

TWYFORD PARISH COUNCIL

Minutes of a meeting of the Full Parish Council
held on Thursday 16th November 2017 at 7.30 p.m. in the Gilbert Room of Twyford Parish Hall

Councillors present	Councillors absent/apologies	In attendance
Councillor Lawton (Chair)	Councillor Forder-Stent	Jo Nicholson (Clerk)
Councillor Wheeler		Tony Bronk
Councillor Pullen		Jane Bronk
Councillor Sellars		Councillor Humby (departed at 20.30)
Councillor West		Councillor Izard (departed at 20.45)
Councillor Cornwall		
Councillor Cook		
Councillor Mitchell		
Councillor Corcoran (arrived 20.10 and departed at 20.45)		

Item	Business Transacted
115/17	To receive and accept apologies for absence
	Apologies were received from Cllr Forder-Stent
116/17	To receive declarations of interest relevant to agenda items
	The declarations of interest as registered with WCC are applied, in addition Cllr Wheeler declared an interest in St Mary's Church.
117/17	To approve and sign-off, as a true record, the minutes for the meeting on 19th October 2017
	The Minutes from 19 th October 2017 were considered a true record of events. Proposed by Cllr Wheeler and seconded by Cllr Mitchell.
118/17	To adjourn for public participation
118.1/17	To receive questions from the members of the public.
	Jane Bronk requested that the advertising banners should have been removed from the Memorial Bank before Armistice Day. Cllr Lawton explained that the Parish Council have no ownership or control of the memorial bank, but try to police it as best able. Cllr Lawton will however talk to the Chair of St Mary's PTA to request they avoid advertising their firework display on Armistice Day 2018.

WL	Action: Cllr Lawton to speak to Lucy Hutchins regarding avoiding banners advertising Fireworks in 2018 on Armistice Day
118.2/17	To receive the County Councillor's report.
Action SC	<p>Cllr Humby explained the increasing pressure on the budget, when 60p in every £1 is spent on adult social care. Cllr Humby does have 3 main aspects of focus; School crossings, concessionary bus fares and charging at the municipal tip. One option Cllr Humby is trying to implement, is a 50p maximum contribution per journey for bus concessions. Cllr Humby is also having to think like a business, and look at income generation, to offset expenditure.</p> <p>Cllr Mitchell asked Cllr Humby about Norris Bridge, and how his department could help facilitate the work required to help protect pedestrians. Cllr Humby explained that he has 15,000 bridges to manage, and a limited budget so has to prioritise according to need. Cllr Humby offered facilitating some help with signage with WCC. Cllr Mitchell explained we require an engineering solution, and need help from HCC to cost a solution.</p> <p>Councillor Cook to organise to meet Cllr Humby and Neville Crisp at Norris Bridge, when it is dark (late afternoon) and assess the level of risk.</p>
118.3/17	To receive the District Councillor's reports.
Clerk	<p>Cllr Izard showed a supplementary planning document for Winchester City centre. WCC are hoping a finalised version to be published late spring. The plan involves a mixed development of retail, commercial and housing properties.</p> <p>Cllr Izard explained that Colden Common will be allocated £500k towards transport, under Section 106 agreement, from the Sandyfields development. Colden Common have detailed their wish list of what will be required and still have some allocation spare. Twyford Parish Council are being asked to think what measures may be needed at High Street / Finches Lane / Hazeley Road crossroads to help with the additional traffic being generated from Sandyfields. Cllr Cornwall suggested a crossing outside The Phoenix.</p> <p>Action: Clerk to obtain guidance criteria from Cllr Izard, and an estimation of how much is available to spend.</p> <p>Cllr Izard provided a brief update on Eastleigh Local Plan, who have been named by the Department of Local Authorities, as one of the few Authorities who have not completed a Local Plan. Eastleigh have told the Department they will make a decision by 11th December. Winchester City Council have told Eastleigh that they do not have the evidence required to make a decision on 11th December. Eastleigh have been given until the 31st January to produce a Local Plan. If they fail, then the Secretary of State will take over.</p> <p>Cllr Izard, also confirmed that WCC have been awarded another 3 year contract from SDNPA for running the planning applications on their behalf.</p> <p>Cllr Cook discussed the Shaping the Community Survey which Eastleigh produced at Upham, and encouraged Cllr's to return their survey.</p>

