

ROWLANDS CASTLE PARISH COUNCIL

Minutes of the FULL COUNCIL 01.10.18

Monday 1 October 2018 at 7.00pm

The Small Parish Hall, Links Lane, Rowlands Castle PO9 6AD

These minutes are subject to confirmation by the Council at its next Full Council Meeting

PRESENT:

Cllr C Stanley (Chairman), Cllr F Ball, Cllr P Cross, Cllr D Hooper, Cllr A Lee and Cllr Longman.
D Cllr M Johnson was also present in part.

MINUTES:

Taken by Lisa Walker (Clerk to the Council).

THE CHAIRMAN'S SAFETY ANNOUNCEMENT WAS MADE.

1. To Receive any Councillors' Apologies for Absence

Apologies for absence were received from P Cllrs J Smart and W Wilson, and also from C Cllr M Harvey and D Cllr Wren.

2. To Receive any Declarations of Interest

There were no declarations of interest at this point.

3. To Receive a Presentation from Savills, representing Portsmouth City Council, on Proposed Development of Land South of Little Leigh Farm, Prospect Lane, potentially for 75-100 Dwellings

This Item was DEFERRED due to the last minute indisposition of the representative from Savills. The Clerk stated any Application for this development was reportedly dependent on the land being included in EHDC's revised Local Plan (currently in development) as being suitable for such development

Action: If/when appropriate, Clerk to include Item on future Agenda

4. To Consider the Expression of Interest Received from a Prospective Parish Councillor for the Vacancy on the Council, and Vote on the Co-option of said Candidate

Further to confirmation that the remaining vacancy could be filled by co-option (see Minutes of Annual Meeting on 14 May 2018), members noted the résumé of Jon Moss (circulated previously), who had confirmed his interest in the vacancy. The Chairman confirmed he and the Clerk had already met with Mr Moss informally to explain the Council's work. It was unanimously RESOLVED to co-opt Mr Moss to the Council.

Action: Clerk to inform Mr Moss and issue him with relevant forms and background documentation

5. To Receive and Confirm the Accuracy of the Draft Minutes of the Previous Meeting held on 3 September 2018

The Minutes of the Meeting (circulated previously) were unanimously CONFIRMED as an accurate record and were duly signed by the Chairman.

6. To Receive a Written Update on Progress of Resolutions from Previous Meeting(s)

Members received and noted the Clerk's Report (circulated previously, held with these Minutes) and the subsequent update/actions as follows:

Request for Bin betw Kingfisher Close and Nightingale Close – D Cllr Johnson will pursue this matter.

Action: Clerk to send relevant information to D Cllr Johnson

Hants Fire & Rescue Proposals for new Combined Fire Authority – Members noted difficulties in getting to the 'nub' of the proposals from the information available on line. It was AGREED to submit a general response to the Consultation stressing the need to protect local stations, particularly given the anticipated increase in housing in the area eg from the Land East of Horndean development.

Action: Clerk to draft response for approval by cllrs prior to submission by deadline of 26 October

7. Parish Notices and Clerk's Report: The following were reported:

Residents' Dealings with Parish Office in September – (circulated previously, held with these Minutes) Noted; particularly the issue of construction workers parking around The Green, which is being addressed by various parties.

Report on East Hants Association of Parish & Town Councils Mtg on 11 September – Cllr Ball attended and reported the mtg included briefings from EHDC officers from its Arboriculture and Community Development sections. Members noted that both developments off the old Keyline driveway would have been assigned a

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Community New Development officer under new policy guidelines. The Civil Aviation Authority has now approved the application by TAG Farnborough for control of airspace over an increased area.

Report on Montague Green ('Oaklands II') Developer Liaison Mtg on 11 September – Noted, with minutes available on request. Issues remain re treatment of boundary with Old School Development properties.

Cancellation of next Community Forum on 16 October – Noted as a result of no major topic having been identified and such Forums currently being "under review".

Statement of Response to the draft Water Resources Management Plan 2019 – Noted, with RCPC being the only non-environment-related organisation to have commented despite the importance of the topic ie the need for an adequate and safe water supply. Concerns re transport implications for the new Reservoir Project had been addressed but with generic language. The assumption that access will be predominantly via the A3(M) Horndean Junction cannot be relied upon.

Chichester District Council's Housing & Economic Land Availability Assessment 2018 – Noted, particularly the likely impact additional housing would have on East Hants District, particularly Rowlands Castle Parish.

East Hampshire Volunteer Awards – Noted, with a deadline of 2 October for nominations.

South Downs National Park Authority Parish Workshops – Cllrs Lee and Wilson are likely to attend. Members noted the workshop venues were often difficult to access by public transport despite the SDNPA's keenness to encourage access to the Park via such transport methods.

Hampshire Association of Local Councils AGM on 10 November – Noted; Cllr Stanley will attend.

EHDC Workshop on 11 October re Sites for revised Local Plan – Cllrs Longman and Wilson will attend.

HCC's Permit Scheme for Road & Street Works – Following a Consultation earlier in the year (see Minutes of 16 July 2018), the Scheme is due to go live on 1 April 2019.

