

COLDEN COMMON PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING
HELD ON MONDAY 3 MARCH 2014 AT 7.00PM. IN THE
SCHOOL HALL, COLDEN COMMON PRIMARY SCHOOL

Present Cllr Richard Izard
Cllr Maggie Hill
Cllr Paul Bryant
Cllr Jo Anstey (at item 217/13)
Cllr Steve Badham
Cllr Ron Hancock (item 216/13)
Cllr Jean Bligdon
Cllr Val Evans
Cllr Nick Goddard
Cllr Viv Stevens

Apologies Cllr Mike King (sickness)
Cllr Patrick Hunter (working)
Cllr Peter Mason (WCC)

In attendance Debbie Harding (Clerk)
Vanessa Kitt (Assistant Clerk)
Cllr Daryl Henry (WCC)
Cllr Rob Humby (HCC)
Steve Opacic WCC
Approx. 70 members of the public

FPC **APOLOGIES FOR ABSENCE**
213/13

Apologies were received and noted as above.

FPC **DECLARATIONS OF INTEREST RELATED TO SUBSEQUENT**
214/13 **AGENDA ITEMS**

Cllr Steve Badham and Cllr Paul Bryant declared a non-pecuniary interest in item 221/13 as they are allotment holders.

Cllr Richard Izard, Cllr Maggie Hill and Cllr Val Evans declared a non-pecuniary interest in item 216/13 as they are members of Commonview in a voluntary capacity.

FPC **APPROVE AND SIGN MINUTES OF FULL PARISH COUNCIL**
215/13 **MEETINGS HELD ON 5 FEBRUARY 2014**

The minutes of the Parish Council Meeting held on 5 February 2014 having been circulated, were considered. The minutes were then agreed and signed.

Proposed by Cllr Maggie Hill, seconded by Cllr Val Evans and carried with 3 abstentions by Cllr Nick Goddard, Cllr Steve Badham and Cllr Viv Stevens.

FPC **LOCAL PLAN PART 2 – CONSIDERATION OF AN AMENDMENT TO**
216/13 **THE PREFERRED SITES TO DELIVER THE HOUSING TARGET AS**
PART OF THE LOCAL PLAN PART 1

Cllr Izard referred to the report by Commonview (Community Engagement Group) regarding the Winchester District Local Plan Part 2 – Village Development Strategy which had been circulated to all councillors and asked Pam Glasspool and Jo Nicholson, Commonview representatives, to explain the amendment proposed. Pam Glasspool explained that the Development Strategy (DS) produced by Commonview following public consultations had been presented to and endorsed by the Parish Council on 2 October 2013. Following this the DS had been put out for further

consultation until 30 November to allow for further comments by the public. She further advised that WCC officers had then arranged meetings with owners of preferred sites and Commonview had been invited to attend these meetings. At the meeting with owner of site 275/2495 it had come to light that the housing capacity of the site could be more than originally envisaged and in addition a proposed donation of 2.5 hectares of open space community woodland would contribute to the open space requirement. Jo Nicholson advised that due to this additional information it was proposed that site 2494 be removed from the DS as it is no longer needed to achieve the number of housing units required.

216/13/1 – To receive comments from SHLAA site representatives

Cllr Izard invited SHLAA site representatives to present comments on the Development Strategy and the proposed amendment. Comments were received from representatives of the following sites:

- Site 1874 – Upper Moors Road
- Site 1871/2561 – Church Lane
- Site 275/2495 – Sandyfields
- Sites 2494/1870 – Lower Moors Road
- Site 2389 – Wessex Park

216/13/2 – To receive comments from members of the public

Comments were received from the public on the following points:

- Objection to site 1874 due to it being on the boundary of the two villages of Colden Common and Brambridge.
- Suggestion that housing be developed in small tranches to allow infrastructure to develop to support the additional population.
- Concerns about access to/from Main Road due to the current heavy volume of traffic which would be expected to increase if more housing developments are located along Main Road.
- Concerns about infrastructure such as doctors and schools (primary and secondary) having the capacity to support increase in population.

Steve Opacic, Head of Strategic Planning at WCC, explained that Local Plan Part 1 had set a planning target of 250 houses for Colden Common and the public consultation carried out by Commonview as part of Local Plan Part 2 had given WCC a feel for what local people want. The consultation had identified more sites than is needed and therefore WCC is able to concentrate on the preferred sites identified when drawing up a local plan for the whole district. He advised that the draft local plan will be open for public consultation later in the year.

