

## BRAMDEAN & HINTON AMPNER PARISH COUNCIL

Meeting held on Wednesday 16<sup>th</sup> January 2019 at 7.30 pm in the Village Hall, Kilmeston.

Present: Cllr M Morton (Chairman), Cllr K Hawkings, Cllr B Holyome (Vice-Chairman), Cllr C McCrystal, Mrs R Greenwood (Clerk); Alasdair McGregor and 6 members of the public (Public session only)

### 1. Apologies for absence

Cllr Bulloch (holiday), Cllr Harding (convalescence), Cllr Rothery (holiday), Cllr Humby and Cllr Lumby (meeting); For Public Session, Steve Cann/Jill Vickery (George Cann Garden Machinery Ltd, Peter Warren, Judith Willis.

### 2. Disclosure of interests on agenda items

Cllr Holyome declared a possible interest as a member of the SDNPA Planning Committee regarding McGregor Polytunnels, Lacey's Farm. Cllr Holyome requested permission to participate in the Public Session and to present comments from residents which for the avoidance of doubt were not necessarily her views, and it was agreed to proceed on this basis.

### 3. Public session

Alasdair McGregor gave an overview of McGregor Polytunnels manufac turing at Ropley and Bramdean. It was proposed to replace the three existing buildings at Lacey's Farm with a single building. All existing polytunnels would be removed. The area closest to the A272 had been cleared for staff parking and lorry turning. A planning application was likely to be made in 1-2 months with a view to construction in 2020. The new building would provide more inside storage than currently available (proposed dimensions 27m x 25m x 9m; height of existing building 4.5m). There were no emissions from the fabrics and noise was minimal. Peak times for working were May-June; the site would not operate 24 hrs all year. Lorry movements would generally be daytime only (not 24 hrs). There could be up to 14 employees (including 6 in the office).

In the discussion that followed, concerns were raised about light pollution in contravention to the SDNPA Dark Night Skies policy. Mr McGregor said additional lighting would be positioned as low as possible. Mr McGregor offered to discuss additional screening to reduce light intrusion towards Turnpike Cottage, on the understanding that the company did not own the boundary. Extra car parking already provided would need to be included in the planning application. Regarding possible groundwater flooding, Mr McGregor said the dry stream was kept dug out (formerly congested). There would be no building on the flood plain. Mr McGregor was happy to discuss the planning application further and local people were most welcome to visit the site.

On 3<sup>rd</sup> December, WCC confirmed installation of three T-bar 240 litre dual use bins on Bramdean Common. Local residents were advised that the bins would be emptied weekly. The contractor should also clear litter within 10 metres of each bin (fly tipping to be collected by different team). The Parish Council was grateful to Cllr Lumby for ensuring that the bins were provided and for his assistance to progress three outstanding Enforcement cases;

Crime statistics. September: 0; October: Criminal damage and arson (1), Hinton Hill; November: Criminal damage/arson (3), other theft (1), Hinton Hill.

### 4. Approval of minutes of Parish Council meeting – 16<sup>th</sup> July 2018

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 – 16<sup>th</sup> July 2018

As the deadline fell while the Clerk was on leave, the Parish Council was unable to comment on the proposed runway extension to accommodate larger aeroplanes at Southampton airport.

Cllr Holyome confirmed her nomination as a Trustee for the Winchester Villages Trust, 2018/2022.

On 20<sup>th</sup> November, P K F Littlejohn confirmed that as the Parish Council was exempted from the limited assurance review no further opinion on the audit for 2017-18 would be issued.

Cllr Morton confirmed support of CANS' aims in advance of the meeting with Cllr Humby on 5<sup>th</sup> December (CANS report circulated).

6. Recreation Committee

John Sankey had estimated £75 to repair/re-tension the hard court perimeter chain link fencing; also £25 to repair a small crack in the tarmac. Vegetation had been cleared from the Parish Council's boundary fence. The owner of 14 Woodlane Close would be asked to cut back the evergreen hedge. The owner of Bramdean Cottage had undertaken to carry out work as time allowed; meanwhile Adrian and Paul Taylor had been granted access to cut back vegetation on behalf of the Parish Council (arisings could be placed on Bramdean Cottage bonfire).

Following a safety inspection on 5<sup>th</sup> October, SSE requested a Network Shutdown to remove the vegetation from the transformer and the surrounding area. The work would take place in 2019, preceded by written notification to residents. On 11<sup>th</sup> September 1995, WCC granted Southern Electricity plc an easement to access and maintain the transformer built on a fenced off triangle of land between 18 Woodlane Close and Lodge Cottage (now Myrtle Cottage). SSE was responsible for keeping the transformer reasonably vegetation-free (confirmation that easement remained in force awaited from WCC Legal Dept).

