

TWYFORD PARISH COUNCIL

Minutes of the meeting of the Full Parish Council
held on Thursday 25th June 2020 at 7.30 p.m.

Virtual Meeting conducted via Microsoft Teams

Councillors present	Councillors absent/apologies	In attendance
Councillor Lawton (Chair)	Councillor Wheeler	J.Nicholson - Clerk
Councillor Mitchell		T. Nutbeam – Assistant Clerk
Councillor Sellars		
Councillor Cook		
Councillor Forder-Stent		
Councillor Bronk		
Councillor Corcoran		
Councillor Pullen		
Councillor Pain		

Item	Business Transacted
36/20	To receive and accept apologies for absence
	Apologies were received from Cllr Wheeler
37/20	To receive declarations of interest relevant to agenda items
	Cllr Corcoran declared an interest in Church meadow, as a member of the TIW Board. All registered declarations were applied.
38/20	To approve and sign-off, as a true record, the minutes for the virtual meeting on 21st May 2020.
	The Minutes from the 21 st May 2020 was considered a true record of events. Accepted by a majority vote, Cllr Bronk objected.
39/20	To adjourn for public participation
39.1/20	To receive questions from the members of the public.
	None present
39.2/20	To receive the County Councillor's report.
	Not present
39.3/20	To receive the District Councillors' reports.
	See Appendix 1. In addition, Cllr Cook and Cllr Bronk believe the decision on CIL funding will be made in September. WCC will be reviewing the budget in September, which may have implications for local councils in the future.

40/20	To receive an update on matters arising from the minutes of the Full Council meeting held on 21st May 2020 that are not included elsewhere on the agenda and to consider the status of progress to date
	No additional items discussed.
40.1/20	Resolve to approve a second version of June 2019 FPC Minutes to accept an amend to an error on the date from 2019 to 2020 on item 56/19
	It was resolved to adopt an amended version of June 2019 FPC Minutes to change the date from 2019 to 2020 on item 56/19. Proposed by Cllr Lawton and seconded by Cllr Cook.
41/20	To receive an update from the Planning Committee and any updates on any matters arising unless already covered by another agenda item
Cllr Lawton	<p>The Minutes from planning committee meetings had been circulated prior to the meeting. Cllr Mitchell had nothing more to add.</p> <p>Cllr Bronk updated that following an enquiry to WCC whether Hockley Golf Course had planning permission to move a tee, WCC confirmed planning was not required. South Downs agreed with this position.</p> <p>In addition, Cllr Bronk had also contacted Jackie Porter for assistance to establish emergency TPO's at Orchard Close, previous response to the Clerk from Ivan Gurdler was that it could not be looked at for 3 months. To follow this up, Cllr Lawton will write to the Chief Executive at WCC to get action taken.</p> <p>Action: Cllr Lawton to write to Chief Exec at WCC requesting action on TPO's</p>
42/20	To receive an update on matters arising from the Recreation Committee; to note or discuss action taken since unless already covered by another agenda item
Asst Clerk	<p>The Assistant Clerk provided an update, the sand had been delivered and has been added to the sandpit, with the help and thanks to John Paine and Nick Ranger. Cllr Pullen has painted the woodwork on the frame, and was thanked.</p> <p>The defibrillator at the pavilion has been installed and the electrical work has been completed.</p> <p>The painting of the play equipment and mending of the floor edging is still to be done and resolved.</p> <p>Cllr Cook was thanked for her hard work brushing the surface of the basketball court.</p> <p>The boundary line on the edge of Hunter Park is still to be resolved. When social distancing enables, the Assistant Clerk and landowner will mark the boundary.</p> <p>Action: Assistant Clerk to set up a meeting with the land owner and mark the boundary</p> <p>John Paine, Nick Ranger and Cllr Pullen have worked hard voluntary to improve the environment at Hunter Park, the Parish Council register their thanks.</p>
42.1/20	Update on Ash die back tree work conducted by Hampshire Heartwood, and review cost

	against budget.
	One tree is still requiring work. The work to date has been done in two parts, invoices are presented for approval in item 43.1/20
42.2/20	Resolve to create a budget for tree care and maintenance. Resolve to approve £545 for Arbor-Eco Consultancy to conduct a tree survey on Berry Meadow, The Meads, Hunter Park and Northfields Recreation area.
	See Appendix 2. It was resolved to approve £545 for Arbor-Eco Consultancy to conduct a tree survey on Berry Meadow, The Meads, Hunter Park and Northfields Recreation area. Proposed by Cllr Corcoran and seconded by Cllr Pullen.
42.3/20	Resolve to spend £171 plus VAT unbudgeted funds for a 4 yard skip (Ace Liftaway) to take the debris from the wooded copse area should the amount of debris exceed manual removal.
	It was resolved to spend £171 plus VAT unbudgeted funds for a 4 yard skip (Ace Liftaway) to take the debris from the wooded copse area should the amount of debris exceed manual removal. Proposed by Cllr Lawton and seconded by Cllr Cook.
42.4/20	Resolve to advertise a caretaker job vacancy for Hunter Park / Pavilion / Northfields maintenance. Agree a cap on hourly rate.
Clerk	A few amends to the job description were agreed, and ask that those applying provide a price for the work by the hour. Action: Clerk to make amends to the job description and put role on TIS, Facebook and the parish website.
43/20	To receive an update from the Finance Committee on matters arising; and to note or discuss action taken since unless already covered by another agenda item
43.1/20	Resolve to approve payments to be made in June 2020.
	See Appendix 3. The payment to Mayer Brown for £1,009.20 was excluded from the approval, requiring reconciliation from Jeff Mardon. The remaining payments were resolved to be paid, proposed by Cllr Sellars and seconded by Cllr Cook.
43.2/20	Resolve to reconcile and sign the cash summary from the Edge Finance system to the HSBC April and May Bank Statements.
	See Appendix 4. It was resolved to reconcile and sign the cash summary from the Edge Finance system to the HSBC April and May Bank Statements. Proposed by Cllr Pain and seconded by Cllr Forder-Stent.
43.3/20	To finalise the year end financial accounts for 2019 / 2020, resolve to approve the updated Asset Register, amended AGAR and explanation of variances, and agree to publish the Notice of Inspection of Accounts.
	See Appendix 5. It was resolved to approve the fixed asset register as at 31.03.2020. The AGAR and explanation of variances and Notice of Inspection of Accounts were

Clerk	<p>approved to be published, and submit to the external auditor. Proposed by Cllr Forder-Stent and seconded by Cllr Pain.</p> <p>Action: Clerk to consider the fixed asset register as at 30.06.2020 to consider the inclusion of the telephone boxes, cricket equipment, and any land tenancy (Churchfields).</p>				
44/20	Top level overview of project progress				
Clerk		Next Deliverable	RAG Status	Next Expenditure	RAG Status
	N'Plan Production	See point 44.1/20 below.			
	Flood Mitigation	<p>Flood mitigation and car park expansion are being progressed together. The report from Mayer Brown has been completed, and there is discussion ongoing with the land owner. The CIL application is in place for additional funding towards the flood mitigation works.</p> <p>There is a hole in Hazeley Road, and a drain requires repairing which HCC have taken ownership of.</p>			
	Car Park Expansion				
	Pavilion Refurb	The next deliverable is the decorating of the outside of the pavilion, which is waiting on a date from the decorator.			
	Two Parks	The Clerk, Cllr Wheeler, Cllr Lawton (for part) and Cllr Cook met with Tim Griffin, the appointed landscape architect, and walked around Hunter Park. The signed off brief was talked through, pointing out various points of reference contained in the brief.			
	Traffic	<p>Cllr Bronk updated. Concerns from residents regarding Norris Bridge safety have been forwarded on to Cllr Humby. As discussed at previous meetings, there are no accidents reported at Norris Bridge, as such the bridge will not be considered by HCC for safety work. Cllr Bronk encouraged individuals to register their own concerns directly with HCC.</p> <p>Brickwork has also been repaired / replaced on Norris Bridge, with some areas still left. Cllr Bronk has forwarded on the concerns on the finish of the work to HCC and will follow up.</p> <p>SLR to be discussed under item 46/20.</p> <p>For any concerns regarding white lines, hedges, hedgerows, individuals are to register their own issues with Hampshire Highways. If issues are not addressed, then send Cllr Bronk or Cllr Cook an email, who will follow it up.</p> <p>Action: Clerk to issue a TIS informing residents how to register a complaint / issue / fault with Hampshire Highways.</p>			
	Cycleway	The feasibility / scoping report from Nick Farthing is due to be received imminently, which will be forwarded on to the FPC for discussion.			