Cllr Izard advised that part of the process of drawing up a draft plan will be the consideration of infrastructure and confirmed that two extra classrooms will be made available at Colden Common Primary School from September 2015.

216/13/3 - To consider endorsing an amendment to the development strategy proposed by Commonview

Cllr Badham asked if other sites which had previously been rejected as unsuitable would be reconsidered if the criteria for site consideration changed. Mr Opacic advised there is no need to consider additional sites as more sites than were needed had already been identified. Cllr Bryant asked about drainage requirements for new developments and possible noise caused by more traffic along Main Road. Mr Opacic advised that general assessments will be made and work can be carried out to improve traffic flow. Cllr Bryant asked about the mix of housing to be provided and Mr Opacic advised that 40% of housing will be affordable housing and a further percentage will be 2/3 bedroom family housing. Cllr Iazard pointed out that affordable housing will be available in the first instance to local people through a community lettings plan. Cllr Hancock advised he had recently attended a Patient Participation Group meeting in Twyford and the doctors present had stated it was the intention that the medical facilities would be expanded if the demand in the villages (Colden Common, Twyford and Otterbourne) grew in the future.

The Recommendation from Commonview is that the Parish Council:

(i) Endorse the proposed revision to the Colden Common Village Development Strategy whereby site ref. 2494 (Land off Main Road) is deleted, provided that the required number of homes can be achieved on sites 275/2495 and 888/889, and the relevant planning permissions from WCC and agreement with the SDNP can be obtained;

and

(ii) Forward the revised strategy to Winchester City Council for consideration in the preparation of the Local Plan Part 2.

The proposal that this recommendation be endorsed was made by Cllr Maggie Hill, seconded by Cllr Nick Goddard and carried unanimously.

FPC RECEIVE MINUTES FROM THE FOLLOWING SUB-COMMITTEES

217/13

Full minutes are available on the Colden Common website http://www.coldencommon.hants.gov.uk/Council_and_Committees.aspx

203/13/1 Minutes of the Planning Committee meeting held on 10 February 2014

Cllr Bligdon gave a summary of items which had discussed at the meeting which had included a screening application for the Sandyfields site located on Main Road and the response from the Parish Council was as follows:

“The Parish Council feels that this request is premature as site allocations for housing outside the existing settlement boundary will be dealt with by the Winchester District Local Plan 2. Extensive community consultation on proposed changes to the existing settlement boundary has resulted in recommending 3 sites, of which this is one, which will accommodate the local plan part 1 housing target. The recommended sites are all situated along the B3354 and this strategy for development has been endorsed by the Parish Council and submitted formally to Winchester City Council”

FPC **UPDATE ON MINUTES, CORRESPONDENCE AND RELEVANT**
218/13 **MATTERS NOT INCLUDED ELSEWHERE ON THE AGENDA**

The Clerk presented her previously distributed report:

Request for use of the car park

The Clerk has received a general enquiry for permission for a resident of Colden Common to park a “play bus” in the community Centre Car Park for 2 hours for a children’s party. Agreement was given in principle.

Skateboard Ramp

The Skateboard ramp which was damaged has been replaced under guarantee.

Obstructed path along Church Lane / Brambridge

Paul Nicholson has made progress on restoring the width of the path. The Clerk and Councillors wished to record their thanks for the incredible work carried out. He has obtained the name and address of the landowner and has written to HCC Highways to ask that the landowner is contacted.

The Lengthsman is due next week, the Clerk will request him to clear this obstruction where he can first, and then move onto continuing to restore the width of the footpath from the edge of site 2494 Main Road to the newly laid footway on the B3354 to Twyford.

218/13/1 – Trees

Recently a Parish Council tree damaged a householder’s wall and was referred by our insurers to the householders insurance. Should a claim against our insurers be unsuccessful, the householder could potentially lose non-claim bonuses and or excesses on the policy.

Recently a tree has fallen on a householder fence causing some damage. In the past the Parish Council has repaired/replaced fences at the Parish Councils expense.

The Clerk is seeking some parameters to work within for authorising such repairs

It was suggested that the Clerk prepare a paper for next meeting.

218/13/2 – Suspension of standing orders

A tree report was commissioned in November for the Allotments, Recreation ground, Bluebell Wood, the Triangle and Whitebeam Close.

As part of the risk assessment, works on some trees were recommended to be completed with 3-6 months. Mainly deadwood removal.

The Clerk approached 4 companies to provide quotations with a deadline of the 7th Feb. They were Bob Hampton, Cutting Edge, Arbor-Call and Merritt.

