

# BISHOP'S WALTHAM PARISH COUNCIL

Minutes of the meeting of the Planning, Environment and Highways Committee  
held at Jubilee Hall, Little Shore Lane, Bishop's Waltham on  
Tuesday 26<sup>th</sup> June 2018 commencing at 7.00pm.

## Present:

### Committee Members

Cllr R Shields  
Cllr R Howe  
Cllr B Nicholson  
Cllr G Westcombe

Chairman  
Vice Chairman

### Non-Committee Members

None

### Also in attendance

Mr I Harris  
Mrs E McKenzie  
Mr P Wall

Tree Warden  
Administration Officer  
Parish Lengthsman

### Members of public

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## PEH019/18 To receive and accept apologies for non-attendance

Cllr S Jones - indisposed  
Cllr Mrs J Wood – family commitment

**Resolved: To receive and accept apologies for non-attendance as tabled**

**Proposed: Cllr R Howe**

**Seconded: Cllr B Nicholson**

**All in favour**

Other apologies received – Ms S Jones, Tree Warden

## PEH020/18 To receive any declarations of disclosable pecuniary interests on items on the agenda

None

## PEH021/18 To receive any declarations of personal, pecuniary and non-pecuniary interests on items on the agenda

Cllr Shields – application SNDP/18/03017/HOUS & SNDP/18/03018/LIS

## PEH022/18 Public Session

A resident explained the background to the installation of the Clock in St George's Square and was concerned about the proposal to 'stop the clock' to be discussed in the meeting. A reply was provided to say it was a proposal for discussion and a public survey would be undertaken to gather views. A request was made to estimate the cost of fixing the clock and a plan set up to cover future maintenance.

A second resident reiterated this concern and reminded the Committee that the clock had been set up by funds raised through public subscription. A request was made that the public be involved in the decision to stop or continue to maintain the clock via a survey.

The resident continued by highlighting the problem of weeds growing along the High Street and verges. It was understood that WCC carried the responsibility to clear weeds but that the image of the town was being tarnished by this lack of care. It was requested that Parish Council staff remove the weeds before they seed, and do not use weed killer due to its residue, to ensure the tidiness of the streets and uphold the proud image of Bishop's Waltham.

The Chairman replied that the Committee would tackle this issue. The Halls and Grounds Committee Chairman also offered his concern and commitment to this.

Finally, the resident commented on the increase in planning applications that turned garages into habitable space, which inevitably meant that cars meant to be stored in garages were parked at the front of properties or, increasingly, on the highway.

An email was presented from a resident of Montague Road seeking information from the Developers, Land Management Team and WCC regarding site management of the Ponside area. A councillor added that some of the overgrown areas had been tackled, but not all. It was also noted that the swales were now overgrown too and could present a health and safety risk. **ACTION: Report concerns to Developers, Land Management Team and WCC** **ACTION: Admin Officer/Clerk**

**PEH023/18** **Parish Lengthsman's Report**

Mr Wall reported/commented on the following:

Light duties currently being undertaken with the support of the Community Payback Scheme

Projects completed by the CPS: strim and clearance of weeds around Priory Park Clubhouse along with a litter pick of the car park and surrounding area

A verbal list of projects planned for the next few months was provided. The Chairman queried how priorities were made and it was explained that the Clerk and Parish Lengthsman considered this together. The Chairman requested the list for the next meeting to consider the items and ensure necessary budgeting was aligned with the schedule.

**PEH024/18** **Parish Council's Tree Wardens' Report**

The Tree Warden explained the recent team actions and that mapping and identification was nearly complete. The matter of what to do with trees that were missing from the original TPO plan, and how to add on significant trees that were felt should be on the plan. The Chairman requested a report with recommendations to be considered which should clearly include these two key points. **ACTION: To present written report with recommendations to the Committee** **ACTION: Tree Wardens**

It was noted how the work of the Tree Wardens was valued and thanks were given to the team.

**PEH025/18** **Minutes of the meeting of the Planning, Environment and Highways Committee 22<sup>nd</sup> May 2018**

**Resolved: to approve the minutes of the meeting of the Planning, Environment and Highways Committee of the 22<sup>nd</sup> May 2018.**

Proposed: Cllr Howe

Seconded: Cllr Nicholson

All in favour who were at the meeting

**PEH026/18** **Actions Arising from the Minutes of the meeting of the 22.5.18**

Noted.

The trees on Winchester Road were noted as the responsibility of Hampshire County Council.

**PEH027/18** **Financial Position Year to Date**

**To note current position.**

Position year to date noted.

**PEH028/18** **Planning Applications for consideration**

**18/01211/HOU**

**Closing date for comments 11.6.18**

Mr T Webb

Demolish existing conservatory and replace with a single storey rear extension. Extend and convert the existing single garage into habitable space. Infilling the existing porch.

**3 Mallard Close, Bishop's Waltham, SO32 1LW**  
**Recommendation: No comment.**

**SDNP/18/02502/HOUS** **Closing date for comments 14.6.18**  
Mr & Mrs B Wood  
Erection of new orangery to side elevation.  
**Hill House, The Hangers, Bishop's Waltham, SO32 1EF**  
**Recommendation: No comment.**

**18/01026/HOU** **Closing date for comments 15.6.18**  
Mr S Barnes  
2 Bay Oak framed Car Port  
**6 Hazel Grove, Bishop's Waltham, SO32 1PS**  
**Recommendation: No comment.**

**18/01146/HOU** **Closing date for comments 22.6.18**  
Mr D Button  
Double-storey rear extension  
**7 St Swithun Close, Bishop's Waltham, SO32 1JY**  
**Recommendation:**  
Comment: A fully hipped roof would reduce the loss of sunlight in the garden of the neighbouring property. The extension should not extend beyond the line of the neighbouring house.

