

BRAMDEAN AND HINTON AMPNER PARISH COUNCIL

Meeting to be held on Monday 21st October 2013 at 7.30 pm in The Village Hall, Wood Lane, Bramdean.

FINAL AGENDA

1. Apologies for absence

2. Disclosure of interests on agenda items

Declarations of disclosable pecuniary interests or personal/prejudicial interests in respect of items on the agenda.

3. Public session

Cllr Huxstep to report progress regarding addressing concerns about the varying speed limits in force on the A272 and the level of local support registered on-line for faster broadband in Bramdean and Hinton Ampner. (The Parish Council placed a notice in the October issue of "Church & Village" to encourage residents to register for faster broadband.)

Since the last meeting, PC McShea has reported that the safety camera vans were increasing their patrols on the A272 during the weekends and had also been requested to carry out a local operation in the 30mph and 40mph limits at the beginning of August. The Parish Council had advised that the worst incidents of motorcycle speeding were actually outside the 30, 40 and 50 mph speed limits, and on the eastern side of Bramdean for approximately 2 miles, particularly very early on Sunday mornings and Wednesday/Thursday evenings.

4. Approval of minutes of Parish Council meeting – 15th July 2013

5. Matters reviewed from minutes of Parish Council meeting – 15th July 2013

On 3rd September, Phil Stockley (Velvet Travel) was reminded to provide a double-decker bus to ease overcrowding on the 7.00 am bus from Petersfield used by Peter Symonds College and ditto for the service which departed Alresford at 3.29 pm in term time to avoid child standing passengers from being pushed forward when the bus had to make an emergency stop.

An updated Contact List was circulated with the minutes of the last meeting.

Has Mr Morton contacted Gordon Gardner (NT Property Manager) regarding problems caused by increasingly wide coaches driving up Hinton Hill? Residents had been asked to move their vehicles to permit coaches to pass and further obstruction was being caused by walkers' vehicles. The hedges needed to be cut back to utilise the full road width.

Mr Budd had carried out maintenance to the notice board at the bottom of Hinton Hill and to the adjacent listed K6 telephone box.

6. Recreation Committee

Appleton Signs, Botley, have quoted £33.12 + delivery and VAT for a new sign for the entrance gate and an "Information for Users" sign at the hard court to include the wording suggested in BS EN 15312.

There being no other interest, in view of all the gratis servicing, Mr Laker and Mr Morton approved the sale of the Lazer mower and leaf sweeper to Mr Harding for the nominal sum of £50. The disposals have been noted on the Asset Register and the insurance premium increased by £25 per annum to provide sufficient cover for the new mower.

The tennis coaching was very successful with 16 participants. One day had been lost to rain which the coach, Richard Libby, made up the following week. Letter of thanks had been sent to Victoria Wakefield for use of the court and to Blake's Educational Charity for meeting the coaching costs. Request for relatives of Bramdean residents to participate were referred to the Chairman of the Trustees: permitted with the acknowledgement that no precedent was being set. Such requests could only be granted if there were spare places and this might need to be clarified on the application form.

7. Finance

7.1 Accounts

The Lloyds TSB account was £7140.53 in credit to 30th September (£7105.53 to date) including the second instalment of precept (£3186.79), Blake's Educational Charity (£234), Open Space Fund (£811.71) and sale of equipment (£50).

Cheques raised since last meeting:

327	J Sankey repairs at Jubilee Recreation Ground	350.00
328	RLTA tennis coaching	234.00
329	Broker Network Ltd supplement to insurance cover	25.00
330	HMRC R Greenwood	151.40
331	R Greenwood pay/expenses	681.19
332	ICO registration 13/14	35.00

7.2 Clerk's Salary and Printer

On 15th July it was agreed to increase The Clerk's hours from 4.21 hrs pw / 219 pa (2613.12 pa) to 4.5 hrs pw / 234 pa (2792.09 pa) backdated to 1st April 2013. The hourly rate for SCP 27 had increased from £11.932 to £12.052 (salary scales circulated previously).

Regarding a new printer, most lasers were only economic for more 750+ copies per month. Many did not include an integral scanner. Most inkjet printers now included black-white and colour copying (with automatic double-sided), copier and scanner: eg HP OJ Pro 8100e or HP OJ 6700 or similar, £60-£80. Cartridges had a higher yield using Fast Draft. Automatic double-sided copying would save using outside copiers unless A3 was needed (ca £35 already spent on copying at Cheriton School in 2013/14).

