

**Hursley Parish Council meeting
Via Zoom**

11th May 2020

MINUTES OF THE PARISH COUNCIL MEETING

| <u>Present</u> | <u>In attendance</u> | <u>Apologies</u> |
|-----------------------|------------------------------|-------------------------|
| Cllr Killeen | Elizabeth Billingham – Clerk | Cllr Waldron |
| Cllr Guest | Cllr Warwick | |
| Cllr Rees | | |
| Cllr Lang | | |
| Cllr Burge | | |
| Cllr Barnes | | |
| Cllr O Sullivan | | |
| Cllr Bell | | |
| | | |

| Item | | ACTION |
|----------------|--|--------|
| 21/01 | Welcome and Apologies | |
| | Cllr Waldron was unable to get on Zoom. | |
| 21/02 | Annual Governance and Procedure | |
| 21/02.1 | Review and approve Standing Orders and Financial Regulations | |
| | RESOLVED to approve | |
| 21/02.2 | Review and confirmation of arrangements for insurance cover in respect of all insured risks. | |
| | All reviewed a copy prior to the meeting. AGREED | |
| 21/02.3 | Review Council membership of HALC, SLCC and other memberships | |
| | Approved It was noted that Cllr Jerry Barnes was on the Winchester Villages Trust committee – this has no fee membership. | |
| 21/02.3 | To review Councils policies and procedures: Complaints procedure Freedom of Information Act 1998 procedure. | |

| | | |
|--------------|---|-----------|
| | <p>However I just wanted to make sure that we're set to go for when we do come out the other end and if the budget remains intact; I'd recommend them, they're a good company with high quality work using lovely materials, I'm confident that it's value for money and would be a long lasting solution for maintenance projects HPC are probably liable for anyway.</p> <p>www.aquascienceltd.co.uk</p> <p>So, in summary, no expectation to actually engage during CV, but something (hopefully) for afterwards.</p> | |
| 21/04 | To approve the minutes of the last meeting 9th March 2020 | |
| | APPROVED as a true record | |
| 21/05 | City Councillors report | |
| | <p>District Councillor report</p> <p>Matters arising</p> <p>Item 20/84 ACTION – Cllr Lang to send sign and pothole list to Cllr Warwick. Cllr Warwick will forward to centralised system. COMPLETE</p> <p>Electric Charging point - Cllr Warwick had sent general guidance on charging over pavements. ACTION Clerk to put on website</p> <p>Local Plan meeting – Meeting was cancelled.</p> | Clerk |
| 21/06 | County Councillor report | |
| | <p>Matters arising</p> <p>Item 20/85 – Coronavirus - Cllr Killeen and support group had details of vulnerable.</p> <p>Fliers were produced with landline of shop and emergency contact for those self-isolating.</p> <p>Ditch clearing by Highways – This had been completed prior to the meeting.</p> | |
| | Report was sent prior to the meeting. | |
| 21/07 | Police and Crime report | |
| | Matters arising – item 20/86 - Fly tipping reported on Port Lane had been reported on the app. | |
| 21/08 | Finance and Council matters | |
| 21/08.1 | <p>Matters arising – Item 20/87.1 Recreation Ground - Two toys with heads missing – one repaired.</p> <p>Clerk had arrangement payment and Alex Bell would repair.</p> <p>Item 20/87.6 – APM – APM was cancelled – no further action.</p> <p>Item 20/87.12 – Pathway lighting – Cllr Lang reported: The lighting has now been completed behind the church on the Meredun pathway When first installed we had some feedback from those living near the path and have made some amendments which should resolve those issues. I've reached out to those affected to see if they are now happier. I'm awaiting the electrician's invoice.</p> <p>Item 67/13 – Litter picking - WCC have a new contract with letter picking on B3090 and area starting with A303 – ACTION Cllr Bell finding out dates and areas. ON GOING</p> | Cllr Bell |

