



**MINUTES OF THE MEETING OF SOUTH WONSTON PARISH COUNCIL**  
**Held on Monday 15<sup>th</sup> May 2023 at 7.15PM**  
**To be held at the Pavilion**

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**Present:** Chair Perrins, Cllrs Street, Peal, Oram, Lohani, Selby and Berry, City Councillor Godfrey, County Councillor Warwick, Lt Col Fraser Dowling and Clerk Mrs R. Jones.

**South Wonston Parish Assembly**

Talks from:-

**South Wonston Sustainability**

Cllr Oram gave an update on what the sustainability group have done over the last year and what their plans are for the year ahead. Attached to the minutes is the full report.

**South Wonston Pavilion Committee on the development of the Play Park Project**

Cllr Perrins talked through the playground development design created by Nicola Baldwin of Plot Garden Design. This is a five-year plan and to date fencing has been added along the North boundary and hedging around the rest of the playground. The next stage of the project is underway and contractors have submitted quotes.

**May Parish Council Meeting**

**23/016 APOLOGIES FOR ABSENCE**

Apologies were received from Cllr Jordan & City Councillor Horrill

**23/017 CHAIRS REPORT (APRIL 22 – MARCH 23)**

The Chair's report for the year is attached to the minutes.

**23/018 ELECTION OF CHAIR**

Cllr Lohani nominated Cllr Perrins as Chair and Cllr Peal seconded

**It was RESOLVED** to appoint Cllr Perrins as Chair of South Wonston Parish Council for the forthcoming year.

**Chair Perrins took over the running of the meeting**

**ELECTION OF VICE CHAIR**

Cllr Lohani nominated Cllr Peal as Vice Chair which was seconded by Cllr Street

**It was RESOLVED** to appoint Cllr Peal as Vice Chair of South Wonston Parish Council for the forthcoming year

**ELECTION OF COMMITTEE MEMBERS****Emergency Planning Committee**

Purpose - to convene to consider significant planning applications if a response is required prior to the next Parish Council meeting. Current members are Chair Cllr Peal & Cllr Perrins and one more.

**It was RESOLVED** to appoint Cllr Peal & Cllr Perrins and one more when required for the Emergency Planning Group

**ELECTION OF WORKING PARTY MEMBERS**

The Parish Council must appoint Working Party members, and also the Working Party Chair.

- 1) Pavilion & Recreation Committee – existing members being Cllr Perrins (Chair) Cllr Peal, Cllr Selby & Cllr Street

**It was RESOLVED** to continue with a Pavilion & Recreation Committee whose brief would be to monitor and manage the Pavilion. Cllr Perrins was appointed Chair and Cllr Peal & Cllr Street as members.

- 2) Amenities Working Party- (currently disbanded).

**It was RESOLVED** to retain this working party but leave it at present as being disbanded.

- 3) Complaints Committee – existing members being Chair Perrins, Cllr Berry & Oram

**It was RESOLVED** to set up this committee with members being Chair Perrins, Cllr Berry & Cllr Oram

- 4) Staffing Committee – members being Chair Perrins, Cllr Street and a vacancy

**It was RESOLVED** to set up this committee with members being Chair Perrins, Cllr Peal and Cllr Street.

- 5) Housing Working Party

**It was RESOLVED** to set up this working party with members being Cllrs Perrins, Berry and Street

- 6) Village Design Statement Working Party

**It was RESOLVED** to set up this working party; once the Local Plan has been agreed

- 7) Sustainability Working Party

**It was RESOLVED** to set up this working party with members being Cllr Oram & Cllr Jordan

## **ELECTION OF REPRESENTATION**

**It was RESOLVED** that Cllr Peal and Chair Perrins will be Planning Representatives, including a Tree Volunteer (TPO's). Cllr Oram will take back to the Sustainability group a request for a willing volunteer to become a new tree warden.

