

**A MEETING OF ALLBROOK AND NORTH BOYATT PARISH COUNCIL
WAS HELD ON 23 NOVEMBER 2011
AT OTTERBOURNE VILLAGE HALL AT 7PM**

PRESENT: Councillor Wall (Chairman), Councillor Mrs Symonds, Councillor Smith and Councillor Mrs Sollitt.

36. APOLOGIES

Apologies for inability to attend the meeting were received on behalf of Councillor Mrs Calder and Hawes.

37. DECLARATIONS OF INTEREST

Councillor Mrs Symonds declared a personal interest in item 6: PCSO and item 9: Allotments.

38. MINUTES OF THE MEETING OF ALLBROOK AND NORTH BOYATT PARISH COUNCIL HELD ON 21st SEPTEMBER 2011

The Parish Clerk would add Councillor Mrs Sollitt to the apologies for the 21st September 2011 meeting.

RESOLVED: That the Minutes of the meeting held on 21st September 2011 be approved and signed by the Chairman as a true and correct record.

39. PUBLIC PARTICIPATION

Future Meetings

The Council discussed with the public the cost of holding meetings. While Crestwood School was free to hire, Otterbourne Village Hall cost £25 per session. It was agreed that meetings for 2012/13 would be held at Crestwood School.

OAP Signs

A member of the public requested 2 OAP signs near the bus stop to help OAP's crossing Winchester Road in Otterbourne. The Parish Clerk would pass this request onto Otterbourne Parish Council.

The Green at Maypole Villas

Residents of Maypole Villas requested that they be granted authority to maintain the green at Maypole Villas. The Parish Clerk would raise this request onto Eastleigh Borough Council.

Buses

A member of the public advised the Council that bus numbers had been reduced and this had a negative effect on those who use them, especially the elderly, commuters and students. The Parish Clerk would raise this complaint with Eastleigh Borough Council.

40. MATTERS ARISING

Bank Account

Following Parish Council approval at the last meeting, 21st September 2011, the Parish Clerk

had started the transfer of funds from the Eastleigh Borough Council (EBC) holding account, to the Parish Council bank account. From January 2012, all financial transactions would take place from the Parish Council account and the Parish Clerk would arrange for the EBC holding account to be closed and any remaining funds transferred.

Following on from the last meeting, the Parish Clerk had arranged for the Parish Clerks Quarter 3 salary and income tax to be the first cheques issued from the account – approval for these payments was made at the previous meeting, 21st September 2011. The Parish Council approved this.

Street Lighting

Following on from the last meeting, The Parish Clerk had written a letter of complaint to Hampshire County Council regarding problems with the new street lighting. No response had been received; the Parish Clerk would chase this.

Maypole Villas – Dog Fouling

Following on from the last meeting, The Parish Clerk had contacted Streetscene and requested that the street be cleaned and to be put on a regular patrol for dog fouling. The Parish Clerk was informed by a member of the public that there had been an improvement.

Maypole Villas – Parking on Green Verges

Following on from the last meeting, the Parish Clerk had contacted EBC whom had passed the issue to Guy Riddoch, the Area Coordinator.

Woodside Avenue

HCC's programmes of work for Eastleigh 2012/13 had been published. HCC had allocated £100,000 for these programmes, for which a pedestrian crossing at Woodside Avenue was one of them, which had been requested by the Parish Council.

PCSO's

The Parish Clerk advised the Council that PCSO Kirsty Paice had moved stations and the Parish's PCSO's were now Michael Higgins and Mani O'Hanlon.

Otterbourne Hill – Open Space

The Chairman advised the Council that following the last meeting a response to the Pegasus Planning Group's letter dated 8th August 2011 had been sent. The Parish Council discussed the subsequent reply from Pegasus (letter dated 2nd November 2011).

The Council noted the positive response from Dawn Errington, EBC Major Applications Team Leader. The Parish Council agreed that they were happy with the new financial contributions, on the condition that the developers lay the land out.

The Chairman noted that the maintenance of the land needed to be agreed at a future Parish Council meeting.

