

UPHAM PARISH COUNCIL

The Monthly Meeting of Upham Parish Council was held on Monday 27th April, 2020 at 7.30 p.m. (this was held via Conference Call due to the Coronavirus emergency which meant that holding a face to face Meeting was not possible)

Cllr Halsall (Chair), Cllr Ashe, Cllr LeMay, Cllr Snowdon, Cllr Croucher, Cllr Dalley, Mrs Anne Collins (Clerk) and District Councillor Lumby were available for the Conference Call.

1. **Apologies for Absence:** There were no apologies, but note that County Councillor Humby and District Councillor Ruffell were not involved in the Conference Call.
2. **Agree Minutes of the Meeting held via Conference Call on Monday 23rd March, 2020.** These Minutes were agreed and will be signed at the next Parish Council Meeting.
3. **Declarations of Interests under the Code of Conduct.** There were no Declarations of Interest made.
4. **Matters Arising:**
 - 4.1 Highways Report – Cllr Snowdon/Cllr Dalley to report. Accident at the Mortimers Lane junction (28.3.20). Cllr Snowdon reported on the recent accident which involved a driver going into the wall at The Cedars after failing to stop. The driver was arrested at the scene by Police for being over the drink driving limit. Luckily the driver and the residents were not injured. Cllr Snowdon outlined work that has been carried out along the Winchester Road and that he felt vehicles were going faster during the lockdown. Cllr Snowdon has also been trying to get a response from HCC Highways regarding our proposed plans for the Winchester Road. A detailed Report is attached to these Minutes.
 - 4.2 Progress of faster broadband in Upham – Cllr Ashe gave an updated summary which is attached to these Minutes. Once orders can be placed Cllr Ashe will put a notification onto the website and commshub to let residents know.
 - 4.3 Letter regarding EBC Inspector's Hearing – Cllr Ashe has sent a summary which is attached to these Minutes. Cllr Ashe said that the banners and signs will be taken down, but the one on the main Winchester Road might remain. EBC notifications of planning applications will be sought so that we know when applications are being put in around the Upham boundary.
 - 4.4 Drainage at Torbay Farm development – DC Lumby has not received very much in the way of positive responses so it was agreed that once the lockdown is lifted we will look at this issue further and see if there is another way in which we can resolve this for our residents.
 - 4.5 Trees at Upham Pond – Agree Tree Surgeon to remove trees. Clerk has received 2 at the moment and once the 3rd quote is received from Luke Lush the Clerk will send them round so that a decision can be made on who to accept for the work.
 - 4.6 Wet Woodland Update and Ecology Study – Deferred for the time being. Councillors were pleased that work is being carried out by HCC to clear round the bus stop. Cllr Dalley will check when this is going to be carried out.
 - 4.7 Updating of village website – Cllr Halsall reported that Jenni Bell is progressing with updating the Upham village and Village Hall pages.
 - 4.8 Updating of Village Design Statement/Workshop – Cllr Halsall to report. A Summary is attached to these Minutes which was prepared by Richard Green and has been put into the Upham Update for residents to view. A zoom Meeting was held with the Working Group to agree the Summary.
 - 4.9 Emergency Plan for Upham – Coronavirus emergency. Any updates from HCC and WCC have been forwarded onto Councillors and appropriate action taken. Any further issues to discuss – Cllr Halsall has received 3 suggestions from residents to help with the current emergency. 1. Collate any acts of kindness and present them in some way – website/commshub? 2. Resident are de-cluttering at the moment and it was suggested that perhaps

residents put items outside of their doors or driveways for anyone to pick up if they wish. Cllr Snowdon suggested using the old telephone box to perhaps swap DVDs/books etc. 3. Ask if an IT Expert could train residents on how to use zoom. Although this was a good idea it was agreed that this might only be possible if a neighbour or friend was able to help rather than a Trainer due to the social distancing regulations in place.

4.10 Green Initiatives in Upham – Deferred for the time being.

4.11 Update on VE Day Commemorations – Cllr LeMay said that there is no further update at the moment as they are waiting to see when lockdown restrictions are lifted to choose another date for the event.

4.12 Planning Training for Councillors – New Homes Bonus. The Clerk asked DC Lumby about this payment. He said that WCC do receive a payment but he will find out the mechanism for parishes getting the New Homes Bonus and report at the next Meeting.

4.13 Village Litter Pick – 1st week in April. Postponed until September.

4.14 Annual Parish Meeting – Cancelled due to the Coronavirus and not being able to hold Public Meetings.

5. City and County Reports: (We will hear these Reports after item 4.4).

5.1 HCC – CC Humby.

5.2 WCC – DC Ruffell and DC Lumby. Report attached. The Clerk asked DC Lumby about enforcement visits during this lockdown. When visits are not made breaches can be carried out without anyone making any checks. DC Lumby offered to follow up any cases. Cllr Croucher asked about the charging of garden waste to DC Lumby.

6. Public Participation items by invitation of the Chairman. There were no members of the public present.

7. Neighbourhood Watch/Community Safety:

7.1 Neighbourhood Watch Report – Cllr Croucher said that the main areas of concern have been the amount of scams circulating. These have been put into the Upham Update for information to residents.

