

## King's Somborne Parish Council – Full Council Meeting – Monday 14<sup>th</sup> March 2022

### Agenda Meeting Notes

#### Agenda Item 4 – Police Report

Crime Ref	Date & time	Crime	Detail
44220048299	04/02/2022 – 2330hrs-0330hrs	Suspicious	3 males seen trying to, unsuccessfully, gain access through a garden gate in the early hours. Investigated but no clear visual of the offenders and no further lines of enquiry.
44220049305	04/02/2022 22:00-00:00	Burglary from garage – Kings Somborne	Garage broken into and tools stolen. Investigated but no clear lines of enquiry.
44220054119	07 – 08/02/2022	Burglary – business - Michelmersh	Happened overnight. Locks cut and entry gained. CCTV and tools stolen. Investigations are ongoing.
44220072265	19 – 20/02/2022	Burglary from shed - Timsbury	Padlock cut off shed. Nothing taken and no further lines of enquiry.
44220075769	23/02/2022 midnight -0600hrs	Burglary from shed – Kings Somborne	Access through side gate. Pushbike stolen. No CCTV, no witnesses
44220076354	24/02/2022	Burglary – Business from stables	Padlock from stables broken off and batteries stolen. Investigated but no CCTV or witnesses. NFA.
44220082440	? - 29/02/2022	Theft	Half a tank of heating oil taken. Unknown when. No CCTV, no witnesses and unknown dates. No further lines of enquiry.

#### Agenda Item 6 – Resolved Actions

Ref	Item
<b>21/217/FC b</b>	<b>County Councillor Grant – Jubilee Celebrations</b> Further to the Council's application, a grant of £400 to support Jubilee Celebrations has been received from Cllr Drew's County Councillor Grant. The Council's thanks have been forwarded.
<b>21/217/FC dd</b>	<b>Anti-Social Behaviour in Muss Lane</b> Response from Aster re: concern over antisocial behaviour: "We did have an ASB case open in 2020, however, the case was closed as the complainant made no further contact with us, so we were unable to progress the case. We've had no reports from other residents which makes it difficult for us to have a reason to open a case so it would be easier if the complainants engaged with our ASB team. However, if the complainants aren't happy for our ASB team to contact them then we can send ASB surveys out to residents. If you could let me have details of any complainants willing to engage with our ASB team I'll make sure they get a call. If nobody wants to come forward, please let me know and I'll instruct the ASB team to send out the surveys". Information forwarded to PC Pugh. Further to feedback I have suggested to Aster that they send out the surveys.
<b>21/220/FC</b>	<b>Trees near Station 10 of the Trim Trail</b> King's Somborne Tree Care has removed the Elder, including grinding out the stump, removed the ivy and deadwood from the 2 Ash Trees, and planted a Rowan Tree, for a total cost of £400.
<b>21/223/FC</b>	<b>Allotments:</b> The Clerk to write to the Diocese of Winchester to enquire whether it will consider selling the Allotments site, registered by TVBC as a Community Asset, to the Parish Council.  As Clerk I contacted the Diocese and was advised I should speak with Nigel Wright, Property Business Manager. Anthony Smith, with whom the Parish Council liaised previously has left the employ of the Diocese. I was also given Rolf Hawkins, Resource Development, name who worked previously with Andrew and is supporting a handover to Nigel.  I have spoken with both Nigel and Rolf, written formally to Nigel Wright and received a response on 15 <sup>th</sup> February 2022. Importantly, the Diocese is currently under contract with Shorewood Homes and until either party terminate this contract, in consideration of their agreement, I am advised the Diocese is not in a position to discuss the sale of the allotments to the Parish Council. Nigel advises that once the Diocese has made a decision on next steps, he will let me know.

21/223/FC e	<b>Assets of Community Value:</b> Information has been sought from TVBC and this will be on the agenda for the April meeting. Meanwhile, the contact for the Clerk to KSPC on TVBC's website against this item has been updated.
21/225/FC	<p><b>Litter Bins:</b> Litter bins in locations such as these are managed by the Street Cleaning Team. The bins used are the lockable black and gold cylindrical bins, containing a black bag, designed to accommodate roadside rubbish as opposed to general waste, and are changed fortnightly. No charge is made to the Parish Council.</p> <p>TVBC has agreed a litter bin for the layby opposite the cemetery. But regrettably is not able to agree litter bins for the other two locations, by the bus stop near Martin's Stores, or in the layby opposite the road to Hoplands. The Parish is well resourced with bins compared with others. The decision has been made in consideration of cost, £500 each, distance from the centre of the village, and resource to empty them.</p> <p>The Council also asked whether the green bin from the school could be replaced with a black bin and the green bin placed in the layby opposite the cemetery. This has not been agreed. A separate team manage household waste which empties the black and green bins onto the back of a waste truck.</p>

### Agenda Item 8 – RFO's Financial Reports

- a) Reconciliation and supporting papers attached.
- b) An Instant Access Savings Account has been opened with the Council's current bank for ease. No fee. Currently offering 0.25% gross.
- c) 2021-22 National Salary Award – The National Joint Council for Local Government Services (NJC) has agreed a 2021/22 (contractual) pay award of 1.75% from April 2021. This has been anticipated since August 2021 and was included in the November 2020 budget.

### Agenda Item 9 – NDP

- a) NDP update since last meeting:
  - a. **Question: "At what point in the process does the NDP have 'weight' in the planning decision making process".**

Answer from Sarah Hughes, TVBC: "Any planning applications received have to be assessed against the development plan in place at the time. We are able to give weight to the neighbourhood plan, depending on where it is in the process. The National Planning Policy Guidance (NPPG) deals with this in the following paragraph and I have underlined the relevant parts.

