

**MINUTES OF THE ANNUAL GENERAL MEETING OF CLANFIELD PARISH COUNCIL HELD IN  
ST JAMES CHURCH HALL ON TUESDAY 5<sup>TH</sup> MAY, 2009  
commencing at 7.00 p.m.**

Present: Cllr B. Ahern Chair; Cllr K. Crookshank; Cllr M. White; Cllr P. Turner;  
Cllr P. Rodgers; Cllr L. Lamacraft;

In attendance: the Parish Clerk Mrs Diane Duffy; District Councillor Ken Moon EHDC Principal Planning Officer Adrian Ellis; PC Wenzel and PCSO Beard and 4 members of the public.

44/09 **TO ELECT CHAIRMAN AND VICE CHAIRMAN**

Cllr Ahern asked for proposals for Chairman – Cllr Ahern was proposed and seconded and duly elected as Chairman – declaration signed. The Chairman asked for proposals for Vice Chairman Cllr Crookshank was proposed and seconded and duly elected as Vice Chairman. Cllr Turner thanked the Chairman for an excellent task carried out during the past year

45/09 **TO RECEIVE UPDATE ON GREEN LANE DEVELOPMENT BRIEF FROM ADRIAN ELLIS – EHDC**

The Chairman welcomed Adrian Ellis – EHDC Principal planning Officer – and invited him to update the council on the Green Lane Development Brief.

Mr Ellis explained that the Green Lane reserve site had now been released for development and was allocated 275 houses on 9.7 hectares, 35% of the proposed housing would be affordable units and the development would include community facilities. The release of allocated sites prevent unplanned development outside the Development Policy Boundaries, therefore Green Lane was put forward. He explained that the draft Development Brief is being worked on following the Development Policy Panel meeting held in January, key elements are likely to change – i.e. access from the London Road; code 4 sustainable houses could be included; sporting facility provision. He stated that a planning application would be submitted for Outline development in the first instance and if this was passed a full application would be submitted – outline would set the parameters for development not the full plans – each application would have a 13 week consultation period. The issues raised in the Parish Plan, which is due to be adopted at the June PC meeting, would be included and EHDC wished to work closely with the Parish Council.

The Development Brief would be presented to the Community Forum meeting in June and the Council would be able to comment within the 6 week consultation period – members felt that the Council must see the Development Brief prior to this so that they could comment first. The Council would be included in discussions with the Development consultant who was working on his site studies and communicating with the landowners – no developer had been appointed. Members felt that a public meeting should be held – Mr Ellis said that the consultation would be more of an exhibition – it was stated that residents have to be given the opportunity to express their views.

Mr Ellis was asked if the community facility would be developed first – ideally this would be at an early point as it would be factored into the outline application – there is time to update the requirements as it was considered that the reserve matters would be 18 months to 2 years away.

The Chairman thanked Mr Ellis for attending the meeting and said that the council look forward to receiving the updated Development Brief when it was produced and asked that Mr Ellis and the two District Councillors take away an understanding of the strength of feeling regarding this issue.

46/09 **TO RECEIVE APOLOGIES FOR ABSENCE**

Apologies were received from Cllr Nuttall; Cllr Newberry and Cllr Barker

47/09 **TO RECEIVE DECLARATIONS OF INTEREST**

There were no declarations of interest made.

48/09 **TO AGREE MINUTES OF THE LAST MEETING**

The minutes of the last meeting were agreed and it was RESOLVED that they be signed as a correct record. The clerk was congratulated on the minutes of what had been quite a difficult meeting.

49/09 **TO RECEIVE CORRESPONDENCE LIST**

**Letter** received from a concerned resident regarding the Pure Wine Bar – opening times and noise nuisance – they have been asked to contact EHDC licensing who were looking into the matter. Cllr Moon stated that he had also been contacted.

**Copy of letter** sent to CFC – there have been several items reported by the cleaner – i.e. hand towels in the mens toilet; lights and taps left on kit left untidy in the changing room (storage) clerk reported late payment (had to chase) – members suggested that when the new agreement was issued the Football Club be charged a deposit of £150.00 against any future unacceptable occurrences.

**Thank you** letter from Hants County Youth Band for the grant

**Thank you** letter from Clanfield Twinning Association for the grant

**Police** – Country Watch warning

- Travellers Warning

**EHDC** – letter (e.mail) from Alistair Tweddle regarding revisions to the Developers Contributions request process and highway comments on planning applications

- Choice Based lettings (allocation of properties)

- County and European Elections – paperwork on noticeboards

- Standards Committee minutes

- Transport consultation Event – 25<sup>th</sup> April.

