

**Minutes of the Meeting of Selborne Parish Council held in
Oakhanger Village Hall on Wednesday 12th July 2006**

Present: Mr. P Chapman Chairman
Mr. W Oliver
Mr. P Ravenscroft
Mrs. C Keohane
Mr. D Ashcroft
Mrs. H Carter
Mrs. L Yeomans
Mr. J Coles
Mrs. L Coney Clerk

Also present were 4 members of the public, PC Simon Deere and 0 representatives of the press.

Item 1 – Apologies for absence

Apologies for absence were received from, Cllr Mrs. Palmer, Cllr Miss Thoms, & Cllr Chisholm

On completion of item 1 the meeting recessed to allow members of the public to speak on any matter prior to the re-commencement of the meeting.

Mr. Church (Honey Lane, Selborne) wished to report that cars used for banger racing are being moved from the brickworks to the field next to Kiln Cottage. Cllr Mrs. Yeomans asked how many had been moved. Mr. Church believed it was three the previous day and a further two today. In reply Cllrs Ashcroft and Ravenscroft explained that there is a 28 day rule on land being used for racing, commercial storage or indeed undertaking work on cars parked on the site – if it exceeds 28 day then planning laws would apply.

Sheila Goater wished to thank the Parish Council for the grant of £2000.00 for the new chairs and tables for the village hall. She wished to ask how she could go about applying for a further grant as the village hall is hoping to replace the three sheds at the back of the hall, once they have obtained planning permission. Cllr Chapman replied that most projects of this nature are put in the budget for the following year as the tables and chairs had been last year, however if the money were to be required sooner there is a possibility that the council could use reserve funds. In any case Mrs. Goater should put forward the costings once she has them for the council to consider.

Bruce Barnfield wished to know whether East Plestor Cottage would be discussed later on in the agenda. The clerk confirmed it was under item 9.

Item 2 - Disclosure of Pecuniary and other interests.

The Chairman reminded members who had an interest to disclose, in relation to any item included in the agenda for this meeting, that it was their duty to do so at the appropriate agenda item. (As required to be disclosed by Section 94(1) of the Local Government Act 1972; and in accordance with the Parish Councils Order 2001)

Item 3 – Approval of the Minutes of the Meeting of the Parish Council held on 14th June 2006.

Cllr Ravenscroft asked for an addition to be made to the minutes under item public speaking. Namely “Cllr Ravenscroft suggested that the Parish Council supports Ms Clay in her appeal and Cllr Oliver suggested this be brought up for discussion at the chairman’s planning meeting with Mr Phillips.” It was **AGREED** that once the clerk had inserted the addition that these were accepted as a true record and signed accordingly.

Item 4 – Reports of Sub Committees.

i) **Traffic.** - Cllr Ashcroft reported that there had been a meeting of the traffic sub committee on Monday 19th June to discuss Jim Soutar’s proposals and a walkabout with Mr. Soutar yesterday (11th July) Cllr Oliver read out a synopsis of what had occurred during the walkabout. See appendix A. The walkabout also highlighted that the Lions Mouth needs maintenance. Cllrs Ashcroft, Keohane and Oliver to site visit and report back to the council what needs doing. It was also noted that people had been attempting to go around the build-out by the Lions Mouth, PC Deere suggested that it is the responsibility of Highways to ensure that this does not happen. Cllr Ashcroft also reported that he had been sent a copy of a letter from Mr Wheeler detailing the registrations of a number of cars he believed to have been speeding through the village. This letter was passed to the clerk for the files.

ii) **The Plestor** - Cllr Carter reported that a sub committee meeting had been held with all interested parties including residents, Terrafirma and the contractor who will be undertaking the work. The commencement of the work has been put back to March 2007 due to the road works, which may be happening in October and also because of delays in grants being approved. There are currently samples of the materials to be used for the path available to be viewed in the village

hall. The contractor will meet with Richard Codd (conservation officer.) Cllr Oliver produced the templates for the by-laws which the Plestor committee will need to complete and send off. These can also apply for the Recreation Ground and Village Green. Cllr Carter to arrange a meeting to get this underway.

iii) **Planning** -No report, just a note to councillors that the meeting between Cllr Chapman, Cllr Chisholm, the clerk and Daryl Phillips will be held on the 2nd August. Clerk to e-mail councillors with the list of recent planning applications which will be used as examples to see how planning principles are or are not followed.