*What weight can be attached to an emerging neighbourhood plan when determining planning applications?*

*Planning applications are decided in accordance with the development plan, unless material considerations indicate otherwise. It is for the decision maker in each case to determine what is a material consideration and what weight to give to it.*

*An emerging neighbourhood plan is likely to be a material consideration in many cases. [Paragraph 48](#) of the revised National Planning Policy Framework sets out that weight may be given to relevant policies in emerging plans in decision taking. Factors to consider include the stage of preparation of the plan and the extent to which there are unresolved objections to relevant policies. A referendum ensures that the community has the final say on whether the neighbourhood plan comes into force as part of the development plan. Where the local planning authority publishes notice of a referendum, the emerging neighbourhood plan should be given more weight, while also taking account of the extent of unresolved objections to the plan and its degree of consistency with NPPF. The consultation statement submitted with the draft neighbourhood plan should reveal the quality and effectiveness of the consultation that has informed the plan proposals. All representations on the proposals should have been submitted to the local planning authority by the close of the local planning authority's [publicity period](#).*

*[Section 70\(2\) of the Town and Country Planning Act 1990 \(as amended\)](#) provides that a local planning authority must have regard to a post-examination draft neighbourhood development plan, so far as material to the application.*

Paragraph: 007 Reference ID: 41-007-20190509 [Neighbourhood planning - GOV.UK \(www.gov.uk\)](http://www.gov.uk)

Please also see the table below that highlights the material weight which could be attributed to each stage of a Neighbourhood Plan.

Stage	Material Weight
Area designation up to Regulation 14 Consultation	<b>No weight at this stage.</b>
Regulation 14 Draft Plan Post Consultation	<b>Very limited weight.</b> This consultation is undertaken by the Parish Council and the Borough Council do not see the extent of any resolved or unresolved objections.
Regulation 16 Submission Plan, after the 6-week public consultation.	<b>Limited to moderate weight.</b> All representations at this stage will be received by the Borough Council and therefore a judgement can be made about the level of resolved or unresolved objections. The Consultation Statement can also be used to assess the level of support for the plan or policies. Legal compliance and conformity with national policy will also be assessed at this stage.
Publication of Examiner's Report	<b>Significant weight.</b> At this stage the examiner would have tested the plan against the basic conditions and all the unresolved objections would have been subject to the examination process.
Referendum and Making of the Plan	<b>Full weight.</b> In accordance with the regulations once the referendum results are announced the plan will have full weight. It will also be Made or Adopted by the Borough Council. The plan will have full weight and is part of the Development Plan.

Sarah confirms she is happy to attend a meeting if this needs to be explained further, or if there are any additional questions.

**b. Technical Support funding from Locality - Update**

Three packages of support have been agreed by the Department for Levelling Up, Housing and Communities (DLUHC). Each to be delivered by AECOM.

- a. Facilitation to review the SEA (part 2)
- b. Facilitation to support Public Consultation (part 3).
- c. Design Guidance (part 4).

The HRA (part 1) has already been approved and is underway). Masterplanning (part 5) and Health Check (part 6) will need to be submitted to DLUHC by Locality once other work is underway/completed.

Please refer to minutes 21/223/FC bb for the detail.

**c. Mins 21/223/FCd Comments from Resident to be forwarded to AECOM together with any comments from Councillors, coordinated by Cllr Searle.**

Cllr Searle has advised that he hasn't received any comments from Councillors. He has been waiting for confirmation from Locality of the Technical Support for the SEA etc. with the intent of sending all the information to AECOM as a package. His own comments in response to the resident's observations will be available for the 14<sup>th</sup> March meeting. Now that we have the go-ahead for the SEA review, Public Consultation and Design Guidance, the papers to support each part, together with the resident's comments and responses can be collated and forwarded by the Clerk to AECOM.

**b) With the purpose of speeding up the process, to consider whether to adjust the NDP timeline and run the SEA Review (part 2), Public Consultation (part 3) and Design Guidance (part 4) in parallel with Regulation 14.**

Advice has been sought from AECOM and TVBC

**AECOM (CB), 3<sup>rd</sup> March 22:** *"In response, I see parts 1, 2, and 4 (HRA, SEA Review and design guidance) running in parallel with Reg 14 consultation. Part 3 – the public consultation facilitation is being pursued to assist you in Reg 14 consultation, so I would advise that its probably best to let this one catch up before consultation starts".*

**TVBC (SH):** I have responded to your question below in red.

*Question: Do you think it is practical to run Parts 2, 3 and 4 in parallel with the regulation 14 consultation as once we have the HRA all documentation is available? It should reduce the overall timeframe.*

I am not convinced that this is a good idea for the following reasons:

**Part 2 - Facilitation to deliver an SEA Review**

As the SEA is an iterative process, this work will need updating to reflect the draft document. It would be helpful if this update is available to support the Reg 14 document and consultation.

**Part 3 - Facilitation – Public Consultation**

It is good that you will have support for this part of the process. This should be done as either a pre reg 14 consultation, or as part of the Reg 14 consultation. The feedback from the event and the consultation will then be used to shape the document before it is submitted to TVBC for the Reg 16 consultation.

**Part 4 - Design Guidance**

If the design guidance is to form part of the NP as a policy, then this work should be completed prior to the Reg 14 consultation. This is so that parishioners can see the guidance as part of the evidence base and comment on any policy that emerges from this work.

