

WELLOW PARISH COUNCIL
Wellow Village Hall – 2 December 2002
(7.00 p.m. – 10.30 p.m.)

PRESENT: Mrs Perry (Chairman); Mr Bloore, Mr Harris, Mrs Kittow, Mr Moody, Mr Noble, Mr Overton-Hore, Mrs Simpson and Mr Thaxter

Apologies for absence were received from Mr Austin and Mr Gentle

160. **MINUTES**

RESOLVED that the minutes of the meetings held on 4 and 18 November 2002 be signed by the Chairman as a correct record.

161. **MATTERS ARISING**

(a) Danes Road and Shootash Crossroads: A letter from a resident of Danes Road thanked the Council for its efforts in pursuing traffic and pedestrian safety measures at Shootash.

(b) Bus Shelters: The proposed new shelter opposite Hatches Garage was due to be erected in the coming week. Contact was still being sought with the owner of the land opposite the Post Office.

162. **DISTRICT/COUNTY COUNCILLORS' REPORT**

In the absence of District and County Councillors, no report was available for this meeting.

163. **PLANNING**

(a) Current applications: RESOLVED that comments be made to the planning authority as indicated on the following applications:

TVS.00983/8	Retail unit on west side of Lower Common Road (currently used as stairway shop) – change of use from A1 (retail) to A3 (food and drink)	Opposed on grounds of: Loss of amenity through smell and noise; insufficient parking for the proposed use; out of character with the village
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(Mr Moody and Mr Noble declared an interest in this application and left the room for the debate)

TVS.01334/19	Oaklands, Lower Common Road - reduction in size of former swimming pool windows	Supported
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TVS.02367/2	Laurel Cottage, Canada Common - erection of replacement outbuilding	Supported
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TVS.02857/1	Homagen, Canada Common – erection of first floor extension over existing single storey, erection of single storey extension to south elevation, conservatory to replace rear lobby areas, and detached double garage to front of property	No objection
TVS.03057/1	Dunster Cottage, The Frenches – erection of two storey side/rear extension to provide additional living and dining facilities at ground floor level with additional bedrooms, bathroom and en-suite at first floor level	No objection
TVS.09209/3	Ryedown Lodge, Ryedown Lane – erection of single storey extension to rear elevation to provide enlarged dining room	No objection. However, enquiries to be made regarding permission for current entrance gate development
TVS.09711/1	Holly Acres, Canada Common – erection of swimming pool enclosure to rear of property	No objection, subject to satisfactory disposal of effluent
TVS.09847	3 Old Cottage Copse – provision of dormer windows to west elevation to form bedroom accommodation in the roof space	No objection

(b) Planning decisions: Members noted the decisions set out in paper 5 accompanying the agenda (shown as an appendix in the minute book).

(c) Applications referred to Committee: The following applications were being referred to Southern Area Planning on 10 December:

TVS.00382/1 Sun Dew, Slab Lane (deferred from previous meeting)
 TVS.04103/13 Ferndown Farm House, School Road

(d) Members considered two applications for works to trees covered by TPOs, together with the comments of the Tree Wardens.

RESOLVED –

(1) That, in respect of TPO.658/T.2973 (Plot C, Land at Two Ways, Lower Common Road), the application be opposed on the grounds that the two trees in question were clearly covered by TPOs before commencement of the development and should not now be sacrificed as a result.

(Note: Enquiries also to be made of the planning authority as to conformity with the approved site layout, the dangers of construction vehicles parked on the highway and the need for maintenance of the Gazing Lane ditch).

(2) That, in respect of TPO.250/T.2981 (Canada Lodge, Canada Common), the site be inspected by Mr Noble and representations made in light of the visit.

164. CORRESPONDENCE

The Clerk reported receipt of:

- (a) Invitations to attend Annual General Meetings on 5 December for the following bodies:
 - New Forest Association of Local Councils
 - Southern Test Valley Voluntary Transport Scheme
- (b) A letter from the Head of Planning confirming that a report on the public consultation on the proposed Romsey Town Centre enhancement would be considered by the Council's Executive on 4 December (report also available on the website)
- (c) Other correspondence as shown in the list accompanying the agenda.

