



# WINCHFIELD PARISH COUNCIL

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## MINUTES OF THE MEETING OF WINCHFIELD PARISH COUNCIL HELD ON MONDAY, JANUARY 16, 2017, AT 7.30 PM IN WINCHFIELD VILLAGE HALL

**PRESENT:** Cllr A Renshaw (in the Chair), Cllr H Dicks, Cllr P Jackaman and Cllr M Williams  
10 members of the public *see note after item 13.7*  
Mrs C Johnson (Acting Clerk) and Mrs A Ball (Clerk designate)

### 1 APOLOGIES AND WELCOME

Apologies were received from Cllr Gavin-Brown and from Cllrs Crampton and Southern (HDC), Cllr Glen (HCC) and members of the Neighbourhood Policing Team.

It was resolved to approve Cllr Gavin-Brown's continuing absence due to illness.

The Chairman welcomed Alison Ball, the new clerk, to the meeting.

### 2 DECLARATIONS OF INTEREST AND APPLICATIONS FOR DISPENSATIONS UNDER S33 OF THE LOCALISM ACT (2011)

A dispensation was granted in May 2015 to all Councillors to participate in all discussions and decisions by this Council relating to the emerging Local and Neighbourhood Plans and associated matters until May 2019.

As at previous meetings, the Chairman declared his ownership (with his wife) of 45 acres of land in the parish which had been the subject of overtures from developers. He reiterated that the land is not available for development.

Cllr Williams declared his membership of Winchfield Action Group in relation to items 6 and 7.

### 3 PUBLIC PARTICIPATION WITH REGARD TO ITEMS ON THE AGENDA

The Chairman invited members of the public to participate in any of the ensuing discussions through the Chair.

### 4 MINUTES OF PREVIOUS MEETING

The Minutes of the meeting held on December 19, 2016, were accepted and signed as a correct record.

### 5 MATTERS ARISING

#### 5.1 Community Safety (item 5.1)

The Chairman reported that the Police were continuing to liaise with the Crown Prosecution Service regarding the person who had been living in a vehicle in the Basingstoke Canal car park by the Barley Mow and a criminal behaviour order was being sought. He reiterated his comments of the last meeting, with which the Police agreed, that residents should be cautious in this area but it should not put them off enjoying the canal facility.

#### 5.2 Potholes in Taplins Farm Lane (item 5.3)

Cllr Williams reported that the markings on the road had now been re-done and it was hoped that the repairs would be carried out soon.

### **5.3 Parish Lengthsman Arrangements (item 10)**

Cllr Williams reported that the clearance of the vegetation and the refresh of the bus shelter at The Hurst had been completed.

## **6 HART LOCAL PLAN**

The Chairman reminded those present that at the last meeting of the Parish Council it had been advised that the publication of the draft Local Plan spatial strategy had been delayed again due to an unexpected requirement to increase the affordable homes provision. There had not been much progress since that was reported in December but another meeting of the District Council's Local Plan Steering Group (LPSG) was due to take place on January 24.

At the meeting of the LPSG on December 13 planners had recommended a spatial strategy that excluded development at Pale Lane and Winchfield, but during the discussion it was suggested that a new settlement at Winchfield should be included for testing alongside the other options.

Cllr Williams suggested that the Parish Council instruct JB Planning Associates Ltd to undertake a piece of work to understand and enable the Parish Council to challenge the current approach taken by the District Council with regard to affordable housing based on experiences at Eastleigh Borough Council and St Albans City and District Council. A quote had been received for this and it was recommended, and agreed unanimously, that up to £1,500 plus disbursements be allocated.

The Parish Council re-affirmed its approval for expenditure of up to £2,000 for Alan Wenban-Smith to look at the overall housing numbers in the updated SHMA.

The Chairman would keep people updated on any progress at the District Council.

## **7 WINCHFIELD NEIGHBOURHOOD DEVELOPMENT PLAN**

The referendum was to be held on February 2 and the Chairman thanked Malcolm Billyard for producing the flyers and all those who delivered them.

Approval was given for the payment of £223.80 including VAT to Oak Design for the NP Flyers.

The Chairman advised that due to confusion a further flyer had been produced and delivered during the afternoon prior to the meeting. He asked those present to keep talking to neighbours and friends in the village to get the correct message across. Anyone who needed a lift to the polling station on the day should contact the Chairman.

## **8 SOLAR FARMS COMMUNITY BENEFIT PAYMENTS**

The Chairman reported that he had signed a number of versions of the agreement but the Community Benefit Payment lump sum for Hungerford Farm had still not been received from Anesco.

The second annual payment of approximately £3,200 had been received for Oakfield Solar Farm.

All residents were encouraged to submit ideas for how this money could be best spent.

