

BRAMDEAN & HINTON AMPNER PARISH COUNCIL

Meeting held on Monday 19th October 2015 at 7.30 pm in the Village Hall, Wood Lane, Bramdean

1. Apologies for absence

Mrs Bulloch (family commitment), Mr Harding (holiday), PCSO Wilkinson.

2. Disclosure of interests on agenda items

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

3. Public session

Cllr Huxstep said that standardisation of speed limits to 50 mph and 30 mph through villages had not yet been resolved. There was no progress on whether a group of motorcyclists constituted anti-social behaviour. Parishes affected by excessive motorcycle noise were invited to meet the police at West Meon Village Hall on 2nd November. The Hampshire devolution proposal had been submitted to government. If successful, devolved powers would apply from 2017.

PCSO Wilkinson had advised of two arrests for substantial damage from ball bearings to parked vehicles in the parish (latest Crime Statistics to be circulated). On 7th September, speed checks were carried out in Wood Lane, 8.55 and 10.00 am: 37 vehicles, 4 caught speeding (average speed 38 mph). Results of further speed checks, earlier in the day and 4- 6 pm, were awaited. No feedback to date on Operation Grease.

Cllr Thacker awaited an answer regarding fallen trees on Bramdean Common (southern boundary Wood Farm - Wood Farm Cottages). Current WCC allocation policy prioritised garage rental by waiting list not location. If a garage had been sublet that would be against leasing policy but evidence was required. WCC would visit Woodlane Close to clarify the garage numbering discrepancy.

4. Approval of minutes of Parish Council meeting – 20th July 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 – 20th July 2015

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

On 6th August, Alistair McGregor was requested to provide details of permission granted and the plastic sheeting process to be carried out in buildings on George Cann's site (reminder to be sent).

On 16th October, Michael Lovelock confirmed the field to the left of Maple Cottage, Bramdean, belonged to members of his family. The family would clear the field to ensure free flow water or contact Mr Harding for assistance.

Parish Councillors had received a copy of the revised Financial Regulations.

6. Recreation Committee

Mrs Hawkings said the whole area looked very impressive and thanked Adrian Taylor for his hard work. Playdale Playgrounds had replaced the cracked cradle swing seat (under guarantee to October 2015), replaced the rotten upright timber on The Twist (under guarantee) and The Twist nets and fixings for

£1089.30 + VAT funded by HPFA (£500), Friends of Bramdean Children (£200) and Parish Council (£389.30 shortfall). Mr Harding had inspected the three wooden gates. The main gate was in poor condition. Two quotes would be obtained before applying for a County Councillor's Devolved Grant. The main gate would remain closed (not locked). Young men (possibly from Alresford) had regularly played football on Tuesday and Thursday evenings. Glass bottles had been found on the ground. As it would soon be too dark to play at night, the police would be asked to visit next spring

7. Finance

7.1 Accounts

The Lloyds Bank account was £5554.95 in credit to 30th September 2015 (£8869.96 to date) including £3500(balance Precept), £500 (HPFA) and £200 (Friends of Bramdean Children).

Cheques raised since last meeting

390	Cancelled	-
393	HMRC re R Greenwood 1 July – 30 Sept	145.40
394	Playdale Playgrounds repairs to Twist, etc	1307.16
395	HMRC re R Greenwood 1 July – 30 Sept	144.20
396	R Greenwood pay/expenses 1 July – 30 Sept	657.85
397	M Morton Land Registry title document Hinton Ampner	47.94
398	Information Commissioner sub 15/16	35.00

7.2 Audit 2014/15

External audit had been completed with no outstanding issues for attention.

7.3 Budget 2015/16 onwards

It was proposed to make staged increases for 2016/17 and 2017/18 (up to £7500) according to level of CTS grant; increase the Clerk's salary to £3200 in 2015/16; £3700 for 2016/17 (total hours to be confirmed); increase the Groundsman's Honorarium to £220 from 2016/17.

8. Planning

8.1 Decisions received (circulated)

SDNP/15/02877/HOUS - Pentire, Wood Lane. Increase to roof line including second storey side extension, single storey rear extension and open front porch.