EHDC's Notice of Review of Polling Districts and Polling Places – Noted.

8. To Receive Reports from County & District Councillors, and other Delegates, if appropriate:

District Cllr Malcolm Johnson read his written report (a copy of which will be kept with these minutes), including information on the following from EHDC:

- Update on revision of Local Plan with potential development sites to be published late October,
- Anticipated revised Application by Bloor Homes for Land East of Horndean development,
- Prospects of Land South of Little Leigh Farm being included in Site Allocations for revised Local Plan,
- Progress on issue of construction workers parking around The Green,
- Progress on concerns re visibility splays across widened bellmouth of old Keyline driveway.

County Cllr Marge Harvey The Clerk read the Cllr's written report (a copy of which will be kept with these minutes), including information on the following from HCC:

- Concerns re management and implementation of Traffic Regulation Orders (TROs),
- Her request for information for HCC's plans for traffic calming on Whichers Gate Road,
- Encouragement to residents to report any remaining potholes, preferably via HCC's on-line system,
- Update on plans to resurface parts of B'way 25 through the Comley Hill plots,

9. OPEN FORUM – Limited to 15 minutes in total and a max 3 mins for each individual speaker

There were no comments by any member of the public present at the Meeting this time.

10. PLANNING & LICENSING MATTERS: To Consider and Agree Action, if appropriate, on the following:

a) Planning & Licensing Applications:

24624/008 SINGLE STOREY REAR EXTENSION
52 Links Lane, Rowlands Castle PO9 6AF

Cllr Cross outlined the Application, which he had reviewed. It was unanimously RESOLVED to make NO OBJECTION.

57704 CONSTRUCTION OF 4 DWELLINGS AND ASSOCIATED ACCESS AND PARKING
31 TO 37 Finchdean Road, Rowlands Castle

Cllr Cross outlined the Application, which he had reviewed with assistance from Cllr Wilson. Members noted that whilst the proposed properties would seem to be in keeping with the area, issues re drainage, layout and access onto the highway had been identified which may affect the submitted plans. It was unanimously RESOLVED to OBJECT on the grounds that the submitted plans did not appear to be finalised, and therefore the impact and layout on surrounding properties is not yet confirmed. There are also material considerations to be resolved regarding drainage and access onto the highway.

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57891 Notification of Pre-Decision Amendment: SINGLE STOREY REAR EXTENSION (As amended by plans received 08/08/18 and 03/09/18)
16 Bowes Hill, Rowlands Castle PO9 6BW

Further to Council's decision at its Mtg on 3 September, members noted these subsequent amendments concerned to the length of the proposed extension rather than its height and therefore Council's OBJECTION to the Application still remained.

30016/036 Deed of Variation to Section 106 Agreement relating to the Planning Application 30016/018: TO AMEND THE MORTGAGEE EXCLUSION CLAUSE TO BRING IT IN LINE WITH CURRENT LENDING REQUIREMENTS. ALSO TO REFER TO DRAWING No. BELL 161006 SL01 F IN RESPECT OF SCHOOL LINK FOOTPATH 2
Land South of Oaklands House, Rowlands Castle

Members noted the first part of the Application concerned a technicality beyond the knowledge of cllrs and the second part concerned the School's request regarding the link from the development into the School. It was agreed NO COMMENT was therefore necessary.

N/A Application for Minor Variation from Shell Whichers Gate, concerning location of internal CCTV cameras

Members noted the Variation related to changes in the location of internal cameras on the plan accompanying the newly-granted Licence for the premises. It was agreed NO COMMENT was necessary.

Action: Clerk/Admin Asst to submit comments on Applications to EHDC/SDNPA Planning Depts

b) Works to Bellmouth of Driveway to Bargate and Nicholas King Homes (NKH) Developments including issues relating to visibility splays and alleged encroachment onto part of The Village Green – Members noted and thanked Cllr Wilson for his Background Paper (circulated previously) on both issues, and also noted HCCllr Humby's recent comments on the works. The Chairman reported on an incident when Keyline was still operating, caused by the poor visibility to the right when walking towards the village centre. Cllr Johnson advised Hants Highways had visited the site and noted the impact of the widened bellmouth on visibility for pedestrians and B'way 24 users. The works were implemented as part of the S278 Agreement signed by Hants Highways and Bargate. The S278 with NKH had yet to be signed and may affect the treatment of the bellmouth.

It was unanimously RESOLVED to:

- i) Write to EHDC (incl appropriate officers) and Hants Highways expressing concern at the safety of pedestrians crossing the bellmouth and other users of the bellmouth eg cyclists and horse-riders,
- ii) Seek the advice of EHDC's Monitoring Officer and, if advised appropriate, write to Bargate (copied to EHDC and Hants Highways given their involvement in the S278 Agreement) about the apparent encroachment on The Green resulting from the recent works to the bellmouth,
- iii) Allocate £1,000 for professional advice with the aim of seeking an amicable resolution to the encroachment issue.

