

# Stockbridge Parish Council



## MINUTES OF THE PARISH COUNCIL MEETING

held on Thursday 21<sup>st</sup> June 2018 at Stockbridge Town Hall

Duration of meeting : 7.30 pm – 9.18 pm

### Present:

<b>In the Chair</b>	Parish Councillor Richard Foord
<b>Parish Councillors</b>	Frances Candler, Sally Smith, James Leslie, Iain Bell, Angie Filippa
<b>County &amp; Borough Councillor</b>	HCC Councillor Andrew Gibson
<b>Members of the public</b>	38 members of the public were in attendance at the beginning of the meeting
<b>The Clerk</b>	Michael Mortimer

### Minute No

44

#### Agenda Item and Minutes

#### Agenda Item No 1 – Apologies for Absence

Apologies were received from Parish Councillors Russell Jackson, Alyson Lownie and Richard Hills

45

#### Agenda Item No 2 - Declarations of Interest

Parish Councillors Sally Smith and Frances Candler declared non pecuniary interests

46

#### Agenda Item No 3 - To approve minutes of the meeting held on 24<sup>th</sup> May 2018

Cllr Iain Bell drew attention to the fact that Cllr Russell Jackson was not in attendance at the meeting on 24<sup>th</sup> May 2018 and his name should therefore be removed from the list of attendees. The Clerk corrected the minutes by removing Cllr Jackson's name from the list of attendees **RESOLVED:** It was resolved unanimously that the minutes of the Parish Council meeting held on 24<sup>th</sup> May 2018 were an accurate record of the proceedings, the Chairman signed the minutes accordingly.

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#### Agenda Item No 4 - Matters arising from the minutes of 24<sup>th</sup> May 2018

Cllr Iain Bell raised a number of items in respect of Minute No 42 – more particularly in relation to the way in which he considered the potential re-development of the Old Police Station and Copperknobs had been introduced under correspondence. He considered that the matter should have been formally introduced as an agenda item and not under correspondence given its potential implications. The Chairman reiterated that he had received the item as correspondence and wanted to advise other members of the Parish Council about the potential development at the earliest opportunity. In any event the whole matter was to be given a proper airing at this evening's meeting when a presentation will be given by McCarthy & Stone.

**48 Agenda Item No 5 - Public participation**

The Chairman reminded those who wished to speak that the whole public participation session was limited to 15 minutes and each speaker was only permitted to speak for a maximum of 3 minutes.

The first member of the public and subsequent speakers raised a number of questions and points in respect of the potential redevelopment of the Old Police Station and Copperknobs. The Chairman Cllr Richard Foord considered that many if not all of these preliminary questions could or should be dealt with by the developers as part of their presentation, which was to follow shortly.

In view of the interest in the above item, it was agreed that the presentation from McCarthy & Stone should be brought forward to the beginning of the planning item 10.

Another member of the public wanted to draw members of the Parish Councils attention to ongoing fencing that the National Trust was undertaking on the Stockbridge Marsh and river banks. The speaker reported that the matter had been drawn to the attention of the Chief Executive of the National Trust, whereby a local National Trust Estates Manager based at Mottisfont had advised that a section of the fencing was to be removed to permit some limited access to the river.

**49 Agenda Item No 6 - Borough Councillor Reports**

No Borough councillors reports were made or received prior to the meeting

**50 Agenda Item No 7- County Councillor Reports**

No County Councillor report was given

**51 Agenda Item No 8 – Police/PCSO Report**

PCSO Catherine Williams was in attendance and gave a report which included details of recent break ins to vehicles on Stockbridge Down, poaching of trout and illegal removal of watercress. Although there was no outward signs of drug related crime affecting the Stockbridge area, PCSO Catherine Williams cautioned attendees about drug related problems spreading to rural areas and asked that if members of the public were concerned about potential drug related crime, they should phone 101.

PCSO Catherine Williams also advised attendees that she would be leaving her role as a PCSO to take up a position as Hampshire Police Officer later in the year. Attendees gave her a warm round of applause to show their appreciation for all the work she has done in the local community as a PCSO.

**52 Agenda Item No 9 – Clerk’s Report**

The Clerk presented his report which included the following:

- (a) Repairing the old Speed Indicator Device - other potential parishes did not appear to want to contribute towards its repair.
- (b) Applications to fill Parish Councillor vacancies by co-option – one definite, one possible
- (c) Test Valley Borough Council have accepted responsibility for the removal of the

broken bin outside the Woodfire restaurant.