The Parish Council agreed to enquire whether the Recreation Ground was registered with the Land Registry.

7. Finance

7.1 Accounts

The Lloyds Bank account was £31,573.54 in credit to 31<sup>st</sup> December 2018, including CIL (£20,100.00) and Lengthsman (£1100.00 inc £100.00 Administration) to 31<sup>st</sup> March 2019 (£30,147.99 to date).

Cheques raised since last meeting:

494	Information Commission fee 18/19	40.00
495	Church in the Woods upkeep churchyard 18/19 (replace 483)	147.00
496	Wizbit IS domain name & email hosting 18/19	161.99
497	B&HA Village Hall room hire	34.00
498	CPRE sub 18/19	36.00
499	PG & GM re Lengthsman 20/12	336.00
500	HMRC 3 re R Greenwood 1 Oct – 31 Dec	184.80
501	R Greenwood 3 pay/expenses 1 Oct – 31 Dec	904.75

Cheques signed at meeting:

502	NATT minibus donation 8/19	80.00
503	Citizens Advice donation 18/19	125.00
504	PG & GM re Lengthsman 10/1	312.00

## 7.2 Budget 2018/19 onwards and Precept 2019/20

2018/19. Income. Grants, Lengthsman admin £100. Lengthsman £1000. Expenditure . Rec Safety. WCC b/f inspection for 2019/20 to end January 2019 (inspection for 2017/18 and 2018/19 under 2017/18). Lengthsman £1200 (inc VAT). Donations. NATT Minibus £80.00 (confirmed still used by residents). Citizens Advice £125.00. Clerk's Salary inc £805.03 overtime for GDPR work. Office equipment. Lockable filing cabinet £32.99. Final surplus could increase by ca £1200 if little/no expenditure on Noticeboards, Flooding, Bus Shelters, Audit/Legal, Electoral Fees.

2019/20. Income (see above). Expenditure. Lengthsman (see above). Clerk's Salary. Previously agreed to review hours and implement from 1/4/19. Agreed to increase Clerk's hours from 297 to 353 pa @ £13.15 ph, SCP 20 (formerly SCP27, pay award from 1/4/19 refers). Office Equipment. Laptop for Clerk £400 (IT not stocked by HCC Central Stores). Meeting Room Hire increased due to venue uncertainty. Final surplus (see above).

It was agreed to set a Precept of £7500.00 and to advise WCC accordingly (revised budget to be circulated with minutes).

## 7.3 Community Infrastructure Levy (CIL)

As an existing customer of Lloyds Bank plc, the Parish Council agreed to transfer CIL funding to the value of £20100.00 to a 32 day Notice interest account.

## 8. Planning

### 8.1 Decisions received (circulated)

SDNP/18/02995/CND. Tempus House, Hinton Ampner. Removal of condition 4 of approved permission (W105401/04/LB refers).

PC - Object

SDNP – Refuse

Note: Cllr Holyome said, “ ... if the application came to the SDNPA Planning Committee my current view is that of the information available at this time. Any further information that is made available at the committee meeting, I will consider before voting.”

SDNP/18/03404/FUL. Land to east of Bramdean Farm. Proposed agricultural grain store, agricultural building and associated infrastructure (inclusive of hardstand, attenuation pond and landscaping).

PC – Refer to Committee

SDNP – Refuse

Cllr Morton declared an interest as the landowner, Cllr Holyome would abstain as a member of the SDNPA Planning Committee; both would abstain from the decision-making process.

SDNP/18/04969/LIS. Little London Cottage, Hinton Ampner. Replacement of all uPVC windows and internal secondary glazing.

PC – Support

SDNP – Approve

## 8.2 Decisions awaited

SDNP/18/00639/FUL-00540/LIS. Woodcote Manor, Bramdean. Conversion/alterations of coach house, stables, squash court to residential; conversion/ extension of water tower to residential; repair/restoration of barn, continuation of use for ancillary purposes to main house; demolition of lean-to pole shed, associated hard/soft landscaping, relocation of oil tank, partial removal of wall for access.

PC – Support

SDNP - Awaited

Note: Cllr Morton declared an interest as a tenant of Woodcote Manor farm land and would abstain from the decision-making process. Cllr Holyome would abstain as a member of the SDNPA Planning Committee.

SDNP/18/05230/FUL. The Plantation, Bramdean Common. Erection of three holiday chalets within existing clearing.

