

Four Marks Parish Council

Minutes of the Annual General Meeting Held on Wednesday 18th May 2016, commencing at 7.30pm At the Village Hall, Four Marks

MEMBERS PRESENT: Cllr Janet Foster (Chairman) Cllrs Tim Brake, John Davis, John Hammond, Kellie Knight, David Mills, Simon Thomas, Anne Tomlinson

ATTENDING: S Goudie (Clerk), District Cllrs Ingrid Thomas and Deborah Jackson and 4 members of the public

APOLOGIES: Cllr Derek Seaton

16.72 APOLOGIES FOR ABSENCE

There was an apology for absence from Cllr Derek Seaton. The Chairman accepted his apology.

16.73 DECLARATION OF ACCEPTANCE OF OFFICE

Cllr Davis signed his Declaration of Acceptance of Office and joined the meeting.

16.74 ELECTION OF CHAIRMAN

Cllr Hammond proposed that Cllr Foster, the current Chairman, remained in post, this was seconded by Cllr Thomas. Cllr Foster agreed to continue. There were no further nominations, therefore by majority vote, Cllr Foster was duly re-elected as Chairman. Cllr Foster thanked everyone for their support.

16.75 ELECTION OF VICE CHAIRMAN

Cllr Hammond proposed that Cllr Tomlinson, the current Vice Chairman, remained in post, this was seconded Cllr Brake. Cllr Thomlinson agreed to continue. There were no further nominations, therefore by majority vote, Cllr Tomlinson was duly re-elected as Vice Chairman.

16.76 OPEN SESSION

David and Maureen Main, from 17 Lymington Rise raised concern over a planning application notified of a new dwelling at 27 Yarnhams Close, and were very concerned over the effect that this would have on the surrounding properties, particularly as it was an application for a house when the adjacent properties are all bungalows. Both Cllrs Brake and Thomas reassured them that this application would be discussed in detail at the next Planning Committee meeting scheduled to take place on 1st June, and all the issues and objections raised would be taken into account during their deliberations.

Cllr Thomas referred to an item of correspondence that the Clerk had emailed earlier from the Ward Councillor with reference to the proposed future of Hampshire and was disturbed and concerned with the content, and felt it imperative that the Parish Council push for the consultation rather than having to accept HCC's proposals and that we must work with other Parish Council's on this issue.

The Open Session concluded at 7.45pm. Standing Orders were applied.

16.77 DECLARATIONS OF INTEREST

There were no Declaration of Interests.

16.78 CO-OPTION OF NEW COUNCILLOR

As the applicant did not attend the meeting, this item was no longer applicable. The post continues to be advertised.

16.79 DECLARATION OF ACCEPTANCE OF OFFICE

As the applicant did not attend the meeting, this item was no longer applicable.

16.80 CONFIRMATION OF ELECTION OF COMMITTEE MEMBERS

- Planning Committee; Cllrs John Hammond, Simon Thomas, Tim Brake, Kellie Knight and Anne Tomlinson agreed to serve on this committee for the following year.
- Open Space Committee; Cllrs Derek Seaton, David Mills, Tim Brake, John Davis, Anne Tomlinson and Janet Foster agreed to serve on this committee for the following year.
- Finance & General Purposes; Cllrs Janet Foster and Anne Tomlinson, remain members of this Committee in their roles as Chairman and Vice Chairman. The two Chairs of the Open Space and Planning Committees would become members once each Committee elects their Chairman. Should one Councillor wear a dual hat, a fourth Councillor will be invited to join the Committee, this will be agreed at the next meeting.

16.81 APPOINTMENT OF COUNCIL REPRESENTATIVES

- Allotments Association; Cllr John Davis
- Benian's Committee; Cllrs Derek Seaton and Kellie Knight
- Festival Committee; Cllr John Hammond,
- Footpaths Officer; Cllr David Mills
- Oak Green; Cllr Janet Foster
- Village Hall Committee; Cllr David Mills

16.82 COUNCIL MINUTES

- The Minutes of the Full Council Meeting held on **Wednesday 20th April 2016**, were proposed as a true record by Cllr Brake, seconded by Cllr Thomas and signed by the Chairman.
- There were no matters arising from these minutes.
- The Minutes of the Annual Parish Meeting held on Wednesday 13th April 2016, were approved in principle for adoption at the APM in April 2017. Following a small amendment which was raised by Cllr Hammond, with reference to Item 9, Questions, point 2. Mr Hughes had raised concern over planning made in two dimension, and suggested decisions should be made in three dimensional planning due to the topography of the area. The typo was amended from two to three, and this copy would be uploaded onto the website, but not recirculated. Cllr Hammond was thanked for picking this error up.