- (d) Consultation on proposals to change street lighting, supported passenger transport services and the concessionary travel scheme in Hampshire. Cllrs Sally Smith, Frances Candler and Angie Filippa are to co-ordinate a Parish Council response.
- (e) Sally Smith kindly volunteered to arrange for an electricity meter reading to be taken for the Milsons light.
- (f) In respect of the Virgin Media cable laying works in the High Street, Cllr Iain Bell advised that progress will be slow in order not to take out too many car parking spaces and more especially when it gets to crossing the bridges.

**53 Agenda Item No 10 (h) (iii) was brought forward – presentation from McCarthy & Stone in respect of a potential re-development of the Old Police Station and Copperknobs**

Prior to the presentation being given, the Chairman Cllr Richard Foord reiterated that this was a preliminary presentation and as such was not a question and answer session. There would be opportunities in the future for more questioning of the developers.

Ed Garcia - Land Director of McCarthy & Stone gave a visually aided presentation in respect of his company's initial proposals for a redevelopment of the Old Police Station and Copperknobs. His presentation included a brief insight into McCarthy & Stone as a company specialising in retirement living. A series of 4 initial drawings/plans were displayed that showed a potential development comprising 35/39 age restricted apartments/flats in a 2 storey block, together with 19 houses and 1 bungalow, 120 public car parking spaces with 114 being in one car park. It was also proposed that new public toilets would be constructed near the entrance of the site, which would be through where the Old Police Station currently stands. The net developable area would be in the region of 4 acres.

Ed Garcia advised that McCarthy & Stone were proposing to hold their first consultation event in the first half of July.

The Chairman Cllr Richard Foord gave a brief insight into how he envisaged the Parish Council would be dealing with this matter. The first stage being to ascertain the views of the whole community. Many members of the public, who were in attendance considered that the Parish Council should convene a public meeting at the earliest opportunity. The Chairman reiterated that the Parish Council would decide on what it considered to be the most appropriate course of action to ascertain the community's views and to obtain a mandate for the Parish Council to discuss matters further with the developers.

**54 Agenda Item No 10 - Planning**

**10 (a) Planning Applications**

Members considered the following planning applications which had been submitted to TVBC:

TVBC Ref:	18/01444/FULLN & 18/01445/LBWN
Address:	Greyhound Inn High Street Stockbridge SO20 6EY
Application Type	Full and Listed Building Consent
Application for	Demolition and replacement of existing fishing hut,

and external alteration to the existing restaurant

Members had considered the various drawings and plans that accompanied the planning application

**Resolved:** That the Parish Council objected unanimously to the application as it was outside the existing settlement boundary. **ACTION:** The Parish Clerk is to convey the Parish Council's views to TVBC Planning Department.

TVBC Ref: 18/01300/FULLN  
Address: Steepleton Hill Barn Penny Lane Stockbridge SO20 6JJ  
Application Type Full  
Application for Demolition of barn and retention of storage/stables and access track (retrospective)

Members considered this retrospective application to retain a new storage and stables building that replaced a fallen down barn structure.

**Resolved:** That the Parish Council had no objections to this application. **ACTION:** The Parish Clerk is to convey the Parish Council's views to TVBC Planning Department.

TVBC Ref: 18/01084/FULLN  
Address: 1 Clarendon Terrace, High Street, Stockbridge SO20 6EY  
Application Type Full  
Application for Demolition of rear extension and erection of two storey rear extension

Members once again considered this amended application. The Parish Council's reservations in respect of this application have not been allayed by the revised application. In addition an intensification of use could further exacerbate the car parking problems on this section of the High Street.

**Resolved:** That the Parish Council unanimously objected to this application. **ACTION:** The Parish Clerk is to convey the Parish Council's views to TVBC Planning Department.

TVBC Ref: 18/01482/FULLN  
Address: Manor Cottage, Winton Hill, Stockbridge SO20 6HL  
Application Type Full  
Application for First floor extension over existing garage, new rear external door and footbridge to raised garden level

Members considered this application together with the submitted drawings and plans.

**Resolved:** That the Parish Council has no objections. **ACTION:** The Parish Clerk is to convey the Parish Council's views to TVBC Planning Department.

**(b) Tree work applications**

The Clerk reported that one new tree work application had been received.

