

## Cheriton Parish Council

### Minutes of Parish Council Meeting held at 7.30pm on Tuesday 8<sup>th</sup> January 2019 at Cheriton Village Hall

Present: Cllr A Collett (Chairman)  
Cllr B Frampton, Cllr S Herdman, Cllr L Line, Cllr L Lochrie,  
Cllr D Pain, Cllr N Scallan, Cllr D Smith (part)

Also in attendance: Winchester City Cllr H Lumby  
Hampshire County Cllr R Humby  
Jane Ives, Clerk to Council  
2 members of the public

**1.483 Apologies for Absence:** Cllr L Ruffell

**1.484 Declaration of Interests:** Agenda item 9: Cllr Pain declared that he is the unpaid auditor for the Village Hall accounts

**1.485 Dispensations:** There were no requests for dispensations for pecuniary interests

**1.486** It was **RESOLVED** to approve the minutes of the meeting of 11<sup>th</sup> December 2018.  
**Proposed: Cllr Line. Seconded: Cllr Frampton.**

**1.487 The Chairman adjourned the meeting for public questions.** Two members of the Village Hall Committee were present and the Chairman invited them to contribute to item 9 on the agenda when the planning application for the Village Hall would be discussed.

**1.488 City Councillor's Report:** Cllr Lumby presented the City Councillors' report which was previously circulated (Appendix 1).  
The representatives from the Village Hall Committee present at the meeting were invited to apply for CIL funding if they wished to.  
Following questions from councillors about a new waste contract, Cllr Lumby explained that the collection schedule may change and that a one year extension to the current BIFFA contract has been agreed. He did not believe the garden refuse arrangements would change. Cllr Humby added that recycling is being looked at more generally with potential changes in the future.  
Cllr Lumby agreed to support, along with Cllr Humby, the wish of Cheriton Parish Council to extend the consultation dates on the recent application for permanent planning permission for Boomtown.  
Cllr Lumby has some concerns over the current licensing consultation by WCC and will be asking for some clarification.

**Action: Clerk to forward CPC's response to licensing review to Cllr Lumby.**

**By: Clerk**

**1.489 County Councillor's Report:** Cllr Humby reported that Hampshire County Council have invested in dragon patching machines to assist road repairs using part of a £12m government fund. These will only be used on the Hampshire road network along with the 43 gritters already in operation.  
Cllr Humby will continue to follow up actions requested in the letter from the Parish Council sent following last month's meeting. Cllr Frampton reiterated the urgency of the problems with the collapsed pipe under Admiral's Bridge which is currently being cleared fortnightly by volunteers to try and prevent flooding. The Chairman urged Cllr Humby to treat this problem with urgency as volunteers should not have to be responsible for preventing flooding in Cheriton. Cllr Humby will chase this up and will attend a future Parish Council meeting once he has the necessary information.

**Action: Email Cllr Humby at end January to ascertain progress & report to councillors**

**By: Clerk**

**1.490 Planning Applications:** Cllr Smith presented the draft planning responses circulated prior to the meeting (Appendix 2). The following comments were agreed and will be submitted by the Clerk.

<b>SDNP/18/06175/FUL</b>	<b>Cheriton Village Hall, Alresford Road, Cheriton</b>	<b>Rear extension, demolition of rear &amp; side passage, new wall, new windows &amp; solar pv panels</b>
--------------------------	--	---

Councillors sought further information from the Village Hall representatives present particularly around the foul water system and storage of materials during the works. The committee will investigate all suggested options regarding foul water drainage and will ensure the works tenders include agreement over storage of materials so as not to cause inconvenience to residents and road users. All other SDNPA policies, such as Dark Night Skies Policy, will also be considered.

**Comments:** Support. Noted that 3 no. roof lights include for the use of electric blinds.

In support of SDNPA Policy SD8 Dark Night Skies however, a request is made that 1 no. 5 pane flat sky light and 4 no. single pane flat sky lights include smart or switchable glass.

Reassurance and clarification is sought in respect of the continued use of the bus stop outside the Village Hall throughout the period of the works.

A further request for clarification is made in respect of contractor and trade vehicles entering and exiting the site, loading and offloading, storage of equipment and materials.

The Village Hall is situated alongside the B3046 and in front of the Village Green. Turning of vehicles using the B3046 outside the applicant entrance should be prohibited for reasons of safety.

No parking on or use of the Village Green for contractor or trade vehicles. Applicant to remedy all damage and defects to the same where cause is associated with the works, and at the applicants' expense.

