

TWYFORD PARISH COUNCIL

16th November 2023

Dear Councillor,

I hereby summon you to attend a meeting of the Twyford Parish Council, on **Thursday 23rd November 2023 at 7.30pm**, to be held at the Gilbert Room, Twyford Parish Hall, Hazeley Road, Twyford, SO21 1QY.

Yours sincerely,



Jamie Matthews
Clerk to the Council

Meeting of the Twyford Parish Council

23rd November 2023

AGENDA

Members of the public and press are invited to attend except for the specific items marked confidential on the agenda. The press and public may not speak when the Council is in session, but they can make points or ask questions in the allocated time during the questions from members of the public item on the agenda. Please contact the Clerk to the Council before 12 noon on the day of the meeting if you wish to register to speak.

Item	Agenda Item
1	Chairman's comments
2	To receive and approve apologies for absence
3	To consider the granting of a dispensation under Section 33 of the Localism Act 2011 to enable members to participate in and vote on an item of business on the agenda where they would otherwise have a disclosable pecuniary interest and to confirm how long this dispensation may have effect.
4	To receive and record Declarations of Interest. Councillors are reminded of their responsibility to declare any disclosable pecuniary interest which they may have in an item of business on the agenda no later than when the item is reached. Unless dispensation has been granted, members may not participate in any discussion, of or vote on, or discharge any function related to any matter in which they have a pecuniary interest as defined by regulations made by the Secretary of State under the Localism Act 2011. Councillors must withdraw from the room when the meeting discusses and votes on the matter.
5	To approve as a correct record and authorise the signing of the minutes of the Meeting of Twyford Parish Council held on 26 th October 2023.
6	Public Representation – Councillors to receive representation, including on agenda items, from members of the public provided they have given notice of their intention to the Clerk no later than 12 noon of the day of the meeting. The maximum time limit allowed per person is 3 minutes and the maximum time designated for this agenda item is 15 minutes. Questions shall not require a response at the meeting nor start a debate on the question. The Chair of the meeting may direct that a written or oral response be given.
7	<u>To receive the County Councillor's report.</u>
8	<u>To receive the District Councillors' report.</u>

- 9 [To receive the Clerk's report.](#)
- 10 **To consider** the co-option of members to Council
- 11 [To receive the draft minutes](#) from the Planning Committee meeting and approve recommendations contained therein.
There are no Recommendations.
- 12 **To consider** and make comments on the under mentioned planning applications received from the Director of Planning, SDNPA.

SDNP/23/04599/HOUS
Highcroft Love Lane Twyford Hampshire SO21 1FB
[Extensions and alterations to existing dwelling](#)
- SDNP/23/04799/LDE
Woodland Drove, Park Farm Main Road Twyford Moors Hampshire SO21 1EX
[Stationing of Caravan for full time occupation by Game Keeper/Estate Worker and use of adjacent land as associated residential curtilage](#)
- 13 [To receive the draft minutes](#) from the Recreation Committee meeting and approve recommendations contained therein.
There are no Recommendations.
- 14 [To receive the draft minutes](#) from the Finance Committee meeting and approve recommendations contained therein.
Recommendations:

That Council notes the Local Government Pay Settlement 2023/24 and approves a virement of £3,000 to the Employment Costs budget code to cover the additional costs of the settlement.
- 15 [To receive the Schedule of Payments for November 2023.](#)
- 16 [To note the balance of the bank accounts as of 31st October 2023.](#)
- 17 [To receive and consider a report on tree planting at Berry Meadow](#)
- 18 **To receive a verbal update from the** Hazeley Road Development Area Advisory Ctte.
- 19 **To receive a verbal update** from the Traffic Solutions Advisory Committee.
- 20 **To receive a verbal update** from the Climate Advisory Committee.

Agenda Item 7

COUNTY COUNCILLOR ROB HUMBY'S REPORT

NOVEMBER 2023

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New County Council Cabinet Portfolios

Adult's Health and Care:

- Executive Lead Member, Cllr Liz Fairhurst; and
- Executive Member, Cllr Jan Warwick

Children's Services:

- Executive Lead Member, Cllr Edward Heron; and
- Executive Member, Cllr Steve Forster

Universal Services:

- Executive Lead Member, Cllr Nick Adams-King; and
- Executive Member, Cllr Russell Oppenheimer