**Council consideration.**

**b) Allotments – Update:**

- a. Mins: 21/223/FC. The Clerk to write to the Diocese of Winchester to enquire whether it will consider selling the Allotments site, registered by TVBC as a Community Asset, to the Parish Council.**

As Clerk I contacted the Diocese and was advised I should speak with Nigel Wright, Property Business Manager. Anthony Smith, with whom the Parish Council liaised previously has left the employ of the Diocese. I was also given Rolf Hawkins, Resource Development, name who worked previously with Andrew and is supporting a handover to Nigel.

I have spoken with both Nigel and Rolf, written formally to Nigel Wright and received a response on 15<sup>th</sup> February 2022. Importantly, the Diocese is currently under contract with Shorewood Homes and until either party terminate this contract, in consideration of their agreement, I am advised the Diocese is not in a position to discuss the sale of the allotments to the Parish Council. Nigel advises that once the Diocese has made a decision on next steps, he will let me know.

- b. Meeting held 2<sup>nd</sup> March, at the instigation of the Allotment Holders to appraise the Reverend Tom Benson the new priest-in-charge for the Parish of the latest situation with respect to the allotments.** Members of the NDP Working Group invited; Cllrs Searle & Storey attended. Notes written by Cllr Searle.

The Allotment Holders advised the Reverend of the history of the allotments and the situation in respect to the proposed development of the allotments for housing. The key points were as follows: -

- The allotments are on what was once Glebe Land so effectively belonged to the Parish Church. An Act of Parliament amended the Glebe Act to give power to the Ecclesiastical Commissioners over the land.
- The site has been used as allotments for over 100years. The OS map of 1911 shows the site as allotments.
- The allotments provide a meeting place & are a conduit for social interaction, more than just a place for growing vegetables.
- The recent application to move the allotments further up the hill towards Furzedown has been turned down on appeal as the site was viewed as unsuitable.
- No effort was made by the Diocese and their agents to engage the allotment holders or the Parish Council in their proposals. A meeting was held in the church attended by at least 70 parishioners. This however turned out to be presentation of a fait accompli.
- Surveyors have been seen in the field abutting the current allotments to the east and they confirmed they were looking at proposal to move the allotments to this location. It would appear therefore that the Diocese and their developer partners have not abandoned their development intentions despite the considerable local opposition. Not only from

the allotment holders, but the Parochial Church Council, a large number of parishioners, the Parish Council, Borough Councillors and the local MP.

The Revd. was advised that the Diocese had acted against Christian principles, had been motivated purely by money, alienated the local population and had ignored any element of Pastoral care.

The Parish Councillors stated that whilst they accepted contractual commercial arrangements are unfortunately in place, before any further proposals are made, they would like to see proper dialogue.

The ideal situation would be for the Parish to purchase the land at agricultural prices. The future tenure of the allotments must be guaranteed in perpetuity otherwise the current discord and distress could not be avoided at any time in the future.

The Reverend advised that he was new to the area and by coming and viewing the location it helped him to understand the situation. He explained that he worked at local level and whilst he had no authority over the decision making in this case the local church did have an input.

### **Agenda Item 10 – Jubilee Celebrations**

- a) As per resolved actions, C/Cllr Drew has very kindly agreed a grant of £400. The Clerk in applying for this indicated potential matched funding.
- a) Proposal for agreeing grant applications to support fairness within an agreed budget:
  - a. The LGA s145 is wide ranging and allows local authorities to arrange or contribute towards the expenses of the provision of an entertainment of any nature, or any purpose incidental to the matters aforesaid, including the provision of refreshments or programmes, exhibition, arts or crafts etc. In addition to the £400 given by C/Cllr Drew, the Council has £450 remaining in its 2021/22 s145 budget and £700 is set aside for 2022/23. This gives a total of **£1,650** but the Council may not wish to direct all of this to the Jubilee.
  - b. The Council has approved £200 towards celebrations in Up Somborne. The Council has received applications from Nutchers Drove and from The Crown, both to be discussed this evening, and is aware of other grant application requests to follow.
  - c. Using the December 2021 Electoral Roll, the Electorate (which excludes children) living within the parish, excluding Up Somborne, is approx. **1,166**. Some streets, but not all, will arrange a community event, and in addition to The Crown, other organisations within the Parish may also arrange a community event.
  - d. The following, drafted by the RFO, is for consideration, to agree or modify as Council agrees, when considering how to allocate funds: -
    - i. An allocation of £500 - £700 from the s145 budget, in addition to C/Cllr Drew's grant will give a total budget of between £900 - £1,100. If Council agree to utilise both the 2021/22 and 2022/23 s145 budgets, this will leave between £450 & £650 to support events later in the year.
    - ii. For Street Parties, where the street is open to proactively welcoming other members of the community, as has been asked of Up Somborne, a grant to be awarded of £1 per Electorate (excluding children).
    - iii. For Community Events run by organisations, the Council to decide on a case-by-case basis, in consideration of costs, inclusion, whether for profit or not for profit and the overall budget.
    - iv. Those organising events who wish grant consideration, to complete the Council's grant application form, as has been the case to date. The closing date for the receipt of grant applications to be the 30<sup>th</sup> of April 2022. Further to the March meeting, Council to consider applications at the April and May meetings, on the 2<sup>nd</sup> Monday of each month.

- v. To support inclusion, Council to request any streets or organisations in receipt of a grant, advertise their event on social media, in the Gauntlet, on the Noticeboards, with TVBC etc.