7.3 Audit 2012/13 and Presentation of Annual Return

The external audit by BDO LLP, Southampton had been completed satisfactorily with no outstanding matters for attention (notices posted). As now required by external audit, the Annual Return would be presented to the Parish Council and minuted accordingly. A letter of thanks had been sent to Seamus McLaughlin for undertaking the internal audit.

7.4 Budget 2013/14 and onwards (enclosed)

Due to administrative problems members had not been invited to renew their HPFA subscriptions for 2012/13 (to follow with invitation for 2013/14). Regarding the Chairman's Allowance, it is suggested that drinks are offered after the formal business at the Annual Parish Meeting. The external audit fee has been waived from 1st April 2013. No request for a WDALC membership fee has been received since 2009/10. Insurance costs have increased by £25 to cover the new mower. New Alresford Town Trust (NATT) has requested a donation of ideally 25p per elector towards running the minibus in 2013/14 (ca £117 for this parish, £50 donated in 2012/13).

For 2014/15, unless known, expenditure has been increased by 2.5%, except for contributions towards churchyard mowing costs which have been increased by 5%. There being no space, it has been assumed that there will be no major works at the Jubilee Recreation Ground.

8. Planning

8.1 Decisions received (circulated)

SDNP/12/03093/FUL - Hinton Hill. Provision of 2 x STPs and 1 pumping unit to replace existing non compliant septic tanks to village. **Amendment to permitted permission 11/02736/SFUL.**

PC – Support SDNP - Approved

SDNP/13/00541/HOUS - Manor Farm, Bramdean. Partial demolition of extensions to include portal frame barns, 2-storey extension, renovation of existing outbuildings, landscaping works, restoration of pasture.

PC – Support SDNP - Approved

SDNP/13/01330/LIS – Tempus House, Hinton Ampner. Replacement chimney stack.

PC – Awaited SDNP - Approved

SDNP/13/01352/FUL - Hinton Ampner House. Temporary marquee for ancillary tea room seating March-December.

PC – Support SDNP - Refused

SDNP/13/01379/HOUS - Wolfhanger Cottage, Woodlands, Bramdean. Conservatory to rear.

PC – Awaited SDNP - Approved

SDNP/13/02485/HOUS – 3 Woodcote Cottages, Bramdean. Two storey side and rear extension.

Resubmission

PC – Support SDNP – Refused

SDNP/13/02930/FUL - Hinton Ampner House. Temporary marquee for ancillary tea room seating March-October.

PC – Support SDNP - Approved

SDNP/13/02392/HOUS - Post Cottage, Bramdean - Demolition of existing precast concrete double garage; construction of timber workshop and two carports. **Withdrawn by applicant**

PC – Support

8.2 Decisions awaited

SDNP/12/03396/LIS - Bramdean Cottage. Open internal door between kitchen and breakfast room.

Appeal to Secretary of State. Deadline for further comments 7th November (details circulated)

SDNP/13/01083/HOUS & 01084/LIS - Bramdean Manor. Outdoor swimming pool. Resubmission.

PC – Support SDNP - Awaited

SDNP/13/01102/HOUS – Brockwood Farmhouse. Erection of detached oak framed 4 bay garage.
PC - Support SDNP - Awaited

SDNP/13/03796/HOUS - Post Cottage, Bramdean - Demolition of existing precast concrete double garage;
construction of timber workshop and two carports. **Resubmission**

PC – Support SDNP – 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/13/03869/HOUS & 038870/LIS - Turnpike Cottage, Hinton Ampner. Single storey oak garden
room, relocation of existing oil tank and patio to garden room.

PC – Support SDNP - Awaited

SDNP/13/04679/HOUS - Brockwood Farmhouse. Construction of brick based glass house within
householder's garden.

P C – Awaited SDNP - Awaited

8.3 Other matters

Correspondence at the end of July between Mrs Holyome and Michael Scammell (SDNPA
Historic Buildings Officer) had been circulated. Hinton Woodlands barn was thought to be
vulnerable rather than at risk. This would be considered by the SDNPA and included in a report
on similar buildings in the county to the next meeting of the Hampshire COG.

The Parish Council has been notified of Enforcement case 13/00143/LBUILD concerning alleged
unauthorised works at Manchester House, Bramdean (details to be circulated).

