
BRAMDEAN & HINTON AMPNER PARISH COUNCIL

Meeting held on Monday 18th May 2015 at 7.30 pm in the Village Hall, Wood Lane, Bramdean

Present: Mr G Budd, Mrs M Bulloch, Mr A Harding, Mrs K Hawkings, Mrs B Holyome (Vice-Chairman),
Cllr R Huxstep (HCC), Cllr Mrs A Thacker (WCC) Mrs R Greenwood (Clerk)

1. Election of Chairman

Mr Morton was proposed by Mrs Bulloch and seconded by Mrs Holyome and there being no other nomination was duly elected as Chairman.

2. Declaration of Acceptance of Office of Chairman

Mr Morton would complete the declaration in the presence of the Clerk.

3. Election of Vice-Chairman

Mrs Holyome was proposed by Mr Harding and seconded by Mrs Hawkings and there being no other nomination was duly elected as Vice-Chairman. In the absence of Mr Morton, Mrs Holyome took the Chair and welcomed Cllr Thacker to the meeting.

4. Apologies for absence

Mr McCrystal, Mr Morton and PCSO Wilkinson (work commitments)

5. Disclosure of interests on agenda items

There were no declarations of disclosable pecuniary interests or personal/prejudicial interests in respect of items on the agenda.

6. Appointment of Recreation Committee

Mr Budd, Mr Harding, Mrs Hawkings.

7. Appointment of Parish Council representatives to local organisations

Mrs Holyome: Village Hall Committee, Blake's Educational Charity, Winchester Villages Trust (to 2018) ; Mrs Flindt, Blake's Educational Charity.

8. Public session

Cllr Huxstep advised that there was likely to be a meeting in June to discuss improvements to local broadband provision with Glen Peacey (HCC) and Call Flow at Cheriton Village Hall.

Cllr Thacker reported that grants of up to £500 were available under the WCC Not for Profit scheme (first deadline 1st June). WCC was mounting a campaign to discourage roadside litter.

9. Approval of minutes of Parish Council meeting – 18th January 2015

The minutes of the last meeting were approved as a correct record and signed by the Vice-Chairman.

10. Matters reviewed from minutes of Parish Council meeting – 18th January 2015

The Clerk had provided PC McShea and Cllr Verney with a copy of Susan Croker's recent letter to residents regarding the use of unauthorised access tracks.

Work to create additional parking spaces in Woodlane Close commenced on 5th May.

Following meetings with the Police Commissioner and senior police to discuss the nuisance of speeding motorcyclists, Cllr Walker (Meon Valley) had forwarded the report, "Police response to anti-social motorcycle riding" (circulated). It was understood that standardisation of speed limits to 50 mph and 30 mph through villages was under consideration. Motorcycle engine noise could be heard up to one mile from the centre of villages.

On 8th April, Anne Newson advised that by mutual consent Bramdean had withdrawn from the Vodafone Rural Open Sure Signal Programme. Many residents already had their own electronic booster device, were not interested in being a host property and did not use the Vodafone network. A list of postcodes which could access high speed broadband via Call Flow would be circulated.

Arrangements were in hand for the Clerk to attend a Child Protection training course organised by WCC/Eastleigh Borough Council (date and price to be advised).

11. Approval of minutes of Annual Parish Meeting – 27th April 2015

The minutes of the Annual Parish Meeting were approved as a correct record and signed by the Vice-Chairman.

12. Matters reviewed from minutes of Annual Parish Meeting – 27th April 2015

Answering a question from David Templeman as to how the Environment Agency supported the parish and what action had been taken, Cllr Verney said that Agency staff had attended meetings to progress flood remedial works. Cllr Huxstep said the agency had worked closely with HCC to resolve severe problems at Bramdean. However, as Mr Templeman felt there was no tangible evidence of agency involvement Cllr Huxstep would enquire further of Stuart Jarvis (HCC Director of Economy, Transport & Environment). The matter would be reviewed at the next meeting.

Victoria Wakefield remained very concerned about the poor condition of Bramdean Common. Trees and undergrowth should be cut back and managed. Cllr Verney said WCC had no plans for a new access track. All residents had received a letter advising them of their legal responsibility to

maintain their existing access tracks. Mrs Holyome would investigate whether a new track had been created at the top of the common.