*Note in respect to TVBC advertising of Jubilee events. The Community Engagement Officer, TVBC writes:*

*“TVBC is beginning to plan future consultation events for the next Corporate Plan, which outlines the Council's vision and priorities for the Borough for the next four years and will set direction plus provide a focus for future activities and services. As a result, it will inform decision making and allocation of resources across the Council. It would be great to know about any events taking place in your Parish over the summer months, as it would be fantastic to engage with as many residents in Mid-Test as possible and understand peoples' thoughts and views. It would also be fantastic to publicise any events the Parish may have planned after the last couple of years!”*

- b) C & D – Grant Requests from The Crown from Nutchers Drove  
Grant Application Forms attached for Council consideration.

### **Agenda Item 11 – Community Subsidy.**

This relates to the following resolution made at the 13<sup>th</sup> September 2021 PC meeting. The Village Hall are very appreciative of the grant; however, they are a little concerned about being involved in a lengthy reporting process.

#### **21/116/FC – 13/09/21 – Parish Council Community Grant to The Village Hall**

##### **Resolved**

*A grant of up to £2,000, to be given to the Village Hall, for the specific purpose of **widening access** by providing discounted hire costs for non-profit making groups which support and provide a service or activities for the residents of the Parish of Kings Somborne.*

*Groups could, but not exclusively include: the Village School, the Amateur Dramatics Group, the Parents and Toddlers Group the Horticultural Club and Sports Clubs.*

*The grant to be precepted and take effect from the new financial year, 1<sup>st</sup> April 2022; sums of £500 to be awarded quarterly (April, July, October & February) unless resolved otherwise.*

*The Village Hall will manage the grant with the purpose of **widening access** to non-profit making groups, as above, and provide a written quarterly report for Council's July, October, February and April meetings to account for the funding received, with evidence as to how it has widened access.*

*The Council will review the grant quarterly. The level of grant may be adjusted from Quarter 3 (October 2022), in consideration of need and evidence that it is achieving its purpose.*

*Proposed: Cllr Beacham                      Seconded: Cllr Hughes                      All Agreed.*

*The Chairman thanked Cllrs Beacham and Searle for their work.*

This was tied up quite tightly by Council at the September meeting because whilst the Council wished to support the initiative and support the hall widen access, there was a little concern at the level of funds, with all bar £500 of the Council's grant aid budget being used, and the newness of the venture without an understanding as to how it would work in practice.

One suggestion is that the Parish Council simply ask the Village Hall, at the end of the financial year, for a short report of the number and type of groups they have subsidised. This way the Council can account for funds spent. It would be up to the Village Hall which group they support providing it is in line with the Council's concept, as set out in the approval statement, that being to widen community access for those groups who may be excluded due to finance.

Another suggestion is that the sum agreed of £2,000 remain set aside for the purpose, but is managed as previously by the Council, with groups in need requesting a grant from the Council towards costs.

Councillors to think through and share their thoughts at the meeting, whether one of the above, a variation, or to leave as is.

For Council discussion/agreement.

### **Agenda Item 13 – HCC consultation on funding Neighbourcare**

Brought to Council by Cllr Storey in consideration of the implication of the Adult Social Care Grant Cuts – Consultation – particularly the implication that cuts to the Neighbourhood Care and Support Grant may have to The Good Neighbours Network and Somborne Neighbourcare.

*Adult Services - HCC are running a six-week public consultation process, expiry date **21st March 2022**, on the proposed changes to Adult Social Care grant schemes and Homelessness Support Services. The proposals are:*

**Adult Social Care Grants:** *To stop the funding for three Adult Social Care grant schemes which support voluntary, community and social enterprise organisations.*

- *the Neighbourhood Care and Support grant scheme*
- *the Community Based Support grant scheme; and*
- *the Rural Connections grant scheme.*

**Homelessness Support Services:** *To reduce funding for Hampshire County Council funded Homelessness Support Services.*

*Individuals can take part by going to this website: [www.hants.gov.uk/AHC-consultation](http://www.hants.gov.uk/AHC-consultation)*

**Following the consultation:** *Once the consultation closes, the responses will be analysed which will help inform the final recommendation to be considered by the Executive Member for Adult Social Care and Public Health when making her decision in early-Summer 2022.*

*For further information, please contact: By email: [AS.Consultation@hants.gov.uk](mailto:AS.Consultation@hants.gov.uk) or by phone 0370 779 8102\**

*\*03 calls are usually included in most landline and mobile call packages and if not, are charged at no more than calls to normal home or business landlines.*

*Lynne Sillince, Senior Project Officer, AS Consultation Team, Adults' Health and Care, HCC, EII Court West 3rd Floor, Winchester SO23 8UQ*

### **Cllr Storey, an Assistant Coordinator of Somborne Neighbourcare, has drafted a response to the HCC Consultation, for Council consideration, in consideration of its potential impact on Neighbourcare Budget Cuts, as follows:**

“Somborne Neighbourcare provides transport to medical appointments for residents of our community. We have an unduly large proportion of residents who are elderly and without independent transport, are often in financial difficulties and with disabilities. These personal circumstances result in them being classed as vulnerable and in clear need of assistance.

The community has very limited public transport, namely two buses a weekday to Winchester and none to either Stockbridge or Romsey where the nearest surgeries are located. Consequently, those in need rely upon the Neighbourcare scheme or patient transport from the Ambulance Service to get to doctors' appointments.

Our scheme comprises some 40 volunteers registered with the scheme to meet this need. The scheme provides free DBS certification and insurance cover for these volunteer drivers and were the service to cease due to lack of funding and provision of these regulatory requirements the volunteers are unlikely to continue in a private capacity thus placing greater strain on the Ambulance Service.