9. Flooding Update

Tom Waldron, Assistant Highway Engineer, has inspected the drainage system opposite Wood
Lane, including the culvert (to be circulated). **Anything else to report?**

10. Highway Report **Any news?**

No additional work had been carried out by the bus shelter at Brockwood Dean: the grips either
side needed digging out deeper to carry the water away from the road.

The redundant metal chevron sign posts at the bottom of Wood Lane would be removed when a
gang was in the area.

The highway footpath from Church Lane to Maple Cottage had been cut and would be treated
with weed killer. To date, HCC had not cut back the footpath from the former Hinton Ampner
school to the Hinton Ampner crossroads.

Mrs Hawkings to advise whether vegetation was overhanging FP 503/504, Jubilee Recreation
Ground to A272. If so the Parish Council would advise Elliot Rowe (Countryside Ranger) that
the owner of Bramdean Cottage required a further reminder regarding maintenance.

Andy Grattan-Kane would forward a current copy of the latest Definitive Map of paths in the
parish for the Parish Council to amend and return to the HCC Rights of Way and Commons
Registration Team.

Damian Offer (WCC) to confirm whether the steep grass bank bounding 19 Woodlane Close had
been added to WCC mapping for grass cutting this year under the Highways contract and whether

the issues regarding the cutting of various banks and verges had been resolved with The Landscape Group, also whether Hampshire Highways (landowner) would reconsider selling the land to the owners of 19 Woodlane Close.

HCC had been asked to clear the mud and gravel which accumulated at the bottom of Hinton Hill making it hazardous for vehicles to turn onto the A272.

The hedge bounding the footpath from The Fox to the access for Mead Cottage and the Old Rectory needed to be cut back to improve pedestrian access and visibility.

Mr Harding has tightened all the catches and cleaned the panels on the notice board outside the Village Hall. There was deterioration to the vandal resistant clear polycarbonate panels. **Should they be replaced?** The board was installed by Greenbarnes in 2000 with a five year guarantee.

On 14th October, Mrs Victoria Wakefield confirmed that the broken overflow drain pipe, damaged by an HCC gang was working in the ditch opposite Bramdean House in 2012, had finally been replaced.

Details of how the public should report highway maintenance issues had appeared in the October issue of "Church & Village": via www.hants.gov.uk/roadproblems or 0845 6035633.

11. Bramdean Common **Update**

Damian Offer had advised that WCC resources were not available at present to undertake the community engagement process to develop an agreed vision with stakeholders for the future of Bramdean Common. Does the Parish Council wish to make any further comments on the response from Cllr Jan Warwick (WCC Portfolio Holder for Neighbourhoods & Environment) regarding the implementation of new byelaws?

On 17th July, Mr Offer stated that as WCC had no responsibility to maintain the access tracks across Bramdean Common (eg to Wood Farm Cottages) neighbouring properties which benefitted from an access across the common, had been informed of the situation, their responsibilities for maintenance and their options for legitimising that access. The access track across the western half of the common was a Restricted By-Way. HCC had some responsibility for maintenance of the surface in a passable condition for users of that by-way. This did not include motor vehicles. As long as the track was passable by pedestrians, pedestrians leading horses, horse riders and horse-drawn carriages, HCC had no obligation to repair the surface. The waste contractor would be instructed not to drive across the common other than on the dedicated access tracks. If the refuse freighters could not reach the properties due to the condition of these tracks, they might be unable to collect refuse until the tracks were repaired (full text to be circulated, any further information at meeting).

12. Affordable Housing

It is proposed to contact Mags Wylie.

13. Annual Parish Meeting – Monday 28th April 2014

Possible speakers would be discussed.

14. Parking at Jubilee Recreation Ground

Cllr Verney to report on the proposal to remove the wide section of grass verge outside 15-16 Woodlane Close to create additional parking spaces under the WCC Estate Improvement plan, also the creation of some residents' parking spaces opposite the Jubilee Recreation Ground.

15. Road Safety Pilot Project

Andy Beattie (SDNPA Parkwide Manager) had said that each community was free to develop plans as it saw fit, and then look to secure funding from any source including the SDNPA. Mr Beattie had offered take up possible pilot schemes with Highways once the over-arching design guidance had been received from Ben Hamilton-Baillie. Details would be circulated in due course and Mrs Holyome could request further features to be incorporated if necessary.

