

**Minutes of the meeting of Longparish Parish Council held in the Community Hall at 7.30pm
on 12 October 2009**

PRESENT

Jeremy Barber (Chairman), Christopher Duxbury (Vice Chairman), Christian Dryden, Martin Lampard, Tony Humphrey (Clerk), Andrew Gibson (County Councillor) (from Open Spaces onwards)

Public: Jonathan Frere

09/132 APOLOGIES

Councillors: Jo Clear, Christopher Dewbury, Jim Neal (TVBC)

Absent: Toby Cooper

Jo Clear has decided to retire at the next meeting as she reaches 70 years of age. Jo will attend the next meeting and we will mark Jo's last attendance appropriately.

09/133 VACANCIES

Jonathan Frere was at the meeting. With Jo Clear's retirement there would be two vacancies and two further people had expressed interest but were not at the meeting. The Council agreed to make one appointment and defer further action to the next meeting.

Action – TH to confirm with TVBC whether we need to re-advertise for the third vacancy.

Jonathan Frere introduced himself. He has owned a house in the village for 15 years, he is now retired from the Army and his last job was Bursar at a school in Newbury. He is interested in the community and the environment around us.

Jeremy Barber proposed that Jonathan Frere be co-opted to join the Council – carried unanimously. Jonathan then signed a declaration of acceptance of office and joined the meeting as a councillor.

09/134 MINUTES OF THE PARISH COUNCIL MEETING OF 14.09.09

The Minutes were approved and signed.

09/135 MATTERS ARISING

Green Space Strategy – still to be actioned.

Action: JB/CD/Clerk

09/136 PLANNING

09/136.1 New planning applications

09/136.1.1 Tree Notifications

Two tree notifications were received, Quernstep, Forton and Forton Cottage and dealt with out of Committee after advice from the Tree Warden. There was no objection to either notification.

09/136.1.2 Outstanding Applications, Notifications and Appeals

See Appendix F

09/136.2 Other planning matters

09/136.2.1 Ropers Back Gate

CD outlined the background to this matter and the letter that the PC had written to the TVBC Planning Department on 27 May 09 expressing concern that new back gate entrance had been created in a particularly narrow section of the village street – and querying the planning position.

The owners have now been advised by TVBC Planning that on the basis that there was not an access onto the B3048 there before, an access has been formed which requires planning permission. However, if there was an access there before then what has been done recently would not amount to the formation of an access in planning terms. It is being claimed that there was an access there before and the Planning Officer (Mr Bob Gregory) is currently trying to ascertain if there is any available evidence to show this. The PC agreed that the matter remains a concern and CD agreed to follow up with Bob Gregory.

Action: CD

09/136.2.2 Strategic Housing Land Availability Assessment

CD explained that TVBC is currently undertaking a review of its SHLAA, which provides information on potential housing sites in relation to their availability, suitability and achievability. He stressed that while the SHLAA contains land available/promoted for housing, it does NOT allocate sites- and the inclusion of a potential site in this document does not imply that that the Council would not necessarily grant planning permission.

JB said that he had spoken to both Mr Tim Crouch and Cllr Jim Neal who confirmed that TVBC's policy is to site strategic housing around major settlements [Andover in TV North]. The inclusion of a site in the parish (adjacent to Malthouse Cottage) is a formality and nothing for the Council to be concerned about.

Chairman/Vice Chairman's draft letter was approved – to be forwarded to the Clerk for sending out.

Action: CD/Clerk

09/136.2.3 Procedure for allocating Developer Contribution

This scheme requires developers/builders to make contributions to the fabric of the Village when they are building NEW houses.

Action: Chairman to propose a list of potential uses for such contributions

09/136.2.4 Statement of Community Involvement in Planning Matters

Any comments on the Draft Consultation Review are due by 23 Oct 09.

CD agreed to review the documents and pass any comments to the Clerk through the Chairman.

