

Clerk: Mr Roy Hamilton

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**NURSLING &  
ROWNHAMS  
PARISH COUNCIL**

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**Minutes of the Meeting of the Parish Council held on  
Tuesday 14<sup>th</sup> June 2022 at 7:50pm**

**Council Members Present:**

|                                                                          |                                                                                         |                                                               |
|--------------------------------------------------------------------------|-----------------------------------------------------------------------------------------|---------------------------------------------------------------|
| Cllr P Bundy,<br>Chairman (PB)<br>Cllr S Williams Vice-<br>Chairman (SW) | Cllr M Maltby (MM)<br>Cllr A Bulpit (AB)<br>Cllr H Painting (HP)<br>Cllr D Spooner (DS) | Cllr G Orriss (GO)<br>Cllr G Barker (GB)<br>Cllr T Swain (TS) |
|--------------------------------------------------------------------------|-----------------------------------------------------------------------------------------|---------------------------------------------------------------|

**In Attendance:** Cllr N Adams-King(NAK), Clerk Roy Hamilton and two members of the public.

| No | No. | ITEM                                                                                                                                                                                                                                                              | Action by |
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| 1. |     | <b>Apologies.</b><br>The Clerk advised that Cllr J Lines and Cllr M Harding had sent their apologies.                                                                                                                                                             |           |
| 2. |     | <b>Declarations of Interests.</b><br>GB advised that he had an interest in one of the planning applications. PB advised that GB should retire from the meeting when the application was discussed.                                                                |           |
| 3. |     | <b>To Receive and Approve the Minutes of the Full Meeting of the Council held on 10<sup>th</sup> May 2022.</b><br>Minutes proposed by HP and GO seconded, all agreed that the minutes of the Full Meeting held on Tuesday 10 <sup>th</sup> May 2022 were correct. |           |
| 4. |     | <b>Adjournment for 10 Minute Public Question Time.</b>                                                                                                                                                                                                            |           |
|    | 4.1 | Two residents attended the meeting. They objected to the absence of a gap in the new fencing at the entrance to Home Covert Wood. PB confirmed that the original intention was to have an entrance at that point but at the time the fence was                    |           |

| No | No. | ITEM                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Action by        |
|----|-----|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|
|    |     | <p>being erected travellers had set up an illegal camp nearby. In addition, there were problems with quad bikes using the Recreation Ground to access Home Covert Wood and this had drawn complaints from residents. PB had consulted with Council members and taken the decision to continue the fence at this point and not have an access point. PB advised that this would be reviewed along with all the other entrance points to establish if there were any issues.</p> <p>PB advised that at a recent visit with the police to the Recreation Ground the fencing was discussed. The Police representative agreed that the fencing and access points would help prevent future instances of incursion and damage. The police also advised that having too many access points would negate the security offered by the fence.</p> <p>The other resident's concern was that the lack of an entrance meant that his mother had to use the path alongside Home Covert, which was very uneven. His mother had recently had a hip replacement and she was in danger of tripping due to the poor state of the path. PB advised that the Parish Council were currently seeking quotes to improve the path alongside Home Covert.</p> |                  |
| 5. |     | <b>To Dispose of Business Remaining from The Previous Meeting/ Chairman's Report.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                  |
|    | 5.1 | <b>Home Covert Path</b> - PB advised that Baker-Mill had not yet provided an update on the felling of Ash trees.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | <b>Continues</b> |
|    | 5.2 | <b>Resilience Forum/Emergency Planning</b> – HP advised there was no update.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | <b>Continues</b> |
|    | 5.3 | <b>SANG alongside Broadleaf Development</b> – HP expressed concern that the contractors were carrying out work on a piecemeal basis. PB read through the action plan agreed by TVBC and Taylor Wimpey. It was decided that PB would email the action plan to HP, and she would undertake a visit to the SANG to establish what parts of the action plan had been completed and if the target dates were being met. HP asked PB to find out who would be responsible for the management of the SANG in the future.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | <b>Continues</b> |
|    | 5.4 | <b>Relevelling Nursling Recreation Ground</b> – The Clerk advised that there had been problems getting the grass cut but it was scheduled to take place on Friday 17 <sup>th</sup> June.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | <b>Continues</b> |
|    | 5.5 | <b>Village Hall extension</b> – PB advised that the architect's response to suggested amendments to the drawings had not                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | <b>Continues</b> |

