

BRAMDEAN & HINTON AMPNER PARISH COUNCIL

Meeting held on Wednesday 8<sup>th</sup> January 2020 at 7.30 pm in the Village Hall, Bramdean.

Present: Cllr M Morton (Chairman), Cllr M Bulloch, Cllr G Rothery, Cllr A Harding, Cllr K Hawkings, Cllr B Holyome (Vice-Chairman), Cllr C McCrystal, Cllr H Lumby (for Item 3), Mrs R Greenwood (Clerk)

1. Apologies for absence

Cllr Humby, Cllr Ruffell

2. Disclosure of interests on agenda items

None.

3. Public session

Cllr Lumby urged residents to report any issues with the new bin collections as soon as possible. A feasibility study would be carried out relating to the use of average speed cameras. HCC was reviewing the suitability and nature of signage across the area and would circulate a menu of traffic calming options for use by parishes. As there was no recurring pattern of reported speed-related injury accidents in Wood Lane, the upper 30 mph sign would not be moved closer to Bramdean Common. (Cllr Lumby's full report circulated previously). No mention was made of plans to involve adjoining Parish Councils in discussing the proposed development of land to the east of The Hinton Arms (Kilmeston parish).

The Parish Council informed Cllr Lumby of its dissatisfaction with the decision to close the enforcement case for Manchester House. This was hindering the previously agreed removal of the boundary hedge which continued to severely restricted visibility onto the A272 and compromised road safety. After discussion it was agreed in the first instance the Parish Council would write to the new property owner to request the hedge was lowered to the top of the boundary wall. For an update on enforcement action at 8 Hinton Hill and Bramdean Cottage see Item 8.3.

Crime statistics. September: Burglary (1) A272 Hinton Ampner; Theft (1) near Bramdean garage; Vehicle crime (1) Woodlane Close. October: Burglary (1) Hinton Hill; Possession of weapons (1) Hinton Hill. November: Criminal damage/arson (1) Hinton Hill.

4. Approval of minutes of Parish Council meeting – 9<sup>th</sup> October 2019

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 – 9<sup>th</sup> October 2019

Cllr Rothery said there was no need to advise Maria Jolliffe (Policing Co-ordinator Community Speedwatch) of the decision to concentrate on village gateways and digital signage at present.

6. Recreation Committee

The text for new signage was revised after removal of the payphone outside Village Hall. Once the defibrillator was installed in the kiosk, an estimate would be obtained from Appleton Signs. The upper perimeter fencing behind Woodlane Close was generally in good condition; the Myrtle Cottage boundary was much improved. No work had been carried out along the south boundary where vegetation had grown in the chain link and the above wire section. This had undermined the Parish

Council's fence, which could not be repaired until all the vegetation was cut down. Cllr McCrystal would speak to the landowner.

The Hampshire Playing Fields Association (HPFA) would be dissolved from 31<sup>st</sup> March 2020 and its funds transferred to the Hampshire & Isle of Wight Community Foundation (HIWCF). Criteria for funding would be unchanged. The Parish Council had thanked the HPFA for its support since 1978 when land was purchased for a Recreation Ground.

The Play Inspection Company would make the annual safety inspection in January (cost £44.95). Clearview Sport, Ropley would be requested to estimate treating the hard court with herbicide (last treatment March 2015, cost £160 + VAT). Duplicate keys might be required to enable legitimate access as Adrian Taylor no longer lived in Woodlane Close.

## 7. Finance

### 7.1 Accounts

Treasurers Account £10310.32 in credit to 31<sup>st</sup> December 2019 (£9036.74 to date, bank statement awaited). 32 Day Notice Account (CIL) £21648.09 in credit to 31<sup>st</sup> December.