Action: CD/TH

09/137 RURAL SETTLEMENT BOUNDARY REVIEW

It was agreed that the response letter to Graham Smith would form an Appendix to these Minutes with a link from 09/120 in the September minutes so that the whole matter can be found in one document.

See Appendix D

09/138 FINANCE

09/138.1 Financial Report

The Finance report and cheque list were accepted by the meeting (see Appendix A)

The Council agreed to co-opt Jonathan onto the Finance Committee.

09/138.2 Annual Audit

The external auditor has approved the figures. The Council agreed that it should write to HALC regarding the audit issues.

Action: JB & Clerk

09/139 OPEN SPACES

09/139.1 ROSPA playground report

Andrew Smith has started work on the repairs as highlighted in the report.

The Council would like to thank Laura Wearn for her help in inspecting the playground.

09/139.2 Repairs to Skate Ramp

The Chairman has obtained a third estimate and was checking whether the others remained valid. Regarding the quotation for repair, Andrew Gibson to investigate if there is any funding available.

Action: Chairman to send estimates to Andrew

09/139.3 Street Lighting PFI

Andrew Gibson is to investigate if there is an alternative solution. The Clerk will sign the PFI agreement in case it is needed.

09/139.4 Water Levels at The Cleeves

The Drainage and Water Management Group is to meet on 15 October 2009. They will also consider the issue of the St Mary Bourne sewer.

09/139.5 Land Registry

The Council need to review Parish Council land and communicate with Land Registry.

Action: JB/CD/Clerk will take this forward

09/140 ROADS & BRIDGES

09/140.1 Bollards at Owls Farm

The Clerk has received written confirmation TVBC is investigating the Council's concerns.

09/140.2 Pot Holes in Southside Road

Andrew Gibson to take up with Mr Clark

09/140.3 National Highways & Transport Survey

Action: CDry to complete

09/140.4 Test Valley Access Plan (draft)

Phil Harris will comment so that the Chairman and Clerk can respond.

Action: PH/JB/Clerk

09/141 FOOTPATHS

Jonathan Frere co-opted to Footpaths Committee.

09/141.1 Footpath 11

Peter Watson from HCC had reported by email as follows.

- He has approached Mr Woodhouse and requested that he fences the next stretch at 2 metres as per HCC guidelines. However Mr Woodhouse has indicated that he does not wish to do that so it is likely that he will continue to fence at 1.5 metres.

- Mr Woodhouse has agreed to “guard” the barbed wire with smooth wire on the path side of the posts.
- HCC legal services advise that there is no direct mechanism allowing for individuals to take action in such matters. That is a matter for HCC as the Highway Authority.
- Comments about definitive statements could be kept by HCC for internal reference but would not be appended to the public documents. Changes to the public documents could only be made via the formal process.

The Council remain concerned and would like to investigate statements from Parishioners that know that the causeway is the correct line of the footpath.

Action: Clerk to investigate the procedure for making statements and obtain the appropriate forms

09/142 TRANSPORT

09/142.1 Test Valley Passenger Transport Forum

The Council agreed that it would take no action.

09/143 COMMUNICATION

09/143.1 Handbook

Mary Jo Darrah has started work on the new Handbook.

09/144 SCHOOL/PLAYGROUP/COMMUNITY HALL

09/144.1 School

The Council are to invite Mrs Helen Mehaffey, Chairman of Governors, to the next or following parish council meeting to give us an update on the school.

Action: Clerk to invite Mrs Mehaffey

09/145 VILLAGE HALL

09/145.1 Village Hall Lease

CD referred back to what he had reported in the September Minutes and the reasons for pursuing the letter of Comfort route in support of grant applications rather than risk losing the security of tenure presently enjoyed by surrendering the current lease. He read the proposed letter from the PC that he had drafted in conjunction with JB.