**It was RESOLVED** that Cllr Peal will liaise with the Village Hall.

**It was RESOLVED** that Chair Perrins, Cllr Lohani & Clerk would continue as webmasters, Facebook & Instagram.

**It was RESOLVED** that Clerk & Cllr Peal will be Rights of Way Representatives.

**It was RESOLVED** that Cllr Berry and Cllr Lohani will be the Highways Representatives.

**It was RESOLVED** that Cllr Selby remains the Passenger Transport Representative.

**It was RESOLVED** that Waste and Minerals Representatives will be disbanded.

**It was RESOLVED** that Cllr Street remains as the Allotment Group Representative.

**It was RESOLVED** that Cllr Jordan remains as the Sports (Football) Representative.

**It was RESOLVED** that Cllr Street should continue as the Volunteer Litter Picking Representative.

## **23/019 DECLARATION OF INTERESTS**

No interests to be declared.

**The Chair suspended Standing Orders.**

## **23/020 PUBLIC PARTICIPATION**

A resident of South Wonston attended the meeting and asked about the Parish's current lack of memorial / burial ground. There is a piece of land beside the school; could this be used as a burial orchard? Hampshire County Council has said it is happy to look into renting this piece of land; and will work with the Parish Council.

The Chair explained that the council has explored with Worthy Down the

purchase of a piece of land next to Parish Council property. Lt Col Fraser said that the DIO don't look at small patches of land. Cllr Perrins commented that this is only 3 acres of land.

A resident had no questions to ask but is interested to hear an update on Alresford Drove, the Local Plan and pot holes.

### **23/021 Reports from Local Councillors, MOD and Police**

Cllr Godfrey gave an update from Winchester City Council (WCC) which included:-

- From the housing consultation 3,500 letters were received which the Council is working its way through. There will be no update until July before a public enquiry around December;
- Caroline Horrill was re-elected;
- Thursday 1<sup>st</sup> June 11am 500 soldiers will march through the city;
- There are continued problems with fly tipping but it has become easier to report;
- New mayor Angela Clear continues her role for the forthcoming year;

Cllr Warwick gave an update from Hampshire County Council (HCC) which included:-

- Potholes have been a challenge this year and so far from January 40,000 have been fixed. HCC have been given an extra £6 million to help with this problem;
- 98% of children got their first preference of school spaces;
- Repair cafés are running over Hampshire;
- Tick season is now underway and incidents are very high around Hampshire. Residents need to check their pets and children;
- King's Coronation grants were thankfully received by all the Parishes.

Lt Col Fraser gave an update from Worthy Down which included:-

- Solar panel project in Winchester is currently on hold;
- 22/7/23 open day for all of South Wonston;
- 1/6/23 Celebration 1pm onwards. Tickets free but online. The link will be forwarded to Clerk to share;

### **- Alresford Drove**

A resident from Alresford Drove spoke about how HCC Highways were more concerned about cars than people on Alresford Drove. HCC asked for all hedgerows to be removed along Alresford Drove. It doesn't seem to understand its own Highways regulations and the Hedgerow laws. There is also still a WCC enforcement about the hedging being removed from previously.

Cllr Perrins would like to see some output from the meeting in April with HCC on what its plans are. It was noted that Allister Macadam (HCC) has taken on Community Funding Initiatives.

Cllr Berry asked what powers WCC have, and will it arrange for the reinforcement of the hedgerow?.

Cllr Warwick has asked about the bus route coming from Kings Worthy to South Wonston to pick up Henry Beaufort school children

The Parish Council have made an offer to pay or part pay for any works the Community Infrastructure Levy.

**To be noted**

**The Chair resumed Standing Orders**

## **23/022 MINUTES OF THE MEETING HELD ON MONDAY 17<sup>th</sup> APRIL 2023**

**It was RESOLVED to approve the minutes as a true record of the meeting following minor amendments.**

## **23/023 MATTERS ARISING FROM THE MEETING HELD ON MONDAY 17<sup>th</sup> APRIL 2023**

Clerk has received an email from Barclays on opening a new Community Account. Nat West will not proceed with the application without a member of the Parish Council holding an account with them; just an inconvenience that it took them three months to tell us.

**To be noted**

## **23/024 FINANCE**

### **- Recent Transactions**

A spreadsheet of recent transactions was provided for all Members.