Cheques raised since last meeting:

534	Citizens Advice Winchester District donation 19/20	150.00
535	Wizbit IS amendments to website	24.00
536	BT Adopt a Payphone o/s Village Hall	1.00
537	Wizbit IS website hosting etc	173.99
538	D J Scott service tractor mower	259.17

Cheques signed at meeting

539	HMRC re R Greenwood 3 1/10-31/12/19	217.60
540	R Greenwood pay/expenses 3 1/10-31/12/19	1055.98

### 7.2 Budget 2019-20 onwards and Precept 2020-21

2019-20. Income. CIL payment April 2019 (first payment October 2018). Grants, Lengthsman admin £100. Lengthsman £1000. VAT Reclaimed. Would increase if defibrillator purchased. Expenditure. Rec Maintenance/Sundries. Cushionfall purchased in 2018, not needed in 2019-20. Lengthsman. 50 hrs @ £22 per hr = £1320 from 1<sup>st</sup> April (HCC £1000.00/balance PC). Defibrillator. No allowance for equipment (ca £2000 + VAT) and related sundries (ca £200), majority would be covered by CIL. BT to fund electricity for up to seven years. Donations. CAB £150 (from £125). Audit/Legal. Audit fee £240; Legal costs to register land, sundries, etc £700. Insurance. First year of new 3-year FTA. Meeting Room Hire. £12 ph from September 2019.

2020-21. Income. Not known if CIL payments were due in April/October 2020. Future of Lengthsman scheme unknown. Separate account to be created for CIL transactions. Expenditure. Rec Honorarium. Increased to £250 (£220 since 2015-16). Office Equipment. Clerk's Laptop £700. Estimate from Cato Computers who upgraded computer used by PC to be circulated.

Final surplus for both years could increase by ca £1400 if little/no expenditure on Rec Improvements, Noticeboards, Flooding and Bus Shelters.

It was agreed to set a Precept of £7500 and to advise WCC accordingly (revised budget to be circulated with minutes).

## 8. Planning

### 8.1 Decisions received (circulated)

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

PC – Object

SDNP – Approve

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

Note: Temporary permission to 31/12/24.

SDNP/19/04940/LIS. The Old Rectory, Bramdean. Demolition of existing pool store/room. Re-siting of pool plant room, conversion of existing disused stable block to staff quarters.

6/11 Withdrawn by applicant before end of consultation period.

Note: Cllr Bullock declared a non-pecuniary interest; Cllr Holyome would abstain as a member of the SDNPA Planning Committee; Cllr McCrystal declared an interest as near-neighbour. All would abstain from the decision making process.

SDNP/19/04054/CND. Wolfhanger Farm, Woodlands, Bramdean. Amended description. Variation of condition 2, 4 and 13 of planning consent SDNP/17/06237/CND.

PC – Support

SDNP – Approve

SDNP/19/04706/HOUS. Hunters Cottage, Bramdean. Rear extension, re-roofing of existing house, replacement conservatory.

PC – Support

SDNP - Approve

### 8.2 Decisions 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 – Support

SDNP – Awaited

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

SDNP/19/05386/CND. Matterley Farm, Ovington. Variation of condition 3 on planning permission SDNP/16/00692/CND (to extend time period within which only two motorcycle racing events can take place 29<sup>th</sup> February -15<sup>th</sup> October in any calendar year) for 2020 only.

PC – Comment

SDNP – Awaited

SDNP/19/05487/HOUS. Slys Farm, Bramdean. Erect new oak-framed car barn following demolition of existing barn; new windows and open oak porch added to existing farmhouse.

PC – Comment

SDNP – Awaited

SDNP/19/05692/LIS. Godwins Farm Cottages, Hinton Ampner. Renewal of 2 windows. Smoke seals and intumescent paint to 5 internal doors.

PC – Support

SDNP - Awaited

SDNP/19/05699/CND. Sheep Dip, Hinton Ampner. Variation of condition 2 of approved planning consent SDNP/18/03128/HOUS.