16.83 FINANCIAL REPORT AND ASSOCIATED MATTERS

- It was RESOLVED to approve the Final Accounts for the year 2015-2016, *previously circulated*, for submission to the External Auditor.
Cllr Brake queried in the increase in Income, the Clerk confirmed that this was due to the receipt of Developers Contributions and Grants. Cllr Davis asked if this likely to be ongoing. The Clerk confirmed that the parish would be receiving in excess of £50,000 of Developers Contributions for the new play equipment in this financial year.
Cllr Mills asked for clarification on S137 payments. The Clerk agreed to forward a copy of the criteria, which was not to hand at the time.
Cllr Thomas queried the difference in the Fixed Assets figures. The Clerk confirmed they had reduced due to removal of the old skate park equipment and was not depreciation, and confirmed that the Fixed Asset figures are based on purchase value.

- It was RESOLVED to approve the Annual Governance Statement, *previously circulated*, for submission to the External Auditor.
- It was RESOLVED to approve the Account Statements for 2015/2016, *previously circulated*, for submission to the External Auditor.
- The Clerk advised the members of the salient points arising from the Audit Report and advised of the action that had been taken, and would be taken, to rectify the issues raised. Cllr Foster thanked the Clerk for her hard work in completing the task of the Year End and felt that it was a good report despite the small issues that arose.
- It was RESOLVED to adopt the updated Risk Assessment, following amendments made due to changes following loss of data, previously circulated.
However Cllr Davis expressed his concern over two areas of risk. The Assessment did not clarify who carried out the playground safety checks. The Clerk confirmed it was currently within her remit, or someone appointed in her absence, and agreed to change the Assessment accordingly. Cllr Mills offered to take this role on, and following the Clerk advising the members of an appropriate training course, it was agreed that this would be worth Cllr Mills attending. The Clerk agreed to send Cllr Mills the details and book him on the course if the date was convenient. The second concern was over the degree of risk over the reserves held, which were in excess of the £75,000 limit. It was agreed that this should be discussed at the next Finance & GP meeting, when all the governance documents were reviewed.
- The Receipts and Payments accounts for the month ending 30th April 2016, previously circulated, were agreed and approved. The Receipts and Payments to date were presented. Cllr Brake reminded members that CIL contributions could be requested from properties outside the parish boundary if they were using the parish's facilities. This was particularly apt for sports clubs whose members were resident outside of Four Marks.

16.84 PLANNING COMMITTEE REPORT:

- The minutes of the Planning Committee meeting held on Wednesday 4th May 2016 had been circulated.
 - Cllr Mills asked about the situation with reference to issues raised regarding the houses being built too high and the Clerk read out the email sent to the Planning Officer. It was agreed that this would be discussed further at the Planning Committee.
 - Cllr Brake asked if there had been a planning appeal over the refusal notice issued with reference to the temporary mobile home at Fir Trees Farm, Alton Lane, as it was still in situ. The Clerk advised that she had not received documentation that confirmed this and that there was nothing showing on line. However District Councillor Thomas advised the members that there had been an appeal lodged over the Enforcement Notice.
 - Cllr Hammond asked for clarification of the term Windfall, and when were new dwellings considered windfalls. Cllr Thomas confirmed that any new dwellings that are built within the Settlement Policy Boundary are counted as windfalls, and do not count against figures contained within the site allocations detailed in the local plan. Once again concern was raised over the developments within the Chawton Parish end of the Shrave, although are within the Settlement Policy Boundary of Four Marks.
District Councillor Thomas has requested that a meeting is held with the Chairs of the respective Planning Committee Chairmen to confirm that the proposed adjustments to the SPB in both Medstead and Four Marks contained within the Local Plan and the Neighbourhood Plan are correct before the Local Plan is finally approved.
- The Clerk wished to raise an item detailed in Late Correspondence under this heading as they were both planning related.
 - An email had been received from a resident questioning the wording on the Parish Council's Consultee submission for application 20252/003 103 Blackberry Lane, and was of the opinion that the word 'not' had been omitted in error. In Cllr Thomas' opinion the Parish Council had submitted a comprehensive and strong objection, and opening line stating this fact. The paragraph was referring to the wording of the application rather than

