

## BRAMDEAN & HINTON AMPNER PARISH COUNCIL

Meeting held on Monday 18<sup>th</sup> January 2016 at 7.30 pm in the Village Hall, Wood Lane, Bramdean

### 1. Apologies for absence

Mr Harding (holiday); Mrs Hawkings (family commitment); Cllr Thacker (WCC meeting)

### 2. Disclosure of interests on agenda items

No declarations of disclosable pecuniary interests or personal/prejudicial interests.

### 3. Public session

Cllr Huxstep had no progress to report on the standardisation of speed limits through villages or whether a group of motorcyclists constituted anti-social behaviour but would enquire when the notes would be available from the meeting with the police on 2<sup>nd</sup> November. A 30% decrease to the Rate Support Grant could lead to the HCC element of the Council Tax increasing by ca 3.9% in 2016/17.

Cllr Thacker had reported that the groundwater level at the West Meon Hut had risen recently. The Fox car park had been flooded earlier in the month: rain running down the lane had dislodged silt which affected the drain in the car park. The rest of the A272 appeared to have remained clear of water. Cllr Thacker would be asked whether WCC had visited Woodlane Close to clarify the garage numbering and a possible case of sub-letting.

The Neighbourhood Policing Team had supplied data on Operation Grease 2015 (to be forwarded to Cllr Huxstep). The Parish Council would register concern about the proposal to replace concerted police action to curb motorcycle nuisance with fixed cameras on the A32 and A272. The outcome of further speed checks in Wood Lane earlier in the day and 4- 6 pm was awaited.

### 4. Approval of minutes of Parish Council meeting – 19<sup>th</sup> October 2015

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 – 19<sup>th</sup> October 2015

The Clerk still awaited details from WCC of the next Child Protection training course.

On 15<sup>th</sup> January, McGregor Polytunnels Ltd advised there was B1 light industrial planning consent for Lacey's farm. The fabric manufacturing was a quiet process to heat weld PVC sheets. An application was pending to improve the buildings on site.

On 9<sup>th</sup> January, Mr Harding reported that the Lovelock family had not requested help to clear the field to the left of Maple Cottage, Bramdean, which caused a significant barrier when the water in the roadside ditch reached that point. Mr Harding would be asked to discuss clearance with the Lovelock family to enable work to be carried out as a matter of priority once the ground dried out.

On 9<sup>th</sup> January, Mr Harding reported that the four locking handles on the Village Hall notice board had been lubricated. The piano hinge on the top left hand door appeared to have moved; Bruce Newson would be asked to advise how to improve the closure of the door.

## 6. Recreation Committee

Mrs Hawkings had visited the Jubilee Recreation Ground on 18<sup>th</sup> January. One area of the hard court should be swept to prevent moss infestation from conifer vegetation; the rest of the surface was clear. The perimeter fence still needed to be tightened. Cutting the hedge behind the Play Hut was suggested to prevent encroachment on the roof. The fuel account at Bramdean Garage would be topped-up for the new mowing season. The annual safety inspection was expected to take place during March.

## 7. Finance

### 7.1 Accounts

The Lloyds Bank account was £9515.66 in credit to 31<sup>st</sup> December 2015 (£8602.79 to date) including £424.05 (Transparency Fund) and VAT reclaimed £331.65

Cheques raised since last meeting

399	NATT donation to minibus	70.00
400	BHA Village Hall Committee room hire 2016	40.00
401	HMRC re R Greenwood 1 Oct – 31 Dec	144.00
402	R Greenwood pay/expenses 1 Oct – 31 Dec	616.49
403	Cancelled	-
404	Wizbit Internet Services Ltd hosting & upgrade to website	152.38

Cheque signed at meeting

405	Winchester District CAB donation 16/17	115.00
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CAB had advised that 175 residents of The Alresfords used the local outreach service in 2014/15. Unfortunately it had proved difficult to identify which villages they lived in.

### 7.2 Budget 2015/16 onwards and Precept

The budget provided for a staged increase to the Precept for 2016/17 and 2017/18 (maximum £7500); increase the Clerk's salary to £3200 in 2015/16 (from 234 to 255 hrs pa; 4.9 pw); £3700 for 2016/17 (from 255 to 295 hrs pa; 5.6 pw) ; increase Groundsman's Honorarium to £220 from 2016/17. Website expenditure 2015/16: Hosting service £120 + VAT pa; Domain name, bhapc.org.uk, £6.98 + VAT (bi-annually) = £126.98 + VAT = 152.38; 2017/18, £120 +VAT. Zero expenditure on Flooding or Bus Shelters to year-end could increase the c/f surplus from 2015/16 by ca £1100. HP Instant Ink could save ca 50% on printing in 2016/17. The HALC subscription and the NALC levy would be invoiced separately in 2016/17. The Parish Council would pay both invoices pending a decision on the future relationship between the two bodies. It was agreed to set a Precept of £7250 - £361.01 CTS grant = £6888.99 and to advise WCC accordingly.

