

# UPHAM PARISH COUNCIL

## The Minutes of Upham Parish Council held on Monday 27th April, 2015 in Upham Village Hall following the Annual Parish Assembly

**MEMBERS PRESENT:** Cllr Judd (Chairperson), Cllr Beloe, Cllr Dunford, Cllr Ashe, Cllr Harris and Cllr Green.

**IN ATTENDANCE:** County/District Councillor Humby, District Councillor Ruffell, Mrs A Collins (Clerk) and 7 parishioners.

1. **Apologies for absence:** There were no apologies.
2. **The Minutes of the Meeting held on Monday 23rd March, 2015 were signed as a true and correct record of the Meeting.**
3. **Declarations of Interests under the Code of Conduct.** Cllr Harris declared a Personal Interest in item 9.2.1 on the Agenda as she owns the property. Cllr Ashe also declared an Interest as he was involved in drawing up the plans for item 9.2.1 on the Agenda.
4. **Matters Arising:**
  - 4.1 Update on Community Assets and Report on Public Meeting regarding Village Shop. A Public Meeting was held on Monday 20<sup>th</sup> April in Upham Village Hall and 120 residents, along with Parish/County/District Councillors, Clerk and our MP George Hollingbery. It was very clear from the Meeting that residents valued the Shop and Post Office and wished to retain it in some form. Clerk said that she had received notification today that the Community Asset registration had been accepted. At the end of the Public Meeting residents were given the opportunity to put their names on a list if they wished to be involved in trying to retain a Shop in Upham. 42 residents put their names on the list and they have since been contacted to attend a Meeting on 6<sup>th</sup> May at the Pavilion to discuss how to move forward. Ann Harrison will also be invited to attend. Gwyn will chair the initial Meeting. Notes on the Public Meeting are attached to these Minutes as Appendix 1. CC Humby is setting up a meeting with Ann Harrison, the Post Office and the owner of the Woodman to see if there is a possibility for the Post Office to be temporarily located at the Woodman.
  - 4.2 Report on Highways Meeting with HCC and Highways Group. Cllr Ashe and Cllr Dunford attended the Meeting on behalf of the Parish Council. The Highways Group from OVOV, along with CC Rob Humby and HCC Highways Officer were also in attendance. The main issues which were discussed were the 30 mph speed limit through the village - which the Police have to give permission for. Although the refuge island has helped to slow traffic down there would have to be an average speed count survey carried out. A village gateway was suggested and speed limits in Sciviers Lane and Alma Lane. The 20 mph signs near the School, road maintenance, hgv signs in Upham Street and Sciviers Lane which were requested some months ago, flood defences in Popes Lane and changing the parish to one name – not Upham and Lower Upham were all issues that were discussed.
  - 4.3 New road layout sign removal – CC Humby reported that it is with the HCC contractor to remove the signs, but as it is not a safety related job they cannot give a definite date.
  - 4.4 Community Defibrillator for Upham – update on donations and fund raising. Cllr Green and Cllr Harris held a cake stall outside of the Primary School and raised £242.87. The Fun Run is being held on 10<sup>th</sup> May along with a cake stall and hot dogs starting at 4.00 p.m. A Quiz will also be held in June if sufficient funds have not been raised.

- 4.5 Mobile Infrastructure Project – Cllr Ashe to report on this project if response has been received. Cllr Ashe said that there has not been any further information yet.
  - 4.6 30 mph speed sign reinstatement and parking on grass verge has been passed to HCC.
  - 4.7 Clerk read out a response from Sarah Lemay regarding the footpath at the top of Bigpath and the suggestion from the Parish Council to restrict access. Sarah will get back to us when she has looked at the other end of the footpath, we can then discuss possible solutions.
- 5. Public Participation items by invitation of the Chairman.** There were no issues raised.
- 6. Neighbourhood Watch/Community Safety:**
- 6.1 Neighbourhood Watch Report. No Report was available as it was given at the Annual Parish Assembly.
- 7. Correspondence:**
- 7.1 South Downs National Park Local Plan. Sent via e-mail. This was noted.
  - 7.2 HPFA subs due for 2015/16. This was agreed.
  - 7.3 HALC subs due for 2015/16. This was agreed.
  - 7.4 Clerk has received notification that there will be a Parish Council Election. 8 nominations have been received by WCC and there are 6 places so there will be a Parish Council Election on 7<sup>th</sup> May.
  - 7.5 A letter was received from a parishioner regarding their comments on the proposed Torbay Farm development. These comments were noted and will be considered when a response from the Parish Council has to be made.
  - 7.6 Clerk said that she had received another telephone call complaining about the grass going onto a vehicle which was parked next to the Pond whilst grass cutting. Clerk will speak to John Clements again so that he is aware of the problem.
- 8. City and County Reports:**
- 8.1 **HCC** - CC R. Humby. This was given out at the Annual Parish Assembly.
  - 8.2 **WCC** – DC R Humby and DC L Ruffell. This was also given at the Annual Parish Assembly.
- 9. Planning:**
- 9.1 PENDING:
- 9.1.1 (SDNP/14/03794/FUL). Lower Preshaw Farm, Preshaw, Upham. Demolition of portal-framed agricultural barn and link between timber-framed barn and flint stable and erection of replacement link, conversion of timber barn and flint stable to form 1 no. four bedroom dwelling, conversion of office building to form 1 no. one bedroom dwelling with landscaping and associated works.
  - 9.1.2 (SDNP/14/04806/FUL). Meadow View, Winchester Road, Upham. Demolition of existing bungalow and redevelopment comprising of 2 no. three bedroom and 1 no. four bedroom dwellings.
  - 9.1.3 (14/02394/FUL). Woodley Farm, Alma Lane, Upham. (RESUBMISSION) Siting of a mobile home (RETROSPECTIVE).