CD further explained that two further matters were outstanding:

The rent [£1 in arrears payable in October] had not been paid. Technically this was a matter that could affect security of tenure and it would be wiser to regularise the situation

A Land Registry entry submitted by the Winchester Diocesan Board of Finance in Jul 07 had incorrectly included the cemetery strip owned by the PC – and this needs to be checked and regularised.

The PC endorsed the letter at Appendix E for the clerk to send and agreed to regularise the rent situation and offer a one of payment to clear the arrears and settle up to 2013 [renewal date] in advance. CD asked to agree this settlement with Rev Canon Martin Coppen and ascertain to whom the cheque should be paid.

CD/JB to action the land registration matter

Action: CD/JB/Clerk

09/146 CORRESPONDENCE

(See Appendix E)

09/146.1 HCC Questionnaire

This a questionnaire on the working relationship between the HCC and the Local Councils

Action: Chairman/Clerk to complete questionnaire and return it

09/147 THE TO-DO LIST

The Chairman agreed to update the list for review at the next Meeting.

In the future this will be controlled the Clerk

09/148 REPORTS AND NEXT MEETING

The next Parish Council meeting is on Monday 09 November 2009

Chairman closed the meeting at 10.00 p.m.

APPENDIX A

**Longparish Parish Council Financial Report
Period from 15-Sep-09 to 12-Oct-09**

Income	Previous years		Year to 31 March 10		
	Year to 31/3/08	Year to 31/3/09	Budget	Total so far	Total for period
Precept	15,000	15,000	15,000	15000.00	0.00
Transfer from HCC Investment	0	0	0	0.00	0.00
Cemetery fees	472	707	400	84.00	0.00
Handbook sales	0	0	50	0.00	0.00
Grants	0	0		0.00	0.00
Donations	1,266	580		0.00	0.00
Allotment rents received	30	36	36	34.00	0.00
Parish Paths Partnership	526	0	400	382.06	0.00
VAT refund	604	0	1,824	1823.88	0.00
Other	450	0		0.00	0.00
TOTAL	18,348	16,323	17,710	17323.94	0.00

Expenditure

Clerks Pay/Expenses	1,376	0	3,000	910.74	910.74
General Admin	2,195	1,919	3,000	1476.62	0.00
Elections	28	0	0	0.00	0.00
Open spaces	4,420	4,227	12,330	4226.14	252.34
Communications	691	615	1,850	421.85	0.00
Paths	976	34	1,100	638.00	0.00
Capital Expenditure	0	0	0	0.00	0.00
Village Hall	2,766	1,080	500	0.00	0.00
Community Association	1,440	1,740	1,740	0.00	0.00
Village Plan (implementation)	2,046	1,642	1,500	0.00	0.00
Transfer to HCC investment	0	6,000	0	0.00	0.00
Other	0	100	500	0.00	0.00
VAT	1,067	757		219.82	10.65
TOTAL	17,005	18,115	25,520	7893.17	1173.73

Transfer from HCC investment				0
Closing Bank Balance	8293.57	6501.54	484	15932.31

Invested with HCC

At start	44,377	46,824	54,591	54590.95	
Add Interest	2,447	1,767	1,200	0.00	0.00
Transfers from (- to) bank	0	6,000	0	0.00	0.00
At finish	46,824	54,591	55,791	54590.95	

APPENDIX B

CHEQUES SIGNED

DATE	PV	CH.NO.	WHO TO	WHAT FOR	£
12-Oct-09	49	951	A J Humphrey	Clerk's Pay & Expenses for 5 months	£774.73
12-Oct-09	50	952	HM Revenue & Customs	Clerk's PAYE	£136.01
12-Oct-09	51	953	Clive Kent	Cut & Strim Cemetery	£180.00
12-Oct-09	52	954	Southern Electric	VH Street Light	£12.95
12-Oct-09	53	955	AA Wolfenden	Grounds Maintenance	£69.00