the development itself and as such should not have left anyone in doubt that the application was being objected to and that the paragraph could be read two ways. All members agreed that the submission should not be changed despite the ambiguity of the phrasing, as this would have no material effect on the decision made by the Planning Officer.

- The Clerk advised members of a pre-decision amendment received on planning application, 25634/001, Highfield, 32 Lymington Bottom, Four Marks, GU34 5AH, conversion of garage to provide habitable space to include work to the roof on the front elevation. The creation of a porch and the erection of single storey rear extension. As the deadline had already been extended, the Clerks request to submit a comment following the Planning Committee Meeting, had been refused. The application had been amended due to the applicant's agent submitting an incorrect plan, siting the extension in the wrong location and an incorrect boundary line. The Parish Council had initially had no objection, however following this amendment it was agreed that an additional comment should be submitted saying that the no objection comment stands providing that the case officer is now satisfied that all the information supplied is correct, and the application has little detrimental effect on the neighbouring properties as possible.

16.85 OPEN SPACE COMMITTEE REPORT:

- The minutes of the Open Space Committee meeting held on Wednesday 4th May 2016 had been circulated. Cllr Tomlinson summarised the following issues:
 - The Street Party is now taking place in the Village Hall car park, rather than Lymington Bottom itself, due the issues that arose with insurance indemnity and additional costs.
 - Benian's Committee, it is still apparent that relations between the Committee and the Parish Council still need to be worked on despite meetings held to attempt to resolve issues. A meeting still needs to take place with the Archery Club.
 - Tennis. Cllr Tomlinson had not met up with the portfolio holder as arranged, due to a miscommunication their end, and subsequently the Clerk confirmed that the application for the grant had been refused at this time due to a query over the land ownership, and have been invited to re-apply once the ownership is confirmed. The next round however will not be until later in the year. Further discussions would take place at the next Open Space meeting.
 - Six new kissing gates had been installed by the Alton Ramblers, and the Parish Council wished to minute their thanks, even though they were outside the parish boundary, they have still been very well received.

16.86 DISTRICT COUNCILLORS REPORT

Cllr Ingrid Thomas's report was circulated at the meeting:

This month's highlight was the fantastic result of the Neighbourhood Plan referendum. We had a huge turnout 41% is amongst the highest in the country! and of those people who voted an overwhelming majority 93.4% said YES so we have done it! A huge thank you to the steering group who worked so hard on behalf of us all, a truly great achievement in a short time. Thank you. You can read the document on EHDC, Parish Council or Neighbourhood Plan web sites or in the Parish Office. At the EHDC full Council meeting the Neighbourhood Plan was adopted so is now part of Planning Policy and needs to be considered in all applications.

There was a sunny St Georges Day parade at Oak Green, the young people looked extremely smart and it was lovely to see all the flags dry for once. The competition winners had prizes donated by the FMN and the standard was very high well done to all those who entered the competitions.

I went to a meeting with HCC highways engineers to look again at what to could be done to improve the flooding issues at Five Ash crossroads. The landowner of the pig farm has built up a bund so this may help a little and if the other land owners whose fields border the crossroads were to be able to

ditch their land we could see the problem greatly improved. Highways engineers are looking at making alterations to the pond, to try to improve things too.

We have finally been sent the design for the new pedestrian crossing between Lapwing Way and Goldcrest Way and been promised that it will be installed in July 2016. I am very grateful that it will finally provide a safe crossing for our children even if we have had to wait almost three years!