	Cllr Lawton thanked Cllr Cook for her work on OpenReach to ensure a smooth management of the road closure with local residents.
119/17	To receive an update on matters arising from the minutes of the Full Council meeting held on 19th October 2017 that are not included elsewhere on the agenda and to consider the status of progress to date
	Reference 103.1. Mr Reg Hudson asked about clearing of the overgrown hedge down the hill alongside the main road from the Avenue. Cllr Lawton confirmed he had written to the owner of St Mary's asking for the hedge to be trimmed. By reply he was informed by the owner that the hedge has been cut by HCC in the past and she will ask them to do it.
119.1/17	Update on progress with Superfast broadband installation
	Cllr Cook explained that the Superfast broadband installation engineering works were carried out last night and will be completed tonight. Communication went out to local residents informing them of the work, delivered by Cllr Cook herself, and put on social media by the Clerk. Cllr Cook has had no complaints regarding the timing of the work.
120/17	To receive draft minutes of the Planning Committee meeting of 2nd November 2017 and an update on matters arising from those minutes; and to note or discuss action taken since unless already covered by another agenda item
120.1/17	Resolve to approve our response of the South Downs National Park Local Plan
CC	<p>Cllr Corcoran has compared the draft Twyford Neighbourhood Plan to SDNPA Local Plan. The objectives are the same on the two plans, but the language used is very different. SDNPA Local Plan is more permissive, whereas Twyford Neighbourhood Plan is more prohibitive.</p> <p>Cllr Corcoran detailed the areas where there were differences in the two plans. The policies we need to make comment on include; Sustainable tourism, previously developed land, housing mix, affordable housing, rural exception sites, replacement dwellings, economy, green infrastructure.</p> <p>Cllr Corcoran explained that we would need to submit objections at this stage, which can be withdrawn later. However, we would not be able to make any additional objections after 21st November 2017.</p> <p>Cllr Mitchell asked how likely it would be that our feedback may influence their plan. Cllr Corcoran believes that our feedback may enable a discussion of the differences, and we will offer to work together with them.</p> <p>Cllr West enquired whether we want to object to 50% affordable housing, when affordable housing was the primary objective of the Twyford Neighbourhood Plan. Cllr Corcoran explained that whilst this is our desire, we would not want to put off any developer if this was not sustainable development.</p> <p>Cllr Cook applauded Cllr Corcoran for all the work he has done on reading and comparing both plans.</p> <p>Action: Cllr Corcoran to write down comments to be submitted, circulate to the TPC, and when signed off submit to SDNPA.</p>

120.2/17	Resolve whether to submit a FOI request to WCC on the plans for Hazeley Enterprise Park (item P70/17)
SC	<p>Cllr Lawton has written to SDNP outlining the Council's concerns regarding how this planning application has been handled, and why an Environmental Assessment was not conducted. Julie Pinnock from WCC on behalf of SDSNP, had replied to Cllr Lawton explaining the WCC Planning departments decision making in dealing with the application. Cllr Lawton has written back, to thank Julie Pinnock for her full reply and although the Council took a different view on the matter, it was now closed. Consequently, the Council will not progress with a FOI request. (correspondence attached). Cllr Lawton subsequently wrote to Tim Slaney (SDNPA) seeking information on the pre-application contained in Julie Pinnock's letter, but was informed that the application was confidential because of its sensitivity.</p> <p>Cllr Cook raised concerns regarding the amount of light that will be produced from the existing units on the estate and the loss of trees. Cllr Cook will meet with Jonathan Humphreys so he can outline his plan for the trees, which Cllr Cook will record.</p> <p>Action: Cllr Cook to arrange to meet with Jonathan Humphreys to discuss the trees effected by the development plans</p>
120.3/17	Update on response to WCC on implementation of waiting restriction times on Shawford Road
	<p>The proposal to put down yellow lines along Shawford Road were discussed in the Planning meeting, 2nd November 2017, P79/17. The Committee support the plans in principle, but question whether the plans go far enough.</p> <p>Cllr Cook is trying to find out when the yellow lines will be painted.</p> <p>Cllr Lawton updated that we have received a letter from Compton and Shawford Parish Council, concerned about the parking at the station. They are concerned that should the rail company increase and improve the parking there that parking charges may be applied, therefore reducing usage leading to fewer trains stopping at Shawford Station. Cllr Lawton has acknowledged the letter, and we would be happy to discuss this further with them when the time arose.</p>
121/17	To receive an update on matters arising from the Recreation Committee minutes from 28th September 2017; to note or discuss action taken since unless already covered by another agenda item
Clerk IW	<p>Cllr Wheeler updated that the replacement play equipment for Hunter Park is still on order and therefore awaiting a date for implementation.</p> <p>New lighting has also been installed at the Pavilion by Simon Davidson.</p> <p>The Clerk has obtained a quote from Clint Foard to conduct regular health and safety checks at the pavilion at Hunter Park. This will include legionella testing, PAT testing and fire safety.</p> <p>Action: Clerk to organise a meeting with Clint and Cllr Wheeler, and work up an offer letter for approval at the next FPC meeting, 14th December.</p> <p>The broken bench at Hunter Park was discussed, which will be replaced by the Cricket Club.</p> <p>Action: Cllr Wheeler to ask John Payne to take away the broken bench.</p>