iv) **North West Area Meeting** -No report

v) **Oaklands Farm Convention** - No communications had been received by the Parish Council on this matter and the Liaison Panel which was to be headed up By Cllr Womack had not materialised. PC Simon Deere noted that the dedicated police operation will be conducted on site and organised from Aldershot. The event is to be held the last weekend in July and Cllr Chapman advised that Oakhanger residents may wish to consider leaving the village via routes other than the northern end to avoid being caught up in congestion. Cllr Chapman also asked if anyone wished to attend the convention he should be able to secure a ticket from the organisers. Cllr Ravenscroft said he would like to attend on the Sunday if possible. PC Deere added that if anyone has any concerns please speak to him and he will field enquires through to Aldershot.

vi) **South Downs Forum.** - No report. Cllr Ashcroft showed councillors the document referred to in Item 8. It was advised that councillors read the document (a hard copy available from Cllr Ashcroft or Cllr Mrs. Palmer or downloadable from the Internet and then it will be discussed at the next meeting.

Item 5 – Matters arising from these and previous minutes.

a) Oakhanger

Chapel Farm. – Cllr Chapman read out the details of the appeal against the enforcement order issued by EHDC, which made Chapel Farm cease work on the bunds and restore the land over the next two months. Chapel Farm stated their ground for appeal – 1) the breach of planning control in the enforcement notice did not happen; 2) there had been no breach of planning control. 3) The steps required to comply with the enforcement are excessive and lesser steps would overcome the objections and finally that the time period to comply is too short.

Cllr Ravenscroft pointed out that the important wording was “to remove soil from the land” What is the definition of “land”. Cllr Chapman stated that any enforcement order would not override the rules regarding the removal of minerals or waste from the land. Chapel Farm would still have to apply for a licence from HCC to export. No soil has been imported onto the land therefore there should not be grounds to export it.

Cllr Ashcroft said the planning issue over the 0.5-hectare reservoir not requiring planning permission was doubtful. If the size of the reservoir includes the bunded area then it is definitely over 0.5 hectare. It was also noted that the appeal applicant is Connaught Quarries, who do not have any farming connection so why it is necessary for agricultural purposes. Do their accounts show agricultural interests, because if not they have no agricultural rights over the farm. Do they own the farm? Clerk to write to HCC with the minerals and waste concerns.

Mr Church said he had seen lorries coming out full of clay recently. He had taken the number plates and sent to David Smith but had received no reply. Cllr Chapman asked if Mr Church could forward these details to the clerk in future. PC Deere commented that if councillors or members of the public contact the traffic unit they can come out and take details from the lorry drivers and note the load. This can then be passed on as evidence to HCC.

In conclusion councillors need to know the definition of the word “land” before written representation is made to the planning inspectorate. Clerk to clarify that if there are seven owners of the land can the soil be dispersed only on land owned by Connaught Quarries as the council do not want to see it moved to the brickworks (for example)

With regard to the Minerals and Waste issue Cllr Oliver asked that the clerk submit Selborne PCs approval of items 20.24 and 20.25 of the Minerals and Waste Strategy consultation document regarding brick making and other clay. Cllr Chapman read out sections 20.24 and 20.25. These endorse the previous consultation stating that exportation should not be permitted.

PC Deere at this point said he would have to leave and did anyone have any further questions for him on any issue. There was concern regarding HGVs coming through the village. PC Deere suggested keeping an eye on them, and if they come through at regular times the traffic unit can sit and wait for them.

As a final note PC Deere stated that Hampshire Constabulary would be leaving the rural community beat officers where they are, so we may see more of PC Deere than in the past.

b) Selborne

Land Registry. – (Cllr Ashcroft declared a prejudicial interest and removed himself from the room) The clerk reported that the area of land at Goslings is being officially registered with HCC as a village Green to safeguard its legal position and future as open space amenity land for the parish. The Recreation Ground has now been submitted to Land Registry for registration of the land together with the access route from the Recreation Ground toward Honey Lane (The parish

councils ownership of the route extends approximately half way towards Honey Lane) as per the deeds and maps from Blackmoor Estate. The clerk has also obtained a map to accompany the 1918 Recreation Ground Conveyance from Blackmoor Estate which outlines the location of the original Recreation Ground prior to its moving across the road in 1925, together with the outline of the Well Head down to the Lions Mouth which was also given to the parish council at the same time. The clerk will seek to register this with Land Registry as well. It is however believed that individuals have fenced part of this land off to add to their garden.

