

BRAMDEAN & HINTON AMPNER PARISH COUNCIL

Meeting held on Monday 20<sup>th</sup> October 2014 at 7.30 pm in the Village Hall, Wood Lane, Bramdean

Present: Mr M Morton (Chairman), Mrs M Bulloch, Mr A Harding, Mrs B Holyome (Vice-Chairman),  
Mr R Huxstep (County Cllr), Mrs R Greenwood (Clerk).

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1. Apologies for absence

Mr G Budd (work commitment), Mrs K Hawkings (family holiday), Mr C McCrystal (work commitment), Cllr H Verney, PC P McShea, PCSO M Wilkinson.

2. Disclosure of interests on agenda items

Mrs Bulloch, Mr Harding and Mr Morton declared an interest in business to be transacted under Item 19. There were no other declarations of disclosable pecuniary interests or personal/prejudicial interests in respect of items on the agenda.

3. Public session

Cllr Huxstep advised that despite increased funding it could be two years before superfast broadband was available locally: 2017 was the target date for 97% coverage in Hampshire. Individuals could install a satellite system for £600 plus a monthly charge. As feedback had been mixed, Mr Morton would reinvestigate the system options and advise Cllr Huxstep accordingly.

The flood remedial works began on 20<sup>th</sup> October and could take 8-10 weeks to complete. Cllr Huxstep understood the works would be implemented as agreed. The Parish Council said that Highways were to be congratulated for ensuring that work started well before the end of the year.

Cllr Huxstep concluded by reporting that HCC had allocated £125,000 for Community Buildings Capital Grants to community associations for building works (maximum £15,000 per project). Grants would also be available to substantially improve village halls and other community buildings.

The Crime Statistics to 17<sup>th</sup> October would be circulated. PC McShea would be asked to report the outcome of using the hand held gun to catch speeding motorcyclists early in the morning.

Cllr Verney would be reminded that the Parish Council still awaited the outcome of consulting the Cabinet Member for Housing on the rise in heating bills for WCC tenants in Woodlane Close following installation of heat source pumps. Also, whether WCC had allocated funding in 2014/15 to remove the section of verge outside 15-16 Woodlane Close to create additional parking spaces and some residents' parking spaces opposite the Jubilee Recreation Ground. Cllr Verney would also be asked for an update regarding the proposed visit by Elizabeth Truss (Secretary of State for Environment) to the parish en route to/from Hambledon.

4. Approval of minutes of Parish Council meeting – 21<sup>st</sup> July 2014

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

5. Matters reviewed from minutes of Parish Council meeting – 21<sup>st</sup> July 2014

The Parish Council had publicised the Community Speed Watch initiative in the August issue of “Church & Village”. The Clerk had not been advised of any expressions of interest.

Regarding the discrepancy in fare prices on the 67 bus, HCC had advised that it was unable to intervene to ensure parity between operators. The resident who raised the matter at the AGM had been informed. Stagecoach would be the sole operator from 1<sup>st</sup> September except for the Sunday service which would continue to be run by Xelabus until the end of October.

The SDNPA had invited Parish Councils to suggest projects which could be funded by the Community Infrastructure Levy (CIL). Flood alleviation work was outside the remit. Details of projects submitted by other SDNP parishes could not be made available but information on the scheme was available at [www.southdowns.gov.uk/cil](http://www.southdowns.gov.uk/cil).

Mr Budd would be asked to clear further gravel from the bottom of the Hinton Hill junction. The sight lines on the right hand side nearest to the junction had improved, either because the hedge had been cut back or due to die-back.

## 6. Recreation Committee

The plaque to mark the Diamond Jubilee celebrations at the Jubilee Recreation Ground had been fixed to the hard court fence. The chippings under “The Twist” would be replenished (cost £198.60, saving ca £160 by ordering natural rather than brown). Following the annual playground inspection, Playdale Playgrounds had been asked to replace the rotten upright timber and to inspect the rope end fixings of “The Twist”. The timber was covered by a 15 year guarantee until 2015. Sarah Densham (Friends of Bramdean Children) said “The tennis coaching held 18<sup>th</sup>-22<sup>nd</sup> August went very well. The weather was excellent all week. The age groups were extended at either end of the scale to include both 4 and 14 year olds and this was well received.”