Action 1: Clerk to draft letter re safety concerns for circulation/approval prior to sending

Action 2: Clerk to contact EHDC Monitoring Officer for advice and progress matters accordingly

c) Update from Chair of Neighbourhood Plan Steering Group – The Clerk read the Chairman's Report (a copy of which will be held with these Minutes). Members noted resignations meant only one parish cllr remained on the Group at present, contrary to its terms of reference. With his agreement, it was unanimously RESOLVED to appoint Cllr Ball to join the Group (Cllr Ball did not vote).

Action: Clerk to inform NPSG Admin Co-ordinator

d) Schedule of EHDC's and SDNPA's Planning Decisions up to Friday 28 September 2018 –

Members noted the Schedule (a copy of which will be held with these Minutes). *An administrative error meant it was later noted EHDC had already decided to permit the amended Application re 16 Bowes Hill (see Item 10 a).*

11. COUNCIL'S OPERATIONAL MATTERS: To Consider and Agree Action, if appropriate, on the following:

a) Review of Council's Objectives & Priorities – Members noted the Council's current Objectives & Priorities (circulated previously) and reviewed progress. Various updates/changes were AGREED.

Action: Clerk to update and publish revised document for cllrs and website

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b) **Recommended Works to Trees around The Parish** – Further to the Surveys undertaken in 2017 on trees for which Council is responsible, members noted recommended works of high priority had already been undertaken. Part of the recently-received Developers' Contributions for Environmental Improvements had been allocated for those works of medium or low priority. Members noted the quotes (circulated previously) by Council's contractor, Titchfield Tree Services (TTS), for said works to trees in the King's Meadow Estate, including some in Rowlands Copse, the Recreation Ground and The Green, including Deerleap Verge. It was unanimously RESOLVED to commission TTS to undertake the recommended works at the quoted cost of £10,040 + VAT. The Clerk confirmed she had already begun the process of applying for permission for works to trees subject to a Tree Preservation Order, and giving notification of works to tree within a Conservation Area.

Action: Clerk to commission TTS to undertake the works as soon as possible

c) **Review of Council's Telephone & Broadband Provision** – Members noted the Clerk's Background Paper (circulated previously and at the Meeting) including various quotes from potential providers. It was unanimously RESOLVED to commission provision from Focus Group for the contracted 12 months at a monthly cost of £45.99 + call charges of c £3.00, subject to satisfactory feedback from current customers and on-line forums.

Action: Clerk to seek feedback and, if satisfactory, to commission provision from Focus Group

d) **Review of Council' Multi-Functioning Device (Printer/Scanner/Copier) Provision** – Members noted quotes circulated by the Clerk from 3 potential providers, including Council's current one, for provision from February 2019 onwards. It was unanimously RESOLVED to commission Apple Office Equipment to provide said device, on a 5-year lease of £99.00 per quarter and A4 page copying charges of 0.3p each for mono (black and white) and 3.0p for colour.

Action: Clerk to commission provision from Apple Office Equipment

e) **Update on Flood Alleviation Measures in advance of Winter 2018** – Cllr Lee reported there had been a good turn-out especially from various authorities, for the Flood Action Group Mtg on 24 September. Most actions concerning ditch maintenance were in hand with one exception, which is being progressed in conjunction with West Sussex County Council. Water tables are dropping and there is no cause for alarm providing there is no extreme weather over the winter. Issues regarding the BT pipework by the bridge at Dean Lane End are due to be resolved, with works to raise the pipe scheduled for late October.

12. FINANCIAL MATTERS: To Consider and Agree Action, if appropriate, on the following:

a) **September 2018 Schedule of Payments, for authorisation** – Cllr Cross stated he had reviewed and confirmed the relevant invoices. It was unanimously RESOLVED to authorise the Schedule (circulated at the Mtg) for payment. It was signed by all 3 nominated signatories.

A list of payments is included below (incl VAT where appropriate, which is reclaimable by the Council):

Method	Amount £	Payee	Reason
DD	127.70	HS Administrative Services Ltd	Monthly pension contributions + admin fee
DD	133.86	BT Payments Services Ltd	Monthly Telephone and Broadband charges
IBT	50.00	Horndean Technology College	Grant for Senior Citizens' Christmas Lunch
IBT	48.50	RCPHMC	Hall Hire for Mtgs in July incl NPSG
IBT	1678.26	Zurich Municipal	Annual Insurance cover from 1 October 2018
IBT	480.00	PKF Littlejohn LLP	External Auditor fee for year ended 31/03/18
IBT	7.69	Condor Office Solutions Ltd	Monthly MFD costs and maintenance
IBT	934.57	Exterior Living Rooms Ltd	Grass Cutting, Lengthsman & Handyman Svc
IBT	2.06	Rowlands Home Hardware	Rec Ground consumables
IBT	1312.74	Quality Land Services	Quarterly Litter and Dog Waste Collection Fee
IBT	24.30	Cllr W Wilson	Travel expenses
IBTs	3549.35	Staff salaries including HMRC, PAYE, NIC and Pension Contributions	
Total	8349.03		

IBT = Inter-bank Transfer, Council's main payment method now it is registered for online banking.