The Ambulance Service would not always provide transport at a time suitable to those in need of help thus adding to the stress suffered by those in need. Additionally, the Service will likely be assisting more than one person attending a hospital or surgery appointment at different times adding to the time the patient is away from the

security of their own home. There is no local taxi service and to call for a taxi from Winchester or Romsey adds to the overall cost of making the visit which could amount to a return journey charge in excess of £40.

The Parish Council believes most strongly that any reduction in funding would make the scheme inoperable and result in much increased stress and expense for those in need of help to the extent that many could ill-afford the additional cost of a taxi and not bother with the appointment at all. This, in turn, will likely place greater calls upon Social Services in the longer term.

Council recommends most strongly that no reductions in funding the Neighbourcare Scheme are made as any such reductions will impact adversely upon the elderly in our community and likely place greater strain on Social Service budgets elsewhere”.

For council consideration.

## **Agenda Item 14 - Local Plan 2040 Regulation 18 Stage 1 Public Consultation**

The Council has been invited to comment. Council to discuss and agree whether the Clerk forward comments on behalf of Council, from this evening’s meeting, and/or whether individuals comment individually (as Mr/Mrs, rather than Cllr). The following is taken from the information received from TVBC:

*The Council is preparing the next Local Plan for the Borough and is now seeking comments on its first formal draft of strategic policies and proposals.*

*Following two rounds of public consultation undertaken in 2018 and 2020, and building on what our evidence is telling us, this consultation document sets out draft strategic planning priorities for Test Valley supported by a number of strategic policies.*

*This formal draft is what is known as Regulation 18, in which we are undertaking in two stages. This is the first stage (Stage 1) focussing on strategic matters. Public consultation on the second stage (Stage 2) will take place at the end of this year and will include all draft proposals, such as site allocations and detailed development management policies.*

*The draft Local Plan 2040 will take a number of years to prepare and following this consultation there will be more opportunities for you to have your say. All comments that we receive will be considered in preparing the Local Plan.*

### **Consultation Process**

*The Local Plan 2040 Regulation 18 Stage 1 will be out to public consultation for an 8 period running from **11 February 2022 to noon on 8 April 2022**. We have chosen to make the document available for public consultation for 8 weeks to provide greater time for representations to be made.*

*The documents are available on our website at [www.testvalley.gov.uk/localplan2040](http://www.testvalley.gov.uk/localplan2040). Paper copies of the draft Local Plan and supporting documents will be available to view at the Council’s Offices<sup>[1]</sup> between the hours of 9am and 5pm on Monday to Thursday and 9am and 4.30pm on Fridays. Paper copies will also be available to view at public libraries during their respective opening hours at Andover, Romsey, North Baddesley, Lordshill and Chandlers Ford. If you are unable to access the consultation documents, please contact us to discuss alternative arrangements.*

*In line with the Council’s [Climate Emergency Action Plan](#) we are seeking to reduce the unnecessary use of paper, including in relation to the printing of documents. Therefore, we have not provided a paper copy of the Local Plan 2040 consultation documents to Councillors. However, if you need a paper copy, please get in touch with the Planning Policy and Economic Development Service, using the contact details below.*

*We have prepared a short presentation in the form of a video which provides a summary of the draft Local Plan 2040 for Parish Councils. The video can be viewed via the following YouTube link: <https://youtu.be/DfyNxpK3cR8>. If you have difficulties in accessing this, please contact us. Officers are also attending the Test Valley Association of Parish and Town Councils meeting on 24 February to provide an update on the draft Local Plan.*

*Additionally, we are preparing an A4 poster to encourage public participation in the consultation process. We will be circulating this poster to Parish Councils next week and we would appreciate it if you could place the poster in appropriate locations around your parish. Please do contact us if you would like hard copies to be sent to you.*

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[1] Beech Hurst, Weyhill Road, Andover, Hampshire SP10 3AJ and Former Magistrates Court, Church Street, Romsey, Hampshire SO51 8AQ

## How to Comment

Comments on the draft Local Plan should either be:

- Submitted using the consultation survey available on the councils website at [www.testvalley.gov.uk/localplan2040](http://www.testvalley.gov.uk/localplan2040)
- Sent in by filling in the comments form available on the councils website at [www.testvalley.gov.uk/localplan2040](http://www.testvalley.gov.uk/localplan2040)
- Sent in writing to Planning Policy and Economic Development, Test Valley Borough Council, Beech Hurst, Weyhill Road, Andover, Hampshire, SP10 3AJ
- Emailed to [planningpolicy@testvalley.gov.uk](mailto:planningpolicy@testvalley.gov.uk)

Please provide your name and either a postal or email address. If you are responding on behalf of someone else, please also provide the name of the individual/organisation. Please note that emails are subject to a maximum 30Mb size limit, above which they will not be received.

Only those representations that are made in writing and arrive (in either hard copy or electronically) within the 8 week period starting **11 February 2022 and ending at noon on Friday 8 April 2022** will have the right to have their representations considered. If you respond to this consultation, we will keep you informed of future consultation stages unless you advise us that you want to opt out of such communication.

For further information on the Local Plan 2040 Regulation 18 Stage 1 Public consultation, please do contact the Planning Policy and Economic Development Service on 01264 368000 or via email at [planningpolicy@testvalley.gov.uk](mailto:planningpolicy@testvalley.gov.uk).