Ref No:	18/01369/TREEN
Property Address	Rear Of Grosvenor Hotel High Street Stockbridge Hampshire SO20 6EU
Proposal	1 x Yew - Trim back branches overhanging fence to boundary, and cut back one third of top (dead)

Members had no objections to this tree work application

**(c) Planning decision notifications**

The Clerk reported that the following new decision notifications had been received in respect of planning applications that had been determined.

Ref No:	18/01091/RDCAN
Address:	1 Clarendon Terrace High Street Stockbridge Hampshire SO20 6EY
Application for:	Demolition in a conservation area
Decision:	Withdrawn
Decision date:	Monday 4 <sup>th</sup> June 2018

Ref No:	18/00933/FULLN
Address:	Kingfishers Cottage 6 Nelson Close Stockbridge Hampshire SO20 6ES
Application for:	Demolition of conservatory and construction of single storey extension
Decision:	PERMISSION subject to conditions & notes
Decision date:	Friday 1 <sup>st</sup> June 2018

Ref No:	18/00783/FULLN
Address:	1 Marsh Court Cottages Marsh Court Road Stockbridge Hampshire SO20 6JB
Application for:	Erection of garage/store and installation of sewage treatment plant
Decision:	PERMISSION subject to conditions & notes
Decision date:	Wednesday 30 <sup>th</sup> May 2018

**(d) Tree work decisions**

The Clerk reported that no new decision notifications had been received in respect of any tree work applications.

**(e) Planning appeals**

The Clerk reported that no new notifications had been received in respect of any planning appeals that had been lodged against a planning decision made in the Parish since the last meeting.

**(f) Planning appeal outcome notifications**

The Clerk reported that there had been no notifications of any planning appeal outcomes in respect of appeal cases in the Parish since the last meeting.

**(g) Enforcement action notifications**

None received

**(h) Other planning matters**

**(i) Feedback from Cllr Frances Candler in respect of the TVBC briefing session on the Local Plan held on 11<sup>th</sup> June**

Cllr Frances Candler had produced a very informative summary in respect of TVBC's proposed reviews of both their local and corporate plans, which had been circulated to members of the Parish Council prior to the meeting.

Cllrs Frances Candler, Angie Filippa and Iain Bell are to prepare a draft Parish Council response to the Local Plan Consultation which closes on 14<sup>th</sup> September 2018.

**(ii) Update on the application to vary the planning conditions in respect of the proposed Anaerobic Digester at Sparsholt College**

A written update on this matter had been prepared by Cllr Alyson Lownie and circulated to members prior to the meeting to advise other members that consideration of the application to vary the planning conditions had been deferred by Winchester City Council until July. Due to the amount of business that had to be covered at the Parish Council meeting, the matter of considering a draft press article in respect of this matter was not considered.

**55**

**Agenda Item No 11 - War Memorial** – Update on developments since the last meeting and to discuss the way in which members would want to progress matters to get the War Memorial restored following the receipt of a structural engineers report to include making the appropriate budgetary provision.

The Clerk, in liaison, with the Chairman Cllr Richard Foord had prepared a report, which had been circulated to members prior to meeting summarising events to date in respect of the restoration of the War Memorial. The Chairman reported on the possibility of a delay in procuring a large piece of Portland stone, if a large piece was required to effect a repair due to the rundown of the quarries.

The report contained a series of recommendations, which included the following:

**Recommendation 1:** Members are asked to approve the appointment of John Daniel of WYG to undertake the preliminary work to prepare a report and specification of repair.

Resolved unanimously to approve the appointment of WYG to prepare the requisite structural engineers report.

**Recommendation 2:** In view of the importance of restoring the War Memorial in this Armistice Centenary year, members are recommended to make a budgetary allowance of £25,000 to underwrite the potential costs of restoring the War Memorial. It is hoped that a grant from the War Memorial Trust and a public appeal for donations plus other grants will make substantial inroads into the costs that the Parish Council will have to incur in the first instance

Resolved unanimously to increase the potential budgetary allowance for the War Memorial by £25,000

**Recommendation 3:** That Member will formally launch a War Memorial Restoration Appeal as soon as possible. A Working Party will be established to work with the Royal

British Legion and other interested parties to co-ordinate the raising of appeal funds and donations. In the appeal notice, it will be drawn to the attention of prospective donors that any monies donated over and above the actual cost of the works less other grants will be used for the future maintenance and repair of the War Memorial.