## 7. Finance

## 7.1 Accounts

The Lloyds Bank account was £5617.06 in credit to 30<sup>th</sup> September (£8064.32 to date) including £495 (County Councillor’s devolved grant) and £3500 balance of Precept (t/f 19<sup>th</sup> September).

Cheques raised since last meeting:

360	HMRC re R Greenwood 1 July – 30 Sept	141.00
361	R Greenwood pay/expenses 1 July – 30 Sept	631.14
362	Information Commission sub 2014-15	35.00

363	Giffords Recycling Ltd bark chipping for Rec	198.60
364	HALC course fee 17 Sept	48.00

The Parish Council would meet the cost of room hire for the BHAFAG meeting on 1<sup>st</sup> October. Lloyds Bank had written to confirm the deletion of Tim Laker from the list of account signatories.

## 7.2 Audit 2013/14

BDO LLP, Southampton, completed the external audit on 22<sup>nd</sup> September. Notices of conclusion had been posted accordingly. The Annual Return was approved and accepted. The Issues Arising Report was presented (prior to circulation) and it was agreed that as from the 2014/15 audit, assets would be valued at original cost not replacement cost.

## 7.3 Budget 2014/15 and onwards

For 2014/15, Rec Improvements had been decreased from £1000 to £500. The sum of £1000 had been allocated for possible Flood related works. The Clerk's Salary included the proposed 1% increase for Local Government staff back dated to 1<sup>st</sup> April 2014 (details awaited). Training & Sundries had been increased from £100 to £250 to cover a Child Protection Course and one DBS check. WCC did not levy a fee for the May parish elections. The balance c/f could increase by £200-£300 or £1200-£1300 if the Parish Council was not liable for Flood related works.

For 2015/16, grants for churchyard maintenance had been increased by 5%. The Clerk's Salary had been increased by 1% in line with current Government policy. However, Mrs Bulloch advised that a more favourable salary package was under consideration to take effect from 1<sup>st</sup> January 2015. Any possible increase to annual hours would be deferred until negotiations had been concluded.

## 8. Planning

### 8.1 Decisions received (circulated)

SDNP/14/02065/HOUS & 02066/LIS - The Gomms, Bramdean. Single storey first floor and rear extension, internal alterations including removal of kitchen and cloak room walls, block doorway between bedrooms 1 and 2, addition of window to first floor and bay window to east elevation, replace porch with window.

PC – Support SDNP – Approved

SDNP/14/04055/HOUS -Meadowcroft, Bramdean. Orangery to rear; replacement of rear windows with doors.

PC – Support SDNP - Approved

### 8.2 Decisions awaited

SDNP/13/02460/HOUS -Tanners Farm, Bramdean. Alterations to permitted permission

SDNP/12/01651/HOUS. Single storey rear extension after removal of existing greenhouse, internal alterations and fenestration changes to east facing elevation. **Resubmission.**

PC – Support SDNP – Awaited

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 - Awaited

SDNP/14/0324/HOUS - White Oaks, Bramdean. Single storey and 2 storey rear extension and associated internal alterations.

PC – Comment

SDNP – Awaited

SDNP/14/04572/LIS – Hinton Ampner House. Renewal of copper flat roof to main house; installation of safe access system and alteration to existing roof access, additional lightning protection tapes, internal roof insulation and lining to attic spaces.

PC – Awaited

SDNP - Awaited

### 8.3 Other matters

Following a public enquiry (SDNP/13/00071/REF), on 11<sup>th</sup> June permission was granted for two Arts & Crafts dwellings with garages at Wolfhanger Farm, Bramdean (SDNP/12/01248/FUL), subject to clearing the site of asbestos (available details circulated).