PC – Comment

SDNP – Awaited

Hinton Ampner House

SDNP/18/05996/CND. Matterley Farm, Ovington. Variation of Condition 3 on planning consent SDNP/16/00692/CND (to extend period within which only 2 motor cycle racing events can take place ... 20 March - 1 October in any calendar year) and variation of Condition 6 (to allow any necessary ecological mitigation measures to be implemented before any event takes place ... 20 March -1 August in any calendar year).

PC – Comment

SDNP – Awaited

Note: Cllr Holyome would abstain as a member of the SDNPA Planning Committee.

## 8.3 Other matters

SDNP/16/03490/LIS. Manchester House, Bramdean. Permanent retention of temporary access, related gates and fences (time limit 6 months from 2/3/17, SDNP/15/01419/LIS refers). 29/11 Applicant said wall to be rebuilt once reimbursement received from HCC/WCC. 4/12 Enforcement pressing for removal of boundary hedge. 22/5 Restricted visibility onto A272 compromised road safety reported. 15/10 Picket fence replaced by hedge. 16/1 Enforcement notice to be served.

Note: Cllr McCrystal declared a pecuniary interest and would abstain from the decision-making process.

SDNP/18/00296/LB. 8 Hinton Hill, Hinton Ampner. Consent for wooden structure erected in garden of listed property. 20/11 Referred to WCC Enforcement. 14/5 WCC apologised for overlooking original request. 16/1 WCC Historic Environment Team asked to advise whether structure acceptable in front of listed building.

SDNP/18/00379/LB. Bramdean Cottage. Close boarded fencing erected either side of shared entrance with The Gomms (SDNP/16/00271/HOUS to erect similar fence refused; APP/Y9507/W/16/3148562 dismissed refer). 16/1 Case referred to WCC Historic Environment Team for advice.

New Premises Licence. Brockwood Park School, 11<sup>th</sup>-27<sup>th</sup> August 2019 inclusive. Details to be circulated for comment. Clerk to enquire whether near neighbours had been notified.

## 9. Flooding Update

21364007 Clear ditch and pipe under road outside Woodland Gate Cottage to reduce back up of water and gravel at Hell's Bottom cross roads. 28/6 Start of pipe could not be found. HCC stated landowner responsible for ditch to south side of crossroads. 26/7 Residents asked to clear ditch or to advise if not landowners. 30/9 Request for remedial work to put in a proper water catchment pit to accommodate

silt and jet out the pipe under the road referred to Ray Gardner (update awaited). Cllr Morton would speak to residents thought to own ditch (in hand).

21377112 Jet drainage pipe under Hinton Ampner crossroads, remove gravel from bottom of Hinton Hill. 9/7 Agreed with Ray Gardner (update awaited). 10/1 Lengthsman unable to remove impacted gravel. 16/1 Request Highways to remove.

21401732 Increased flooding at bend after Maple Cottage (A272). Heavy rainfall caused stone underlay path edging to move. 7/12 Further slippage reported. 20/12 Ray Gardner awaited authorisation to make repairs.

8/1 Adam Cleal confirmed the Environment Agency would write to the owner of the riparian ditch to the left of Maple Cottage setting out options for clearance.

## 10. Highway Report

21312075 11/9 Road breaking up outside The Old Cottage, A272, centre Bramdean, causing increased noise nuisance. 16/1 work completed. Cllr McCrystal advised that potholes between central white lines and east of The Old Cottage (east carriageway) had not yet been repaired. Fading/absent double white lines repainted. Ray Gardner asked to replace solid line across access to The Old Cottage with broken line.

21390084 16/1 BT had repaired to manhole cover and frame outside The Old Rectory.

21398382 15/11 Replace missing signpost finial, Wood Lane, Bramdean Common. 30/11 HCC advised finial for collection from nearby garden.

21406887 14/ Broken manhole cover, deep pit to ditch exposed, A272 highway verge opposite George Cann Garden Machinery, 15/1 fenced off.

10/12 Lorry stuck in mud of both verges when turning on Broad Lane reported to Ray Gardner and Cllr Humby. Vehicle not moved until 10.00 pm; great inconvenience to elderly residents of Primrose Cottages. Third incident. Cllr Holyome requested action to ensure emergency access, suggested "Soft Verge" signage near top of Broad Lane. 7/1 Cllr Humby said problem too sporadic for "Soft Verge" signage. "No Through Road" signage to be checked for visibility. 10/1 HCC would fix "No Turning" signage to "No Through Road" signage, not prepared to install "Soft Verge" signage.

Cllr Holyome would remind the landowner to erect a permissive notice, FP 28 (A272 to Cheriton Lane).