**Proposed: Cllr Scallan. Seconded: Cllr Lochrie.**

<b>SDNP/18/05851/TPO</b>	<b>7 Petersfield Road, New Cheriton</b>	<b>Works to yew tree – reduce lowest laterals &amp; remove trailing branches</b>
--------------------------	---	--

**Comments:** No objections to this application.

**Proposed: Cllr Scallan. Seconded: Cllr Herdman.**

<b>SDNP/18/06541/HOUS SDNP/18/06542/LIS</b>	<b>Brook Cottage, School Road, Cheriton</b>	<b>Single storey rear extension (grade II listed)</b>
---	---	---

**Comments:** Support with reference to the change requested at item 1.

1. Noted that the LPA does not reference Policy SD8 Dark Night Skies of the emerging South Downs National Park Local Plan - Pre-Submission September 2017. Request that the roof lantern make use of smart or switchable glass in support of Dark Night Skies.
2. The property is sited in close proximity to the Village school. Request that consideration be given to the pressures upon parking during school 'pick up' and 'drop off' times in particular, that trade vehicles do not park on the roadside verges, nor obstruct the flow of traffic. Restitution of roadside verges should any damage occur as a result of the ensuing building works to be carried out by the applicant.
3. It should be noted that the River Itchen an SSSI and SAC chalk stream passes in close proximity to the front of the property. All materials to be disposed of responsibly and off site by the associated trades. No dumping or fouling of the River to be permitted as a consequence of the works pursuant to this application.

**Proposed: Cllr Pain. Seconded: Cllr Herdman**

**1.491 Lengthsman Scheme:** It was **RESOLVED** to join the cluster of parishes headed by Durley Parish Council. The Council will need to select a contractor to carry out all lengthsman works in 2019/20 and report back to Durley PC on a regular basis. 50% of the money must be spent on footpaths.

**Action: Write to Durley PC to confirm contract**

**By: Clerk**

**Action: Seek contractors to carry out lengthsman work for next financial year**

**By: Councillors/Clerk**

**1.492 Reports from Councillors:**

(a) **Chairman's Report:** Cllr Collect had circulated a report (Appendix 3)

The transparency grant has been used to fund a new laptop and the balance set aside for funding a new website domain name and a redirect from the old website until September. Cllr Scallan requested that the old domain name is purchased once it expires.

- (b) **Conservation:** Cllr Frampton advised that Bristol Zoo will take and rear young crayfish females from the lower Cheriton stream this Spring with a view to releasing native crayfish in the foreseeable future. Permission from relevant landowners/statutory bodies will be sought as appropriate. Concerns were raised over potential pollutants from neighbouring parishes particularly Bramdean where additional drainage into the river was put in 2 years ago.

**Action: Write to Bramdean PC advising of above and asking for promotion of eco friendly products being used by residents to avoid contamination of the river** **By: Clerk**

- (c) **Lengthsman:** No additional report

- (d) **Traffic:** Cllr Lochrie's report is at Appendix 4. Traffic calming measures will continue to be investigated. Cllr Humby advised that traffic calming remains under constant review to ensure that casualty reduction was a priority and wishes to assure all interested parties that WCC do not wait for accidents, injury or deaths before taking action. . However, the PC can fund traffic calming measures through the Community Funded Initiative and some grant funding is available.

Cllr Lochrie advised that HCC in their footbridge inspection report declared that the Parish Council had agreed to be responsible for maintenance of the bridge on the Village Green and as a result had assumed ownership. However, the Parish Council do not believe this is the case and further work needs to be done on this to establish ownership. Cllr Lumby has offered assistance to the Clerk.

**Action: Establish ownership of the footbridge**

**By: Clerk**

- (e) **Highways:** Cllr Line's report is at Appendix 5.

In response to questions about CIL funding Cllr Humby said that the only funding available to HCC is through S106. Cllr Line understood that HCC can apply for CIL money from the SDNPA. Cllr Humby agreed that he would check. Cllr Humby suggested the Council may wish to apply for monies available through his devolved grant budget for community projects up to £1,000. It was **RESOLVED** to apply for funding for a brush cutter and work on the noticeboards.

**Action: Cllr Herdman will contact the Village Hall committee about parking at events as there have been issues with vehicles blocking the road outside the hall.** **By: Cllr Herdman**

- (f) **Playground & Open Spaces:** Cllr Herdman reported that all the snagging issues at the play area have been resolved. Cllr Scallan will be attending training for playground inspections by Hampshire Playing Fields Association which will not incur a cost to the Council.

Cllr Herdman will write to all those who donated to the play area to thank them.

Cllrs Herdman and Scallan will progress ideas on the picnic area.