Matthew Morton reported a great increase in dog fouling on the grass in front of the Jubilee Recreation Ground boundary fence. The Parish Council was responsible for this grass and clearing was very unpleasant for Adrian Taylor. Residents were asked to encourage culprits to clear up after their dogs.

13. Recreation Committee

On 24th October 2014, Playdale Playgrounds agreed to replace four upright timber posts on The Twist. On 11th February, the engineer stated that only three posts needed replacement. The metal net fixings were corroding; they could not be replaced separately from the nets. The nets could not be “patched”. Three quotes were obtained to replace the nets/fixings: Playdale 1089.30, Play Maintain 1260.44, Play Safe 2402.00 (ex VAT). A majority of Parish Councillors favoured Playdale but as the 2015 inspection report indicated further concerns about the equipment it was agreed to seek further clarification from the inspector and contact the company in due course.

After discussion, it was agreed to request Playdale to replace the rotten upright timber on The Twist gratis and to fit replacement parts to the cradle swing (both gratis under guarantee); also to replace The Twist nets and fixings for the sum of 1089.30. Playdale would be asked to waive the installation fee for the upright timber as a separate visit was not required.

On 25th April, due to a great increase in dog fouling on the grass in front of the Jubilee Recreation Ground boundary fence the main gate was temporarily closed and a laminated sign displayed: “Due to inconsiderate dog owners this gate will be closed until further notice. Please clear up after your dog”. Although the fouling had lessened, possible solutions to deter fouling would be kept on file. Mr Harding would investigate possible adjustment of the main gate hinges and also assess the condition of the side “horse” gate which was beginning to rot (both installed 2001).

The Friends of Bramdean Children were offering tennis coaching for children aged 4-14 years w/b 17th August. As the Parish Council was no longer involved with the tennis coaching, it would be deleted from the standard agenda for future meetings of the Recreation Committee.

14. Finance

14.1 Accounts

The Lloyds Bank account was £59957.33 in credit to 31st March 2015 (£7995.74 to date) including £263.77 VAT reclaim, Precept I £3500.00.

Cheques raised since last meeting

372	A Harding padlocks for Rec boundary fence	43.98
373	Playdale Playgrounds Ltd installation of timber uprights	234.00
374	Clearway Sport moss treatment hardcourt	192.00
375	Cancelled	-
376	HMRC re R Greenwood 1 Jan – 31 March	164.20
377	R Greenwood pay/expenses 1 Jan – 31 March	733.62
378	Bramdean Garage fuel account top-up	60.00

379	HALC fee/NALC levy 15/16	218.00
380	HPFA sub 15/16	40.00
381	WCC playground inspection 15	37.80
382	B Mpario fee/travel expenses APM 27 April	75.54
383	Broker Network Ltd insurance 15/16	440.78
384	Naked Grape Wine Ltd refreshments APM 27 April	24.27
385	Bramdean PCC	303.00
386	Hinton Ampner PCC	176.00
387	Church in the Wood	127.00

The Clerk's hourly rate (spinal point SCP27) increased from £12.052 to £12.317 on 1st January 2015 + £100 non-consolidated payment December 2014 + ditto £7 from 1st April 2015 (national Local Government pay award circulated 8th December 2014 refers).

On 2nd April, the Clerk queried an invoice dated 11th December for £75.10 for services at the uncontested election in May 2014. The invoice was disregarded pending an enquiry. WCC then advised that the invoice was for the election on 7th May 2015 (new invoice awaited).

The Parish Council decided to opt out of the Local Council People and Development (LCPD), an employment/HR consultancy for local councils, and to advise HALC accordingly.

14.2 Audit 2014/15

The Annual Return was approved and signed prior to internal audit by Seamus McLaughlin. The accounts would be available for inspection 1st-26th June. External audit to commence on 29th June.

15. Planning

15.1 Decisions received (circulated)

SDNP/14/04124/HOUS & 04126/LIS - Hinton Woodlands Farm. Repair, erect and renovate collapsed barn to provide ancillary accommodation to the main dwelling.

PC – Support SDNP - Approved

SDNP/14/05208/HOUS – Bramdean Farmhouse. Oak framed orangery extension.

PC – Support SDNP - Approved

SDNP/15/00659/HOUS - Remus, Wolfanger, Bramdean. New vehicular entrance and associated works.

PC – Support SDNP – Approved

SDNP/14/06525/HOUS-26/LIS – Hinton Woodlands Farm. Replacement of extant planning permission with revised proposal to extend rear of property.