Hampshire 2050 and Corporate Services

- Leader, Cllr Rob Humby; and
- Deputy Leader, Cllr Roz Chadd

HR, Performance, Communications and Inclusion and Diversity

- Executive Member, Cllr Kirsty North

COUNTY COUNCIL SETS OUT NEXT STEPS FOR TITCHFIELD HAVEN NATIONAL NATURE RESERVE INVESTMENT PLANS

Investment plans for Titchfield Haven National Nature Reserve will progress as Hampshire County Council places Haven House for sale on the open market. The sale of the building is essential to raise vital funds for the National Nature reserve, a site of international importance for wildlife

[County Council sets out next steps for Titchfield Haven National Nature Reserve investment plans | Hampshire County Council \(hants.gov.uk\)](#)

THOUSANDS RISE TO 2023 READING CHALLENGE

More than 19,000 Hampshire children signed-up for this year's Summer Reading Challenge – up 11% compared to 2022 – and read over 73,000 books

[Thousands rise to 2023 reading challenge! | Hampshire County Council \(hants.gov.uk\)](#)

'REDISCOVER' WAYS TO BE GREEN

Hampshire County Council is challenging people to hunt around their homes for items no longer needed and rediscover 'missed opportunities' to recycle items that cannot be reused or repurposed – either in their kerbside collection, at their local Recycling Centre or community recycling point

['Rediscover' ways to be green during Recycle Week 2023 | Hampshire County Council \(hants.gov.uk\)](#)

MORE THAN 800,000 REASONS WHY HAMPSHIRE'S HOUSEHOLD SUPPORT FUND MAKES A DIFFERENCE

New figures released by Hampshire County Council show that support has been provided to residents on 825,000 separate occasions* since the fund was created two years ago

[More than 800,000 reasons why Hampshire's Household Support Fund makes a difference | Hampshire County Council \(hants.gov.uk\)](#)

COUNTY COUNCIL SUPPORT TO MAKE GENERATION OF NON-SMOKERS A REALITY

Hampshire County Council has welcomed the Government's recent announcement to create a 'smokefree generation' by 2040

[County Council support to make generation of non-smokers a reality | Hampshire County Council \(hants.gov.uk\)](#)

COUNTY COUNCIL MARKS ANTI-SLAVERY DAY WITH BEHIND-THE-SCENES LOOK AT WORK ON CHILD EXPLOITATION

Hampshire County Council is marking Anti-Slavery Day by shining a light on the vital work carried out by its award-winning Willow Team, recognised nationally for its role in protecting children and young people from modern day slavery, trafficking and exploitation.

[County Council marks Anti-Slavery Day with behind-the-scenes look at work on child exploitation | Hampshire County Council \(hants.gov.uk\)](#)

AVOID A NASTY TRICK THIS HALLOWEEN AND BONFIRE – FOLLOW SAFETY TIPS FROM HAMPSHIRE TRADING STANDARDS

With Halloween and Bonfire celebrations approaching, people are being reminded to play it safe by following safety advice from Hampshire County Council's Trading Standards

[Avoid a nasty trick this Halloween & Bonfire – follow safety tips from Hampshire Trading Standards | Hampshire County Council \(hants.gov.uk\)](#)

COUNTY COUNCIL TO CONSULT ON PROPOSED CHANGES TO SCHOOL AND POST-16 TRANSPORT

Proposed changes to Hampshire County Council's School and Post-16 Transport Policies will be the subject of two public consultations set to run from Monday 30 October until Wednesday 6 December

[County Council to consult on proposed changes to School and Post-16 Transport | Hampshire County Council \(hants.gov.uk\)](#)

COUNTY COUNCIL RENEWS COMMITMENT TO HAMPSHIRE'S ARMED FORCES

Hampshire County Council has underlined its commitment to the Armed Forces, by renewing its pledge that serving and veteran members of the Forces, and their families, are treated fairly and are not disadvantaged when accessing public services such as education and healthcare

[County Council renews commitment to Hampshire's Armed Forces | Hampshire County Council \(hants.gov.uk\)](#)

HAMPSHIRE COUNTY COUNCIL SHINES A LIGHT ON DEVELOPMENTAL LANGUAGE DISORDER DAY

Hampshire County Council is marking International Development Language Disorder Day to raise awareness of this hidden but common condition

[Hampshire County Council shines a light on Developmental Language Disorder Day | Hampshire County Council \(hants.gov.uk\)](#)

HAMPSHIRE COUNTY COUNCIL CELEBRATES FOSTER FOCUS WEEK 2023

Hampshire County Council is celebrating its annual Foster Focus Week by recognising the work and support provided by the Hampshire Hives – a network of community groups for foster carers