The clerk had also received a letter from Land Registry with a request to amend the council's title plan to the Plestor. There had been an error made on the boundary with Plestor House which the clerk concurred should be corrected. However there was also a request from East and West Plestor Cottage to remove approx 11ft of the parish council's boundary as per a conveyance they received from the church in 1975. The clerk stated she was unsure if this land was the church's to give, as there was no indication of it on the 1953 conveyance form Magdalen College. Clerk to circulate a copy of her reply to land registry for approval prior to submission. Cllr Ashcroft was then asked to re enter the room. He subsequently asked if he could see a copy of the Land Registry documents with regard to the recreation ground. The clerk agreed to forward them to Cllr Ashcroft once they had returned from Land Registry.

Traffic Scheme. The clerk was asked to ask Mr. Soutar for a definitive plan as soon as he has produced one so that it can be put before the Parish Council for approval.

c) Blackmoor

Blackmoor Play Area. – (Cllr Coles declared a personal interest) Cllr Coles reported that the playground construction is complete and will be officially opened on Saturday 22nd July at 3:30pm. The Blackmoor Sports and Social Club would welcome any members of the council would wish to attend and Cllr Coles passed on their thanks to the Parish Council for their financial assistance with the project.

Item 6 - Parish Plan.

It was noted that Amanda Martin had volunteered to help with the Parish Plan. Cllr Ashcroft to e-mail clerk Amanda's e-mail address to put her in contact with Cllr Palmer. Cllr Keohane had also found the list of people who had been involved with Selborne's VDS. The chairman advised passing this to Amanda Martin. No replies from Blackmoor or Oakhanger as yet.

Item 7 - Standing Orders. Cllr Chapman had not yet distributed standing order to councillors for discussion. The item was therefore deferred to next meeting.

Item 8- The South Downs Management Plan and the revised AONB Planning Guidelines .

These two documents were (jointly) launched for 4 months' public consultation at the 'State of the South Downs' conference held in Chichester on 22 June. The Management Plan will be the published statement of public policy for the AONB. All local authorities, statutory undertakers, farmers, landowners etc and anyone who has an opportunity to affect the Sussex Downs and East Hants AONBs will be invited to sign up to / buy into and deliver it. Deferred to next meeting (see item 4vi)

Item 9 - Planning Applications

F. 39634/FUL - Two-storey extension to side incorporating garage, after demolition of garage. Lythe Bank, Selborne Road, Selborne. **NO OBJECTION** with comments.

- 1) SPC requests the AONB officer carries out a site visit and advises the planning officers before a decision is made. These proposals involve alterations to a building and site which have an intrinsic character of their own and are situated at the entrance to the village.
- 2) SPC is concerned that the proposed extension appears to dominate and change the character of the existing small-scale building. Ref. EHDC Guide For Residential Extensions: " Extensions should always appear smaller in mass and scale to the existing building".
- 3) SPC expects to see a design statement with this application.
- 4) SPC would like to see a requirement to be made for the planting of a replacement hedge (beech), to retain/improve the existing boundary (Ref. Selborne VDS), and to shield the view from and restore the secret character of the public footpath which runs down the southern boundary of the site.

It was also requested that a note be inserted regarding the maintenance of the footpath stating it is maintained unobstructed to its minimum width.

F.22110/003/LBC Single storey extension to side with internal alterations and conversion of outhouse to garage and workshop over and replacement windows. East Plestor Cottage, Selborne.

Mr. Barnfield from Plestor House wished to speak on this subject. He confirmed he would be writing a strong letter of objection to EHDC due mainly to his potential loss of privacy, light, and access whilst the works are carried out. He felt it would alter the appearance of the property and that of the Old Butchers Shop, impacting the surrounding buildings. He

agreed with the councils concern about the dormer window but pointed out that should it face the other way it would affect West Plestor Cottage the other side.

Cllr Oliver expressed concern as to the potential for noise should the entrance be gated, and said it appeared unclear on the application if this would require circumventing of the gates by the residents of the other cottage.

The parish council's response was as follows: **NO OBJECTION** with comments. SPC would like to point out that with regard to the Notification of Listed Building Consent application; the proposal is for a single storey extension to the **rear** (not to the side as stated on the planning department's covering letter).

1) Because proposals involve internal and external alterations to a listed building, SPC requests that the conservation officer carries out a site visit and advises the planning officers before a decision is made.

2) Materials should match existing:

Walls - Malmstone and Selborne brick to match house/main building.

Roof – Secondhand natural slates as opposed to cement/fibre substitute, with secondhand clay hips and ridge tiles.