Clerk	The broken bridge on the ROW between Hockley Mill and Compton Lock needs to be progressed. Action: Clerk to contact Hampshire ROW
121.1/17	To update on the sale of machinery from Hunter Park
	All items of machinery are sold, the value generated from the sales (after VAT) is £2,251.67. A few items are still to be collected; slitter by Colden Common, concrete roller and reversible harrow by Jade Cornwall. The Clerk is in liaison with the purchaser to organise dates.
122/17	To receive draft minutes of the Finance Committee meeting of 9th November 2017 and an update on matters arising from those minutes; and to note or discuss action taken since unless already covered by another agenda item
122.1/17	To review the proposed draft budget for 2018/2019
SW & Clerk	<p>The Clerk and Cllr West talked through the assumptions for the proposed budget for 2018 / 2019. Councillors made a few amends to the assumptions, including putting up the budget from £10,000 to £12,000 for play equipment for Northfields.</p> <p>The Neighbourhood Plan assumptions were discussed. This project has been delayed as a result of addressing the flooding problems of the Village. It appears as if the Neighbourhood Plan is costing additional funds, but the Clerk explained that due to the delay, to date we have not incurred large additional costs. The main expenditure this year, has been on administration support, and an updated survey report. Total year to date is £1,921, which is less than budgeted, due to the delay. The forecast for the rest of this financial year includes a project cost to solve the flooding issues of the village, rather than a Neighbourhood Plan production cost.</p> <p>Cllr West estimates that we will have £50,000 in the bank account at the end of the financial year. With the current budget assumptions, there is a deficit of £27,300.</p> <p>The FPC will need to approve an increase in the precept to fund this at the next FPC meeting, 14th December. To help prepare for this, the clerk and Cllr West will conduct the following actions;</p> <p>Actions:</p> <p>How much do we need to hold in cash reserves in the bank?</p> <p>Can any of the assumptions on spending be pruned?</p> <p>Check the Berry Meadow funding and expenditure, against when the amount is likely to be received and spent.</p> <p>Scenario model for impact on precept ; a) fund deficit from any available reserves b) do not use any reserves and fund entirely from precept c) model different % increase in precept</p>
122.2/17	Resolve to approve the submission of projects for CIL applications to SDNPA
	Cllr Forder-Stent, Cllr West and Cllr Corcoran have listed all of the Parish desirable projects, and submitted them in forms to SDNPA to meet their deadline for CIL applications. The projects include; Norris Bridge improvements for pedestrians, extension of Parish Hall and purchase of Cecil Hut, Village

	Centre parking and traffic management, replacement of St Mary's School fence, Parish Hall Car Park extension, and flood mitigation. Action: Clerk to circulate the forms to the FPC.																																																																																																																																																						
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	<p>The Clerk receives £10 a week working from home allowance. £5 is tax free, and paid as expenses, £5 a week is taxable. To ease the implementation of the taxable element, it is proposed that the Clerk salary is increased to include £5 a week working from home allowance.</p> <p>Clerks current salary at point 27 is £24,174, pro rata (16 hours a week) £10,453.62, monthly £871.14. It was resolved to add the taxable working from home allowance, and increase the monthly salary by £21.67, to £892.80.</p> <p>Proposed by Cllr Lawton, and seconded by Cllr West.</p>																																																																																																																																																						
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Proposed by Cllr Wheeler, seconded by Cllr Cornwall.</p> <p>October payments were not embedded in the Minutes of the FPC 19th October 2017. The Clerk will add them into the approved Minutes.</p>	October payment not signed						24.10.2017	SW	Home Bargains	cleaning supplies for HP pavilion paid on bank card	15.19	0	25.10.2017	tr	savings account	transfer to savings	80,000.00	0	November payments						07.11.2017	IB	Matt Riley	October cricket green keeping (670.80)	670.80	0	07.11.2017	IB	Tony Bronk	Tony Bronk reimbursement of mobile phone (24.09)	24.09	0			Stephanie West	steph reimbursement of signs	8.70	0			Waine Lawton	waine reimbursement of NP seminar	30.00	0	08.11.2017	SW	Rymans Stationary	dividers, folder and note pad supplies for clerk	14.47	0	09.11.2017	SW	Post Office Counters	postage for Spullen declaration to WCC	0.76	0	24.10.2017		mid hants fire protectio	testing of fire extinguishers at pavilion	101.88	0	14.11.2017		amazon co. 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124.1/17	Resolve to; approve the letting of contract to Acquiescence in accordance with their quotation, approve contract to Kathy Sterne for the water meadow landscape and repair of the water meadows, obtain the																																																																																																																																																						