## **9 PARISH LENGTHSMAN ARRANGEMENTS**

The Acting Clerk reported that two thirds of the Lengthsman money had been spent on the bus shelter work at The Hurst and guidance was sought on the priorities for the remaining funds. She confirmed that it would not be possible to get speed indicator devices through the Lengthsman Scheme.

The list of tasks that could be carried out included cleaning of signs, checking salt bins and cutting back vegetation. The checking of salt bins would likely be an expensive task and the Chairman asked residents to report any that they thought were running low.

It was approved that the remaining funds be used to clean signs and cut back vegetation obscuring signs and to cut back vegetation on the verges particularly at The Hurst crossroads outside Trimmers Cottage.

In response to a question by a member of the public it was advised that the protruding kerb stones on the link road from The Hurst to Pale Lane adjacent to the SE Water pumping station had already been reported to Hampshire Highways.

## 10 HCC FOOTPATH VEGETATION CUTTING PROGRAMME 2017

Hampshire County Council had requested that five paths be identified for inclusion in the annual vegetation cutting programme. This was a reduction of one path in comparison to the previous year. Approval was given to removing footpath 12 from the list as most of this path was in another parish and was therefore likely to have least impact.

## 11 SPRING LITTER PICK

Kerry Wedlock confirmed that the next litter pick would take place on Sunday, April 2. Keep Britain Tidy would be doing a national litter pick on the weekend of March 3–5 but for various reasons the local litter pick could not tie in with this.

A budget request had been submitted and included for 2017/18.

Kerry thanked everyone for their support.

## 12 PLANNING APPLICATIONS

### 12.1 Pale Lane Farm: application for development of up to 700 dwellings and associated works (16/03129/OUT)

The Chairman reported that Cllr Jackaman had done extensive research into this application and had drafted a detailed response which had been circulated prior to the meeting. Cllr Jackaman recommended that the Parish Council object to the application for the reasons set out in his report. The Parish Council agreed that the response he had drafted be submitted to Hart.

### 12.2 Plane Tree Barn: application to thermally upgrade the dwelling throughout whilst also amending the internal layout, ratifying the window treatments, and opening up the rear of the building to the garden with large sliding doors (16/03396/HOU & 16/03397/LBC)

No objections were raised to this application.

## 13 FINANCE

### 13.1 Statement for the period 24.10.16 to 11.1.17

#### Deposit Account (Lloyds) Deposit Account (Lloyds)

Oct 24	Balance		£46,037.90
	Interest: Nov/Dec/Jan		£5.74
Jan 11	<b>Balance</b>		<b>£46,043.64</b>

#### Current Account (Lloyds)

Oct 24	Balance		£2,087.60
	U Tilt: Salary	Exp 16/22	£200.00
	C Strudwick: reimbursement land registry fees	Exp 16/23	£21.00
	CPRE Hampshire: grant (S137)	Exp 16/24	£200.00
	HMRC: PAYE (Tilt)	Exp 16/25	£50.00
	K Wedlock: Litter Pick refreshments (S137)	Exp 16/26	£45.31
Nov 30	C Johnson: Salary	Exp 16/27	£300.00
	HMRC: PAYE (Johnson)	Exp 16/28	£69.60
Dec 19	CPRE: Subscription (S137)	Exp 16/29	£36.00
	Information Commissioner : Fee	Exp 16/30	£35.00
	C Johnson: Salary	Exp 16/31	£200.00
	HMRC: PAYE (Johnson)	Exp 16/32	£50.00
	Oak Design: NP Referendum Version printing	Exp 16/33	£136.26
Dec 29	Oakfield Solar Farm CB payment	Inc 516/04	£3,233.06
Jan 11	<b>Balance</b>		<b>£3,977.49</b>

**TOTAL** deposit and current accounts

**£50,021.13**

## Comparison with 2016/17 Budget

Budget heading	Allocation	Allocation <i>revised</i> <i>Jan 17</i>	Spend to date (ex VAT)	Available
Clerk's Salary	£3,000.00	<b>£4,000.00</b>	£2,325.00	£1,675.00
Training	£200.00	<b>£225.00</b>	£105.00	£120.00
Subscription to SLCC	£80.00	£80.00	£0.00	£80.00
Hire of Village Hall for meetings	£80.00	£80.00	£0.00	£80.00
Admin costs	£200.00	£200.00	£84.35	£115.65
Insurance	£280.00	£280.00	£273.75	£6.25
HALC/NALC Subscriptions	£401.00	£401.00	£401.00	£0.00
Audit & Information Commission fees	£410.00	£410.00	£410.00	£0.00
Section 137 payments	600.00	600.00	£436.00	£164.00
Grants (Churchyard maintenance)	600.00	600.00	£600.00	£0.00
Contingencies	204.00	<b>£206.00</b>	£0.00	£206.00
<b>Total A</b>	<b>£6,055.00</b>	<b>£7,082.00</b>	<b>£4,635.10</b>	<b>£2,446.90</b>

