was being carried out. The SWAGA committee would provide mulled wine and mince pies after the Carol Service on 16<sup>th</sup> December with any donations towards new playground equipment welcomed. A questionnaire would be issued in the January parish magazine to decide on projects to be submitted to Hart DC for Section 106 funding.

#### **SWLP** (Apologies received from Jo Grey)

#### **Village Shop** (Apologies received from Barry Stoneman)

Cllr Michelle Brown would contact the village shop to make an offer of help to install the defibrillator.

#### **Village Hall**

The refurbishment of the flat above the hall was slightly behind schedule and a new tenant would move in on 1<sup>st</sup> January.

**Village Fete** The date of the next fete was reported to be 1<sup>st</sup> June 2019.

#### **Parish Lengthsman**

Weather permitting the painting of the playground equipment would be carried out this week and the Clerk would request the contractor to liaise with Cllr Harriet Kennett.

**Police** No report received.

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

- a) **18/02341/FUL**, 1 Elles View Barns Alton Road. Change of use from B1 use (office) to D2 use (pilates).

The application was discussed and **it was resolved** to submit the comment to support in principle, but to object to this application due to lack of clarity on parking.

- b) **18/02340/LDC**, Lees Buildings Alton Road Application for a Lawful Development Certificate for a Proposed Construction of new building for B8 purposes adjacent to existing grain dryer. The application was discussed and **it was resolved** to submit the comment to object to the application on the basis of reduction in parking provision and manoeuvrability of vehicles, lack of sanitation, and risks to road safety of highway access.

**7. To report comments submitted on:**

- a) **18/01755/PRIOR** Lees Buildings Alton Road Notification of Prior Approval for a Change of Use from Premises in Light Industrial Use (Class B1(c)) and any land within its curtilage to 6 x 2bedroom Dwellinghouses (Class C3)

The comment on the above application was submitted on 10<sup>th</sup> October 2018 and is included in Appendix B

- b) **18/01754/PRIOR** Lees Buildings Alton Road Notification of Prior Approval for a Change of Use from Premises in Light Industrial Use (Class B1(c)) and any land within its curtilage to 4 x 2bedroom Dwellinghouses (Class C3)

The comment on the above application was submitted on 10<sup>th</sup> October and is included in Appendix B

- c) **18/02113/PIP**, Granary Court Alton Road . Removal of 6 bay workshop and replacement with 9 dwellings.

The comment on the above application was submitted on 11<sup>th</sup> October and is included in Appendix B. The application was refused by Hart DC on 29<sup>th</sup> October 2018.

**8. Update on other previous applications.**

**18/01851/FUL, The Walled Gardens, Orchard Bungalow, Froyle Lane.** Retrospective demolition of existing bungalow and construction of replacement 4 bedroom house and alterations and extensions to existing garage. Parish Council comment to object. **Status:** Grant.

**18/01550/LDC, Lees Buildings, Alton Road.** Construction of new building for B8 purposes adjacent to the existing grain dryer. **Status:** Refused.

**18/00916/FUL, Barn North Of Pickaxe Lane, South Warnborough.** Change of use of the land/barn to accommodate a 596 sqm warehouse with ancillary spaces etc. Parish Council comment not to object, subject to conditions. **Status:** Application ongoing.

**15/02357/FUL Land Adjacent to Poachers Field, Alton Road: Revised scheme.** Erection of 15 residential dwellings etc. Parish Council comment to object. Unresolved issues with surface drainage, foul drainage, highways and design in the Conservation Area. It is understood that the application will be withdrawn and a new application submitted. **Status:** No change as of 12<sup>th</sup> November 2018.

**9. Update from Patricia Hughes, Joint Chief Executive Hart District Council**

Tricia Hughes introduced herself and advised that she was towards the end her recent programme to visit all the Parish Councils in Hart. She was happy to be contacted directly in the event of any queries. The revised Hart Parish Link, the newsletter for all Parish Councillors, was introduced and a request made for feedback if the content was not relevant. Information on the new Hampshire County Council Community Fund was included in the newsletter. Training needs for District Councillors were currently being reviewed and any new courses would be open to Parish Councillors.

**10. Update from County Councillor – no report**

### **11. Update from District Councillor**

The inspection of the Local Plan would start on the 20<sup>th</sup> November with sessions continuing into December. Members of the public were welcome but only to observe proceedings. It was expected that the decision on the Plan would be made in February. The new waste contract under Serco was in operation. Tricia Hughes confirmed that only bottle shaped plastic was collected for recycling in Hampshire and no caps. Christmas wrapping paper could not be recycled. Badly contaminated loads of recycling had to be rejected and improved information on recycling was planned. Any changes to bin collection dates would be publicised on the Hart website. The introduction of car registration plate recognition at the HCC recycling centres was expected in February 2019. Residents were encouraged to report fly-tipping to Hart DC so that repeat offenders could be identified and prosecuted.

### **12. To consider new parish leisure or open space project to use existing £2K balance of S106 money**

This had been covered under minute 5.