| | | | | | |
|----------------|--|---------------------------------|----------------------|--------------------------|---------------------------------------|
| | Village litter picking – Various areas that need to be covered. ACTION: Cllr Barnes and Cllr Burge to coordinate volunteers – they will notify clerk on volunteer's dates and risk assessment prior to work. Cllr Bell to arrange for suitable litter picking kit from WCC. | | | | Cllr Barnes, Cllr Burge and Cllr Bell |
| 21/08.2 | To agree Payments | | | | |
| | MAY 2020 Payments | | | | |
| | 5/11/2020 | E Billingham | Salary April | £ 282.04 | |
| | 5/11/2020 | E Billingham | Salary May | £ 282.04 | |
| | 5/11/2020 | E Billingham | Expenses | £ 146.50 | |
| | 5/11/2020 | Came and Company | Insurance | £ 1,027.75 | |
| | 5/11/2020 | Sothorn Water | Southern Water usage | £ 41.59 | |
| | 5/11/2020 | Elan City | SLR | £ 3,719.99 | |
| | 5/11/2020 | GW Shelter solutions | Bus shelter repair | £ 970.55 | |
| | 5/11/2020 | Colden Common Parish Council | Lengthsman scheme | £ 56.00 | |
| | 5/11/2020 | EBillingham | Eibe - repair | £ 348.65 | |
| | | | | | |
| | | | | £ 6,875.11 | |
| | RESOLVED to agree the payments | | | | |
| 21/08.3 | To agree the accounts and refer to the Internal Auditor – brief explanation of the changes to deadlines for accounts. | | | | |
| | RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDED 31st MARCH 2020 | | | | |
| | Last Year Ended 31st March 2019 | RECEIPTS | | Year End 31st March 2020 | |
| | £ 18,657.00 | Precept | | £ 20,000.00 | |
| | £ 343.00 | Council Tax Support Grant | | | |
| | £ - | Agency Services Reimbursed | | £ - | |
| | £ - | Loan/Capital repayments | | £ - | |
| | £ 26.93 | Interest on Investments | | £ 23.65 | |
| | £ 115.00 | Allotment Rents | | £ 99.00 | |
| | £ 226.00 | Burial Ground Fees | | £ 721.00 | |
| | £ - | Grants | | £ - | |
| | £ - | Sale of Assets | | £ - | |
| | £ 818.00 | VAT repayments | | £ - | |
| | £ - | Renesola Community Benefits | | £ - | |
| | £ - | Miscellaneous | | £ - | |
| | £ 20,185.93 | TOTAL RECEIPTS | | £ 20,843.65 | |
| | | PAYMENTS | | | |
| | £ 8,517.20 | General Administration | | £ 7,201.51 | |
| | £ - | Agency Services | | £ - | |
| | £ 4,059.34 | S.137 payments | | £ 2,793.60 | |
| | £ - | Loan/Capital repayments | | £ - | |
| | £ 3,754.00 | Recreation Ground & open spaces | | £ 3,793.51 | |
| | £ 5,000.00 | Renesola Community Benefits | | £ - | |
| | £ 8,800.94 | Miscellaneous* | | £ 739.00 | |
| | £ 586.52 | Cemetery | | £ 650.10 | |
| | £ - | Parish Hall | | £ - | |
| | £ - | Provision for Doubtful debts | | £ - | |
| | £ 152.89 | Chairman's Allowance | | £ - | |
| | £ 461.00 | VAT on Payments | | £ 229.20 | |
| | £ 31,331.89 | TOTAL PAYMENTS | | £ 15,406.92 | |

| | | | | |
|-----------------|--|--|-------------|-----------|
| | | | | |
| | | RECEIPTS AND PAYMENTS SUMMARY | | |
| | £ 54,232.13 | Audited Balance at 1st April 2019 | £ 43,086.17 | |
| | £ 20,185.93 | Add Total Receipts | £ 20,843.65 | |
| | £ 74,418.06 | | £ 63,929.82 | |
| | £ 31,331.89 | Deduct Total Payments | £ 15,406.92 | |
| | £ 43,086.17 | Balance as at 31st March 2019 | £ 48,522.90 | |
| | | | | |
| | | These cumulative funds are represented by: | | |
| | | | | |
| | £ 634.17 | Current Account Balance | £ 2,047.25 | |
| | £ 42,452.00 | Deposit Account Balance (including Renesola reserve) | £ 46,475.65 | |
| | £ - | Other Deposits/Investments | £ - | |
| | | Uncleared cheques/deposits | | |
| | | | | |
| | £ 43,086.17 | | £ 48,522.90 | |
| 21/08.4 | Annual Governance and Accountability Return a) To certify that the Council is exempt from a limited assurance review under Section 9 of the Local Audit (Smaller Authority) Regulations 2015 b) To make the Annual Governance Statement 2018/2019 c) To approve Accounts and the Accounting Statement 2018/2019 | | | |
| | The Clerk read all the required questions and Councillors agreed. The copy would be signed. The HPC were exempt for external audit. Clerk would send in the correct forms. ACTION Clerk | | | Clerk |
| 21/08.5 | To review insurance coverage and agree payment - £1027.75 | | | |
| | Reviewed and agreed. | | | |
| 21/08.6 | To consider quote for repairs to parking and Meredun path – Cllr Guest – see report under matters arising. | | | |
| 21/08.7 | To update Councillors on repairs to bus stop panel and consider repairs to roof of Standon bus stop. | | | |
| | The repair has been completed. | | | |
| 21/08.8 | Update on SLR. | | | |
| | The units are ordered. Delays due to Covid. Sites are awaiting approval. ACTION Clerk | | | Clerk |
| 21/08.9 | Update on actions relating to the Coronavirus | | | |
| | The Hursley volunteer support network was going well with 75 volunteers and it was felt that all needs had been dealt with appropriately. If Councillors had any other ideas to help people, they can suggest them. | | | |
| 21/08.10 | Broadband update – Cllr Killeen - On going | | | |
| 21/09.11 | To discuss the concept of Village Gateways and where they might be applied within Hursley Parish – On going | | | |
| 21/08.12 | To give an update on the pathway lighting – Cllr Lang – See above | | | |
| 21/09 | Planning | | | |
| 21/09.1 | Matters arising: | | | |
| 21/09.2 | Planning update and any applications Cllr Bell will draft a letter to Parishioners reminding them to bring along any plans to the council prior to applying to WCC as per Winchester Planning | | | Cllr Bell |

