

# UPHAM PARISH COUNCIL

## The Minutes of the Monthly Meeting of Upham Parish Council held on Monday 28th October, 2019 in Upham Village Hall at 7.30 p.m.

**MEMBERS PRESENT:** Cllr Ashe (Chairman), Cllr Halsall, Cllr LeMay, Cllr Snowdon and Cllr Dalley.

**IN ATTENDANCE:** Mrs A Collins (Clerk), County Councillor Humby, District Councillor Ruffell, District Councillor Lumby and 1 parishioner.

1. **Apologies for Absence:** Apologies were received from Cllr Croucher.
2. **The Minutes of the Meeting held on Monday 23<sup>rd</sup> September, 2019 were agreed and signed as correct.**
3. **Resignation of Chairperson.** Clerk read out an e-mail from Cllr Ashe who said that due to work pressures and time available he was unable to continue as Chairperson, although he would be still able to carry out Councillor duties. Councillors fully understood his reasons and thanked him very much for all the work that he has done when he has been Chairperson over the past 5 years.
4. **Election of Chairperson.** Cllr LeMay proposed the current Vice Chairperson Cllr Halsall for Chairperson. Cllr Dalley seconded this proposal. All Councillors were in agreement and Cllr Halsall was duly Elected. Cllr Halsall then stepped into the Chair to take the remainder of the Meeting. Cllr Halsall thanked Cllr Ashe for all the work that he has done especially with ADD and Broadband. As Cllr Halsall was Vice Chairperson this left a vacancy for this post.

**Election of Vice Chairperson.** Cllr Halsall proposed Cllr Ashe. Cllr LeMay seconded this proposal. All Councillors present were in agreement and Cllr Ashe was duly Elected.

5. **Declarations of Interests under the Code of Conduct.** There were no Declarations of Interest made.
6. **Matters Arising:**
  - 6.1 Highways Report – Cllr Snowdon/Cllr Dalley to report. Highways Working Group. Village Entry Signs. Cllr Snowdon reported that Andy Smith had said that the signage improvements along the Winchester Road should be done in October, and the road markings should be done at the same time. The Application Form detailing all the information required for the SID locations has been submitted to HCC and Cllr Snowdon is asking for volunteers to cover a rota to move the sign when it is installed. It looks as if the SID will not be operational until January at the earliest. The Clerk confirmed that she has been informed that the Grant for £25,000 has been approved from the CIL Fund. It was agreed that as there was more discussion needed on highways issues a separate Meeting would be arranged along with OVOV representatives to give more time for the details to be discussed. Clerk will circulate possible dates.
  - 6.2 Trees at Upham Pond – Update on Pond Working Group – Cllr Dalley produced an Update Report which is attached to these Minutes. Nicki at The Brush has agreed to sell duck food. Cllr Dalley offered to complete the Tree Preservation work forms so that some trees can be retained and others taken out when the time is right.
  - 6.3 Progress of faster broadband in Upham – Cllr Ashe/Cllr LeMay. Cllr LeMay reported that we are still waiting for confirmation from HCC/BT Openreach so that we can move forwards.
  - 6.4 Update on ADD regarding EBC plans/response from UPC – Cllr Ashe said that a submission has gone in from ADD and Upham Parish Council. It is hoped that a large number of residents will attend the Inquiry on 22<sup>nd</sup> November. A Traffic Count would be valuable and it was agreed that a quote received some months ago would be accepted so that a Count could be carried out fairly quickly along Upham Street. This was agreed by Councillors and Cllr Ashe will arrange for the Count to be carried out.
  - 6.5 Wet Woodland Update and Ecology Study – This item was not discussed due to time restraints. It was agreed to discuss at the Highways Landscaping Meeting.