RESOLVED: That, the:

1. Parish Council approve the financial contributions listed in the letter from the Pegasus Planning Group dated 2nd November 2011, and would take on the management of the land as soon as the laying out of the open space was complete; and

2. Future maintenance of the open space be discussed at a future meeting of the Parish Council.

41. PCSO – MIKE HIGGINS

The Parish Council welcomed PCSO Mike Higgins to the meeting.

PCSO Higgins informed the Council that the new PCSO was Mani O'Hanlon.

PCSO Higgins reported damage to the Scout Hut on Boyatt Lane and a burglary at a non dwelling site, a garage, on Allbrook Hill in October 2011. As well as a call out regarding anti social behaviour in Boyatt.

The Parish Council thanked PCSO Higgins for attending the meeting.

42. PARISH PLAN – COUNCILLOR SUZANNE HUDSON

The Parish Council welcomed Councillor Suzanne Hudson, Parish Councillor for Otterbourne Parish Council, to the meeting.

Parish Plan

Councillor Mrs Hudson advised the Council that Otterbourne Parish Council were pleased with their plan. Otterbourne produced their Parish Plan in 2004. It took 2 years to generate. Councillor Mrs. Hudson informed the Council that producing the Parish Plan was the work of the whole community and not just the Parish Council. Otterbourne Parish Council had received a grant to produce the document from the Countryside Agency. 60% of goals set in the Plan had been met. The Plan was seen as a baseline to be added to and not for new plans to be drawn regularly.

Village Design Statement

Following the success of the Parish Plan, Otterbourne Parish Council embarked upon producing a Village Design Statement, which was completed in 2006. Again the Parish Council had received a grant.

Emergency Plan

Otterbourne Parish Council had now produced an emergency plan.

Neighbourhood Plan

Councillor Mrs. Hudson advised the Council that the plans being promoted by the Department for Communities and Local Government were Neighbourhood Plans. Otterbourne Parish Council were interested in producing one of these plans. Councillor Mrs Hudson suggested that this could be a good option for Allbrook and North Boyatt Parish Council.

Councillor Mrs Hudson explained that the above plans were produced through grants, Parish Council reserves, donations from the public and time and talents given for free. The precept was not raised to produce any of the above plans.

The Parish Council thanked Councillor Mrs Hudson for attending the meeting.

43. PARISH PLAN FOR ALLBROOK AND NORTH BOYATT PARISH COUNCIL

It was agreed that Allbrook and North Boyatt was different from Otterbourne and that a different approach was needed. It was also felt that more research into what could be done was needed. The Chairman suggested that the Parish Clerk research what demographic information was available at EBC, including the Design Statement for North Eastleigh.

Councillor Mrs Symonds thought that the Parish Plan was an excellent document and tool for a Parish Council, but thought that Allbrook and North Boyatt Parish Council should revisit this in 18 months time once the Council was more established and the current financial climate was settled. However she agreed with the Chairman that research on what is available from EBC would be useful.

RESOLVED: That, Parish Plans would be revisited in 18 months time and in the meantime the Parish Clerk would research what demographic research EBC had already undertaken.

44. TRAFFIC PROPOSALS

The Parish Council welcomed Matthew Grantham, Principal Transport & Development Planner, to the meeting.

Mr Grantham discussed the issues which had been raised at previous Parish Council meetings. He explained that all issues raised at Parish Council meetings, which were then passed onto EBC were added to the Transport Scheme Inventory. Through Eastleigh Local Area Committee's these proposals were prioritised and then feasibility studies were undertaken once funding was made available.

Pedestrian Crossing at Woodside Avenue

Mr Grantham confirmed that a pedestrian crossing at Woodside Avenue had been added to the EBC Transport Scheme Inventory (TSI 549) and provisionally added to HCC's minor works programme for 2012/13, subject to feasibility work which was currently being undertaken.

