



Final Minutes of Full Council Meeting on Thursday July 6th, 2017 at Itchen Abbas & Avington Village Hall

Attending: Cllr Andrews, Cllr Appleby (Chairman), Cllr Langford, Cllr Legat, Cllr Riley.

In Attendance: Cllr L.Griffiths (WCC), Cllr J.Porter (HCC), Mr McCloud (local resident), Mr B.Kitcherside (Chartplan Ltd), Lynne Evans (LJE Consultants) plus architect, Angela Wheeler (local resident), Clerk – Mr. A.Weaver.

Item	Content	Action
17.049	Apologies: Cllrs Moffatt, Stoodley. Cllr Griffiths (WCC) for leaving early. Councillors made declarations in respect of Princess Mead school.	
17.050	Minutes of Meeting of 1st June 2017 and Matters Arising Minutes were agreed as a correct record. Chair signed the minutes.	
17.051	Public Participation & Declarations of Interest on Agenda. Councillors made declarations in respect of Princess Mead school. <u>Church Cottage, Martyr Worthy</u> Mr Kitcherside referred to documents and plans circulated at the meeting and prior to the meeting. The proposed application referred to a small extension to the southern edge of the terrace to accommodate applicant's aging parents. Members asked some questions and discussed issues relating to: relationship with Martyr Worthy Conservation Area principles and technical assessment; white fencing; archeology; discussions with neighbours; Heritage Department comments on the disturbance of ground associated with within previous application(s). Mr Kitcherside agreed to take points on board and provide further information on neighbour consultation, relationship with Conservation area, and replacement of fencing. <u>SDNP/17/02876/LIS Worthy Park House</u> Lynne Evans introduced scheme architect (Matt) and thanked members for the opportunity to speak to the meeting. They stated that the new application constituted scaled down proposals. Plans for performance hall/theatre had been dropped and proposals now were focused on the kitchen and day facility. Steeped pitch roof was gone. Parapets were more dominant in keeping with the original Georgian style and there were more even sized rooms. They had also been in consultation with Heritage Dept about the reinstatement of a tree lined screen. Neighbour Mrs Wheeler stated that the new plans were a great improvement. The new design was much better and more acceptable. Members asked several questions and there was a general discussion about the scheme. Lynne Evans agreed to provide more information about evening events.	
17.052	City and County Council Reports Cllr Griffiths (WCC) provided more details relating to her previously city circulated report. She highlighted details of Winchester Bus Station temporary closure, Gypsy and Traveller Consultation, Winchester Sport and Leisure Park proposals, and Central Winchester (Silverhill) Regeneration proposals. Members responded with a number of questions and points. Cllr Langford requested more consideration be given to general upgrading of footpaths to make them more viable as cycle routes. There was a brief discussion about the Sports and Leisure Consultation meeting which Cllr Riley had attended (next meeting 21 st July). There was discussion on the need for a traffic assessment of the current Park and	CL

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	<p>Ride arrangements in Winchester. Cllr Griffiths indicated that this would be included as part of an overall survey.</p> <p>Cllr Porter (HCC) provided a HCC county report and update on Cart & Horses, Gypsy and Traveller Consultation, Demfest (Dementia Festival) and traffic proposals for A34/junction 9 of M3. There was a brief discussion.</p>	
<p>17.053 Planning</p>	<p>(a) <u>Planning Applications</u></p> <p>(i) (RESUBMISSION) Proposed additional accommodation for the existing school including new dining room/kitchen and teaching building, involving part demolition, alterations, extensions and new build works at the eastern end of Worthy Park House and part demolition of former stable yard wall; together with alterations and additions to the Coach House; new and relocated car parking and minibus parking; ancillary works and landscaping. (L) Worthy Park House Worthy Park Lane Kings Worthy Winchester Hampshire SO21 1AN SDNP/17/02876/LIS Consultation deadline – 10th July 2017 Decision: <u>Support - IVPC support the application with restrictions previously documented.</u> <i>'IVPC have reviewed the new information provided by the applicant and support this application, subject to the Environmental Protection Officer being satisfied by the noise and odour mitigation proposals and their incorporation into planning conditions and a satisfactory assessment from the SDNP Dark Sky's officer.</i></p> <p><i>If you are minded to approve this application, then we would request that the planning conditions previously proposed and offered by the school as part of this application (to restrict the use of the catering facilities to School hours only Monday to Friday, but with an allowance for 12 occasions per calendar year when the time could be extended to 22.30 (Monday to Saturday) to allow for evening event) be adopted. We would also request that noise amplification ceases at 10.30 pm and that the applicant provides the close neighbour with a mature evergreen planting scheme to reduce the impact of the view overlooking her property.'</i></p> <p>(ii) Demolition of existing garage and replacement with new, internal alterations to the existing clubroom and extension to provide new stores (L) Easton Village Hall and Cricket Pavilion Chapel Lane Easton Winchester Hampshire SO21 1EN SDNP/17/02683/FUL Consultation deadline – 10th July 2017 Decision: <u>Support - IVPC support the application</u></p> <p>(iii) Vehicle driving and storage, with ancillary parking and structures (L) Matterley Farm Cottages Alresford Road Ovington SO24 0HU SDNP/17/02979/LDE Consultation deadline – 17th July 2017 Decision: <u>Object -</u> <i>The CLEUD is not proven as submitted. Whilst the impressions in the ground made by the military vehicles may have had the same tracks for 10 years the land between them has remained in agricultural use, as evidenced by the tramlines in the crops from aerial photographs, especial Bing Maps from 2011. The location plan also includes part of the field to the east which is still in agricultural use and currently cropped with cereals as seen from inspection and as evidenced by the aerial photographs A full planning application should be submitted for the use by military vehicles.</i></p> <p>(iv) Two story rear extension, alterations to from utility room, removal of concrete tiles on lean-to roof and replace with slate. Removal of thatch</p>	