09/149 LONGPARISH PARISH COUNCIL MEETING – 12 OCTOBER 2009

09/149.1.1 Correspondence received

	Date	Who from	Subject
1.	15.09.09	TVBC	Review of Statement of Community Involvement
2.	15.09.09	HCC	Street Lighting PFI
3.	15.09.09	HCC	Test Valley Passenger Transport Forum
4.	16.09.09	TVBC	Trees at Forton Cottage, Forton
5.	19.09.09	HCC	National Highways & Transport Survey
6.	21.09.09	TVBC	Trees at Quernstep, Forton
7.	23.09.09	TVBC	Test Valley Access Plan (draft)
8.	25.09.09	TVBC	Procedure for Allocating Developer Contribution
9.	25.09.09	Monster Play Systems	Green playground solutions
10.	30.09.09	Bago	Hand tools for litter
11.	01.10.09	Audit Commission	Completion of Annual Audit
12.	01.10.99	HCC	Approval for Longparish School extension
13.	02.10.09	HCC	Question – working with HCC
14.	02.10.09	TVBC	Strategic Housing Land Availability (draft)
15.	08.10.09	TVBC	Planning Application – Tudor Cottage
16.	08.10.09	Elizabeth Hunt	Study on devolved/concurrent service
17.	10.10.09	TVBC	Acknowledgement of Owl's Lodge letter
18.	10.10.09	Highways Agency	Planned road works in Southern England
19.			
20.			

Correspondence sent

Date	Who to	Subject
02.10.09	Graham Souter	Invoice for use of football pitch
02.10.09	TVBC	Owls Lodge Farm, Bollards
07.10.09	Lwanga Edward, Uganda	Visit to Longparish of Mityana District Council
02.10.09	TVBC	Response to Boundary Review

Test Valley Borough Council
Planning Department
Council Offices
Duttons Road
Romsey
Hampshire SO51 8XG

Your reference TC/pp1 5

Dear Mr.Smith

RURAL SETTLEMENTS BOUNDARY REVIEW - LONGPARISH

1. This letter represents the Longparish Parish Council's response to your letter of 17 June 2009, which invited comments and suggestions on the discussion paper that set out the purpose of the boundary review, background to the issues and the case for change. The PC is grateful to you for attending a Workshop discussion on 8 Sep 09 and particularly to Graham Smith for braving the Open Forum for the village on 14 Sep 09.

09/149.2 General Comments

2. In the past, the PC has been concerned that the present infill policy does not adequately address the needs of villages, because, for example, it tends in practice to result in large houses and the areas concerned becoming cramped; and because there are few if any potential sites remaining. But the PC has been equally clear that any such development should be carefully handled to ensure that it meets the needs of the village concerned; and that it should not be imposed on villages which did not want it. How this could be implemented and safeguarded remains the all important consideration.
3. As is evident from the recent review of the Conservation Area, Longparish residents recognise the special architectural and historic interest and linear development of the village, based on a collection of historical hamlets, and wish to preserve it. Graham will have noted from the Open Forum that there is a general suspicion about this proposal to review the village boundaries and just where it could be leading. This is largely because the aim, which blurs over the reasons for the review, timescale, methodology and safeguards are not clear. These matters need to be addressed first to provide explicit reassurance and establish confidence.
4. As ever, the 'devil is in the detail' and simply drawing an envelope, or envelopes with a presumption of development within them could result in a substantial number of new houses. There needs to be controls over large scale speculative and undesirable development and some form of capping mechanism may be helpful as one of the safeguards – for example no more than, say, 4% [of the present 300 houses].

5. In the PC's opinion therefore, it is too early to start drawing lines/envelopes on the map before the above matters have been fully addressed. The PC would wish to be involved in this exercise, as well as the review as a whole, from the outset. In the absence of adequate methodology and safeguards, it feels that it would inevitably have to go for a very tightly drawn proposal indeed.

