

**Minutes of Full Council Meeting on Thursday 4<sup>th</sup> April 2019 at Itchen Abbas & Avington Village Hall**

**Attending:** Cllrs Appleby (Chair), Andrews, Jeffes, Langford Moffat & Riley

**In Attendance:** Cllrs Porter (HCC), Russell Gordon-Smith (District Council Liberal Democrat Candidate for Alresford & Itchen Valley), Michelle Leadbitter-Allen (Clerk).

Item	Content	Action
19.001	<b>Apologies:</b> Cllrs Legat; Stoodley, Ward, Power (WCC),	
19.002	<b>Minutes of Meeting of 7<sup>th</sup> March 2019 and Matters Arising</b>	
	Minutes were approved. Chairman, Cllr Appleby signed the minutes as accurate.	
19.003	<b>Public Participation &amp; Declarations of Interest on Agenda.</b>	
	There were no declarations of Interest.	
	Russell Gordon-Smith (District Council Liberal Democrat Candidate for Alresford & Itchen Valley) was in attendance	
19.004	<b>City and County Councillor Reports</b>	
	<b>HCC Cllr Porter Report (See Appendix 1)</b>	
	<u>Improvement of floral diversity of our verges</u>	
	Cllr Porter has arranged a meeting with wild flower teams across the area and hoped for them to come to a consistent response.	
	Cllr Andrews asked about the ablutions for the drivers on the A31, Cllr Porter confirmed that there would be a heavy police presence surrounding them.	
	<u>Deposit 496 – removal of permissive rights across land in Micheldever</u>	
	Specific pieces of land have been purchased and the permissive rights to cross this land has been rescinded.	
	<u>Sheila</u>	
	Cllr Porter reported that WCC has six times more land available than they need to build on.	
	<u>Use of Parish CiL for Highways projects in conjunction with HCC</u>	
	Cllr Porter said that this money could be used for projects to Enhance the Community.	
	Cllr Porter explained that an application for CIL money to fill in the ditch opposite IAAH is not out of reach and that IVPC could also use the money to approve footways.	
	Contact: <a href="mailto:Nichola.waight@hants.gov.uk">Nichola.waight@hants.gov.uk</a>	
19.005	<b>Financial Matters</b>	
	(i) Accounts to be paid circulated	MLA
	Clerk Mrs Leadbitter-Allen circulated details of bills and invoices received in March ( <i>see Appendix 2</i> ). Cllrs Moffatt and Andrews signed accounts sheet to authorise payments.	
	Monthly Bank Reconciliation to be attached. ( <i>See Appendix 3</i> )	
	(ii) Minutes from F & GP 21 <sup>st</sup> March noted. ( <i>See Appendix 4</i> )	
	(iii) <u>Draft Annual Accounts: (See Appendix 5)</u>	
	Cllr Riley ran through the draft accounts for financial year 2018/19, producing evidence to justify any significant increases in income received and expenses:	
	a. <u>VAT refunded</u> – submission for 2017/2018 paid in 2018/2019	
	b. <u>Lengthsman</u> – Additional Parish - Kingsworthy joined scheme	
	c. <u>Clerk's Salary</u> – Increase in previous clerk hours, paid overtime to previous clerk, short period of double running, new clerk hours set at 20 hours and new clerk pension.	
	Cllr Riley explained that the draft account report would make up part of the Accounts Report for the APM which would also include an explanation of variations from the AGAR.	
	<u>Messages from last year's Annual Governance and Accountability Return:</u>	
	a) Notice of Public Rights – needs to be 30 working days	MLA
	b) Precept – must not include Council Tax Support Grant received from WCC	
	<u>Messages from External Auditor webinar:</u>	
	a) Section 1 'Annual Governance Statement' and Section 2 'Accounting Statements' can be signed at one meeting as long as they are in order and minuted separately and consecutively. It was noted that the RFO must signed both Sections 1 & 2 on a day before the meeting where the Chairman will sign.	
	Cllr Riley told members that the internal audit was booked for 26 <sup>th</sup> April and will hopefully have comments back by the AGM on the 9 <sup>th</sup> May.	
	<b>Action:</b> Clerk and Cllr Riley to perform a website audit to ensure all documents are correctly uploaded to the website.	YR/MLA
	<b>Action:</b> Clerk to send 2018's APM minutes to Cllr Legat for uploading to the website	MLA
	(iv) <u>Annual Insurance Review</u>	
	Cllr Riley ran through the proposed Came and Company Insurance renewal	