| No         | No.         | ITEM                                                                                                                                                                                                                                                                                                                                                              | Action by        |
|------------|-------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|
|            |             | yet been received.                                                                                                                                                                                                                                                                                                                                                |                  |
|            | <b>5.6</b>  | <b>HGV Lorries Nursling Street</b> – PB confirmed HCC response still awaited.                                                                                                                                                                                                                                                                                     | <b>Continues</b> |
|            | <b>5.7</b>  | <b>Sculpture on the SANG</b> – no further updates.                                                                                                                                                                                                                                                                                                                | <b>Continues</b> |
|            | <b>5.8</b>  | <b>Fencing Nursling Recreation Ground</b> – The Clerk confirmed the fencing was now complete. Due to leave the director from New Forest Fencing had not yet been able to make the final sign off visit. The Clerk advised that a couple of posts near the Village Hall seemed to be loose and may need refixing but, otherwise, there appeared to be no problems. | <b>Continues</b> |
|            | <b>5.9</b>  | <b>Bus Routes Servicing Broadleaf Park Estate</b> – The Clerk advised he had received an acknowledgment to his letter but no response.                                                                                                                                                                                                                            | <b>Continues</b> |
|            | <b>5.10</b> | <b>St Boniface Park Drainage Issues</b> – The Clerk advised no further progress had been made. The goal posts in St Boniface had fallen. The TVBC grounds maintenance supervisor would be checking to see if they are repairable.                                                                                                                                 | <b>Continues</b> |
|            | <b>5.11</b> | <b>Planters Nursling St</b> – The planters were now in place and a local resident would carry out the watering.                                                                                                                                                                                                                                                   | <b>Complete</b>  |
| <b>6.0</b> |             | <b>Approval of Payments for Period Ending 31/05/2022, and Finance.</b>                                                                                                                                                                                                                                                                                            |                  |
|            | <b>6.1</b>  | A schedule of payments and financial reports for the month ending 31 May 2022 were presented to the Council.                                                                                                                                                                                                                                                      |                  |
|            | <b>6.2</b>  | The Clerk advised that TVBC had taken the incorrect amount for the maintenance contract. This should now be resolved and £1335 should be taken by direct debit in May.                                                                                                                                                                                            |                  |
|            | <b>6.3</b>  | MM queried the payment for Desktop Publishing. PB explained it was a cost of the Village News and the £80 was charged each month.                                                                                                                                                                                                                                 |                  |
|            | <b>6.4</b>  | SW proposed the reports be accepted, GO seconded and all agreed.                                                                                                                                                                                                                                                                                                  |                  |
| <b>7.0</b> |             | <b>Police Report and Community Safety</b>                                                                                                                                                                                                                                                                                                                         |                  |
|            | <b>7.1</b>  | PB advised that he TS and MM had met with the Police Sergeant from Romsey. The Clerk had sent details of the Parish Council meetings and it was hoped that there would be a Police presence at the September 2022 meeting.                                                                                                                                        |                  |
| <b>8.0</b> |             | <b>TVBC and County Councilor's Reports.</b>                                                                                                                                                                                                                                                                                                                       |                  |