Cllr Cook		<p>The Government have announced more funding for cycling, which may mean more money could be available towards the project.</p> <p>Action: Cllr Cook to raise an enquiry with MP Steve Brine, asking specifically for more funding for South of the village, joining Twyford to Colden Common.</p>
	Climate	No further update.
44.1/20	Councillor Corcoran to provide an update on progress of the Neighbourhood Plan and recommend next steps for FPC to approve	
	The technical team continue to amend policies based on pre-submission Consultation feedback. It is likely amended version of the Plan will come to the FPC for approval in August, which will require an Extraordinary Meeting.	
45/20	<p>Resolve to:</p> <ul style="list-style-type: none"> • to adopt the updated version of policy HN8 on Orchard Close for inclusion in the Submission Twyford Neighbourhood Plan (to follow) • continue dialogue on this with SDNPA • to publicise the proposed additions to policy • to report back on any comments received. 	
	<p>See Appendix 6. Carter Jonas have been instructed to sell the site with no restrictions. The policy written by the Neighbourhood Plan is landscape lead, to keep the site as a whole, and development would be contained to the existing footprint. Moreover, the volume of traffic down Bourne Lane should not be increased as a result of any development on the site.</p> <p>The base line traffic volume has been established by Richard Parker (Traffic Consultant), and verified by South Downs National Park, and has been stated as a principle.</p> <p>Cllr Bronk requested reference in the policy to be amended to Twyford PARISH. Cllr Cook made mention that Hampshire Gardens Trust have the property listed as classic Edwardian.</p> <p>Cllr Corcoran confirmed that the Head of Policy and Head of Development Control are looking into the policy at South Downs.</p> <p>If there are any obstacles to getting the policy through, the suggestion was to liaise with Terese Evans on WCC.</p> <p>Discussion ensued as to whether the grounds are residential garden or not. Cllr Lawton queried what the land registry use was.</p> <p>If the policy is approved, Cllr Corcoran will then inform the land agent, and the policy will be drafted and issue invitations for comment.</p> <p>It was resolved to:</p> <ul style="list-style-type: none"> • to adopt the updated version of policy HN8 on Orchard Close for inclusion in the Submission Twyford Neighbourhood Plan (to follow) • continue dialogue on this with SDNPA • to publicise the proposed additions to policy • to report back on any comments received <p>Proposed by Cllr Pain and seconded by Cllr Cook.</p>	

46/20	<p>i) Resolve to agree the means and locations to install the SLRs and download data if possible, using either voluntary or contracted services, without infringing the social distancing regulations.</p> <p>ii) To agree to amend the policy for the installation of speed limit reporting units, in particular, to reflect removal of references to a Foard Maintenance to include that trained volunteers may act instead and include provisions about data downloading and distribution.</p> <p>iii) Resolve to purchase a lap top up to a defined amount for the purpose of downloading data from the SLR.</p>
	<p>See Appendix 7. The proposal was emailed to all Cllrs beforehand. The Cllrs had the opportunity to review and ask questions.</p> <p>Item iii) was refused, and the Assistant Clerk was asked to provide the use of her laptop, which is reliant on it being available.</p> <p>It was resolved to approve the voluntary means to install the SLRS and download data, with the help from the Clerk or Assistant Clerk. The procedures (in Appendix 7), which removes the reliance on two persons or contracted help so long as necessary safety precautions are taken at the appropriate sites, were also resolved to be adopted. Proposed by Cllr Forder-Stent and seconded by Cllr Pullen.</p>
47/20	Councillor Corcoran to provide an update on Berry Meadow and Compton Lock Committee business
	The trees are due to be surveyed. The main issue for the committee is the behaviour at the Lock.
	Cllr Pain left the meeting.
48.1/20	Review episodes of anti-social behaviour at Compton Lock and The Meads and means of control applied
	Two dispersal orders have been implemented at the lock during lockdown. The anti-social behaviour has been regular and has put off locals from visiting. The litter left behind is vast. The police have been patrolling but do not have the resource to provide as much support as requested.
48.2/20	To resolve to reduce the episodes of anti-social behaviour at Compton Lock and The Meads through the appointment of a recognised security company
	Additional support was discussed and reviewed see Appendix 8. The majority of Councillors supported the proposal, and was keen to try something new after years of facing the problems with no effective solution. It was felt by most Cllrs that the appointment would be a logical next step, following the progression of the behaviour getting worse year on year. There was a preference to use a company which would be flexible with their charging, so the Parish would not have to pay for a patrol if there were no people up at the lock. Cllr Cook raised the possibility of obtaining funding through

	<p>the County Councillors. Cllr Lawton said that Compton & Shawford Parish Council would be approached to contribute.</p> <p>Cllr Pullen had a preference to continue police support, and wanted to understand the powers a security company would have to manage the behaviour at the lock to ensure it would be effective. Cllr Bronk was concerned that the appointment of a security firm could end up costing the Parish a lot of money if it was not defined to a set period.</p>
48.3/20	To agree to limit the discussion to considering the appointment of only one company, Venture Security, to provide assistance on the basis of its recommendation, its ability to offer the immediate support and it's experience working with WCC patrolling the Business Improvement District.
	Based on the experience and local knowledge, and the testimony of use by WCC, Venture Security were agreed to be the only company considered. Proposed by Cllr Forder Stent and seconded by Cllr Cook.
48.4/20	To agree to appoint Venture Security to supply BID Rangers to patrol the Lock and The Meads on an agreed schedule, with flexibility provided according to need, for up to a maximum of 10 weeks, paid at an hourly rate of £28 + VAT per Ranger as used with a maximum expenditure of £1700 + VAT.
<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>and Cllr</p> <p>Cook</p>	<p>Actions were taken by the Clerk to:</p> <ul style="list-style-type: none"> - Check the brief to Venture Security following discussion with the insurance company regarding any conflict on no swimming. - Issue a TIS to inform local residents - Establish a measure of success around the volume of litter and reported incidents <p>Funding would be explored, and the resolution was approved by majority. Cllr Pullen abstained, and Cllr Bronk objected. The resolution was carried. Proposed by Cllr Corcoran and seconded by Cllr Cook.</p>
49/20	Discuss the options for use of Northfields Telephone Box as either community use, or location for a third defibrillator.
<p>Asst</p> <p>Clerk</p> <p>Cllr</p> <p>Cook</p>	<p>Following resident enquiries, it needs to be decided if the Northfields Telephone Box is to be used as a community book swap, or to house a third parish defibrillator.</p> <p>Action: Assistant Clerk to obtain a quote to install a defibrillator</p> <p>Cllr Cook to investigate sources of funding to purchase a defibrillator</p>
50/20	Public Transport and Bus Stops – To receive an oral report from Councillor Wheeler
	No update