	Environmental Permit.
	Cllr Corcoran requested approval for £9,700 plus VAT for Acquiescence, and £2,500 for Kathy Sterne, and £170 for Environmental Permit application. This was approved, proposed by Cllr Mitchell and seconded by Cllr Wheeler.
125/17	Councillor Corcoran to provide an update on progress of the Neighbourhood Plan
125.1/17	Resolve to approve the flooding solution brief and submit it to 3 engineers, subject to comments from HCC.
	HCC have compiled a brief for engineers to provide a quote for flooding mitigation. The brief was not detailed enough, Cllr Corcoran and Jeff Mardon have reworked it, and are awaiting approval of the amends from HCC. It was resolved that subject to HCC approval, the report will be sent out to 3 engineers to quote. Proposed by Cllr Wheeler and seconded by Cllr West.
126/17	Public Transport and Bus Stops – To receive an oral report from Councillor Wheeler
SC	Cllr Wheeler has compiled a list of shelters to the Clerk, to be included in our list of assets. Cllr Cook asked who maintains the bus shelter at Northfields, it was previously maintained by Jonathan Humphreys as he used it for advertising.
SC	Action: Cllr Cook to ask Roger Walker to take down the Graze festival advertising Cllr Cook will also investigate further to get the tarmac of the bus shelter at Twyford Moors sorted.
127/17	Cllr Lawton to update on important matters concerning Eastleigh, which includes ADD and Boundary changes
	Cllr Lawton updated on ADD and the meetings he has recently attended. The work of ADD continues, and the next big meeting is 11 th December. With regards to the Boundary changes, Tony Bronk talked through some analysis he has done which shows the additional mileage that constituents will need to travel to meet with their representative.
128/17	Resolve to decide which grants to make under Section 137 against the applications received from St Marys Church and Ballard Close
	Two requests have been received for Section 137, one from the Appeal for a Peal, from the Church, and the other from Ballard Close Trustees for playground inspection. Cllr Wheeler talked through the proposal for the appeal for the bells of the Church. This was a request for £1,000 to go towards the fund raising to repair broken bells at the church. Cllr Wheeler did not participate in the discussion as to whether the grant should be awarded. The £1,000 grant was approved, and proposed by Cllr Lawton and seconded by Cllr Cornwall. Ballard Close play equipment inspection was awarded £149, this was approved and proposed by Cllr Cornwall and seconded by Cllr Lawton.

Clerk	Action: Previously £500 was awarded to ADD. This has not yet been paid. Clerk to organise.
129/17	To note, for information only, significant communications on matters that are not included elsewhere on the agenda
	<p>Alan Meikle has done a lot of work on the Parish Council website, and has supported the technical side of the management of the site. He will be stepping down in December. Cllr Lawton thanks Alan Meikle for all that he has done.</p> <p>Alan Meikle will continue to support the distribution of village information (not Parish Council matters – that is dealt with by the Clerk) via TIS.</p>
129.1/17	Correspondence received on ditches and hedges around the Parish
Clerk	<p>The Clerk and Cllr Lawton have created a list of letters which need to be sent to the riparian ditch owners.</p> <p>Action: Clerk to write and send the letters.</p> <p>Cllr Cook has received another complaint regarding the caravan which is parked at Churchfields, which she is dealing with.</p>
130/17	To raise any items for the agenda of the 14th December 2017 Full Parish Council meeting
	Resolve to sign off the budget for 2018/2019

Jo Nicholson – Parish Clerk – 27th November 2017

Contact: twyfordclerk@gmail.com

Appendix 1 – draft budget 2018-2019

DRAFT BUDGET NOVEMBER 2017						
Prior Year	2017/2018			draft	draft	JN & SW propose
Actual	Budget	RECEIPTS		Budget	Budget	Budget
	£			2018/2019	2017/2018	2018/2019
		<u>Finance</u>				
71,101.69	86,238.00	Precept		86,238.00	71,000.00	86,238.00
74.53	5.00	Bank Interest		15.00	5.00	15.00
33,003.94	3,762.00	Grants & Donations (CTS)		1,800.00	4,995.00	1,800.00
104,180.16	90,005.00			88,053.00	76,000.00	88,053.00
		<u>Recreation</u>				
4,304.33	4,000.00	Hunter Park Pitches		3,000.00	4,000.00	3,000.00
2,420.00	450.00	Hunter Park Pavilion		800.00	2,000.00	800.00
464.00	550.00	Allotments		650.00	550.00	650.00
7,188.33	5,000.00			4,450.00	6,550.00	4,450.00
		<u>Other</u>				
4,240.00	-	Neighbourhood Plan		-	-	-
4,964.99	5,100.00	Water Meadows grants rural payme		5,100.00	5,100.00	5,100.00
9,244.57	-	Open Space Funding		-	-	-
		CIL		-	-	-
		water meadow and lock grant				
18,449.56	5,100.00			5,100.00	5,100.00	5,100.00
129,818.05	100,105.00		TOTAL RE	97,603.00	82,550.00	97,603.00
		0.00	VAT Reclaims rec'd			
		0.00	VAT charged			
129,818.05	100,105.00		TOTAL RE	97,603.00	82,550.00	97,603.00