Item	Content	Action
	<p>for 2019/20.</p> <p><u>Page One: - Events</u></p> <p>There was discussion around the inclusion of the Memorial Service as an event, but it was decided that this was not necessary due to only an one individual accessing the memorial.</p> <p>Cllr Andrew's asked who owned the land on the side of the hedge on the side of the KGV's playing fields. The council felt that this would need to be investigated in case someone got injured while this verge is used a car park during matches.</p> <p>Cllr Porter suggested that members contact Mark Housby, Highway Information Asset Manager at HCC for clarification on who owns this land.  <a href="mailto:Mark.housby@hants.gov.uk">Mark.housby@hants.gov.uk</a></p> <p><b>Action:</b> Determine Ownership and discuss</p> <p><u>Page 2 – Proposed Increases</u></p> <p><u>Page 3 – No buildings currently</u></p> <p><u>Page 4 – Standard Cover of all four insurers that will quote</u></p> <p>Cllr Riley proposed that when the quotes had been received that F&amp;GP be delegated to proceeded – all members agreed.</p> <p><b>Action: Clerk to add Insurance Review to F&amp;GP agenda</b></p>	
		MLA
19.006	<p><b>Planning</b></p> <p>Minutes of Planning meeting 21<sup>st</sup> March circulated and noted by members. <i>(See Appendix 6)</i></p> <p><u>Matters arising:</u></p> <p>Discussion around the comments made regarding <a href="#">SDNP/19/01231/HOUS</a> and the proposed driveway and entrance off Church Lane. Cllr Appleby explained that the drawings provided were wholly inadequate and left them unable to decide. Comments were added to SDNP portal to reflect IVPC view.</p> <p>Potential Infringement of Planning at Itchen Grange.</p> <p>3 Residents have approached Cllr Appleby with concerns that the chimney is not the same as in the plans that were passed.</p> <p>Action: Cllr Langford to take a look at the plans and report back to Cllr Appleby</p>	
19.007	<p><b>Annual Parish Meeting:</b></p> <p><u>25<sup>th</sup> April 2019 Martyr Worthy Village Hall</u></p> <p>Cllr Appleby advised that he had confirmed SDNP for speaker regarding the Dark Skies Project, but the speaker was without a projector.</p> <p><b>Action:</b> Cllr Moffat to provided refreshments</p> <p><b>Action:</b> Cllr Legat to add details to website</p> <p><b>Action:</b> Cllr Riley to add to MW Facebook Page</p> <p><b>Action:</b> All Councillors required to attend</p>	
19.008	<p><b>Annual General Meeting</b></p> <p><u>9<sup>th</sup> May 2019 Martyr Worthy Village Hall</u></p> <p><b>Action:</b> Members to think about residents that may want to join the council especially from Easton as they no longer have a representative on the council.</p>	
19.009	<p><b>Parish Reports:</b></p> <p>(i) <u>Footpaths:</u></p> <p>Cllr Jeffes reported that he had asked the ramblers their opinions regarding the styles to gates, and the permissive footpath (26) but he had not yet heard back.</p> <p>Additionally, he asked whether or not they could pick up the scalplings themselves</p> <p><b>Action:</b> Cllr Jeffes will continue to chase Barbara</p> <p>(ii) <u>Highways:</u></p> <p>Cllr Appleby reported the good news that the requested white line on Whist Drive had been painted and he had reminded the Hepworth's that it was their responsibility to keep the area clear.</p> <p>Cllr Riley said that unfortunately the line had created a pinch point on at the northern end of the white line with Church Lane</p> <p>Cllr Riley also expressed concern over the Brambles coming down the bank into the Lane.</p> <p><b>Action:</b> Cllr Appleby to speak to Hampshire Wildlife Trust or landowners about cutting back the brambles.</p> <p>(iii) <u>Village Hall:</u></p>	