PC – Support SDNP - Approved

8.2 Decisions awaited

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 – Awaited

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

PC – Support SDNP – Awaited

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/15/0686/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

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 – Awaited

SDNP - Approved

8.3 Other matters

On 9th September, WCC advised that two signs for Hummingbirds Nursery in the garden of Laurel Cottage, Bramdean, (SDNP/15/00434/ADVERT) benefited from deemed consent (Class 6, Advertisement Regulations 2007) and did not require planning permission to be granted.

Concern about the present drive to Manchester House, created when permission was given to temporarily remove part of the boundary wall to allow heavy plant access, was noted (to be kept under review).

9. Flooding Update

21165460 Concrete sides of run-off drain from Tanners Lane or install grill. 9/7. HCC confirmed grip to side of The Fox Inn would be cleared and a concrete pad installed to front to help keep it clear. Work passed to contractor. Update awaited.

21165450 Drain required by Maple Cottage to prevent A272 from flooding on bend. 13/7. HCC advised there were two weir curbs to left (east) of Maple Cottage which drained into nearby ditch. Pipes in good condition. Mud cleared from front of weir curbs. HCC would monitor and clear weir curbs again as necessary. Work completed.

21177174 Stop rain water running down Hinton Hill and settling where passengers wait for bus. 11/9. Work completed.

Drainage pipe under A272 at Hinton crossroads was still blocked, needed jetting. 9/7. HCC confirmed pipe to be inspected. 16/10 HCC believed work completed (to be confirmed).

Mr Harding had asked Richard Sykes (HCC) to confirm when the back drive works at Woodcote Manor remote from the highway would be dealt with. 17/10 Reply awaited.

Flash floods on 26th August caused the A272 gullies and side kerbs along the Manchester House boundary wall to fail. Water poured in through the wall and up the drive, unable to escape down the blocked gullies. The new kerb stones did not keep the water back. An additional storm drain was required on the inside of the wall. On 28th August, 60 mm of rain fell at Bramdean Farm (approx 45mm in under 2 hours). Some drains were blocked by debris. On 5th September, the Parish Council advised Simon Cramp (HCC) that the flat drain in the surface of the road outside Bramdean Farm had handled debris and a great volume of water very well and asked whether it was planned to install the same design of drain closer to Manchester House and Bramdean Garage. Update awaited.

10. Highway Report

21136888 HCC previously advised that white lines in Wood Lane would be reinstated when similar works were carried out in spring. 3/8. Work completed.

21165441 Weed kill highway footpath, Church Lane to Maple Cottage; cut back off-side edge. 12/8. Work completed (second treatment).

21165457 Replace missing reflector posts on bend below Bramdean Common. 9/7. No defect found.

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. 17/7. HCC liaised with contractor especially regarding surface outside Manchester House and entrance to Bramdean Farm. Site visit pending, report to follow. Update awaited.

21168199 Clear spoil from verge which had narrowed footpath The Old Rectory to Church Lane, A272, preventing wheelchair and buggy access. 23/7. Enquiry resolved.

21170390 Repair large pothole outside Woodcote Cottages (back entrance to Woodcote Manor) 10/8. Work completed.

21172217 Grind out large tree stump on verge between Telephone Exchange and Moodys Farm (A272). HCC Arboriculture not prepared to grind out stump. Re-growth to be removed (stump re-cut if necessary) and treated with herbicide to prevent re-growth, brambles obstructing footpath to be removed. 10/9. Enquiry resolved.

21172225 On 17th July, a Wood Lane wheelchair user reported that drop curbs had been removed from pavement in front of former back entrance Old Rectory. HCC refused to provide a section of drop curb for wheelchair and buggy users to safely access pavement from Wood Lane on highway safety grounds. Matter referred to Cllr Huxstep resulted in re-statement of HCC position. 17/8. Enquiry closed

21176793 Repair pothole around drain cover between Bramdean Farm House and Beech Cottage, A272. 9/10. Work completed.

Cut back verge at bottom of Hinton Hill (right hand side) further to improve sightlines for vehicles turning onto A272. 9/7. Highways confirmed job had been passed to cutting contractor.

On 7th October, HCC advised an application for Extinguishment of Highway Rights was required to incorporate part of the highway verge into the garden of 19 Woodlane Close. Due to the high legal costs the owners have decided not to proceed. The bank would continue to be cut under the WCC contract.

On 28th August, Elaina Whittaker-Slark confirmed publication of the Winchester Cycle Route leaflet (arrangements pending to remove most of the cycle loop signs and deliver leaflets to local shops/pubs). The National Byway Trust might wish to retain one or two signs at the start of the route (decision awaited).

