



MINUTES OF THE MEETING OF SOUTH WONSTON PARISH COUNCIL
Held on Monday 8th January 2024 at 7.30PM
To be held at the Pavilion

Present: Chair Perrins, Cllrs Lohani, Peal, Jordan and Berry, City Councillor Godfrey, City Councillor Horrill, County Cllr Warwick, Lt Col Fraser Dowling and Clerk Mrs R. Jones.

23/125 APOLOGIES FOR ABSENCE

Apologies were received from Cllrs Street and Selby

23/126 DECLARATION OF INTERESTS

No interests to be declared.

The Chair suspended Standing Orders.

23/127 PUBLIC PARTICIPATION

The Chair suspended Standing Orders.

A member of the WI came to ask why the defibrillator is still not yet installed on the surgery wall. Clerk and Chair explained that the school had donated one that needed repairing; which was worth exploring before making the decision to purchase.

23/128 Reports from Local Councillors, MOD and Police

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

- The Parish Council should have received the Parish Connect email about small community grants;

- Further grants are available to make businesses more sustainable;
- The Parish Council can purchase electric charging points for the car park with funding from the City Council;
- There is a scheme to improve home insulation for low -income families;
- The consultation will continue until mid-March on the new hospital;
- The Sustainability Group are looking at re-useable cups for future events and have agreed to continue with their Allotment plot. Their next event is 28th January at 2pm to review the previous year and the coming year;
- There is a booking form for the thermal imaging camera on the sustainability website.

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

- No update was available on the solar panel farm;
- There are now 30 electric charging points at the camp;
- Currently looking at bee-keeping as part of sustainability;
- Freedom Parade through Winchester will take place on 26th June 2024;
- Sounding of The Retreat on 24th July.

Cllr Horrill gave a further update from Winchester City Council which included:-

- City Council Elections are in May;
- Budget is to be set in February;
- John Moore Barrack consultation is open. It is important that the Parish Council comments;
- The Local Plan Regulation 19 stage will be later in the year; note the housing numbers haven't changed significantly.

Cllr Peal asked about the extension to the settlement boundary of South Wonston in the local plan. Cllr Godfrey has made comment to the City Council but suggested that the Parish Council resend an email on the subject.

Cllr Warwick submitted her monthly report and gave a verbal update from Hampshire County Council which included:-

- SP 25 savings: an email has been circulated from Hampshire County Council asking residents to comment on what budget cuts should be made to balance it;
- Case has been re-opened on Alresford Drove.

The Chair discussed the plans for the memorial garden at the side of the church. The Church Wardens' next step is to speak to the school governors, The County Council would like the Parish Council to set up a meeting with the Church. It was suggested we go back to the County Surveyor to look to move forward.

The Chair resumed Standing Orders

23/129 MINUTES OF THE MEETING HELD ON MONDAY 11th DECEMBER 2023

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

23/130 MATTERS ARISING FROM THE MEETING HELD ON MONDAY 11th DECEMBER 2023

To be noted

23/131 RESIGNATION OF PHIL ORAM & ADVERTISING OF A VACANCY

Cllr Phil Oram has resigned his post as Councillor but would like to stay as a member of the Sustainability Group.

The Councillors and Clerk would like to thank Phil for his valuable input into helping to set up the Sustainability Working Group with Nickey Turner.

Clerk will advertise the vacancy.

To be noted

23/132 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 31st December 2023 were:

Co-op Deposit Account 7	£146,146.02
Lloyds Account 10	£ 87,303.08
Total =	£233,449.10

The balances were noted and reconciliations to be signed by the Chair, to confirm the Council's monitoring role.

To be noted

- Budget 2024/25

Based on the forecast outturn for the current year and the known projects for the forthcoming year it was agreed by the Councillors that a no inflation increase should be requested.

Winchester City Council has been asked for a precept of £108,375 for 2023/24 which is a zero percent increase. It should be noted that there has been no increase for 4 years.

It was RESOLVED to approve the Budget 2024/25

- Budget Monitoring to 31st December 2023

To review and discuss the budget monitoring to 31st December; plus commitments to 31st March 2024. A copy of the budget monitoring is posted on the website

To be noted

- Three Year Budget Forecasting

As inflation is reducing the forecast used is 4%.

It was RESOLVED to approve the Three-Year Plan.

