

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 6th June 2023 at 7:30pm**

**Council Members Present:**

Cllr P Bundy, Chairman (PB)	Cllr H Painting (HP) Cllr J Lines (JL) Cllr G Barker (GB)	Cllr G Orriss (GO) Cllr T Swain (TS)
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**In Attendance:** Clerk R Hamilton

No.	No.	ITEM	Action by
1.		<b>Apologies.</b> The Clerk advised that Cllr N Adams-King (NAK) and Cllr M Maltby (MM) had sent their apologies.	
2.		<b>Declarations of Interests.</b> None.	
3.		<b>To Receive and Approve the Minutes of the Full Meeting of the Council held on 9th May 2023.</b>	
	3.1	The minutes were proposed by GB and TS seconded, all agreed that the minutes of the Full Meeting held on Tuesday 9 <sup>th</sup> May 2023 were accurate and correct.	
4.		<b>Adjournment for 10 Minute Public Question Time.</b>	
	4.1	Two local residents give a brief outline of their request to use the Village Hall Car Park for a pop-up pizza business. It was believed that the area had a lack of delivery options for pizzas and their business would provide a new option to the Parish. The pizza would be freshly made using their own gas-powered equipment so they would be fully self-sufficient. The operation would require 2 to 3 car parking spaces. It would only operate on Fridays between the hours of 5pm and 8pm, with setting up starting at	

No.	No.	ITEM	Action by
		<p>4pm. The intention was to arrange orders by way of social media, with customers given a time slot to pick up their order. It was not anticipated that there would be many drop-in customers. It was proposed that the business could make a financial contribution for the use of the car park. The litter arrangements and need for a written agreement were discussed. It was advised that it was likely that the Parish Council would consult with other local businesses before proceeding.</p>	
	<b>4.2</b>	<p>The owner of The Four Horseshoes public house and a planning consultant attended the meeting in respect of the proposal to build a 24-bedroom annexe, car parking spaces and kitchen extension. PB advised that the application had not yet been considered but welcomed the presentation from the owner. It was explained that the refurbished Four Horseshoes opened in 2019. Five properties had been built to the rear of the pub to help fund the extension and refurbishment of the pub. They are pleased to be part of the community and have a good customer base. However, costs have risen dramatically recently. The annexe of 24 bedrooms would help generate additional revenue and the kitchen extension was to provide extra capacity.</p> <p>It was explained that the rooms would be high quality boutique style and not budget accommodation. It would be similar to the sister hotel the Duke on the Test. The reference to the Premier Inns in the planning application was to show that there is a lot of demand for rooms in the area. It was believed that the proximity to the New Forest, Paulton's Park and Southampton General Hospital would generate customers.</p> <p>The issues around traffic in Nursling Street were discussed and it was advised that the traffic analysis indicated that there would only be an additional 7 movements each way at peak time if the rooms were fully occupied. However, it was anticipated that guests would arrive late afternoon and leave after rush hour/ school hours in the morning. Therefore, it was believed there would be limited impact on the traffic in the area.</p> <p>The owner advised that they had met with planning officers from TVBC to ensure that the proposals were fully compliant with planning policy. The open space next to the annexe would remain an integral part of the pub, with the existing grill staying and landscaping taking place. After the development was complete the open space would be slightly bigger than currently exists. Consultation had taken place with immediate neighbours, and it</p>	

No	No.	ITEM	Action by
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		<p>was believed they were supportive of the proposal. When finished the annexe should provide employment and additional infrastructure to the area.</p> <p>Councillors queried the proximity to the motorway. It was advised that the building would be fully compliant with sound and air quality rules. It was confirmed that 24 car parking spaces would be provided, although this was not a planning requirement. The building would be a 1 and ½ storey building and additional tree planting will be taking place.</p> <p>PB thanked the owner and planning consultant for their time.</p>	
<b>5.</b>		<b>To Dispose of Business Remaining from The Previous Meeting/ Chairman's Report.</b>	
	<b>5.1</b>	Home Covert Path – PB advised that the Barker-Mill Estate would be looking to fell Ash trees in the summer and when complete a new route for the path can be considered.	<b>Continues</b>
	<b>5.2</b>	Resilience Forum/Emergency Planning – HP confirmed there were no updates.	<b>Continues</b>
	<b>5.3</b>	SANG alongside Broadleaf Development – PB said that he had spoken to the Planning officer at TVBC and was awaiting on update on the outcome of discussions with Taylor Wimpey.	<b>Continues</b>
	<b>5.4</b>	Re-levelling Nursling Recreation Ground – The Clerk advised that he was having difficulty getting contractors to quote for the repair work. PB advised he had spoken to a contractor, and they may be able to carry out the work in July.	<b>Continues</b>
	<b>5.5</b>	Village Hall extension – No updates.	<b>Continues</b>
	<b>5.6</b>	HGV sign regarding lorries using Nursling Street – PB had been advised by NAK the signs had been prepared but was waiting to hear from NAK about installation.	<b>Continues</b>
	<b>5.7</b>	Sculpture on the SANG – HP advised that the initial report had been approved. TS advised the project is due to go to tender in September and TS has a copy of the report.	<b>Continues</b>
	<b>5.8</b>	Path Nursling Recreation Ground – PB advised that a meeting had been held with the contractor in May to discuss drainage at the bottom of the new path. It was advised that the best solution would be to construct a drainage trench along the length of the path when constructing the path. The water would then be diverted at various points into Home Covert Woods. PB had spoken to Longdown Management about this solution and did not anticipate any objections. PB advised that he would contact Longdown Management for written confirmation of their agreement.	<b>Continues</b>