51/20	To note, for information only, significant communications on matters that are not included elsewhere on the agenda
	<p>Cllr Pullen raised concern over the existing signage at the Lock looking tired with no mention of inflatables / water craft. Cllr Corcoran said this should be dealt with by the Berry Meadow Committee.</p> <p>Action: Assistant Clerk to set up a meeting of the Berry Meadow Committee for the end of July</p> <p>The Clerk asked all Councillors to reply to the poster competition, and provide their votes for the winner.</p>
52/20	To raise any items for the agenda of 16th July Full Parish Council meeting

Jo Nicholson - Clerk to the Parish Council – 14th July 2020. clerk@twyfordhants.org.uk

Appendix 1: 39.3/20. District Councillor Report

Report from Winchester City Councillor Tony Bronk

The City Council is now actively working with a range of parties to help businesses across the district to reopen or to extend their limited existing services (such as by promoting outdoor seating areas). Market stalls are also back on Fridays and Saturdays and the periodic Sunday Farmers Market. The City Council has liaised with Hampshire County Council to seek temporary highways changes not only to provide space on roads and pavements for seating but also to improve safer pedestrian and cycle access to and within the city centre by creating more space for social distancing. Whilst using public transport (including park and ride buses) presents problems because capacity is reduced for social distancing, efforts are being made to make car parks safe from covid-19 risks by regular cleaning. Enforcement of parking restrictions has been relaxed over recent months, but with an increase of traffic phased reintroduction of enforcement has begun. Serious infringements are acted upon as normal but warnings rather than penalties for lesser infringements have been given to date. Full enforcement is anticipated to be in effect by August.

The Council has also promptly issued a range of covid related grants and assessed applications for deferral of payment for rents or council tax. Paying for continued supply of services in the context of reduced income flow, especially from car parking charges has necessitated a financial review and a new budget is likely to be put to the Council for consideration in July. This will inevitably consider reductions of some activity and changes to charges for others. Changes to working practices, such as home working have also led to deferral of some initiatives so that they can be reassessed in the context of the "new normal". An example is the potential use of the Station Approach site, although other key projects continue to be progressed such as the new Winchester Sport and Leisure Park and use of the adjacent Depot site.

From the more local perspective of the Colden Common and Twyford Ward residents I remain keen to see that the Winchester Movement Strategy (a Hampshire County Council and Winchester City Council driven project) provides for easy access to the city by public transport, private car, cycle and foot. Improvements to pedestrian and cycle access from the southern park and ride locations are therefore welcomed.

Policing is not a Winchester City Council function, but environmental health matters are, so concerns about anti-social behaviour at Compton Lock are primarily a police enforcement issue. In that context it was pleasing to see that the police adopted a proportionate response to reports of problems and increased their presence and powers to deal with troublemakers. As a District Councillor I am also pleased to see that calls for closure of the whole area have been resisted and that the site remains accessible for all residents of the ward to enjoy safely. My thanks are therefore extended to those local residents who have cleared litter to preserve the beauty and safety of the site.

Appendix 2 – 42.2/20. Quote from Arbor-Eco Consultancy

ARBORICULTURAL CONSULTANCY

Introduction Arbor-Eco Consultancy have been commissioned by Tracy Nutbeam, Asst. Clerk to the Parish Council, to provide a quotation to carry out a tree survey of trees within the ownership of Twyford Parish Council and specifically the following sites;

- Hunter Park, Twyford, SO21 1QU • Northfields Park, Off Shipley Road, Twyford • Berry Meadows, north of Shawford Road, Twyford • Twyford Meads, east of Bridge Lane, Twyford

Project Brief 1. To visually inspect all trees within the ownership of Twyford Parish Council as shown on the attached invitation to tender documents. 2. To provide a written report of the condition of all trees inspected that require remedial works and to include management recommendations. This will take the form of a Negative Tree Survey Report as endorsed by HSE. 3. To provide accurate mapping of the trees requiring remedial work to within 3m of the stem using a TRIMBLE GPS tree mapping device utilising 9 satellite locations. 4. To provide the latest guidance and best practice on the management of Ash trees subjected to ash dieback, with options that will be dependent on financial constraints. 5. To use Pear Technology OS mapping as provided by Twyford Parish Council. If this cannot be purchased then a cost of purchase (including VAT) is below.

Cost Summary Carry out a site visit, conduct a Visual Tree Assessment across 4 sites and provide a Negative Tree Report with mapping; Total Payable £495.00 (no VAT charged) Provision of 4 maps; Total Payable £50.00 for all four maps (including VAT)

If you should require any further information regarding the above works, we will be happy to help.

Yours sincerely,

Marco Bartolini (TechArborA, GradCIEEM, FdScWM, Dip Mgmt) On behalf of Arbor Eco Consultancy

Appendix 3: Item 43.1/20. June payments for approval

June payments for approval

May Transactions post FPC approval:

26.05.2020 Lukas Budny Goal posts £60

21.05.2020 Viking PPE £59.88

Unpaid Expenditure Transactions

Start of year 01/04/20

Invoices with a ledger date on or after 01/06/20 and on or before 30/06/20

Tn no	Gross	Vat	Net Cttee	Invoiced	Details	Cheque	Accrual	Heading
51/1	£220.50	£0.00	£220.50 FIN		Public Work Loan Board			1140
51/2	£600.00	£0.00	£600.00 FIN		Public Work Loan Board			1141
51/3	£40.75	£0.00	£40.75 FIN		Public Work Loan Board			1142
51/4	£1,666.67	£0.00	£1,666.67 FIN		Public Work Loan Board			1143
51	£2,527.92	£0.00	£2,527.92	09/06/20	Public Work Loan Board			1140
52	£35.58	£5.93	£29.65 REC	04/06/20	Business Stream	pavilion water supply 03/20 to 06/20		2030/1/2
53	£13.49	£2.25	£11.24 REC	04/06/20	Business Stream	hunter park field supply 03/19 to 06/20		2020/6/1
54/1	£61.18	£0.00	£61.18 FIN		HCC Pensions			1000/1/3/1
54/2	£199.38	£0.00	£199.38 FIN		HCC Pensions			1000/1/3/2
54	£260.56	£0.00	£260.56	09/06/20	HCC Pensions			1000/1/3/1
55	£191.36	£0.00	£191.36 FIN	09/06/20	Tracy Nutbeam	asst clerk net slary june		1000/2/1
56	£88.89	£0.00	£88.89 REC	09/06/20	Marie Longman	Pavilion cleaner net pay June		2000/1/1
57	£813.58	£0.00	£813.58 FIN	09/06/20	Joanne Nicholson	Clerk Net pay June		1000/1/1
58/1	£0.40	£0.00	£0.40 REC		HMRC			2000/1/2
58/2	£148.60	£0.00	£148.60 FIN		HMRC			1000/1/4/1
58/3	£44.56	£0.00	£44.56 FIN		HMRC			1000/1/4/2
58/4	£31.55	£0.00	£31.55 FIN		HMRC			1000/1/4/3
58	£225.11	£0.00	£225.11	09/06/20	HMRC			2000/1/2
59	£25.19	£0.00	£25.19 FIN	09/06/20	Tracy Nutbeam	Asst clerk expenses May		1010/1
60	£11.99	£2.00	£9.99 FIN	09/06/20	1&1 IONOS	Server hosting May		1020/2/2
61	£10.00	£1.67	£8.33 FIN	02/06/20	My Key Machine			1020/3/2
	1091.91	0.00	0.00		Darren Wyatt Electrical			

Signature

Signature

Date 11/06/20 03:46 PM Vs: 8.44.00

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Unpaid Expenditure Transactions