An Appeal has been lodged by Mr and Mrs P Dukes against SDNP for the refusal of planning consent for ground floor and roof extensions to The Little Cottage, Woodcote Farm Lane, Upham.

## 9.2 NEW:

9.2.1 (SDNP/15/01586/HOUS). 10 Upham Street, Lower Upham. Single storey extension to rear of dwelling. Cllr Harris and Cllr Ashe left the room whilst discussions took place. Councillors had no comments to make on this application. Cllr Harris and Cllr Ashe then re-entered the room.

## 9.3 DECISIONS:

9.3.1 (SDNP/14/06338/FUL). The Upham Brewery, Stakes Farm, Cross Lane, Bishops Waltham. New bespoke brewery building with offices and a visitor centre; associated parking for brewery and visitors. WITHDRAWN.

9.3.2 (F/14/74763). Newdeeps Farm, Winchester Road, Lower Upham. Single storey detached building to house boarding kennels with associated parking. REFUSED.

## **10. Recreation and Amenities:**

10.1 Memorial seat installation. Clerk reported that the seat will be arriving and installed on 30<sup>th</sup> April. David Plumb's family hope to have a small dedication ceremony when the seat is in place. Cllr Ashe has checked the plinth and it is ready for the seat to be installed.

10.2 Play Area Inspection Report. Clerk has received the Inspection Report and there was nothing that was dangerous or needed urgent attention. However, there were a couple of medium risk items which should be looked at. Strimming around the equipment and ground levels appeared to be mentioned a few times. Cllr Harris will pass the Report to Joan Gavin and Peter our Parish Lengthsman will be asked if he can level some of the areas mentioned.

**11. Upham Primary School:** Cllr Harris had nothing to report, but she will arrange for some Parish Councillors to visit the School before the Elections to inform pupils about what the Parish Council does and how it operates.

**12. The Village Hall:** Cllr Ashe to report. There was nothing to report.

**13. Parish Magazine Report:** Clerk will submit.

## **14. Finance:**

14.1 Financial report for April, 2015 (circulated). Accounts for 2014/15. Internal Audit completed. Councillors agreed the Accounting Statements for 2014/15 and the Annual Governance Statement 2014/15 and Cllr Judd (Chairperson) duly signed the Annual Return ready for the External Auditor. All Councillors were in agreement with the Accounts for 2014/15.

**15. Items for Future Consideration at next Meeting:** There were no issues raised.

**16. Dates of Future Meetings:** Monday 18<sup>th</sup> May, 2015; Monday 22<sup>nd</sup> June, 2015; Monday 27<sup>th</sup> July, 2015; Monday 28<sup>th</sup> September, 2015; Monday 26<sup>th</sup> October, 2015; Monday 16<sup>th</sup> November, 2015.

**17. At the conclusion of the Meeting Cllr Judd said that she had enjoyed her many years working with Upham Parish Council and although she was retiring she would still be on hand whenever needed. County Councillor Rob Humby then said a few words on behalf of everyone thanking Cllr Judd,**

**Cllr Beloe, Cllr Harris and Cllr Green who were also standing down at the Election. Councillors were concerned that only 2 Councillors are re-standing and suggested that a Buddy scheme might be helpful for the newly Elected Parish Councillors. Cllr Judd then closed the Meeting at 8.45 p.m.**