- 6.6 Updating of village website – Cllr Halsall to report on Meeting held on 11.10.19. Notes of this Meeting are attached to these Minutes. All organisations apart from the School have agreed to go with Sugarweb for their services. A further Meeting will be held with the Group to discuss some issues that have arisen.
- 6.7 Updating of Village Design Statement. Cllr Dalley has viewed the Statement and made his comments. No other action was taken on this issue due to time restraints.
- 6.8 Grants from SDNP. There has been no result to date. Clerk will make enquiries as to when we are likely to hear anything.
- 6.9 Emergency Plan for Upham – Cllr Snowdon reported that this is nearly completed. Ian Holt will be asked for a document which CC Humby thought might be useful.
- 6.10 Drainage at Torbay Farm development – Meeting with Stuart DD on 15.10.19 – Cllr Halsall/Clerk to report. Cllr Halsall, Cllr Croucher and the Clerk attended the Meeting with Stuart DD and the developer to look at the play area and the drainage situation. It was felt that the play area equipment was fine and the drainage appeared to be working well now that measures have been taken to drain the water. Concern was expressed about the lack of a fence alongside the ditch which leads onto the buffer area at the back of the play area. This was considered to be a safety issue and PC asked if a fence could be installed to give the play area a barrier. This request has since been refused. After the Meeting PC visited the attenuation pond at the far end of the site and agreed that this is looking unkept and untidy. A resident living near to the site informed PC that residents are not happy with the Management Company who should be maintaining it, also some of the other areas around the site were being managed by residents rather than the Management Company. The Clerk has also requested a Play Area Inspection be carried out before the Parish Council take the Area over. Councillors agreed that DC Ruffell will look at the Planning Conditions imposed on the site, especially regarding the Drainage Strategy and the maintenance of the SUDS. Councillors agreed that they would take over responsibility of the play area, but were disappointed that the developer would not install a fence and the state of the hedge was poor and needed replanting as mentioned by the Open Spaces Officer.
- 6.11 Green Week in Upham – Cllr Halsall said that a tranquillity survey and some tree planting have been suggested.
- 6.12 Report on Southern Parishes Meeting (21.10.19) – Clerk reported that Richard Smith (Acting Principal Ecologist & Biodiversity Officer, WCC), spoke about wildflower areas. WCC Enforcement Plan, Planning Charter, EBC Local Plan, and other matters affecting parishes were all discussed.
- 6.13 Update on VE Day Commemorations – Cllr LeMay informed Councillors that there is nothing to report other than preparations are continuing.
- 6.14 Designs for bike racks – Clerk showed Councillors various designs and it was agreed that this item will be incorporate into the planned Highways Meeting.
- 6.15 Planning District Coach Tour (4.10.19) – Cllr Halsall sent Councillors a report via e-mail. This was a useful experience and Cllr Halsall recommended the Tour to any councillors who wished to attend in future years.
- 6.16 Planning Training for Councillors – Clerk has been chasing HALC for a date that the trainer can attend.
- 6.17 SDNP Workshop – 29.10.19. 3 Councillors are attending.
7. **Public Participation items by invitation of the Chairman.** There were no additional issues raised.
8. **Neighbourhood Watch/Community Safety:**
  - 8.1 Neighbourhood Watch Report. Clerk said that there has been some more damage to Upham bus shelter. Steve Comley has been asked to clear away glass and tidy the area up. New bus shelters will be discussed at the proposed Highways Meeting.
9. **City and County Reports:**

- 9.1 HCC – CC Humby reported that a Commissioners’ Report has been circulated. This is a Review of Hampshire County Council. Waste and Recycling was discussed and CC Humby said that plastic kerbs are being tested at the moment to use on the roadside edges. HCC has 17 electric highway vehicles on the road. There has been a request to Government for longer term funding – this is for a 5-year period. The A31 plans for a no-Brexit have been stood down. CC Humby did ask if the District Council and County Council Reports could be moved up the Agenda. Cllr Hallsal said that often Matters Arising items do need the input from District/County Councillors. It was decided that if we could move the District and County items forward we will, but it would depend on what is on the Agenda for that month.
- 9.2 WCC – DC Ruffell and DC Lumby. A District Councillors’ Report is attached to these Minutes. It includes reports on issues relating to the changes in the bin collections, noisy and speeding vehicles, Smart motoways – M27 update, Southampton Airport Consultation and SDNP parish Workshops.
- 9.3 SDNP – DC Evans. DC Evans has written to PC stating that she will not be attending Parish Council Meetings as it is not in her remit to attend on behalf of SDNP. Councillors accepted this and will not send DC Evans any future Agendas, however, it was felt important to send her and Barbara Holyome copies of our Minutes so that they are kept in the loop as to what is happening in Upham so that they can take up any matters which we feel they can help with.

## **10. Correspondence:**

- 10.1 Parish Connect (October, 2019) – sent via e-mail. This was noted.
- 10.2 Letter from WCC regarding new waste collection arrangements – sent via e-mail.
- 10.3 Winchester Community Safety Partnership – Strategic Assessment Summary – sent via e-mail.
- 10.4 South Downs Trust Lottery – sent via e-mail.
- 10.5 E-mail regarding replacement seat in memory of David and Marg Plumb at Recreation Ground. Councillors were happy that the present seat will be replaced as agreed with the previous Parish Councillors. Councillors were concerned that the previous seat was sited on concrete slabs and this made the seat very high for some residents sitting on the seat. This will be pointed out to the family in the hope that they could perhaps raise the area in front of the seat. If this is not possible then the Parish Council will look at what can be done to reinstate the height so that it is more comfortable for those using the seat. Clerk will respond to the relatives.
- 10.6 Play Area Inspection letter. Councillors agreed that a play area inspection should be carried out at the Recreation Ground.
- 10.7 Hampshire Playing Fields Association AGM – Wednesday 13<sup>th</sup> November at 11.00 a.m. in Whiteley. No Councillors were able to attend.
- 10.8 HALC AGM - 9<sup>th</sup> November, 2019 at the Holiday Inn, Winchester from 9.00 a.m. to 1.00 p.m. Councillors will inform the Clerk if they wish to attend.
- 10.9 E-mail from the Police regarding threats to Parish Councillors regarding Brexit. This was forwarded via e-mail.
- 10.10 SDNP Draft Management Plan 2020 – 2025. This was forwarded via e-mail and noted.
- 10.11 Public Information regarding Southampton Airport’s runway extension proposal. This was sent via e-mail and noted.

