

AWBRIDGE PARISH COUNCIL

Minutes of the Awbridge Parish Council meeting held on Zoom video conferencing on Thursday, 17th September 2020 at 7.30pm

Present: Cllrs Jackson (Chair) (**GJ**), Seymour (**KS**) (Vice Chair), Adams-King (**NAK**), Allen (**PA**), Coggon (**DC**), Legon (**PL**), Sheppard (**AS**).

In attendance: TVBC Cllr Gordon Bailey (**GB**), Fred Tucker (**FT**), All Saints Church, Awbridge, Paul Airey, Paul Airey Planning Associates Ltd., 7 members of the public.

Apologies: None received.

Clerk: Ian Milsom.

PROCEDURAL ITEMS

Action

1. **68/20 Welcome**
 GK Welcomed everyone to the meeting.
2. **69/20 Apologies**
 As above
3. **70/20 Declarations of interest**
 None were made.
4. **71/20 Reports and presentations**
 Test Valley Borough Councillors. **NAK** provided a verbal report covering:
 - Fly tipping incident in Awbridge and surrounding areas. Test Valley Borough Council (TVBC) in process of clearing. Details found as to who might be responsible. Currently several different fly tipping prosecutions in the pipeline.
 - Planning. Proposal to erect two residential log cabins, and access, on land at Newtown Road, Newtown has been withdrawn.
 - Masterplan for Romsey's south of town centre. Plan has been unanimously approved by TVBC.
 - Romsey Town Road Closure. TVBC talking to Hampshire County Council about extending the closure of The Hundred in Romsey. Closure largely supported. However, TVBC will look at closing the road only between 10.00am and 4.00pm daily.

5. **72/20 Public observations/Questions**

There were no observations or questions from members of the public on items on the agenda.

PA asked if there has been any progress on tidying the area of land opposite to Awbridge Primary School. In the process of a brief discussion, there was a consensus that in the present circumstances this would be viewed by Hampshire County Council as non-urgent, and action would be unlikely in the current calendar year. It was suggested that **PA** may wish to attempt to move things on by submitting a query through the 'Report a problem' facility on the Hampshire County Council website (Hantsweb).

6. **73/20 Minutes**

To confirm the draft minutes of the Zoom meeting held on 6 August 2020.

Prior to the meeting, the clerk had circulated an updated version of the draft minutes of the August 2020 meeting, incorporating the correction of two minor typographical errors identified by **DC**.

Following discussion and disposal of item **74/20** below, the draft minutes of the meeting held on 6 August 2020 were approved as an accurate record of the business conducted.

7. **74/20 Motion on notice**

DC had previously provided written notice of the proposal to amend paragraph 6.3 of the minutes of the meeting held on 6 August 2020, to read:

"Based on correspondence between Councillors in July, **DC** was concerned that the said paragraph, reproduced below, was not accurate, and was therefore potentially misleading to the public.

Given the postponement, in March, of the Annual Parish Meeting due to Covid-19, members of the public did not, as the developer intended, have an additional opportunity to comment on the proposed development. The planning authority would like the public to be consulted further when lockdown measures allow the Annual Parish Meeting to go ahead.

The correspondence between Councillors suggested that what the planning authority wanted to see was more evidence of consultation, but not necessarily through an Annual Parish Meeting."

Following discussion, and in the absence of a seconder, the motion **failed**.

8. 75/20 Matters arising from decisions made at the meeting on 6 August 2020, not on the agenda or included in reports.

- Fire hydrant water pressure
GJ informed that Hampshire Fire & Rescue had carried out a pressure test and advised that this was sufficient for their purposes. Southern Water suggested that there is occasionally a problem with a faulty pump at the pumping station, and this could account for occasional water pressure problems. **GJ** insisted, however, that low water hydrant pressure is a permanent problem in Awbridge.

Resident-generated petition has gone to the local Member of Parliament, who will raise the matter in Parliament.