Highways have produced a report which has looked at some of the junctions on the A31 through the village. This report contains some interesting and some worrying scenarios for the future traffic problems we may face. Our County Councillor Mark Kemp Gee, Medstead Parish Councillor Roy Pullen and myself have read and carefully considered the report. We are united in our belief that a separate pedestrian bridge must be constructed at Boyneswood Road over the railway this being the only way to cross the bridge safely and with increasing traffic. Of course there is the added benefit that new water and sewerage pipes could be put under the new bridge thus avoiding the expense and inconvenience of digging up the existing bridge.

We are also of one mind that any suggestion to prevent traffic from turning right out of Boyneswood Road is unacceptable. Highways department told us there was no severe problem with traffic so now we need them to mitigate the effects of that traffic. We want to see traffic lights installed to enable residents to get out of the end of Boyneswood Road. We are working together with Hampshire Highways to achieve these goals.

The recent applications to build yet more houses in The Shrave have been approved subject to conditions, one of which is that the developer must make improvements to the access onto the A31.

The Blackberry Lane application continues to make its way through the planning system but as the scheme is in the countryside, EHDC can demonstrate a 5 year housing land supply and have a complete allocations plan and we have our Neighbourhood Plan I believe there is almost no chance the application will be successful because it is against policy.

The application to build at 68-70 Lymington Bottom Road has been refused, full details are to be found on EHDC website.

Having attended Four Marks Annual Parish meeting last month where Roy Perry the Leader of HCC spoke, this month I attended Medstead Annual Parish meeting. At both, the subject of devolution was raised. Devolution is a rapidly changing subject, nothing is yet agreed, negotiations with Central Government are continuing. The original proposal for a combined authority covering the whole of Hampshire was rejected by Central Government, shortly before the budget.

There have since been discussions with Central Government about forming two combined authorities one based around the Solent area and the other the Heart of Hampshire. At the same time Hampshire CC have commissioned a report which looks at various scenarios for a unitary authority. This would be another option which would remove at least one level of local government.

When more information becomes available I will pass it on, but at the moment the only thing that is certain is that Central Government want to reorganise Local Government.

This month I have processed the grant application for some of the entertainment for our Queens Birthday Celebrations, June 11/12th promises to be a great weekend which I hope is in your diary, there truly is something for everybody.

As ever if there is an East Hampshire problem I can help you with please contact me or Deborah.

Cllr Foster closed the meeting to invite both District Councillors to speak.

Cllr Jackson confirmed that the Neighbourhood Plan had dominated her time over the last month and had been present at the Count. Confirming a 41% turnout with 93% in favour and seven spoiled papers. The Plan was adopted at Council last week. She was particularly pleased that this joint venture had worked, and the best thing to come out of it was that the two Parish Councils are now working together.

She attended the St Georges Day parade and was enjoying meeting residents. The two main issues appear to be housing development issues and Devolution. The latter still being very much up in the air, with no hard and fast decisions yet made. The Solent bid was still under discussion. Cllr Jackson hoped that residents will be properly informed and have a say in what they want.

The Medstead Annual Parish Meeting had taken place with Tracy Vear from EHDC as guest speaker. She confirmed that she had already spent some of her grant money on Medstead Village Pond, and was also keen to support Four Marks projects. Cllr Ingrid Thomas confirmed that some of her grant had been spent on bouncy castles for the Village Picnic.

Cllr Ingrid Thomas confirmed that there would be a CIL training meeting at EHDC for Councillors and Clerks, and would be advised how to request it, guidelines on what it can be spent on, any restrictions, and how it will be paid to Parishes.

She also confirmed that the developer of The Withies, in The Shrave had initially agreed to a condition to carry out safety works at the junction prior to commencement of the development, they had now lodged an Appeal against the Condition, stating it is unreasonable. There were also two enforcement appeals, one at Fir Trees Farm as referred to earlier and one at Janelands, Willis Lane. Cllr Thomas also confirmed, with reference to 32 Lymington Bottom, that the agent had situated the proposed extension in the wrong place, and incorrectly marked the boundary, hence the pre-decision amendment.

She corrected the Clerk and advised that the Cabinet Grant for the tennis court fencing application had not been refused, but deferred, so would be considered at a later date. She also confirmed the offer of the opportunity to discuss the Settlement Policy Boundary with the Planning Committee Chairman before approval of the Local Plan part 3.