**It was RESOLVED to approve the transactions. A copy is appended to these minutes.**

### **- Account Reconciliations**

The Bank Balances as at 30<sup>th</sup> April 2023 were:

Co-op Deposit Account 7	£ 175,443.03
Lloyds Account 10	£ 83,527.14
Total =	£258,970.17

The balances were noted and each reconciliation sheet will be signed by the Chair once all cash books have been brought up to date, to confirm the Council's monitoring role.

Income and Expenditure to 31<sup>st</sup> March 2023 based on cash books; currently not including accruals and prepayments: complete annotated year end accounts will be presented with the AGAR next month.

### To be noted

## 23/025 PLANNING

### - Applications to be considered

**NONE**

### - Decisions by WCC

Reference	23/00466/HOU
Alternative Reference	Not Available
Application Received	Tue 21 Feb 2023
Application Validated	Wed 22 Feb 2023
Address	11A Markson Road South Wonston Winchester Ham
Proposal	Replacement porch and new roofs
Inspected By	Cllr June Perrins
<b>Decision</b>	<b>Application Permitted</b>

Reference	23/00783/TPO
Alternative Reference	PP-12044308
Application Received	Fri 24 Mar 2023
Application Validated	Mon 27 Mar 2023
Address	3 Pine Close South Wonston Winchester Hampshire

Proposal	The tree concerned is a tall mature scots pine. At the rear boundary of our property. It's only the top portion of about 2m that I would like to remove. The tree is beautiful and has a small additional piece at the top.
Inspected By	Cllr June Perrins
<b>Decision</b>	<b>Application Permitted</b>

Reference	23/00231/HOU
Alternative Reference	PP-11895066
Application Received	Tue 31 Jan 2023
Application Validated	Tue 31 Jan 2023
Address	17 Markson Road South Wonston Hampshire SO21
Proposal	Single storey side extension and external alteration:
Inspected By	Cllr June Perrins
<b>Decision</b>	<b>Application Permitted</b>

Reference	23/00612/TPO
Alternative Reference	PP-11995189
Application Received	Tue 07 Mar 2023
Application Validated	Tue 07 Mar 2023
Address	Ruby Cottage Alresford Drove South Wonston Winchester
Proposal	Various works as identified in Arboricultural Report R Reason for works: in the interests of maintaining suitable clearance over the public highway, maintaining suitable clearance from built structures, to maintain trees for aesthetic reasons in line with clients' brief.
Inspected By	Cllr A Peal
<b>Decision</b>	<b>Application Permitted</b>

Reference	23/00704/TPO
Alternative Reference	PP-12022416
Application Received	Fri 17 Mar 2023
Application Validated	Fri 17 Mar 2023
Address	125 Downs Road South Wonston Winchester Hampshire SO21 3EH
Proposal	We have two TPO Conifer tree branches resting against our neighbours Prunus tree. She can't get her tree trimmed without these two branches being removed, as it would leave our Conifer tree branches unsafe.
Inspected By	
<b>Decision</b>	<b>Application Permitted</b>

Reference	22/02037/FUL
Alternative Reference	PP-11498089
Application Received	Fri 09 Sep 2022
Application Validated	Fri 09 Sep 2022
Address	Land To The East Of The A272 Andover Road Littleton Hampshire
Proposal	The construction and operation of an anaerobic dig access road and access from the A272.
Comment- Belinda Clerk @ Headbourne Worthy	HWPC was supportive of the application. The only problem that they felt was worth being aware of is the extra farm vehicles on the roads but that would be unlikely to effect South Wonston. HWPC felt that the benefit for the climate outweighed that disadvantage.
<b>Decision</b>	<b>Application Permitted</b>

#### - Enforcements



An update on the six open cases has been received for May from Winchester City Council.

**To be noted**

**23/026 PAVILION & RECREATION**

**- To receive the minutes of the meeting**

NOTES OF A MEETING OF SOUTH WONSTON PAVILION COMMITTEE 10-05-2023 AT 10.00 am at the Pavilion (as this was not quorate)

**PRESENT**

Cllrs Perrins (JP) (Chairman) and Clerk Mrs Jones (RJ)

**APOLOGIES FOR ABSENCE**

Cllr Selby, Cllr Street, Cllr Peal

**PAVILION MANAGEMENT**

Ray Watts booked to come and paint all the toilets at the end of April.  
Clerk to chase. On completion he will be booked to paint the kitchen and hall.