**Action: Write to donors to thank them for contributing to play area**

**By: Cllr Herdman**

***As the meeting had now reached 2 hours, it was RESOLVED to extend by a further half an hour.***

- (g) **Matterley Estate Working Group:** Cllr Pain's report is at Appendix 6.

It was noted that the application for permanent permission for Boomtown had been received by the SDNPA but was too late for the agenda. Therefore an extension to the response date will be sought by the Clerk. It was agreed that the Clerk will contact other local parishes to find out who the key contacts are dealing with this application and to invite collaboration in responses.

**Action: Write to local parish councils regarding planning application for Boomtown** **By: Clerk**

**Action: Write to SDNPA regarding obtaining ecology reports and an Environmental Statement relating to planning application SDNP/19/06249/FUL.** **By: Clerk**

**1.493 Winchester City Council Licensing Policy Consultation:** It was **RESOLVED** that the Clerk will submit the following response:

**Noise Controls C.4** Stricter conditions with regard to noise control will be expected in those areas of the District which have denser residential accommodation or low levels of background noise, such as the South Downs National Park which has in its Local Plan a Strategic Policy SD7: Relative Tranquillity. The SDNP Local Plan states that “The purpose of Policy SD7 is to ensure that development does not harm the relative tranquillity of the National Park and to encourage the conservation and enhancement of positive tranquillity factors.” In the context of this clause in the Licensing Policy, applications for premises licences for sites within the South Downs National Park must be regarded as “development” and stricter conditions will be imposed in respect of regulated entertainment for such sites in order to comply with the SDNP Local Plan Strategic Policy SD7.

**1.494 Traffic Working Party:** It was **RESOLVED** to appoint the following Members and members of the public to the Traffic Working Party: Sarah Noble, Carolynne Harrison, Dane Batt, Rebecca Scallan, Simon Scott, Cllr Lochrie, Cllr Line.

**1.495 Annual Parish Meeting, 30<sup>th</sup> April:** It was agreed that Techer Jones would be invited to speak for 30 minutes about the draft local heritage list. Cllr Collett will provide a report on behalf of the Council and local groups will be invited to provide a stand. The format of the meeting will be:

- Opening – view stands/wine served
- Cllr Collett report
- Invited speaker (30 minutes including Q&A)
- Meet & greet Parish Councillors/view stands (30 minutes)

**Actions:**

- Cllr Collett to do posters/invites
- Cllr Herdman will be responsible for refreshments and provision of display stands
- Cllr Line will provide stationery and display materials
- Councillors will provide information stands on the following: Cllr Line – Parish Plan; Cllrs Herdman/Scallan – Play Area; Cllr Pain – Mattingley; Cllr Lochrie – Traffic; Cllr Frampton – Conservation & Crayfish.

**1.496 Car Park at Recreation Ground:** It was **RESOLVED** to defer this issue to a future meeting as quotations need to be obtained and a discussion held with the Recreation Committee over responsibility for the land. Councillors will seek quotations for repairs to the car park and then liaise with the Recreation Committee to discuss. Repairs to the electricity cabinet will also need to be agreed. Cllr Collett expressed an interest in attending the meeting.

**Action: Cllr Scallan/Herdman to obtain quotes and liaise with Recreation Committee.**

**By: Cllr Scallan**

**1.497 Finance, Administration and Statutory Matters:**

(a) It was **RESOLVED** to approve a grant of £100 for the Citizens Advice Bureau for 2019/20.

**Proposed: Cllr Line. Seconded: Cllr Frampton.**

(b) The Clerk required information from all councillors in order to amend the bank signatories and future approval arrangements. It was agreed to defer this item until the March Council meeting.

(c) **The following payments were approved:**

Cheque no:	Payee	Detail	Amount	VAT	Total
300631	Clerk	Salary December 2018	£	£	Undisclosed
300630	Mr A Collett	Repayment for costs of Clerk’s laptop	£ 519.50	£ 91.24	£ 610.74
		<b>Totals</b>	<b>£ 519.50</b>	<b>£ 91.24</b>	<b>£ 610.74</b>

**Proposed: Cllr Pain. Seconded: Cllr Line.**

- (d) **Asset Register:** The Clerk presented the draft Asset Register obtained from historical records but advised that this was not complete. It was agreed to discuss this at a future meeting once all records from Hampshire County Council had been obtained.
- (e) **Budget 2019/20:** It was **RESOLVED** to agree the budget at Appendix 7. The precept for 2019/20 was agreed at a sum of £25,260 which equates to £77.72 per band D household. This represents a 2.52% increase on last year's precept. **Proposed: Cllr Collett. Seconded: Cllr Pain.**

**1.498** The date of the next Council meeting is Tuesday 12<sup>th</sup> March 2019, 7.30pm, at Cheriton Village Hall.

The Chairman closed the meeting at 10.45pm.