PC – Support

SDNP – Awaited

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

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

SDNP/19/06160/CND. Matterley Farm, Ovington. Variation of condition 2 of planning consent SDNP/18/06249/FUL.

PC – Awaited

SDNP – Awaited

### 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. 9/10 Enforcement signed non-expediency form. Historic Environment Team considered work implemented more sympathetic to that previously approved. Case closed. 15/10 Parish Council displeased at not being informed of decision, made strong representations on grounds that safety issues had not been addressed. 16/10 WCC explained reasons for closing case (decision circulated). 14/11 Cllr Humby requested to press for hedge in front of property to be removed as previously stated. 13/12 Explanation from Cllr Humby circulated for comment. Enquiries with WCC ongoing, further update awaited.

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. 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. 14/11 Gill Cooper (Enforcement Officer) gave occupier three options: (i) Remove wooden structure; (ii) Relocate wooden structure to area agreed with Historic Environment Officer; (iii) Submit application for planning permission. Deadline for removal or relocation 30/1/20; if occupier chose to submit application deadline 12/12/19 (no application received).

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. 10/6 WCC instructed owners to remove fence by 2/8. 10/12 Enforcement notice served requiring removal of fence. If no appeal made to Planning Inspectorate, notice to take effect 14/1/20; time for compliance is 28 days from day on which notice takes effect.

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. 14/10 WCC advised new hard surface area was permitted development within McGregor's curtilage (report circulated). 11/11 Alasdair McGregor advised company trialling erecting/taking down poly tunnel for next five days, would not remain on site. Clerk advised near-neighbours. 14/12 Resident advised two shipping containers attached to new hoop structure situated closer to A272. 16/12 Reported to WCC. 8/1/20 Items removed.

SDNP/19/04725/LDP. Wood Farm, Bramdean Common. Notification for a proposed change of use of an agricultural building ...

Note: Cllr Holyome would abstain as a member of the SDNPA Planning Committee. WCC did not consult neighbours or Parish Councils on Lawful Development Certificates. The Parish Council suggested that any consent should be conditioned for temporary residence only.

PC – Comment

WCC - Awaited

15/10 The owner of Maple Cottage, Bramdean, was advised that planning permission might be required for current building works unless WCC had already ruled otherwise. 19/10 Response circulated. 14/11 Owner advised to contact SDNPA Link Officer for advice whether planning permission was required. 8/1/20 Cllr Holyome to enquire whether owner had contacted Link Officer.

### 8.4 Accessing planning applications on-line

Some Parish Councillors regularly could not access on-line applications at home due to poor download speeds. WCC had advised that larger applications took longer to load but should still be accessible; there were no plans to alter the existing format. Recent problems in being quorate (3) to respond to

planning applications were discussed. The situation was exacerbated if one or more Parish Councillors declared an interest and abstained from the decision-making process. It was agreed that all Parish Councillors would participate in the process or inform the Clerk if they were unable or did not wish to comment on a given application.

## 9. Flooding Update

Clr Harding presented the Environment Agency report, "Flooding from Groundwater", 7<sup>th</sup> January, for circulation. Ground water levels were very high following the December rainfall.

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. 30/9/18 Ray Gardner requested to create proper water catchment pit to accommodate silt and jet out pipe under road. 5/6/19 HCC confirmed landowner responsible for adjoining ditch to south side of cross roads. 12/7 Pipe under road outside Woodland Gate Cottage required further investigation; jetted pipe ran up private track, permission needed. 18/11 Landowner sent notice to clear ditch as matter of priority. 21377112 Jet drainage pipe under Hinton Ampner crossroads, remove gravel from bottom of Hinton Hill. 10/1/19 Lengthsman unable to remove impacted gravel. 7/2 HCC agreed gravel was dangerous. 8/5 Gravel blocking potholes at entrance to A272, very hazardous, needed resetting. 12/7 Works orders with contractor for road sweeping and pot hole repair (no programme date due to other priorities). 24/9 Potholes worsened. 3/12 Contractor to prioritise pot holes but safety defect repair work must take priority. 8/1/20 Pothole at bottom of Hinton Hill/A272 very deep and hazardous to vehicles.

