

BRAMDEAN & HINTON AMPNER PARISH COUNCIL

Meeting held on Wednesday 10<sup>th</sup> July 2019 at 7.30 pm in the Village Hall, Bramdean.

Present: Cllr M Morton (Chairman), Cllr A Harding, Cllr K Hawkings Cllr B Holyome (Vice-Chairman), Cllr C McCrystal, Cllr G Rothery, Cllr H Lumby (9.00 - 9.30 pm), Lisa Griffiths (Item 3), Bev Harding-Rennie & Mags Wylie (Item 3), Mrs R Greenwood (Clerk), 2 residents (Item 3).

1. Apologies for absence

Cllr Bulloch (holiday), PCSO Griffiths, Cllr Humby (holiday), Cllr Ruffell (meeting)

2. Disclosure of interests on agenda items

None.

3. Public session

Bev Harding-Rennie (Action Hampshire) summarised findings from the Housing Need Survey 2018 carried out at the request of the Parish Council. All 14 respondents had a connection to the parish. The majority lived in private rented accommodation and could not afford to buy locally. Mags Wylie (HARAH) recommended that the Parish Council should support a scheme for rural affordable housing and continue to work with the Hampshire Association for Rural Affordable Housing (HARAH), looking at existing sites and any new sites which might become available. WCC did not own any land locally to build council houses. The SDNPA would prefer 100% affordable developments to those with an element of market housing.

Lisa Griffiths (Boomtown Community Support Advisor) said there would be an extra gate on the east side of the site. Some visitors would depart on Sunday 11<sup>th</sup> rather than Monday 12<sup>th</sup> August. More refill points would be provided to reduce use of single use plastics. Regarding benefits to the local economy, Boomtown was working to decrease its carbon footprint, it would recommend using local contractors and liaise with Winchester Action for Climate Change (WINACC). Ms Griffiths would clarify the ATR site; provide data on excessive noise levels, action taken to reduce them to legal limits and details of VIP passes for Parish Councillors to visit the festival. Answering a resident's question, Cllr Holyome said the SDNPA's response to planning applications relating to the site was governed by environmental considerations. Cllr Morton said the Parish Council's remit was to represent all parishioners, whether they supported or objected to events at the site.

Cllr Humby's office had undertaken to enquire about outstanding highway issues (updated awaited).

Crime statistics. April: Burglary (1 incident near The Spinney, Bramdean; 1 Hinton Ampner; Vehicle crime (1 Hinton Ampner); May: Vehicle crime (1 Hinton Ampner).

4. Approval of minutes of Parish Council meeting – 8<sup>th</sup> May 2019

The minutes of the last meeting were approved and signed by the Chairman.

5. Matters reviewed from minutes of Parish Council meeting – 8<sup>th</sup> May 2019

Cllr Morton had made his Declaration of Acceptance of Office in the presence of the Clerk.

Disclosable Pecuniary Interests for all Parish Councillors were delivered to WCC on 13<sup>th</sup> June.

As kindly requested by Ned Densham, the Parish Council donated £50 to the Bramdean PCC Fabric Fund in lieu of a fee for speaking after the APM.

Cllr Holyome reported that it would not be detrimental to the CANS campaign if the parish opted for digital display signage (confirmation signage qualified for CIL funding awaited).

One resident had volunteered for Community Speedwatch. Cllrs Rothery and McCrystal volunteered to participate and to recruit residents for a viable team.

Following the review of existing arrangements for Risk Management 2018-19, options for insurance cover from Came & Co commencing 1<sup>st</sup> June 2019 were circulated for comment. Risk Management would be an agenda item at the next meeting.

The Hampshire Association of Local Councils Ltd membership document for 2019-20 was approved.

There had been no further comments on Cllr Bulloch's suggestion regarding improving the green space running from the back of the Woodlane Close bungalows to Wood Lane.

## 6. Recreation Committee

Cllr Hawkings would continue as Chairman for the coming year. The owner of 14 Woodlane Close planned to replace the evergreen hedge at the Parish Council's boundary with a fence later in the year. DNB Tree Surgery Ltd (SSE contract tree cutters) had cut down the vegetation around the transformer. It was understood that the conifer hedge surrounding the sewage treatment plant would be cut back where it crossed the overhead cable. The committee supported registration of the recreation ground.

Suggestions to update and simplify the text on the two existing green information signs were considered. The Play Inspection Co Ltd would be asked for advice on redrafting the text to comply with BS EN 15312. Playdale had confirmed the cradle swing bearings were working correctly. The safety inspector would probably have swung the seats empty; the weight of a child was needed for the swing and bearings to perform correctly.