Mr Laker reported the following concerns from local people who had received speeding fines on the A272, either at the end of the 30mph zone at Cheriton cross-roads as they approached the 40mph sign and the start of the hill or joined the A272 at Cheriton cross-roads and been caught at Hinton House gates, only a few feet from the 50 mph sign. All were a few miles above the speed limit but all were driving in a safe and responsible way whereas a great number of motorcyclists and cars travelled at excessive speeds.

On 6th October PC McShea stated that all the locations where the camera vans set up were in accordance with set down guidelines and risk assessed for safety. Most vehicles were caught towards the end of the 30mph zone. The vans did not sit at the beginning of speed limits so that vehicles had the chance to slow properly to the limit. This means that vehicles recorded above the speed limit have either driven through the whole zone above the limit or accelerated to above the limit whilst within the zone. The A272 in Bramdean, Hinton Ampner and Cheriton had more coverage during the summer due to the large number of motorcycles that used it. PC McShea stressed that the camera vans did not target locals. They did not have any idea who the vehicle belonged to when they recorded the speed. The safety camera vans did not carry number plate recognition cameras. Those were fitted to separate vehicles. The majority of vehicles stopped using the hand held speed gun were local. PC McShea hoped to present statistics at the meeting and would also contact the safety camera team to see what information was available.

16. Parish Lengthsman

It was noted in the recent HCC Guide for Parish and Town Councils that the Parish Lengthsman scheme whereby parts of the highways maintenance service was devolved to local councils (or clusters of small parish councils) with a budget from HCC to employ their own contractor was to be extended. It was unclear as to whether funding would be allocated to a single small parish council to employ its own Lengthsman.

17. Parish Website

It is suggested that progress be reviewed: the Council Tax Support (CTS) grant of £373.50 for 2013/14 was set aside to update or create a new website (it is uncertain whether this grant will be available in 2014/15). A local commercial company quoted Mr Morton ca £350 to design a basic new website. Mrs Bulloch reported that a HCC website template was available which could be linked to the existing website for minimal cost. However, the former Clerk to Cheriton Parish Council had advised that the website template only ran on an older version of Java: her successor the newest version of Java which was incompatible with the version needed to update the website.

21ST OCTOBER 2013

Mr Laker had visited the Froxfield and Privett website. Although not yet complete, it looked interesting and eye catching with the capacity to meet the needs of a small rural parish. It might be useful to discuss issues with a Froxfield and Privett Parish Councillor who now lived locally.

18. Correspondence

Comment on the draft revised Financial Regulations had been forwarded to NALC. The final text would be circulated for comment prior to adoption at a future meeting

The SDNPA had invited Parish Councils to comment upon its Partnership Management Plan 2014-2019 (circulated previously).

The Parish Council had been invited to participate in the “Have your say on Winchester’s Community Strategy” consultation (details circulated).

The Protecting People and Places Fund 2013-2014 enables the Police Commissioner to make a crime reduction grant of up to £5,000 to projects that will contribute to the achievement of his priorities set out in his Police and Crime Plan (details circulated by email). The Commissioner is an advocate of partnership working, and is minded to support those organisations or groups who are working with others to tackle community issues.

19. Reports from Parish Councillors and Clerk

The Parish Council was represented at the funeral of Dina Flindt on 28th August. Should there be a donation to All Saints', Hinton Ampner/Royal Agricultural Benevolent Institution to mark her work as the Parish Council’s nominee to Blake’s Educational Charity? The most recent precedent appears to have been a charitable donation following the death of Cllr Terry Norman.

The Parish Council supported the Crime Prevention operation in Cheriton, Bramdean and Hinton Ampner, 16th-22nd September, in conjunction with Neighbourhood Watch co-ordinators.

Robin Disney retired as Neighbourhood Watch Co-ordinator on 30th September having carried out this role since 2009.

Mrs Holyome would attend the HALC AGM on 19th October at Sparsholt College.

WCC was offering its annual Code of Conduct Training for Councillors and Clerks on Wednesday 13th November at 6.30 pm in The Guildhall. Please let The Clerk know if you wish to attend.

18. Items to be considered for the next meeting

Affordable Housing
Annual Parish Meeting 28th April 2014
Road Safety Pilot Project
Website

19. Date of next meeting

Monday 20th January 2014 (provisional) at 7.30 pm in the Village Hall, Wood Lane, Bramdean.

MM/RG