Cllr Perrins has contacted a builder to refurb the external toilet.

Store cupboards have become tidier but Happy Days need to remove the rest from the middle cupboard.

Clerk needs to book Cleansing Services Group to clean the tank of all rubbish.

Clerk to get the dishwasher fixed.

**FINANCE**

Invoicing has been completed to 31.3.23

**To be noted**

**RECREATION GROUND MANAGEMENT**

Dog Bin - to be moved from Cloudbank and reallocated.

White Picket Fence – to replace as rotting, with either wood or composite.

Community Bench – Replace two of the slates.

BMX Track – Clerk to contact other Clerks and obtain quotes. Put on Facebook asking for ideas from children and parents.

Grass – Grass & Grounds to be contacted as they are not maintaining the

grounds to the standard expected. Clerk to check if they are within contract.

**To be noted**

## **CHILDREN'S PLAYGROUND**

Dever Fencing to start fencing work on 15.5.23. Clerk to also discuss picket fence options.

**DATE OF THE NEXT MEETING**

**Tuesday 7<sup>th</sup> June @10am**

**To be noted**

## **23/027 POLICIES**

### **– Standing Order Policy – to approve changes**

Cllr Peal briefed the Councillors on the changes to the policy.

1. Introduction and Drafting Notes p4: including review dates and noting that the current revision targets the Parish Council's needs and reflecting changes in the working environment and political landscape, enabling South Wonston Parish Council to operate effectively and in accordance with current legislation.
2. The Standing Orders have been made gender neutral.
3. The section on Working Parties (p12) which was an addition has been retained.
4. Ordinary Council Meetings pp12-13: a) and b) = procedures for emergency circumstances. The section on procedure in a pandemic has been removed.
5. f) p13 now states preferred practice and with the addition of exceptional circumstances in which a Parish Council role may be extended.
6. Proper Officer section 15 (xvii) p22 – confirmation that the Parish Council does not hold a seal.
7. Financial Controls and Procurement Section 18 © p23-24 - update on procurement or award of contracts in the light of changes to thresholds and the creation of the Find a Tender Service after separation from the EU. 18 (f) pp 24=25 gives the current thresholds in sterling and inclusive of VAT.
8. Section 20 (b) (Responsibilities to Provide Information) p26 explains how the Parish Council shall now conduct its affairs with regard to transparency. Because its gross annual income or expenditure is less than £200,000 but more than £25,000, the Parish Council falls between the Smaller Authorities and the Local Government Regulations 2015. Therefore. it will regard the Smaller

Authorities Regulations as best and most suitable practice and try to publish information in accordance with the Smaller Authorities requirements.

9. Section 23 (Execution of Legal Deeds) p27 states that the Parish Council will adopt the procedure suitable for councils without an official seal, which calls for the signatures of two councillors witnessed by the Proper Officer (Clerk).
10. Section 17c (Accounts and Accounting Statements) p22 has been updated to show the Responsible Financial Officer's (Clerk) current practice.

### **It was RESOLVED to approve the changes**

#### **– Publication Scheme (FOI) – to approve changes**

Cllr Peal explained the changes which are documented below

New foreword: This Freedom of Information Publication Scheme was last reviewed in 2019. It has now been reviewed and revised in accordance with Version 1.2 20151023 of the Information Commissioner's Model Publication Scheme.

After To make this publication scheme available to the public. New paragraph, "To publish any dataset held by the authority that has been requested, and any updated versions it holds, unless the authority is satisfied that it is not appropriate to do so; to publish the dataset, where reasonably practicable, in an electronic form that is capable of re-use; and, if any information in the dataset is a relevant copyright work and the public authority is the only owner, to make the information available for re-use under the terms of the Re-use of Public Sector Information Regulations 2015, if they apply, and otherwise under the terms of the Freedom of Information Act, section 19. The term "dataset" is defined in section 11 (5) of the Freedom of Information Act. The term "relevant copyright work" is defined by section 19 (8) of that Act."