## 7. Finance

### 7.1 Accounts

The Lloyds Bank account was £32,638.36 in credit to 30<sup>th</sup> June 2019 (£31,100.71 to date).

On 10<sup>th</sup> June, Lloyds Bank was authorised to open a 32 day Notice interest account to deposit CIL funding. The sum of £21572.15 (current total CIL funding) was in the process of being transferred to the new account. Transfers to the Treasurers (current) account would be made by telephone prior to payments being made in branch. The Parish Council authorised the Clerk to operate the 32 day account by telephone and upon the presentation of ID in branch. Transactions for both accounts would be scrutinised by Cllr Morton

Cheques raised since last meeting:

514	HPFA sub 19-20	40.00
515	A Harding refreshments APM 24/4	119.85
516	Bramdean PCC churchyard 19-20	368.00
517	Hinton Ampner PCC churchyard 19-20	214.00
518	Church in the Wood churchyard 19-20	155.00
519	Came & Co insurance 19-20	518.34

520	Bramdean PCC Fabric Account re N Densham talk 24/4	50.00
521	HCC scan Rec Ground title deeds	20.00
522	HMRC re R Greenwood 1	232.00
523	R Greenwood pay/expenses 1 1/4-30/6	1013.65
524	A Taylor honorarium 2019-20	220.00
525	Wizbit amendments to website	72.00

## 7.2 Audit 2018/19

The Internal Audit has been completed by Seamus McLaughlin (no issues arising). All statutory documents were despatched to External Audit on 27<sup>th</sup> June and posted on the parish website.

## 8. Planning

### 8.1 Decisions received (circulated)

SDNP/18/05850/FUL. Hinton Ampner House. Temporary car park.

PC – Support SDNP – Approve to 31/12/22

SDNP/19/01496/HOUS. Bramdean Lodge. Erection of detached oak framed gazebo.

PC – Support SDNP – Approve

Note: Cllr Rothery declared an interest as a near-neighbour would abstain from the decision-making process.

SDNP/19/01594/HOUS. Poplars, 4 The Spinney, Bramdean. Proposed replacement conservatory to side of property.

PC – Support SDNP – Approve

Brockwood Park School, New Premises Licence 15<sup>th</sup> - 19<sup>th</sup> August 2019 inclusive.

PC – Support WCC – Approve

Note: 17/5 Not referred to Licensing Sub-Committee; not required to post decision on-line.

SDNP/19/01853/HOUS. Tytheland Farm, Bramdean. Extension of garage wing, alterations to driveway layout.

PC – Support SDNP – Approve

SDNP/19/02602/APNR. Matterley Farm, Ovington. Construction of two farm tracks for agricultural purposes : (A) on western margins of farm adjoining Percy Hobbs roundabout and (B) to eastern edge of farm close to junction between A272 and Rodfield Lane.

PC – Comment SDNP – Object

### 8.2 Decisions awaited

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

PC – Comment SDNP – Awaited

SDNP/18/06249/FUL. Matterley Farm, Ovington. Change of use from agriculture to mixed agriculture ... holding of one music festival and one sports endurance event in any calendar year ... retention of wooden structures within woodland and minor alterations to existing access on A31, both associated with festival use.

PC – Object SDNP – Temporary permission to 31/12/24  
Full decision awaited

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

SDNP/19/02779/HOUS. Slys Farm, Bramdean. Demolish existing lean-to structures to farmhouse, add new single storey side extension; remove existing polycarbonate lean-to roof over farmhouse garden room, replace with new flat roof concealed beneath raised parapet wall.

PC – Support

SDNP – Awaited

SDNP/19/02969/HOUS. Cobblers, Hinton Ampner. Create link between 1<sup>st</sup> floor extension and storage space above garage by walkway between the two (SDNP/18/03432/HOUS alteration to existing approved plans refers).

PC – Awaited

SDNP – Awaited

SDNP/19/03184/TPO. The Dairy House, Brockwood. Fell Giant Redwood identified ... as having decay and being in falling distance of the A272 ... .

PC – Awaited

SDNP – Awaited

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

### 8.3 Other matters

SDNP/16/03490/LIS. Manchester House, Bramdean. Permanent retention of temporary access, related gates and fences (SDNP/15/01419/LIS refers). 4/12/17 Enforcement pressing for removal of boundary hedge. 22/5/18 Restricted visibility onto A272 compromised road safety reported. 15/10 Picket fence replaced by hedge. 10/7 Enforcement notice prepared. Final amendments pending.

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. 20/11/17 Referred to Enforcement. 14/5/18 WCC apologised for overlooking original request. 16/1/19 WCC Historic Environment Team to advise whether structure acceptable in front of listed building. 10/7 NT had no objection to structure, in-situ for 18-24 months. Neighbours would find structure more acceptable if relocated closer to house in tree area to left of property.