Actions following inspection of riparian ditch left of Maple Cottage with Adam Cleal:

(i) Re-grading of ditch between telegraph pole and boundary of Highways land needed to remove silt and path material washed in (not dug out when rest of ditch was lowered). Adam Cleal (Environment Agency) discussed work with Ray Gardner (Highways) and clarified maintenance programme: ditch was exceptionally overgrown and needed more regular attention. 3/12 Contractor to prioritise ditching works but safety defect repair work must take priority;

(ii) Adam Cleal would contact owner of riparian ditch to suggest 30 metres of ditch on land required clearing of vegetation and grading to prevent water backing up; 8/1/20 Clr Bulloch to forward current photograph to Adam Cleal as evidence work was urgently required and request update on current position to remove blockage.

(iii) Parish Council contacted landowner on far side of Maple Cottage to request that 3 metres before "pit" was cleared and graded and that vegetation was cleared from pit to road. 8/1/20 Adam Cleal to be advised work completed.

## 10. Highway Report and Parish Lengthsman

21312075 11/9/18 Road breaking up outside The Old Cottage, A272. 16/1/19 Initial work completed. 7/2 Repair potholes between central white lines and east of The Old Cottage (east carriageway). Replace solid line across access to The Old Cottage with broken line. 12/7 Missing cats' eyes between centre lines to be inspected. Order placed to replace solid edge line outside Old Cottage with intermittent line (very low priority). 24/9 Uncertain whether further work required.

21427353 7/5 Replace broken arm of signpost indicating ROW (start of FP10, Church Lane). 12/7 Mike Seed to verify with Countryside Service.

21431009 30/5 Dig out highway ditch between telegraph pole and field to same depth as previous section. 12/7 Ditch to be dug out when footpath works near Maple cottage carried out. 3/12 Contractor to prioritise ditching works but safety defect repair work must take priority

21440890 22/7 Cut down ragwort from verge, A272 Woodcote Cottages (opposite Bramdean Farm entrance) – entrance to Woodcote Manor. 8/10 Uncertain whether enquiry complete.

10/12/18 Lorry stuck in mud of both verges when turning on Broad Lane. 10/1/19 Fix “No Turning” signage to “No Through Road” signage. 12/7 Signage to be provided. 24/9 Still not provided.

1/10 Landowner confirmed chicken wire would be fitted to treads of upper stile on footpath right of The Malthouse (Tanners Lane). 8/1/20 Work completed.

18/10 Cllr Hawkings met Ray Gardner (Assistant Highways Engineer) to discuss highway jobs on site (report circulated). 3/12 Footway to be sided out from Church Lane to The Old Rectory, Contractor to prioritise ditching works but safety defect repair work must take priority

16/12 Paths 502, 503 and 504 requested for priority cutting in 2020.

A cat’s eye was missing outside Canterbury Cottage, Bramdean.

Parish Councillors were requested to check the parish bus shelters in case repairs were required.

The Lengthsman would make a final visit before the end of March (ground too wet to work at present).

11. Bramdean Common

No issues at present.

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

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). Wizbit amended text on home page relating to VDS; appended text to Bramdean Common Tree Survey and amended headings under the Local History tab (cost £20 + VAT).

13. Annual Parish Meeting - Wednesday 29<sup>th</sup> April 2020

The first choice of possible speaker has declined. Cllr Morton would make further enquiries.

14. An Affordable Housing Scheme in every Parish

Cllr Morton had written to landowners regarding a possible site. Cllr Holyome would verify the level of SDNPA funding available and details of size/number of houses with Bev Harding-Rennie (Action Hampshire) for Cllr Morton to forward to the landowners.