Prior Year	2017/2018	PAYMENTS				
Actual	Budget					
		Finance				
13,136.51	13,000.00	Clerk's employment costs inc. allow	14,560.00	12,275.00		13,578.27
		additional clerk hours				1,037.68
53.69	100.00	Clerk's Expenses	200.00	500.00		540.00
1,585.50	1,000.00	Administration	1,000.00	800.00		1,570.00
120.00	250.00	External Advice	500.00	250.00		500.00
342.85	750.00	Training	750.00	750.00		750.00
2,407.45	2,750.00	Insurance Premium	2,750.00	2,750.00		2,750.00
5,163.36	4,000.00	Grants & Donations: See also Misc	-	4,000.00		-
2,035.90	3,000.00	Section 137	5,000.00	3,000.00		5,000.00
871.00	750.00	Hall Hire	1,200.00	1,200.00		1,200.00
-	250.00	Legal Fees	250.00	250.00		250.00
650.96	750.00	Audit Fees	875.00	750.00		875.00
439.00	500.00	Subscriptions & Publications	500.00	500.00		617.00
2,524.94	2,800.00	Street Lighting	3,000.00	3,500.00		3,000.00
580.00	500.00	SLR	500.00	800.00		500.00
1,877.25	1,800.00	PWLB (Gilbert Room)	1,830.00			1,751.25
31,788.41	32,200.00		32,915.00	31,325.00		33,919.20
		Recreation				
18,769.39	21,150.00	Hunter Park Grounds and Northfield	26,150.00	19,750.00		26,675.56
2,178.45	1,500.00	Hunter Park Pavilion	1,500.00	2,400.00		2,130.00
2,923.60	3,750.00	Repairs & Maintenance	3,750.00	3,750.00		2,200.00
9,547.07	15,000.00	New assets	12,000.00	-		12,000.00
4,343.04	6,900.00	Other Open Spaces	2,000.00	7,000.00		2,000.00
466.14	300.00	Allotments	300.00	300.00		200.00
38,227.69	48,600.00		45,700.00	33,200.00		45,205.56
		Other				
11,237.53	8,000.00	Neighbourhood Plan administration	13,250.00	7,560.00		13,250.00
		NP projects	16,000.00			16,000.00
5,204.34	5,700.00	water meadows loan	5,700.00	5,700.00		3,509.92
		water meadows maintenance	2,000.00			2,000.00
		Water Meadows Lock project	11,000.00			11,000.00
41,835.70	-	Miscellaneous (Note 1)	100.00	-		100.00
58,277.57	13,700.00		48,050.00	13,260.00		45,859.92
			TOTAL PA	126,665.00	77,785.00	124,984.68
	-	VAT on payments				
128,293.67	94,500.00		TOTAL PA	126,665.00	77,785.00	126,665.00
1,524.38	5,605.00		Surplus / -	29,062.00	4,765.00	- 27,381.68



Twyford Parish Council

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Mr T Slaney
South Down National Park
Midhurst
West Sussex
GU29 9DH

Dear Mr Slaney

Humphrey Farms Ltd SDNP17/02639/FUL

The Humphrey Farm site is a significant one in the SDNP and a dominant one in Twyford. While now an important economic site, it causes substantial harm both to the village through smell and heavy lorry, van and commuter traffic as well as to the wider landscape of the National Park. Consequently I am writing to express Twyford Parish Council's profound disappointment following the Winchester City Council's grant of consent to the above application on four accounts which are as follows;

- 1) For the lack of EIA,
- 2) For being contrary to policies,
- 3) Lack of care in reporting and for the failure to impose adequate conditions.
- 4) For failure to consider conditions and Section 106 related to the Care Home

The result is that the LPA is left with no landscaping plan for the site as a whole, no traffic and movement plan and no consistent hours of work plan.

Lack of an EIA

The application is for EIA development Schedule 2 requiring scoping in the first place. There is no evidence of this having been done. When challenged at Committee, the officer claimed to have considered the matter and in her judgment decided there was no impact. The Parish Council disputes this conclusion and wishes to know what

correspondence or communication, if any, took place between the planning officer and SDNP Link Officer before reaching her decision.

To draw a comparison, the Parish Council has had to undertake a SEA for a substantially smaller level of development and it therefore seems illogical that an EIA was regarded unnecessary for what is a substantially larger project.

Contrary to Policy

The Parish Council believes the application fails to comply with existing policies MTRA 4, MTRA 5 and CP 19.

MTRA 4 only allows redevelopment and expansion on the basis of existing firms, not of estate developers such as Hazeley Developments. In this instance both redevelopment and expansion will occur. No attempt has been made to justify the scheme on the basis of the existing users. The largest unit to be vacated should provide ample room for redeveloped to meet the needs of the existing users. However there is no evidence they have been allocated the space.

MTRA 5 is for master plans for major commercial sites which within the SDNP the Council believes Hazeley Development Estate to be. The application is for Phase 2 of a three phase, possibly four, development scheme for which no master plan, nor has any component of a master plan, has been produced for inspection.