8. Correspondence:

8.1 Parish Connect – April, 2020. Sent via e-mail. This was noted.

8.2 Response from HCC Highways regarding the maintenance of the ditch outside of the former Post Office. Clerk read out a response from HCC stating that the ditch maintenance should be carried out by the owner of the former Post Office. Clerk will inform Pat Chandler who made the original enquiry.

8.3 Southdowns National Park Spring Newsletter. Sent via e-mail.

9. Planning:

9.1 PENDING:

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

9.1.2 (SDNP/20/00536/FUL). Belmore Cottage, Belmore Lane, Upham. Change of use of agricultural land to equestrian.

9.1.3 (SDNP/20/00893/HOUS). 1A South Front, Winchester Road, Upham. Ground floor extension and first floor extension including a rear dormer.

9.1.4 (SDNP/20/00880/HOUS). Meadow Mead Cottage, Upham Street, Upham. Single storey rear extension.

9.1.5 (20/00451/FUL). Sales Suite, 1 Torbay Farm, Upham. Part taking down and reduction to side (north west)

elevation by 1500mm to avoid conflict with right of way. Clerk has forwarded on e-mails from the Planning Officer dealing with this Application regarding clarification on the right of way, parking and additional windows being installed at a later date. Councillors agreed that an objection would be made as there was a need for additional parking spaces due to the additional 125 sq m of office space available. Councillors also agreed that residents in Torbay Farm should be notified of these changes so that they are able to make any comments.

9.1.6 (APP/L1765/W/20/3246900). Windrush Stables, Sciviers Lane, Durley. Appeal against conversion of timber framed agricultural building to form one single private residential dwelling.

9.1.7 (SDNP/20/01203/HOUS). Dell House, Popes Lane, Upham. Conversion of existing barn into a studio with addition of a first floor annexe.

9.2 NEW:

9.2.1 (20/00694/FUL). Land adjacent to Compton Cottage, Sciviers Lane, Upham. Excavation to create a wildlife pond. Councillors had no comments to make on this Application.

9.3 DECISIONS:

9.3.1 (SDNP/19/05874/CND). The Woodman Inn, Winchester Road, Upham. Variation of conditions 2, 4, 5 and 6 of approved planning consent SDNP/17/05776/FUL. **Approved.**

10. Recreation and Amenities:

10.1 New piece of play equipment for Recreation Ground – Cllr Halsall reported that she has been in contact with Scandor hoping that we would be able to move the installation of this equipment forwards. However, there does appear to be a problem with sourcing the materials required. It was agreed that we should get this project as near as we can to installation so that when the lockdown is lifted, we can install it. Cllr Snowdon is going to put in an order with Lapsett for a new spring for the bouncer. Cllr Ashe was concerned about the amount of spray that had been used around the play equipment. A photograph will be sent to the Clerk and a letter written to John Clements who did the spraying.

10.2 Cllr Halsall reported that an ambulance car was parked on a field entrance with the boot up and with a number of people round the car which was not acceptable in this current emergency and lockdown. This has been reported to the police.

10.3 It was reported to Upham Parish Council that the Pavilion was being used by some residents to hold a keep fit session. The Pavilion is closed at the moment and should not be in use, it was agreed to ask UFC to not let anyone use the Pavilion during this lockdown period. Apart from Parish Councillors they are the only people with a key. Clerk will write to Roger and Rob of UFC.

11. Upham Primary School: Cllr Snowdon said that children were sent work to do at home and the teaching staff and Mr Woolley have been fantastic, and are sending e-mails to the children. It was agreed that the Clerk would send a letter of thanks to Mr Woolley and his staff for their hard work.

12. The Village Hall: Cllr Dalley to report. Cllr Dalley said that the Hall Committee are going to clear out the ditch alongside the Winchester Road as soon as they are able. The Management Committee has also agreed under the present circumstances not to charge for the Pre-school for a month, and it is proposed to extend this period.

13. Parish Magazine Report: Clerk will submit.

14. Finance:

14.1 Financial report for April, 2020 (circulated).

14.2 Internal Audit Report for 2019-20 – to be approved by Councillors. This was approved by all Councillors.

14.3 Annual Governance Statement for 2019-20 to be approved for the Annual Audit Return. This was approved by Councillors and it was agreed that the Chair and Clerk would sign the Annual Return.

14.4 Accounting Statement for 2019-20 to be approved for the Annual Audit Return. This was approved by Councillors and it was agreed that the Chair and Clerk would sign the Annual Return.

14.5 Clerk reported that there has been a CIL payment made by the SDNP for £947.04.

15. **Items for Future Consideration at next Meeting:** Discussion took place about holding a zoom or Microsoft Teams Meeting next month. It was agreed to have a trial Meeting on 11th May and then make a decision for 18th May Meeting. Cllr Snowden will set up a Microsoft Teams Meeting and send a link to everyone.

16. Dates of Future Meetings:

Monday 18th May 2020, Monday 22nd June 2020, Monday 27th July 2020, No Meeting in August,
Monday 28th September 2020, Monday 26th October 2020, Monday 23rd November 2020, No Meeting in December.

17. THERE BEING NO FURTHER BUSINESS THE CONFERENCE CALL ENDED AT 9.40 p.m.