## Appendix 1: City Councillor's Report

**£1m CIL funding available.** Winchester City Council is urging groups from across the District to apply for a share of £1m funding to help support their essential infrastructure projects. The Council is making this funding available using some of its Community Infrastructure Levy income which is generated by new development taking place in areas outside the South Downs National Park. The opportunity to request financial support for projects will initially run from 2019 to 2022 and there will be a period at the start of each year for bids to be put forward.

The first round of bids will run between January and March 2019 and the Council is inviting groups to apply for between £10,000 and £200,000 of funding for suitable schemes.

District councillors, parish councillors and other local groups will be able to apply for funding for projects, which must meet at least one of a range of criteria. The more criteria a project meets, the higher the chance it will successfully secure funding. The criteria can be found using this link

<http://www.winchester.gov.uk/planning/community-infrastructure-levy-cil/apply-for-cil>.

CIL bids will be evaluated in April, by an informal panel who will decide which schemes to recommend to Winchester City Council's Cabinet for a final decision.

Applications for CIL funding should be accompanied by supporting information about the proposed project, including costs, plans of works and confirmation of landowners agreement to any proposed scheme, where applicable. If you have a project that could benefit from CIL funding and would like further advice please e-mail [cil@winchester.gov.uk](mailto:cil@winchester.gov.uk).

**Multi million** pound property and land acquisition in central Winchester gives council crucial control over the regeneration vision. The disused former Friarsgate Medical Centre and five properties either side of the bus station entrance in the Broadway are now owned by Winchester City Council. The council made the purchases to give it more scope to deliver its vision for the regeneration of central Winchester. Options for the short term use of the Friarsgate site will be presented to a future meeting of Cabinet and work will start on refurbishing the High Street properties in the new year.

Refurbishing the former Antiques Market to become an art venue to meet the needs of a new tenant.

Redeveloping Coitbury House into modern office accommodation.

The Council is negotiating with businesses interested in using vacant office and shop space until the buildings are needed for redevelopment, including Winchester Pilates, the recent opening of The Blend Academy in previously inaccessible space above Poundland in Middle Brook Street and the imminent opening (in January) of The Bike Hub at Open House Deli in the former Post Office building in Middle Brook Street. The Council have funded the purchase and improvements through prudential borrowing and this entrepreneurial approach has strengthened our ability to unlock development opportunities at an early stage.

WCC are committed to monthly kerbside glass collection from October 2019 -everyone will be issued with a free box and details of their collection day over the coming months.

WCC are running a full bin collection procurement exercise -for an 8 year contract starting with the successful bidder from October 2020 -as part of this exercise and in line with the latest Government consultation on reducing waste we will also cost out a doorstep food collection, garden waste and other options including textiles.

Hampshire CC will be firming up their decision on the Super Materials Recycling Facility -i.e. whether or not to take more plastics (and what type) and the DEFRA consultation is very relevant to this. Project Integra will be formally responding on behalf of HCC and the Districts.

## Appendix 2: Planning Report: Cllrs. Smith & Line

### PLANNING APPLICATIONS

#### SDNP/18/06175/FUL

**Location:** Cheriton Village Hall Alresford Road Cheriton Hampshire

**Proposal:** Rear extension to Village Hall, demolition of rear and side covered passage. New wall, new roof windows and solar pv panels to rear roof slope.

Comments By 09 January 2019.

### DOCUMENT REVIEW

- Pre-application advice received ref. SDNP/17/05889/PRE.
- No loss of trees required or anticipated as a result of the development. Some pruning may be necessary to facilitate development.
- Note new glazed aluminium doors proposed to front porch. Council is asked to consider whether there are any concerns related to their design?
- Steps + gate beyond proposed ramp positioned after the new rear Entrance Doors and for maintenance purposes only. No restriction upon Disabled access envisaged.
- No objections raised by Highways or Historic Environment officers subject to the recommended conditions established by the LPA i.e., provision of further detailed drawings required, materials samples to be agreed by the LPA, usage of traditional craft workmanship. Some questions raised by the Land Drainage officer in respect of the continued use of a cesspit. Further detailed proposals for the disposal of foul and surface water required by the LPA.

### RESPONSE

Support.

Noted that 3 no. roof lights include for the use of electric blinds.

In support of SDNPA Policy SD8 Dark Night Skies however, a request is made that 1 no. 5 pane flat sky light and 4 no. single pane flat sky lights include smart or switchable glass.

Reassurance and clarification is sought in respect of the continued use of the bus stop outside the Village Hall throughout the period of the works.