One contractor declined, 1 quoted for the work on time. 2 Companies have promised quotations, but as of Sunday 2nd February they have not provided such quotes.

We are approaching nesting season and the end of the 6 month period where works were suggested to take place. We have a responsibility to get this work done as it has been identified as a potential risk in the report.

The Clerk feels we should use section 10.2 of the Parish Council standing orders to authorise this work. The company which has quoted on time is Merritt Tree Specialist Limited. They work for both Winchester City Council (the Clerk has checked and are on their list of contractors) and Eastleigh Borough Council (currently unchecked). We have not used Merritt before. The Council has tended in the past to use the same contractor which may be a contributing factor to lack of quotations.

The Clerk reported that another quote had been received today, 3 March, which was £1,000 more than the first quote.

218/13/2 – Cllr Steve Badham proposed authorising the Clerk under section 10.2 of the Parish Council financial regulations to enable a tender to be negotiated without competition by resolution of the Council in relation to Tree works required in the village, seconded by Cllr Paul Bryant and carried.

218/13/3 – Council response on City Council Elections

As per discussions at the last meeting, if the Council wish to respond to the consultation, the Clerk requires a resolution of the Councils view.

Cllr Nick Goddard proposed the Parish Council representation on the consultation of frequency of City Council Elections be that the current system of 1/3 be retained, seconded by Cllr Viv Stevens and agreed with one abstention by Cllr Richard Izard.

FPC 219/13 TO RECEIVE QUESTIONS FROM MEMBERS OF THE PUBLIC ON MATTERS OTHER THAN LOCAL PLAN PART 2

A member of the public commented on the subject of trees mentioned under the Clerk's update and said that if the Parish Council owns a tree that causes damage then the Parish Council is responsible for the damage.

A member of the public asked for a microphone to be made available for future large meetings as it had proved difficult to hear comments earlier. Cllr Izard agreed that this should be considered for future meetings.

FPC 220/13 COUNTY AND DISTRICT COUNCILLORS' REPORTS/INFORMATION

Cllr Humby – Cllr Humby said that during the recent floods the Environment Agency, Police, Army, Winchester City Council and other agencies had all worked well together to mitigate the problems caused by the flooding. He acknowledged that some people are still suffering but praised all agencies, staff and members who had all worked very hard and congratulated all in the communities who had come together to support each other.

Cllr Ron Hancock left the meeting.

Cllr Humby advised that recovery work is now being carried out which will include flood risk management and flood mitigation. A Flood Support Scheme is being set up to help those affected. He emphasised that care is being taken to ensure the criteria is right so that those affected by the flooding in all ways receive the support they need.

Cllr Ron Hancock re-joined the meeting.

Cllr Humby confirmed work is being done with regards to the flooding and potholes in Hensting Lane.

A member of the public asked about the drainage ditch opposite the primary school and Cllr Humby confirmed that HCC can ask the local landowner to clear this ditch. With regards to businesses affected by recent road closures Cllr Humby confirmed that claims are normally submitted to Southern Water but HCC would support such claims.

The road surface on Main Road is still under review. Discussions are ongoing regarding the road closure which must take place to complete the Main Road works.

The Clerk confirmed an Emergency Plan for Colden Common will be considered in the future and some volunteers had come forward who are willing to become involved in devising a plan.

Cllr Henry – Cllr Henry thanked Cllr Humby for his support during the recent problems and road closures caused by the floods.

Cllr Henry advised that WCC had recently agreed the Budget for 2014/15 and there will be no increase in WCC council tax for 2014/15.

Cllr Izard – Cllr Izard reported the change of use of agricultural buildings to residential use is on the Planning Committee agenda.

FPC **COLDEN COMMON ALLOTMENTS FOR LABOURING POOR**
221/13

The Clerk presented her previously distributed report.

221/13-1 - To consider severing all decisions and administration from the Parish Council and administer as a completely separate charitable entity.

It was resolved that with immediate effect to sever all decisions and administration (except public liability insurance cover) from the Parish Council and administer as a completely separate charitable entity.

Proposed by Cllr Paul Bryant, seconded by Cllr Steve Badham and carried.

221/13/2 – To agree the amount of reserves currently held by the Parish Council on behalf of the allotment charity and authorise the Clerk to transfer them into the Allotment Charity bank account.