Start of year 01/04/20

Invoices with a ledger date on or after 01/06/20 and on or before 30/06/20

Tn no	Gross	Vat	Net Cttee	Invoiced	Details	Cheque	Accrual	Heading
62	£33.00	£0.00	£33.00 FIN	09/06/20	Microsoft	Cllr outlook June		1020/2/3
63	£285.00	£0.00	£285.00 PROJ	09/06/20	Hilary Frearson	NP Admin May		5000/1/6
64	£39.60	£6.60	£33.00 REC	09/06/20	Green Smile Ltd	Pumphrett Bank strimming		2060/4
65/1	£253.40	£42.23	£211.17 REC		Green Smile Ltd	Northfields groundsman June		2040/1
65/2	£1,410.25	£235.04	£1,175.21 REC		Green Smile Ltd	Hunter Park Groundsman June		2020/7
65	£1,663.65	£277.27	£1,386.38	09/06/20	Green Smile Ltd			2040/1
66	£48.00	£8.00	£40.00 REC	09/06/20	Green Smile Ltd	Weed kill and strim weeds Basketball court HP		2020/4/2
67	£9.97	£1.66	£8.31 FIN	09/06/20	Amazon	2lock for SLR		1130/1
68	£8.99	£1.50	£7.49 FIN	09/06/20	Amazon	larger lock for SLR		1130/1
69	£55.08	£9.18	£45.90 REC	09/06/20	Amazon	wire broom head Cllr Cook request Basketball court		2020/4/2
70	£22.10	£3.68	£18.42 FIN	09/06/20	O2	Mobile phone June		1020/1/1
71	£336.01	£56.00	£280.01 REC	09/06/20	Shoreland Network Solutions			cricket square May 2020/1/1
72	£792.00	£132.00	£660.00 REC	11/06/20	Hamsphire Heartwood	Removal of dead ash tree at HP		2020/2
73	£336.00	£56.00	£280.00 REC	11/06/20	Hamsphire Heartwood	removal of dead ash tree northfields		2040/2/1
74	£316.01	£52.67	£263.34 REC	01/06/20	Shoreland Network Solutions			cricket square maintenance 2020/1/1
	1365.00	0.00	1365.00		25/06/2020	ENVIRONMENT AGENCY		Water Abstraction license
	1009.20	168.20	841.00		Mayer Brown	Consultancy fees		
						May		

Signature
Date

Signature

11/06/20 03:46 PM Vs: 8.44.00

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Appendix 4: 43.2/20. System Cash Summary and HSBC Statements

Bank Account Reconciled Statement

HSBC C/A	21554387	40-20-10
Statement Number	8	
Statement Opening Balance	£35,321.41	Opening Date 01/04/20
Statement Closing Balance	£19,734.22	Closing Date 31/05/20
True/ Cashbook Closing Balance	£19,734.22	

Date	Cheque/ Ref.	Supplier/ Customer	Debit (£)	Credit (£)	Balance (£)
01/04/20	plot 23	J Bronk	0.00	20.37	35,341.78
01/04/20	plot 24 A	Hannah De Morode	0.00	14.08	35,355.86
01/04/20	plot 3	J Gavin	0.00	23.81	35,379.67
01/04/20	plot 6	Fiona McCreath	0.00	26.91	35,406.58
01/04/20	SO EDF Monthly	EDF	126.00	0.00	35,280.58
02/04/20	plot 14	Lenny Carr Roberts	0.00	18.63	35,299.21
02/04/20	plot 15	J Gainsborough	0.00	27.27	35,326.48
02/04/20	plot 16	Adam Workman	0.00	32.09	35,358.57
02/04/20	Plot 18	Laura Ancell	0.00	14.08	35,372.65
02/04/20	plot 21	Mary Timms	0.00	24.84	35,397.49
02/04/20	plot 25	Daniel Almeroth	0.00	29.50	35,426.99
02/04/20	plot 4	David Lea	0.00	51.54	35,478.53
02/04/20	plot 7b	Naomi Baring	0.00	18.22	35,496.75
02/04/20	plot 9	James Creaney	0.00	18.99	35,515.74
04/04/20	plot 12	Nina Turner	0.00	24.84	35,540.58
04/04/20	plot 20	R Robertson	0.00	27.15	35,567.73
06/04/20	dd200406_BS	Business Stream	118.28	0.00	35,449.45
07/04/20	Plot 2	S Locke	0.00	20.37	35,469.82
08/04/20	dd200408_1&1	1&1 IONOS	11.99	0.00	35,457.83
09/04/20	plot 22	Jane White	0.00	12.65	35,470.48
09/04/20	Plot 5	C Molesworth	0.00	17.08	35,487.56
10/04/20	plot 17	Cloke Browne	0.00	11.80	35,499.36
13/04/20	plot 13	Ingrid Percival	0.00	23.18	35,522.54
14/04/20	Plot 7a	Frank Henry	0.00	18.22	35,540.76
14/04/20	vis200414_amz	Amazon	15.48	0.00	35,525.28
14/04/20	WCC Drawings Acct	Winchester City Council	0.00	53,513.50	89,038.78
16/04/20	Plot 7c	Richard Crowfoot	0.00	18.22	89,057.00
16/04/20	vis200414_amz	Amazon	19.48	0.00	89,037.52
18/04/20	Plot 24b	Linda Norris	0.00	14.70	89,052.22
21/04/20	vis200421_amz	Amazon	23.28	0.00	89,028.94
23/04/20	dd2004200423_o2	O2	22.10	0.00	89,006.84

Bank Account Reconciled Statement

27/04/20	dd200427_mic	Microsoft	33.00	0.00	88,973.84
27/04/20	vis/200427_mic	Microsoft	225.60	0.00	88,748.24
28/04/20	Transfer		53,000.00	0.00	35,748.24
30/04/20	bacs200430)HF	Hilary Frearson	465.00	0.00	35,283.24
30/04/20	bacs200430_GS	Green Smile Ltd	1,663.65	0.00	33,619.59
30/04/20	bacs200430_HCC	Hampshire County Council	1,659.84	0.00	31,959.75
30/04/20	bacs200430_HCCP en	HCC Pensions	260.56	0.00	31,699.19
30/04/20	bacs200430_HMRC	HMRC	224.91	0.00	31,474.28
30/04/20	bacs200430_JN	Joanne Nicholson	813.58	0.00	30,660.70
30/04/20	bacs200430_Jnex	Joanne Nicholson	22.71	0.00	30,637.99
30/04/20	bacs200430_MB	Mayer Brown	1,440.00	0.00	29,197.99
30/04/20	bacs200430_ML	Marie Longman	89.09	0.00	29,108.90
30/04/20	BACS200430_SNS	Shoreland Network Solutions	873.60	0.00	28,235.30
30/04/20	bacs200430_TN	Tracy Nutbeam	214.57	0.00	28,020.73
30/04/20	bacs200430_Tnexp	Tracy Nutbeam	15.12	0.00	28,005.61
30/04/20	bacs200430_tsc	Twyford Social Club	571.28	0.00	27,434.33
30/04/20	Bacs200430_WCC	Winchester City Council	325.00	0.00	27,109.33
01/05/20	Plot 11	Andy Parker	0.00	16.15	27,125.48
01/05/20	SO200501_EDF	EDF	126.00	0.00	26,999.48
04/05/20	vis200519_amz	Amazon	13.48	0.00	26,986.00
11/05/20	DD200519_1&1	1&1 IONOS	11.99	0.00	26,974.01
13/05/20	HMRC VAT repay	HMRC (VAT)	0.00	1,780.00	28,754.01
13/05/20	vis200519_vik	Viking	95.11	0.00	28,658.90
14/05/20	Plot 19	Alex Cottrell	0.00	37.76	28,696.66
15/05/20	vis200519_vik	Viking	16.16	0.00	28,680.50
18/05/20	Vis200519_vik	Viking	3.59	0.00	28,676.91
19/05/20	Plot 10	Julia Steward	0.00	25.88	28,702.79
21/05/20	DD200519_O2	O2	22.10	0.00	28,680.69
21/05/20	vis200521_Vik	Viking	59.88	0.00	28,620.81
26/05/20	BACS200519_DTN	Do The Numbers	475.00	0.00	28,145.81
26/05/20	BACS200519_HF	Hilary Frearson	172.50	0.00	27,973.31
26/05/20	BACS200519_JN	Joanne Nicholson	21.67	0.00	27,951.64
26/05/20	BACS200519_PO	Post Office	352.50	0.00	27,599.14
26/05/20	BACS200519_TN	Tracy Nutbeam	12.00	0.00	27,587.14
26/05/20	BACS200519_TSC	Twyford Social Club	365.40	0.00	27,221.74
26/05/20	BACS200519_West	Westcotec	4,110.00	0.00	23,111.74
26/05/20	bacs200526_bud	Lukas B Udney	60.00	0.00	23,051.74