Reserves Earmarked funds	Balance <b>22.08.16</b>	Balance <b>16.01.17</b>	Spend to date (ex VAT)	Available
Basingstoke Canal	£250.00	£250.00	£250.00	£0.00
Community Benefit Fund	£3,233.06	<b>£6,466.12</b>	£0.00	£6,466.12
Election Expenses Contingency	953.45	£953.45	£0.00	£953.45
Events (Litter Pick)	£159.24	£159.24	£89.86	£69.38
Maintenance	£200.00	£200.00	£28.71	£171.29
Neighbourhood Plan	£1,773.10	£1,773.10	£455.55	£1,317.55
Parish Lengthsman	£1,731.80	<b>£731.80</b>	£0.00	£731.80
Planning Counsel	£34,990.25	£34,990.25	£0.00	£34,990.25
Pension (new Clerk) <i>new</i>	£150.00	£150.00	£0.00	£150.00
Retirement Gratuity A	£1,245.97	£1,245.97	£1,245.97	0.00
Retirement Gratuity B	£941.03	<b>£914.03</b>	£914.03	£0.00
Street Lighting	£2,250.00	£2,250.00	£0.00	£2,250.00
Website Development	£443.02	£443.02	£0.00	£443.02
Winchfield Festival 2016	£600.00	£600.00	£600.00	£0.00
<b>Total B</b>	<b>£48,920.92</b>	<b>£51,126.98</b>	<b>£3,584.12</b>	<b>£47,542.86</b>
		<b>Total A + B</b>		<b>£49,989.76</b>

NB:

Retirement Gratuity Funds A & B closed and balance of £27 transferred to Contingencies (cf Minutes October 2016: Item 17.1)

£1,000 vired to Salary budget from Parish Lengthsman Fund (cf Minutes December 2016: Item 6)

£25 vired from Contingencies to Training budget (cf Minutes December 2016: Item 14.1)

£3,233.06 Community Benefit Payment (second of ten annual payments) received end December 2016

Money at bank	£50,021.13
VAT to date to be reclaimed	£195.94
<b>Total</b>	<b>£50,217.07</b>
<b>Less Total A+B</b>	<b>(£49,989.76)</b>
<b>Current surplus/working balance</b>	<b>£227.31</b>

## 13.2 Requests for Grants and Donations

The request from Dogmersfield, Winchfield and Crookham Village Horticultural Society for a grant to help towards the costs of staging the Annual Show in July 2017 was considered and it was agreed to

make a grant of £200 under Section 137 of the Local Government Act for this purpose, payable in May 2017.

### **13.3 Payments for approval**

A Ball	Salary: January 2017	£270.83
	Salary: February 2017	£270.84
C Johnson	Salary: January 2017	£250.00
	Expenses:	£17.67

### **13.4 Pension arrangements for Clerk**

Provision had been made in the budget for 2017/18 for pension payments but this was yet to be fully discussed with the new Clerk.

### **13.5 To approve arrangements for electronic banking**

The Chairman advised that the Parish Council were very keen to get this set up and asked the new Clerk to make the necessary arrangements as soon as possible.

### **13.6 To appoint internal auditor for the year ending 31.03.2017**

It was agreed to appoint Eric Shimmin of ECAS as the internal auditor for the year ending 31.03.2017 at a fee of £175.

### **13.7 To consider draft budget and set precept for the year 2017-18**

The draft budget, which had been previously circulated to Councillors, was considered. It was unanimously agreed.

Discussion took place regarding the use of the interest that would be paid on the Solar Farm monies and it was felt that this needed further consideration once the money had been received.

It was resolved to set the precept for the year 2017-18 at £28,000.

*All but two members of the public left the meeting during this item.*

## **14 CORRESPONDENCE**

Items of correspondence detailed in the Clerk's report were received and noted.

## **15 ANY OTHER BUSINESS**

The Acting Clerk advised that the graffiti on the motorway bridge had been reported to the District Council and would be dealt with during the next Graffiti Focus Week.

Cllr Williams reported that it was hoped there would be a joint meeting with representatives of Dogmersfield Parish Council and the contractors working on the canal regarding access to the car park during the winter works programme.

A member of the public asked whether the ingress made along Pale Lane for the solar farm traffic would continue to be in use. It was thought that this had been finished and restored but it was agreed that more grass was needed.

## **16 DATE OF NEXT MEETING**

**Monday, March 20, 2017**

The Chairman closed the meeting by thanking Mrs Carole Johnson for all that she had done during her 24 years of dedicated service to the Parish Council, and most recently for stepping in to cover over the last three months.

**There being no further business, the meeting closed at 9.10 pm**