Members deferred further consideration of this recommendation until the full extent of the repairs were known. However they have noted the sterling efforts that David Williams and others have been undertaking to raise funds.

**56 Agenda Item No 12 - GDPR, The Parish Council's existing website and individual Parish Councillor e-mail addresses.**

The Clerk had prepared a report, which had been circulated to members prior to the meeting expressing concerns about a number of issues and limitations in respect of the Parish Council's existing web site.

The report contained a number of recommendations to include the following:

**Recommendation 1:** The Parish Council has to consider that the time has now come to find an alternative web site designer, supplier, administrator and hosting service provider because of the shortcomings with the existing free web site offering and hosting with a realisation that there will be an attendant cost involved in this process.

The Parish Council accepted this recommendation with some reluctant inevitability.

**Recommendation 2:** Allied to Recommendation 1, Members agree to the establishment of IT Working Group to undertake the following:

- (a) To prepare a brief summary of the Parish Council's web site and e-mail requirements – a scoping document.
- (b) To identify possible IT adviser(s)/web design and management individual/ company to assist in the work required to create and deliver a new Parish Council web site together with individual Parish Council administered e-mail accounts for members.
- (c) To obtain quotations for the design and supply of a new website together with a dedicated Parish Council e-mail account capable of having 12 sub-accounts derived from it plus hosting and administration services.
- (d) For the Clerk to ascertain if any grant or financial support is available for the above work.

Cllrs Frances Candler and James Leslie volunteered their services to assist. The Clerk is to make enquiries of Kings Somborne Parish Council to see who designs and administers theirs.

Given the amount of business that had to be transacted at this meeting, further consideration needs to be given to this matter, more especially the provision of individual generic Stockbridge Parish Council e-mail accounts for Parish Councillors.

**57 Agenda Item No 13 (a) and (b) - Finance**

Members were provided with a schedule of payments and a monthly summary financial statement that had been prepared by the Clerk/ Responsible Financial Officer (RFO). The payment schedule set out details of payments that had been made since the last meeting and previously authorised together with details of payments that required authorisation, which were as follows:

<b>Payee</b>	<b>Details</b>	<b>Amount £</b>
Stockbridge Town Hall	Hall Hire May 2018	44.00
Andrew Crossley	Flowerbed works	72.00
Andrew Crossley	Cemetery Works	216.00
Alyson Lownie	Lenghtsman quarterly admin fee	375.00
SSE	Milsons light	37.40
Michael Mortimer	Clerks Salary & Expenses	482.18
<b>Total</b>		<b>1226.58</b>

The above payments were authorised with the respective invoices being initialled by two authorised members. The Chairman signed a copy of the monthly financial statement.

The Clerk/RFO had also provided members with an electronic copy of the cash book and budget monitoring spreadsheet prior to the meeting.

**57 Agenda Item No 13 (c) – Finance**

In conjunction with the previous agenda item no 11, members authorised increasing the War Memorial budget by £25,000

**58 Agenda Item No 13 (d) – Audit**

The Clerk/RFO advised members that all the requisite 2017/2018 Annual Governance and Accountability Return documents had been submitted to the external auditors PK Littlejohn before the deadline and Cllr Alyson Lownie had inserted the Public Rights Inspection Notices on the Parish Council noticeboards. The notice has also been uploaded to the web site.

**59 Agenda Item No 14**

- (a) Roles and Responsibilities of Parish Councillors** – Although members appreciated the necessity to discuss this and potentially review the situation, it was considered that a full discussion should be had at another time when more time was available and more members were in attendance.
- (b) Review of working groups** - in view of the likelihood that additional/new working groups may be required more especially to deal with the potential redevelopment of the Old Police Station and Copperknobs, the subject of new working groups was held in abeyance.
- (c) Review of representation on or work with external bodies and arrangements for reporting** - Cllr Sally Smith advised other members that she had recently attended a Hampshire County Council public consultation event in relation to street lighting, supported passenger transport services and the concessionary travel scheme, reiterating how important financial support was to an organisation like Neighbourhood Care. It appeared from discussions that the existing ad hoc arrangements should continue, whereby Parish Councillors would attend external meetings that are of specific interest to the Parish Council where possible.
- (d) Communicating with residents** – discussion on how communication with residents



could be improved/enhanced. As considerable time and resource will be required to undertake a community wide consultation in respect of the potential redevelopment of the Old Police Station and Copperknobs, it was considered that no further discussion was required on this item at this time. However the subject should be returned to in the future

- 60**      **Agenda Item No 15 - Adoption of new Standing Orders.** The National Association of Local Authorities (NALC) has recently issued revised Standing orders for Parish and Town Councils. These have been circulated to members prior to the meeting

Members resolved unanimously to adopt the Standing Orders.