### **13. To consider problem of speeding traffic through village**

It was reported that a resident had only just missed being hit by a car in the village the week before. The SID showed that vehicles were exceeding the speed limit with some at speeds greater than 45mph and traffic estimated at speeds of 50-60 miles per hour was observed at night. The speeding vehicles included big lorries and agricultural tractors. Residents feared being hit and speeding traffic was observed as children were being collected from the school bus. The option of a roundabout on the Alton Road was discussed and the requirement for this to be lit was noted. The Clerk would find out the criteria for speed humps (for Gaston Lane). Contact would be made with Heckfield PC regarding the recent installation of road safety measures there.

### **14. To consider problems with parking between 1-4 Ridley's Piece and Tigwells Field**

Previously no solution to this problem had been possible because of the difficulty of confirming the ownership of the bank, the location of services through it and HCC having no powers to reserve spaces for residents. The tarmac of some of the grassed areas of Tigwells Field was under consideration and a new option to create more parking spaces on Gaston Lane from No. 4 to the entrance to Tigwells Field was suggested. The Clerk would contact Sentinel Housing.

### **15. To consider response to consultation on proposed Protection Order (PSPO) for the Control of Dogs throughout the Hart District area.**

**It was resolved** to request a PSPO for the playground to exclude dogs from the area. The Clerk would request new "no fouling" stickers for the playground. The Clerk would request that the bin was moved from the Gaston lane lay-by to the entrance to the playground.

### **16. Questions and answers from the floor**

A new winder for the tennis net was requested and the Clerk would re-order.

**It was resolved** that the Parish Council would provide a Christmas tree with lights at the Village Green. Cllr Michelle Brown would put a box in the Village Shop so that people could make donations towards the cost of the tree. A "lighting the Christmas tree" event was discussed and it was noted that road safety considerations had stopped this in the past.

"Messy Church" would be held in the village hall two times in 2019 and a request was made for this to be held later at 4.30pm and not on Mondays.

### **17. To confirm date of next meeting**

The date of the next meeting was confirmed as Monday 14<sup>th</sup> January 2019 at 7.30pm in The Ridley Hall.

The meeting finished at 9.04pm.

## Appendix A – Financial Summary 12<sup>th</sup> November 2018

<b><u>BANK BALANCES AS AT 10th November 2018</u></b>		SWPC Treasurers Account	£	18,952.21
		SWPC Burial Ground Account	£	2,732.01
		SWPC Recreation Area Trust	£	9,758.70
as at 1 Nov 2018		SWPC - SWAGA CMM	£	2,539.93
		NS&I Savings Account	£	6,014.45
			£	<u>39,997.30</u>
<b><u>SWPC TREASURERS ACCOUNT</u></b>		BALANCE CARRIED FORWARD 10th September	£	20,865.36
<u>Receipts to 10th November</u>				
EP	21/09/2018	HCC grant for "Tommy" silhouette	£	200.00
			£	<u>200.00</u>
			£	21,065.36
<u>Authorised Payments to 10th November</u>				
933	10/09/2018	Clerk salary July, backpay, mileage and expenses	£	454.15
SO	28/09/2018	Clerk salary (September)	£	273.00
934	30/09/2018	D Swadling (Sept 18)	£	425.00
SO	28/10/2018	Clerk salary (October)	£	273.00
935	30/10/2018	D Swadling (Oct 18)	£	425.00
			£	<u>1,850.15</u>
			£	19,215.21
<u>Retrospective Payments to be Authorised 12th November</u>				
936	20/09/2018	Lawnmaster (Inv 59767)	£	23.00
937	20/09/2018	PKF Littlejohn LLP, external audit	£	240.00
			£	<u>263.00</u>
			£	18,952.21
<u>Payments to be Authorised 12th November</u>				
938	26/10/2018	Tufton Warren LLP, playground rental	£	250.00
939	26/10/2018	E Ford, atypical expenses	£	290.00
940	12/11/2018	Upper Bridge Enterprises, annual website fees	£	204.89
941	12/11/2018	E Ford, expenses	£	57.60
942	30/11/2018	D Swadling (Nov 18)	£	425.00
			£	<u>1,227.49</u>
			£	17,724.72
Outstanding Payments			nil	
Outstanding receipts			nil	

## Appendix B – Comments on Planning Applications reported at the meeting

### **Re: 18/01755/PRIOR, Lees Buildings, Alton Road**

#### **Notification of Prior Approval for a Change of Use from Premises in Light Industrial Use (Class B1(c)) and any land within its curtilage to 6 x 2 bedroom Dwellinghouses (Class C3)**

South Warnborough Parish Council discussed the above application at the meeting on Monday 20<sup>th</sup> September and, as with planning application ref. 18/01754/PRIOR, would like to submit the comment to object based on the following:

#### **Contamination risks on the site**

The proposal is for the development of residential properties with “private” gardens on a site which has a long standing history of agricultural use and more recently light industrial use. Due to the sensitive nature of the proposed end use, the Parish Council objects to the Prior Approval route for the development of the site, as the risk of hazards on the site due to its previous contaminative use need to be properly assessed and hazards, if present, mitigated.