Bank Account Reconciled Statement

26/05/20	BACS200530_GS	Green Smile Ltd	1,663.65	0.00	21,388.09
26/05/20	BACS200530_HCC pen	HCC Pensions	273.92	0.00	21,114.17
26/05/20	BACS200530_HMRC	HMRC	234.17	0.00	20,880.00
26/05/20	DD200519_SSE	Southern Electric	40.71	0.00	20,839.29
31/05/20	BACS200530_ML	Marie Longman	88.89	0.00	20,750.40
31/05/20	BACS200530_TN	Tracy Nutbeam	193.86	0.00	20,556.54
31/05/20	BACS200531_JN	Joanne Nicholson	822.32	0.00	19,734.22

Uncleared and unrepresented effects

Total

Reconciled by Joanne Nicholson

Signed

Financial Summary - Cashbook

Summary between 01/04/20 and 31/05/20 inclusive.

Balances at the start of the year

Ordinary Accounts

HSBC C/A	£35,321.41
HSBC Savings	£107,405.16
Total	£142,726.57

RECEIPTS	Net	Vat	Gross
Finance	£55,293.50	£0.00	£55,293.50
Recreation & Open Spaces	£588.33	£0.00	£588.33
Total Receipts	£55,881.83	£0.00	£55,881.83

PAYMENTS	Net	Vat	Gross
Finance	£10,038.00	£1,164.57	£11,202.57
Recreation & Open Spaces	£4,464.91	£724.04	£5,188.95
Projects	£1,837.50	£240.00	£2,077.50
Total Payments	£16,340.41	£2,128.61	£18,469.02

Closing Balances

Ordinary Accounts

HSBC C/A	£19,734.22
HSBC Savings	£160,405.16
Total	£180,139.38

Signed

Chair

09/06/20 03:20 PM Vs:

Twyford Parish Council

Clerk / Responsible Financial Officer

Page 1

Savings Account balance as at 31.05.20: £160,405.16

tony nelson handyman twyford x Recent transactions x +

online-banking.business.hsbc.co.uk/portalserver/hsbc/balance-details

HSBC UK TWYFORD PARISH COUNCIL ? Log off

Accounts x

Balances

Recent transactions

Next working day transactions

Statements

Charges and interest

Manage bank feeds

Open Banking access dashboard

Account services

Manage statements

Apply for / increase overdraft

40-20-10 01581236 GBP 160,475.99 Make a Transfer Print

Bmm Account - Twyford P Bhq

Balance details Recent transactions Next working day transactions Statements

All transactions for the last

7 days 14 days 1 month 3 months 6 months 12 months Choose custom date range Download

Advanced search Items posted may still be reversed, returned, or recalled

Date	Type	Description	Paid out	Paid in	Balance
09 Jun 2020		Balance carried forward			160,475.99
07 Jun 2020	INT	GROSS INTEREST TO 06JUN2020		70.83	160,475.99
10 May 2020		Balance brought forward			160,405.16

Last updated 09 Jun 2020 15:24 Back to top

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Type here to search

15:24 09/06/2020

Savings Current Account: Account number shown on first screen below. Balance as at 31.05.20 £19,734.22 shown on second screen.

tony nelson handyman twyford x Recent transactions x +

online-banking.business.hsbc.co.uk/portalservlet/hbsc/balance-details

HSBC UK TWYFORD PARISH COUNCIL ? Log off

Accounts x

Balances

Recent transactions

Next working day transactions

Statements

Charges and interest

Manage bank feeds

Open Banking access dashboard

Account services

Manage statements

Apply for / increase overdraft

40-20-10 21554387 GBP 17,042.27 Make a payment Print

Community - Twyford P Tra

Balance details Recent transactions Next working day transactions Statements

All transactions for the last

7 days 14 days 1 month 3 months 6 months 12 months Choose custom date range Download

Advanced search Items posted may still be reversed, returned, or recalled.

Date	Type	Description	Paid out	Paid in	Balance
09 Jun 2020		Balance carried forward			17,042.27
09 Jun 2020	DD	1&1 INTERNET LTD.	11.99		17,042.27
05 Jun 2020	VIS	INT'L 0029798363 AMAZON.CO.UK*DI400 AMAZON.CO.UK	55.08		17,054.26
05 Jun 2020	VIS	AMZNMktplace amazon.co.uk	8.99		17,109.34
05 Jun 2020	VIS	AMZNMktplace amazon.co.uk	9.97		17,118.33
03 Jun 2020)))	NYA*Iconx 07740303985	10.00		17,128.30

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tony nelson handyman twyford x Recent transactions x +

online-banking.business.hsbc.co.uk/portalservlet/hbsc/balance-details

HSBC UK TWYFORD PARISH COUNCIL ? Log off

Accounts x

Balances

Recent transactions

Next working day transactions

Statements

Charges and interest

Manage bank feeds

Open Banking access dashboard

Account services

Manage statements

Apply for / increase overdraft

7 days 14 days 1 month 3 months 6 months 12 months Choose custom date range Download

Advanced search Items posted may still be reversed, returned, or recalled.

Date	Type	Description	Paid out	Paid in	Balance
09 Jun 2020		Balance carried forward			17,042.27
09 Jun 2020	DD	1&1 INTERNET LTD.	11.99		17,042.27
05 Jun 2020	VIS	INT'L 0029798363 AMAZON.CO.UK*DI400 AMAZON.CO.UK	55.08		17,054.26
05 Jun 2020	VIS	AMZNMktplace amazon.co.uk	8.99		17,109.34
05 Jun 2020	VIS	AMZNMktplace amazon.co.uk	9.97		17,118.33
03 Jun 2020)))	NYA*Iconx 07740303985	10.00		17,128.30
01 Jun 2020	DD	EDF ENERGY	68.00		17,138.30
01 Jun 2020	DD	PUBLIC WORKS LOANS	2,527.92		17,206.30
31 May 2020	BP	JO NICHOLSON JT may SALARY	822.32		19,734.22
31 May 2020	BP	TRACY NUTBEAM may SAL	193.86		20,556.54

https://online-banking.business.hsbc.co.uk/portalservlet/hbsc/balance-details#

Type here to search

TWYFORD PARISH COUNCIL
NOTICE OF PUBLIC RIGHTS AND PUBLICATION OF UNAUDITED ANNUAL
GOVERNANCE & ACCOUNTABILITY RETURN
ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2020

Local Audit and Accountability Act 2014 Sections 25, 26 and 27
The Accounts and Audit Regulations 2015 (SI 2015/234)
The Accounts and Audit (Coronavirus) (Amendment) Regulations 2020 (SI 2020/404)

NOTICE

1. Date of announcement 19th June 2020

2. Each year the smaller authority's Annual Governance and Accountability Return (AGAR) needs to be reviewed by an external auditor appointed by Smaller Authorities' Audit Appointments Ltd. The unaudited AGAR has been published with this notice. As it has yet to be reviewed by the appointed auditor, it is subject to change as a result of that review.