Revisions to the Financial Regulations will be brought forward for consideration in the Autumn.

- 61**      **Agenda Item No 16 – Reports** - to receive reports in respect of the following:

- 62**      **(a)      Highways – Cllrs Alyson Lownie**

Cllr Alyson Lownie had provided members with her usual comprehensive written report prior to the meeting, which drew attention to a very useful piece of correspondence received from a High St resident in respect of the parking issues on the High St. Mention was also made of the positioning of the village gateways on Winton Hill and the next steps to get them installed. Mention was also made of a recent Speedwatch session whereby there appeared to be a considerable number of vehicles exceeding the speed limit. Cllr Alyson Lownie advised members of the costs of getting additional brackets (£95 plus VAT) to enable the Speed Indicator Device to be attached to other roadside poles.

- (b)      Flood Working Party – Cllr Richard Foord**

Nothing to report

- (c)      Community matters – Cllr James Leslie**

Nothing to report

- (d)      Environmental matters - Cllr Alyson Lownie**

Cllr Alyson Lownie had provided members with a written report prior to the meeting, which drew members attention to the recent planting of the flower bed and the subsequent necessity to keep it watered. Cllr Alyson Lownie sought volunteers to form a watering rota and suggested the purchase of a hose reel to be kept in the Town Hall. Cllr Sally Smith was to discuss matters further with the Town Hall.

The matter of the application to vary the planning conditions in respect of the Anaerobic Digester at Sparsholt had been dealt with earlier in the Agenda.

- (e)      Governance – Cllr Alyson Lownie & The Clerk**

As mentioned under Agenda item 15, revisions are required to the financial Regulations.

**(f) Rural Industry - Cllr Ian Bell**

Nothing to report

**(g) Lengthsman Scheme – Cllr Frances Candler**

Parish Cllr Frances Candler had provided members with copies of ongoing correspondence with HCC Highways in respect of the flint sets adjacent to the pedestrian crossing together with her proposed reply.

Members were happy for Cllr Frances Candler to continue to pursue the matter with HCC Highways and keep members advised of developments/outcomes.

**(h) Lengthsman Scheme Administration**

Cllr Alyson Lownie had provided her usual tabular report showing the spend to date by each Parish and the total amount that Stockbridge Parish Council is holding on account for all parishes in the Lengthsman scheme which Alyson Lownie administers. The total held on account in the Stockbridge Parish Council bank account is £18,920.72

**(i) Cemeteries – Cllr Alyson Lownie**

Cllr Alyson Lownie provided a written report to members before the meeting that confirming that income remained unchanged at £440 and expenditure being £252. Cllr Lownie's report also drew attention to the works nearing completion to have the railings grit blasted and repainted. She had also received correspondence from the Commonwealth War Graves who wanted to attach a small sign as per the photograph in her report to the front railings. Members agreed with the location for the sign which Cllr Lownie had suggested.

**(j) Parish Council website – The Clerk**

Nothing to report as the matter had been adequately dealt with at Agenda item 12

**(k) Trout 'n About - Cllr Sally Smith**

Cllr Sally Smith advised that preparations were well in hand for this year's event which will be held on 5<sup>th</sup> August 2018

Cllr Sally Smith raised the matter of there potentially being one Town Hall invoice outstanding. The Clerk is to investigate the matter.

**63**

**Agenda Item No 17 - Correspondence** – summary details in respect of correspondence received since the last meeting included communications about

- (a) Parking in Stockbridge
- (b) The fencing on Stockbridge Common Marsh e-mails, correspondence and letter to local paper
- (c) Litter on the High St

**64          Agenda Item No 18 - Potential agenda items for the next Parish Council meeting -**

No items were suggested

MM/01/07//2018 (Final)

***These minutes were signed by the Chairman of the Parish Council at its meeting on Thursday 19<sup>th</sup> July 2018 as being a true record of the proceedings of the Parish Council's meeting of Thursday 21<sup>st</sup> June 2018. An original signed copy is kept in the Parish Council's Minute Book.***