165. HIGHWAY MATTERS

- (a) Horse riding: A letter from Hampshire Highways referred to a complaint about use of the footway between Nightingale Close and Arun Way by horseriders. There was no discernible damage to the area and a bollard could prove difficult for disabled and those with prams. A traffic order would be required in order to install signing which would be difficult to justify. The Surveyor suggested, however, that an item be included in the Parish Newsletter asking horseriders not to ride on footways. Members concurred with the Surveyor's views.
- (b) School Road: Drain repairs were presently being carried out in School Road but signage around the works appeared inadequate. The Clerk was asked to request additional safety measures for pedestrians.

166. APPLICATIONS FOR GRANTS

The information in support of the grant application from Romsey & Totton Swimming Club had not yet been received. The application would therefore be deferred to the next meeting.

A letter from Wellow School confirmed completion of the footpath refurbishment work and requested payment of the promised grant. Members were reminded that the intention had been to pay £250 in the current financial year and a similar amount in 2003/04.

RESOLVED that the full grant of £500 be released to Wellow School for the footpath upgrade.

167. FREEDOM OF INFORMATION ACT 2000

Further to minute 116(a)/10/02, members considered a report from the Clerk concerning this new legislation.

Local authorities were required to adopt and maintain a public information scheme aimed at making Council documentation available on a routine basis. Local councils could adopt a model scheme (Appendix 1 to the report) which comprised core classes of information (compulsory), optional documents under the core classes, and further optional classes of information. Fees could be charged for the supply of documents under the scheme.

Parish and Town Councils were required to submit a scheme to the Information Commissioner by 31 December 2002 and to have a scheme in place by 28 February 2003. The approved scheme would need to be suitably advertised.

RESOLVED –

(1) That, for the purposes of the Freedom of Information Act 2000, the Council adopts the Model Scheme for Local Councils, comprising the Core Classes and the following Optional Documents under Core Class 1 (Council Internal Practice and Procedure):

- Agendas and supporting papers for council, committee and sub-committee meetings, limited in each case to the forthcoming/immediate meeting
- Terms of reference for committees

(2) That no charges be made for the supply of documents under the scheme.

168. **AUDIT OF ACCOUNTS 2001/02**

The Clerk reported that the Council's auditor, Valerie Court, had now completed the audit of the 2001/02 accounts. The auditor did not require any matters to be drawn to the Council's attention. The Annual Return had now been submitted to District Audit to complete the audit process.

169. **PROPOSED JUBILEE SEAT**

Peter Thaxter presented a paper on options for provision of a new seat in the village, funded from the proceeds of the Queen's Golden Jubilee event. Members discussed the style of seat and a possible location.

RESOLVED –

(1) That an approach be made to Kingsmead with a view to placing the seat on their frontage land;

(2) That a choice be made between a Freshwater seat (Cronin Bros) or a Southampton seat (Neptune) and that Mr Thaxter obtain details of installation costs.

170. **DELEGATES' REPORTS**

Members received reports on recent meetings of the Test Valley Association of Parish Councils and the New Forest Panel.

171. **ENVIRONMENTAL MATTERS**

Mrs Simpson presented a monthly report on environmental issues. Arising from the report, the following matters were discussed and action agreed as shown:

Burial Ground

Gap fencing had been erected at the end of the church wall and various planting was in hand

Ashley Browning had advised that the hedge on the access road boundary should be left for another year and eventually layered.

New gravel had been laid on the main footpath as agreed with the relevant third party. However, the materials consisted of uncompacted large stones and a request had been made for these to be rolled.

It was also noted that, contrary to the burial ground regulations, substantial floral tributes remained on a grave in the eastern section of the ground. Mr Harris was asked to discuss the matter with the family concerned with a view to early removal of the flowers. Mr Harris would report further to the Council on 13 January and, in the meantime, the Clerk would take no further action in the matter.

As an alternative to the burning area, a roll-top bin could be supplied and emptied by Cleanaway Ltd at a cost of £7.50 + VAT per week. The Clerk was asked to meet with Cleanaway on site to discuss the practicalities involved and also to examine the option of two large wheeled bins.