23/133 PLANNING

- Applications to be considered

Reference	22/02560/PNACOU
Alternative Reference	PP-11665155
Application Received	Thu 03 Nov 2022
Application Validated	Thu 03 Nov 2022
Address	Christmas Hill Farm Stainers Lane South Wonstor
Proposal	agricultural building converted into 3 dwellings
Status	Unknown
Decision	Prior Approval Details Refused
Decision Issued Date	Thu 02 Feb 2023

Appeal Status	Current
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Comments made by Ann Peal at the December PC meeting

Christmas Hill Farm, South Wonston, 22/02560/PNACOU and Appeal APP/L1765/W/23/3321324

The above application was submitted in 2022 by Yearwood Limited through its agent Atlas Planning Group for prior notification of change of use for the conversion of an agricultural barn previously used for the storage of agricultural equipment into three houses, two three-bed and one two-bed, with parking and curtilage, under Schedule 2, Part 3, Class Q (b) of the General Permitted Development Order as amended 2015 (the Act). The barn stands to the west of the former farmyard at South Wonston Farm and the main access is via the Alresford Drive Restricted Byway where it opens onto the C234 to Winchester and Sutton Scotney. The barn is outside South Wonston's planning boundary and so for planning purposes is in the countryside. It forms part of a cluster of buildings, some residential, some equestrian, centred on the former South Wonston Farm.

The application set out to establish whether prior approval was required; if not, the proposal could be deemed permitted under the provisions of the above Act. The Planning Statement asserted that the proposal did indeed meet with the requirements of the above Act. Various representations were made by neighbours, who were mainly concerned with damage to the Alresford Drive Restricted Byway by which traffic is supposed to access Christmas Hill and the C234, and the water supply to the existing dwellings and businesses. There was only one objection; the rest were neutral.

On 2/2/23, the application was refused on the grounds that the cumulative floor space was greater than the 465sqm permitted in the Act, and, contrary to the Act, the proposal would consist of building operations in addition to those specified and in excess of the extent which could be reasonably necessary to convert the building. The proposed development did not consist of building operations necessary to enable the building to be used for residential purposes, instead it comprised of substantial demolition and reconstitution of the existing structure.

The applicant has since appealed. Their agent claimed rightly that Winchester City Council (WCC) was in error regarding the cumulative floor space area. It was actually 459.7sqm, so within the permitted size. WCC admitted their mistake but continued to uphold refusal on the other matters. The appellant maintained that the development would consist of building operations necessary to enable the barn to be used for residential purposes, and not substantial demolition and reconstruction. WCC reasserted its contention that that the proposed development would not be permitted under Class Q of the Act because the works amounted to a rebuild and not a conversion. The big question is, are the building works reasonably necessary for the building to function as dwelling houses? The Act permits installation or replacement of windows, doors, roofs or exterior walls to the extent that is reasonably

necessary for a residential function. As proposed, according to the application, the existing steel frame, including the wall plate steelwork, would remain. The existing concrete wall panels would remain. A new internal timber frame would be installed within the footprint and supported off a new beam and block ground floor structure. Within the existing steel frame, a new timber frame structure would support the replacement timber cladding. The existing fibre cement profile sheet roof would be removed and the existing metal roof structure would remain. New undulated metal roofing panels would be supported off the existing steel purlins and roof structure and new rooflights would replace the existing transparent plastic roofing. All the above, the applicant maintained, are allowed under Q1 (i) of the Act, or don't require planning permission and are necessary for function. Even though multiple operations were required, they didn't automatically indicate that the works weren't reasonably necessary or went beyond what could be considered as a conversion. A structural report was submitted along with the appeal providing assurance that the existing steel frame was capable of taking the loading associated with the new external works. It was concluded that there was no substantial evidence to suggest that the works were a rebuild, not a conversion.

The applicant has covered all the items allowed for comment on Pt 3 Class Q. The most relevant is Transport and Highways, which were of concern to the neighbours. The Parish Council would probably agree with this, as there are only two feasible approaches to the barn. From Stavedown Rd, a narrow single-track privately owned bridle way, and from Christmas Hill, an unmade restricted byway, part of Alresford Drove. The latter is the official access and receives most of the traffic to and from the residents and businesses (the odd van or car has been spotted on the bridleway). Three new dwellings, their construction and services will undoubtedly increase traffic to the detriment of the wearing surface.

If we are to make a representation to the Planning Inspectorate, Transport and Highways should be the chief subject.