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). 16/1/19 Case referred to WCC Historic Environment Team for advice. 10/6 WCC instructed owners to remove fence by 2/8.

Boomtown Festival UK Ltd. Application for New Premises Licence (details circulated)

PC – No comment

WCC – Awaited

SDNP/19/00241/OPDEV. Kalamunnda, Bramdean. Alleged newly created hard standing parking area. 20/6 WCC confirmed site visit. 21/6 Place name subsequently confirmed as McGregor's car park (report awaited).

## 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. 28/6/18 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. 3/5/19 Landowner advised Cllr Morton land only owned to hedge, understood HCC owned ditch. 5/6 HCC confirmed landowner responsible for adjoining ditch, Flood Management Team to serve notice to clear ditch.

21377112 Jet drainage pipe under Hinton Ampner crossroads, remove gravel from bottom of Hinton Hill. 9/7/18 No work required. 10/1 Lengthsman unable to remove impacted gravel. 7/2 HCC photographed silted pipe; agreed gravel was dangerous. 8/5 Gravel blocking potholes at entrance to A272, very hazardous, needed resetting. 30/5 Job updated

21401732 Increased flooding at bend after Maple Cottage (A272). Heavy rainfall caused stone underlay path edging to move. 11/12 Work passed to contractor. 20/12 Authorisation for repairs awaited. 27/3 Referred to Principal Engineer. 30/5 Pressed for update (no reply to date).

11/3 Adam Cleal (Environment Agency) wrote to owner of riparian ditch left of Maple Cottage setting out recommendations for maintenance in relation to flood risk. 30/5 Mr Cleal advised that Parish Council disagreed with recommendations, as did a number of residents who stated that failure to clear the ditch had exacerbated flooding in area. In event of future flooding, Parish Council would expect Environment Agency to take responsibility for failing to ensure ditch was cleared (no reply to date).

#### 10. Highway Report

21312075 11/9/18 Road breaking up outside The Old Cottage, A272, centre Bramdean. 16/1 Initial work completed. 7/2 Repair potholes between central white lines and east of The Old Cottage (east carriageway). 8/5 Not repaired, potholes worse. 7/2 HCC to replace solid line across access to The Old Cottage with broken line. 8/5 Work outstanding, reminder sent.

21406887 14/1 Broken manhole cover, deep pit to ditch exposed, A272 highway verge opposite George Cann Garden Machinery, 7/2 Refit cover, check structure sound. 4/4 Work completed.

21427353 7/5 Replace broken arm of signpost indicating ROW (start of FP10, Church Lane).

21431009 30/5 Dig out highway ditch between telegraph pole and Lovelock field to same depth as previous section (requested at site meeting 7/2).

10/12/18 Lorry stuck in mud of both verges when turning on Broad Lane. 7/1/19 "No Through Road" signage to be checked for visibility. 10/1 Fix "No Turning" signage to "No Through Road" signage, not prepared to install "Soft Verge" signage. 9/5 Clerk requested signage provided.

31/5 Erection of post and barbed wire fence immediately behind roadside hedge/tree line from entrance to Mead Cottage to The Fox reported to Mark Housby (HCC Highways Operation Team). Cllrs McCrystal and Bulloch declared an interest and would take no part in decision making process. 10/7 Simon Wilson (HCC) documented extent of publicly maintained highway and existence of previous fence under 1938 Deed of Dedication. Documents to be circulated for comment prior to response to Mr Wilson for responsibility for maintenance of hedge bounding A272 to be confirmed.

Users of the upper stile on the footpath right of The Malthouse (Tanners Lane) had suggested fitting chicken wire to the treads and an extra step to lessen the climb. Landowners had received details of the HCC Small Grants Scheme to replace the stile or provide a kissing gate. As provision of an extra step might not be mandatory, it was agreed to accept the landowners' offer to fit chicken wire to the treads.

Cllr Hawkings said that arrangements were in hand for the next visit of the Parish Lengthsman.

#### 11. Bramdean Common

3/6 Arrival of caravan and truck reported to WCC. 10/6 Departed of own accord.

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

Wizbit had carried out the amendments agreed at the last meeting (estimate £35 + VAT, actual cost £60 + VAT). Cllr McCrystal to set up bhapc.org.uk email addresses for Cllrs Morton, Holyome and Harding and to undertake advanced training when mutually convenient (cost £70 per hour + VAT).

13. National Trust

It was agreed to discontinue the heading until further notice.

14. An Affordable Housing Scheme in every Parish

The Parish Council accepted the recommendations from the Housing Need Survey 2018. Cllr Morton would write to a landowner regarding a possible site.