CP 19 requires the protection and enhancement of the SDNP. This application continues the recognised existing harm that has been occurring for a number of years. There is every likelihood that heavy lorry use will remain at the same level rather than reduce. It is recognised that there will be an inevitable increase in light lorry and van use for supplies and distribution accessing the site and employee numbers and visitors will rise, most of which traffic will pass through the village which suffers daily congestion. In respect to landscape on the prominent skyline, no landscape framework is evident and higher buildings will replace lower buildings and existing trees remain unprotected.

Lack of Care in Reporting

The WCC officer's report was inadequate in the following respects:

- Not addressing the EIA issues
- Not mentioning policies of the Development Plan in particular MTRA5
- Not justifying the departure from MTRA 4
- Not identifying the harm to SDNPA from traffic and landscape in relation to CP19 and MTRA4
- Not mentioning or commenting on the policies in the SDNPA Draft Plan
- Not mentioning or commenting on the draft policies of the Twyford's Neighbourhood Plan or taking into account its evidence base.
- Not mentioning or dealing with the consent for phase 3 (The Mill/Care Home) with which it overlaps and on which it depends
- Failure to consider the cumulative effects of this application with Phase 3 and the already developed parts of Hazeley Estate

- Not dealing with the fundamental uncertainty of Phase 3 which was granted consent in 2008 and has been extended to 2026 and shows no sign of ever being implemented
- Reliance on out of date traffic data used by the applicant to gain consent for phase 3 in 2008
- Failing to consider the impact of the development on residents
- Not mentioning or dealing with the carefully considered objections of TPC and other objectors.

During the course of WCC Planning Committee meeting none of these issues was addressed by the officer and so being of a complex nature were ignored by Councillors in their decision making.

4 Failure to properly consider conditions and Sec 106.

The Officer's Report proposed conditions which had clearly taken no account of the earlier consent for the Care Home and commercial development granted in 2008 that was subject to a complex Section 106 agreement covering phasing and the removal of the mill; the conditions included hours of work and traffic routing of heavy lorries through a long diversion in the SDNP. Neither was included, nor was there any reference to the existing Section 106 agreement which covers part of the application site, defining how it was to be modified.

The above confirms the Parish Council's lack of confidence in WCC dealing with applications relating to this site. The Council feels that WCC has yet to take on board SDNP philosophy in its deliberations and appears to wish to retain its independence. This is why the Council commented in its return to the application its wish for the SDNP should take the lead rather than pass it on to WCC to deal with. Hopefully this is something SDNP will consider more favourably when dealing with future applications on this site.

This letter is written not as a criticism of SDNP but more as an act of frustration. Councillors put a lot of time and effort in trying to be objective and thoughtful when dealing with planning applications, especially for large developments. When objections are raised to applications on the grounds of possible contravention of policies, insufficient, inadequate or incorrect information presented in the application and these are ignored in the determining process, frustration grows as no feedback or reasons are provided.

The Council would be grateful to receive your comments.

Yours sincerely,

Waine Lawton

Chairman, Twyford Parish Council

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Julie Pinnock Head of Development Management printed on recycled paper

Mr Wayne Lawton, Chairman

Twyford Parish Council

Via email to: waine@wdlawton.co.uk

Our Ref: ID 5332

Your Ref:

Enq to: Sue Langford

Direct Line: 01962 848 431

Email: slangford@winchester.gov.uk

6th November 2017

Dear Mr Lawton,

Complaint ID 5332 – Application ref SDNP/17/02639/FUL at Humphrey Farms.

I refer to your email of the 10th October 2017, sent to Tim Slaney at the South Downs National Park Authority. Mr Slaney has forwarded the email and asked me to reply directly to you, as one of my officers dealt with the application. The National Park issued a direction to the City Council to ask us to assess and consider this application on their behalf. The direction stated “Whilst there may be local issues arising from the proposals, it is not considered likely the proposed development would significantly affect the purposes for which the South Downs National Park was designated.” Please accept my apologies for the delay in replying.

Sarah Tose, Team Leader and Principal Planner dealt with this application, and carefully assessed the proposal. You have raised specific points setting out your disappointment at the decision to grant planning permission. There are four key areas that you consider have not been appropriately dealt with and I will respond to these in turn:

1. Lack of an EIA

Each new application is screened when submitted, in accordance with the EIA Regulations. It was identified that the proposals fell within Schedule 2 of the EIA Regulations as they comprised industrial estate development over the threshold figure of 0.5 hectares. Although no formal screening opinion was issued, the case officer screened the proposals to determine whether significant effects on the environment were likely and, hence, whether an Environmental Statement would be required. The case officer, together with the relevant

consultees, assessed the impacts of the proposals (taking account of the selection criteria in Schedule 3 of the 2017 Regulations) and concluded that it would not result in significant environmental effects.