Any person interested has the right to inspect and make copies of the accounting records for the financial year to which the audit relates and all books, deeds, contracts, bills, vouchers, receipts and other documents relating to those records must be made available for inspection by any person interested. For the year ended 31 March 2020, these documents will be available on reasonable notice by application to:

Jo Nicholson
Clerk / RFO
PO Box 741, Winchester. SO23 3QA
clerk@twyfordhants.org.uk. 07443 598464. www.twyfordhants.org.uk

commencing on **Monday 29th June 2020**

and ending on **Friday 7th August 2020**

3. Local government electors and their representatives also have:

- The opportunity to question the appointed auditor about the accounting records; and
- The right to make an objection which concerns a matter in respect of which the appointed auditor could either make a public interest report or apply to the court for a declaration that an item of account is unlawful. Written notice of an objection must first be given to the auditor and a copy sent to the smaller authority.

The appointed auditor can be contacted at the address in paragraph 4 below for this purpose between the above dates only.

4. The smaller authority's AGAR is subject to review by the appointed auditor under the provisions of the Local Audit and Accountability Act 2014, the Accounts and Audit Regulations 2015 and the NAO's Code of Audit Practice 2015. The appointed auditor is:

PKF Littlejohn LLP (Ref: SBA Team)
15 Westferry Circus
Canary Wharf
London E14 4HD
(sba@pkf-littlejohn.com)

5. This announcement is made by:

Jo Nicholson, RFO, Twyford Parish Council

Twyford Parish Council : Fixed Asset Register : as at 28.02.2019							
	Purchase date	Purchase cost b/f	Total Assets as at 31.03.19 (brought forward)	Adjustments to items b/f	added 01.04.19 to 31.03.20	Written off 01.04.19 to 31.03.20	Total Cost c/f to 2020 / 2021
Pavilion			310,000.00				310,000.00
3 folding tables and 32 stacking chairs			650.00				650.00
2 Folding tables for Pottinger Pavilion			178.00				178.00
3 Storage Units			4,500.00				4,500.00
Laptop (& software)			-			-	-
Laptop & MS Office software	14-Oct-16		485.00				485.00
Hewlett Packard laser printer M280nw	25-Apr-18		214.00				214.00
Projector	20-Jan-17		250.00				250.00
lockable cupboard	14-Nov-18		169.20				169.20
Bus Shelters			36,150.00				36,150.00
Playground Equipment - Northfields			24,000.00	-			24,000.00
springer Northfields	01-Nov-18		1,350.00				1,350.00
Basketball hoop and safety surface			-				-
Nest Swing			-				-
2 Swings + safety surface			-				-
Spinner + safety surface			-				-
Rocker = Safety surface			-				-
Climbing tower etc and safety surface			-				-
Hunter Park Goal posts	01.09.20				2,470.00		2,470.00
Northfields Goal posts	17.08.16		1,358.22				1,358.22
Playground Equipment - Hunter Park			15,250.00	-			15,250.00
Slide & safety surface			-				-
Wooden multi-play with slide + safety surface			11,500.00				11,500.00
Small child 2 swing & safety surface			-				-
Sand pit frame			-				-
Climbing frame & safety surface			-				-
2 swing & safety surface			-				-
Nest Swing	08-Dec-16		3,806.24				3,806.24
Outdoor Gym	23-May-16		4,080.00				4,080.00
Outdoor Gym signage	08-Aug-16		100.00				100.00
Bench	23-May-16		302.29				302.29
Cricket Sight Screens	2015/16		1,500.00	-			1,500.00
Cricket Covers	2015/16		1,000.00				1,000.00
Table Tennis table			2,420.00				2,420.00
Tennis Court	01-Aug_18		20,165.00			20165	-
Tennis Fence			-				-
Defibrillator at Parish Hall			800.00				800.00
Defibrillator at Hunter Park	01.03.20				1,250.00		1,250.00
SLR 1	20.04.19				3,357.00		3,357.00
SLR 2	not yet delivered						-
Assistant clerk laptop	01-Sep-19				380.00		380.00
Assistant Clerk printer	01-Sep-19				-		-
TOTALS		-	440,227.95	-	7,457.00	20,165.00	427,519.95
			B/f total		Additions in Year	Deductions in yr	C/f total
Mowers and Machinery							
Tractor	2000						-
Pattison 24 inch Pedestrian Spiker							-
Viking Rotary Pedestrian Mower - 21inch	2010						-
Tanaka Strimmer							-
Tanaka Strimmer							-
Amazon Leaf Collector / Groomer							-
Transport Box for Tractor	2008						-
Triple Gang Rollers							-
Tractor Reversible Harrows							-
Lloyds Set of Five Gang Mowers	2008						-
White Line Transfer Wheel marker	2009		250.00				250.00
Sisis Hand Scarifying Rake							-
Stihl Knapsack Blower							-
Slitter							-
							-
TOTAL		-	250.00	-	-	-	250.00
Land							
Twyford Meads			1.00				1.00
Northfields			1.00				1.00
Hunter Park			1.00				1.00
Berry Meadow	2013		103,500.00				103,500.00
							-
		-	103,503.00	-	-	-	103,503.00
-£21,898.20			B/f total		Additions in Year	Deductions in yr	C/f total
Total Assets		£0.00	£543,980.95	£0.00	£7,457.00	£20,165.00	£531,272.95
			B/f total		Additions in Year	Deductions in yr	C/f total

Explanation of variances – pro forma

Name of smaller authority: **Twyford Parish Council**

County area (local councils in): **Hampshire**

Insert figures from Section 2 of the AGAR in all **Blue** highlighted boxes

Next, please provide full explanations, including numerical values, for the following that will be flagged in the green boxes where relevant:

- variances of more than 15% between totals for individual boxes (except variances of less than £200);
- a breakdown of approved reserves on the next tab if the total reserves (Box 7) figure is more than twice the annual precept/rates & levies value (Box 2).

	2018/2019 £	2019/2020 £	Variance £	Variance %	Explanation Required?	Automatic responses trigger below based on figures input. DO NOT OVERWRITE THESE BOXES	Explanation from smaller authority (must include narrative and supporting figures)
1 Balances Brought Forward	104,019	130,662				Explanation of % variance from PY opening balance not required - Balance brought forward does not agree, query this	
2 Precept or Rates and Levies	90,509	98,250	7,741	8.55%	NO		
3 Total Other Receipts	67,426	67,856	430	0.64%	NO		
4 Staff Costs	15,217	17,898	2,681	17.62%	YES		Total Clerk cost £15,427. Assistant Clerk appointed September 2019 to assist Clerk with running the business. Assistant Clerk appointed for 4 hrs per week, at £9 per hour. Total cost £1,392. Cleaner at pavilion £1,078
5 Loan Interest/Capital Repayment	5,261	5,144	-117	2.23%	NO		
6 All Other Payments	110,813	130,999	20,186	18.22%	YES		Water Meadow restoration project at cost of £37,000 implemented 2019 / 2020. SLR equipment purchased £3,400. New accounting package purchased £1,167. Pavilion refurbishment costs at £1,200.
7 Balances Carried Forward	130,663	142,727			NO	VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	130,662	142,727				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	543,981	531,273	-12,708	2.34%	NO		
10 Total Borrowings	17,933	13,399	-4,534	25.28%	YES		Reduction is explained by Capital payments made in box 5

Appendix 6: 45/20. Orchard Close HN8 Neighbourhood Plan Policy

Twyford Parish Council: 18th June 2020

TNP HN8 Orchard Close: proposed addition to policy

Orchard Close is a property of 2.2 acres; it comprises:

- An Edwardian dwelling of individual design approx. 650 m sq.
- A modern extension approx. 900 m sq
- A car park for 18 cars/turning and service area
- with a single access.
- a separate pedestrian access
- a designed landscaped garden, with very well maintained grounds with lawns, terraces, hedges and many mature trees
- strong tree cover especially on the on the eastern boundary .