**SDNP/18/03017/HOUS &**  
**SDNP/18/03018/LIS** **Closing date for comments 6.7.18**  
Mrs J Wise  
Provide first floor accommodation by raising the roof to the South West end of building. Internal alterations to create a first-floor shower room. Secondary glazing throughout. Construction of a garden room extension with patio to the north west end of the building. Construction of a double garage with loft space and provision of a new vehicular access onto Ashton Lane  
**Chapel Farm, Ashton Lane, Bishops Waltham, SO32 1FR**  
**Recommendation:**  
Comment: Highways to review access, and approve splays, as a very dangerous corner to enter/exit from.

**18/01296/FUL** **Closing date for comments: 11.7.18**  
Wintershill Estates  
Two General Purpose Agricultural (Inc. Livestock) Buildings (Part Retrospective).  
**Wintershill Farm, Wintershill, Durley.**  
**Recommendation: No comment.**

**18/01260/HOU** **Closing date for comments: 11.7.18**  
Mr Cook  
Partial garage conversion.  
**19 Godfrey Pink Way, Bishop's Waltham.**  
**Recommendation: No comment.**

**All councillors were in agreed of these recommendations.**

PEH029/18 **Planning Applications.**  
**Decisions by WCC Delegated Officers/Committee, SDNP Planning Authority and Appeal Decisions.**  
Noted.

PEH030/18 **Amendment to Tree Wardens' Terms of Reference.**  
Proposal for consideration.

**Resolved:**

i) **To agree to change the TORs of the Parish Council Tree Preservation Officer by changing the title to Tree Warden and deleting all reference to tasks relating to Parish Council land**

ii) **To agree to the revised TORs as tabled**

**Chairman's Proposal**

**All in favour**

**ACTION: To update TORs and send copy to Tree Wardens    ACTION: Clerk**

PEH031/18 **Stopping the Millennium Clock**  
**Proposal from the Chairman for consideration**

The Chairman presented the proposal, outlining the background and current state of the clock. The concern that the clock faces stopping was a common occurrence and the repairs required over the last three years were highlighted. It was emphasised that the clock was an image strongly associated with Bishop's Waltham and should be kept.

**Resolved:**

i) **To gather estimates of cost to repair and maintain the clock**

ii) **To conduct both formal and informal surveys of residents to gauge views**

**Chairman's Proposal**

**All in favour**

**ACTION: Gather estimates of cost to repair and maintain the clock.    ACTION: Clerk**

**ACTION: Conduct surveys**

**ACTION: Councillors & Admin Assistant**

PEH032/18 **Claylands Road**  
**Yellow lines**  
**Request for consideration**

It was observed the increase of parking vehicles may be due to the current works taking place at Cunningham House.

**Resolved: To request HCC to consider yellow lines at this key position**

**Chairman's Proposal**

**All in favour**

**ACTION: Clerk**

PEH033/18 **Correspondence for consideration:**  
**i) Edwards – pavements in town centre.**  
**ii) Southern Co-operative – signage.**

**i) Edwards – pavements in town centre.**

It was noted that a survey had been undertaken regarding access in the high street as part of the Forward Plan 2014-2018. The report had raised no major issues and the biggest problem highlighted was vehicles blocked dropped kerbs. Premises must hold licences to put tables and chairs on the pavement and there is a set distance to adhere to for safe passage for pedestrians.

**Resolved: To request that the WCC enforcement officer visits to remind premises of the rules of this licence and its obligations.**

**Proposed: Cllr B Nicholson**

**Seconded: Cllr R Howe**

**All in favour**

**ACTION: Clerk**

**ACTION: To reply to the resident with the outcome of this meeting    ACTION: Clerk**

**ii)Southern Co-operative – signage**

Duly noted.

**PEH034/18**

**Forward Plan 2014-18.**

**List of actions and updates (for information only).**

Noted. New plan in progress.

A councillor provided an update on Speedwatch. The Southern Parishes group were due to meet and link up to share the workload on this initiative.

**PEH035/18**

**Chairman’s Report.**

Nothing to report at this time.

**PEH036/18**

**Councillors’/Clerk’s Reports.**

No reports at this time.

**PEH037/18**

**Requests for future agenda items.**

No requests at this time.

**PEH038/18**

**Date of next meeting Tuesday 24<sup>th</sup> July 2018**

Noted.

**PEH039/18**

**Motion for confidential business:**

**The Chairman then moved:**

**“That in view of the confidential nature of the business about to be transacted involving possible legal matters as detailed below it is in the public interest that the public and the press be temporarily excluded, and they are instructed to withdraw.**

**PEH040/18**

**Correspondence for consideration:**

**WCC – Enforcement**

It was felt that a planning application from this site must be submitted and considered according to the set procedure. To allow this matter to be closed would set a precedent that planning applications are not required.

**Resolved: To request WCC demand a planning application is submitted for this building, for consideration in accordance with planning policy**

**Chairman’s Proposal**

**All in favour**

There being no further business the meeting closed at 8.29pm.