

Minutes of an Ordinary Meeting of Braishfield Parish Council
held on Tuesday, 3rd March 2020 at 7pm – 10:00pm, in Braishfield Village Hall.

Present

Members of the Braishfield Parish Council:

Chairman Jane Bennett
Cllr Ian Knights
Cllr Carole Renvoize
Cllr Peter White
Cllr Richard Brazier
Cllr Sally Yalden

Others:

Clerk, Keith West
Ward member Cllr Martin Hatley
Members of the Public: 8

1806. Apologies

Apologies were received from Cllr Mark Swinstead as a result of a work commitment.

1807. Members' Interests in the Business of the Meeting

Cllr Jane Bennett mentioned her interest as the Secretary of the All Saints Parochial Church Council (PCC), in respect of their grant request.

1808. Accuracy of Minutes

The Council agreed the accuracy of the Minutes of the meeting held on 7th February 2020.
RESOLVED

The meeting adjourned at 7:05pm for:

1809. Public Participation

Thanks were received to the Chairman and Councillors in respect of the Crookhill footpath by two parishioners.

Cllr Jane Bennett also thanked the Councillors, and in particular Cllr Renvoize, for their hard work in getting the Test Valley and Hampshire County Council on side in respect of the John Bevan Path. Borough Cllr Martin Hatley also expressed his thanks to all concerned.

A question was asked in respect of the Council reseeding the verge and if so, could they use a wild flower mix. Cllr Renvoize asked for wild flowers in the grass seed, but mentioned that trees were unlikely to be planted, as they required planning permission.

The Council is looking to replace four stiles with gates provided by Hampshire County Council and these need to be prioritised. Cllr Knights mentioned that the Council can obtain more gates at 50% of their cost and mentioned that eleven gates in total were needed. As regards Footpath 4, Cllr Bennett said she would be contacting Hampshire County Council to establish the latest position. After some debate, it was suggested that two stiles were required on Footpath 4 and one stile of each on Footpaths 7 and 8 be replaced in the first instance. Cllr Knights agreed to organise volunteers to form a working party to install these four gates.

The meeting resumed at 7:25pm.

1810. FOR INFORMATION ONLY to receive the following reports:

a) Chairman's Report

- Recreation Ground Maintenance
It was agreed to accept the Test Valley quotation of £1,054.01
RESOLVED
Cllr White asked if emptying of the dog bins was included.

b) Correspondence

- Newport Lane Junction
Cllr Bennett mentioned the dangers at the Newport Lane junction and Cllr Yalden reported that this issue had been discussed and was being considered at the Police Beat Surgery.
- Easter Egg Hunt
Cllrs Yalden and Renvoize suggested that we should obtain further information before granting permission for this event, as the Council were concerned about the potential liability in the event that there was an accident.

c) Events & Training

- 27th February – TVAPTC – Update on climate change with respect to tree planting is ongoing and that they are looking to reverse the prohibition of planting on verges.
Test Valley is the Valley of Culture 2020.
Social Housing – the organisation called HARAHA no longer exists and has been replaced by Hampshire Homes Hub.
- 18th March HALC Annual Conference
It was agreed that the Parish Council did not want to spend £75 to be part of this event
RESOLVED

d) Reports on Progressing/Concluded Matters

- VDS Update
A report was received by Jimmy Chestnutt as follows:

We have received the latest draft back from the publisher and the document is now being proofread and checked for drafting errors.

Subject to committee review the text is as we wanted it, but there might be some changes now we can see the document in a publishable form.

However, there are gaps in the layout for some photographs. Some of the ground shot photographs will need to be taken or retaken when the weather is better, and we will have to wait for the aerial photographs.

TVBC have approved our support funding request for £500 which we should receive in about 10 days and the money is to be used for aerial photography.

The contract for aerial photography should be drafted so as to give us as a village the maximum benefit/use and we should start thinking now about what we wish to achieve. Photographs will ideally be taken early April.

The timeline going forward:

- *we should complete the proof-reading phase by the end of next week (13th March)*
- *once it is checked, I will give Councillors an online copy for comment w/c 16th March, but ask you all to remember that many of the photographs will be replaced (target date for comments nlt 27th March)*
- *assuming no significant changes are required – 30th March send the draft VDS to Test Valley for formal comment (asking them to note that photographs will be added and replaced). They may ask us to wait until the photographs are available. We should get their response by the beginning of May*
- *consult the village perhaps w/c 12th or 19th May and ask for comments or amendments. (See note below. We could use this open consultation as an opportunity to brief village on the benefits of producing a Braishfield NP)*
- *amend as and formally submit to the June Parish Council meeting for approval*
- *Parish Council to submit to TVBC who will then carry out their own village consultation*

Neighbourhood Plan

If the Council agrees that we should try to produce a neighbourhood plan, then I have told Cllr Brazier that I'm happy to start the process but will wish to pass it on for completion for another volunteer.

Borough Cllr Hatley mentioned that some people might pay to have their house included in the aerial photographs used within the VDS. The agreement of the VDS was scheduled to be discussed at a public meeting on either 9th or 12th May and a final decision taken at the June Parish Council meeting.

- **Footpaths**
It was mentioned that Hampshire County Council is going to organise an official opening of the John Bevan Path.
- **Emergency Planning**
 - **Generator** – Cllr Knights reported that further information is required
 - **Coronavirus** – The question was raised what would happen in the event that no meetings were to be held. Cllr Renvoize suggested referring to Hampshire County Council regarding advice in respect of this issue

- Traffic Working Party
The Traffic Working Party was formed in February 2019 with two objectives in mind:
 - Identify health and safety issues regarding traffic in Braishfield
 - To explore measures to prevent the issues identified

It was reported that historically, three traffic surveys had been undertaken and a report was presented to Cllr Bennett. Cllr Hatley mentioned that the M3/A34 changes might well make a difference to future traffic flow throughout the village.