### 7.3 Introduction of a Sector-Led Body for External Audit

A new body would be set up to administer external audit arrangements for local councils from 2017/18 (factsheet circulated previously). The Parish Council would be automatically opted into the new body unless it gave notice to opt out by 31<sup>st</sup> January 2016. The external audit of small authorities remained mandatory after the abolition of the Audit Commission. Parish Councils would be required to complete and publish an Annual Return but would no longer be required to submit it for audit. As HALC was unable to further clarify the role of the auditors appointed for smaller opted in authorities, Mrs Holyome

suggested that the Parish Council should opt into the new body with the caveat to reserve the right to revisit the decision when the final information was available and this was agreed.

## 8. Planning

### 8.1 Decisions received (circulated)

SDNP/15/03965//HOUS. Manor Farm, Bramdean. Demolition of single storey extensions to existing main house, form new ground/first floor extension; renovate existing outbuilding, form new staff cottage/garage.

PC – Support SDNP – Approved

SDNP/15/04282/FUL. Hinton Ampner House. Erection of visitor reception building, relocation of existing gates to south of existing walled garden entrance and new gates adjoining visitor centre.

PC – Support SDNP - Approved

SDNP/15/04327/LIS. Manchester House, Bramdean. Proposed replacement main staircase.

PC – Support SDNP – Approved

SDNP/15/04449/FUL. The Fox, Bramdean. Three shepherds' huts in the garden for use of holiday makers, cyclists and walkers for an overnight stay. Retrospective.

PC – Support SDNP – Approved

SDNP/15/05669/LIS. Tanners Farm, Bramdean. Conversion of outbuilding to ancillary residential accommodation and associated fenestration alterations.

PC – Support SDNP – Approved

SDNP/15/0686/LIS. The Cottage, Bramdean Common. Completion of single storey extension to existing cottage as previously begun under permissions W10456/02 and W10456/03LB.

PC – Support SDNP – Approved

### 8.2 Decisions awaited

SDNP/15/06471/LIS. The Cottage, Bramdean Common. Alter original scheme of flat roof on the western elevation of cottage to pitch roof (SDNP/15/0686/LIS refers).

PC – Awaited SDNP –Awaited

15/02736/TPO. The Ivy House, Bramdean. Fell 1 poplar (T9).

PC – Suggested replacement if arboriculturist considered tree not worthy of being retained.

### 8.3 Other matters

Mr McCrystal declared a pecuniary interest and stated his intention to abstain from the decision-making process concerning Manchester House.

The present drive to Manchester House was created when permission was given to temporarily remove part of the boundary wall for heavy plant access (SDNP/15/01419/LIS). On 15<sup>th</sup> December, WCC advised planning rules had been breached but no Enforcement action would be taken pending receipt of a further planning application. The owner had been advised that no additional work should be undertaken. The Parish Council would press WCC to ensure the application was lodged without further delay.

Concerns about the new railings and bollards outside Bramdean Manor would be referred to WCC.

WCC had advised that any new structure in a front garden (eg shed, log store, etc) was likely to require planning permission. The Clerk was requested to circulate details of any such structures and to forward details to WCC if so instructed by the Parish Council.

## 9. Flooding Update

21165460 Concrete sides of run-off drain from Tanners Lane or install grill.

12/1 HCC advised that a small concrete pad had been installed at start of open grip to side of Fox Inn. This was originally envisaged to be at pipe end but could easily be added to in 2016/17 (Assistant Highway Engineer to be informed).

Mr Budd would verify that the drainage pipe under the A272 at Hinton crossroads had been jetted as advised by HCC on 12<sup>th</sup> January.

On 12<sup>th</sup> January, Mark Keighley (Highways Senior Project Officer) confirmed that the raised sections of tarmac over the new trenches in the centre of Bramdean had been smoothed. Several sections of surfacing had been replaced. Leaves were cleared from the gully gratings to ensure the drainage worked well. The entrance units at the shared existing access (Manchester House/The Old Cottage) were deliberately set low for safe vehicular access and would always be a potential collection point for heavy rainfall. An additional gully had been installed and the existing entrance units re-laid slightly higher. The new gully gratings (including the two new ones outside Manchester House) were to the same specification as the one at the entrance to Bramdean Farm. The cover of an existing gully immediately to the left of Manchester House had been changed to the same type. Investigations were ongoing regarding the back entrance drive to Woodcote Manor (outcome to be reported).

## 10. Highway Report

Raymond Gardner had succeeded Lisa Davis as Assistant Highway Engineer.

21167037 Smooth five raised sections or resurface section of road following creation of new trenches across carriageway and replacement storm drains on the A272 east of Wood Lane.  
12/1 Work completed.

21189329 Clear footpath, Hinton Ampner crossroads to Green Acres, to 1 metre width. 8/12 HCC advised there was no hazard to highway users. Work to be done at next scheduled cut. The Parish Council decided that in the interest of pedestrian safety the above footpath should be reinstated to 1 metre width (and ditto Church Lane to War Memorial) as soon as possible.

21190751 Repair pothole 50 m above village sign, left hand side, Wood Lane.  
11/1 Work completed.

Elaina Whittaker-Slark would be reminded to arrange removal most of the cycle loop signs as a matter of urgency and to deliver Winchester Cycle Route leaflets to local shops/pubs.

