

TWYFORD PARISH COUNCIL

Minutes of a meeting of the Full Parish Council

held on Thursday 9th February 2017 at 7.30 p.m. in the Pavilion, Hunter Park SO21 1QU

Members Present	Members Apologies received	Other Attendees
Cllr Lawton (Chair)	Cllr Sellars	T Bronk - Clerk
Cllr Cook	Cllr Wheeler	Some members of the TNP Advisory Group
Cllr Corcoran		C. Paterson (SDNPA)
Cllr Cornwall		
Cllr Forder-Stent		
Cllr Holland		
Cllr Mitchell		
Cllr Watson		
Cllr West		

Item	Business transacted
150/16	To note absences and consider apologies for absence
	Apologies from Councillors Sellars and Wheeler and reasons for their absences were accepted.
151/16	To receive declarations of interest in accordance with the Council's Code of Conduct
	<p>Written declarations of Prejudicial Interest were received from Councillors Cook, Cornwall, Holland and West and circulated before the meeting. Each Councillor declared a potential conflict of interest relating to decisions involving the draft Twyford Neighbourhood Plan because of the proximity of their residences to potential development sites. Each applied for dispensations to participate in the meeting and to vote. Further details are at Annex 1. Although some applications were made for dispensations to apply to all meetings for the next four years the applicants accepted the decision of the Chair to hold a vote only on dispensation for the current meeting.</p> <p>It was noted that the Code of Conduct adopted by the Council provides for dispensations involving Prejudicial Interests to be considered by the Winchester City Council (WCC) Standards Committee; however, the WCC Monitoring Officer had advised that the matter should be handled by the Parish Council. The matter was therefore handled in accordance with the Council's Standing Orders which provide for decisions to be taken by the affected Committee.</p> <p>The Chair reminded all Councillors of their obligation to act in the public interest and expressed his hope that the meeting could utilise the contributions of all present.</p> <p>Resolved: "Dispensation from restrictions applicable to Councillors declaring a Prejudicial Interest in relation to Items involving the draft Twyford Neighbourhood Plan ("TNP") (and that affect their participation in discussion and any vote concerning the TNP) shall be granted for the extra-ordinary Full Council Meeting on 9th February to Councillors Cook, Cornwall, Holland and West because the granting of the dispensation is in the interests of people living in the council's or authority's area,"</p> <p>Proposed by Cllr Mitchell, seconded by Cllr Forder-Stent; and voted upon and carried by the five Councillors present who did not have an application under consideration.</p>

	Councillor Watson declared a Personal Interest arising from her role as a Parish Council appointee to the Parish Hall Management Committee and in respect of a forthcoming role a Governor of Twyford School.
152/16	Approval and sign-off, as a true record, of the minutes of the meeting held on 19 th January 2017 is deferred until the Full Council meeting on 23 rd February 2017
	It was noted that approval of minutes of the last Full Council meeting had been deferred.
153/16	To adjourn to receive questions from the members of the public
	There were no members of the public present for the purposes of asking questions.
	At this stage the Chair decided to change the order of proceedings.
155/16	To approve for payment: an invoice for £178.57 from Mint Signs for printing written reports and copies of the amended Draft Twyford Neighbourhood Plan; and an invoice for £2,119.44 from 'Spindrift' for Concept Layouts for the Twyford Neighbourhood Plan Technical Advisory Group.
	Resolved: The payment of £178.57 to Mint Signs and £2,119.44 to Spindrift is approved. Proposed by Cllr Watson, seconded by Cllr Cornwall and carried unanimously.
156/16	To note, for information only, significant communications on matters that are not included elsewhere on the Agenda.
	It was noted that there were no significant communications other than those with Winchester City Council and already referred to that needed to be brought to the meeting.
157/16	To note that a Communication Strategy for the Twyford Neighbourhood Plan will be an item for the next Agenda, to raise any other items for that Agenda; and confirm the date of next Full Council meeting as Thursday 23 rd February 2017.
	The Chair referred to the importance of agreeing a Communication Strategy for the Twyford Neighbourhood Plan and that the matter would be on the agenda for the next Full Council Meeting, whose date was confirmed as Thursday 23 rd February 2017.
154/16	Pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 it is resolved that, because of the confidential nature of the business to be transacted, the public and the press (except for invited advisers) leave the meeting during consideration of the following Item.
154.1/16	Resolved: "The public and the press (except for invited advisers) shall leave the meeting during consideration of the following Item because of the confidential nature of the business to be transacted." Proposed by: Cllr Lawton, seconded by Cllr West and carried unanimously.
	The Chair reminded all persons present that the three circulated reports issued under cover of a cover sheet marked Strictly Confidential must be treated as such and similarly published minutes would not disclose confidential matters.