| No | No. | ITEM                                                                                                                                                                                                                                                                                                                                                                                                            | Action by |
|----|-----|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|
|    | 8.1 | This item had been brought forward to allow NAK to leave the meeting early                                                                                                                                                                                                                                                                                                                                      |           |
|    | 8.2 | NAK advised that HCC had taken on board the fact that the Redbridge Lane area had changed, and the speed limit for traffic using Redbridge Lane would be looked at again. This will prevent the Parish Council and NAK spending funds on a speed survey                                                                                                                                                         |           |
|    | 8.3 | NAK explained that even if the Romsey Road/Bakers Drove traffic light scheme did not go ahead, the changes to the Horns Drove junction would still proceed.                                                                                                                                                                                                                                                     |           |
|    | 8.4 | NAK confirmed that he was hopeful that there may be some change soon in respect of the unadopted road at Paulette Lacave Avenue.                                                                                                                                                                                                                                                                                |           |
|    | 8.5 | NAK advised that a major road improvement scheme between Romsey and Kings Somborne would result in overnight closures                                                                                                                                                                                                                                                                                           |           |
|    | 8.6 | NAK explained that a new 3 bin/ 3 weekly collection scheme was planned for 2024. The scheme was being announced early to address any issues that may arise. The new scheme should improve recycling rates and will include glass collection from home.                                                                                                                                                          |           |
|    | 8.7 | NAK said that the counties in Southern Hants/Dorset had been trying to work together to try and create a green belt across the region. The Government would only consider this if areas for building were also identified. The plan was now looking at areas to create Strategic Gaps. Land for building would be identified by the Land Commission and this had the advantage of including Northern Hampshire. |           |
|    | 8.8 | PB referred to correspondence he had received from a resident about the fencing and read out his reply to the Council                                                                                                                                                                                                                                                                                           |           |
|    | 8.9 | PB advised that from 28 June 2022 trespass by a vehicle overnight was a criminal offence. The Police are still reviewing the implementation of this law.                                                                                                                                                                                                                                                        |           |
| 9  |     | <p><b>Quotes received in respect of tree works St Boniface Park and Woodland Horns Drove.</b></p> <p><b><u>St Boniface Park</u></b></p> <p><b>a) Tree Masters £1,985 exc VAT (£1,650 – fell tree).</b></p>                                                                                                                                                                                                      |           |

| No  | No.  | ITEM                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Action by        |
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|     |      | <p>b) Acorn Tree Specialist Ltd - £3,840 exc VAT.<br/>c) Climbers Way Tree Care – £7,409.70 exc Vat</p> <p><b><u>Horns Drove Woodland</u></b></p> <p>a) Tree Masters £900 per day (2 to 3 days work).<br/>b) Acorn Tree Specialist Ltd - £880 per day (3 to 4 days work).<br/>c) Climbers Way Tree Care per day (3 to 4 days work).</p>                                                                                                                                |                  |
|     | 9.1  | The Clerk explained that the quote in brackets from Tree Masters was to fell the tree onto the playing field, but the higher quote was for it be taken down section by section. Felling the tree would cause damage to surrounding trees. After some discussion SW proposed the Tree Master quote be accepted, GO seconded and all agreed. The option for felling the tree section by section was selected.                                                            | <b>Continues</b> |
|     | 9.2  | The Clerk explained that this work related to Woodland trees backing onto residential property. It was agreed to obtain a daily rate, as it was difficult to quote with any accuracy. The Clerk thought that two days work should be carried out as a first step and, if necessary, other days could be added. GB proposed that Tree Master quote be accepted, TS seconded and all agreed.                                                                             | <b>Continues</b> |
| 10. |      | <b>Request to Purchase of Garden Machine tools for use on Parish Grounds – Strimmer, hedge cutter.</b>                                                                                                                                                                                                                                                                                                                                                                 |                  |
|     | 10.1 | The Clerk explained that he thought it would be worthwhile purchasing a good quality strimmer to carry out ad hoc work in the Parish. It was explained that it was difficult to get contractors to carry out small jobs quickly. The Clerk had carried out some small jobs but did not have the correct tools to do it quickly. After discussion it was suggested, the Clerk look at the cost, insurance requirements and safety instruction before making a purchase. | <b>Continues</b> |
| 11. |      | <b>Approval of Audited Accounts for Year Ending 31 March 2022.</b>                                                                                                                                                                                                                                                                                                                                                                                                     |                  |
|     | 11.1 | DS proposed the accounts be approved, TS seconded and all agreed.                                                                                                                                                                                                                                                                                                                                                                                                      | <b>Complete</b>  |
| 12. |      | <b>Approval of Annual Governance Statement.</b>                                                                                                                                                                                                                                                                                                                                                                                                                        |                  |
|     | 12.1 | PB read through questions 1 to 9 of Section 1 of the Annual Governance Statement and the response agreed by all members.                                                                                                                                                                                                                                                                                                                                               | <b>Complete</b>  |
| 13. |      | <b>Internal Auditor’s Report and recommendations</b>                                                                                                                                                                                                                                                                                                                                                                                                                   |                  |

