

You are hereby summoned to attend a Meeting of the  
**PARISH COUNCIL**

to be held on **Monday 13 May 2024** at **approx. 7.45pm** (after the Council's Annual Mtg at 7.00pm)  
in The Meeting Place at Church on The Green, Rowlands Castle PO9 6AB

Cllr F Ball, Cllr S Donald, Cllr J Edwards,  
Cllr Y Haggard, Cllr V Matthews, Cllr I Moore,  
Cllr C Stanley (Chairman) & Cllr W Wilson



Lisa Walker,  
8 May 2024

- Please do not attend if you feel unwell;
- Members of the public are welcome to attend the Meeting and make representation(s) either during the Open Forum (see Item 4) or about a particular Agenda Item.

**In accordance with best practice, copies of this Agenda have been/will be sent to:**

- C Cllr Marge Harvey (Catherington Division)
- D Cllr Charlene Maines (Rowlands Castle Ward)
- EHDC's Community Officers, Local Press and East Hants Police Team

## AGENDA

### *The Chairman's Safety Announcement*

1. To Receive and Agree any Councillors' Apologies for Absence
2. To Receive any **Declarations of Interest** (*Members/Officers are invited to declare any pecuniary or non-pecuniary interests arising from this Agenda. Notwithstanding this Item, Members/Officers may declare an interest at any point during the meeting. If a Member/Officer has a pecuniary interest then they must leave the room whilst the item is being discussed.*)
3. To Receive and Confirm the Accuracy of the Draft Minutes of the Council Meeting on 10 April 2024, together with a Written Update on Progress of Resolutions from Previous Mtgs
4. Receive Reports from County and District Councillors, and other Delegates, if appropriate
5. **Open Forum** (*Limited to 15 minutes in total, and a maximum of 3 minutes for any one speaker, to allow members of the public to raise any matters for the Council's attention – see details at start of Agenda on how to do so.*)
6. **Planning & Licensing Applications:** To Consider and Agree Action on following, if appropriate:
  - EC/58572/002 Notification of Receipt of Enforcement Appeal: Planning Inspectorate Ref: APP/M1710/C/24/3341619 UNAUTHORISED CONSTRUCTION OF A BALUSTRADE AND LAYING OF DECKING ON A FLAT ROOF AND INSERTION OF FRENCH DOORS TO FACILITE THE DEVELOPMENT  
*16b The Green, Rowlands Castle PO9 6BN*
  - 25178/086 For Note Only Application for Consent for Works to Trees Subject to a Tree Preservation Order: REDUCE HEIGHT BY 2.5M LEAVING A FINISHED HEIGHT OF 16.5M, REDUCE WIDTH BY 2.5M, LEAVING A FINISHED WIDTH OF 10.5M OF NO.1 OAK TREE (G1) (E.H.619) (69 CASTLE ROAD, ROWLANDS CASTLE) TREE PRESERVATION ORDER 2006  
*69 Castle Road, Rowlands Castle, PO9 6AR*

51680/008 Revised Comments For Note Only Reserved Matters Application for Phase 2 - Wetland. Reserved matters comprise siting, scale, appearance and landscaping pursuant to Condition 2. The hybrid application was environmental impact assessment development and an environmental statement was submitted as part of the approved application. *Havant Thicket Winter Storage Reservoir, Manor Lodge Road, Rowlands Castle*

26978/022 For Note Only NOTIFICATION OF PRIOR APPROVAL FOR THE INSTALLATION, ALTERATION OR REPLACEMENT OF OTHER SOLAR PHOTOVOLTAICS (PV) EQUIPMENT ON THE ROOFS OF NON-DOMESTIC BUILDINGS, UP TO A CAPACITY OF 1 MEGAWATT APPLICATION - APPLICATION TO DETERMINE IF PRIOR APPROVAL IS REQUIRED FOR THE SUPPLY AND INSTALLATION OF 364 NO. PV SOLAR PANELS WITH A MAXIMUM OUTPUT OF 152.88KWp. THE PANELS WILL BE INSTALLED ON THE PITCHED ROOF OF THE HOSPITAL BUILDING ON SITE. *Spire Portsmouth Hospital, Bartons Road, Rowlands Castle PO9 5NP*

60157 Advance Notification Notification of Outline Planning Application with all matters reserved except for Access, Layout and Scale for 35 Dwellings including 14 Affordable Homes. *Land to the south east of, Woodlands Avenue, Rowlands Castle*

7. **General Matters for Decision:** To Consider and Agree Action on the following:

- a) Quotes for Recommended Works to Roofs of Parish Hall and Pavilion Survey
- b) Application(s) for Supporting Communities Grant Funding thereon
- c) **The Recreation Ground:**
  - Decision in principle re RCA Request to hold 2024 Fireworks on the Ground
  - Update on Funding following FA's Recreation Ground Pitch Assessment
  - Further Review of Council's Surveillance Camera System Policy
- d) **The Green including Deerleap Verge:**
  - Update on Prototype lid for bins around The Green
- e) HCC's Traffic Orders Proposals (TOPs) for The Green, Bowes Hill and Woodberry Lane
- f) Application for s106 on behalf of Durrants Allotments Association
- g) Re-joining Hampshire Association of Local Councils (HALC)
- h) Informal Contract with Jan Halliwell/ELR to provide Handyman Services to Council

8. **Financial Matters for Decision:** To Consider and Agree Action on the following:

- a) Internal Auditor's Report for year ended 31 March 2024
- b) Annual Governance and Accountability Return for year ended 31 March 2024
- c) Parish CIL Annual Record for year ended 31 March 2024
- d) April 2024 Schedule of Payments, for authorisation
- e) Report on Council's Bank Accounts as at 30 April 2024, for acceptance
- f) Review of Council's Reserves and Bank Accounts
- g) Renewal of Subscription for Campaign for Protection of Rural England (CPRE)

9. **Matters for Discussion**

- a) Summary of Residents' Dealings with Parish Office in April 2024
- b) Report on Data from Council's Speed Monitoring Devices up to last download

10. **Matters for Information**

- a) Schedule of EHDC's and SDNPA's Planning Decisions up to 10 May 2024
- b) Report on Havant Thicket Reservoir Interim Stakeholder Mtg on 17 April
- c) Report on Road Closure Application for Village Fair on 6 July

11. **To pass a Resolution in accordance with the Public Bodies (Admission to Meetings) Act 1960 to exclude the public and press for discussion regarding employment matters where publicity might be prejudicial to the special nature of the business**
12. To Receive a Request on Employment Matters relating to the Council's Administrative Officer and Agree Action thereon
13. **Date of Next Meeting**

Monday 3 June 2024 in The Small Parish Hall, Rowlands Castle

### **Possible Forthcoming Agenda Items:**

- Regular Review of Council's Policies (Each month, where agenda allows)
- Regular Review of sections of Council's Risk Assessment Documentation (monthly, as allowed)
- Internal Auditor's Report for year ended 31 March 2024 (June)
- Annual Governance and Accountability Return for year ended 31 March 2024 (June)
- Further works to Rowlands Copse – Boardwalk and Interpretation Panel(s)
- Council's Insurance cover from 1<sup>st</sup> October 2024 (Summer)
- Approval of Annual Report & Accounts for Parish Hall CIO (July?)
- Review of Quarterly Operational Inspection of Play & Other Equipment at Rec (Nov)
- RCTC's request for various changes in and around tennis courts (TBC)
- Details of Application for s106 monies specifically held for Allotments (TBC)
- Potential Logo for Rowlands Castle Parish Council (TBC)
- Policy on Formal Use of The Green for Events (TBC)