A further request for clarification is made in respect of contractor and trade vehicles entering and exiting the site, loading and offloading, storage of equipment and materials.

The Village Hall is situated alongside the B3046 and in front of the Village Green. Turning of vehicles using the B3046 outside the applicant entrance should be prohibited for reasons of safety.

No parking on or use of the Village Green for contractor or trade vehicles. Applicant to remedy all damage and defects to the same where cause is associated with the works, and at the applicants' expense.

**SDNP/18/05841/TPO**

**Application Type:** Tree Preservation Order  
**Proposal:** 1nr Yew: reduce lowest laterals by 1-2m, lift overall by removing low hanging trailing branches to 3m plus sever Ivy at base and strip significant Ivy in crown where possible plus remove broken branches  
**Location :** 7 Petersfield Road Cheriton Alresford Hampshire SO24 0NH

**DOCUMENT REVIEW**

Officer report recommends that the application be granted and suggests no detrimental impact upon the tree as a result of the work being carried out. The tree itself is sited in the applicants' rear garden and has no visual public impact.

**RESPONSE**

No comment.

**SDNP/18/06541/HOUS**

and associated listed Planning application

**SDNP/18/06542/LIS**

**Location:** Brook Cottage School Road Cheriton SO24 0QA  
**Proposal:** Single Storey rear extension  
**Comments:** 21st January 2019

**DOCUMENT REVIEW**

Pre-application advice ref. SDNP/18/02140/PRE. The officer comments considered the proposed plans acceptable in principle.

The extension is built into the corner of the existing South and West elevations. The North and East elevations comprise sliding glazed doors that meet at the corner of the extension. The extension roof includes for the introduction of a large skylight or lantern at its centre.

The LPA has not considered Policy SD8 Dark Night Skies of the emerging South Downs National Park Local Plan - Pre-Submission September 2017 in its responses, as relevant to this application. The officer advises that the roof lantern be considered with the addition of switchable glazing.

**RESPONSE to both SDNP/18/06541/HOUS and SDNP/18/06542/LIS**

Support with reference to the change requested at item 1.

4. Noted that the LPA does not reference Policy SD8 Dark Night Skies of the emerging South Downs National Park Local Plan - Pre-Submission September 2017.

Request that the roof lantern make use of smart or switchable glass in support of Dark Night Skies.

5. The property is sited in close proximity to the Village school.

Request that consideration be given to the pressures upon parking during school 'pick up' and 'drop off' times in particular, that trade vehicles do not park on the roadside verges, nor obstruct the flow of traffic. Restitution of roadside verges should any damage occur as a result of the ensuing building works to be carried out by the applicant.

6. It should be noted that the River Itchen an SSSI and SAC chalk stream passes in close proximity to the front of the property.

All materials to be disposed of responsibly and off site by the associated trades. No dumping or fouling of the River to be permitted as a consequence of the works pursuant to this application.

### **Appendix 3: Chairman's Report: Cllr Collett**

#### **Parish Clerk Laptop**

Now delivered to the clerk and should be added to the asset register and insurance policy. I will obtain a USB storage device as previously agreed for under £25.

#### **Website**

I have had no response to my request to the former clerk to recover control of the current domain name. As our contract for this name expires in September. I recommend we acquire rights to Cheritonparishcouncil.org, which Cllr Pain has established is available. We can ask the current hosting provider to set up a re-direct from the old site to the new. I think Cllr Pain and I can get the new site fit for purpose by the end of February. The new Domain name cost will be covered by the Transparency Funding.

#### **Grass Cutting**

We will seek new quotes to be decided at the March meeting. Initially based on cutting the same land as 2018.

#### **Parish Council Land Assets**

I am informed by a past Chair that the asset register detailing the PC land was filed with Hampshire CC Records in 2010 or 2011 by the Clerk, Jane Kettle. I recommend that our Clerk requests the records from Hampshire for that period to obtain the asset information.

#### **Appendix 4: Traffic Report: Cllr Lochrie**

##### **Traffic calming through the village of Cheriton**

There have been delays in getting a second working party together due to the festive period and the need to establish the authorisation through the proper CPC channels.

However, findings to date have not been encouraging as the absence of street lighting prevents and calming alterations.

Such calming or deterrents may be determined as hazardous without proper lighting. This has not been confirmed by authority and that is the next step.

A further meeting with the villager Simon Scott as a preliminary step prior to the first full working party is anticipated.

Contact has been made with the consultant Mr Hamilton Baillie. It was not an encouraging discussion, with the knowledge of no pavements and no street lighting there may be substantial barriers – but this has to be confirmed by our local authorities. He sees no sense in surveying the locality until April. It is anticipated that such a consultation may be on a fee paying basis.