Traffic lights at Allbrook Hill

Added to the Transport Scheme Inventory (TSI 547). Previous studies had been undertaken before, but none had found a suitable suggestion. One possibility would be to remove residential parking to widen the road. But HCC understood that this would not be favourable by residents. Traffic lights were not an acceptable solution, as queuing would block the roundabout at the top of the hill.

Mr Grantham advised the Council that HCC were potentially undertaking an Environmental Improvement Study and (subject to the securing of funding) Allbrook Hill was included in this. The study was at the very earlier stages, but would likely consider the reconfiguration of the road. The Parish Council would be informed of any future outcome.

A suggestion from the public to reduce the amount of cars parked on the hill, especially by the roundabout at the bottom of the hill, was to encourage the enforcement of double yellow lines. The Parish Clerk would request more traffic wardens to patrol Allbrook Hill.

Speed Limit on Allbrook Knoll

Added to the Transport Scheme Inventory (TSI 548). HCC, the responsible authority, had stopped the '20 is plenty' signs. However a feasibility study could be undertaken to suggest

further solutions.

New footpath running aside Rookwood Close, around to Chartwell Close

Added to the Transport Scheme Inventory (TSI 550). Mr Grantham agreed that the road there was very dark and the best solution was for a new footpath. However this may also require a provision of street lighting for safety reasons which would make the overall scheme very expensive and it was unlikely that funding would be available for this.

The Parish Council thanked Mr Grantham for attending the meeting.

45. ALLOTMENTS

The Parish Clerk circulated a new version of the allotment report, which included a number of updates from the previous report (attached to these minutes as appendix 1).

The Parish Clerk advised Councillors that they had been informed by David Ebert Solicitors that the transfer should be formalised by the end of November 2011. As the transfer was almost complete, the Parish Clerk believed it to be an appropriate time to put into place an action plan for deciding on the future management of the Broomhill and Lincoln's Rise Allotments.

The Parish Clerk informed the Council that they attended the last allotment site rep meeting at EBC on 1st November 2011 and undertook a site tour of Broomhill allotments on Saturday 19th November 2011. The Parish Clerk would organise a site visit of Lincoln's Rise allotment.

At previous meetings, the Parish Clerk advised Councillors that there were three possible models of management for the allotments:

1. The Parish Council solely managed the sites;
2. An Allotment Association was set up and solely managed the site, but the Parish Council would still own the site; and
3. An Allotment Association was set up and jointly managed the site with the Parish Council. Responsibility is therefore shared.

The Parish Council had previously expressed an interest in sharing the management responsibility with an Allotment Association.

The Parish Clerk suggested that the Parish Council began to formulate a proposal for the future management of the allotment sites and that this proposal was open for consultation by the public and allotment holders.

Councillor Mrs Symonds informed the Council that Broomhill Allotment holders had held a meeting on Sunday 20th November 2011. It became apparent through the meeting that there was a lack of understanding as to what EBC did and the actual cost of running the allotments. The Parish Clerk advised that this would be clear once the transfer had taken place and all documentation was transferred to the Parish Council.

It was suggested that Lincoln's Rise would prefer to solely manage the site. The Parish Council acknowledged that the management of the two sites could be different as the sites themselves were different.

The Chairman noted that it was important to build up the allotment's financial reserves. The Council did not intend on raising rents, so long as they were able to manage the allotments within the same budget as EBC.

The Parish Council agreed to the provisional action plan and that allotments be discussed at the extraordinary meeting on 14th December 2011 as more information would be available.

RESOLVED: That, the provisional action plan be implemented and that the management of the allotments be discussed at the extraordinary meeting of the Parish Council on 14th December 2011.

46. LOCAL PLAN – DEVELOPMENT PRESSURES

Consideration was given to a report of the Parish Clerk on Eastleigh Borough Council's: Draft Eastleigh Borough Local Plan for 2011 – 2029.

The Chairman outlined why the Local Plan was being produced and how EBC had come to the proposals they had. The Chairman then explained that in the Allbrook and North Boyatt Parish area there would be a need for 115 extra houses. While 85 houses were already allocated, it only left 25 houses to be built on green space. The area of green space between Boyatt Lane and Portchester Rise was identified as a potential area for the development. The Council discussed the semi detached bungalows on Pitmore Road.