- Cowleas Cottages signs
The Clerk confirmed that these had arrived, in landscape format.
- TVBC CIL bids
NAK provided details of annual CIL funding rounds. Normally only one funding round per year, but two rounds in 2020. Application deadline for the second round in 2020 is 31 October. **NAK** proposed that Council focus on the next CIL funding round in April 2021 for parking improvements at Cowleas Cottages, and that the Clerk and **GJ** work up a bid for the Village Gateway project, with assistance from TVBC CIL Officer as appropriate, for submission to the final 2020 funding round. **RESOLVED.**

**Clerk/
GJ**

STANDING ITEMS

9. 76/20 Planning

To consider planning applications notified to the Parish Council.
See Appendix 1.

10. 77/20 Neighbourhood Development Plan (NDP)

NAK agreed to undertake the actions listed below:

- Locate NDP base data collected from survey carried out in 2018
- Re-visit housing needs survey and advise questionnaire changes to Action Hampshire, who will carry out the survey
- Contact the consultant who has been engaged by Wellow Parish Council to help process their NDP, and obtain details, with costings, of how the consultant could support Awbridge NDP, and assist with funding bids. This information to be brought to the October 2020 Parish Council meeting for consideration.

NAK

To move the Awbridge NDP forward apace, **it was agreed** that the final proof of the housing needs survey prepared by Action Hampshire be approved by Members via email and ratified at the next available Parish Council meeting. **ALL**

11. 78/20 Village Gateway Signs/Traffic Calming Project

It was proposed that Hampshire County Council Highways Department be engaged to act as a consultant in scoping, planning, and executing this project. **RESOLVED.**

See 75/20 above for agreed action regarding CIL funding bid.

12. 79/20 Financial and Administrative

- 1) Prior to the meeting, the clerk had circulated reports for the financial quarter July – September 2020, and the bank reconciliation to 1 September 2020, and these were **NOTED.**
- 2) Except for the payment of £480 to the Village Hall Committee in connection with the emptying of dog waste/litter bins, the BACS payments detailed at Appendix 2 were **AUTHORISED.**

The circumstances surrounding the proposed payment of £480 to the Village Hall Committee were discussed. It was proposed that payment be held over, and that **NAK** will investigate further with Test Valley Borough Council Finance Department. **RESOLVED.**

NAK

- 3) To authorise the purchase of a shredding machine for use by the clerk. Carried forward to October meeting.

Clerk

Standing orders

At 9.20pm, **GJ** proposed extending the meeting to allow the conclusion of the Business Items below. **RESOLVED.**

BUSINESS TO BE CONDUCTED

13. 80/20 Emergency Plan

- A. To note the updated plan.
NOTED.

- B. To agree to bring suggestions for amendments, additions, and suggestions for allocation of roles to the November

ALL

2020 meeting of the Council.
RESOLVED

14. 81/20 Public engagement/Raising PC profile

- a) To discuss and agree the process for the Parish Council Logo competition.
Carried forward to October meeting.

Clerk

- b) Update on the progress of Councillor profiles.
The clerk advised that to date only **DC** had completed a profile.

All

15. 82/20 Risk management schedule

PL advised that the schedule needed to be tidied up and that he would bring it to the October meeting.

PL

16. Closure of meeting

GJ Called the meeting to a close at **21.43**

Appendix 1

Planning Applications

Reference	Location	Proposal	Council's Response
20/01448/FULLS.	Land West of All Saints Church, Church Lane.	Proposal of three houses with detached garages and package treatment plant; provide a car park and graveyard extension for All Saints Church.	Held over, see below for further information.
20/02109/FULLS.	Oak Lodge Danes Road	Erection of a two-story side extension incorporating a two-bay garage with storage space above and extension to the master bedroom; single storey rear extension to form lounge and sunroom.	No objection
20/02040/FULLS.	Set Fair, Dunbridge Lane.	Erection of an outbuilding to provide home office/garden room.	No objection. Added comment: 'The Council is confident that the planning authority will fully consider the extent of the extensions in relation to the current size of the property,

			and whether this will establish a precedent'.
20/01781/CLPS.	Olive Field, Church Lane.	Certificate of proposed lawful development – Proposed replacement rear conservatory.	No objection.
20/02029/FULLS.	Oversten, Newtown Road, Newtown	Side extension with roof alterations to provide open plan living with three additional bedrooms above; render and timber cladding to whole dwelling; driveway alteration; demolition of carport; garage and conservatory (Amended scheme).	No Comment.