##### **Footbridge on to the Village Green**

This has become somewhat of a potential quagmire, in as much my first council from the legal 9retired and not specifically informed of location etc) indicated that the local council have followed the procedure to inform the CPC and if they have no remit for maintenance of the said footbridge that could be the end of the matter. Where our responsibility starts and ends I cannot say, but behind their decision to abandon may lie other reasons off the hymn sheet.

## Appendix 5: Cllr Line Report

### PLANNING

- **Current Issues**

#### **SDNP/18/06249/FUL**

Comments 01.02.19

Location: Matterley Farm Alresford Road Ovington Alresford Hampshire SO24 0HU

Proposal: Change of use of land from agriculture to mixed agriculture and holding of one music festival event and one sports endurance event in any calendar year including retention of wooden structures within woodland and minor alterations to existing access on A31, both associated with festival use

Clerk to report back on the outcome of discussion with the SDNP requesting an extension to the date for comments of 01 February. In light of the potential significance of the Planning Application to the surrounding local communities, the amount of documentation included and the extent of the work required in preparing a meaningful response the proposed date of 01 February is considered unworkable.

- Draft responses prepared ref. the following 4 applicationS to be considered by Council on the 8th January 2019.

SDNP/18/06175/FUL

SDNP/18/05841/TPO

SDNP/18/06541/HOUS and SDNP/18/06542/LIS

### HIGHWAYS

- Letter sent to Cllr Humby, HCC and to Cllrs. Lumby and Ruffell, WCC re maintenance concerning 3 number bridges in the Parish. Awaiting response from HCC. In the meantime, Cllr Lumby has responded to concerns surrounding the pipe under Admirals Bridge. Agreed that Cllr Frampton, Cheriton PC, will invite Cllrs Lumby and Humby to attend site to show them the problem.
- With reference to Decembers' report to the PC. Clarification sought on who is actioned to seek additional grant funding from the County Councillors Discretionary Fund in support of a Traffic Study?

### ANNUAL PARISH MEETING

- Mr Techer Jones has kindly offered to present the draft Local Heritage List for discussion at the Annual Parish Meeting and is already known to many in the Parish as a speaker.

### FINANCE, ADMINISTRATION and STATUTORY MATTERS

- The Cashflow report on the Operating Costs account is attached to this report and illustrates a likely Reserves figure of £10,380 at the end of 2018/19.
- A similar report on the Play Area is also attached and includes a likely C/Fwd balance of £11,995.32 with a split between maintenance, earmarked reserves re the Sinking Fund and additional capital spending in support of a proposed picnic area.

The figure is currently premised upon no further capital spending until 2019/20. Should a picnic area be introduced in advance of that time the figures will of course change accordingly.

- **Asset Register.**

On the presumption that the information is not already known to the PC.

It is proposed that the Clerk seek clarification from HCC confirming that the Village Green is listed on their statutory register.

Further proposed that the Clerk enquire of the Land registry, who is the registered owner of the Village green?