Cllr Foster then re-opened the meeting.

16.87 CORRESPONDENCE/PARISH NOTICES:

Correspondence items had been circulated, there were no issues arising.

16.88 QUEENS 90TH BIRTHDAY CELEBRATION WEEKEND

- The Clerk confirmed that the organisation of the Fun Run was well advanced, but asked for helpers in the morning.
- The Parish Council would be manning a pitch at the Village Picnic, and would be displaying pictures of the proposed teenage activity area, as it would not be installed in time. It was also suggested there should be a comments board asking for ideas on what facilities residents would like to see in the future.

The Clerk, Cllr Foster, and Cllrs Brake, Davis, Knight and Thomas all agreed to be in attendance at some point during the afternoon. Cllr Seaton would also be approached to assist. Cllrs Hammond and Mills would be busy on other stalls.

16.89 COMMUNITY BUILDINGS PROJECT

It was agreed that initially a Parish Council working party would be set up to begin discussions on the way to take this project forward. That working party would meet and report back the Parish Council each month and when a clear objective and remit had been agreed, the working party would be expanded to combine different areas of expertise. Initially Cllrs Seaton, Brake and Knight put their names forward to start the ball rolling. As Cllr Seaton was

absent from this meeting it was agreed a more detailed discussion would be had at the next Parish Council meeting for the working party to get to work on and arrange the first meeting.

16.90 REPRESENTATIVE REPORTS

- Benian's Committee, AGM report, Cllr Knight
 - The AGM went very quickly, the Minutes were agreed, and the existing committee appointments were re-elected unchanged.
 - The football club agreed to move the garage once the ground had hardened.
 - No signed accounts had been presented due to a missing bank statement, to be forwarded when approved.
 - They asked for a special Minute to confirm that all the Committee members voted to leave the current honesty bar system in place, and this would not be changed. Concern within the Parish Council was expressed as to whether this complied with the Rules and Regulations, and it was agreed that these would be looked at when the fee structure was discussed.
 - They voted to release £1,500 from funds to have plans drawn up for the Pavilion improvements and pre-application planning advice before approval by the Parish Council and Sport England. There were no plans at the AGM to view.
 - They approved the purchase of a glass washer at a cost of approx. £700.
 - There was no room for negotiation by the Archery Club over the cricket schedule and it appeared that there was no point in having a meeting to discuss, however since that meeting the Archery Club have approached the Parish Council for assistance and it was felt that this would be a good opportunity to work together. Cllr Davis raised concern over the Containers, and asked if they could be removed, however unless storage areas were incorporated into the new plans, this was not going to happen, but the suggestion was that they could be painted to look more aesthetically pleasing.
 - The next meeting is scheduled for 14th July 2016.
- Festival Committee; Cllr Hammond
 - Nothing to report from the AGM. The Agenda is however quite repetitive and he asked the Parish Council to consider a new breakthrough project for them to work on once the Village sign had been completed.
- Footpaths; Cllr Tomlinson had nothing to report.
- Oak Green; Cllr Foster had checked out concerns raised over the gas box. One of the large Veolia bins was to be removed as it had not been emptied for approximately a year, and part of the sleeper bed walls had been removed for safety reasons. There had been reports that someone maybe sleeping rough under the stair well and the Clerk asked if members could sensitively ask around to see if this was the case so they could be helped.
- Village Hall, Cllr Mills. The AGM had taken place and was all straightforward. There had been issues over a recent 18 year old party, but rather than not take similar bookings it was agreed to increase the security deposit. The stair lift was fixed but the button on the chair itself was not operational, a new chair would cost in excess of £7,000 upwards, replacements were being investigated.

16.91 NEXT MEETING:

Planning Committee	Wednesday 1 st June 2016, 7.30pm, Benian's Pavilion
Open Space Committee	Wednesday 1 st June 2016, 8.30pm, Benian's Pavilion
Full Council Meeting	Wednesday 15 th June 2016, 7.30pm, Village Hall

16.92 The Chairman closed the meeting at 9.45pm.

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Chairman