| No | No.  | ITEM                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Action by |
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|    | 13.1 | The Clerk had sent out a summary of the Internal Auditor's findings prior to the meeting. These included obtaining a debit card to minimise the Clerk's expense claim, looking into a bespoke accounting package, sign or initial each page of the agreed minutes, introduce a FOI model, minute any increase in allotment fees consider joining the SLCC, Clerk to sign contract of employment and evidence financial reports checked. The Clerk advised he would ensure these items were reviewed or implemented in the coming months. As a start the Clerk had asked GB to check the financial reports to the bank statements and initial both. A different Councillor would be asked to carry out the check at each meeting. | Complete  |
|    | 13.2 | The Internal Auditor had recommended that the Parish Council start charging VAT on advertisements in the Village News. The Clerk explained that the selling of adverts was a commercial activity and if the level of turnover meant that output VAT exceeded £1,000 HMRC expected Vat to be charged. There was some discussion about the consequences to the Parish Council and the financial impact. The Clerk was advised contact HMRC to register the Parish Council and seek advice.                                                                                                                                                                                                                                         | Continues |
|    | 13.3 | The Internal Auditor had advised that the Parish Council investigate the potential VAT consequences of the proposed extension. The Parish Council could not reclaim VAT on any work carried out on the Village Hall, as it was not the legal owner, and the Village Hall was run independently. It was advised that the Clerk approach HALC in respect of the legal relationship between the Parish Council and the Village Hall.                                                                                                                                                                                                                                                                                                | Continues |

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| 14   | <b>Schedule of Planning &amp; TPO Applications for Discussion 14/06/2022</b>                                                                                                         |  |  |
| 14.1 | 22/01109/TPOS. 23 Hurricane Drive, Rownhams. T1 Oak reduce crown, T2 Oak reduce lower branches, T3 and T4 remove. <b>No objection.</b>                                               |  |  |
| 14.2 | 22/01127/FULLS. 22 Broadmead Road, Nursling. Single storey rear extension. <b>No objection.</b>                                                                                      |  |  |
| 14.3 | 22/01151/FULLS. Cobra Lodge, Upton Lane, Nursling. Construction of kennels with store and accessible toilet. <b>Objection.</b>                                                       |  |  |
| 14.4 | 22/01177/FULLS. Hillside Cottage Toot Hill. Erection of 2 timber clad containers and decking. <b>No objection.</b>                                                                   |  |  |
| 14.5 | 22/00911/FULLS. 17 Prince Road, Rownhams. Replace conservatory with single storey extension. <b>No objection.</b>                                                                    |  |  |
| 14.6 | 22/01081/FULLS. 55 Upton Crescent, Nursling. Demolish garage and erection of chalet bungalow with new driveway. <b>No objection.</b>                                                 |  |  |
| 14.7 | 22/00885/OUTS. Brooklyn 4x4 Romsey Road, Nursling. Mixed use development of convenience store and 9 flats with parking. <b>Objection due to overlooking neighbouring properties.</b> |  |  |

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| <b>14.8</b>  | <b>22/01231/TPOS.</b> Woodland Horns Drove, Rownhams. Various works as per schedule. <b>No objection.</b>                                                                                                 |
| <b>14.9</b>  | <b>22/01328/FULLS.</b> 28 Horns Drove Rownhams. Single storey side extension plus single storey side extension to garage. <b>No objection.</b>                                                            |
| <b>14.10</b> | <b>22/01431/FULLS.</b> 13 Broadmead Road, Nursling. Loft conversion with dormer windows to front and rear of property. <b>GB left at this point, but the application has not yet been fully reviewed.</b> |