When the application was received, the case officer discussed it with Nat Belderson, the Planning Link Officer for the SDNPA, who issued a “Reverse” Direction to allow WCC to determine this major application. Nat Belderson was also advised of the Officer’s recommendation to approve the application.

In response to representations to the case officer following the publication of her report, this matter was also addressed in the ‘update sheet’ and was taken into account by Winchester City Council Planning Committee Members before reaching their final decision.

2. Contrary to Policy

Policy MTRA 4:

This policy specifically provides for the possible expansion of buildings used by established businesses, provided the development is proportionate to the nature and scale of the site, its setting and its countryside location (bullet point 3). It is not entirely clear how many of the existing occupiers would remain after the redevelopment, but the proposal does appear proportionate, given the scale of the existing floor space and the limited increase involved. The Strategic Planning Officer raised no concerns on policy grounds. The development was therefore considered to be compliant with Policy MTRA 4.

Policy MTRA 5:

This policy relates to the need for a masterplan for major commercial sites. The applicant has advised that the proposals effectively comprise the final piece of the jigsaw, and enable the comprehensive redevelopment of this part of the Northfields site. The submitted site plan shows details of the existing and proposed development at the adjoining Mill and Hazeley Enterprise Park sites. The proposals are considered to result in a layout which takes account of the layout and land-uses at the adjoining Mill site and Enterprise Park. The amendments to the internal access road proposed under this application do not harm the operational layout of the existing or consented development. It was therefore considered that a further, revised master plan would not provide any further useful information which was not already available.

Policy CP19:

The Highway Authority considered that the proposals would result in a modest increase in traffic generation and that the surrounding highway network has sufficient capacity to safely accommodate this. The Landscape Officer was satisfied that the proposals would not have an adverse visual impact on the surrounding countryside. The development would not be within close proximity to boundary trees, so a condition regarding their retention was not considered necessary or justified. It was therefore not considered that the development would harm the landscape character or natural beauty of the National Park.

3. Lack of Care in Reporting

Not addressing the EIA issues: this has been discussed in section 1 above.

Not mentioning policy MTRA 5: this has been discussed in section 2 above.

Not justifying the departure from policy MTRA 4: it was not considered that the development

comprises a departure from policy MTRA 4, as outlined in section 2 above.

Not identifying the harm to SDNP from traffic and landscape in relation to policies CP19 and MTRA 4: it is not considered that the development would result in harm to the SDNP, as outlined in section 2 above.

Not mentioning or commenting on the policies in the SDNPA Draft Local Plan: when the application went to the Planning Committee on 21st September, the draft South Downs Local Plan had not been published for public consultation. This commenced on 26th September, 5 days after the committee date. Therefore, prior to the Pre-Submission draft being published for consultation, the emerging policies were afforded very little weight in decision making and there was no requirement for them to be included in the committee report. Following the publication of the Pre-Submission document, the SDNPA has advised WCC Officers that the policies now have some weight, so should be included in future reports.

Not mentioning or commenting on the draft policies of the Twyford Neighbourhood Plan (TNP) or taking into account its evidence base: as the TNP is at such an early stage of development, the policies were not referenced in the committee report as they hold such limited weight in decision making at this time.

Not mentioning or dealing with the consents for Phase 3 (the Mill/care home) with which it overlaps and on which it depends: the only part of the proposals which overlaps with the approved Mill scheme is an area for lorry parking and turning. This was explained in the committee presentation. It was not considered necessary to discuss the adjoining approved schemes in detail.

Failure to consider the cumulative effects of this application with Phase 3 and the already developed parts of Hazeley Estate: The proposals, when considered in addition to the adjoining schemes, are not considered to result in material harm to impacts such as highways, landscape or residential amenity. The traffic assessment referred to the adjoining sites, and it was concluded that the proposals would result in a modest increase in traffic generation.

Not dealing with the fundamental uncertainty of Phase 3, which was granted consent in 2008 and has been extended to 2026 and shows no sign of ever being implemented: It was not considered that the uncertainty of Phase 3 was relevant to determining the application. Reliance on out of date traffic data used by the applicant to gain consent in Phase 3: the Transport Statement (May 2017) at section 3.8 states that an Automatic Traffic Counter (ATC) survey was undertaken over a 7 day period covering the period from 20th September to the 2nd of October 2015. As the tenants and use of the buildings remain the same to date this information is still relevant. Section 5.1 states that the potential trip generation for the proposed development has been calculated using the trip rates consented as part of the planning permission for the Phase 1 Hazeley Enterprise Park and the Mill site.

The Transport Assessment (TA) provided as part of the 2008 consented planning permission details how the trip rates were obtained. The trip rates were based on the rates used in the TA for the consented 2003 planning permission (03/00302/FUL) and were increased by 15%. These rates were deemed acceptable for the site and hence have been

used again. The Highway Officer was satisfied with the traffic data provided.