- Decisions by WCC

Reference	23/01172/FUL
Alternative Reference	PP-12060009
Application Received	Mon 15 May 2023
Application Validated	Thu 29 Jun 2023
Address	Land North Of Bridge Bungalow Lower Road South Wonston Hampshire

Proposal	Temporary rural workers dwelling, agricultural building, forest school, ancillary works, polytunnel and greenhouse. (AMENDED DESCRIPTION AND PLANS) (PART-RETROSPECTIVE).
Status	Decided
Decision	Application Refused
Decision Issued Date	Tue 12 Dec 2023

Reference	23/02391/HOU
Alternative Reference	PP-12517794
Application Received	Tue 10 Oct 2023
Application Validated	Tue 10 Oct 2023
Address	25 Wrights Close South Wonston Winchester Har
Proposal	Front, rear and side, single storey extension and the placement of a timber office in the rear garden
Inspected By	Cllr June Perrins
Decision	Application Permitted

- Enforcements

An update on the open cases for South Wonston has been received for January; which included a complaint.

TO BE NOTED

23/134 PAVILION & RECREATION

No meeting took place between the Parish Council meetings

TO BE NOTED

23/135 HIGHWAYS & TRANSPORT

- To receive updates from City Council Warwick and Councillors

Cllr Lohani updated the Council on highways defects

Alresford Drove, South Wonston	Request for ditch re-dug	21676556
outside Village Hall, South Wonston	sunken trench on carriageway	21680150
Christmas Hill Road	deer sign request	21682121
Lower Brook Road, South Wonston	Highways Boundary enquiry	21685466
ALRESFORD DROVE	Freedom of Information request - Ditching work	21692889
Goldfinch Way, South Wonston	unlawful flag on street lamp post	21693972
opposite 38 Downs Road	uneven cover and damaged pavement around cover	21693973
Christmas Hill opposite Crestover, South Wonston	50mph speed sign covered with overgrown vegetation	21693974
Christmas Hill by Lower Road, South Wonston	two damaged flecta board	21693977
Christmas Hill junction with Lower Road, South Wonston	Carriageway pothole	21693979
opposite 108 Downlands Way, South Wonston	Uneven pavement	21693980
Blackthorn Close junction with Downlands Way, South Wonston	Rocking cover	21693981
Bridleway, Downlands Way	overgrown nettles	Lengthsmen
Orchard Drive / Orchard Close	footway and carraigeway needs sweeping	Winchester City Council
Christmas Hill by Downs Road	footway needs sweeping	Winchester City Council
Wrights Close, South Wonston	footway needs sweeping	Winchester City Council
Between La Frenaye Place and Goldfinch Way	overgrown vegetation	Lengthsmen
Goldfinch Way, South Wonston	overgrown vegetation	Lengthsmen
Hunt Close, South Wonston	overgrown weeds and nettles	Lengthsmen
Armstrong close o/s 4	footway covered with moss and overgrown vegetation	Lengthsmen

Outside Greenacres, Alresford Drove, South Wonston	Damage carriageway edge with potholes needed haunching	21702547
opposite 2 Alresford Drove, South Wonston	Damage carriageway edge with potholes needed haunching	21702550
Alresford Drove, South Wonston junction near Old Stoke Road	missing sign from the post	21702552
Alresford Drove junction with West Hill Road, South Wonston	Damage sign post	21702554
Orchard Road, Armstrong Close, Cycle Lane / pavement on Christmas Hill, Goldfinch Way	pavement green moss spraying request	21702565

To be noted

- Alresford Drove

Email From HCC Transport- S106 works [postponed]

I am sorry to have to inform you that we have to postpone the planned s106 works until after the New Year.

The recent wet weather has created urgent safety issues on the network and we have had to redeploy the resources that were due to carry out the works in the village next week.

I appreciate that this will create disappointment in the village and will annoy the directly affected residents.

The gateway village fencing & sign initial payment to go with CFI funding is £1,250. This invoice will be paid in January and is showing on the transactions report.

To be noted

- Speed Detection Unit

Cllr John Berry is waiting to work with Cllr Jordan to put up the air quality plant and then the SDU in West Hill Road.

To be noted

- Salt Boxes

Cllr John Berry has checked the salt boxes; some of them require topping up.

Grish will report to HCC once John emails her the details

To be noted

- Lengthsmen Work

Clerk has noticed that Lower Road into Ox Drove paths have become waterlogged and muddy.

Council agreed that the stretch from Lower Link Road to the Watercress Way should be paid for by the Council as this work was carried out by the Council. The other stretches should be done by HCC. Cllr Berry said he would contact and meet HCC Countryside.

To be noted

23/136 AMENITIES

- Carol Singing at the Park

Carol singing in the park was a great Community Event to start the Christmas festivities. This year it will be advertised earlier, including a banner.