PC – Support SDNP – Approved

SDNP/15/00592/HOUS - Romulus, Wolfanger, Bramdean. Single storey rear extension and side porch to existing semi-detached 2 storey dwelling.

PC – Support SDNP – Approved

15.2 Decisions awaited

SDNP/15/00242/LDP - The Cottage, Bramdean Common. Proposals to be built as approved in W10456/02 and amended under W10456/03LB.

PC – No comment SDNP – Awaited

Although there was a majority for referring to committee, WCC advised that the matter would be decided under delegated powers by the Head of Legal Services, there being no mechanism to refer LDC and LDP cases to committee.

SDNP/15/01419/LIS - Manchester House, Bramdean. External flood defence works and temporary removal of part of boundary wall to facilitate plant access.

PC – Support

SDNP – Awaited

SDNP/15/01839/HOUS & 01840/LIS – Hinton Woodlands Farm. Proposed change of materials for external elevations, replace render with brick quoining and flint infill to main extension and facing brickwork to extensions. Alteration to pitch of boot room roof to retain/adjust first floor window above and match shallower pitch of bay window. Amendment to existing planning permission SDNP/14/06525/HOUS & 06526/LIS.

PC – Support

SDNP - Awaited

SDNP/15/01942/HOUS – Dean Cottage, Bramdean. Replacement of existing porch, alterations to fenestration, first floor rear extension, replacement of roof structure to allow for internal alterations.

PC – Support

SDNP - Awaited

15.3 Other matters

The outcome of a meeting on Strategic Housing Land Availability Assessment (SHLAA) to identify sites with potential for housing in the SDNP had been circulated. The site in Hinton Ampner had been rejected. An eight week consultation of preferred options would commence in September.

16. Flooding Update

Mr Harding said that a good deal of remedial work had been carried out by Highways and by riparian owners. Mr Budd would take up the clearing of the field to the left of Maple Cottage, Bramdean, with the relative of the person who was believed to own it.

Richard Sykes (HCC) would be asked to action the following matters:

The run-off drain from Tanners Lane had been cleared but as it still had to be cleared every two days, the sides either should be concreted or a grill installed.

A drain was required by Maple Cottage to prevent the A272 from flooding.

Spoil needed to be cleared from the highway verge following the ditch clearance in Bramdean to prevent slippage and further congestion when it rained.

The drainage pipe under the A272 at the Hinton crossroads was still blocked and needed jetting.

The ditch which flowed into it from Primrose Cottages had been cleared.

On 11th February, Richard Sykes (HCC) confirmed that the back drive works at Woodcote Manor, which were remote from the highway, would be dealt with separately in the next financial year.

Mr Harding confirmed that the Deputy Flood Warden had a high-visibility jacket.

17. Highway Report

Lisa Davis (Assistant Highway Engineer) would be asked to take action on the following outstanding matters:

Treat highway footpath, Church Lane to Maple Cottage, with weed killer; cut back off-side edge. This work was urgent because the path which was created at great expense and was well used was slowly losing definition.

Replace missing reflector posts by Maple Cottage, Bramdean, and on bend below Bramdean Common. Cut back the verge at the bottom of Hinton Hill (right hand side) further to improve sightlines for vehicles turning onto the A272.

Action removal of the yellow sign for the Hampshire Smokery and Gun Room (top of common) probably supplied during the closure of the A272.

Repair numerous pot holes along Brockwood Bottom.

HCC had advised that the white lines in Wood Lane would be reinstated when similar works were carried out in the spring (21136888). An enquiry as to the likely timing would be requested.

The middle section of FP 503/504 from the Jubilee Recreation Ground to the A272 was very muddy (111004461295). This was a safer pedestrian route to the A272 than Wood Lane and it was hoped the gravel surface could be replaced in the spring. On 3rd February, RoW advised that the work had been assigned Priority 2. An enquiry as to the likely timing would be requested

On 6th May, Susan Coker (WCC Head of Landscape & Open Spaces) was reminded to verify that the grass bank bounding 19 Woodlane Close had been added to WCC map for cutting under the Highways contract; whether bank-verge cutting issues had been resolved with The Landscape Group; whether Highways would reconsider selling the bank to the owners of 19 Woodlane Close.

Comments on the draft leaflet for the Winchester Cycle Route had been forwarded to Elaina Whittaker-Slark. The brown loop signs could not be removed until the leaflet was readily available.