DD = Direct Debit SO = Standing Order **Action: Clerk to make payments according to Schedule**

A list of receipts is included below:

Method	Amount £	Payer	Reason
IBT	21,060.00	EHDC	S106 Environmental Improvement Contributions
IBT	51,817.50	EHDC	2 nd of 2 instalments of Precept Payment for 2018/19
Total	72,877.50		

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b) **Report on Council's Bank Accounts as at 30 September 2018** – Members noted the Report (circulated at the Mtg).

Account	Balance	Date
Current	£147,113.83 incl reserves (£143,361.41 after reconciliation to September's Payment Schedule).	30/09/18
Council currently holds general reserves of c £53,000 and ear-marked reserves of c £28,000 including under-spends from 2017/18 on specific projects, now reserved for expenditure in 2018/19 instead.		

c) **Report on External Auditor's Examination of Annual Governance and Accountability Return (AGAR) for year ended 31 March 2018** – Members noted the AGAR had been reviewed by the new external auditor, PKF Littlejohn LLP, (circulated previously) and passed with no matters raised for attention ie a 'clean' audit. Members congratulated the Clerk on yet another excellent result. In accordance with regulations, the requisite Notice of Conclusion of Audit had been published on Council's noticeboard and website, along with the requisite sections of the AGAR.

Action 1: Clerk to make copies of the AGAR available upon request for the published fee

Action 2: Clerk to ensure requisite sections of the AGAR remain publicly available for at least 5 yrs

13. Date of Next Meeting

Monday 5 November 2018 in the Small Parish Hall, Links Lane.

The Meeting ended at 9.05pm

During the course of the Meeting (both part and whole) there was 1 member of the public who signed the register (though others also attended) and no members of the Press present.

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Report on Progress of Written Resolutions – for FULL COUNCIL on 01.10.18

Progress of Resolutions and other Actions from Full Council Mtgs on 03.09.18

Subject	Action
Proposals for HCC's Community-funded Initiative ref Transport matters	Proposals now approved by HCC following completion of Consultation. Works being programmed with contractor with aim to implement by March 2019. Clerk and Cllr Ball have in hand to draft article/statement for residents.
Potential Recipients for Existing and Anticipated Developer's Contributions	Mtg between EHDC officers and RCPC reps arranged for 4 October to consider applications received to date. All potential recipients have been informed and encouraged to submit applications by then. Transfer of management of contributions to Communities Team is being progressed. No CIL monies are currently available for Parish. Clerk has written to SDNPA officer re availability of CIL monies within Park.
Hampshire Fire & Rescue Proposals for new Combined Fire Authority	Clerk sourced and forwarded details of proposals to all RCPCllrs.
Planning Application(s)	All comments were submitted within timeframes.
HBC Forum on Land West of Crematorium, Bartons Road	Cllr Ball has in hand to report removal of boxes to Bat Conservation Trust.
Response to CPRE's Anti-Fracking Campaign	In consultation with Cllr Lee, Clerk has submitted response to the Govt Consultations objecting to the proposals re shale gas exploration and development. She copied response to MP, CPRE, RCPCllrs, local expert and C & D Cllrs.
Installation of Utility Manhole Covers on RCPC-owned Land without Council's Permission	Clerk wrote to and has liaised with BT Openreach, which mistakenly assumed land was in Highways ownership. Wayleave Agreement has been drafted for consideration at Nov Council Mtg
Establishment of Policy re Potential Sale of any RCPC-owned Land	Relevant Cllrs are preparing draft Policy for consideration at Nov Council Mtg.
Crowd Safety Concerns for 2018 Fireworks Display at Rec Ground	EHDC Safety Group has given go ahead, Hirer's Agreement has been signed by both parties and RCA are implementing ticketing arrangements for event. Feasibility of additional accessway is listed for Future Agenda Items.
Prospective Leasing of PCC-owned land within Parish	Clerk instructed Council's solicitor to progress Lease on Whichers Gate Common and they are liaising with PCC direct.
Recommended Works to Tree in Rowlands Copse.	Contractor commissioned and works due to be undertaken on 3 October.
RC Tennis Club's Proposals for Installation of Flood Lighting at the Rec Tennis Courts	RCTC to mount consultation with residents before any further progress is made with RCPC.
Review of Council's Insurance Cover from 1 October 2018	Clerk has commissioned cover from Zurich under 3-year Agreement, with slightly reduced premium after update of Asset Register.

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Report on Progress of Written Resolutions – for FULL COUNCIL on 01.10.18

Review of Council's Telephone & Broadband Provision	See Item 11 c)
Schedule of Payments for July & August 2018	Payments made in accordance with Schedule
Grant Application from Horndean Technology College for Christmas Lunch 2018	Agreed grant payment included in September Payment Schedule.