The Parish Council had accepted WCC's offer to replace the existing "Unsuitable for HGVs" signs with the new lorry symbol version at the bottom of Wood Lane.

Cut back hedge bounding the middle section of FP503/504 (owner of Bramdean Cottage responsible), 3/9. Clerk inspected path, no work required at present.

The Clerk had queried the requirement for width/depth measurements when logging pothole repairs. In response, HCC said it was impossible to make the measurement fields optional. Measurements should be estimated. The public should not step onto the highway to take measurements.

Cllr Huxstep to be asked for the outcome of the following application for Minor Works:

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. Also prevent further deterioration to fabric of bus shelter provided by Parish Council in 2006, assisted by donation from Brockwood Park School.

Drainage works on southern side of A272 in Bramdean (approx 50 metres west of Telephone Exchange). When there is a heavy downpour, pools of water build up on road surface: there is no existing drainage facility to divert it (eg Friday 24th and Sunday 26th July). Ideally water should be channelled into ditch which runs round back of stables.

HCC would be requested to clear the footpath, Hinton Ampner crossroads to Green Acres, to 1 metre width.

Peter Eade (HCC Highways Manager) would be asked to ensure that all works which impeded the drainage system were completed without further delay. Cllr Huxstep to be kept informed of progress.

11. Bramdean Common

Cllr Thacker would be asked take up the provision of signage to display new fine rates for breaking the existing byelaws with WCC.

No decision had been taken regarding the illegal arrow sign for the Smokery by Elm Cottage.

Travellers arrived on 5th August and were moved on the following day.

12. Parish Website

On 25th September, Mrs Bulloch and the Clerk met Paul Martin (Wizbit) to discuss expanding the website to comply with the Transparency Code (report circulated previously). The Parish Council accepted the quotation for Wizbit to provide a hosting service for £120 + VAT pa and domain name, bhapc.org.uk, for £6.98 + VAT (bi-annually). A decision on uploading/downloading documents and photographs for £100 + VAT pa was deferred pending enquiries as to whether Mr McCrystal could carry out the work. It was agreed that Mr McCrystal and Mrs Bulloch would discuss the matter prior to a meeting with Wizbit.

13. Transparency Code for Smaller Authorities

The Clerk had applied to the Transparency Fund (deadline 14th October) for a grant of £424.05 to implement the changes outlined in (12) above, to include 16 hrs staff costs (£197.07).

14. Risk Management

The guidance would be circulated for comment and would be an agenda item at the next meeting.

15. Arrangements for commenting on planning applications

To minimise delays in responding, it was agreed that in future applications would generally be viewed on-line. The Clerk would email the notification to Parish Councillors for response before the deadline giving adequate time to respond, referring contentious issues to the Chairman, etc.

16. Ownership of land at Hinton Ampner

On 21st September, Mr Morton and Rev Bowkett met the National Trust concerning the closure of the gates at the top of Hinton Hill, vehicular access to All Saints church, the land next to 1 Church Cottages and outside 2 Church Cottages (meeting notes circulated previously). On 25th September, the NT advised that until access rights were confirmed the gates would be open 7 am – 7 pm. The Parish Council considered

relevant documents from the Land Registry and HCC (information to follow from Countryside Service on access to church). Rev Bowkett had referred the issue of church access to the Diocesan solicitor.

17. Correspondence

The Parish Council had been invited to participate in the consultation on the South Downs Local Plan.

In response to a request from NATT, it was agreed to donate £70 to maintain the Alresford Community Minibus in 2015/16.

18. Reports from Parish Councillors and Clerk

Mrs Holyome attended the HALC AGM on 10th October (minutes to be circulated).

Mrs Bulloch responded to the HCC Draft Walking Strategy Consultation on behalf of the Parish Council.

Mr Harding would inspect the top left catch on the Village Hall notice board.

19. Items to be considered for the next meeting

Budget 2016/17

Parish Website

Risk Management

Transparency Code

20. Date of next meeting

Monday 18th January 2016 at 7.30 pm in the Village Hall, Bramdean.

The meeting closed at 9.10 pm.

21. There being no members of the public and press present, no resolution was required prior to the discussion which followed. It was unanimously agreed to permit the Clerk's employment to continue indefinitely as provided for in the Parish Council's Retirement Policy.

MM/RG