Item	Content	Action
	Nothing to report	
	(iv) <u>Website:</u> Cllr Andrews said that he was meeting up with Cllr Legat on Monday the 8 <sup>th</sup> April to discuss his issues with sending emails. <b>Action:</b> Cllr Andrews to report back to Cllr Moffatt who is having similar issues	
	(v) <u>Open Spaces:</u> Nothing to report Cllr Appleby asked about the Trustee's decision regarding the Old School Car Park; Cllr Riley told members that MacPherson's Trustees were happy as per email received and circulated by Clerk after last F & GP meeting Cllr Appleby asked if there had been any progress regarding obtaining the Couch Green deeds for registration from ex-councillor Oliver Dennis. Cllr Riley asked if anyone would like to follow-up with him? Cllr Langford suggested that perhaps the council pays to have the properties registered themselves.	
<b>19.010</b>	<b>Correspondence:</b> Clerk Mrs Leadbitter-Allen circulated correspondence list ( <i>see Appendix 7</i> ).	
<b>19.011</b>	<b>Items for Consideration at Next Meeting</b> <input type="checkbox"/> Members to think about residents that may want to join the council especially from Easton as they no longer have a representative on the council <input type="checkbox"/> Members to consider who they would like to appoint as Chairman <input type="checkbox"/> Members to consider who will stand on which committees	
<b>19.012</b>	<b>Date of Next Meeting(s)</b> Next scheduled Annual Parish meeting is Thursday 25 <sup>th</sup> April at 7.00 pm at Martyr Worthy Village Hall. Meeting to commence at 7pm Next scheduled Full Council & AGM is Thursday 9 <sup>th</sup> May at 7.00 pm at Martyr Worthy Village Hall. Meeting to commence at 7pm Chair closed the meeting at 8.28 pm.	



## County Report to Parishes April 2019

### Firstly, and relevant to your Parish:

County members have had a briefing, and asked their views on the **three ongoing consultations** on Municipal Waste Collection.

*All are on the gov.uk website*

*Deadline 13<sup>th</sup> May 2019*

These are:-

- Deposit Return scheme- (looking at money you get back?)
- Management and recycling of municipal waste (link below)
- Extended Producer Responsibility- (simplifying the way we can recycle goods and placing responsibility back on producer)

Many of you want to see more items recycled, less contamination and less items going to residual waste. These consultations are an ideal way to explain to the Government what you want to recycle and maybe, the challenge of recycling in rural areas.

<https://consult.defra.gov.uk/environmental-quality/consultation-on-consistency-in-household-and-busin/consultation/>

The aims of this are:

1. Increase recycling
2. Reduce residual waste
3. Reduce residents' confusion

The result of this consultation should be confirmation of improved targets for the UK: 65% recycled by 2035, (currently 41% across Hants) and less than 10% of all municipal waste, including mattresses, shop waste etc to landfill. The Council's response (Decision day: 23/04/19) will look at the implications for collection (done by WCC) and disposal (done by HCC); including the cost of new waste streams, holding even more in the UK etc.



### Deposit 496- removal of permissive rights across land in Micheldever

I have taken this up with HCC officer, Harry Goodchild and the Agents for the land.

### Wheelabrator Site

The County has responded with a detailed technical response, challenging among other issues, the environmental concerns, siting, and need for the site. I am aiming for a cross party view on this between the 4 county councillors whose divisions are affected. have asked for an information visit for relevant Parish Council Chairpersons to the HCC Chineham site, which although much smaller (about 110,000 tonnes p.a.) will inform you of the processes.