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	<p>from side extension and front store and replace with slate and form opening dining and sitting room. (RESUBMISSION) (L)</p> <p>The Farmery Avington Park Lane Easton Winchester Hampshire SO21 1EF SDNP/17/03093/LIS Consultation deadline – 17 July 2017</p>	
	<p>Decision: <i>Object -</i> <i>The new roof will dominate the thatch by volume. IVPC consider that there should be retention of as much heritage as possible. Old work material (thatch) should not be sacrificed to accommodate the new building work. Loss of heritage material is detrimental to the wider area – particularly important in the light of English Heritage’s proposals to place Easton Conservation Area on its ‘at risk’ register.</i></p> <p><u>Action</u> – Clerk to submit italicised FCM responses above to planning portal.</p>	AW
	<p>(b) <u>Draft Minutes of Planning Committee – Wednesday June 14th, 2017</u> Draft minutes were noted.</p>	
	<p>(c) <u>Terms of Reference of Planning Committee</u> Cllr Langford referred to highlighted amended Terms of Reference for Planning Committee previously circulated with the agenda. Cllr Langford proposed the amended terms of reference be adopted. Cllr Riley seconded the proposal. Members agreed unanimously.</p> <p>Action – New Terms of Reference to be forwarded to Cllr Legat for inclusion on IVPC website.</p>	AW/JL
	<p>(d) <u>Any Other Planning Matters</u> <i>New Farm Northington Planning Application Appeal</i> – Members agreed to refer discussion of decision to the next Planning Committee. <i>Heading</i> – Members discussed the appropriate heading for this section.</p> <p>Action – Item on future agendas to be described as ‘<i>Any Other Planning Applications Received After Date of Issue</i>’.</p>	AW
17.054	<p>Financial Matters</p> <p>a) <u>Accounts to be Paid</u> (see appendix) Clerk Mr Weaver circulated list of bills to pay for information. Cllrs Appleby and Andrews signed to authorize payments.</p> <p>b) <u>Draft Minutes of F&GP Committee Meeting – 14 June 2017</u> Members noted the draft minutes.</p> <p>c) <u>Budget 2017/18</u> Action - Cllr Riley indicated that Revised Budget 2017/18 would be updated and Management Accounts taken to next FGP on Wed 12th July.</p>	YR/AW
17.055	<p>Parish Council Reports</p> <p>(a) <u>Footpath Matters</u> <i>Lengthsman Work</i> - Cllr Riley indicated that she had forwarded a list to Cllr Moffatt for Lengthsman's attention. Not all of the works on the list had been completed yet. (Update – works required</p> <ol style="list-style-type: none"> 1. <i>Sign at Couch green play area, in the hedge by the gap, now almost invisible</i> 2. <i>The footway at the corner of the B3047 and Couch Green housing turning is starting to get over grown with brambles</i> 3. <i>The Martyr Worthy village sign at graces cottages, need strimming and the hedge cutting back</i> 4. <i>Bench at OSF, Easton removed?)</i> <p>Cllr Langford confirmed he had written to Penny Flemons drawing her attention to proposals for Lengthsman to tidy up area around Avington War Memorial (Update - Penny Flemons has responded to say she is happy with the proposal).</p>	