09/149.3 Specific Miscellaneous Comments

6. **Maps:** Longparish is one of the few villages to have two maps in the TVLP 2006, East and West. It became apparent as a result of the Workshop that you are only using the East map; and you will see that there are brown lines on the West map, including (contrary to what was said at the Open Forum) Forton. Further, Longparish Station and the adjacent Harewood industrial estate, which comprises both residential and business, are not included on the West map (or the Wherwell map). These two areas are part of Longparish and should be included in the review.
7. **Villages are varied in size and extent** The two maps together, of course, again emphasise the long linear layout of the overall village. In this respect Longparish is unusual and may be contrasted with villages. The new approach must be framed to enable each village to be treated individually on its merits.
8. **Infill Policy:** Whilst some of the arguments regarding the present policy are appreciated, it is not entirely clear that the infill policy (SET 06) has failed Longparish. My Council is not clear how the present brown lines were established and it may be that a review of the policy wording, as well as the lines themselves is all that is needed. There is some concern that many of the current policies are too open to individual interpretation and opinion. This is well illustrated, for example, by the arguments, for and against, surrounding the proposed megashed development.
9. **House Type and Density:** My Council believes that development should cover the needs identified in the Village Plan for smaller housing, not necessarily affordable. There should also be an agreed village density per acre, lower than for towns. Village development must not become too cramped.
10. **Joined up Government:** The principle of Joined up Government needs to be applied to this review; infrastructure issues must not be swept under the table. For instance:
 - The Longparish pump house is a 'pinch point in the sewerage system and it is at capacity. It receives effluent from Hurstbourne Tarrant, St Mary Bourne and Hurstbourne Priors, as well as from Longparish, before being pumped [volume limited] over the hill to Barton Stacey. TVBC must liaise with Basingstoke and Deane about any development plans further up the valley – and not just expect PCs to do it.
 - Any new private market house is likely to attract two cars. The B3048 originated in the horse and cart era; it carries a great deal of traffic, which has increased greatly during the last 20 years or so. Whilst it may not yet be at capacity, the PC would welcome an explanation as to how Highways make their calculations; for example, what is the capacity of the B3048 and its feeder lanes and what is the current level? The feeder lanes are all narrow and need to be negotiated with great care.
 - The Schools Admission Policy needs to be addressed; all village children should be able to attend their village school and admitted whenever they apply. Only

40% of the children using our school are from the Longparish and Hurstbourne Priors but we already have children from Longparish being transported to schools outside the village because our school is full. A modest increase in the number of houses could exacerbate the present situation unless the matter is addressed.

11. **Consultation:** As has been established, no one option will fit all villages. My Council would encourage you, as far as possible, to deal with each PC direct, as you did with the Conservation Area Review, though it is appreciated that you may wish to seek views also through TVALC. PCs may need some training to help with interpreting the bigger picture and my Council would welcome such training.
12. **Village Exhibition:** As with the Conservation Area Review, a village exhibition explaining the proposals should be held during the final consultation stage.

09/149.4 Summary and Way Forward

13. In summary, more work is needed to clarify the aim, timetable, detailed methodology and safeguards ; and the PC recommends that the next step is to publish a further updated paper covering these points and, of course, all the comments that have been submitted as a result of this informal consultation. Only when this has been done should there be an attempt to draw lines on maps. In the meantime, the PC is ready to assist with the review as it progresses.

Yours sincerely

Tony Humphrey
Clerk to Longparish Parish Council

Copies to
All Longparish Parish Councillors,
Jim Neal TVBC local member,
Andrew Gibson HCC local member,
Wherwell, Hurstbourne Priors, St Mary Bourne and Hurstbourne Tarrant Parish Councils.

APPENDIX E

12 October 2009

Mr John Scott
Chairman Longparish Village Hall Committee
Owls Lodge
Forton
Andover
Hampshire
SP11 6NU

Dear Mr Scott

Lease of Longparish Village Hall

I am writing on behalf of the Longparish Parish Council in connection with the future of the Village Hall lease held by the Parish Council when it expires in 2013.