On 27<sup>th</sup> August 2014, WCC confirmed it had received a preliminary request for advice regarding possible future development at Old Park Wood Industrial Estate, Bishop's Sutton (not in the public domain). On 18<sup>th</sup> September, the Hampshire Chronicle reported that Cala Homes had “dropped” interest in the site because WCC was against new homes in the middle of the countryside.

Mrs Holyome awaited a response to further enquiries following the BMG telephone survey for the SDNPA, in particular to phase out paper copies of planning applications from October 2014.

The Parish Council was extremely pleased that the new owners of the barn at Hinton Woodlands Farm were committed to its complete restoration and Mr Morton would write to them accordingly.

## 9. Flooding Update

The ground water level at the West Meon bore hole was average max. September had been bone dry but there had been quite a lot of rain to date in October.

On 1<sup>st</sup> September, the Parish Council wrote to all riparian owners requesting them to clear any obstructions from their section of the watercourse by 30<sup>th</sup> September.

On 17<sup>th</sup> September, Mr Morton and Mr Harding met representatives from HCC, Environment Agency, Cheriton Parish Council, etc, to discuss remedial works and to review progress. The licensees of the Fox had been thanked for kindly providing complimentary refreshments.

On 1<sup>st</sup> October, Mr Morton and Mr Harding participated in an open meeting for residents organised by BHAFAG attended by George Hollingbery MP, representatives from HCC, Environment Agency, Cheriton Parish Council, Cllr Huxstep and Cllr Verney.

On 8<sup>th</sup> October, Mr Morton and Mr Harding were present at a meeting with Cllr Sean Woodward, HCC budget holder for the flood expenditure.

Pat Lawrence (Cheriton Flood Warden) had invited comments on the implications of matters discussed at the Community Resilience Event organised by Hampshire Fire & Rescue on 3<sup>rd</sup> October (to be circulated).

Since the last meeting the Parish Council had updated details of riparian ownership, drafted an Emergency Action Plan and commented upon a document drafted by BHAFAG on Flood Contingency Planning. The Parish Council had also been provided with a recommended template for a Community Emergency Plan.

Mr Morton would send a letter of thanks to all the riparian owners for the efficient clearing of the watercourse not in public ownership. There would also be a public acknowledgement in the December issue of "Church & Village".

Mr Harding reported that Justin Berryman had kindly agreed to be Deputy Flood Warden in place of Sam Ross-Skinner. The Parish Council would purchase a high-visibility jacket for this role.

It would be prudent to investigate whether the culvert under the A272 at the Hinton Ampner crossroads was free from obstructions; also the ditch which flowed into it from Primrose Cottages.

Mr Morton warmly thanked Mr Harding for his outstanding leadership during the flooding emergency.

#### 10. Highway Report

Tom Waldron (HCC Assistant Highway Engineer) had been thanked for all his help prior to taking up a new post at Totton. The following outstanding matters would be brought to the attention of the new Assistant Highway Engineer, Lisa Davis:

Dig deeper grips either side of bus shelter at Brockwood Dean to carry water away from road.  
Treat highway footpath, Church Lane to Maple Cottage, with weed killer; cut back off-side edge.  
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 and clear a quantity of gravel from the bottom of the junction.  
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.

A meeting was to be arranged with Susan Bragg (WCC Head of Landscape & Open Spaces) 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, etc.

Comments on the draft text of the Winchester Cycle Route had been forwarded to Elaina Whittaker-Slark (update awaited).

#### 11. Bramdean Common

Susan Bragg would be asked to take up Damian Offer's letter of 6<sup>th</sup> January 2014 regarding maintenance of various access tracks to properties adjoining Bramdean Common and whether there had been any problems collecting refuse. Mrs Bragg would also be asked to source funds to

display the new rates of fines for breaking the existing byelaws, to arrange removal of the illegal arrow sign by Elm Cottage for the smokery and to confirm whether cut grass would be removed from the common.