15. Registration of Recreation Ground

26/11 Cllr Morton authorised withdrawal of original documents from the Hampshire Record Office. 1/12 As recommended by a local retired solicitor, Cllr Morton authorised Timothy Gibbons, Solicitor, Alresford, to witness the Clerk’s sworn Statutory Declaration on original documents which could not be traced (fee £30 cash to Citizens Advice Winchester). 20/12 Paris Smith despatched application to Land Registry (timescale for completion up to six months).

16. Traffic Calming

Following the meeting with HCC Traffic Management East, the Parish Council had requested the Community Funded Initiative to commence design work. 8/1/20 Ian Janes has a backlog of 20-25 SLR/SID schemes but hoped to progress the parish’s site location forms in the first quarter of 2020.

Cllr Bulloch would press Andy Smith for progress on digital signage and gateways and enquire whether SLR or SID was most effective in reducing speed.

17. Defibrillator and Adoption of Payphone outside Village Hall

BT had retained the service as it was in a signal black spot but would now consent to decommissioning. Parish Councillors had questioned people involved with installing defibrillators locally. The majority had worked with Community Heartbeat Trust (CHT). 29/11 BT signed agreement for adoption of box. CHT offered to make a presentation to interested parties (PC, VHC, Justin Berryman/residents) at the Village Hall during the middle of a weekday in February prior to purchase (confirmation of dates awaited). Cllr Bulloch kindly offered to clean the kiosk before the presentation.

18. Vision Statement and Key Priorities 2019/20 onwards

The revised text would be circulated with the minutes.

19. Code of Practice for Local Councils in Handling Complaints

The Parish Council adopted text approved by HALC in July 2003. Revised guidance and two examples of updated codes adopted by councils were circulated. The draft text would be circulated for further comment and be an agenda item for the May meeting.

20. Update of Village Design Statement (VDS)

Cllr Holyome said the update would be undertaken by a small Steering Group working under the guidance of Chris Patterson (SDNPA).

21. Correspondence

Revised Financial Regulations would be circulated for comment prior to adoption at a future meeting.

3/11 The Boomtown Ticket advance notice for residents to register for discounted weekend tickets was posted on notice boards and the "Best of Bramdean".

4/11 A resident reported that stones, beer cans, eggs and large bricks had been thrown into her garden and excessive amounts of dog excrement found outside the garden gate. 6/11 The Parish Council suggested incidents of antisocial behaviour should be reported to PCSO Griffiths.

13/11 The Parish Council offered £10 towards room hire costs for next the CANS meeting. 15/11 Corhampton & Meonstoke Parish Council would consider advertising the meeting on 8<sup>th</sup> February 2020 in advance.

18/11 Cllr Holyome, Cllr Bulloch and Cllr Hawkings held an informal meeting with Sarah Nelson (SDNPA Planning Project Lead) to discuss possible bids to the SDNPA CIL pot for infrastructure projects in the parish.

4/1/20 Cllr Bulloch responded to the WCC Budget & Medium Term Financial Strategy Consultation.

22. Reports from Parish Councillors and Clerk

9/11 Cllr Holyome attended the HALC AGM.

9/1/20 Cllr Rothery would attend the Hampshire 2050 Commission of Inquiry at The Castle, Winchester.

23. Items to be considered for the next meeting to include

Code of Practice for Local Councils in Handling Complaints  
Defibrillator  
Traffic Calming

24. Date of next meeting

Annual Parish Meeting. Wednesday 29<sup>th</sup> April 2020 at 7.00 pm, Village Hall, Bramdean.  
Parish Council Meeting. Wednesday 13<sup>th</sup> May 2020 at 7.30 pm, Village Hall, Bramdean.  
The Parish Council would also meet on Wednesday 8<sup>th</sup> July and Wednesday 14<sup>th</sup> October at 7.30 pm.

The meeting closed at 9.25 pm.

MM/RG