

BOARHUNT PARISH COUNCIL - Minutes of 4th September 2019

<u>Present</u>	<u>Others present</u>	<u>Apologies/Absence</u>
Cllr E. Schofield (Chair)	Clerk – Mr G. Wright	Cllr S. Eaton
Cllr R. Crowe	WCC Cllr A. Clear	HCC Cllr P. Stallard
Cllr G. Pearce	Mr R. Tutton (Planning Consultant)	WCC Cllr N. Cutler
Cllr D. Pynigar	6 members of the Public (for part or all of the meeting).	WCC Cllr T. Evans

Item	Description	Action
83/19	Apologies for absence	
84.1/19	Apologies for absence were received from Cllr S Eaton. Apologies were also received from HCC Cllr P Stallard. WCC Cllrs T Evans and N Cutler were not present at the meeting.	
84/19	To receive declarations of Disclosable Pecuniary Interests for items on the Agenda	
84.1/19	Cllrs Schofield and Pynigar disclosed that they had previously used Mr Tutton’s services in a professional capacity.	
85/19	To receive resolution to suspend Standing Orders for no more than 10 minutes to allow members of the Public present to raise questions regarding items on the agenda.	
85.1/19	Members of the Public (MOTP) raised the following matters: (i) Provision of a Defibrillator in the Village – the PC agreed with this request and were taking steps to obtain one and locate it outside the Social Club. (ii) Mr R Tutton spoke to the meeting on behalf of the applicant for Lawful Development Certificates (LDC’s) for Planning Applications 19/01564/LDC and 19/01684/LDC – 7 and 6A The Old Piggery, Firgrove Lane. Mr Tutton provided a copy of his speech to the Parish Council and agreed that it could be used in its deliberations. See also agenda item 90.1/19 for further information.	
85.2/19	HCC Cllr Stallard sent her apologies prior to the meeting. No report was received.	
85.3/19	WCC Cllrs Report – WCC Cllr Clear reported on the following: (i) Kerbside Glass collection - boxes were being delivered to residents; not all had been delivered. The glass collection service would start soon and a new waste recycling calendar would be issued providing further information. (ii) New Leisure Centre – Winchester – due to open in 2021; facilities would include a 50- metre pool (Olympic sized). It would be funded by WCC, HCC & the University of Winchester. (iii) Friends of Wickham Common – WCC Cllr Clear said that a grant application for £500 had been received from the group. (iv) Green Week – Wickham hosting an event in week of 30th September 2019.	
85.4/19	Police Report – No representative from the Police was present and no report had been received.	
86/19	To receive and approve the Minutes of the Parish Council meeting held on 3rd July 2019.	
86.1/19	It was RESOLVED to approve the minutes.	
87/19	To receive actions and updates from previous meetings for items not on the agenda. [All other matters covered by items on the agenda].	
87.1/19	(i) 38.1/18 (i) Action and resources regarding GDPR – ongoing. Cllr Crowe agreed to take on responsibility for this matter following Cllr Brunet’s resignation from the PC (ii) 185/18 (v) b. Licensing of homes at the Wickham Court site – action outstanding - WCC Cllr Cutler agreed to make enquiries with WCC regarding the Licensing of homes at the site.	Cllr Crowe WCC Cllr Cutler
88/19	To receive the Parish Clerk’s report (for information only)	