### A31 Brexit plans

All works are now ready: we await a deal...or no deal- which will bring the road closures. I was informed of vehicles travelling the wrong way- and asked for more signage hopefully situation is now improved.

### Weeds or wildflowers?

As the city and county reconsiders grass cutting contracts, and more local groups want to improve the floral diversity of our verges, I have asked the two authorities to agree a clear policy for planting of wildflowers. Because of purdah, this will not take place until early May now.

### Mental Health:

HCC is the scrutiny body for Children's Mental Health Services. Earlier this year, we had a depressing presentation as from the annual story repeats the year before: too little money, spread too thinly across the county, so services are hard to get and overstretched, resulting in very poorly children needing higher level help because of the tardiness of response. £14.8million is spent annually on CAMHS (and an additional £1m for autism support to tackle the backlog in the EHCP process to get extra help in

education and care). We challenged the NHS to do better for our children in 2019. The NHS plans are to be submitted to NHS England this April.

### **Autism UK: ‘We’ll keep going until everyone understands’**

It is a sad fact that very few autistic adults are fully employed: you can become an Autism Ambassador to spread the word : that with appropriate adjustments, the workplace *can* support working adults with autism. Volunteers will be introduced to the role, receive training and pledge how they will make a difference where they can. Go to [www.ascambassador.org.uk](http://www.ascambassador.org.uk) for more details of this scheme  
Go to [www.shantsnas.org.uk](http://www.shantsnas.org.uk) for local help in south Hampshire, including local Parent Support Groups.

### **Use of Parish CIL for Highways Projects in conjunction with HCC**

After having a very frustrating 2018 trying to get this sorted out. After a series of helpful meetings, I think I’ve finally got it sorted!

If your Parish has something they’d like to do, then contact Nicola Waight, who is a Principal Transport planner and has been appointed to the role working with Parishes on commissioned projects. You will link to her for the work you want, then she will follow this through with you, linking your CIL (some may well be held at HCC) and Parish CIL money to achieve what you want. It may be worth an initial email or telephone conversation to start the ball rolling! You can contact Nicola at [Nicola.waight@hants.gov.uk](mailto:Nicola.waight@hants.gov.uk), on 01962 832122. *I know this will be useful* for Parishes who are acquiring CIL, but don’t know how to spend it. Nicola says you should expect a timeline of around twelve months from start to project completion if there is enough money in the system.

**The County Council has granted additional £450K for Winchester Hospice** in March 2019. (Total now £700,000... and withdrawn £25K funding for Jane Austen statue in the Close )

**Library access- do you use the Library Lending System?** It now costs £40 to borrow a book from an international library, £20 from another UK library: steeper than Amazon prices.

**Several grants are currently available to Parishes and Community:** go to [www.hants.gov.uk/community](http://www.hants.gov.uk/community) for more details:-

- Waste Prevention Community Grant Fund
- Recreation and Heritage Community Fund 2019-20
- Policy and Resources One-Off grant – for projects that may not qualify for other grants!
- Car and Minibus schemes
- Talented Young People in Sport-(grants to ensure that young people are not denied the opportunity to participate at a representative level in sport through financial hardship)

**Finally: GDPR has brought about so many changes in your email systems-** and after a bedding in time, it is obvious that many of you have changed contact details. I need to make sure I am writing to councillors at the emails you prefer me to use.