After Classes of Information. "See Appendix A for specific details of information held". Appendix A will be "Information Available from South Wonston Parish Council 14-1-19", which could be changed to the new revision date. For DCLG, substitute DLUHC ( Department for Levelling Up, Housing and Communities).

### **It was RESOLVED to approve**

**It was agreed to continue the meeting at 9.30pm.**

## **23/028 HIGHWAYS & TRANSPORT**

**- To receive updates from City Council Warwick and Councillors**

Cllr Lohani updated the Council with the highways' defects and the 20 mph flashing light board for which she is awaiting an update from SSE (Electricity Board).

Over the last year there have been 114 reported defects; of which 45% have been resolved.

Borman Way	Overgrown Grass	Lengthsmen (Rachael to action)
Andrea Road	No safety Defects	No safety Defects
Lovell Close	No safety Defects	No safety Defects
Hunts Close	No safety Defects	No safety Defects
Armstrong close o/s 4	moss on pavement cut back vegetation	Lengthsmen (Rachael to action)
Borman Way junction with Downs Road, South Wonston	Carriageway pothole is bigger than since last time it was reported	21671663
S/o 131 Downs Road and opposite bus stop	Damage footway by the contractor working inside the property. Unlawful alteration of public highways. Possible encroachment	21671667
Waverley Drive, South Wonston	No safety Defects	No safety Defects
Green Close, South Wonston	No safety Defects	No safety Defects
Pine Close, South Wonston	No safety Defects	No safety Defects
Rowan Close, South Wonston	No safety Defects	No safety Defects
Hornbeam Close, South Wonston	No safety Defects	No safety Defects

Long Barrow Close, South Wonston	No safety Defects	No safety Defects
Spruce Close, South Wonston	No safety Defects	No safety Defects
Goldfinch Way, South Wonston	No safety Defects	No safety Defects
White Hill Road side of 95 Wrights Way, South Wonston	Overgrown Nettle	Lengthsmen (Rachael to action)
Chaucer Close outside 1, South Wonston	Damaged pavement around BT cover. This was reported last year and nothing has been done	21671668
Chaucer Close opposite 42, South Wonston	6m of footway requires patching	21671669
Opposite 2 Burns Close, South Wonston	Raised soakaway cover and pothole around the cover	21671670
Keats Close , South Wonston	No safety defects	No safety defects
Wrights Way O/s 47 South Wonston, South Wonston	overhanging tree branches	Lengthsmen (Rachael to action)
Wrights Close outside 14, South Wonston	Damaged verge	21671672
Wrights Close junction with Downs Road, South Wonston	Sunken kerb. Remedial Job	21671673
Downsland Way outside house number 13 to 15, 10 to 12 and outside 19 to 27, South Wonston	Request for resurfacing	21671676
O/s 15 Downsland Way, South Wonston	Rocking cover	21671677
Side of 14 Downsland Way, South Wonston	Damaged pavement	21671679
Side of 14 Downsland Way, South Wonston	1m of hedge encroach on pavement	21671680
Walnut Tree Close, South Wonston	No safety defect	No safety defect

Cherry Close, South Wonston	No safety defect	No safety defect
Oaklands, South Wonston	No safety defect	No safety defect
Downs Road o/s 106, South Wonston	Damaged carriageway around gully	21671681
Downs Road o/s 94, South Wonston	Carriageway pothole	21671682
Markson Road, South Wonston	No safety defect	No safety defect
Stavedown Road, South Wonston	No safety defect	No safety defect
Strainers Lane, South Wonston	No safety defect	No safety defect
Downs Road between The Drovers and Christmas Hill, South Wonston	5 carriageway potholes and a deep trench. It is not possible to take a picture of each potholes. Can I please request engineer to visit site and investigate?	21671683
Grove Close between Down Lands Way and Downs Road, South Wonston	Approximately 5 large potholes. It is not possible to take a picture of each potholes. Can I please request engineer to visit site and investigate?	21671684
Blackthorn Close junction with Downlands Way, South Wonston	Carriageway Pothole	21671685
Cloudbank, South Wonston	No safety defect	No safety defect
Orchard Road, South Wonston	No safety defect	No safety defect
Orchard Close, South Wonston	No safety defect	No safety defect

Downlands Way between Grove Close and Cloudbank, South Wonston	No safety defect	No safety defect
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### To be noted

#### - Speed Detection Unit (SDU)

Cllr Berry gave a verbal update on the current position of the SDU and said he will bring data to the next meeting. He will look to integrate the data to date in all locations. Currently the % of speeds over the 30 mph are between 5% and 9% (Alresford Drove is less than 5% based on an average traffic count of 150 vehicles a day; 9% being Downs Road).