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88.1/19	(i) The Clerk said that he had completed the online [Website] Accessibility training and would advise the PC regarding its obligations in due course. The Clerk said that he had received the completed Limited Assurance review [External Audit] report from PKF Littlejohn [Government appointed auditors for BPC] and had received a clean report.	The Clerk
89/19	Finance and Council Business	
89.1/19	<p>(i) Payments made during July and August 2019 were endorsed and items due for payment in September 2019 were approved. (See annex to minutes for details).</p> <p>(ii) It was noted that a Vacancy for a Parish Councillor had arisen following the resignation of Cllr Brunet during August. Cllr Schofield gave a vote of thanks for Cllr Brunet’s work on the Council. The PC requested the Clerk to make arrangements to advertise the vacancy with the aim of filling it as soon as possible.</p> <p>(iii) The draft minutes of the Southern Parishes Group meeting of 22 July 2019 and correspondence sent to HCC Cllr Humby regarding Potholes were noted.</p> <p>(iv) It was noted that a vacancy existed for a Village Agent for Boarhunt and that further details had been posted on BPC’s website.</p> <p>(v) The PC resolved to approve the process for purchase/installation of a Defibrillator outside the VH/Social Club and to provide training in the use of the equipment. Cllr Pynigar agreed to provide assistance to this project.</p> <p>(vi) The PC resolved to approve the fixed price contract from SSE for the Unmetered supply of Street Lighting/Furniture (located in Trampers Lane and Southwick Road) and was a PC asset.</p> <p>(vii) Cllr Schofield agreed to produce an article on Wickham Common for the Southwick and Boarhunt Parish Magazine.</p>	<p>The Clerk/All</p> <p>All</p> <p>Parish Council/ Social Club The Clerk</p> <p>Cllr Schofield</p>
90/19	Planning Applications	
90.1/19	<p>1. The Parish Council resolved to endorse the following responses submitted to the District Planning Authority during August 2019:</p> <p>(i) 19/01476/FUL – Grey House, Southwick Road, North Boarhunt, PO17 6JW - Construction of three dwellings with access from Southwick Road – Raise no objection, but requested conditions be attached if approved.</p> <p>(ii) 19/01452/FUL – Chestnut Cattery Premises, Southwick Road, North Boarhunt, PO17 6JF – Retention as a permanent dwelling for occupation by a worker employed at Chestnut Cattery – Objected to the application on the grounds of (1) Road access regarding the 2nd access to the site, (2) Previous Planning decisions and (3) Sets a precedent for future applications. However, if the District Planning Officer approved the application it requested conditions be attached to any approval.</p> <p>(iii) 19/01462/HOU – Mount Folly Cottage, Southwick Road, North Boarhunt, PO17 6JH – Erection of summer house following removal of existing stable buildings, hay store and ménage – Raise no objection, but requested conditions be attached if approved.</p> <p>(iv) 19/01316/HOU – Glenthorne, Southwick Road, North Boarhunt, PO17 6JH – (Amended Proposal) Proposed rear single storey rear extension; new carport to the front garden – No further comment to make from comments already submitted with the original application.</p> <p>1A. The Parish Council resolved to defer endorsement of its response to the following Lawful Development Certificate application until further advice had been obtained from Winchester City Council.</p> <p>(v) 19/01564/LDC – 7, The Old Piggery, Firgrove Lane, North Boarhunt, PO17 6JU – Retention of building as a single dwelling house.</p>	<p>The Clerk</p>

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	<p>2. The Parish Council resolved to respond to the following application as stated below:</p> <p>(i) 19/01585/HOU – Southern Cross, Bere Farm Lane, North Boarhunt, PO17 6JJ – Conversion of ancillary building from existing stables, garage and storage use to gym, office, garage and storage, including a single storey front extension (under existing roof area) and 3 no. dormers to rear at first floor. Building to remain ancillary to main house. (Revision to approved 15/02197/FUL and 16/00506/FUL) – Raise no objection, but requested conditions be attached if approved.</p> <p>2A. The Parish Council resolved to defer its response to the following Lawful Development Certificate application until further advice had been obtained from Winchester City Council.</p> <p>(ii) 19/01684/LDC – 6A, The Old Piggery, Firgrove Lane, North Boarhunt, PO17 6JU – Retention of building as a single dwellinghouse as the original mobile home at No. 6A The Old Piggery has had no wheels or A-frame since 2011; has been extensively altered and extended; has been continuously occupied in C3 residential use for over 4 years; and an Enforcement Notice has not been served against it.</p> <p>3. There were no further Planning applications received after the publication of the agenda that required consideration at this meeting.</p>	<p align="center">The Clerk</p>
91/19	Planning Decisions	
91.1/19	<p>The following Planning Decisions were noted:</p> <p>(i) 19/00626/FUL – Royale Parks Ltd, Southwick Road, North Boarhunt, PO17 6JP – Extension of dropped kerb to commercial premises road frontage – Application Permitted (7 May 2019).</p> <p>(ii) 19/01140/PNHOU – Willow Whisp, Trampers Lane, North Boarhunt, PO17 6DG – Demolition of existing conservatory and construction of replacement single storey rear extension including associated internal and external works – Prior Approval – Not Required (12 July 2019).</p> <p>(iii) 19/01316/HOU – Glenthorne, Southwick Road, North Boarhunt, PO17 6JH – (Amended Proposal) Proposed rear single storey rear extension; new carport to the front garden – Application Permitted (9 August 2019).</p>	
92/19	Planning Appeals - Applications	
92.1/19	<p>The following Planning Appeal application was noted:</p> <p>(i) 18/02062/FUL (APP/L1765/W/19/3222006) – Land at the Yard [aka Stubbingtons Yard], Trampers Lane, North Boarhunt, – Erection of two detached dwellings.</p>	
93/19	Planning Appeals - Decisions	
93.1/19	<p>The following Planning Appeal decision was noted:</p> <p>(i) 18/02556/HOU (APP/L1765/D/19/3227126) – 14, Birch Hill Cottages, Trampers Lane, North Boarhunt, PO17 6DB – Demolish an existing single storey garage/utility room to the side of the existing house and replace with a 2-storey extension forming an additional bedroom with ensuite, a replacement utility room, WC and enlarged kitchen area – Appeal Dismissed (8 August 2019).</p>	
94/19	Other Planning Matters	
94.1/19	<p>(i) Village Design Statement – Cllr Schofield reminded those present that the next meeting of the Village Design Statement Group had been arranged for 7.30pm on Tuesday 24th September 2019 in the North Boarhunt Village Memorial Hall and that everyone was welcome.</p>	<p align="center">ALL</p>
95/19	Planning Enforcements	
95.1/19	<p>(i) An updated list of open cases was still awaited from WCC. The Clerk agreed to contact WCC’s Planning Enforcement team as there were a number of potential items which had not been resolved despite being raised some time ago.</p>	<p align="center">The Clerk</p>