Can I ask Clerks to send me details of their Annual Parish Meeting, together any new emails for your councillors? Thank you

Cllr Jackie Porter  
[Jackie.porter@hants.gov.uk](mailto:Jackie.porter@hants.gov.uk)  
[www.jackieporter.co.uk](http://www.jackieporter.co.uk)  
01962 791054  
07973 696 085

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**Appendix 3**      Monthly Bank Reconciliation

<b>Itchen Valley Parish Council Bank Reconciliation</b>					<b>Month Ending</b>					<b>Mar-19</b>
Prepared By:	Michelle Leadbitter-Allen	Clerk/RFO		Date						<b>31.03.2019</b>
Approved by:	Yvette Riley	Chair F&GP		Date						<b>03.04.2019</b>
<b>Balance as per Bank Statements as at 31.03.19</b>	<b>£</b>	<b>£</b>	<b>£</b>							
Unity Bank Current Account	3934.82									
Unity Bank High Interest Account	37652.25	41587.07								41587.07
Less/ Any Unpresented Cheques, recorded in the cash book but not debited from the bank (normally only impacts current account)	0.00									
<b>Cheque Numbers:</b>										
Payments not yet processed through the bank but in the cash book	0.00	0.00	41587.07							
Add/any unbanked cash as at 31.03.19										
<b>Net Bank Balance as at 31.03.19</b>			<b>41587.07</b>							
<b>The net bank balance reconciles to the cash book receipts and payments as follows:</b>										
CASH BOOK Opening balance (Remains the same throughout the year)	36489.05									
Add/ total receipts up to 31.03.19	68738.65	105227.70								
/Less/Total payments made in years up to 31.03.19		63640.63								
<b>Closing Balance per CASH BOOK as at 31.03.19</b>			<b>41587.07</b>							
(Note figure above must equal bank balances)	Difference		0.00							

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## Finance & General Purposes Committee Minutes

Thursday 21<sup>st</sup> February 2019

**Present:** Cllr Riley (YR) - Chair, Cllr Appleby (PA), Cllr Legat (CL)

**In Attendance:** M Leadbitter-Allen (Clerk).

**Absent:** Cllr S Andrews, Cllr R Stoodley

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### ACTION

#### 1. Apologies and Declarations of Public Interest

Cllr Langford; Cllr Stoodley

#### 2. To approve the minutes of the meeting of 21<sup>st</sup> February and consider any matters arising.

The minutes were agreed as a correct record. The Chair, Cllr Riley signed the minutes

##### **Matters Arising**

IA Walnut Tree and Guards

Cllr Appleby told the meeting that he had collected the free tree guards for the Walnut Tree, however they are rather large at circa 6ft tall. There was discussion around the option of cutting down the tree guards, but it was decided to leave them at the original height and paint them with some metal paint.

**Action:** Cllr Appleby investigate purchasing some metal paint, if he does not already have some at home.

Old School Field Parking

**Action:** Clerk to check if she has received correspondence to prove that the Trustees at agree with the parking proposals laid out in the letter from Cllr Appleby last year.

Unity Bank Signatories

In the previous meeting it was thought that the Clerk should be able to authorise internet banking transactions. Cllr Riley explained how this would compromise the security of the council's internal controls. The Committee agreed that the Clerk's authorities should remain at submit and view.

Unity Bank Credit Card

Following the last meeting where it was agreed that the Clerk should have a Multi User Credit Card for adhoc purchases, the Clerk had downloaded and completed the necessary forms.

The signatories present signed the forms to authorise the bank to issue the clerk with a credit card and for the bank to use the Clerk's address as the key address.

- Couch Green Play Equipment Nothing to Report

- Football Club Requirements

Cllr Riley had met with the two new Chairman who had explained their plans to purchase a used Refrigerated Unit which would be better to refurbish than a steel container. Cllr Riley had found a unit which she thought would be suitable and is going to forward the details to the Chairman of the Football Club. Cllr Riley explained that we do have enough money in the budget to purchase the unit and begin the refurbishment.

Cllr Riley is happy that progress is being made.

**Action:** Cllr Riley to forward details of refrigerated unit to the Chairman YR

Cllr Appleby said that they had asked him to deal with the Chafer Grubs and that he would seek advice from Tony Gaster PA

**Action:** Clerk was asked to approach Steve at Greensmile for a metre of top soil for the Football Club. MLA

- Website

Cllr Legat told the meeting that he was now able to add events and latest news to the website.