Progress of Resolutions and other Action from previous Full Council Meetings

Proposed Traffic Regulation Orders (TROs)	EHDC wishes to complete District-wide exercise before publishing final decision and completing works, possibly by Christmas
Tree Condition Survey and Prioritisation of Works Thereon	See Item 11 b). S106 monies now received. Clerk is progressing on-line Asset Register software.
Weed-and-Feed Treatment for The Green & Verge	Contractor commissioned and works anticipated for w/c 1 October.
HBC's Summary Report on Local Plan 20136 Consultation of early 2018	Clerk has written to HBC re inaccuracy in Summary and is drafting correspondence on wider concerns.
Measures to comply with Data Protection legislation	Data audit and review of Office IT security in progress.
Replacement of Community Noticeboard	Noticeboard has arrived and is due to be installed in October.
Adoption of Roads in New Developments	Clerk has in hand to write to Hants Highways
Internal Audit and Annual Governance & Accountability Return (AGAR) 2017/18	See Item 12 c)
Cllr Harvey's Report on Catherington Division's re-lining requirements, incl Rowlands Castle's	Report awaited from Cllr Harvey.
'Gateway Signage' around Parish	Clerk and Cllr Lee have in hand to pursue bespoke signage and requisite funding for Finchdean.
Request for Bin betw Kingfisher Close and Nightingale Close	Clerk is progressing matters with EHDC officer, but residents' opinions differing as to location of bin.
Investigation of Encryption Software	Clerk has in hand to progress
Involvement of children in local govt matters	Cllr Wilson is progressing with Clerk.
Planning Condition(s) relating to Surface Water Drainage	Clerk to liaise with Cllr Wilson to draft letter to DCLG for circulation/approval prior to sending.
Parish 'Adopt a Bench' Scheme for Commemorative Purposes	Clerk has in hand the formalisation of Scheme.

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Report on Residents' Dealings with Parish Office – for FULL COUNCIL on 01.10.18

Residents' Visits to, and Correspondence with, the Parish Office in September 2018

Subject	Action
<p>RCPC's Consultation on HCC CFI Proposals Resident of Finchdean Road highlighted frequent speeding along the Road and supported proposals which would high-light speed limit of 30mph.</p>	<p>Clerk reported comments to RCPC during September Council Mtg. Later, at resident's request, Clerk confirmed proposals were going ahead.</p>
<p>EHDC's Proposals for Parking Restrictions Resident enquired re progress on proposals</p>	<p>Clerk referred resident to relevant extract from draft Minutes of September Council Mtg.</p>
<p>Oaklands Avenue – Proposed Pedestrian Link Resident enquired re the Application for 10 retirement bungalows (aka 'Oaklands III') including a proposed link to the Avenue. A relative of their's who lived in the Avenue was worried because children play in the cul-de-sac at end.</p>	<p>Clerk explained the Application had been permitted including the <u>pedestrian</u> link. She explained RCPC acknowledged some residents' objections but supported such links as encouraging access to bus/village facilities without the need to drive. The Clerk's research indicated this link was not likely to be very busy as residents of the Bellway development would likely use another access on to Redhill Rd. Later, Clerk supplied resident with her plan of all the developments in the area and the relevant access by both foot and car. She commented that EHDC was belatedly pursuing another link from the Avenue to B'way 24 which should have been created during construction.</p>
<p>Oaklands Avenue – Overgrown Vegetation Resident of Avenue reported an overgrown bramble by junction with Redhill Rd, obstructing footway users but not affecting drivers' visibility.</p>	<p>Clerk investigated report but overgrowth appears insignificant so she will remove when she revisits.</p>
<p>Rec Ground – RCTC's Flood Lighting Proposals Resident of property adjacent to Rec requested copy of RCTC's Proposal document in order to understand detail of proposals. They gave permission for their details to be passed to RCTC. Another resident expressed concern over proposals and, as RCTC member, questioned Club's assertion of members' overwhelming support for proposals.</p>	<p>Having gained permission from RCTC, Clerk provided copy of document to resident and confirmed onus was on RCTC to conduct suitable consultation exercise with village residents. She passed contact details on Clerk advised them to address their concerns directly with RCTC and reiterated the Club's obligation to conduct a full consultation with residents before proposals could be progressed.</p>
<p>Recreation Ground – Fireworks Event Enquiry received from mobile food vendor asking whether they could trade at this year's event.</p>	<p>Clerk passed vendor's details to RCA, as event organiser, noting need to comply with Hirer's Agreement, risk assessments etc.</p>
<p>Recreation Ground – Large Dog Fouling Poster Clerk of nearby Parish asked where RCPC had sourced large poster currently on display at Rec.</p>	<p>Clerk advised it was on 'permanent loan' from PCC but could find no further contact details.</p>
<p>Recreation Ground – Notice re Dogs on Leads Resident asked whether Notice requiring dogs to be kept on a lead was enforceable.</p>	<p>Clerk explained RCPC had limited resources or powers to do so but EHDC Dog Wardens did patrol the area sporadically. She explained all such spaces in District are covered by an Order for dogs to kept under control at all times, invariably meaning they be kept on a lead. When prompted, she commented reports of dog fouling on the Rec appeared to have decreased in recent months.</p>

ROWLANDS CASTLE PARISH COUNCIL

Report on Residents' Dealings with Parish Office – for FULL COUNCIL on 01.10.18

Bargate & Nicholas King Homes Developments

One resident expressed concern that the bellmouth was much wider than the approved plans they understood would be implemented. They were worried about the ramifications for pedestrians crossing the bellmouth, especially vulnerable ones eg elderly, infirm and children, once it was in more regular use by future residents rather than its previous use largely by HGVs. The residents also reiterated these views and other related concerns to an RCPCllr.