12. Parish Website

The new website went “live” on 11<sup>th</sup> September and had been updated using information listed in “Church & Village”. The Content Management System was user-friendly. Mrs Bulloch would update the site monthly. The Parish Council was most grateful to Cllr Huxstep for a grant of £495 from his Devolved Budget and to Mr Morton for sourcing the web designer.

13. Child Protection Policy

The Child Protection Policy had been revised according to latest guidance and was adopted (proposed Mrs Holyome and seconded Mr Morton). After discussion it was agreed that The Clerk would be Child Protection Liaison Officer and undertake a training course organised by the HCC Workforce Development Team (cost ca £100 with free refresher course every two years). The Parish Council would also meet the cost (£44) of a DBS check for The Clerk.

Although all members of the Recreation Committee had agreed to be DBS checked, the Parish Council was obliged to assess whether each individual met the criteria: “An activity is regulated activity in relation to children if carried out frequently (once a week or more often), or on 4 or more days in a 30-day period by the same person, engaged in work for or in connection with the purposes of the establishment; and it gives the person the opportunity, in their work, to have contact with children.” After discussion, it was concluded that only the Voluntary Groundsman met the criteria and would qualify for a gratis DBS check. Arrangements were in hand to submit DBS check applications from The Clerk and Voluntary Groundsman via WCC.

14. Vision Statement, Strategic Plan and Key Priorities 2014/15 onwards

There being no further amendments, the text was adopted unanimously.

15. Financial Regulations

The revised text had been circulated for comment. Since then HALC had advised that it would be prudent to revise existing Standing Orders in accordance with recent legislation. As the two documents were linked, the Standing Orders would be circulated for comment with a view to adopting both revised documents at a future meeting.

17. Risk Management

There being no amendments to the revised guidance, the text was adopted unanimously.

18. Motorcycle Nuisance on the A272

Following the meeting on 16<sup>th</sup> May with elected representatives and local councils to reduce excessive speed and noise pollution, Cllr Huxstep had contacted the Police Commissioner’s office

to establish whether a group of motorcyclists speeding through a village could be defined as a nuisance. Speeds escalated markedly when travelling from Bramdean towards the West Meon Hut. There was no news about the proposed meeting with the motorcycling community at Loomies Cafe.

19. Vodafone Rural Open Sure Signal Programme

The Parish Council had agreed in principle to support an application to the Vodafone Rural Open Sure Signal Programme which offered up to 100 rural communities across the UK the opportunity to receive mobile coverage for the first time. If the application was successful, it was hoped that Anne Newson (Community Champion) would present a progress report.

20. Correspondence

The Parish Council had advised WCC that it did not support the proposed increased time for parking in West Street (reply from New Alresford Town Council to be circulated).

21. Reports from Parish Councillors and Clerk

Mr McCrystal attended the HALC Training Course on 17<sup>th</sup> September and would attend WCC Parish Training on the Code of Conduct at Bishop's Waltham on 21<sup>st</sup> October.

Mrs Holyome attended the HALC AGM on 4<sup>th</sup> October.

Eric Simpson would attend the Winchester Passenger Transport Forum on 12<sup>th</sup> November.

HALC had advised that there was no statutory guidance on the retention of Declarations of Acceptance of Office beyond the duration of a councillor's office as a minimum. The Parish Council agreed to consult Chris Ashcroft (WCC Electoral Services) as to length of retention.

Mrs Holyome would advise the Parish Council of the outcome of a forthcoming meeting on Strategic Housing Land Availability Assessment (SHLAA) to identify sites which had potential for housing in the SDNP.

Mrs Bulloch suggested a possible speaker for the Annual Parish Meeting.

22. Items to be considered for the next meeting

Affordable Housing  
Annual Parish Meeting Monday 27<sup>th</sup> April 2015  
Budget and Precept 2015/16  
Financial Regulations  
Standing Orders

23. Date of next meeting

Monday 19<sup>th</sup> January 2015 at 7.30 pm in the Village Hall, Bramdean.

The meeting closed at 9.00 pm.

MM/RG