15. Registration of Recreation Ground

The Clerk was advised to contact Nick Vaughan (Paris Smith, Southampton), who specialised in representing not-for-profit organisations (recommended by Action Hampshire). Warner Richardson (Alresford) had conveyanced the sale in 1978 but all papers from the 1970s had been destroyed. Cllr Morton approved obtaining a digital copy of the Title Deeds from the Hampshire Record Office (cost £20; two paper copies gratis) and an Ordnance Survey site map to Land Registry criteria (cost waived as goodwill gesture). The Parish Council agreed to instruct Nick Vaughan to undertake the legal work to register the title (estimated cost ca £600 + VAT). Came & Co had advised that ownership of land should be declared with either a zero or nominal £1 value (letter to be forwarded to Nick Vaughan).

16. Traffic Calming

Options including digital speed signage and village gates via the Community Funded Traffic Measures initiative were considered. Cllr McCrystal said there was a high risk of injury or loss of life due to speeding through the village. Safe access onto the A272 was severely compromised by the failure to cut back hedges which obstructed sight lines. The Parish Council would request a site meeting with the HCC Traffic Management Team, ideally early in the morning or from 4.00pm.

3. Public session contd

Cllr Lumby said the parish was too distant to warrant funding from Boomtown but as the Community Support Advisor had attended the Public session it was worth pursuing further. The event might not bring direct benefit to the area. Boomtown was considering “silent discos” to curb noise after midnight. Moving the upper 30 mph speed limit sign in Wood Lane closer to Bramdean Common would be raised at the CANS Forum in September. Dialogue with the National Trust regarding the number of empty properties in Hinton Ampner was ongoing. An update on enforcement action at Manchester House, 8 Hinton Hill and Bramdean Cottage was given (see Item 8.3).

17. Defibrillator

It was understood that the Village Hall Committee (VHC) had in principle agreed to site the defibrillator at the Village Hall. Estimates had been obtained for equipment and auxiliary requirements (eg PIR light, CCTV camera, electricity supply and running costs including heating cabinet, replacement pads, maintenance charges, etc). The VHC was consulting village halls and community buildings with defibrillators as to how their running costs were met; the VHC electrician would advise on supply to the cabinet. As the VHC would not provide funding, the Parish Council would have to consider how ongoing costs, including insurance (estimate to be obtained) could be met at the October meeting (after VHC meeting). The Clerk would advise Justin Berryman of progress to date. Concerns about “Do Not Resuscitate” and possible legal implications if the defibrillator was used were noted.

18. Village Design Statement (VDS)

The Parish Council considered comments from a resident on the VDS, Bramdean Common Tree Survey, etc. Updating the VDS and amending related text on the parish website was discussed

(documents to be circulated for comment). The South Downs Joint Committee, who carried out the Bramdean Common Tree Survey in 2008, should be cited on the website (text to be requested). WCC advised the suggestion that the parish's VDS was last updated on 8<sup>th</sup> April 2017 probably referred to an update to its Planning website, not to specific content. WCC had also stated that the starting point to determine the outcome of planning applications would be based on Development not on the VDS.

19. Correspondence

The Parish Council had been added to the Boomtown Local Community Newsletter circulation list. Boomtown had been asked to (i) advise the policy and process relating to free and reduced price tickets for local people; (ii) any plans to increase the benefit to more people if the application to increase numbers was approved; (iii) whether this was the only form of community "pay-back" available to local villages impacted by the festival.

The South Downs Society (SDS) request for The Secretary of State to call in SDNP/18/06249/FUL and comments on the Boomtown application for a license from WCC would be circulated.

The BT telephone boxes for adoption (Hampshire Chronicle, 4<sup>th</sup> July refers) included the K6 box on Hinton Hill (Grade II listed 11th November 2008). According to Schedule 4, the Parish Council was the "owner or occupier of the building" which could make the box ineligible for adoption. The Clerk would establish the ownership of the box.

20. Reports from Parish Councillors and Clerk

Cllr Holyome attended the WCC Local Council Conference on 18<sup>th</sup> June.

The Parish Council thanked Cllrs Bulloch and Rothery for attending the Boomtown Community Support meeting convened by Lisa Griffiths (Community Support Advisor) on 4<sup>th</sup> July (notes of meeting circulated).

The Parish Council had no objection to the Bramdean Heritage Society using photographs posted on the parish website.

21. Items to be considered for the next meeting

Defibrillator  
Risk Management  
Traffic Calming  
Update of Village Design Statement

22. Date of next meeting

Wednesday 9<sup>th</sup> October 2019 at 7.30 pm, Village Hall, Bramdean.

MM/RG