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	Members also agreed that grass cutting/tidy up around IAA Village Hall bus stop be included in Lengthsman's work programme. <i>Chilland Lane Footpath</i> – Action - Chair Cllr Appleby to write to Andrew Impey about fencing and footpath (footpath no 30) issues.	PA
	Action – Clerk to forward IVPC headed notepaper to Chair as agreed.	AW
	<i>Stiles to Gate</i> – Action – Cllr Appleby to follow up stiles to gate information for ramblers with Mick Philips.	PA
	(b) <u>Highway Matters</u> Cllr Appleby reported that several cars had been removed from Station Close. Cllr Riley raised overhanging trees in Church lane, Martyr Worthy, Action – Clerk to write to local resident responsible for trees.	AW
	(c) <u>Village Halls</u> – Cllr Langford indicated that there was nothing to report.	
	(d) <u>Website</u> -Cllr Legat stated that there was nothing new to report. Cllr Appleby stated that he had emailed Cllr Stoodley about works required.	
	(e) <u>Open Spaces</u> OSF - Cllr Riley stated that she had been in discussion with Mr G. McPherson about the transfer of the 'Ransom strip' to McPherson Trust. Currently, the title deeds were being sought to facilitate the transfer. The land transfer would require a review and amendment to the rollover license. There was a discussion about the issues associated with the maintenance and effective working of the Ransom Strip and Parish owned OSF gates and associated ground clearing and maintenance work in that area. Action – Cllr Riley to approach GreenSmile with a view to undertaking works.	YR
	<i>Couch Green Pavilion</i> – Members considered the results of the Asbestos Survey. Action - Cllr Riley agreed to advertise pavilion on ebay seeking interest from any parties willing to take the pavilion away.	YR
	<i>Traveller Incident</i> – There was a discussion about impromptu traveller site at Winchester Park & Ride and their recent move. Cllr Riley indicated residents adjacent to OSF had been contacted. She highlighted the need for a plan for securing parish owned sites. Action - Cllr Riley agreed to obtain a quote for fencing at Couch Green.	YR
17.056	Correspondence Clerk Mr. Weaver highlighted the previously circulated correspondence list (see appendix). Members noted the content.	
17.057	Other Items for Consideration <u>Chairship Skills</u> Cllr Appleby stated that he had attended the Chairship training. He circulated a feedback form for member consideration. <u>Cooptees</u> Cllr Andrews stated that he had identified a possible candidate who would like to have a discussion about the role and responsibilities. Action - Cllr Appleby to pursue the matter with possible invitation to cooptee to attend the next meeting.	PA
	<u>Transparency and Budgeting Course</u> Cllrs Legat and Riley highlighted their interest in attending this course on 19 th July.	

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	Action – Clerk to book course with HALC.	AW
	<u>BDO Audit</u> Riley highlighted BDO comments on audited accounts. There were no outstanding issues but BDO requested more information about Clerk's salary and increased hours.	
	Action – Item to be considered at next FGP and response produced.	YR/AW
	<u>HARAH Rural Housing</u>	
	Action – Cllr Appleby to speak to Cllrs Langford and Riley about a consultation survey response.	PA/CL/YR
17.058	Date of Next Meeting(s) Next scheduled meeting is Thursday 7 th September at 7.00 pm at Itchen Abbas Village Hall. Chair closed the meeting at 8.55 pm.	

Appendix

Correspondence June 2017

No	Content/Detail	Date	Action
1.	HALC e-update <i>Forwarded on 27 June 2017</i>	02/06/17	For information
2.	Details form WCC about HARAH Rural Housing Week 3-7 July. <i>Forwarded on 27 June 2017</i>	05/06/17	For information
3.	HALC Salary survey details. <i>Forwarded to Chair of FCM and FGP on 27 June</i>	06/06/17	For information
4.	Boomtown Fair June Newsletter <i>Forwarded to members on 8 June 2017</i>	07/06/17	For information
5.	Agenda and meeting papers for the SDNPA Planning Committee meeting on 15 June 2017 <i>Forwarded to members on 8 June 2017</i>	07/06/17	For information
6.	Email from Vendy Treagust Member Support Officer HALC enclosing robin list of enquiries from various parish councils. <i>Forwarded to members on 16 June 2017</i>	16/06/17	For information
7.	Rural Communities Fund Application details from HALC Communications Officer Michelle Leadbitter <i>Forwarded to members on 21 June 2017</i>	21/06/17	For information
8.	June Monthly Report from WCC Councillors <i>Forwarded to members on 21 June 2017</i>	21/06/17	For information
9.	Details of Hampshire ALC Parish and Town Council Awards from HALC Communications Officer Michelle Leadbitter <i>Forwarded to members on 22 June 2017</i>	22/06/17	For information
10.	Couch Green Asbestos Survey Report received from Blue Star Asbestos <i>Forwarded to members on 27 June 2017</i>	24/06/10	For information and action
11.	Notification from WCC about publication of draft Traveller Development Plan for consultation. Consultation commences on 10 July and closes on 10 September. <i>More details forwarded to Chair of Planning Committee on 28 June 2017</i>	28/06/17	For information and possible action