Orchard Close has been a care facility for the last 60 years; it was donated to the Abbeyfields Society about 20 years ago and extended and modernised. Abbeyfields are no longer able to attract sufficient residents to the home and intend to dispose of the property. It has now been put on the market

The Pre submission version of the Neighbourhood plan had included a policy (HN 8) to support the continued use as a care home and to permit its further expansion and development. This policy attracted support from the SDNPA and no adverse comments but has been overtaken by events and may no longer give the policy guidance required

An alternative care home operator, local to Winchester, (St John's Charity) was invited to take over the property and looked at it with considerable care. The alternatives included expansion, redevelopment as a care home and alternative uses. Having done so, including discussions with SDNPA, St Johns decided against taking over the property. On this basis we conclude that there is no continuing value either in the buildings or the site for a care home or similar. It should be noted that other similar care homes are closing

The agents (Carter Jonas) are marketing the property with no restrictions on its future use

It is possible that an operator will purchase the property for its existing use and continue to run it as a carer home. However this is unlikely for the reasons set out above and the lack of any occupants; a new owner would have to start from scratch,

Planning Policy for alternative use

Planning permission would be required for any

1. Change of use
2. New build for an alternative use.

As the site is outside the settlement boundary there is a presumption against development unless there is a specific policy to support it. The South Downs Local Plan's policy is SD25.2:

SD Policy 25.2. Exceptionally, development will be permitted outside of settlement boundaries, where it complies with relevant policies in this Local Plan, responds to the context of the relevant broad area or river corridor, and:

a)... or

b) ...or

c) ...or

d) It is an appropriate reuse of a previously developed site, excepting residential gardens, and conserves and enhances the special qualities of the National Park.

So , broadly, it seems likely that the conversion of the existing building to residential would be permitted, with the conversion of the existing building into one or more dwellings. However that is the extent of the SDLP guidance; the numbers of dwellings and any building associated with conversion is uncertain, as are all matters relating to redevelopment. The principles of design and layout, the type and numbers of dwellings and any consequential building/ car parking etc All would require consent in the usual way. with the full range of the usual constraints and standards being applied. E.g. traffic generation; affordable housing; CIL contributions

The suitability of either of the buildings for conversion to one or more dwellings ...or to multiple flats is unclear. However, as the conversion to housing appears to be acceptable in principle, it provides a new owner the scope to negotiate with the Planning Authority and so makes the eventual outcome uncertain.

Redevelopment however is more of a problem as it is unclear whether any the garden could be developed or not. Clause d) of SD25.2 excludes residential gardens as they do not qualify as previously developed land, in which case development would be contrary to policy. But Orchard Close may be classified non-residential because it is a specialised home for the elderly. If so, then the whole property, including its garden, could be redeveloped for an alternative use of which residential would be the clear favourite. The planning consultants advising St Johns tried to get a ruling on this from SDNPA but none was given. Clearly this puts a major uncertainty in the way of any purchaser and will make any purchase speculative and the outcome uncertain.

Twyford's position

The TNP policy HN8 recognises the role of Orchard Close in providing care for the elderly of Twyford and the generosity of Miss Cusack. It seeks to protect and build on that legacy. However it is clear that its role has now diminished to the point where the home has been closed, the Abbeyfield Winchester society is to be put into liquidation and the property sold on the open market.

The need for provision for the elderly however remains; this is confirmed both on a Winchester wide basis and by the SDNPA, in their housing surveys and Local Plan. The local Twyford need is also confirmed by Twyford's Housing Needs survey. TNP identifies it as a particular objective and has several policies which make provision for the elderly. The loss of Orchard close would reduce provision in the village.

Options for TPC

As TNP's HN8 in its current form is unlikely to secure the continuing use for the elderly or provide guidance for the future, it needs to be re-considered; the options open to TNP are:

- Do nothing ...in which case the new owner negotiates with SDNPA on the basis of the SDLP. TPC would have minimal influence on the outcome. OAP use is unlikely but the affordable housing will apply and may produce one or more onsite dwelling if four or more new dwellings approved. A prolonged period of uncertainty is likely before a scheme is finally approved
- Devise a policy to address the new situation

What would the new policy contain ?

Any additional policy would have to follow the principles of the SDLP. First and foremost, a landscape led approach is required. Secondly, as development in the countryside is permitted in only in very limited circumstances, new housing should be for the elderly, thus providing for the social and economic welfare of the local community and as a means of mitigating the loss of the Care facility. Affordable housing is also required.

Bourne Lane is an ancient sunken lane, with. no footway or lighting; it is heavily used by the school parents. Any proposals should not increase traffic generation from the site. TPC has also been concerned about the danger to pedestrians using Bourne Lane. As there can be no widening of this a historic sunken lane, an improved pedestrian route needs to be identified, possibly to the east.

These would all be key principles of an extra TNP policy for Orchard Close. To secure the landscape led approach, the following principles are proposed for the design brief:

- Retain landscape garden as a whole
- Protect the trees as part of the garden and to recognise its role in the wider landscape
- Secure continued management of the garden
- No extra highway accesses
- No widening of Bourne lane
- Improve pedestrian and disabled access from the site to Hazeley road
- Possibly Retain Edwardian house
- Limiting development to the footprint of the existing buildings

If the landscape gardens and the trees are to be retained as key elements of the design brief, and the buildings are to be set within the footprint of the existing building, the numbers of extra dwellings are unlikely to exceed five. Bungalows would also reduce the potential landscape impact but is unlikely to be the only design solution

Option 1: Convert whole to individual dwellings/ flats.

It is difficult to envisage how this would be done. The building has floorspace to create 15 apartments (2 bed dwelling) or 12 x 3 bed., or a mixture of flats and dwellings. This would be limited by the access, traffic generation and any consequential development such for access parking servicing etc. I have no idea if this would be an attractive proposition for a developer. As the main basis for limiting the numbers of dwellings appears to be traffic, OAP use could be more intensive as the traffic generation would be less. Any increase in new dwellings of 11 or more would mean 50% affordable and the sliding scale if there were fewer. It is unlikely that the need for 15 extra OAP apartments could be justified in which case a mix of OAP and unrestricted dwellings. A further disadvantage of this option would be the likely increase in traffic generation

Option 2: Redevelopment in part by retaining the Edwardian house and demolishing Thornton House. New building to be on the footprint of Thornton House, so the space available for new build is limited.

Option 3: Demolish both buildings and redevelop on footprint.

If the Edwardian house was also demolished, it would increase the options for landscape led design. The loss of the Edwardian house would be a pity, but its shape and design make it difficult to integrate with new dwellings on the upper part of the site. Its demolition gives more scope for designing a group of new purpose built dwellings on the upper part of the site and for integrating the gardens with the new buildings on the site.

Suggested Policy addition to HN 8

The change of use of Orchard Close to residential (including redevelopment) will be permitted provided

1. a landscape led Design brief is first prepared with these principles:

- **retain the existing landscape garden with its trees, ensuring management as a whole**
- **no increase in traffic generation**
- **no new access points to be formed**

2. The Edwardian house may be retained or replaced as a private house, with up to 5 additional dwellings
3. New build to be limited to the footprint of the existing buildings
4. Any additional dwellings are to be for OAPs.
5. Affordable housing to accord with HN 4 / SD 28
6. First occupation of the new dwellings is for Twyford residents
7. improved pedestrian access

See the plan attached

See Google earth for satellite view.