Cllr Legat told the Clerk that he appreciated the email with the video showing the errors on the Council Mobile Site as it was then easy to make the necessary fixes.

Cllr Legat said that both Cllr Moffatt and himself could now use their Council email address, but he had not yet heard from Cllr Andrew's about the problems that he had been experiencing.

Further to the previous meeting, where it was agreed that Michelle should have more access to the editor of the website in order to add agenda's, minutes etc, Cllr Legat agreed to take this proposal back to the Council's website provider to see if it was possible.

### 3. **Boomtown Community Grants**

**Action:** Clerk to ensure that the all the accounts that would be receiving money from the Boomtown Community Grants are business and not personal accounts. MLA

**Action:** Cllr Riley to write an article about the successful bidders for the Itchen Valley News magazine. It was noted that the submission date for the May Newsletter was the 15 April. YR

#### i. Itchen Valley Parish Council Project 1 – Itchen Abbas Bus Stop

Cllr Appleby went on to talk about the Itchen Abbas Bus Stop (one of two projects that were successfully bid for by IVPC)

Cllr Appleby had nothing to report regarding quotations.

**Action:** Cllr Riley will send the check list she used for the Martyr Worthy bus stop to YR

Cllr Langford.

Cllr Appleby believes that the bus stop may need reroofing. Cllr Riley explained that the Martyr Worthy bus stop had also appeared to need reroofing, but once it was cleaned up it was as bad as first thought. This may be the case at Itchen Abbas too.

Cllr Appleby also said that drainage would need to be put in at the bus stop site.

Action: Cllr Appleby to submit bid to the 2020 budget.

PA

Cllr Appleby said that he and Cllr Langford are working together on this project and will deliver results.

ii. Itchen Valley Parish Council Project 2: Community App

Cllr Riley explained that there are times when the Parish Council needs to communicate with the populous and the Itchen List is no longer an option as the Council needs to communicate within GDPR parameters.

Cllr Riley explained that there are different methods that can be used including a mailing list (Mailchimp), social media (Facebook) or a Social Media App which would only be available to the parish community.

If in the instance a free method is decided upon then the monies received from the Boomtown Grant for this project would be returned.

Cllr Riley would like to run with this project and agreed to investigate on how we could communicate effectively.

YR

Cllr Riley asked Cllr Legat to look in to what could be the most effective solution for the Council.

JL

**4. Standing Orders**

Cllr Appleby said that he was happy with the Financial Standing Orders.

**Action:** Clerk to check if we have a soft copy of the latest Standing Orders and Financial Orders and circulate to Cllrs Appleby and Riley.

MLA

**Action:** Clerk to add Resolution to Adopt Standing Orders on the next FCM Agenda and to bring any proposed changes to the F&GP meeting on the 18<sup>th</sup> April 2019

MLA

**5. Refurbishment of Martyr Worthy Notice Board and Step**

**Cllr Riley explained that the Notice Board at Martyr Worthy was next on the rolling refurbishment list.**

Cllr Riley agreed to use the same company that had been used to refurbish the notice board at Itchen Abbas.

**Action:** Cllr Riley to ask Cllr Andrews to liaise with the company and ensure that the cost will be within budget.

YR

The Cover will need to be transparent Perspex and the wooden surround would need to be stained.

It is not sure how best to put in a step in front of the board as it is a sharp incline,

however it would be part of the deal.

**6. 2018-2019 Financial Year End Preparation and Draft Accounts**

Cllr Riley and the Clerk had received a message from PKF Littlejohn with a link to a video explaining the new rules for completing and submitting the AGAR. Cllr Riley and Clerk, Mrs Leadbitter-Allen have diarised time on the 1-3 April to work on the end of year accounts, ensuring Draft Accounts are prepared for Full Council Meeting on the 4<sup>th</sup> April.