154.1/16	<p>To receive a written report from the Chair of the Twyford Neighbourhood Plan Advisory Group on:</p> <ol style="list-style-type: none"> 1. actions, as set out in the minutes of 19th Nov. 2016, taken since that date; 2. the outcome of public consultation on the Draft Twyford Neighbourhood Plan; 3. the Twyford Neighbourhood Plan Advisory Group's responses to points raised in the consultation with proposed actions; 4. the main changes to the Draft Twyford Neighbourhood Plan; and 5. the changes to the policies and text of the Draft Twyford Neighbourhood Plan. <p><u>Council's approval is sought for the following:</u></p> <ol style="list-style-type: none"> a) in relation to 1 above, the action taken; b) in relation to 2 above, publication on the Twyford Neighbourhood Plan website of a report on that consultation; c) in relation to 3 above, publication on the Twyford Neighbourhood Plan website of responses to the points raised and actions taken and proposed; and d) in relation to 4 above, the main changes to the Draft Twyford Neighbourhood Plan.
	<p>The Chair referred to pack 1 and a written report within it titled "Special Meeting of TPC 9th February 2017 Draft Twyford Neighbourhood Plan To Consider 1. Progress since meeting on 17th Nov. 2. Changes to Draft Plan following consultation; report of Chairman of TNP Working Group"</p>
	<p>1. Actions taken by the TNP Advisory Group since the meeting of the Group with Councillors on 19th November, as stated in the written report, were noted.</p>
	<p>2/3. Responses from the public consultation that ended in October 2016 and subsequently collated by Action Hampshire together with responses by members of the TNP Advisory Group were noted.</p>
	<p>4. Significant changes made by the TNP Advisory Group, as listed in the written report, were all noted.</p>
	<p>5. The Report referred to Document E, the draft previously consulted upon and which had been amended using "track change" so all deletions and additions were apparent. Review on a page by page basis was deferred to a later stage of the meeting as was the request for approvals.</p>
154.4/16	<p>To receive for noting a report on the next steps and the approximate timetable.</p>

	<p>Councillor Corcoran Chair of TNP Working Group explained the series of remaining steps with the estimated timetable; and Mr. C. Paterson representing the South Downs National Park Authority (SDNPA) subsequently repeated and clarified some of the steps and their consequences.</p> <p>Cllr Corcoran reminded Councillors that the date for seeking their agreement to the revised draft had been deferred from 26th January. Deadlines were now being imposed by SDNPA which was following its own process for putting in place a plan for the entire South Downs National Park; further delays to the TNP might therefore have consequences. If necessary, in the absence of a TNP, the SDNPA will proceed without a Twyford plan.</p> <p>The draft for which the Parish Council’s approval was now being sought will therefore become a Parish Council and not a Working Group draft. The Working Group will continue to perform work on the ‘reasonable alternative’ site(s) for potential development and to liaise with Hampshire County Council over flood prevention measures with particular reference to their impact on Site 26. The Council’s approved draft plan plus the outcome of the further work of the Working Group will be submitted for a Strategic Environmental Assessment (SEA) to commence on 6th March. The findings of the SEA will be received and considered during the period 3rd April to 14th April and may result in changes to the draft. Note – if material changes are to be made the draft and they are not simply those necessary to address findings of the SEA the revised draft will need to undergo another SEA before it can become a Pre-Submission Draft.</p> <p>A “Pre-Submission Draft” will then be considered and following approval by the Full Council will be subject to public consultation for 6 weeks. This is the first formal mandatory public consultation required under applicable legislation. All public comment will be fully disclosable as a matter of public record.</p> <p>The Pre-Submission Draft, which may be amended to reflect public consultation (note material amendments may necessitate another SEA) will then be sent to the SDNPA for a conformity/compliance check, to ensure consistency with its strategic policies. If it is found to be acceptable the draft will then go to an Independent Examiner who will receive evidence and who has the power to hold public hearings. Minor amendments may then be made by the SDNPA, normally in consultation with the Parish Council, or the process must undergo another SEA and then public consultation etc. The final Draft Plan is then voted upon by eligible Twyford Parish voters, and is either adopted or fails on a simple majority.</p> <p>Mr. C. Paterson responding to a question confirmed that any change of proposed development site from one to another or substantial change of numbers of developments between two sites would necessitate another SEA.</p>
154.2/16	<p>To receive for noting, a written report on the progress of the site selection process since the closure in October 2016 of the last public consultation.</p>
	<p>The Chair referred to the second report by the Chair of the TNP Working Group and drew attention to the statement on page 7: “the deliverability of the plan is of very high importance because we have identified a range of community benefits which depend on it.” The Chair commented that in order to secure greater community developments some balancing of priorities may be required and Councillors must be mindful of the separate commercial agenda of developers.</p>