20/01448/FULLS Land West of All Saints Church, Church Lane.

Since Council met last the results of the developer-led survey have become available. There was a thirty-six per cent return rate, with seventy-two per cent in favour, and twenty-seven percent against the application.

NAK advised that the application will not come before TVBC Southern Area Planning Committee until either 17 November 2020, or 3 December 2020, giving the Parish Council further time to consider its response.

A discussion followed, and covered the following:

- How can the Parish Council influence the planning process to make the proposal as acceptable as possible to the widest range of residents?'
- Parish Council to encourage the applicant and TVBC planners to contact residents to hear their concerns.
- Arranging and facilitating a meeting to enable residents' to air their concerns to the applicant and planners.
- Any such meeting to take place within a timescale that allows applicant to consider residents' concerns and adjust proposal as appropriate.
- Who should arrange the meeting?
- Should Parish Councillors attend, and if so, what should be their role?
- Should the proposed meeting be minuted?
- Protection of the graveyard extension, car park and open area to ensure continuing benefit to the community
- Ongoing maintenance of the car park and open area
- Ongoing oversight of the car park to prevent encroachment
- Transfer of the open area to the Parish Council, thus enabling its ongoing supervision (particularly to prevent anti-social behaviour), and maintenance of the area to be financially supported via the annual parish council precept.

It was agreed that the arrangements for the proposed community meeting, its format, who should attend, and whether the meeting is minuted, should be decided by residents. **NAK** offered to facilitate the meeting, but expressed the view that an independent facilitator, such as a Community Support Officer from TVBC, would be preferable.

The applicant's representative expressed a willingness to be involved in the proposed residents' meeting, to listen to resident's concerns, and to consider if there is anything that the applicant can do to address these.

It was suggested that it would be helpful if someone from the Parish Council was present at the meeting as an observer, feeding back information that the Parish Council would find helpful in reaching a decision.

Members of the public present were invited to speak. A resident of Church Lane, making clear that he spoke in a personal capacity only, expressed support for the proposed meeting, feeling it to be a constructive move, and long overdue. The resident suggested that Church Lane and Coombe Lane residents be given time to take stock, and to reach a decision as to who should lead the proposed meeting. The Parish Council agreed with this approach and undertook to maintain oversight to ensure that the meeting arrangements, and the meeting itself, proceed in a timely manner.

The Parish Council further agreed to hold over any decision on the application until the proposed meeting of residents, the applicant, and planners have taken place.

Outcome of previous planning applications

20/01614/FULLS	Land at Newtown Road, Newtown.	Erection of two residential log cabins, and access	Withdrawn

Appendix 1

BACS payments for authorisation

Payee	Payment Amount	Reason	Total
S Nightingale	£78.95	SLR Maintenance	£78.95 AUTHORISED
I Milsom	£47.95	Purchase of signs for Cowleas Cottages	-
I Milsom	£55.80	Purchase of Arnold Baker 'Local Council Administration'	£103.75 AUTHORISED
HMRC	tbc	PAYE Jul-Sep 2020	AUTHORISED
I Milsom	tbc	Salary Jul-Sep 2020	AUTHORISED
Village Hall Committee	£480	Dog waste & litter bin collection	HELD OVER

To note the following payment

Lady Haig Poppy Fund	£41	Purchase of 75 th VJ day wreath	£41 NOTED
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