- Climate Change Working Group
Cllr Yalden reported that there were five attendees at the meeting held on Tuesday 25th February and that a number of issues had been discussed. Cllr Bennett asked Cllr Yalden for a copy of the minutes of the meeting.
- Police Beat Surgery
Cllr Yalden said that parking on pavements would be investigated, but that the main concern was speeding through the parish.

Cllr Knights suggested giving a letter to residents about parking on the pavement outside the Dog & Crook and also the Newport Lane junction. Cllr Hatley was asked if it would be possible to put white lines on the roadside to deter people from parking and causing an obstruction. It was mentioned that there was no legal process to be followed to install white lines. Cllr White mentioned that speeding through the parish was to be discussed at the next meeting of TVAPTC.

- Bus Shelter Hillier Gardens
Cllr Hatley mentioned that the residents of Kings Chase found that waiting for buses outside the entrance to Hilliers was very unpleasant. It was mentioned that a bus shelter could be installed as a gift, but that the Parish Council would have to ensure that appropriate insurance was put in place.

The Council agreed to accept the gift of a bus shelter

RESOLVED

- Bye-laws for Recreation Ground
Cllr Knights mentioned that bye-laws were necessary in order to restrict access to the Recreation Ground. Cllr White mentioned that there might be no alternative legislation to deal with trespassers and those leaving cars in the car park. He also suggested that draft Byelaws had to be based on the Government model and the departures from it derived from the consultation process. Cllr Bennett suggested speaking to our insurers with respect to this issue.
- Telephone Kiosk Light
Cllr Renvoize reported that the light is now working. Cllrs expressed their congratulations to Cllr Renvoize at having resolved this issue. Cllr Bennett reported that she has asked the Lengthsman to paint the kiosk

- Website Hosting & Support
The Clerk mentioned that a draft specification had been circulated to Cllrs. The purpose of this specification is to allow the Clerk, together with Cllr Knights, to obtain three independent quotations based on the content included within the specification. Cllrs were requested to provide any comments regarding the content by Friday, 13th March.

e) Clerk's Report & Listing of Planning Decisions

The Clerk mentioned the following three planning decisions:

20/000441/Sycamore tree at Yew Tree Cottage – No Objection.

20/000140/Orchard Hill – Laurel – No Objection.

20/000096/The Close Church Lane – Tree – No Objection.

1811. To decide comments for Test Valley Borough Council on the following applications under the Town and Country Planning Act 1990:

- a) **20/00356/FULLS** Erection of single storey detached dwelling for supported living at rear. 12 Hillview Road, Braishfield SO51 0PP.

It was agreed that the Council would repeat verbatim the comments made on 26th March 2019, but add the additional issue of parking within the comments. It was also mentioned that this dwelling might spoil the ecological aspect of the view at the end of the road and impact on wildlife.

It was agreed that the Council would lodge an objection to this application.

RESOLVED

- b) **20/00345/FULLS** Single storey side extension and two storey side extension to form extended and re-configured living accommodation. Greenacres, Eldon Road, Braishfield SO51 0PT.

The Council agreed to this application. No Objection.

RESOLVED

1812. Risk Management – To agree the Council's Risk Register 2019/20 & to include an update on the Council's Asset Register.

- Risk Register
The Clerk had circulated a Risk Register based on the Romsey Extra Parish, which was accepted with minor changes. The Clerk asked for Cllrs to submit any additional risks that they would like included, by Friday 13th March.
- Asset Register
The Asset Register, as at 31st March 2020, has been completed together with photographs of each asset, kindly supplied by Cllr Brazier.

1813. To Consider Drawing up a 5-year Braishfield Parish Council Strategic Plan

It was suggested that this should be a 3-year rolling plan, to coincide with the next Council elections and linked, where possible, to the budget. Cllr White mentioned that elected Cllrs might not be in a position to bind new Cllrs, if any, to a strategic plan agreed to by the current Council.

1814. To Agree Rationale Dates for 2020 Flag Raising

It was agreed that the rationale and the dates for 2020 flag raising would be left as drafted and that these dates would be laminated and put on one notice board.

RESOLVED

1815. To Consider the Grant Request of £1,173.14 for All Saints' PCC Churchyard Burial Ground

The Cllrs resolved to this grant request.

RESOLVED

1816. To Agree the Payment of £100 for 6-Monthly Inspections of the War Memorial to AT Land Surveys Ltd

It was agreed to pay £200 plus VAT to AT Land Surveys Ltd.

RESOLVED

1817. Payments

It was proposed that the following payments be made:

a) *Mrs C McFarland, Locum Clerk & Expenses Jan/Feb £890.70.*

b) *Braishfield Recreation Ground £200 – reimbursement of payment received on 2/9/19 for school use of the Recreation Ground.*

c) *Reimbursement from the Recreation Ground to Braishfield Parish Council of £1,566.82 in respect of tree works paid for by the Parish Council.*

d) *Payment to Tim Howkins of £18.64 including VAT, for sign engraving.*

RESOLVED

1818. Matters for Decision at Subsequent Meeting

Section 106 and Highways Finance.

Neighbourhood plan update.

Michael Stubbs re signage – 30 mph etc.

Braishfield signage - Welcome to Braishfield.

1819. Date of Next Meeting

It was agreed that this would be held on 7th April 2020 at 7pm.

Signed Chairman: _____

Date: _____