Next steps;

Following the meeting of the planning committee, SDNPA has been asked for their comments, to confirm that the additional policy is in conformity with the SDLP and that they would support for TPC's initiative. This consultation is active and I hope to be able to report feedback on Thursday.

In the meantime TPC is recommended

1. to support the new draft policy
2. to inform the agents and Orchard Close Trustees of TPC intentions
3. Invite comments
4. Report back on any comments received

The Hampshire Gardens Trust research is <http://research.hgt.org.uk/item/orchard-close/>

The particulars of sale are:

<https://www.carterjonas.co.uk/development/for-sale/twyford/pds200007>

Chris Corcoran 15th June 2020

Appendix 7: 46/20. SLR Policy

SLR Deployment Policy

Risks involved and minimising those risks

- The SLR equipment is heavy and installation takes place adjacent to the public highway. Volunteers must therefore work in pairs and wear florescent jackets (provided by Twyford PC) when undertaking this work.
- Trained volunteers are experienced in moving and installing the SLR and will oversee the movement. All volunteers are to receive suitable training.

Anyone responsible for moving the SLR must be aware of manual handling procedures The foot of the step ladder or platform must be away from the edge of the Highway and where necessary be held by a second person.

Unnecessary risks are not to be taken

- The unit shall only be transferred during daylight hours
- The battery to the unit will be charged in the cupboard in the pavilion where ventilation has been assessed
- The battery and unit will be inspected at each movement
- The data download will be done by a volunteer on the designated computer at a safe place, preferably at the village hall or pavilion, en-route to the new deployment location and the information saved with the location details and date recorded.
- Weather conditions are to be assessed at each movement and if the weather adds a risk to the installation (for example, high winds) the installation should not take place Other things which can be done to minimise risk:
- The Parish Council will receive regular reports from the group of volunteers about any potential dangers experienced by the volunteers and will aim to minimise those risks

The data collected will be made available to the Parish Council and members of the public from time to time and upon request.

Procedure to deploy the SLRs at Site 5 Hockley Cottages and Site 6 Hazeley Road where both poles are off the road and short in height.

- Strim around base of post
- Place small decorating platform at base of post and lock legs in place
- Lift unit (in closed position, excluding battery) and slide it onto the bracket
- Open unit and swing display through 90 degrees
- Install battery, switch on unit, test voltage, set required speed trigger (40mph = 4)
- Swing display back and ensure that clips are locked shut
- Lock unit in place with 2 padlocks
- Check SLR correctly captures vehicle speeds - if not, then adjust position as required

All of these above tasks can be undertaken by a single person. I've checked this by lifting the SLR to shoulder height whilst standing on my decorating platform (much safer than a ladder). The 2nd person is present to ensure that pedestrians are not at risk. Both people are to wear hi-viz vests, face masks and gloves.

Deployment Schedule

[Adapted extract from V2.0 Twyford Parish Council – SLR Speed Monitoring Device]

Note - Site 9 is not ready to be used until the pole is extended by HH

Data captured on the SLR does not distinguish between locations. The only means to identify locations is by the dates the data was captured. Therefore, if there is any change to the schedule, it is vital that the Clerk is informed.

DATE	SITE 1	SITE 2	SITE 3	SITE 4	SITE 5	SITE 6	SITE 7	SITE 8	SITE 9
	Manor Farm Green	Searles Hill	Northfields	Hockley Cottages 40 MPH	Hockley Cottages 40 MPH	Hazeley Road	Shawford Road	Shawford Road	Colleton House
Facing	CC	CC	W	T	W	M	S (post3)	T (post4)	T
11/06/20									
25/06/20									
09/07/20									
23/07/20									
06/08/20									
20/08/20									
03/09/20									
17/09/20									
01/10/20									
15/10/20									
29/10/20									
12/11/20									
26/11/20									
10/12/20									
24/12/20									

Device with FACE	
Device without Face	

Facing = Device faces traffic travelling from the specified location.

CC= Colden Common M=Morestead S=Shawford T=Twyford W= Winchester

Compton Lock

Venture Security proposal to provide security support.

www.venturesec.co.uk

Director Paul Howe

01264 391538

Following the anti-social behavioural issues experienced at the Lock at the end of May, I spoke to Shawford City Councillor Jan Warwick about the joint problems we were facing. She suggested I contact Venture Security whose BID Rangers patrol Winchester City to help reduce crime and anti-social behaviour. The company is extremely well regarded by WCC and became one of the first to be accredited under the Community Safety Accreditation Scheme (CSAS) for city centre security, giving accredited officers low level police powers. Owing to their reputation, experience, proximity of operation and ability to provide immediate support on a flexible basis, this is the only security firm that has been approached for a quotation.

I met Paul Howe (director) on site on 5th June where I outlined the issues we have been having mostly on The Meads with unpleasant behaviour, assaults and sniffing. Chris Mitchell and Sue Cook happened to pass by and were party to some of the conversation. Paul Howe indicated that he would investigate if and how he could support the two Councils by providing Rangers to patrol the lock area for about an hour or more on a regular basis.

The Rangers' role would be to display a friendly reassuring sight and presence to the public while at the same time deterring the occurrence of anti-social behaviour and disorderly conduct. They would also maintain close contact with Hampshire Police with whom they have a good and longstanding working relationship.

Venture Security's subsequent proposal is schedule a pair of Rangers on Thursday, Friday and Saturday afternoon/evenings from 5.30 to 6.30 pm at a cost of £28 + VAT per hour, per attendance, per Ranger. No charge for no attendance ie rain or cool weather. Flexibility is available in the days and times required.

In the event the Council accepted this suggestion and used Venture Security for example for 10 weeks through July and August for an hour's patrol, the cost would amount to £1680 + VAT (£2016). Shawford would need to be advised and with the Council's agreement they could be approached to ask if they would help with some financial support. It would also be worth investigating if there were other avenues available to reduce the overall cost.

Paul Howe's rationale is that if a strong, noticeable presence is made at the initial stage, the word will spread quickly among the party goers as a discouragement to meet at Compton Lock. If this succeeds after few weeks, the BID Rangers schedule could be reduced, possibly even stopped for a period and reinstated as required. Paul Howe is happy to provide some flexibility to suit the Council, but he will need sufficient advance notice to be able to deal with staffing. Consequently the final cost to Twyford might fall to half of the above figure if Rangers impact is good, perhaps even less if further monetary support is secured.

There is an alternative option and that is to maintain the status quo relying on police support which has been effective and for which we are grateful. They do have the dispersal order available to use should the need arise, but it is stretching them with their other duties to fulfil and patrolling the Lock is done on an ad hoc basis. Furthermore communications with the Police and feedback is not easy to acquire owing to the manner in which they operate. Nevertheless I do not want to understate the good support they have given the Council and noted by the residents.

For this matter we should concentrate on behavioural issues and not litter although reducing the partygoers will reduce litter, some of which is of the unpleasant kind.

There are some decisions to be made;

A 1) Does the Council wish to contract Venture Security to patrol the Compton Lock and The Meads?

If A 1) is not approved the Council will continue in the current manner seeking police support when necessary.

If A 1 is agreed Venture Security will require an outline programme to set up with a review date provided

B 1) For what period of time and when to start,

2) How many and which days of the week,

3) At what time of the day,

4) For how many weeks for the initial period before review?

C) Named people agreed on the Council to liaise with Venture Security and Shawford and to make decisions.

There may well be other questions to be asked and answered but I hope that this provides sufficient information to enable the Council to make a decision.

W D L