Graham Smith, Head of Planning Policy and Economic Development, **Planning Policy Team**

01264 368000, [planningpolicy@testvalley.gov.uk](mailto:planningpolicy@testvalley.gov.uk),

Test Valley Borough Council, Beech Hurst, Weyhill Road, Andover, SP10 3AJ

Sharing your personal details

Please note that representations cannot be treated as confidential. If you are responding as an individual, rather than as an organisation, we will not publish your contact details (email/postal address and telephone number) or signatures online, however the original representations will be available for public viewing at our offices by prior appointment. All representations and related documents will be held by the Council for a period of 6 months after the Local Plan 2040 is adopted.

The Council respects your privacy and is committed to protecting your personal data. Further details on the General Data Protection Regulation and Privacy Notices are available on our website <http://www.testvalley.gov.uk/aboutyourcouncil/accesstoinformation/gdpr>

## Agenda Item 15 – Defibrillators – Update

There are three defibrillators within the parish. I have spoken with South Central Ambulance Service (SCAS) who have advised the model, whether registered with The Circuit, the National Database and by whom:

### One – Rookley Farm

- Purchased in 2019, Cllr Storey advises ownership passed to Rookley Farm at the time of purchase.

SCAS confirm:

- Model: Cardiac Science G5 (up to date).
- Parts: From Zoll, who have taken over Cardiac Science.
- Rookley Farm has registered the defib with The Circuit, the national database.

### Two – LHS of the entrance to the Village Hall (SO20 6PP)

- Owned by the Parish Council
- Model: Zoll AED Plus
- Cabinet: Aivia
- Weekly & Monthly Checks: Undertaken by Andy Gannaway, Volunteer, using Guardian (SCAS) checklists.
- Electricity Running Costs met by the Village Hall

Over the past month I have:

- Registered the defibrillator with The Circuit.

- Obtained the purchase invoice from The British Heart Foundation. Liaised with Zoll and agreed its registration to enable 7-years warranty. (Purchased Sept 2019).
- Obtained advice from Zoll regarding a fault identified by Mr Gannaway and purchased new batteries.
- Forwarded a copy of the instruction manual to Andy to support general maintenance. I will act as his support as and when needed.
- Obtained advice from Zoll regarding spare padz:
  1. In consideration of the sports field and nursery, Zoll recommend the purchase of paediatric pads. This is in line with the minutes written at the time of purchase and I recommend these are ordered at cost of approx. £110. Adult pads can be used on children (up to 8 years) if no paediatric pads available, adult pads being better than no padz; but paediatric padz are designed to be gentler on a child's body. **Council agreement sought to purchase these padz.** Shelf-life is around 2-years.
  2. Agreed with Andy that bearing in the mind shelf-life of adult padz, around 4 years, a spare set of adult pads, at a cost of approximately £165, is a luxury should funds be no object. The risk of a second cardiac arrest happening before a new set of pads can be ordered, we believe minimal. **Council to advise whether it agrees with this recommendation.**
- Funding from SCAS for padz is no longer available. Other funding may be available, under investigation, but for longer term purposes.
- On an ongoing basis I will, in liaison with Mr Gannaway, update The Circuit as prompted by its database, to confirm the defibrillator is in a 'ready' state.

### **Three – The Crown Inn**

- Owned by the Parish Council. Purchased in 2014.
- Model: Wellmedical SP1
- Cabinet: Eiremed
- Registered with The Circuit by Katherine Lee (Volunteer)
- Checks undertaken by Katherine Lee, who reports these to The Circuit, as required.
- Electricity Running Costs met by The Crown Inn.

SCAS confirm Wellmedical to be a well-respected company and advise the shelf-life of this defibrillator is approximately 7 to 10 years.

Thanks are due to Cllr Peter Storey for his liaison with Katherine Lee, and Judith Evans at the Crown. The condition of the case is in poor condition, and Council consideration of the purchase of a new case is requested. Due to the varying costs offered by suppliers, this is tabled within the Exempt session.

Thanks are due to both Katherine Lee and Andy Gannaway, as volunteers, for undertaking the defibrillator checks to ensure they are in a 'ready' state, if needed, and the Village Hall and The Crown for covering the electricity running costs.

### **Agenda Item 16 – Emergency Plan**

During the recent power cuts that affected part of the village only, several residents and councillors sought to support those in need. Councillors will have noted learning points for Council consideration moving forward. These include:

- a) When the Plan is activated. Notes in the plan state:

**Activation of the Plan:** *“The Plan will be activated when a member of the emergency management team considers it necessary to take action in response to an incident or flood warning and when action cannot be taken effectively without triggering the arrangements outlined in this document”.*

As Clerk, receiving requests for the plan to be activated and the village hall used as a point of refuge, there are clearly very different expectations as to the threshold for the plan's activation. Some believed that due to the length of the power cut, it would be helpful to have the village hall open as a place of refuge. Others, that the village has many power cuts, and this does not constitute an emergency. I believe it would be helpful if there

could be examples within the plan agreed & shared with the community as to the thresholds in varying circumstances for the activation of the plan.

b) Up-to-date contact details

A telephone number within the plan was out of date. This is not a criticism, contact details will change all the time. Council needs to agree with those listed in the plan as kindly offering support, an easy way of minimising risk of changes not being advised and updated.

c) Agreement as to how support will work in practice

The newly appointed Chairman of the Village Hall was not aware of the role of the Village Hall as one of the places of refuge. At the time some residents were asking for the hall to be opened as a place of refuge, the hall, unaffected, was hosting a pre-arranged booking. In addition to very kind offers of support from organisations and members of the community, scenarios need to be thought through, agreed and written down, so that in an emergency situation, everyone knows what to do and what to expect.

The Council to agree next steps. In consideration of available time at this meeting, the Council may wish to consider a start and finish working group, to include councillors and village representatives offering key support.