It is intended that the SDU will be moved over the next week.

### To be noted

## 23/029 AMENITIES

#### - King's Coronation Sunday 7<sup>th</sup> May

The residents and Parish Council all agreed what a success the event had been. Everyone involved said they had enjoyed it and the Facebook posts were all very positive.

WCC & HCC contributions meant that a tent could be hired which proved to be needed as the sun came out; instead of rain and wind.

Clerk presented the final costings for the King's Coronation.

	Due in	Due out	
SWPC	3,000.00		
HCC	500.00		
Grant	1,000.00		
Tent A or B		1,250.00	
Balloon arch		13.99	
Banner - 10m		6.99	
balloons 30 pcs		2.99	

Abba Stars		1,185.00	
Decades Duo		240.00	
Maddison		100.00	
PA System		250.00	
Bouncy castle		684.89	
Stage		165.00	
Gifts, Bunting		100.00	
Selfie Pod		460.00	
	4,500.00	4,458.86	

### **To be noted**

#### **- Community Café / Warm Hub Café**

Clerk reported that the community café continues to be a welcome addition to the village for the people attending.

### **To be noted**

#### **- Rights of Way**

**THE HAMPSHIRE (WINCHESTER CITY COUNCIL NO.53)  
(PARISH OF SOUTH WONSTON – FOOTPATH NO. 702)  
PUBLIC PATH EXTINGUISHMENT AND  
DEFINITIVE MAP AND STATEMENT MODIFICATION ORDER 2023**

The above-named Order has recently been confirmed under the provisions of the Highways Act 1980, details have been attached to this email and can be found at the following webpage:

### **To be noted**

## **23/030 CLIMATE CHANGE**

#### **- to receive an update from the Sustainability Working Party (Cllr Oram, Jordan and Nicky Turner)**

Cllr Oram gave an annual update as part of the Annual Parish Assembly at the start of the meeting



John Cooper has written a report and is working with Cllr Selby on A Guide to 'Less Traffic' Cycle Route. They walked from Andover Road (by the new crossing) and looked at how to cycle into Winchester. This will be through Kings Barton, Courtney Road, over to the cycle path from Abbotts Barton and through River Park to Middle Brook Street.

Clerk has obtained costings from Tim Norris on the cost to install Swift boxes; including stainless steel fixings it is £25 each:

3 x £25 = 75.00  
 Bird Caller = 45.00  
 Total = 120.00

**It was RESOLVED to approve the purchase of Swift boxes**

## **23/031 COMMUNITY UPDATES - CORRESPONDENCE, WEBSITE UPDATES & FACEBOOK UPDATE**

### **- Correspondences were received from:-**

20/4/23 – A resident of South Wonston – Add Post in Church Lane  
 26/4/23 – A resident of South Wonston – Defibrillator at Village Hall  
 1/5/23 – A resident of South Wonston – Use of Fire Pit by Squirrel Scouts  
 11/5/23 – A resident of South Wonston – Pathway to be cleared at Hornbeam and Paddock Close

9/5/23 – Litter Picking completed by RRT Charity 6/5/23 – Thank you!

### **To be noted**

### **- Website & Social Media Update**

Website updates taking place.

May Facebook – 507 followers and 425 likes

### **To be noted**

**Cllr Street thanked the Chair for all her good work throughout the year.**

## **23/032 DATE OF NEXT MEETING**

The Parish Council meeting will be held on **Monday 5<sup>th</sup> June 2023** at 7.30pm at the South Wonston Pavilion.

**The meeting closed at 9.57pm**