**CHERITON PARISH COUNCIL  
CASHFLOW FORECASTS 2018-19**

**Cash at Bank B/fwd** **£7,807.78** **£11,889.03** **£10,380.03**  
**Inter Account Transfer** **£5,600.00**

<b>Budget Headings</b>	<b>Budget 2018/19</b>	<b>End Quarter 3 2018/9</b>	<b>Quarter 4 2018/19</b>	<b>Total Forecast 2018/19</b>
Administration	£750.00	£553.83	£100.00	£653.83
Staff Costs	£5,500.00	£5,142.37	£2,500.00	£7,642.37
Stationery/Postage	£700.00	£203.57	£100.00	£303.57
Insurance	£1,700.00	£1,509.54	£0.00	£1,509.54
Play Area Refurbishment	£45,000.00	£45,251.00	£0.00	£45,251.00
Maintenance of Play Area	£500.00	£285.00	£50.00	£335.00
Hall Hire	£200.00	£350.00	£50.00	£400.00
Grass Cutting	£2,500.00	£1,955.00	£0.00	£1,955.00
Section 137	£2,500.00	£50.00	£250.00	£300.00
Audit/Accounts	£550.00	£425.00	£450.00	£875.00
Lengthsman	£1,000.00	£0.00	£0.00	£0.00
Subscriptions	£400.00	£334.00	£0.00	£334.00
Glebe Rent	£1,300.00	£1,300.00	£0.00	£1,300.00
Village Projects	£2,000.00	£877.55	£1,000.00	£1,877.55
Play Area Sinking Fund	£3,900.00	£1,950.00	£1,950.00	£3,900.00
Play Area Loan	£4,500.00	£0.00	£2,375.00	£2,375.00
Transfer Out to Play Area Account	n/a	£0.00	£4,434.00	£4,434.00
HMRC VAT	n/a	£9,732.90	£100.00	£9,832.90
<b>Totals</b>	<b>£73,000.00</b>	<b>£69,919.76</b>	<b>£13,359.00</b>	<b>£83,278.76</b>
Rec. Ground Rent	£1,300.00	£2,600.00	£0.00	£2,600.00
Rec. Ground Insurance	£600.00	£689.08	£0.00	£689.08
Insurance Refund	£0.00	£120.48	£0.00	£120.48
Lengthsman	£1,000.00	£0.00	£0.00	£0.00
Grant	£0.00	£0.00	£2,500.00	£2,500.00
HMRC VAT	£9,500.00	£1,435.45	£9,350.00	£10,785.45
Precept	£24,800.00	£24,800.00	£0.00	£24,800.00
Transfer In ex Play Area	£0.00	£49,956.00	£0.00	£49,956.00
				£0.00
<b>Totals</b>	<b>£37,200.00</b>	<b>£79,601.01</b>	<b>£11,850.00</b>	<b>£91,451.01</b>
		<b>£9,681.25</b>	<b>-£1,509.00</b>	
Forecast Cash at Bank C/Fwd		£11,889.03	£10,380.03	



**CHERITON PARISH COUNCIL  
PLAY AREA INSTANT ACCESS  
PROJECTION TO Y/E 2018/19**

<b>Budget Headings</b>	<b>End Quarter 3 2018/19</b>	<b>Quarter 4 2018/19</b>	<b>Total Forecast 2018/19</b>
Maintenance	1300.00	0.00	1300.00
Sinking Fund	1950.00	1950.00	3900.00
Equipment Funding	-192.89	6934.00*	6741.11
Interest	54.21	-	54.21
<b>Totals</b>	<b>£3111.32</b>	<b>£8899.00</b>	<b>£11995.32</b>

**\*Note**

Includes -

HPFA Grant Funding of £2,500. Cllrs. Scallan and Herdman are asked to confirm the amount.

Transfer ex CPC Operating Costs account of £4434 as reimbursement to the Play Area once the VAT reclaim is received ex HMRC.

## Appendix 6: Matterley Estate Working Group: Cllr Pain

### 1. New Application for Permanent Planning Permission for One Music Festival and One Sports/Endurance Event at Matterley Estate.

- 1.1** It became known in early December that SDNPA had received such an application (the existing temporary permission expires on 31 December 2019). This has been published by SDNPA today and the Clerk has circulated the official notification – SDNP/18/06249/FUL. There are over 400 A4 document pages included with this application and several plans which means considerable effort will have to be expended by the Working Group before comments could even be proposed to Council.
- 1.2** It is proposed that the Clerk is asked to contact other nearby parish councils suggesting a collaborative approach vide Minute 1.476 (g) in December's minutes. I suggest Beauworth, Kilmeston, Tichborne, Itchen Valley, Bramdean and Hinton Ampner be approached.
- 1.3** It is also proposed that the Clerk writes to SDNPA asking for an extension of the consultation period to 12<sup>th</sup> April giving the following reasons:
- a) CPC does not meet again until 12<sup>th</sup> March which is the earliest date when this application can be included legally in an agenda for any decisions to be taken and it is likely that a final decision could not be taken until our meeting on 9<sup>th</sup> April.
  - b) There are over 400 A4 pages plus several plans included in the application documents on the SDNPA planning portal to be read and understood before the parish council could even begin to construct its considered response.
  - c) The stated closing date of 1<sup>st</sup> February is unreasonably early.
- 1.4** It is further proposed that the Clerk is asked to write separately to SDNPA requesting the following information relating to SDNP/19/06249/FUL:
- a) copies of the annual reports for 2016, 2017 and 2018 which Condition 4 of the Grant of (temporary) Planning Permission (SDNP/15/06486/FUL) required from a suitably qualified ecologist to be sent to the SDNPA Ecologist by the end of December each year detailing how the applicant has met the criteria set out within the ECOSA Extended Phase 1 Ecological Assessment of 21st December 2015.
  - b) copies of all reports produced within SDNPA since June 2016 which relate to monitoring and assessing "the impact of the additional number of attendees to the music festival event on the amenities of the area and the special qualities and enjoyment of the South Downs National Park." (to quote from the reason given for granting temporary planning permission for a limited period expiring on 31 December 2019 in respect of SDNP/15/06486/FUL).
  - c) reasons why the application documents for SDNP/18/06249/FUL do not include an Environmental Statement in accordance with The Town and Country Planning (Environmental Impact Assessment) Regulations 2017 because Courts have ruled that several of the categories in these Regulations are capable of wide interpretation.