[Hampshire County Council celebrates Foster Focus Week 2023 | Hampshire County Council \(hants.gov.uk\)](#)

VOICE OF HAMPSHIRE'S YOUTH TAKE TO NATIONAL POLITICAL STAGE

Members of the Hampshire Youth Parliament are set to be the voice of Hampshire's young people on the national stage, after being appointed Chair of the Government's Youth Select Committee and the South-East Youth Parliament Debate Lead

[Voice of Hampshire's youth take to national political stage | Hampshire County Council \(hants.gov.uk\)](#)

GET COST OF LIVING HELP FROM HAMPSHIRE LIBRARIES

Hampshire County Council is encouraging residents who are struggling with the cost of living to take advantage of expert advice at drop-in sessions being held in local libraries over the next few weeks

[Get cost of living help from Hampshire Libraries | Hampshire County Council \(hants.gov.uk\)](#)

FOSTER CARERS AMONGST THOSE CELEBRATED AT COUNTY COUNCIL'S ANNUAL CHILDREN AND FAMILIES AWARDS

Three local foster carers were honoured at an annual awards ceremony celebrating the outstanding work of staff and carers in Hampshire County Council's Children and Families service

[Foster carers amongst those celebrated at County Council's annual Children and Families awards | Hampshire County Council \(hants.gov.uk\)](#)

HAMPSHIRE COUNTY COUNCIL MARKS NATIONAL CARE LEAVERS' WEEK

Young people who are leaving care are being celebrated and invited to attend a series of events across Hampshire as part of National Care Leavers' Week, while the County Council prepares to host a regional care leavers conference

[Hampshire County Council marks National Care Leavers' Week | Hampshire County Council \(hants.gov.uk\)](#)

MEALS ON WHEELS – HELPING YOU TO STAY WELL DURING THE COLDER MONTHS

To coincide with national Meals on Wheels Week, Hampshire County Council is reminding local residents that Meals on Wheels are available to anyone with a long-term health condition who may struggle to shop for or prepare food for themselves

[Meals on Wheels – helping you to stay well during the colder months | Hampshire County Council \(hants.gov.uk\)](#)

HAMPSHIRE BROWNIES ENJOY 'THE BEST SLEEPOVER IN THE WORLD' AMONG THE BOOKSHELVES

More than 250 Hampshire Brownies took part in a big sleepover event at four Hampshire libraries over the weekend in celebration of the recent publication of Jacqueline Wilson's new children's book 'The Best Sleepover in the World'

[Hampshire Brownies enjoy 'The Best Sleepover in the World' among the bookshelves | Hampshire County Council \(hants.gov.uk\)](#)

Services provided by Hampshire County Council include:

- [Education and Learning](#) including supporting Hampshire schools. (excluding privately run Academy Schools)
- [Services for children and families](#) including adoption and fostering, safeguarding, and support for young people.
- [Maintenance of Hampshire's roads](#) (except motorways and trunk roads which are the responsibility of National Highways), [licensing](#) for providers who need to work on the highway, and support for operators of [public transport](#).
- [Planning](#) applications for mineral extraction, waste management and public buildings.
- Provision of [social care and health](#) in Hampshire.
- The [Hampshire Library Service](#).
- The [Countryside Service](#), looking after [rights of way](#), and many of the county's [important green spaces](#)
- [Household Waste Recycling Centres](#) where residents can dispose of unwanted items. (District, borough or city councils manage kerbside household waste collections)
- [Trading Standards](#), ensuring fair trading in Hampshire, by supporting the county's businesses and protecting Hampshire consumers.

District, borough and city councils

District, borough and city councils provide services such as:

- Household waste collection
- Domestic planning applications
- Council Tax collection
- Housing

[Find your local district or borough council](#)

Parish, community and town councils

These councils operate at a level below district and borough councils and in some cases, unitary authorities.

They are elected and can help on a number of local issues, like providing:

- allotments
- public clocks
- bus shelters
- community centres
- play areas and play equipment
- grants to help local organisations
- consultation on neighbourhood planning

Agenda Item 8

District Councillors' Report to Twyford Parish Council

Item to follow.

Agenda Item 9



Twyford Parish Council

Clerk's Report

Councillors are reminded that the items within this report are provided for information only and not available for debate. If it is considered that an item listed within the report should be debated fully by members, then it will be placed on the next appropriate committee or council agenda. Any member wanting clarification or further information on any aspect of items within the report please contact me in advance of the meeting.