Common

Jane Nordstrom had been supplied with draft text for the information cairn. Early approval would be sought in order to progress this project.

As reported previously, a complaint had been received about the recent gorse clearance works. At the same time, favourable comments had also been made. Some items of debris remained on site following the work and the Groundsman would be asked to clear the site.

Funding would be available next year for further work, including possible re-spraying of bracken and rhododendron. Details would be agreed as usual with English Nature. It was agreed that, in the absence of Tony Gentle, additional maintenance normally undertaken by the Groundsman would be postponed for the time being.

Commemorative plaques on two trees at Canada Common had disappeared and it was agreed these should be replaced.

Buxton Land

A replacement for the Ted Malin memorial tree had been ordered.

Carlos site

Planting work on the site was under way. The wheeled bin appeared to have been relocated in the wrong place and this would be checked further.

Ditches

Work was needed to maintain ditches, particularly in the Gazing Lane area. Certain work could be undertaken by the Groundsman and Mrs Simpson agreed to prepare a site list.

172. **SPORT AND LEISURE**

A note from Maurice Austin confirmed that the agreed works to trees on the Gurnays Mead boundary would be carried out during the next two weeks.

The Clerk also submitted a request from a local resident for use of a football pitch, changing rooms and showers at Hatches Farm by 10/11 year olds for a birthday party. It was agreed that a pitch could be provided, subject to weather conditions (consent or otherwise to be agreed by Mr Harris). The changing rooms would need to be left in a clean and tidy condition.

RESOLVED that a charge of £15 be made for the letting.

173. PARISH COUNCIL PUBLICITY

The following additional items were agreed for the next Parish Newsletter: Horse-riding on footways; ditch maintenance; gorse maintenance on the Common.

174. PARISH COUNCIL FINANCES

(a) Accounts: RESOLVED that authority be given for the following payments:

Cheque No	Payee	£	VAT	£
001646	Jeffrey Benham (Salary and travel, w/e 16/11/02)	38.03	0.07	38.10
001647	British Telecommunications plc (Telephone account)	56.25	9.84	66.09
001648	B.F.T. Fire Ltd (Servicing of fire extinguishers, Hatches Farm)	30.00	5.26	35.26
001649	C Maton (Gorse management works, Canada Common)	6000.00	1050.00	7050.00
001650	Wellow School (Grant for footpath refurbishment)	500.00	0	500.00
001651	M J Stoneham (Painting of entrance gates and tennis court benches at Hatches Farm)	39.00	0	39.00
001652	Southern Electric (Supply to Hatches Farm)	30.46	1.52	31.98
001653	Glasdon U.K. Ltd (Fixing kit for litter bin)	15.32	2.68	18.00
001654	R Cloudsdale (Plumbing repairs, Hatches Farm and Lower Common Road)	101.84	0	101.84
001655	Jean Kenny (Highway sites maintenance, October & November)	54.07	0	54.07
001656	Southern Electric (Supply to Lower Common Road)	50.14	2.50	52.64

(b) Transfers: RESOLVED that the following transfers be made from the Premier Interest Account to the Treasurers Account:

Immediately: £7500
In 14 days: £500

175. NEW MEETING ARRANGEMENTS

Members noted the dates of December and January meetings, including the new timetable for meetings of full Council and the Planning & General Purposes Committee starting in January. It was confirmed that both meetings of the Planning & General Purposes Committee each month would start at 6.45 p.m.

176. CONFIDENTIAL BUSINESS

RESOLVED that the press and public be excluded from the meeting for the following items on the grounds that, by reason of the confidential nature of the business, publicity would be prejudicial to the public interest.

177. AFFORDABLE HOUSING

The Chairman reported receipt of a letter from the agent of a local landowner concerning a possible site for an affordable housing scheme.

RESOLVED that the letter be passed to Gordon Richardson of Community Action Hampshire for the purposes of further investigation.

178. STAFF CHRISTMAS BONUSES

RESOLVED that Christmas bonuses of £30 each be paid to part-time staff JB, ST, JP and CM.