SPC particularly SUPPORTS the replacement of the metal frame window.

3) With regard to the Loft Conversion to Existing Outbuilding.

SPC requests that any existing permitted development rights should be removed by condition.

SPC OBJECTS to the position of the dormer window. In order that it should not have a detrimental impact on the appearance, character and setting of the adjacent buildings or adversely affect views from the village street SPC requests that any proposed dormer should be sited at the back of the building.

The materials for the construction of the dormer window and garage doors have not been specified; SPC would like to ensure that these are appropriate.

F.22110/002/FUL/SY SINGLE STOREY REAR EXTENSION AFTER DEMOLITION OF EXISTING LOBBY AND ADDITION OF WORKSHOP AND DORMER WINDOW ABOVE GARAGE
East Plestor Cottage. The Plestor, Selborne. GU34 3JQ **NO OBJECTION - WITH COMMENTS**

1. Conservation Officer's opinion is requested.

2. It is noted that materials are to "Match Existing" This is understood to be:

Walls - Stonework with brick quoin facings to window and door openings.

Windows and Doors - should have timber frames.

Doors - should be constructed in timber.

Roof - should have clay plain tiles with ridge and bonnet hip tiles to suit.

3. With regard the Garage Conversion, the dormer window should be on the back of the building so that it does not adversely affect the appearance of this group of buildings as seen from the village street.

The materials for the construction of the dormer window have not been specified, the Parish Council would like to ensure that these are also appropriate.

The garage doors and doorframes should be constructed of timber.

Please Refer to Selborne Village Design Statement.

F.49623/FUL/LL Single Storey Pitched roofed extension to side after demolition of garage and carport. 35 Plantation Way, Whitehill. Awaiting.

F.33788/008/CAT Prune one Apple tree. Seale Cottage, Gracious Street, Selborne. Application with Tree Warden. Clerk to enquire with Mr Garside whether fruit trees require permission.

F.28682/005/FUL/JPR SINGLE STOREY EXTENSIONS TO REAR FOLLOWING DEMOLITION OF CONSERVATORY AND PORCH TO FRONT Fountain House. Fountain Road, Selborne. GU34 3LH **NO OBJECTION**

F.32226/003/CAT/SG FELL ONE LEYLANDII Kates Cottage. High Street, Selborne. GU34 3LG **NO OBJECTION**

F.22921/027/FUL Two storey administration building, vehicle maintenance building, realign security fence, alteration of access and creation of hardstanding area. MOD land north of the Warren, Oakhanger Road, Oakhanger.

NO OBJECTION

F.31026/002/CAT. Prune one poplar Tree. Paddock Burn, High Street, Selborne. **NO OBJECTION**

F.31234/003/FUL/PF RETENTION AND RELOCATION OF SUMMERHOUSE Uphill Cottage. Plum Fell Lane, Selborne. GU34 3JX **NO OBJECTION**

Planning Decisions. Decision notices along with reasoning can be found on EHDCs website

F.49545/FUL Single Storey extension to rear. Intwood Fountain Road, Selborne. **NOTICE OF PERMISSION**

F.25380/009/FUL Retention of 3m High Boundary Fence. Coomers, Oakhanger Road, Oakhanger. **NOTICE OF PERMISSION**

F.35573/008/FUL/KO: Change of use of land to residential and retention of mobile home. Land adjacent to Oakhanger Stream, Gibbs Lane, Oakhanger. **NOTICE OF REFUSAL.**

F.25380/010/FUL. Change of use from agricultural land to car park (retrospective) Oakhanger Village Hall, Oakhanger Road, Oakhanger. **NOTICE OF PERMISSION**

Item 10 – Finance

a) Current Financial Position. The Clerk confirmed that the Parish Councils current financial position as of Monday 10th July 2006 was

i) Lloyds Account	£9262.50cr
ii) Alliance & Leicester Account	£20528.61cr

b) It was agreed that the following payments which had been requested since the last meeting be **APPROVED:**

- i) £Xxx.xx Mrs. L Coney (Clerks wages Jun)
- ii) £6,000.00 Blackmoor Sports and Social Club (Playground)
- iii) £5.00 Selborne Village Hall (Hire Jun)
- iv) £452.12 Misco (Clerks Laptop)
- v) £30.00 Land Registry (Recreation Ground)
- vi) £200.00 Mr. A J Ward (Grass cutting)
- vii) £48.44 Mrs. L Coney (Expenses Jun 06)
- viii) £203.66 HM Revenue & Customs (clerks Tax & NI)