The limited set of data which has previously been presented on soils contaminants on the site does not meet the requirements of any standard methodology for assessment of the site.

#### **Highways Impacts**

Road safety is a major concern in this small rural village. Increasing traffic levels and the excessive speed of vehicles on the Alton Road, B3349, are coupled with limited provision for the safety of pedestrians (pavement on one side of the road only and pavement which is overlay narrow in many locations).

The Parish Council objects to the application for Prior Approval for the residential development on this site based on the highway impact of the proposals. The impact is significant as it affects a rural village baseline, there is no footpath link for pedestrians to safely access the village from the site and the junction to the site is below highway standards for the increased number of vehicles which will enter and leave the site.

#### **Over-development of the Site**

The “Larger Cow Barn” already has planning permission granted on appeal for conversion to 8 houses. An application (ref. 18/01754/PRIOR ) has been submitted in parallel to this application for four houses within the same red line area.

The Parish Council is concerned that, as the application under the “PRIOR” route also permits change of use of the curtilage of the building, if granted the parallel applications will result in the establishment of a planning context on the site which justifies approval for separate applications for sub-divisions of the site for 4 plus 6 plus the existing 8 houses.

Although no details has been provided to evaluate whether the house footprints shown in the PRIOR application meet current size standards, eighteen houses on the site is considered to involve overdevelopment of this site due to physical limitations of the site due to (1) surface flooding of the adjacent highway, (2) no practical connection to public sewer and potential site constraints for on-site waste-water management and (3) highways considerations. Also and importantly the site is outside the settlement boundary, not allocated for residential development in the new Hart Local Plan, is adjacent to the Conservation Area and a gateway site for the village.

The Parish Council therefore would like to register its concern that application if granted will establish a planning context which will justify future applications which involve over development of the site.

### **Re: 18/01754/PRIOR, Lees Buildings, Alton Road**

#### **Notification of Prior Approval for a Change of Use from Premises in Light Industrial Use (Class B1(c)) and any land within its curtilage to 4 x 2 bedroom Dwellinghouses (Class C3)**

South Warnborough Parish Council discussed the above application at the meeting on Monday 20<sup>th</sup> September and would like to submit the comment to object based on the following:

#### **Contamination risks on the site**

The proposal is for the development of residential properties with “private” gardens on a site which has a long standing history of agricultural use and more recently light industrial use. Due to the sensitive nature of the proposed end use, the Parish Council objects to the Prior Approval route for the development of the site, as the risk of hazards on the site due to its previous contaminative use need to be properly assessed and hazards, if present, mitigated.

The limited set of data which has previously been presented on soils contaminants on the site does not meet the requirements of any standard methodology for assessment of the site.

#### **Highways Impacts**

Road safety is a major concern in this small rural village. Increasing traffic levels and the excessive speed of vehicles on the Alton Road, B3349, are coupled with limited provision for the safety of pedestrians (pavement on one side of the road only and pavement which is overlay narrow in many locations).

The Parish Council objects to the application for Prior Approval for the residential development on this site based on the highway impact of the proposals. The impact is significant as it affects a rural village baseline, there is no footpath link for pedestrians to safely access the village from the site and the junction to the site is below highway standards for the increased number of vehicles which will enter and leave the site.

**Inappropriate use of the Prior Approval application route**

Although the application does not provide clear information as to which building is to be converted it is assumed that the four houses are to be developed by conversion of an area labelled as "building A" which is part of "The Larger Cow Barn" building as shown on drawing ref. P2D in the planning application documents.

"Building A" is not a separate building and therefore it is questioned as to whether the proposal can be granted by the "Prior Approval" route.

**Over-development of the Site**

The "Larger Cow Barn" already has planning permission granted on appeal for conversion to 8 houses. An application (ref. 18/01755/PRIOR ) has been submitted in parallel to this application for six houses within the same red line area.

The Parish Council is concerned that, as the application under the "PRIOR" route also permits change of use of the curtilage of the building, if granted the parallel applications will result in the establishment of a planning context on the site which justifies approval for separate applications for sub-divisions of the site for 4 plus 6 plus the existing 8 houses.

Although no details has been provided to evaluate whether the house footprints shown in the PRIOR application meet current size standards, eighteen houses on the site is considered to involve overdevelopment of this site due to physical limitations of the site due to (1) surface flooding of the adjacent highway, (2) no practical connection to public sewer and potential site constraints for on-site waste-water management and (3) highways considerations. Also and importantly the site is outside the settlement boundary, not allocated for residential development in the new Hart Local Plan, is adjacent to the Conservation Area and a gateway site for the village.

The Parish Council therefore would like to register its concern that application if granted will establish a planning context which will justify future applications which involve over development of the site.

**Re. 18/02113/PIP | Removal of 6 bay workshop and replacement with 9 dwellings. | Granary Court Alton Road South Warnborough Hook Hampshire RG29 1RP**

South Warnborough Parish Council would like to submit the comment to object to the above Permission in Principle application for housing on the 'Granary Court' site as the site is an important gateway site for the village and adjacent to the Conservation Area but is outside the settlement boundary and not allocated for housing in the emerging Hart Local Plan.