It was resolved that that £861.39 held in Parish Council reserves is charitable funds and should be transferred into the bank account in the name of Colden Common Allotments for the Labouring poor and any allotment income collected less costs from 2013/14 financial year be deemed charitable funds and also transferred to the Allotment Charity Bank Account, proposed by Cllr Bryant, seconded by Cllr Steve Badham and carried.

FPC **TO CONSIDER THE APPOINTMENT OF THE INTERNAL AUDITOR**
222/13 **FOR THE YEAR END 2013-2014**

The Clerk presented her previously distributed report.

It was resolved that John K Murray be appointed Internal Auditor for the year end 2013/14, subject to an meeting with the Chair and Vice-Chair of Finance.

Proposed by Cllr Paul Bryant, seconded by Cllr Badham and carried unanimously.

FPC **COUNCILLOR'S QUESTION / INFORMATION TIME**
223/13

Cllr Bligdon – Cllr Bligdon reported that the bank at the end of St Vigor Way by Hazel Close which backs on to the caravan site has slipped and needs attention. The Clerk advised she has written to HCC and she will speak to Cllr Humby about this as it is not thought to be a Parish Council responsibility.

Clerk

FPC 224/13 TO AUTHORISE THE ACCOUNTS FOR PAYMENT BY COLDEN COMMON PARISH COUNCIL

ACCOUNTS TO BE PRESENTED FOR PAYMENT: 3/3/2014

Unless any queries are raised by 10pm on 3 March 2014 the following list of invoices will be paid on behalf of Colden Common Parish Council

Accounts certified by the Clerk as correct for payment

Date of Invoice	Payee	Description	Total	Cheque
25/02/2014	Salaries	Net Salaries	£4,366.37	BP*
05/03/2014	HMRC	Total PAYE & NIC	£1,250.39	BP
05/03/2014	HCC	Total Pensions	£1,229.07	BP
29/01/2014	CIT Vendor Finance (UK) Ltd	Pack up & ship of photocopier	£300.00	BP
07/02/2014	Avoncrop	Award Nutri Pro Cricket/bowls	£138.00	BP
14/02/2014	Vodafone	Mobile phones/broadband	£86.95	DD*
07/02/2014	Hot & Cold	Water inspection at allotments	£103.20	BP
05/02/2014	Jewsons	Rock salt	£81.36	BP
11/02/2014	AltoDigital	Quarterly clicks 18.11-11.2.14	£70.20	BP
20/02/2014	AltoDigital	Termination of photocopier contract	£98.28	BP
12/02/2014	Southern Electric	Boyes Lane948.51,Rec Pav80.62,SkPk29.76	£1,058.59	BP
31/01/2014	Allstar	Petrol for machinery	£25.58	DD*
20/12/2013	CCFC	Rec Gr maintenance - Dec 2013	£365.00	BP
20/01/2014	CCFC	Rec Gr maintenance - Jan 2014	£365.00	BP
21/02/2014	HCC County Supplies	Copier Paper	£24.34	BP
07/02/2014	Ryman	Stationery & toner	£110.18	DC
26/02/2014	HM Land Registry	Register & Title Plans (5x£6+£3)	£33.00	DC
04/02/2014	PC World	Laptop/bag/back up/anti virus	£628.96	DC
16/02/2014	PC World	Additional cost to replace PC bag	£5.00	DC
24/02/2014	CC Community Association	PAT Testing	£50.00	BP
27/02/2014	SSE contracting	Street lighting main contract to Oct 2014	£1,369.63	BP

Total £11,759.10

Fixed Term Deposit - Co-op	Matures 1st July 2014	£50,000.00
Fixed Term Deposit - Lloyds	5 year marked linked Deposit matures 23/6/14	£25,000.00
Total Long term reserves		£75,000.00

CCPC -Admin Account Deposit Account balance	Account Number - 00385887	£37,214.77	as at 3/3/14
	Account Number - 01213095	£52,933.31	as at 3/3/14
Total available funds (excluding long term)		£90,148.08	

**Total available funds after
above bill paid** £83,142.30
(Some of the above payments marked * have
cleared already)

The Clerk advised that the SSE Invoice is in respect of the Parish Council street lighting and is the last contractual payment.

The Land Registry titles are in respect of boundaries queries which have arisen but can be kept on file for future reference.

It was resolved that all payments as listed above should be made on behalf of Colden Common Parish Council, proposed by Cllr Richard Izard, seconded by Cllr Steve Badham and carried.

FPC TO CONSIDER ANY ITEMS TO BE ADDED TO THE NEXT AGENDA
225/13 ON MONDAY 7TH APRIL 2014

The next meeting will be on Monday 7 April 2014