**7. Bills to Pay**

Clerk, Michelle Leadbitter-Allen circulated the accounts for payment, Cllr's Appleby and Legat checked and signed the accounts.

**8. F&GP Committee Annual Workplan Update**

**Action:** As soon as AGAR has been received and downloaded, Clerk to forward to Cllrs Appleby and Riley

**MLA**

**Action:** Cllr Riley to follow-up on the deeds for Couch Green.

**YR**

**9. PC Elections**

Clerk, Mrs Leadbitter-Allen gave an update regarding the upcoming elections and that she had not yet heard back from Karen Vincent at WCC with an appointment time.

**Action:** Clerk to follow-up appointment with Karen Vincent

**MLA**

**10. Items for Consideration at Next Meeting:**

Financial Instructions for Consideration

**11. Date and Time for Next Meeting:**

Thursday 18<sup>th</sup> April at 7:45-8.00pm at Itchen Abbas & Avington Village Hall  
Meeting Closed at 9:15pm

ITCHEN VALLEY PARISH COUNCIL				
ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2019 - ANNUAL RETURN BASIS				
2017/18				2018/19
ACTUAL				ACTUAL
		<b>RECEIPTS</b>		
28,348		Precept		32,002
45		Interest		102
5,600		Grants		12,430
14,300		Lengthsman		15,400
1,685		Miscellaneous		2,838
2,026		VAT Refunded		5,967
<u>52,004</u>				<u>68,739</u>
		<b>PAYMENTS</b>		
8,456		Clerk's Salary		16,127
1,266		Insurance		1,281
425		Subscriptions		441
-		Parish Plan		0
1,011		Health & safety		1,011
400		Audit		620
-		General Expenditure -		
995		Administration	1,695	
684		Highways	527	
70		Website	453	
480		Training	164	
690		Misc	896	3,735
542		Street Lighting / Electricity		284
17,684		Grounds Maintenance / Equipment		18,363
6,110		Section 137 + Grants		4,200
370		Footpaths		199
12,758		Lengthsman		13,050
4,051		VAT Paid		4,331
<u>55,992</u>				<u>63,641</u>
(3,988)		Surplus For The Year		5,098
40,477		Reserves Brought Forward		36,489
<u>36,489</u>		Reserves Carried Forward		<u>41,587</u>

**ITCHEN VALLEY PARISH COUNCIL**  
**Planning Committee Minutes**  
**Thursday 21<sup>st</sup> March 2019 7:00PM**  
**Itchen Abbas and Avington Village Hall**

**Present:** Cllr Appleby (Chair) Cllr Riley

**In Attendance:** M Leadbitter-Allen (Clerk),

**Absent:** Cllr Andrews

**ACTION**

**1. Apologies**

Cllr Leigh, Cllr Jeffes, Cllr Langford (Chair), Cllr Stoodley

**2. Approval of the Minutes and Matters Arising from the Meeting of 21<sup>st</sup> February 2019**

The minutes were agreed as a correct record. The Chairman of the meeting, Cllr Appleby signed the minutes.

**3. Public Participation & Declaration of Interest**

There were no pecuniary interests were declared.

**4. Planning Applications**

- a) Side Elevation Dormer Extension (L)  
 6 Chapel Field Chapel Lane Easton SO21  
 SDNP/19/01122/HOUS Deadline: 9th April 2019

The application was discussed.  
 Decision: IVPC Support this application

- b) Form a driveway entrance off church lane and driveway (L)The Cottage  
 Church Lane Easton Winchester Hampshire SO21 1EH  
 SDNP/19/01231/HOUS Deadline: 10<sup>th</sup> April 2019

The application was discussed. The Committee would like proper plans to be submitted the clock restarted.

- a) The plans were not available for review prior to the meeting  
 b) The plans that were submitted were found to be wholly inadequate as it is a hand drawn sketch without dimensions.