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96/19	Environmental Issues	
96.1/19	<p>(i) Wickham Common – Cllr Schofield reported that that the inaugural meeting of the ‘Friends of Wickham Council’ was held on 28th July 2019 and that Dr Simon Wernick was the Group’s organiser. Dr Wernick’s contact details were on the BPC website.</p> <p>(ii) It was noted that an invitation had been received from Winchester Green Week Steering Group to take part in ‘Green Week’ (29th Sep 2019 to 6th Oct 2019).</p> <p>(iii) Wickham Court – Sewerage. Cllr Pearce reported that further progress had been made, however, matters had not yet been resolved despite Natural England and The Environment Agency both now involved. No further leakages had occurred, but ‘tankering’ operations were necessary to prevent this from happening.</p> <p>(iv) Wickham Court – Issues regarding collection of Green waste from site. The Clerk to contact WCC Waste Collection team.</p>	The Clerk
97/19	Grants	
97.1/19	<p>(i) The PC resolved to approve a grant of £800 to St Nicholas Church, Boarhunt towards the cost of Grounds Maintenance and the production and distribution of the Southwick and Boarhunt Parish Magazine. The Clerk said that although this was an increase of £200 from previous annual amounts awarded (£600), no increase had been made to them for at least 10 years.</p> <p>(ii) The Clerk said he would be making an application soon for a £1,500 Grant from HCC Cllr Stallard’s fund towards the costs of supplying, installing and providing training the Defibrillator to be located outside the Social Club/Village Hall.</p>	The Clerk The Clerk
98/19	Village Hall and Community Activities	
98.1/19	(i) Village Hall & Social Club - meeting to be arranged between Social Club and PC regarding Memorandum of understanding, toilet refurb, location of defibrillator and other matters.	The Clerk/Social Club Chair
99/19	Recreation Ground and Allotments	
99.1/19	<p>(i) Recreation Ground – outstanding matters arising from the Play Inspector’s Reports were being gradually addressed as follows: Cllr Crowe - large multi-purpose climbing frame; Cllr Schofield - repairs/replacements to the large posts and Zip Wire tightening and the Clerk - minor items for repair/replacement/re-painting via the Village Groundsman. Cllr Pynigar agreed to carry out regular routine checks of the equipment/facilities and report any urgent issues to The Clerk.</p> <p>(ii) Allotments – Invoices and up-to-date terms and conditions to be issued to current holders by The Clerk. Note: there is still a waiting list for allotments.</p>	Cllrs Crowe, Cllr Schofield, Cllr Pynigar & The Clerk The Clerk
100/19	Highways, Traffic Calming, Community Transport and Village Maintenance	
100.1/19	<p>(i) Traffic Calming/Speed reduction signs - meeting with HCC Highways/Road Safety team still to be arranged. Cllr Schofield agreed to lead on this matter and liaise with Schools for producing designs for posters/signs.</p> <p>(ii) Staples Cross Junction – Give Way sign and some reflective posts replaced, following HCC Cllr Stallard’s intervention, however, junctions require re-white lining and ‘lost’ posts need to be found/replaced. Proposed to include in meeting with HCC Highways/Road safety Team.</p> <p>(iii) Trampers Lane – speeding traffic – proposed to include in other Traffic Calming/Speed reduction matters.</p> <p>(iv) Trampers Lane – cutting of verge – not done for whole length. WCC Cllr Clear agreed to follow up.</p> <p>(v) Footway between the entrance to Wickham Common and the Wickham Parish boundary - now cut but vegetation left making it difficult to traverse. The Clerk to liaise with Wickham Clerk/WCC/HCC.</p>	The Clerk/Cllr Sch./HCC Highways The Clerk/HCC Cllr Stallard TC/Cllr Sch./H-ways WCC Cllr Clear The Clerk