The same resident was concerned the deterioration in relations between the 2 developers would result in additional on-road parking, causing traffic disruption, visibility issues and further reducing the already limited parking in the area. They asked whether any prevention measures could be taken.

Several other residents have complained about the proliferation of parking by development workers around The Green and up Redhill Rd, which is disrupting traffic and causing residents in the area to have to park their cars at some distance from their properties. One requested "the Council" do something about the problem but did not feel the issue lay with individual workers. Another visited the Bargate Site Manager who confirmed efforts were being made to source alternative parking for site workers.

A further resident complained about the disruption both developers were causing around The Green and asked whether either company was making any financial contribution to the local community by way of recompense.

Clerk advised RCPC had previously expressed concerns to EHDC that 2 differing proposals for the driveway/bellmouth had both been approved as part of separate Applications. RCPC had been led to believe the preferred option involving the narrowing of the bellmouth would be implemented, but had since been told the other option of maintaining the existing bellmouth was to be built. She had reported residents' concerns about visibility and potential hazards to C and D Cllrs at RCPC's September Mtg, and been told that the bellmouth treatment 'might' be reconsidered once both developments had been completed.

The Clerk advised the 2 developers had apparently 'fallen out', Bargate workers were no longer allowed to park on the other developer's site nor on the driveway and there was insufficient room for Bargate workers to park on site so they were having to park elsewhere. She advised RCPC had no powers to address this issue and that EHDC as the Planning Compliance Authority might do so. She stated RCPC was told at its September Mtg that neither EHDC nor HCC were inclined to take enforcement action. She advised that if specific vehicles were deemed to be causing an obstruction they should be reported to the Police, and if it was a regular occurrence she would endeavour to liaise with both site managers to address the issue. The Clerk liaised with a Bargate Director who undertook to source alternative parking for its workers in the village. The Clerk advised there was also some parking available at the Rec providing sufficient spaces were left for Rec users. The Clerk has been in regular contact with C & D Cllrs about the issue, and EHDC's Planning Compliance is aware of the situation.

The Clerk explained development generally included contributions to the local community, and gave specific details about the sums anticipated for both development and the criteria for its usage. She stated RCPC was not involved in the drafting of Agreements on such matters but had some influence over the spending of some portion of it. She mentioned one developer was challenging the payment of some of the contributions.

Possible Donation of Bench for The Green

Resident enquired on behalf of the relatives of 2 deceased residents regarding the donation of a bench in their memory.

Later a member of the late residents' family called for more information on the Scheme and related matters.

Clerk explained there was already a suitable number of benches in the area so RCPC had an 'Adopt a Bench' Scheme whereby existing benches could be dedicated to a person or organisation at a cost of £250, of which a portion went towards the cost of a plaque(s) and the rest towards the maintenance of all benches in the Parish. The Clerk also referred to the possibility of paying for a tree to be planted, which could then be dedicated to the late residents. Family members have since identified a suitable bench. The Clerk has supplied photos of existing plaques to guide wording and awaits further information.

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Report on Residents' Dealings with Parish Office – for FULL COUNCIL on 01.10.18

<p>The Green – Litter Bin outside Londis Resident expressed concern at overflowing litter bin. When asked, Londis staff had filled 2 bags of lose/overflowing rubbish, putting them next to the bin for collection. Resident asked re responsibility for bin, frequency of emptying and whether a local organisation to which they were linked could help in the matter.</p>	<p>Clerk explained EHDC was responsible for bin and that it was reportedly emptied on at least a weekly basis. She reported EHDC considers the shop should finance any additional but that the shopowner disagreed with this approach.</p>
<p>The Green – Metal Sheet Clerk and RCPCllr noted a large, unsightly metal sheet left on RCPC-owned land ie Verge and within Conservation Area. It was likely to be linked to works related to development in the area.</p>	<p>Clerk liaised with one development site manager who confirmed it served no purpose and arranged for its removal the same day.</p>
<p>Bridleway 24 – Notice for Cyclists Resident advised a recently-installed notice had been removed by persons unknown, which was disappointing as they had appreciated it having had some "near misses" with cyclists using the b'way.</p>	<p>Clerk shared disappointment but felt any reinstatement of the Notice was likely to suffer same fate.</p>
<p>Links Lane – Age of Property A future residents enquired as the age of the property to which they were due to move.</p>	<p>Having spoken to a local historian, Clerk provided estimated age of property and other details.</p>
<p>Finchdean Road – Footway Obstruction Further to comments at Sept Council Mtg, Clerk liaised with C Cllr re ground-level encroachment of vegetation on footway.</p>	<p>C Cllr Harvey advised clearing of pavement has been requested.</p>
<p>Proof of Identity Request Resident requested authorisation of another country's form to prove existence.</p>	<p>Clerk signed form on production of proof of ID, and RC Post Office stamped it on production of same.</p>
<p>Velo South Cycle Event – Cancellation Various residents/cllrs contacted Office to advise event had been cancelled, having seen Parish Office's reminder re event.</p>	<p>Clerk explained to them all that Grapevine message had been sent before cancellation announced but published afterwards.</p>

The Clerk also receives information from individuals and/or organisations, and endeavours to publicise this on community noticeboards and/or on Grapevine, as appropriate. See RCA website www.rowlandscastle.com for more information and details on how to join/contribute to Grapevine.