General reading and information.

The following publications have been received and available for members to read:

- Rural Service Network – Rural Bulletin 14th November
- WCC Parish Connect - September
- WCC Your Council News – November
- HCC – Your Hampshire newsletter
- South Downs News – November
- The Clerk magazine
- Clerks & Councils Direct

Other information

- 1) All members need to be aware of the disclosable pecuniary interest forms and consider whether there have been any changes since it was last written. If there was a need for any change to be made, please contact me and I will supply fresh document for completion.
- 2) Information on training sessions available to Councillors has been circulated. These sessions are run by Hampshire Association of Local Councils with additional events being run at Whiteley Town Council's office.
- 3) A letter of thanks has been received from Winchester Citizens Advice in response to the grant recently made by the Council.
- 4) A Climate Change training session for Councillors will take place on 30th November in the Gilbert Room.
- 5) WCC have sent formal confirmation of the CIL award for £10k for Real Time Information Bus Stop displays and I have had an exploratory conversation with HCC.
- 6) I am reviewing the arrangements in place to clean bus shelters. The current contract with Wettons is not working well.

Jamie Matthews
Parish Clerk
16th November 2023

Agenda Item 11

[Planning Committee Meeting - Draft Minutes](#)

Agenda Item 13

Recreation Committee meeting – Draft Minutes – *to follow*

Agenda Item 14

[Finance Committee meeting – Draft Minutes](#)

Agenda Item 15

Schedule of Payments – November 2023

Tx No.	Gross	Vat	Net	Details
213	47.94	7.99	39.95	Mid Hants Fire Protection - Fire extinguisher annual inspection/service
215	24.47	4.08	20.39	Start Traffic Ltd - Parking sign - Hunter Park
216	82.63	7.17	75.46	Sue Nias - Reimbursements - October mileages and protective clothing.
217	50.00	0.00	50.00	Twyford St Mary's PTA - Deposit return
221	87.20	0.00	87.20	J.P. Matthews - October Mileage
51	66.00	0.00	66.00	Winchester City Council - Business rates - November
223	143.22	23.87	119.35	Philspace Ltd - Toilet Hire - October
224	2,073.44	345.58	1,727.86	Green Smile Ltd - Monthly grounds maintenance
225	43.14	7.19	35.95	Plus Net - Phone & Broadband
218	2,849.89	0.00	2,849.89	Employee Salaries - November Salaries
219	983.89	0.00	983.89	HCC Pensions - November Pension Contributions
220	1,049.96	0.00	1,049.96	HMRC - PAYE and NI
226	229.16	0.00	229.16	Colden Common Parish Council - Part contribution towards replacement cycle bus camera
227	175.94	29.32	146.62	Viking - Stationery
228	1,792.78	298.80	1,493.98	Hampshire County Council - Streetlighting - Apr to Sep
229	710.25	0.00	710.25	Public Work Loan Board - Loan Repayment
231	36.00	6.00	30.00	Vodafone - Mobile Telephones - November
230	780.00	130.00	650.00	Hyland Edgar Driver Ltd - Tree Planting Advice
	£11,225.91	£860.00	£10,365.91	

Agenda Item 16



Twyford Parish Council

Full Council Meeting – 23rd November 2023

Bank Balances as of 31st October 2023

Ordinary Accounts		Interest rate
Unity Trust C/A	£3,808.84	0.0%
Nationwide	£14,400.63	2.20%
Redwood (35 day notice)	£88,063.93	3.20%
Unity Trust (Instant Access)	£17,209.40	2.75%
Short Term Investment Accounts		Interest rate
Cambridge & Counties Bank	£50,000.00	4.2%
Total	£173,482.80	

Agenda Item 17

Twyford Parish Council 23rd November 2023

Proposed Tree planting of Avenue and Clump on Berry Meadow Report by Cllr. Chris Corcoran

At the October meeting of Council I was asked to bring together the

1. Landscape architect's report
2. My conclusions
3. Any comments from Councillors or from the Farm Committee members
4. Updated costs
5. Update on the planting programme

1. The landscape architects report

You will see that the report covers both the clump and the Avenue; it advises on the location, species and spacings for both, with advice on the pruning of the self-sown trees on the fence line. It endorses TPC's "gateway" concept with the Avenue complementing the parkland edge of Shawford Park but maintaining clear views to the North across Berry Meadow. The location of the avenue trees is a key issue. The advice is that ideally, they should be as close as possible to the Shawford road i.e., to the fence but following the line of the fence.