- Great Crested newt – request for information

- Buriton QECP visit held 27<sup>th</sup> April

- Community Forum Bulletin

**HCC** - Notes of HAT meeting held 17<sup>th</sup> March

- Planning Hampshire's Future – Spring Edition

- Passenger Transport Website broken URLs – homepage [www.hants.gov.uk/passengertransport](http://www.hants.gov.uk/passengertransport)

- Building Schools for the Future

- List of road Closures

**HALC** - Friday Updates

- New Website launched

**Local Development** Framework newsletter

**Rural** Forum news

**NALC** - Putting People first Conference

**TAG** Farnborough Aripport update on public consultations – [www.tagaviation.com](http://www.tagaviation.com) and [www.facc.org.uk](http://www.facc.org.uk)

**Equality** and Human Rights commission - Public Sector Duties

**CPRE** – 2009 AGM 20<sup>th</sup> May at Shawford Village Hall

Some of the above received via e.mail

**Docs:** Planning Hampshire's Future; CPRE Hampshire Views; Harrah Newsletter; Queensbury bus shelter advertising; Action News Update; EHDC Newsbriefs Clerks and Councils Direct

**OPEN FORUM 7.52 p.m.**

At this point the chairman asked PCSO Beard for the police report – she reported that there was an increase in thefts in the southern Parishes – garden ornaments etc – it appeared that the offenders were looking first and then taking items to order also there had been several break ins since Christmas – from outbuildings and cars. Attendees were urged to report anything suspicious to the police. PCSO Beard reported that the Country Watch scheme was working well and some farmers would be issued with radios. Cllr Crookshank reported that there had been vandalism in the Hazel Grove area – the police were aware. Cold callers were another problem – it was suggested that an article be placed in the newsletter making people aware. The Chairman thanked PCSO Beard and PC Wenzel for attending the meeting.

Open Forum contd...

Issues raised: When would the Parish Plan be made public – it is on the website and also a summary would be included with the next newsletter; has anything further been heard regarding two way signage on the Chalton Lane junction – nothing more heard. Concerns over the pavement at the Hazel Grove/Green Lane junction – the clerk would report this to EHDC.

#### **MEETING RE-CONVENED 8.09 P.M.**

#### **50/09 TO RECEIVE DISTRICT AND COUNTY COUNCILLORS MONTHLY REPORTS/UPDATES**

Cllr Moon reported that he had received communication regarding the Pure Wine Bar and a licensing officer had been sent out to the premises regarding issues raised by the complainant. The owner was very co-operative – he had put benches outside the property for the use of residents but youngsters had been sitting drinking on them and it may be that they will need to be removed – these incident needed to be reported as it may be that the local shops were selling to under age drinkers. The application was proved for the wine bar the floors were of a thickness to prevent noise significantly exceeding the norm; double glazed units were fitted and when the inspector has called the noise is within the acceptable parameters – all conditions have been met by the owner. It is possible that the complainant can be re-housed and it was hoped that the situation would calm down – no complaints had been received by the police reports on the wine bar were very good. A question was asked regarding a limit on the age of children – the agreement was that no children under the age of 10 would be permitted in the flats. The alcohol exclusion zone comes into force in June – a question was asked regarding publicising this – Cllr Turner would contact Ken Dawes at EHDC to ask for details.

#### **51/09 FINANCE**

The financial statement had been duly circulated to members showing a balance of £246,368.51 which included the first precept payment

To receive list of payments Cheques totalling £710.50 had been issued since the last meeting and cheques totalling £1,449.46 were submitted for payment it was RESOLVED that all of the payments be duly accepted. A list of payments attached to the minutes for members.

To receive and agree the 2009/10 finalised accounts prior to internal audit The accounts for the year ending 31<sup>st</sup> March 2009 had been produced and the figures agreed, the clerk produced the accounts and it was RESOLVED that they be accepted and were duly signed by the Chairman and the Clerk as the Councils Responsible Financial Officer. The final internal audit was due on 14th May after which the Statement of Accounts for Audit would be produced.

#### **52/09 MEMBERS DISCUSSION ON THE GREEN LANE DEVELOPMENT BRIEF**

As there was no updated Development Brief available members could not comment – it was stated that a public meeting should be held to allow residents to see and comment on the brief for Green Lane – it was felt that perhaps the brief should be presented more as a display with EHDC officers present. Cllr Moon reported that the new Council year commences on 20<sup>th</sup> May. District Councillor Schillemore suggested that the Community Forum meeting which would be discussing the Brief – possibly June or later - must be held in Clanfield and it was considered that the information should be made available prior to the meeting at the venue to allow people to view the proposals - she also said that she felt that the information may not be available until July – it was stated that the Parish Council must see the brief before the community forum meeting.

#### **53/09 TO DISCUSS THE WAY FORWARD/UPDATE ON THE PARISH PLAN - Area Action Groups**

The Parish Plan is available in draft form and it was agreed that the final plan would be presented to the June Council meeting. The Chairman stated that it would take a full two weeks for the final edits to be made. The Chairman reported that Lady Vincent has kindly agreed to write a forward for the Plan – Cllr Crookshank thanked the Chairman

Parish Plan contd.....

and Cllr Newberry for all of their hard work and effort to bring the plan to its completion. A concern was raised by a resident who was on one of the steering groups regarding the lack of contact - the Steering Groups chairmen had been tasked with contacting their own group members and the issue was with the housing group  
The Area Action Group meeting scheduled for 19<sup>th</sup> May would be attended by the Chairman Cllr Rodgers and Cllr Foster.