Cllr Huxstep would be reminded to advise the outcome of the following application for Minor Works: (1) Cut drainage grips to divert mud and water from running down Brockwood Hill across A272 and into Brockwood Dean bus shelter (Petersfield direction). Providing proper drainage would improve safety for road users at A272 junction with Brockwood Hill and prevent further deterioration to fabric of bus shelter (provided 2006). (2) Drainage works on southern side of A272 in Bramdean (approx 50 metres west of Telephone Exchange). When there was a heavy downpour, pools of water built up on road surface: there was no existing drainage facility to divert it. Ideally water to be channelled into ditch which ran round back of stables.

On 16<sup>th</sup> January, Mrs Holyome and Mrs Bulloch reviewed the HCC Priority Cutting List of parish paths to be cut in 2016: (1) FP 503/504 needed regular attention; (2) FP 11, the area around the entrance from

the A272 was very overgrown, causing a potential hazard to walkers getting off the roadway (response by 1<sup>st</sup> February). Otherwise most paths remained clear but it was hoped to report any changes once the growing season started.

The condition of the four bus shelters owned by the Parish Council would be reviewed: Hinton Ampner (Mrs Holyome/Mr Budd); The Fox (Mrs Bullock); Brockwood Dean x 2 (Mr Morton).

Mr Morton would request Owen Griffin and Mrs Ruth Coxon to advise the number, location and size of the potholes behind the War Memorial. As Cheriton Lane (road T181) was in existence pre-1835 and assumed to be a publicly maintainable highway HCC would be asked to carry out the repairs.

11. Bramdean Common

On 18<sup>th</sup> November, Cllr Thacker advised that provision of signage to display new fine rates for breaking the existing byelaws had been taken up with WCC.

On 2<sup>nd</sup> December, Cllr Thacker reported that the fallen trees on Bramdean Common (southern boundary Wood Farm - Wood Farm Cottages) had been marked in red where branches needed to be cut.

WCC had still not taken action regarding the illegal arrow sign for the Smokery by Elm Cottage.

12. Annual Parish Meeting

Winchester District CAB would be asked to provide a speaker to talk after the formal business.

13. Parish Website

Wizbit had published the website to [www.bhapc.org.uk](http://www.bhapc.org.uk), with a redirect from the old site and forwarding from [clerk@bhapc.org.uk](mailto:clerk@bhapc.org.uk). Mrs Bulloch would give HCC one month's notice to close down [www.bramdean.hants.gov.uk](http://www.bramdean.hants.gov.uk). Mr McCrystal was thanked for kindly offering to administer and maintain future postings. The Clerk would amend stationery, publish changes in Church & Village and forward documents for conversion/ uploading to Mr McCrystal. Wizbit would be asked to replace the obsolete Welcome Leaflet in the Download box (home page) and to advise if a counter could be provided to track the number of "hits". A competition was suggested for photographs to refresh the website.

14. Transparency Code for Smaller Authorities

The Parish Council was awarded a grant from NALC of £424.05 to expand the website to comply with the requirements of the Transparency Code.

15. Risk Management

The guidance had been circulated for comment. As no changes were requested, it was agreed that the current guidance would remain in force for 2016/17.

16. Ownership of land at Hinton Ampner

The arrangement with the National Trust for the gates at the top of Hinton Hill to be open 7 am -7 pm daily until access rights were confirmed appeared to be working satisfactorily. Rev Bowkett had referred the issue of church access to the Diocesan solicitor (response awaited). On 21<sup>st</sup> October, HCC

Countryside Service advised that the status of the access to the church had been assigned Priority 4 and that the findings would not be known for several months.

17. Correspondence

Mrs Val Wombell would be nominated for a Mayor of Winchester's Community Award in recognition of her work as a Trustee for The Church in the Wood and contribution to Bramdean & Hinton Ampner WI.

The Parish Council suggested Kezia Hoffman contacted Community Action Hampshire as it was unable to offer financial support for the proposed new arts venue near Brockwood.

18. Reports from Parish Councillors and Clerk

Mrs Holyome attended the WCC Parish Council Budget Briefing on 8<sup>th</sup> December.

Mrs Holyome was re-elected to the WDALC Executive.

Mrs Holyome reported a proposal to mark The Queen's 90<sup>th</sup> Birthday on her official birthday, Saturday 11<sup>th</sup> June. The organising committee would provide separate insurance cover. The Parish Council gave permission for the event to be held at the Jubilee Recreation Ground.

It was noted that the Recycling Centre in Prospect Road, Alresford, might be under threat of closure.

19. Items to be considered for the next meeting

Ownership of Land at Hinton Ampner

Parish Website

The Queen's 90<sup>th</sup> Birthday

20. Date of next meeting

Annual Parish Meeting, Monday 25<sup>th</sup> April at 8.00 pm in the Village Hall, Bramdean

Parish Council Meeting, Monday 16<sup>th</sup> May 2016 at 7.30 pm in the Village Hall, Bramdean

The meeting closed at 9.20 pm.

MM/RG