## **11. Planning:**

### 11.1 PENDING:

- 11.1.1 (APP/L1765/W/19/3229525). 1 Elm Crescent, Upham. Appeal against Refusal to grant planning permission for proposed new dwelling.

- 11.1.2 (SDNP/19/04166/FUL). Lower Upham Post Office and Stores, Winchester Road, Upham. Proposed development of three 1 bedroom flats.
- 11.1.3 (SDNP/19/04223/CND). Meadow View, Rear of Winchester Road, Upham. Variation of condition 16 of approved planning consent SDNP/12/00733/FUL.
- 11.1.4 (19/01829/PNACOU). Conversion of timber framed agricultural building to form one single private residential dwelling. Windrush Stables, Sciviers Lane, Upham.

## 11.2 NEW:

- 11.2.1 (SDNP/19/04887/HOUS). Victoria Cottage, 5 Winchester Road, Upham. Side and rear extension and access alteration. Councillors agreed that an objection would be made as there was concern that there was not adequate turning space and car parking spaces once the extension was built. This is a safety concern as Winchester Road is a very busy fast road.
- 11.2.2 (SDNP/19/04859/PNTEL). From Mulberry House, Whitehill to Oak Close, Upham. Installation of 8 Poles. Councillors had no comments to make on this Application.
- 11.2.3 (SDNP/19/04655/HOUS). White Cottage, Upham Street, Upham. Extension and alterations. Councillors agreed that a comment should be made as this extension and alterations would have an adverse affect on the street scene in Upham Street. It was agreed that perhaps better materials could be used which would age better e.g. hanging tiles, as they would be more sympathetic to the area.
- 11.2.4 (SDNP/19/04681/FUL). Rose Tree Cottage, Upham Street, Upham. Proposed extension to roof and conversion of existing studio to create a 3 bedroom detached dwelling with associated car parking and bin and bike storage. Councillors agreed that an objection would be made because if it was approved it would mean the loss of a gap and the loss of trees in Upham Street. Councillors would not wish to see the erosion of the street scene along Upham Street as it is an important feature of Upham. Councillors also agreed that the proposed dwelling is not in keeping, and does look more like temporary accommodation rather than a permanent residential dwelling.
- 11.2.5 (SDNP/19/04601/ADV). Land adjacent to B2177 Lower Upham. Display of non-illuminated boundary marker. Councillors agreed that we would ask for this Application to be deferred for further consultation with UPC. We had discussions with the SDNP in 2017 and this was not what was suggested and therefore this proposal is not what the village expected. Reference should be made to an e-mail dated 11.10.19. As there was felt to be a lack of consultation between SDNP and UPC a Meeting will be asked for as soon as possible with SDNP to discuss the situation.
- 11.2.6 (SDNP/19/05146/HOUS – Woodcote Farmhouse, Woodcote Farm Lane, Upham. Construction of outdoor in-ground swimming pool and associated outbuilding to accommodate filtration plant and storage for the pool. Councillors agreed that a comment would be made stating that the swimming pool should be sited further back from Woodcote Lane to enable adequate screening from the country lane.

## 11.3 DECISIONS:

- 11.3.1 (SDNP/19/03204/FUL). Freshfields, Upham Street, Upham. Demolition of existing dwelling, garages and stables and construction of a Replacement dwelling. Alterations to Approval SDNP/17/04676/FUL. **Approved.**
- 11.3.2 (SDNP/19/04211/APNB). Proposed agricultural grainstore. Lower Preshaw Farm, Lower Preshaw Lane, Upham. **Permission not required.**

## **12. Recreation and Amenities:**

- 12.1 Grant for new piece of play equipment. Cllr Halsall said that Judith Carrie has sent off an Application for Funding.
- 12.2 Investigation on water fountain for side of Pavilion – Cllr Dalley sent a Report to Councillors. It was agreed that this will be discussed at a Recreation Ground Meeting as time was short.

- 12.3 Playground monitoring – Cllr Halsall said that as time was short this item could be discussed at a Recreation Ground Meeting. This was agreed.
- 12.4 Broken stile at Recreation Ground. This has been reported to UFC and they will carry out the necessary repairs.
- 13. Upham Primary School:** There was no Report available.
- 14. The Village Hall:** Cllr Dalley to report on Meeting held on 15.10.19 (sent via e-mail). This was noted.
- 15. Parish Magazine Report:** Clerk will submit.
- 16. Finance:**
- 16.1 Financial report for October, 2019 (circulated).
- 16.2 Half year Internal Audit completed and satisfactory.
- 16.3 Half year Financial Report sent via e-mail.
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- 17. Items for Future Consideration at next Meeting:** A Budget Setting Meeting will need to be arranged before our next Parish Council Meeting. Clerk will circulated possible dates.
- 18. Dates of Future Meetings:** Monday 25<sup>th</sup> November, 2019; No Meeting during December.
- 19. THERE BEING NO FURTHER BUSINESS THE CHAIRPERSON DECLARED THE MEETING CLOSED AT 10.30 p.m.**