	<p>The Chair then returned to discussion of Council's approval for the following:</p> <ul style="list-style-type: none"> a) the action taken further to the minutes of 19th Nov. 2016; b) publication on the Twyford Neighbourhood Plan website of a report on the outcome of public consultation on the Draft Twyford Neighbourhood Plan; c) publication on the Twyford Neighbourhood Plan website of responses to the points raised and actions taken and proposed; and d) publication of the main changes to the Draft Twyford Neighbourhood Plan.
	<p>After noting that a draft of the proposed text for (b) and (c) above was not yet available to Councillors and some amendments were necessary as a result of matters raised during the meeting it was agreed that the approval sought could not be given. However, the resolution was therefore amended to give consent in principle subject to councillors receiving the drafts for publication.</p> <p>Resolved: Action taken further to the minutes of 19th Nov. 2016; and preparation of a report for publication on the Twyford Neighbourhood Plan website of the outcome of public consultation on the Draft Twyford Neighbourhood Plan with responses to the points raised and actions taken and proposed; and the main changes to the Draft Twyford Neighbourhood Plan including those agreed during the meeting of 9th February is approved.</p> <p>Proposed by Councillor Forder-Stent, seconded by Councillor Cook and carried.</p>
154.3/16	<p>To resolve to approve the amended and updated Draft Twyford Neighbourhood Plan so that it may be promptly submitted for Strategic Environment Assessment testing for sustainability of its preferred site option and reasonable alternatives.</p>
	<p>Following discussion, it was agreed that the resolution would be extended to clarify that the Full Council will agree the wording of the further changes to the agreed draft and agree the alternatives and how they are presented, in effect the full communication requesting the SEA to the extent that it is not already approved.</p> <p>Resolved: The amended Draft Twyford Neighbourhood Plan is to be updated for changes identified and agreed by the Full Council on February 9th so that it may be promptly submitted for Strategic Environment Assessment testing for sustainability of its preferred site option; the updated draft and the reasonable alternative sites to the preferred option shall then be circulated to the Full Council for its approval of the communication requesting the SEA and testing of reasonable alternatives.</p> <p>Proposed by Councillor Lawton, seconded by Councillor Forder-Stent and carried by a majority of four to three, with two abstentions.</p>
	<p>The meeting closed at 10.27pm.</p>

Applications for Dispensation from Code of Conduct restrictions arising from potential Conflicts of Interest

Councillor West – extracts from application

Description of the interest (e.g. disclosable pecuniary interest or prejudicial interest) and its nature

This is with regards to the discussion of the Twyford Neighbourhood plan; my home which I own with my husband is partially opposite Twyford doctor's surgery and car park as well as partially opposite Site 26 which is one option for development being discussed. (see attached plan of my property)

Our address is

Westcott
Hazeley Road
Twyford
SO21 1PX

An explanation as to why the dispensation is sought.

I'm seeking dispensation in the interest of transparency due to the possibility that other parishioners may have the perception that development of site 26 would have a negative impact on my property value.

In reality the border of my property opposite site 26 has a large hedge obscuring the site as well as my own house; the only view of the site is from the very top attic window and the view from the rest of the house and garden is predominantly of the GP surgery and car park. Arguably, redevelopment of the site could improve the landscaping of the parking and field opposite an, along with reducing car parking on the Hazeley Road, could equally have a positive value on my property.

I also feel as a member of the parish council I have a lot to contribute to the Twyford neighbourhood plan overall and wouldn't want one aspect of the plan to limit this. I am also in a similar position to other members of the parish council in that, by the nature of us being parish councillors, we all live in the village and therefore are all in some way affected by this plan and that councillors who live near other sites that were/are being considered could also be perceived in similar light. By allowing us all to contribute equally ensures a balanced approach.

Councillor Holland – extracts from application

Description of the interest (e.g. disclosable pecuniary interest or prejudicial interest) and its nature:

This relates to the Parish Council discussion of the Twyford Neighbourhood plan; And the fact that my home, which I own with my wife, is partially opposite S26, one of the proposed sites for the development of 20 homes, which might mean parishioners could potentially perceive I have a prejudicial interest.

Our address is:

Ravenhurst

Hazeley Road

Twyford

SO21 1PX

An explanation as to why the dispensation is sought.

In the interest of being totally transparent due to a possible perception (that doesn't exist) of a prejudicial interest that other parishioners may have in relation to the proximity of my house to the development of site 26.

Note I believe that in declaring a potential prejudicial interest I am being 100% transparent but that all members of the Parish Council (and the Technical Group advising the council) also potentially have this prejudicial interest.

Councillor Cook and Councillor Cornwall - Extracts from applications

Nature of potential conflict of interest: Prejudicial. [Potential prejudicial conflicts of interest exist because of the Councillor's close proximity to site S1.]

Councillor Cornwall's address is 7 Hewlett Close and Councillor Cook's address is 12 Hewlett Close Twyford.

Reasons for seeking dispensation: I believe that in declaring the above I am being 100% transparent but that is enabling all members of the Parish Council to make a decision as to my participation to discuss and in addition to vote.

I have been a resident in Twyford for several years and I believe that I therefore have knowledge and experience to contribute positively to the discussion of the Draft Twyford Neighbourhood Plan including its policy on site selection. I request dispensation to vote because I have discussed the Draft Twyford Neighbourhood Plan widely with other residents throughout the parish and I seek to represent their views.