The Parish Clerk had organised an extraordinary meeting on 14th December 2011 to further discuss the implications of the Local Plan and would arrange for an EBC Planning Officer to attend and it would provide an opportunity for the Parish Council to formulate a response to the document. It was agreed that the Parish Clerk would produce a separate leaflet to be posted on notice boards explaining the affect of the Local Plan for Allbrook and North Boyatt.

RESOLVED: That, an extraordinary meeting of the Parish Council be arranged for 14th December 2011 to formulate a response to Eastleigh Borough Council's Draft Eastleigh Borough Local Plan for 2011 – 2029 and that the Parish Clerk produce a separate leaflet explaining the effects of the Local Plan for Allbrook and North Boyatt.

47. CORRESPONDENCE

The Parish Council considered a report by the Parish Clerk which advised Councillors on correspondence received by the Parish Clerk since the last meeting.

2013 Review of Parliamentary Constituencies in England

The Parish Clerk advised the Council of the 2013 Review of Parliamentary Constituencies in England. Although there were changes to the Eastleigh Boundaries, none of them affected the Allbrook and North Boyatt area.

Jubilee Beacons

The Parish Clerk advised the Council that they had received an invitation to take part in the Jubilee celebrations. It was agreed that the Parish Clerk would see what jubilee activities were taking place in Eastleigh and report back to the next meeting.

RESOLVED: That the report be noted.

48. BUDGET AND PRECEPT FOR 2012/13

Consideration was given to a report of the Parish Clerk on the budget and precept for 2012/13, which was agreed by the Parish Council, with the one amendment that there is no provision of Chairman's expenses.

The Parish Clerk suggested that the precept should remain at £30,770 for 2012/13 as on the basis of the draft budget there should be no need to increase the precept level. This was agreed by the Parish Council.

The Parish Clerk proposed that a savings account be set up to store special funds until they are required. The Parish Council approved the creation of a savings account for special funds.

RESOLVED: That: the

1. parish precept remain at £30,770;
2. draft budget for 2012/13 be approved; and
3. Parish Clerk sets up a savings account for special funds.

49. FINANCIAL MATTERS

Budget Monitoring: The Parish Council considered the budget monitoring schedule up to 27th July 2011 (attached to these minutes as appendix 2).

RESOLVED: That the schedule be noted.

Expenditure: The Parish Council considered the paper on expenditure, which detailed new cheques to be issued. Members agreed to endorse all cheques presented in the report, as listed below.

Chqs for Endorsement - from EBC Holding Account

| | | | | |
|-----|---|------------|-------|------------|
| 035 | Audit Commission <i>External Audit for 2010/11</i> | £342.00 | £0.00 | £342.00 |
| 036 | David Ebert <i>Land Registry Fee for Broomhill Allotment</i> | £50.00 | £0.00 | £50.00 |
| 037 | David Ebert <i>Land Registry Fee for Lincoln's Rise Allotment</i> | £50.00 | £0.00 | £50.00 |
| 038 | Allbrook and North Boyatt Parish Council <i>Transfer of funds from EBC holding account to Parish Council's account</i> | £12,000.00 | £0.00 | £12,000.00 |

Chqs for Endorsement - New Parish Account

| | | | | |
|----|---|--|--|---------|
| 01 | Carly Walters (Parish Clerk) Clerk Salary and Expenses for Quarter 3 | | | £931.89 |
| 02 | HMRC Clerk Income Tax Quarter 3 (2011-12) | | | £199.40 |

RESOLVED: That, authority be given for the payment of cheque 035 – 038 from the EBC Holding Account and endorsement for cheque 001 – 002 from the Parish Council account.

50. DATE OF THE NEXT PARISH COUNCIL MEETING

Extraordinary meeting

14th December 2011 at 7pm in Otterbourne Village Hall.

Next Ordinary Meeting

25th January 2012 at 7pm in Crestwood School.

The meeting ended at 8.45p.m.

CHAIRMAN