Cllr Morton confirmed that one finger of the cast iron road sign (near Inwoods School, Brockwood) still needed cleaning and painting.

The potholes marked for repair by the Woodland Gate signpost had not been repaired.

Definitive answer awaited from the Highways Operation Team as to ownership of the hedge from the drive to Mead Cottage to The Fox (possibly unregistered).

Rights of Way Vegetation Priority Cutting List for 2019 circulated with Schedule 5 list of parish paths, five paths could be selected for cutting. FP 502, 503, 504 selected in 2018 (deadline 1<sup>st</sup> February).

Regular users of the stile for the footpath (The Malthouse, Tanners Lane), had suggested fitting chicken wire to make the treads less slippery and an extra step to one side to lessen the climb. However, as the stile was thought to be on private land, details of the legal requirements for the stile would be obtained in case the landowner wished to replace it under the HCC Small Grants Scheme.

Ray Gardner would be asked to meet Parish Councillors on site to discuss outstanding highway works.

## Parish Lengthsman

The Parish Council confirmed the decision to proceed as a lone parish as agreed with Mike Pillans (HCC). Cllr Hawkings gave a positive update on the scheme to date and invited Parish Councillors to suggest future works.

### 11. Bramdean Common

27/10 Two caravans and two trucks departed leaving great quantity of litter (arrived 25/9).  
14/1 Vehicle stolen whilst driver walking dog.

### 12. General Data Protection Regulation (GDPR) and Parish Website

Cllr McCrystal would set up bhapc.org.uk email addresses for Cllrs Morton, Holyome and Harding. Log of Information approved for uploading. Emergency Action Plan and Welcome Leaflet revised. Cllr McCrystal kindly offered to be trained to undertake more future revisions to the website (estimate of cost to be obtained from Wizbit). A lockable filing cabinet had been purchased for secure storage. Pruning of records, correspondence, etc, was on-going.

### 13. National Trust

It was agreed no further action would be taken as to whether planning permission was required for the sign at the bottom of Hinton Hill directing vehicles to access the NT estate from the A272.

### 14. An Affordable Housing Scheme in every Parish

Due to patchy delivery in Hinton Ampner, the deadline for the Housing Needs Survey was extended to 23<sup>rd</sup> November. On 8<sup>th</sup> January, Bev Harding-Rennie reported 14 responses had been received, all stating a local connection to the Parish through residency, work or close family. The majority of respondents were currently living in private rented accommodation (64.3%). A wide range of age groups was represented, the majority of households (64.3%) being a family. The first draft of the Survey report should be completed by end-January and once finalised with WCC would be forwarded to the Parish Council. Action Hampshire/WCC would be happy to attend a Parish Council meeting to present/discuss the report and answer any questions.

### 15. Annual Parish Meeting – Wednesday 24<sup>th</sup> April 2019

Cllr Morton would contact the first choice of speaker.

### 16. Risk Management

The guidance in the 2018 Practitioners' Guide had been revised according to the new audit regulations. The Parish Council agreed to review its existing arrangements for risk management before 31<sup>st</sup> March 2019.

### 17. Correspondence

Cllr Bulloch responded to the National Highways & Transport public satisfaction survey and to the WCC Grants Review 2018 (community needs) on behalf of the Parish Council.

18. Reports from Parish Councillors and Clerk

Cllr Bulloch attended CPRE Hampshire's Rural Affordable Housing Conference on 6<sup>th</sup> November (report circulated), the SDNPA Parish Workshop on 19<sup>th</sup> November and the Winchester Passenger Transport Forum on 22<sup>nd</sup> November.

Cllr Holyome attended the HALC AGM on 10<sup>th</sup> November and the WDALC AGM on 21<sup>st</sup> November.

The Clerk attended the WCC Local Councils' Briefing on 4<sup>th</sup> December (report circulated).

Cllr Bulloch and Cllr Rothery would attend the HCC Highways and Transport event on 13<sup>th</sup> March.

Bruce Newson had approved scattering the Flanders Poppy Seeds at the War Memorial to mark the end of WW1.

19. Items to be considered for the next meeting

Risk Management

20. Date of next meeting

Wednesday 8<sup>th</sup> May 2019 at 7.30 pm, Village Hall, Bramdean. The Parish Council would also meet on Wednesdays 10<sup>th</sup> July and 9<sup>th</sup> October, 7.30 pm in the Village Hall, Bramdean.

Annual Parish Meeting, Wednesday 24<sup>th</sup> April, 7.00pm in the Village Hall, Bramdean.

The meeting closed at 9.15 pm.

MM/RG