### **Agenda Item 17 – Annual Parish Assembly (APA)**

Not to be confused with the Annual General Meeting, to be held on Monday 9<sup>th</sup> May 2022.

The requirement to hold an APA is outlined in the Local Government Act 1972, section 9(1). It is not a Council meeting but is usually convened by the Chairman. It must be held every year between 1<sup>st</sup> March and 1<sup>st</sup> June.

The APA was not held in 2020 or 2021 due to COVID. Guidance is that it should take place this year.

There is no specific agenda for the APA. Nationwide it usually includes an annual report from the Chairman, the Borough Councillors, the County Councillors and the Police. It may also include a separate finance report, but it does not need to. Reports can be circulated prior to the meeting, using meeting time for questions and answers. In addition, it may include a guest speaker on a topic of interest to the parish, or a trade fair of local organisations to encourage those new to the village to find out more. It can be a short 10-minute meeting before a regular parish council meeting, or a separate meeting at a larger location designed to encourage as many residents as possible.

The question is what would be welcomed this year, as we are just coming out of COVID. Would it be sensible to keep it short this year, to take place before either the April or the May Council meetings?

Council to discuss and advise the Chairman.

### **Agenda Item 18 – Traffic Calming**

- a) **SIDs Update** – Having researched extensively, with other councils and those who manage SIDs on behalf of Councils. And through discussion with Hampshire Highways in consideration of the agreed location of the SIDs. Two Smiley/Angry faced SIDs with the associated equipment, have been ordered from Westcotec at a total cost of £6,150 + VAT. All SIDs are manufactured to order. The lead-in time is 6 – 8 weeks, but with the current difficulties facing everyone, this may need to be extended.
- b) **Traffic Calming Works at 10 agreed sites, plus directional signs to Forest Farm** – The Safe Traffic Working Group met with Hampshire Highways on 7<sup>th</sup> March 2022. Hampshire Highways have funds which they are able to contribute to the project, meaning that the estimated cost to the Council is between £6,000 and £7,000. This cost can be covered within the KSPC's CIL funds held by TVBC.

Regarding the directional signs to Forest Farm, Hampshire Highways will meet with Cllr Duncan to agree the final position of the signs. The Working Group seeks the Council's agreement for the Clerk to write to Forest Farm and other affected businesses, to advise of progress and to request their support by advising their customers.

## Agenda Item 18 – Clerk’s Report

Ref	Item
a	<b>Water Meter Cover – Old Palace Farm</b> Resident reported a missing water meter cover in Old Palace Farm, with concerns a dangerous trip hazard, with limited street lighting. Southern Water notified, visited, and replaced water meter cover within two hours. Resident notified.
b	<b>Community Building – Business Rates Query</b> Further to the Chairman of the Village Hall Committee receiving a request and invoice to pay Business Rates for the Community Building for the year 20, I forwarded correspondence received together with confirmation that nothing was due.
c	<b>Uprooted Horse Chestnut Tree</b> A resident has raised concerns that a Horse Chestnut Tree, blown over in August 2020 in the field behind Manor Farm, hadn't been replaced as per the regulations. I have advised the resident that it is TVBC who hold responsibility for trees in the conservation area. The Parish Council doesn't have any 'powers' in this regard.
d	<b>Council Laptop</b> To advise Council that the Council Laptop is approaching the end of its life. The light on the caps key has stopped working, and issues with e-mails are occurring, believed to be associated with the laptops age, the level of inconvenience is being monitored.

## Agenda Item 19 – Correspondence Received

Ref	Item
a	<b>Keep Britain Tidy</b> A flyer has been received from Keep Britain Tidy, a registered charity, asking whether the Parish Council wishes to sign up to The Great British Spring Clean. Asking whether we will host clean-up events, promote the campaign, and encourage people to take part, order bags from them, collect and process litter collected by others, carry out our own litter picks etc.  TVBC are fortunate to already have a Community Litter Pickers scheme in place as follows: <ul style="list-style-type: none"> <li>• TVBC work in partnership with individuals who want to improve their local environment by becoming a Community Litter Picker.</li> <li>• TVBC currently have around 300 Community Litter Pickers throughout the Borough and if residents would like to join up, they will provide residents with a litter picker and a roll of sacks. Please note, residents must live in Test Valley to take part (aged 5 or over) and must only litter pick public (not private) land.</li> <li>• TVBC will provide residents with a Health and Safety Checklist and provide residents with support as necessary.</li> </ul> To become a Community Litter Picker, residents should email the Environmental Service at <a href="mailto:environmentalservice@testvalley.gov.uk">environmentalservice@testvalley.gov.uk</a> or contact Customer Services on 01264-368000.
b	<b>Over Wallop NDP Consultation</b> Please be advised that the Over Wallop Parish Neighbourhood Development Plan consultation draft and supporting documentation is now available for you to read and to comment on. The consultation will commence on the 21 February and end on 4 April. This is a formal consultation (known as Regulation 14) and is in accordance with the Neighbourhood Planning Regulations 2012.  The consultation has been organised by the Over Wallop Parish NDP Steering Group (the qualifying body) on behalf of Over Wallop Parish Council.  The draft NDP and its associated supporting documentation can be found at <a href="https://owparishndp.uk/owp-ndp-draft-consultation/">https://owparishndp.uk/owp-ndp-draft-consultation/</a> Comments on the draft may either be made directly to this email address or through a web based comments form which can be found at the following link. In case of problems selecting the form please type the link directly into your browser. <a href="https://tinyurl.com/DRAFT-NDP-Comments">https://tinyurl.com/DRAFT-NDP-Comments</a>  I very much look forward to receiving your comments.  Stewart MacDonald, Chair, Over Wallop Parish NDP  Members of the public and/or councillors to contribute in an individual capacity.
c	<b>Boundary Commission for England – Consultation re: Boundary Review.</b>