Notes for RCPC Meeting 1st October 2018

Planning

Work on the new EHDC Local Plan continues. This is to take over from the existing Joint Core Strategy document that was originally produced to cover the whole of East Hampshire including the Southdowns National Park areas. The new document will only cover those areas which are outside the National Park as the Park has now produced its own plan for the areas that lie within its boundaries. Following the EHDC call for sites earlier this year currently officers are assessing the suitability of the 60+ sites that have been submitted. A template for use in this exercise has been agreed and it is expected that the new Land Availability Assessment will be ready by the end of October. It should be remembered that not all the sites put forward will necessarily be listed as some may well be found unsuitable for a variety of reasons. Parish councillors, Neighbourhood Plan Groups along with district councillors will have an opportunity to examine the provisional list later this month however details will still remain confidential for the time being.

Land East of Horndean. The new developer, Bloor Homes, is now planning to come forward with a revised application for the site following their extensive re-examination of various aspects of the original outline application that was granted back in February 2016 and is due to expire in February 2019. Their application is currently the subject of intense pre-application discussions with planning officers who are endeavouring to maintain all the community benefits that are in the current approved plan. We await news of Bloor's application.

Development of land south of Little Leigh Farm Prospect Lane is most unlikely to be granted at present as currently EHDC as well in excess of a 5 – year land supply and therefore has no need to release that site at present. The site has been put forward for consideration in the new Local Plan but has yet to be determined.

Village Centre Parking

As many residents are only too well aware there is currently an issue surrounding the parking of workmen's vehicles on the Green and Redhill Road in the vicinity of the drive-way up to the two new housing developments. Planning Enforcement at EHDC has been in discussions with Bargate, one of the developers involved, with a view to requiring them to conform to the conditions within their Construction Method Statement relating to the parking of worker's vehicles during construction work. Locally suggestions have been put forward in an effort to get relief from the current parking congestion.

Keyline/Land East of College Close Access Road

Following the completion by Bargate of their approved road access plan it has become apparent that it has resulted in a potentially hazardous situation for pedestrians wishing to cross the new widened access road. Efforts are now under way to resolve this before any new houses become occupied with the resulting vehicle movements that will be generated.

Malcolm Johnson

EHDC Ward Councillor – Rowlands Castle

Rowlands Castle PC

From: Marge & Dave <margeanddave@sky.com>
Sent: 30 September 2018 20:10
To: Rowlands Castle PC
Subject: Report

Dear Lisa

Could you please give my apologies for the meeting as I am unavailable.

Report

I have been asked about the lining throughout my division and I must say that I am more than a little fed up with this.

I feel that EHDC are dragging their feet over this and I have made a complaint to HCC about the way this has been handled and have been told that it will be looked into.

I think that being told about an HCC matter by EHDC doesn't go down well with me especially since it has been a very long time since the consultation has happened. I will let you know the result of this matter when I hear from the officer.

I have asked for the plans for traffic calming on Whichers Gate Road and I am also waiting for these results.

I have noticed that many pot holes have been filled, so if there any more that you know of, please report them so that they can be done before the winter months arrive.

I am talking to the officers that deal with public rights of way about the footpath in Mays Coppice farm as the owners would like to do some repair work to it and I have been told that they would like to come and take a look, so we are still trying to find a suitable day for them to come and I will liaise with the owners so that they can come and talk with the officer.

Again, I will keep you and Andy Lee informed.

If there are any questions, I will be happy to answer.

I would also like to give my apologies for my surgery on Thursday as I am at a meeting in Winchester.

Marge

Sent from my iPad



Rowlands Castle Neighbourhood Plan

11 The Green, Rowlands Castle, Hampshire PO9 6BW
Tel: 02392 413044 and Email: projects@rowlandscastlepc.org.uk

Rowlands Castle Parish Council Meeting Monday 1st October 2018

Brief Report of Neighbourhood Plan Steering Group

For various reasons, this appears to be the first report by the NPSG to the Parish Council since early May! Whatever the reasons, please accept my apologies for this long delay.

My report in May was fairly comprehensive and outlined the decisions that the NPSG had been forced to take as a consequence of the government's decision to review Local Plans every 5 years, and EHDC's request that progress towards delivery of our RCNP be 'slowed down' (or temporarily stopped!). However, I also explained that while we had voted to slow down our rate of progress, we were keen to work closely with EHDC.