advise. ACTION Cllr Bell

20/00377/FUL - 144 Ladwell, Ladwell House

It was noted that the Council did not make a comment in the 2017 application. Cllr Bell discussed the application and the Clerk would include the statement/response within the minutes.

Please find below the comments from HPC

Hursley Parish Council OBJECTS to the Section 73A application relating to decision No. 17/00375/FUL (Demolition of the existing house and erection of new house - 01/06/2020 Condition Number(s): 2

In his Planning Statement, planning consultant Neil March acknowledges that the non-compliance with Condition number 2 is material although he also considers them minor. We do not agree that the breaches are minor, whether separately or severally.

Of the six non-compliant details Mr March lists:

- Changes to the size of some of the windows and windows openings
- The omission of a first-floor window
- Changes to the shape of the garage doors
- Relocation of the steps
- Increased head height of the flat roof dormer on the rear elevation
- Other minor changes to the external appearance

we do not take issue with the omission of a (side) first floor window, which is not visible from the road and reduces overlooking to the north.

Similarly, whilst the increase in height of the flat roof dormer affects only the residents of 142 Ladwell to the rear, we question how the architect could have designed and how WCC Planning could have accepted a design which did not have adequate headroom.

We cannot object to the relocation of the steps, which were too steep as originally designed. However, we question why they were designed in a way which did not meet Health and Safety standards. And we question why such relocation had to be placed so far to the right as to result in such an unfortunate increase in the expanse of blank render.

We do object to the new shape of the garage doors – unfortunately the row of four doors side by side looks like a private or council garage block, unrelated to the dwelling.

We do object to the window shapes and glazing, not as originally shown in the application but apparently bought from reclamation and the house frontage redesigned to fit. There is now no proportional sizing between ground and first floor windows, and the windows themselves are completely different in style. There is no styling to the lintels as shown in the 2017 drawings, simply a soldier course of pale brick, making this an 'anywhere' house that could

have been built in the 1970s.

We understand that the very light-coloured brick was accepted by WCC Planning officers as 'materials in compliance' despite the fact that every application, including 17/00375/FUL states that the materials, red brick, clay tiles and timber window surrounds, will be 'to match existing'. We queried the choice of brick from the moment we saw it, we contacted WCC Planning on several occasions over a period of 18 months and never received assurance on compliance until March 2020 (bricks only, no mention of roof tiles) and yet no action was taken by WCC Planning. 'Materials to match existing' was an essential reassurance that the new dwelling would respect the local traditional 'Hursley' style, referred to in all applications. The choice of pale brick and grey slate roof, if in fact approved by WCC Planning, is a shameful betrayal by both the applicants and their agents, and indeed the case officer who approved them. At no time were any of these changes brought to the attention of Hursley PC.

The low height of the new chimneys is not listed by Mr March as a breach, although it manifestly is, as he says the applicants intend to build them up to the height shown. Why haven't they? Building a chimney is much easier during the construction phase. We have no confidence in such assurances and the lack of visible chimneys is yet another omission from the claimed respect for the style of the original dwelling.

We feel, as a Parish Council, very let down by the Planning Department, and of course by the applicants and their agents, who took a historic 'Hursley style' dwelling with classic Hursley chimneys, and filled their applications with reassuring references to Policies that seek to protect and enhance the heritage environment:

CP13 High Quality Design (New development will be expected to meet the highest standards of design and analysis of the opportunities, constraints, accessibility, and connectivity of the site to its surroundings.

CP20 Heritage and Character (The policy supports new development which recognises and enhances landscape & heritage assets.)