To be noted

- Defibrillator

The school's donated defibrillator is still showing a red light after updating the pads. Clerk to speak to Medina to see if it can be fixed or alternatively purchase a new one. Spend for this has already been approved at a previous parish council meeting.

To be noted

- Litter Picking

Clerk and Councillors to volunteer to help litter pick along Alresford Drove & Christmas Hill and will open up the invitation to the

Sustainability Group.

To be noted

23/137

POLICIES

- to review and approve changes to the policies

a) Social Media Policy

b) Co-Option Policy

c) Complaints Policy

Cllr Peal reviewed the policies and has made the suggestions below:-

-SOCIAL MEDIA POLICY

Section 2 HOW SOUTH WONSTON PARISH COUNCIL WILL USE SOCIAL MEDIA

“...to publish notices, agendas, draft and approved minutes, papers that support the agenda, circumstances permitting, in accordance with the Smaller Authorities (Transparency Requirements) (England) Regulations 2015 (see Standing Orders 20b) and dates of meetings...”

Section 3 CODE OF PRACTICE FOR COUNCILLORS, COUNCIL STAFF AND VOLUNTEERS

“...post information about an individual unless given permission (breach of Data Protection Act 2018). Please note that the EU’s General Data Protection Regulation (GDPR) has been lifted into a new UK GDPR January 31st 2020, The Data Protection Act 2018 has been amended to be read in conjunction with the new UK GDPR instead of the EU GDPR. “Libellous” is the correct spelling. The incorrect version also appears in Section 4 GUIDELINES FOR THE PUBLIC.

-CO-OPTION POLICY AND PROCEDURE FOR A NEW COUNCILLOR

Comment only: the National Association of Local Councils’ Legal Briefing L 15-08 (LTN 8/ Elections and Co-option was still valid on 8th July 2022. I can’t find any reference to a revision or update so I assume it is still valid and our policy, which is based on it, does not need amending.

-COMPLAINTS POLICY

We might like to change “Chairman” to “Chair” throughout. Our policy states that the Appeals Committee’s decision is final but doesn’t expand on whether or not the complaint has been justified. Stage 4 Appeals might be better as follows:

“If the complainant is still dissatisfied, they can put their concerns in writing to the Parish Council within fourteen days of receipt of the result of the committee’s proceedings. These will be considered by an Appeals Panel consisting of previously uninvolved councillors. The panel will, within twenty-one days of receipt of the appeal, look into all the

information relative to the complaint and the way it was handled. It may contact the appellant for further information or invite them to a meeting for continued dialogue, at which the appellant may have their preferred representation. The appellant will be notified of the result of the appeals process within seven days. If the panel finds that the complaint was dealt with correctly, the appellant will be notified that their appeal was unsuccessful. The decision is final. If it is found that the complaint was mishandled, it will be referred back to the original committee or a full council meeting for consideration. The appellant will be notified of the outcome within fourteen days. This may involve rejection of the Appeal Panel's conclusion with strong justification, or acceptance with a resolution to improve performance. Either way, the case will now be closed".

It was RESOLVED to approve the changes

It was agreed to continue the meeting after 9.30pm

23/138 CLIMATE CHANGE

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

Cllr Sam Jordan emailed an update:-

Event plans for 2024
 - 28 Jan Recruitment Event
 - 28 Apr Repair Café event (pending)
 - 6 May Swap and Buy event

There is an ambition to consolidate sub-groups and produce deliverables that are SMART for both the PC and the Sustainability group.

A report on the Thermal Heat Camera usage will be produced for the Parish Council meeting in February.

Cllr Perrins talked to Councillors about the letter received from the Sustainability group.

To be noted

23/139 COMMUNITY UPDATES - CORRESPONDENCE, WEBSITE UPDATES & FACEBOOK UPDATE

- Correspondences were received from:-
 12/12/23 – A resident of South Wonston – SDU to be placed on Alresford Drove
 15/12/23 – A resident of South Wonston – Illegal Use of Motorbikes

on Restricted By-Way (X2)

30/12/23 – A resident of South Wonston – Defibrillator

6/1/24 – A resident of South Wonston – Book Swap Leaking

To be noted

11/12/23 – An email has been received from Citizens Advice Bureau Winchester District, asking for a grant to support their charity.

It was RESOLVED to approve a grant of £250 and Clerk will request a grant application to be completed.

- Website & Social Media Update

The website continues to be updated regularly.

Users 571 Likes 459

To be noted

23/140 DATE OF NEXT MEETING

The Parish Council meeting will be held on **Monday 12th February 2024** at 7.30pm at the South Wonston Pavilion.

The meeting closed at 9.40pm.