Also, until it was clear what the EHDC plans were, RCNPSG would carry on preparing information (evidence) about NP policies that were also capable of being used as evidence to enable us to rebut or challenge any developing EHDC LP policies that we considered might be undesirable from the RCNP perspective.

The agreed RCNP Vision is: "***To conserve and enhance the parish of Rowlands Castle as an attractive community whilst maintaining its separate identity, character and distinctiveness***".

We again had a NP stall at the Village Fair in July, and we had a very useful meeting with EHDC and SDNPA on 7th August, when it was made clear to us that EHDC (and SDNPA) would not allow any key strategic matters to be delegated to the Parishes – and the most politically sensitive policy issue was new housing provision! However, it was a very informative and helpful meeting. A note of that meeting is available if anyone would like more information.

The NPSG is preparing a "Housing Needs" survey (questionnaire) which it is hoped will be sent out to all households in the Parish by end of next week. A copy of this draft questionnaire can be made available to any Parish Councillor that would like to see it.

EHDC have invited RC councillors and members of the NPSG to a workshop next Thursday, to "see and discuss the LAA (Land Availability Assessment) sites relevant to 'our' parish which have been submitted as part of the Call for Sites undertaken earlier this year. Officers will provide an update on the local plan and explain where we are in the process in assessing sites". RCNPSG members will be attending – as indeed will RCPC members.

It is my intention to resign as Chairman of the Steering Group at the end of this year for personal reasons, and a new Chairman is currently being sought.

David Holt
Chairman RCNPSG

Rowlands Castle Parish Council

Lisa Walker
Clerk

11 The Green
Rowlands Castle
Hampshire PO9 6BW
Phone 023 9241 3044
Email: clerk@rowlandscastlepc.org.uk
Website: www.rowlandscastlepc.org.uk

Schedule of Planning Decisions Received From

East Hampshire District Council
and
South Downs National Park Authority

As at 28 September 2018

App Ref No LPA Decision Date of Decision	Details of Application Address	RCPC's Comments Date of RCPC Mtg
30661/031 Prior Approval Required and Approved 17/08/18	NOTIFICATION FOR PRIOR APPROVAL FOR A PROPOSED CHANGE OF USE OF AGRICULTURAL BUILDING TO A DWELLINGHOUSE (CLASS 3) <i>Mays Coppice Farm, Whichers Gate Road, Rowlands Castle, PO9 5NE</i>	No Comment 14/05/18
38716/002 Permission 22/08/18	TWO STOREY EXTENSION TO SIDE, NEW PORCH TO FRONT AND NEW ROOF TO EXISTING REAR EXTENSION <i>32 Whichers Gate Road, Rowlands Castle, PO9 6BB</i>	No Objection (Unanimous) 16/07/18
30016/035 Consent 12/09/18	APPLICATION FOR CONSENT FOR WORKS TO TREES SUBJECT TO A TREE PRESERVATION ORDER G1 GROUP (MOSTLY) LIME ADJACENT TO HIGHWAY: CROWN LIFT TO 2.5 METRES OVER FOOTPATH AND TO CLEAR ROAD SIGNS, FOLIAGE IMPEDING VEHICLE AND PEDESTRIAL TRAFFIC ROUTE <i>Land South of Oaklands House, Redhill Road, Rowlands Castle</i>	No Objection 03/09/18
22978/002 Permission 12/09/18	TWO STOREY EXTENSIONS TO REAR AND SIDE. ATTIC CONVERSION TO HABITABLE ACCOMMODATION WITH DORMER <i>40 The Green, Rowlands Castle, PO9 6BW</i>	No Objection (Unanimous) 03/09/18

Rowlands Castle Parish Council

Lisa Walker
Clerk

11 The Green
Rowlands Castle
Hampshire PO9 6BW
Phone 023 9241 3044
Email: clerk@rowlandscastlepc.org.uk
Website: www.rowlandscastlepc.org.uk

SDNP/18/03784/HOUS Approved 13/09/18	TWO STOREY SIDE EXTENSION WITH EXTERNAL ALTERATIONS INCLUDING REPOSITIONED OIL TANK & REAR PATIO 3 Ashcroft Lane, Finchdean, PO8 0AX	No Objection (Majority) 03/09/18
30350/003 No Objection 17/09/18	NOTIFICATION OF INTENTION TO CARRY OUT WORKS TO TREES WITHIN A CONSERVATION AREA. 4 TAXUS BACCATA (T1, 2, 3, 4) - REDUCE SOUTH SIDE OF TREES BY 2M. 4 TAXUS BACCATA (T1, 2, 3, 4) - CROWN LIFT TO 3M. 34 The Green, Rowlands Castle, PO9 6AB (The Fountain Inn)	No Objection (Unanimous) 03/09/18
57891 Permission 27/09/18	NOTIFICATION OF PRE-DECISION AMENDMENT - SINGLE STOREY REAR EXTENSION (AS AMENDED BY PLANS RECEIVED 08/08/18 AND 03/09/18) 16 Bowes Hill, Rowlands Castle, PO9 6BW	Objection (Majority) 03/09/18 & 01/10/18

Information on this Schedule has been sourced directly from the EHDC Planning Portal.