- c) Single Storey Flat Roof Rear Extension with Parapet Wall and Aluminum Slider (L)  
 9 Little Hayes Lane Itchen Abbas SO21 1XA  
 SDNP/19/00496/HOUS Deadline: 8<sup>th</sup> April 2019

Cllr Appleby noted the absence of an 'Orange Notice' at the property. Has spoken to neighbours behind and to the side and there were no objections.

Decision: IVPC Support the application

**6. Items to be Considered at Next Meeting.**

None

**7. Date of next meeting: 18<sup>th</sup> April 2019 at 7:00pm.**

**Venue:** Itchen Abbas and Avington Village Hall

Meeting Closed at 7.35pm

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**Correspondence March 2019**

<b>No</b>	<b>Content/Detail</b>	<b>Date</b>	<b>Action</b>
1	NALC Chief Executive Bulletin <i>Forwarded to Chairs on 1<sup>st</sup> March 2019</i>	01/03/2019	For info
2	The Rural Bulletin – 5 <sup>th</sup> March <i>Forwarded to chairs on 14<sup>th</sup> March 2019</i>	05/03/2019	For info
3	Calor Rural Community Fund <i>Forwarded to chairs on 14<sup>th</sup> March 2019</i>	05/03/2019	For info
4	HALC Newsletter <i>Forwarded to chairs on 14<sup>th</sup> March 2019</i>	08/03/2019	For info
5	Rural Funding Digest <i>Forwarded to chairs on 14<sup>th</sup> March 2019</i>	06/03/2019	For info
6	Operation Resilience Update <i>Forwarded to chairs on 14<sup>th</sup> March 2019</i>	11/03/2019	For info
7	NALC: Chief Executive Bulletin <i>Forwarded to chairs on 14<sup>th</sup> March 2019</i>	11/03/2019	For info
8	Rural Communities Fund 2019 – Smaller Grants Scheme <i>Forwarded to chairs on 14<sup>th</sup> March 2019</i>	12/03/2019	For info
9	The Rural Bulletin – 12 <sup>th</sup> March <i>Forwarded to chairs on 14<sup>th</sup> March 2019</i>	12/03/2019	For info
10	National Park Newsletter & South Downs Design Awards Update <i>Forwarded to chairs on 14<sup>th</sup> March 2019</i>	12/03/2019	For info
11	Rural Services Network ‘2019 Time for a Rural Strategy@ <i>Forwarded to chairs on 14<sup>th</sup> March 2019</i>	13/03/2019	For info
12	SDNP: Planning Community Agenda <i>Forwarded to chairs on 14<sup>th</sup> March 2019</i>	14/03/2019	For info
13	Action Hampshire – Community Led Housing Newsletter March 2019 <i>Forwarded to chairs on 14<sup>th</sup> March 201</i>	14/03/2019	For info
14	Operation Resilience Update <i>Forwarded to chairs on 19<sup>th</sup> March 2019</i>	19/03/2019	For info
15	HALC: New Chief Exec Appointment <i>Forwarded to Chairs on 19<sup>th</sup> March 2019</i>	19/03/2019	For info
16	The Rural Bulletin – 19 <sup>th</sup> March <i>Forwarded to chairs on 19<sup>th</sup> March 2019</i>	19/03/2019	For Info

No	Content/Detail	Date	Action
17	Operation Resilience <i>Forwarded to chairs on 19<sup>th</sup> March 2019</i>	19/03/2019	For Info
18	Boomtown Fair – Residents Meeting Reminder & Farewell <i>Forwarded to chairs on 22<sup>nd</sup> March 2019</i>	20/03/2019	For Info
19	NALC: Chief Exec Bulletin <i>Forwarded to chairs on 31<sup>st</sup> March 2019</i>	29/03/2019	For Info
20	3 <sup>rd</sup> Winchester Scout Group AGM Announcement <i>Forwarded to chairs on 1<sup>st</sup> April 2019</i>	31/03/2019	For Info
<b>Correspondence by Royal Mail - None</b>			

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