Robert Raimes had cleared all the bales formerly stored in Lamborough Lane.

On 1st April, Victoria Wakefield reported the felling of two large mature trees on HCC land between the Telephone Exchange and Moodys Farm (A272). On 17th April, Richard Sykes (Highways) said the trees were felled after a proactive inspection. The birch was significantly decayed at the base (suspected Honey Fungus). The sycamore had a large basal cavity, considered to have compromised structural integrity, constituting an unacceptable risk to an A road. Overhead services made replanting inappropriate and undesirable. The Clerk had advised Mrs Wakefield of the outcome. The Parish Council would enquire whether the stumps should be ground out.

Mrs Hawkins reported that new trenches across the carriageway and replacement storm drains had resulted in five raised sections of road surface on the A272 east of Wood Lane. The impact in terms of noise and concussion from heavy lorries had increased substantially. The Parish Council would enquire whether the raised sections could be smoothed and when Highways planned to resurface that section of road.

The “No HGVs” sign at the bottom of Wood Lane was probably not close enough to the junction to deter vehicles from turning off the A272. HGV traffic had also increased from the Ropley roundabout. The Parish Council would invite possible solutions from Highways.

18. Bramdean Common

On 7th January 2015, Susan Croker wrote to residents reminding them of the legal situation regarding unauthorised access across the common and of their responsibilities to repair and maintain access tracks, and to the owners of 1-4 Wood Farm Cottages regarding their legal responsibility to maintain the access track to the properties. The Clerk had drawn up a Note on Ownership for properties not listed with the Land Registry. If unauthorised tracks continued to be used, WCC would take legal action.

On 6th May, Mrs Coker was asked to report on sourcing funds to display new fine rates for breaking the existing byelaws, removal of the illegal arrow sign by Elm Cottage for the smokery, and to confirm whether cut grass would be removed from the common.

On 14th May, it was reported that a resident had created and continued to use a new access track to his home, 4 Wood Farm Cottages. There were also a number of vehicles in various conditions parked nearby which looked very unsightly. The official access track was said to be quite useable. Mrs Croker and the local police would be asked to take appropriate action.

19. Parish Website

The website was proving very popular.

20. Standing Orders

The Parish Council adopted revised Standing Orders (individual copies to be circulated with minutes). The revised Financial Regulations would be circulated for final comment prior to the next meeting.

21. Protocol for Public and Press Reporting Council Meetings

The Parish Council adopted a protocol to comply with the amendment to the 1960 Public Bodies (Admission to Meetings) Act by The Openness of Local Government Bodies Regulations 2014 (Standing Order 31 refers).

22. Transparency Code for Smaller Authorities

A draft plan suggesting how the Parish Council might work towards implementing the legislation was discussed. Details of the Code were received too late to be included in the budget for 2015/16. Additional material to be displayed on the website could be ca 400 A4 pages over a 4-year cycle and would require considerable revision and expansion of the new website.

There was general agreement that the Code appeared to place a disproportionate burden upon small Parish Councils. It would generate additional work for the Clerk and for Mrs Bulloch who had been trained to update the website. It was noted that Mrs Bulloch was not prepared to undertake the increased workload. It was agreed that Mrs Holyome would contact Cllr Mike Evans (Chairman,

Winchester District Association of Local Councils) to canvass the opinion of local member councils before seeking a quotation from Wizbit Internet Services Ltd.

23. Correspondence

The Parish Council considered a letter dated 26th April from a resident in Wood Lane concerning the increased traffic up Wood Lane from the A272 to A31. It was agreed to advise the resident that HCC and the local police would be asked to offer possible solutions to the problem.

HALC had invited all member councils to participate in the HALC consultation on future affiliation to NALC (details circulated).

24. Reports from Parish Councillors and Clerk

Mrs Holyome attended “Your County -Your Say: Shaping the future of Economy Transport and Environment Services at The Castle, Winchester, on 26th March. The outcome of the meeting did not appear to be conclusive.

Two representatives of the Parish Council had been invited to The Mayor’s Sunday Service in Winchester Cathedral on 31st May.

25. Items to be considered for the next meeting

Affordable Housing
Financial Regulations
Parish Website
Transparency Code

26. Date of next meeting

Monday 20th July 2015 at 7.30 pm in the Village Hall, Bramdean.

The meeting closed at 9.20 pm.

BH/RG