However, the report notes that TPC should be aware of the possible impact of tree roots on the SW pipes in the Highway verge and that SW require a 6 m setback for large trees. This is where they have wayleaves or where consents are required.

In terms of number of trees in the Avenue the spacing recommended of 12 m. This would mean 15 trees; with 14 trees in the clump this total 29 trees, - an increase of 4 on the number to be donated by the South Downs.

As for species, you will see that HED recommends the introduction of disease resistant elm and for a mix of native species.

2. My conclusions

Location of Avenue: I suggest a set back from the fence of 3m; the SW pipe does not have a wholly even curve and does not follow either the line of Shawford Road or of the fence. A 3m setback from the fence is generous overall and tight at the point where the eastern of the two Walnut tree is already established much closer to the SW pipe.

Species and spacing : accept the Advice given with the addition of four extra trees to be disease resistant elm . The mix will be more resistant to disease and reflects the varied species mix in Shawford Park. The spacing recommended for the Avenue allows for the views through to be maintained.

Pruning of Walnuts: accept and refer to the farm Cttee.

3. Comments

Jonathan McGill is the only one to comment. He notes that a strict interpretation of the 6m distance from the SW pipe and the following the line of the fence means a 6m setback from the fence. Also, that a single species for the avenue (beech) is to be preferred. My Response on the 3m vs 6m setback is that in visual terms the Landscape architect clearly recommends a minimum set back. TPC has no obligation to follow SW guidance which for wayleaves and where consents are needed. As I have pointed out, the vigorous well grown walnuts will be 3m closer to DSW pipe than the Avenue trees. However, I would recommend that the distance be increased to 4.0 m so as to give space for a tractor with flail to get between the tree guards (1.6 m) and the fence. As to the mix of species, this is a joint approach of SDNPA and the landscape architect; as noted above, it reflects the varied species in Shawford park. Beech and lime will be predominant in the mix.

4. Updated costs

Timber.. Rails and posts as first estimated for 25 trees	£1700
Increase for 2.2 m posts	£ E 300
Timber for 5 extra tree guards @ £80 per tree	£400
Flailing of grass in preparation for planting	£ 100
Post bashing 120 posts for 1 m	£500 - £600
	Total £3,100

Note: I have asked Mole Valley for a quote for the timber to give a more accurate figure.

Provision for meeting these costs is at present as follows :

SDNPA	£1,500
Climate Change Budget	£850
Reserves	£ 500
	Total £2,850

There is a £250 shortfall which needs to be covered. This would be done if WCC agree to a grant. Otherwise, it would be an additional sum from the reserves or an application to Twyford Charity.

Note: All trees, with rabbit guards and stakes, are to be supplied by SDNPA at no cost to TPC. SDNPA have increased the number of trees by 5. These are disease resistant elm to be delivered in the New Year

5. Planting Program

The original 25 SDNPA trees are now available and can be delivered on weeks' notice anytime between now and the end of February. SDNPA have a separate scheme for planting elms and 5 have been allotted to us which neatly makes up the total recommended by the Landscape Architect; these will be available in the New Year.

The strimming can be done at any time and with a tractor as proposed is less than an hour's work. The marking out of the tree positions follows and then the

bashing in of the posts. All this can be done immediately and does not have to wait for the trees.

Recommendations:

1. Proceed as outlined above.
2. Approve a virement of £250 from general reserves to the Parish Farm budget

Jonathan's Comments:

An observation and a view:

The report says the row of trees should be at least 6m from the line of the sewer, and a constant distance from the fence line. As the sewer line 'kisses' the fence line in a couple of places, my understanding is that report proposes that the row of trees should be in a line following the fence line, and at least 6m from the fence.

I note that a mixed row of trees is proposed to offer greater diversity and therefore climate resistance. If the row, or avenue, is to create a gateway to the SDNP and to the village. Personally, I would plant single species to create an aesthetic avenue rather than an irregular avenue of mixed species. I am pretty confident that Capability Brown would have gone single species! I think the beech would be spectacular!

Clerk's Comments

In order to receive the trees and associated funding, Council needs to sign a Memorandum of Understanding (MoU) with the South Downs National Park Trust. The MoU sets out the expectations of both parties and is a simple and straightforward agreement. On the Council's part it is expected that it do its best to ensure the trees are well cared for, will report from time to time back to the SDNPT on progress, and agrees to inclusion in publicity for the park wide planting initiative.