DP3 General Design Guidance (The principals are that in terms of its design scale and layout "the proposal should respond positively to the appearance and variety of the local environment" and "does not have an unacceptable adverse effect on adjoining land, uses or property")

DP4 Landscape and Built Environment (Development should not detract from public views and should maintain and /or enhance the setting.)

The applications also make multiple references to screening of the site by existing vegetation, and therefore no negative impact or visual intrusion, then take out the vegetation, exposing the whole site to public view.

We note that neither before the 2016 or 2017 applications was Pre-Application advice sought. Nor did the applicants bring their plans and intentions to the Parish Council, which is recognised as good practice. However, the permitted 2016 application (and indeed an earlier permitted 2007 application) was professionally and sympathetically designed and the PC did not object. Sadly, it was not built.

We cannot say the same for the 2017 application, which was not even advised to Hursley PC by WCC Planning (minuted as such), and only discovered by the Clerk when he was checking decided applications for report, leaving less time for scrutiny by members. Nor was the Planning department, let alone the PC, contacted before the changes to what they fully understood to be enforceable conditions were carried out. The current Section 73A application, which is really about exemption from CIL liability, forces the admission of the non-compliance. We do not see why this should be condoned, nor what credence this would give to any future planning process.

For all the above reasons, Hursley Parish Council requests that this Section 73A application be taken to Planning Committee, for consideration in public before the committee. We understand that because of Covid-19, the Planning Committee process is now virtual. Nevertheless, we want this application considered by the committee.

Should this Section 73A application be approved, against our wishes, then we would seek new conditions to mitigate the negative impact of the built dwelling:

- 1) Build the chimneys as shown on approved plans
- 2) Replace the windows with suitable casement windows more in keeping with local tradition and as shown on approved plans.
- 3) Paint or face the garage and steps façade to lessen the stark white render, which is a very visible intrusion on the landscape. Ditto for new gate pillars.
- 4) If possible, rebuild steps to start the run-in front of the façade and break up an otherwise huge blank space.
- 5) Remove or reduce the harsh exterior lighting which adds to the visual intrusion.

Hursley PC notes that there is no Officer Report listed on the Documents section relating to 17/00375/FUL on WCC website, before the Decision Notice issued. This is a serious omission, and together with the approval of materials which appears to be retrospective, may reflect not only changes and absences of officers, but the reason we were unable to have any meaningful exchange about this application as built out over the past two years.

Attachments:

Before and After images, to illustrate the brick and tile colours and 'Hursley' style that the 2017 application purported to respect

2016 frontage, sympathetically styled

2017 frontage (no comment)

2017 Design and Access Statement (references to policies)

| | | |
|---------|--|-----------|
| | <p>2020 Planning Statement (referring to breaches of condition)</p> <p>Overlay documents showing changes from approved frontage (this does not adequately convey the changes to window detail)</p> <p>20/00630/HOU - 119 Bunstead Lane (and Blackberry Cottage)</p> <p>RESOLVED to agree NO COMMENT</p> <p>20/00712/FUL - Upper Slackstead Farm, Old Poultry Shed, Farley Lane, Braishfield, SO51 0QL</p> <p>RESOLVED To agree NO COMMENT</p> <p>To look at preapplication plans for 3 Sussex Close.</p> <p>The Councillors discussed the application and agreed NO COMMENT</p> | |
| 21/09.3 | To note any Decisions made by WCC. | |
| 21/09.4 | Affordable Housing – report any update – <i>Postpone until next meeting</i> | |
| 21/10 | Parish Plan update – Final draft would come out soon and then actions would need to be discussed by the Parish Council | |
| 21/11 | Reports of Council Representatives. | |
| 21/11.1 | Village shop update. – Cllr Killeen noted the accounts had been completed. Volunteer notional hours would be offset against profit | |
| 21/12 | Parish Hall – Cllr Guest – No meetings | |
| | Matters arising – Item 20/90.2 - To repair the patches in the road and build French drain. Lane – <i>See report above</i> | |
| 21/13 | Recreation Ground & Environment Matters. | |
| 21/13.1 | Item 20/91.1 - Wild flower area – Area next to tennis courts – it was noted that work had already started on this area and that the Council would monitor and review it at the next meeting. ACTION Agenda | Agenda |
| 21/13.2 | Lengthsman update Next worksheets had been sent to the Lengthsman. The Clerk had agreed working restrictions and safety relating to COVID. | |
| 21/14 | Highways Matters arising Item 20/92.3 - Railings – ACTION Cllr Bell to chase Highways relating to repair. | Cllr Bell |
| 21/15 | Allotment and Cemetery matters | |
| 21/15.1 | Cemetery – Cllr Waldron | |
| 21/15.2 | Allotments – Cllr Waldron | |
| 21/16 | Next meeting: July 13th | |