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101/19	To receive Reports and consider Correspondence received	
101.1/19	<p>The following correspondence was noted:</p> <p>From WCC:</p> <p>(i) August edition of Parish Connect & notification of Transport Strategy Launch drop-in event (by Transport for the South East) on 24th October 2019.</p> <p>From Winchester District Association of Local Councils (WDALC):</p> <p>(ii) Notification of meeting to be held at 2pm on 19th September 2019 at Whiteley TC.</p> <p>From HALC:</p> <p>(iii) July Newsletter.</p> <p>(iv) Update of NALC Financial Regs – July 2019.</p> <p>(v) NALC – Draft Duty of Sharing Code of Practice – for possible comment</p> <p>From Hants Branch of Society of Local Council Clerks (SLCC):</p> <p>(vi) Notification of meeting on 25th September 2019 at Sway.</p> <p>From Zurich:</p> <p>(vii) July & August News & Views Round-up & issue of Making Risk simple guidance</p> <p>From QA Hospital:</p> <p>(viii) Open Day on Saturday 28th September 2019.</p>	
102/19	Date of next Meetings of the Parish Council	
102.1/19	<p>The dates of the next meetings were confirmed as:</p> <p>(i) Wednesday, 2nd October 2019 at 7.30pm</p> <p>(ii) Wednesday, 6th November 2019 at 7.30pm</p>	
	The meeting closed at 9.25pm.	
	<p>CONTACT DETAILS FOR THE CLERK to Boarhunt Parish Council</p> <p>email: boarhuntpc@gmail.com Phone: 0755 711 8073</p> <p>Parish Council Website: www.boarhuntparishcouncil.org</p>	

Annex to BPC minutes of 4th September 2019

List of Payments and Receipts

BOARHUNT PARISH COUNCIL - 2nd September 2019		
PAYMENTS MADE IN July & August 2019		
PAYEE	DESCRIPTION	AMOUNT
SSE (Southern Electric)	Revised charges for Street Lighting 2/4/18 to 1/4/10 (VAT @ 5% = £20.26)	£425.56
N W ADAMS	Annual Play Inspection for 2019 - Invoice No. 1965 (VAT = £20.23)	£121.38
CLAYMART (B C MARTIN)	Grounds Maintenance for June 2019	£135.00
Clr S Eaton	Travel Expenses for attendance at Councillor Core Skills Course in Basingstoke on 2/7/19	£36.00
SLCC Enterprises Ltd	Webinar (Course Fees) for the Clerk to attend 'Preparing to meet accessibility guidelines' (3rd & 11th July 2019) - VAT = £12.00	£72.00
G W WRIGHT	Net Salary, Travel & Allowance - July 2019	£329.90
HALC	Training Course - 'The Knowledge & Core Skills' on 02/07/19 (VAT = £19.00) for Clr Eaton	£114.00
CASTLE WATER	Recreation Ground 1/6/19 to 30/6/19 - Fixed Water Wholesale 15mm	£2.33
CASTLE WATER	Allotments 1/6/19 to 30/6/19 - Fixed Water Wholesale 20mm & Volumetric Water (Retail & Wholesale)	£8.32
CLAYMART (B C MARTIN)	Grounds Maintenance for July 2019	£135.00
CASTLE WATER	Recreation Ground 1/7/19 to 31/7/19 - Fixed Water Wholesale 15mm	£2.42
CASTLE WATER	Allotments 1/7/19 to 31/7/19 - Fixed Water Wholesale 20mm & Volumetric Water (Retail & Wholesale)	£8.81
G W WRIGHT	Net Salary, Travel & Allowance - Aug 2019	£315.50
July and August 2019	TOTAL	£1,706.22

ITEMS DUE FOR PAYMENT in September 2019		
PAYEE	DESCRIPTION	AMOUNT
PKF (Accountants & business advisers)	Limited assurance review of AGAR for year ended 31/03/19 (VAT = £40.00)	£240.00
Sep-19	TOTAL	£240.00

RECEIPTS - FUNDS RECEIVED DURING July & Aug 2019 = None

Total available funds as per cash book at 31st Aug 2019	£38,349.28
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less Earmarked Reserves

Village Gates Sponsorship	£1,445.99
Rec Ground - Equipment	£5,000.00
Rec Ground - Buildings	£7,500.00
Village Design Statement	£750.00
Environment Fund	£250.00
Village Hall - Improvements & Maintenance	£5,646.85

Total Earmarked Reserves =	£20,592.84
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= Net Unrestricted Funds available as at 2nd September 2019. (EXCLUDING PAYMENTS DUE IN SEPTEMBER 2019).	£17,756.44
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