### 2 Agenda Item 12. Consultation on WCC Licensing Policy.

This policy was last revised in April 2016 when the existence of the South Downs National Park was recognised for the first time. A number of additions to the policy requested by SDNPA were approved, including on Page 25:

**"Noise Controls C.4** Stricter conditions with regard to noise control will be expected in those areas of the District which have denser residential accommodation or low levels of background noise, such as the South

Downs National Park which seeks to protect and enhance tranquillity, but this will not limit opening hours without regard to the individual merits of any application.”

However, just a few weeks later WCC granted a new premises licence to Boomtown with exactly the same noise controls as were in the previous licence so it may be assumed that this amendment did not have the effect desired by SDNPA. **A suggested amendment for the 2019 version to be submitted by the Parish Council no later than 20 January 2019 is:**

**“Noise Controls.** C4 Stricter conditions with regard to noise control will be expected in those areas of the District which have denser residential accommodation or low levels of background noise, such as the South Downs National Park which has in its Local Plan a Strategic Policy SD7: Relative Tranquillity. The SDNP Local Plan states that “The purpose of Policy SD7 is to ensure that development does not harm the relative tranquillity of the National Park and to encourage the conservation and enhancement of positive tranquillity factors.” In the context of this clause in the Licensing Policy, applications for premises licences for sites within the South Downs National Park are to be regarded as “development” and stricter conditions will be imposed in respect of regulated entertainment for such sites in order to comply with the SDNP Local Plan Strategic Policy SD7.”

## Appendix 7 Budget 2019/20

### INCOME

Rec. Ground Rent	1300
Rec. Ground Insurance	750
Kilmeston PC Rec. Ground contribution	300
Play area (all sources)	
Insurance refund	
Bank interest	15
VAT	
Lengthsman	
	<b>2365</b>

### EXPENDITURE

#### **Administration**

IT	150
Website	
Printing/consumables	250
Stationery & postage	450
Training	250
Hall Hire	300
	<b>1400</b>

#### **Staff Costs**

Salary (inc. home office allowance)	6190
Additional hours & allowance for pay review	1350
Pension & HMRC	500
Travel costs	250
	<b>8290</b>

#### **Insurance**

	<b>1900</b>
--	-------------

#### **Maintenance**

Play Area replacement	
Play Area	
Equipment maintenance	1100
Grass Cutting	2350
	<b>3450</b>

#### **Grants**

Grant Allowance	500
S137 Allowance	1000
	<b>1500</b>

#### **Audit**

Internal Auditor	200
External Auditor	250
ICO Registration	40

	<b>490</b>
<b>Subscriptions</b>	
HALC/NALC	295
HPFA	70
Mapping	30
	<b>395</b>
<b>Glebe Rent</b>	<b>1300</b>
<b>PWLB Repayments</b>	
Principal	4050
Interest	700
	<b>4750</b>
<b>Transfer to Earmarked Reserves</b>	
Playground (Kilmeston contribution)	300
Parish Plan	1850
Boomtown	500
Conservation Group	500
Community Project	1000
	<b>4150</b>
<b>Other income (above)</b>	<b>2365</b>
<b>Precept</b>	<b>25260</b>
<b>Total income</b>	<b>27625</b>
<b>Total Expenditure</b>	<b>27625</b>

**General Reserves as at 31st March 2019 (forecast)**

Operating Costs Account	10380.03
Play Area Account	11889.03
	<b><u>22269.06</u></b>

**Earmarked Reserves 2019/20**

Play Area (PC contribution)	3900	4200
Play Area (Kilmeston contribution)	300	
Transparency Fund grant balance c/f 2018/19		644.77
Parish Plan		1850
Boomtown		500
Conservation Group		500
Community Project		1000
		<b><u>8694.77</u></b>

**Earmarked Reserves part funded from General Reserves**

**4544.77**

**General Reserves Balance at end 2019/20 (forecast)**

Operating Costs Account	<b>9735.26</b>
-------------------------	----------------

**Precept**

	<b>Tax Base</b>	<b>CTS Grant</b>	<b>Precept</b>	<b>Band D</b>	<b>Increase</b>
<b>2017/18</b>	325.35	394	10750	33.04	
<b>2018/19</b>	324.53	197	24603	75.81	129.40%
<b>2019/20</b>	325.01	0	25260	77.72	

**% increase in Band D household from 2018/19**

1.91

**2.52 %**