This letter should be read in conjunction with the parallel letter dated 9 September 2009 from the hall's Administrative Trustees to the Parish Council which confirms that they are more than content with the present arrangements, have no plans to resume control, acknowledge the Council's security of tenure and support proposals to seek grants for the refurbishment of the hall.

The Parish Council appreciates that Grant-Making Authorities may prefer to see a longer lease; and ideally the Council would like to extend the term of the present lease. We are, however, advised that:

- An extension is not possible; the existing lease would have to be surrendered and replaced by a new lease, which would endanger the security of tenure that we currently enjoy.
- The lease can be renewed on similar terms, with continuing security of tenure, if we do so when it expires in 2013.

The Parish Council therefore considers that it is not in the best interest of the users of the hall to surrender the current lease and intends to renew it when it expires. This will ensure that the Village Hall remains available to users on similar terms as at present for many years to come.

The Parish Council has supported the Village Hall for many years and intends to do so for the future. As an indication of good faith, it may help you to know that the Council intends to spend around £50,000 on the current refurbishment project. The Council would not be prepared to spend such a sum without long-term security of tenure.

Accordingly, the Administrative Trustees and the Parish Council have produced these two parallel letters explaining the situation, confirming that both parties have every intention of working together to the benefit of the Village Hall facilities.

I can confirm that you are welcome to show both letters to Grant-making Authorities and will be pleased to provide any further information that may be needed.

Yours sincerely

Tony Humphrey
Clerk to Longparish Parish Council

Copy: Canon Martin Copen for the Administrative Trustees.

APPENDIX F

**0 outstanding Planning Applications, Notifications and Appeals
as at 12 Oct 09**

Serial	Property Reference Number & Date	Description	Status
1	Testwood Trout Farm 08/00196/FULLN	Temporary Use of Mobile Home as Agricultural Workers Dwelling	Sep 09 - Inspectors Decision awaited
2	Longparish C of E Primary School, Longparish, Andover, Hampshire SP11 6PB 09/01331/HCC3N	Staff room/toilet single storey extension	PC 12 Aug 09 – No objection TVBC 21 Sep 09 - Permission subject to conditions & notes HCC 21 Sep 09 - Granted
3	A303 Recycling Facility (Adjacent Owls Lodge Shooting School PLAN/JD/TV231	Permanent facility for recycling construction and demolition waste and extension of existing site including construction of screening bund. Erection of recycling building and waste recycling plant, importation of aggregates for re-sale including the erection of storage bays.	PC 12 Aug 09 – No objection, but see covering letter HCC 8 Oct 09 - Granted
4	Autumn Cottage, Longparish SP116PZ 09/01681/TREEN	Cherry Tree – Reduce by half	PC 14 Sep – No objection TVBC 25 Sep – No objection
5	Mayfield Longparish, Andover 09/01765/TREEN [Trees owned by Mr & Mrs Jack Ellicock]	T1 Willow – Reduce crown and remove branch as per photo submitted T5 Willow Remove branches as per photo sub	PC 14 Sep – No objection TVBC 29 Sep – No objection
6	The Cottage Longparish Andover Hampshire SP11 6PB 09/01727/FULLN 09/01729/LBWN	Demolish existing outbuilding retaining south east gable wall to incorporate into replacement outbuilding with garden wall.	PC – 14 Sep – No objection TVBC - Pending
7	Forton Cottage Forton Lane Forton Andover Hampshire SP11 6NU 09/01868/TREEN	Fell one Sycamore, one Ash and one Fir tree.	PC 24 Sep 09 – No objection TVBC Pending
8	Quernstep Forton Lane Forton Andover Hampshire SP11 6NT 09/01870/TREEN	Fell one beech tree	PC 28 Sep 09 – No objection TVBC Pending