No	Content/Detail	Date	Action
12.	Email from Fields in Trust (protecting parks and playing fields forever) attaching their downloadable Impact Report highlighting their work last year. <i>Forwarded to Cllr Riley (open spaces portfolio)</i>	29/06/17	For information

Appendix Accounts

Itchen Valley Parish Council

Accounts to be paid

as at: 06 July 2017

Ser	Date	Invoice Number	Company	Service Provided	Amount	VAT	Total to Pay	Date & Initials Transaction Created	Date & Initials Authorised	
	To Pay				£s	£s	£s			
1	30.06.17	N/A	Alan Weaver	Clerks Salary	468.00	0.00	468.00	SO30.06.17	SO	
2	30.06.17	N/A	HMRC	Clerks PAYE	117.00	0.00	117.00	SO30.06.17	SO	
3	24.05.17	N/A	Yvette Riley	2 padlocks, bin liner and car park barrier C G	34.16	6.82	40.98	AW15.06.17	YR15.06.17	
4	24.05.17	N/A	Yvette Riley	Security chain and combi padlock	34.16	6.82	40.98	AW15.06.17	YR15.06.17	
5	31.05.17	N/A	Paul Moffatt	Refreshments	50.50	0.00	50.50	AW15.06.17	YR15.06.17	
6	06.06.17	N/A	Alan Weaver	Certificate of Posting - BDO, Auditor, UTB, MP card, etc.	10.96	0.00	10.96	AW15.06.17	YR15.06.17	
7	31.05.17	3199	EKS Accounting	Payroll	20.00	4.00	24.00	AW15.06.17	YR15.06.17	
8	30.06.17		Alan Weaver	Clerk's Salary	262.34	0.00	262.34			
9	23.06.17	BS/512	blue star asbestos ltd	Asbestos survey of CG pavilion	265.00	0.00	265.00			
10	30.05.17		Merritt Tree Specialists Ltd	chip and remove fallen tree crown and lift back low branches	95.00	19.00	114.00			
11	17.05.17		Merritt Tree Specialists Ltd	remove group of dying trees in play park	575.00	115.00	690.00			
12	16.06.17	1815	HALC	Training: Code of Conduct Conference	60.00	12.00	72.00			
13	08.05.17	89099	Chris Nangle Furniture Design	1 new tow path bench	865.00	173.00	1038.00			
14	28.06.17	298	MJR Services	Lenghtsman IV, NA, Wnstr, BH, Md, ISO	1152.00	0.00	1152.00			
15	30.06.17		Unity Trust Bank	Service Charge	18.00	0.00	18.00			
16	01.07.17	1486	Vitaplay	CG & OSF maint & Insp	84.00	16.80	100.80			
17	04.07.17	5415	IAA Village Hall	Room Booking Burge 2 hrs FCM 06-07-17	16.00	0.00	16.00			
18	04.07.17	5416	IAA Village Hall	Room Booking Kitchen 2 hrs FGP 20-07-17	7.00	0.00	7.00			
19	04.07.17	5417	IAA Village Hall	Room Booking Kitchen 2 hrs FGP 14-06-17	7.00	0.00	7.00			
20	04.07.17	5418	IAA Village Hall	Room Booking Kitchen 2 hrs FGP 17-05-17	7.00	0.00	7.00			
			END OF LIST*****							
			Total Expenditure		4148.12	353.44	4501.56			
			Income Received				£s			
1	06.07.17		HMRC	VAT Repayment			630.17			

Council have discussed and approved these payments and I have compared the original invoices to the amounts above and confirm that these accounts can be paid via Internet Banking

	First Name	Surname (Print)	Signature	Date
1 Cllr	PATRIOT	APPLEBY		6TH July 2017
2 Cllr	STEPHEN	ANDREWS		6th July 2017

SO= Paid by Standing Order

Bank Reconciliation

Current Account			Deposit Account	
Balance as at 5 th June 2017	6,231.46		Balance as at 5 th June 2017	50,005.96
Add Income	630.17		Add Income	0.00
Less Expenses	4,501.56		Less Expenses	0.00
Transfer from Deposit Account on 24 th July 2017	10,000.00		Transfer to Current Account on 24 th July 2017	10,000.00
Balance as at 24 th July 2017	12,360.07		Balance as at 24th July 2017	40,005.96
Total Cash Holdings				£52,366.03

NB: Unity Trust Current Account Bank balance at 24th July 2017 is £12,360.07. £10,000 was transferred from Unity Trust Deposit Account to Unity Trust Current Account on 24th July 2017 following request of Chair of FGP – Cllr Riley.

New balance of Unity Trust Deposit Account as at 24th July 2017 is £40,010.99p. Account Statement above does not include interest of £5.03 credited to Deposit Account on 30th June 2017. This will be accounted for next month. When factored in cash book and deposit account are reconciled.