Failing to consider the impact of the development on residents: The committee report stated that 'There are no residential properties in close proximity to the application site that would be affected by the development.' The case officer has acknowledged that the report could have specifically referenced the properties to the west and south of the site. The impact on these properties was assessed by the Environmental Protection Officer, who concluded that no harm would occur to their amenities, given that the proposed uses would be the same as the current uses on site. This was discussed at the committee meeting and Members were shown the relationship to the nearest residential properties. I do acknowledge that this should have also been documented in the report, and I apologise for this.

Not mentioning or dealing with the carefully considered objections of TPC and other objectors: The agent's response to the Parish Council objection (received after the publication of the committee report) was included in the update paper and was considered by elected members of the Planning Committee. The other objections which were received after the committee report were also reported in the update paper. The Parish Council attended the committee meeting and fully set out their objections to the scheme. Members of the Planning Committee asked the Parish Council questions following the three minutes of public speaking, and fully understood the Parish Council's objections prior to taking their decision.

4. Failure to properly consider conditions and S106

The application site at Humphrey Farms is an existing commercial site and the proposed development is seeking to replace several old buildings with higher quality ones. The uses within the site will remain as they are at present (B8, B1a and B1b/c). The proposals will lead to an overall net increase in the B Class floor area of approximately 302.5sqm (GEA), however, advice from our Strategic Planning team is that the increase is not considered significant and will be occupied in part by some of the established businesses. The applicant confirmed that the majority of units at the site are not currently restricted in terms of their operating hours. The Council's Environmental Health Officer raised no concerns regarding the impact of the proposed development on residential properties, given that the proposed uses are the same as the existing uses within the site. Therefore, the Council did not consider it reasonable or necessary to impose a condition restricting operating hours, as the uses proposed in the planning application were not materially different to the existing uses on site.

The Highway Officer raised no concerns regarding the impact of the development on the local road network. The existing lorry routing agreement is enforced by tenancy agreements, which would continue to be the case with the proposed scheme. The applicants also utilise cameras which monitor vehicle movements and have erected clear signage at the exit to the site on the Hazeley Road. The Highway Officer considered that the existing mechanisms were sufficient to control the traffic movements, so he did not suggest that a lorry routing condition was necessary in this case.

The proposed red boundary line of the application overlaps the red line of the approved Northfields Mill application. The overlap occurs in the area to the west of proposed Units 1

and 2. In both the recently approved Humphrey Farms scheme and the Northfields Mill scheme, this area is to be utilised for lorry parking and turning. The proposed layout takes account of this overlap and ensures that, if both schemes were to be implemented, the parking and turning area would work for both schemes. It was therefore not considered that this would result in a need for the Section 106 agreement for the Mill scheme to be modified.

The important difference here is that the Northfields Mill scheme proposes the redevelopment of the site for completely different uses, whereas the Humphrey Farms scheme is seeking to provide more modern buildings whilst retaining the same uses within the site. The considerations will therefore vary to some extent for each site.

I am sorry to hear that the Parish Council lacks confidence in Winchester City Council when dealing with applications of this nature. The City Council is used to dealing with large “major” proposals in its own part of the District. We are working in partnership with the South Downs National Park, and have a dedicated team of Planning Officers who deal solely with National Park applications, to ensure that we have taken on board the National Park’s philosophy and to carefully consider proposals in light of the National Park’s primary purpose. The National Park asked us to deal with this application on their behalf and we kept them briefed of our considerations and recommendation.

I do understand that the Parish Council objected to this proposed development, and the reasons why. However, there were no material planning reasons, notwithstanding the protection the National Park has in Government Policy (English National Parks and the Broads: UK Government Vision and Circular 2010 and The National Planning Policy Framework (NPPF) paragraph 115) to refuse planning permission in this case. You may be aware of a current pre-application submission for the adjacent Northfields site, which has been called-in to be dealt with by the SDNPA (SDNP/17/05127/PRE). This was a scheme for a retirement development for 98 dwellings. The pre-application case is considered to have the potential to have a significant effect on the purposes of the Park’s designation, whereas the redevelopment proposed under SDNP/17/02639/FUL was not considered significant. The two statutory purposes of the SDNP designation are to conserve and enhance the natural beauty, wildlife and cultural heritage; and to promote opportunities for the public understanding and enjoyment of the special qualities of their areas

I do hope that my letter has gone some way to explain the reasons why the proposal was recommended for approval, and to explain on what basis the Planning Committee Members made their decision. My letter represents a response at Stage 1 of the Council’s two-stage formal complaints procedure. If you are not satisfied with my response, you may wish to refer the matter to the WCC Chief Executive, Laura Taylor, as the second and final stage of the complaints procedure. Please do not hesitate to contact me if you have any queries about my letter.

Yours sincerely

Julie Pinnock BA (Hons) MTP MRTPI

Head of Development Management

cc: Tim Slaney, Director of Planning, SDNPA