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| <b>15</b> | <b>Correspondence. Appendix 2 attached.</b>                                                                                                                                                                                                                                                                                                                                      |                  |
|           | <b>15.1</b> Request by resident to plant a tree on Parish Council land near to Village Hall to commemorate aunt's 80 <sup>th</sup> birthday. It was agreed that a tree could be planted at the front of the Village Hall.                                                                                                                                                        | <b>Complete</b>  |
|           | <b>15.2</b> Resident has raised concern over the number of cars parked in Nursling Street near entrance to Mill Yard. PB advised that the Parish Council had no responsibility for this, but the landlords could be asked to minimise the parking on Nursling Street.                                                                                                            | <b>Complete</b>  |
|           | <b>15.3</b> Letter received from Insurance Company on behalf of resident at 8 Rufus Close, Rownhams requesting work be carried out on trees and shrubs in St Boniface Park. The Clerk outlined the details of the letter and the requested work on trees in St Boniface Park. The Clerk was instructed to consult with the Parish Council's solicitors before taking any action. | <b>Continues</b> |
|           | <b>15.4</b> Request for Yoga Class to be conducted outdoors during the summer months. Permission was granted but with certain stipulations.                                                                                                                                                                                                                                      | <b>Complete</b>  |

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| <b>No.16</b> | <b>Members Questions</b>                                                                                                                                                                              |                 |
| <b>16.1</b>  | HP asked who was carrying out work on the Romsey Road bridge. PB advised that it was Southern Water clearing blocked drains.                                                                          | <b>Complete</b> |
| <b>16.2</b>  | HP asked that an entry be placed in the Village News about cutting back hedges and a reminder it is bird nesting season.                                                                              | <b>Complete</b> |
| <b>16.3</b>  | HP advised that permission to fell an oak was given for 17 Hurricane Drive and wanted to check that it was replaced within 6 months. The Clerk will send a reminder to HP in 6 months.                | <b>Complete</b> |
| <b>16.4</b>  | GO and TS both expressed the view that an access point on the Recreation Ground was required at the Home Covert Wood entrance. After discussion the Clerk confirmed he would list it for review on an | <b>Complete</b> |

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|  | upcoming Agenda. |  |
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**The meeting closed at 9:50pm.**

**The next Full Meeting of the Council will be held on 7.30pm 12<sup>th</sup> July 2022**



## Rownhams Parish Council

Payments and Receipts for month ending May 2022

| Date         | Payment Type | Expense                          | CR              | DR                | Balance     |
|--------------|--------------|----------------------------------|-----------------|-------------------|-------------|
| 03/05/2022   | Credit       | Village News Adverts             | £ 625.13        |                   | £ 71,639.73 |
| 08/05/2022   | Bacs         | Printing Costs                   |                 | £ 808.26          | £ 70,831.47 |
| 11/05/2022   | Bacs         | Desktop Publishing Services      |                 | £ 320.00          | £ 70,511.47 |
| 11/05/2022   | Credit       | Village News Adverts             | £ 60.00         |                   | £ 70,571.47 |
| 13/05/2022   | Credit       | Allotment rental and key deposit | £ 11.00         |                   | £ 70,582.47 |
| 15/05/2022   | Direct Debit | Grounds Maintenance              |                 | £ 912.10          | £ 69,670.37 |
| 19/05/2022   | Direct Debit | Telephone Rental                 |                 | £ 21.59           | £ 69,648.78 |
| 29/05/2022   | Bacs         | Printing Costs                   |                 | £ 713.52          | £ 68,935.26 |
| 29/05/2022   | Bacs         | Drawing and Surveying costs      |                 | £ 1,800.00        | £ 67,135.26 |
| 29/05/2022   | Bacs         | May Salary                       |                 | £ 804.29          | £ 66,330.97 |
| <b>Total</b> |              |                                  | <b>£ 696.13</b> | <b>£ 5,379.76</b> |             |