	<p>In June last year NALC shared details of the Boundary Commission for England's (BCE) 2023 Review of Parliamentary Constituencies. This included a consultation to get feedback on proposed new boundary lines and constituency names.</p> <p>BCE is now running a secondary consultation on their initial proposals, which can be found <a href="#">here</a>.</p> <p>To help promote this secondary consultation, BCE has produced a partner pack, available <a href="#">here</a>, containing a range of materials that can be used in various communication channels e.g. websites, bulletins, social media channels should you wish to use them</p> <p>The consultation will run from 22 February to 4 April. To submit comments, please visit <a href="#">here</a>.</p>
d	<p><b>Shaping Community Resilience Event</b>  Date: <b>Friday 18<sup>th</sup> March</b>; Location: Royal British Legion, Shean House on Love Lane, Romsey SO51 8DE. Car Parking is available a short walk away in the Alma Road Car Park. SO51 8DA. The event will <b>start at 10am and finish at 3pm</b>. Lunch will be provided.</p> <p>"Neil Odin, the Chief Fire Officer for Hampshire and the Isle of Wight, has been leading a Shaping Resilience Board to support the government's work to make the UK <i>"the most resilient nation"</i>. As part of this process Neil has asked me to undertake a study of community resilience and, in particular, to look at what has worked well in the past. During the Covid 19 pandemic we saw many excellent examples of communities organising themselves to provide support to local people in need. Equally, we have many great examples of local resilience groups making a huge difference in more localised events, such as flooding, over recent years.</p> <p>We want to learn from these examples to see what the "ingredients" are that help a community make a real impact in terms of local resilience. The work starts from the government's premise that we should be supporting communities develop their plans and capabilities to take an active role in the response to incidents. To do that they need to be resilient, with the capacity, skills and knowledge to engage and even lead aspects of the response.</p> <p>As a first step, in partnership with the Southern Policy Centre, the event on 18<sup>th</sup> March will help us start to understand the role communities can play in incident response and identify how that role can be developed and supported. That starts with us drawing on the practical experiences of those involved in incident response at a local level. We hope to develop an understanding of what constitutes community resilience and from that identify how that resilience can be nurtured and supported.</p> <p>Representatives from communities (parish or town councils and other active local community resilience groups), the voluntary sector, local authorities and other key LRF partners from across Hampshire and the Isle of Wight, have been invited to the event".</p> <p><b>Council to confirm councillor representative(s). One place to date has been booked for Cllr Storey.</b></p>
e	<p><b>The Hampshire and IoW Local Resilience Forum is working with Government on what the key ingredients are that can help a community make a real impact in terms of local resilience.</b></p> <p>The LRF is starting to formulate its thinking and would very much like to meet with a range of groups from Eastleigh and Test Valley to test its emerging ideas and receive further feedback about local experiences.</p> <p>As a result, I would like to invite you and any other interested people from your organisation to a workshop on <b>Wednesday 23<sup>rd</sup> March 2022 from 10am until 3pm</b> at the Valley Park Community Centre, Pilgrims Close, Chandlers Ford, Eastleigh, SO53 4ST. <b>This is in addition to</b> a workshop that some of you may have been invited to which will take place on the 18<sup>th</sup> March.</p> <p>The aim of the workshop on 23<sup>rd</sup> March will be to:</p> <ul style="list-style-type: none"> <li>• To test out emerging thinking on building community resilience in partnership.</li> <li>• To explore how you see your role in community response.</li> <li>• To discuss community capacity and skills, and how best they can be developed.</li> </ul> <p>I do hope that you will be able to attend.</p> <p>Please RSVP to Rosalie Howitt (<a href="mailto:rhowitt@testvalley.gov.uk">rhowitt@testvalley.gov.uk</a>) by <b>Thursday 17<sup>th</sup> March 2022</b>. A light lunch will be provided, so please let Rosalie know if you have any special dietary requirements.</p> <p>Best wishes, <b>Andy Ferrier</b> Chief Executive, Test Valley Borough Council</p> <p><b>Council to advise any representatives and I will book places.</b></p>

f	<p><b>Meeting of the Test Valley Association of Parish and Town Councils held via Microsoft Teams on Thursday 24 February 2022 at 7.30 pm.</b> Minutes of the meeting have been received and circulated.</p>
g	<p><b>National Day of Reflection:</b> Wednesday 23<sup>rd</sup> March is the National Day of Reflection, to support the millions of people who are grieving, and remembering the family, friends, neighbours and colleagues we've lost during the pandemic.</p> <p>While life is beginning to return to normal for some people, several million people are still living with the trauma of loss, and not being able to grieve properly. National Day of Reflection aims to encourage people to come together and acknowledge and show support for everyone who has been bereaved.</p> <p>There are lots of ways to take part, either as an individual, couple, family, group, team or organisation. There will be a minute's silence at 12 noon, and an evening vigil at 8pm, as well as other online and in person events on the day. We would love to hear from any members who will be joining in or hosting events for the local communities we serve, so we can feature it in The Journal.</p> <p>For more information on how you can get involved please visit the Marie Curie website <a href="https://www.mariecurie.org.uk/get-involved/day-of-reflection">https://www.mariecurie.org.uk/get-involved/day-of-reflection</a></p>