It was also noted that Cllr Keohane returned the cheque issued to her last month for reimbursement of costs for a planning seminar as Cllr Keohane did not attend and so no cost was incurred.

c) Request for use of Chairman's Allowance for internal auditor. The internal auditor Mr. Hall provided the audit service free of charge again (cost to most parishes for a professional is around £250.00) so the clerk requested up to £15.00 to purchase a small thank you gift. This was **AGREED** by all. The clerk also noted that she believed the auditor was moving and so it was agreed to make allowance in next years budget for the possibility of having to employ the services of an auditor, in case Mr. Hall moved out of the area. Cllr Oliver felt there may be opportunity to make use of Selborne Village Hall's auditor, in the event of Mr. Hall moving away.

Item 14 – Correspondence. The Clerk listed in the agenda all items of correspondence received since the last meeting.

Item 15 – Any other Business.

- a) It was noted that the bus shelter in Blackmoor has been maintained and the shelter in Selborne by the Selborne Arms has been replaced.
- b) It was reported that the owners of Pound Farm have been plagued by people parking in their entranceway, preventing them from coming in and out with their horsebox. This was not considered a matter for the parish council but advised they put no parking signs on their gateway.
- c) It was noted that maintenance is required on the BOAT from Honey Land to Sotherington Farm where large ruts have been formed. If it is addressed now whilst it is dry it will be useable through the winter. Cllr Ashcroft to e-mail clerk with the details of the person to speak to with regard to this matter.
- d) Clerk requested to chase up Keith Oliver re the planning breaches at Sotherington Hop Kilns, as there has been no reply to date.
- e) Clerk requested to chase Alan Todd regarding the legality of the entranceway at Chapel Farm, which has exposed drains.

Item 16– Date and Place of next meeting.

The next meeting is on Wednesday 9th August 2006 at Blackmoor Village Hall.

The meeting closed at 9:35pm

Date.....

Chairman.....

Appendix A

Traffic Sub-committee Meeting with Jim Souter 11th July 2006-07-12 Village walk through 2 – 4.30 pm Signage & Carriageway

Present	Jim Souter	HCC
	Hayley Carter	SPC
	Amanda Martin	STAG
(p/t)	David Ashcroft	SPC
	Bill Oliver	SPC
(p/t)	Mark Kemp-Gee	HCC (County Councillor)

- 1 Village gateways. If SPC prepared to fund village gateways (1 north end, 2 south end) HCC will supply all signage & get licenses for fitting; i.e. **30** &

Selborne **Please drive carefully through our village**

Suggestion that gateways are white (?) and maybe planters (sponsored by village organisations(?)).
Rear sign **Thank you for driving carefully**
Gateways must start at least 18" from road edge.

30 mph signs in tarmac.

- 2 Remove all excess signage in village including, but not exclusively; direction signs, road narrow signs, excess tourist (brown signs), all yellow backings (*except school signs and addition in item 4 below*) and warning signs of current traffic scheme.

Replace lost 30 signs. New 30 signs where necessary.
- 3 Bollards throughout Village should be unified i.e. wood bollards with reflective stripes.
- 4 North bound school sign to be reinforced by yellow backing.
- 5 Crossing point outside Old Post Office. Reinforced in some way (JS to propose(?))
- 6 Replace "Car Park" & Museum brown signs on bus stop opposite car park entrance.
- 7 Area around "Sunnycroft"; push traffic away from very narrow curb by adjustment of blacktop (wider buff zone).
- 8 Honey lane road markings to be adjusted and only 6' 6" width sign to be shown
- 9 Slip road at South End of village to be made un-attractive to motorists. Bollards to be replaced. Lions mouth to be sorted out (PC & HCC) – edging and surface.
- 10 Bollards throughout Village should be unified i.e. wood bollards with reflective strips.
- 11 The traffic scheme must be maintained e.g. replacement of damages bollards and cleaning of dirty signage
- 12 Location of possible "pinch points and crossing at Southern end of village (Fountain Road) to be determined with due regard to bus stopping point outside "Loxlee"

Actions

SPC	Design of gateways Hedges Lions Mouth Pedestrian /visitor numbers (or survey)
Amanda Martin on behalf of Traffic Sub-com	Talk to School Head involvement of school/feedback

Unresolved issues

School crossing	Traffic sub-committee members & Councillor Kemp-Gee strongly felt that something must be done to reinforce the crossing at the school.
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