54/09 **TO UPDATE ON THE PARISH WEBSITE**

Although Cllr Barker was not present the Chairman asked for a decision regarding the Website and asked if members agree to it “going live” – it was RESOLVED that the website would now be officially open

55/09 **TO DISCUSS ISSUES REGARDING PEEL PARK:**

a. Skate Ramp The clerk reported that she had made contact with various contractors and no-one had agreed to visit the site. The Rospa inspection was due this month and action would be taken following the receipt of the report and highlighted issues. An unused goalpost had been placed on the surface – the FC had been asked to remove it. The contractor who laid the base would be approached again as they had never supplied the required resin to fill the cracks in the concrete base.

b. Play Equipment The play equipment inspector had been asked to inspect the shackles on the swings and the aerial runway for wear and tear. It was RESOLVED that due to the success of the recently installed seat three more would be purchased for installation in the play area.

c. Pavilion The clerk had received a report stating that a vehicle had been broken into in the car park – the CCTV was duly checked and no incident was discovered – it turns out that the occurrence was at South Lane Meadow not Peel Park

d. Information Notices The clerk had chased the company and had received apologies apparently there had been confusion between signs for Clanfield and Shedfield. Draft signs would be produced shortly.

e. Football Club It had been suggested that a deposit be held for extra expenses incurred following the pavilion usage – it was RESOLVED that this be set at £150.00. After the Football Club applied for use a letter would be sent stating that the fees would be increased next year – not this year due to the financial climate. There had been an article in the local paper regarding the FC and lack of facilities in Peel Park for them to progress in the league – it was stated that there would be no possibility of floodlights at Peel Park.

56/09 **TO CONSIDER EXTENDING THE CCTV IN PEEL PARK**

The CCTV had now been in situ since December and it was considered that it should be extended to include the skate ramp and the play area. Although some members had reservations, after discussion it was considered that this was the way forward – therefore it was RESOLVED that the CCTV be extended accordingly – there was still funding earmarked in the EHDC Developers Contributions budget. It was estimated that the scheme would cost in the region of £10,000 including the civil engineering if volunteers could assist with trenching etc. It was also suggested that a water supply could be installed at the same time possibly with a view to incorporating a drinking fountain.

57/09 **TO RECEIVE REPORTS ON PARISH OPEN SPACES –**

STORRINGTON ROAD - it was reported that the area was being well used for football and cricket.

SUNDERTON MEADOW - the clerk was still trying to resolve the issue with the adjoining landowners fence following the work carried out by BTCV – if they didn't resolve the issue then the work would be carried out and they would be billed accordingly

Parish Open Spaces contd.....

**SOUTH LANE MEADOW** - The Annual General meeting was scheduled for Monday 18<sup>th</sup> May. There had been an issue with the padlocks and it was reported that the ones used by the Council were no longer available and it was **RESOLVED** that all padlocks and keys for the gates etc would need to be replaced – cost estimated at £250.00. The clerk would arrange and issue keys to the various keyholders. There is still a concern regarding dog fouling in the meadow and this issue would be placed on the SLMT agenda.

**POND** - the bank had been mowed and the area looks very good – the spring clean would take place as soon as possible.

**CHALTON GREEN** Nothing to report

**NOTICEBOARDS** The noticeboards would be addressed following the completion of the parish Plan

58/09 **TO RECEIVE WORKING PARTY/COMMITTEE REPORTS**

Receive planning committee minutes - it was **RESOLVED** that the planning committee minutes be accepted. The proposed development for 3 Drift Road would be discussed at Committee so the Council need to produce their response for presentation by the planning committee Chairman at the meeting.

Community Forum - Cllr Foster had submitted a report following the April meeting – Cllr Lamacraft would attend the meeting on 12<sup>th</sup> May.

Newsletter - The newsletter was running about a week behind scheduled – the next issue would include the summary of the Parish Plan and it was hoped that it would be out by the end of the month.

Youth Centre Partnership - As Merchiston Hall was to undergo refurbishments the progress for a youth facility had been frozen although the business plan was ready. It was considered that there is a need to start looking more locally.

Any Other Reports No other reports were made.

59/09 **TO MAKE CHANGES TO THE COMMITTEES/ WORKING GROUPS AND ELECT CHAIRMAN OF PLANNING**

The members were asked if they wished to change committees etc – the new Councillors were also added to various committees and the members would receive the updated list in due course. Cllr M. White was duly elected as Chairman of the Planning Committee.

The meeting closed at 9.45 p.m.

THESE ARE A TRUE ACCOUNT OF THE MINUTES OF THE MEETING

Signed.....

Dated.....