No	No.	ITEM	Action by
		The Clerk advised that the additional cost of the trench and drainage would be £3,470. The Councillors discussed the additional cost and agreed to proceed with this work alongside the path. The Clerk will write to the contractor to confirm and list the quote for formal approval at the July 2023 meeting.	
	<b>5.9</b>	St Boniface Installation of adult fitness equipment. – JL advised that she had been in discussion with an officer at TVBC about the project. Following the suggestion of the officer JL had arranged for a stall to present the ideas at the school fetes for Nursling and Rownhams. The purpose was to consult the public and establish what type of equipment would be preferred. JL showed the Council display material she had prepared for the fetes. JL requested volunteers to man the stall and a number of Councillors volunteered.	<b>Continues</b>
	<b>5.10</b>	Garden Machinery – No update.	<b>Continues</b>
	<b>5.11</b>	Internal Audit Matters – The Clerk advised that he required information from the Village Hall Committee to pass on to the VAT consultant. This would include the constitution or equivalent document. It was also advised that consideration of the future of the proposed Pavilion by the Parish Council and the Village Hall Committee, as that impacts on the VAT position.	<b>Continues</b>
	<b>5.12</b>	Balmoral Play Area – The Clerk advised that the repairs had taken place to the skate park and there was only the climbing wall work outstanding.	<b>Continues</b>
	<b>5.13</b>	Works Jubilee Park and Barker Mill Close. – The Clerk advised the barrier at Barker-Mill Close had been replaced and the design should prevent children running underneath the top rail into the road. PB will chase up TVBC about the ramp at Jubilee Park.	<b>Continues</b>
	<b>5.14</b>	Management of Horns Drove Woodland. - RH said that he had met with an Arboriculturist about tree surveys and a management plan. It was agreed that the Clerk would provide the detail to HP to discuss the Woodland plan and the cost.	<b>Continues</b>
	<b>5.15</b>	Coronation Tree. - No updates.	<b>Continues</b>
	<b>5.16</b>	Defibrillators- The Clerk advised 2 were fully operational. The Village Hall defibrillator was currently with the manufacturer for a software update. This machine should be back in place by the end of the week. The Clerk advised he had approached two electricians about connecting power to the Redbridge cabinet but had yet to hear back.	<b>Continues</b>
	<b>5.17</b>	Plant Containers (May meeting item 28.2) – JL confirmed the landlord of the Horns Inn pub had volunteered to water the containers. The Clerk confirmed the containers were with a nursery in North Baddesley and should be in place Thursday evening.	<b>Complete</b>

No.	No.	ITEM	Action by
	<b>5.18</b>	Parking Issues Balmoral Way and Bakers Drove (May meeting items 27.1 and 28.4) – The Clerk confirmed he had written to Hampshire Highways. No reply had been received but he had been given two report numbers relating to these locations. It appeared they had logged items as an issue to be inspected.	<b>Continue</b>
<b>6.0</b>		<b>Approval of Payments for Period Ending 31/05/23 and Finance.</b>	
	<b>6.1</b>	A schedule of payments and financial reports for the month ending 31 <sup>st</sup> May 2023 were presented to the Council. TS proposed the reports be accepted, GO seconded, and all agreed.	
	<b>6.2</b>	JL asked about the payment for cleaning the changing rooms, as the football teams were responsible. The Clerk advised that the teams did a clean after each game, but it was a basic clean. Therefore, the Clerk had arranged for a more thorough clean at the end of the season.	
<b>7.0</b>		<b>Police Report and Community Safety</b>	
	<b>7.1</b>	None.	
<b>8.0</b>		<b>TVBC and County Councilor's Reports.</b>	
	<b>8.1</b>	PB advised that the Borough Election had resulted in PB and TS being reelected. Councilor Karen Dunleavy had been newly elected.	
	<b>8.2</b>	PB confirmed that works are due to start of the final phase of the Redbridge Causeway bridge repairs.	
	<b>8.3</b>	PB advised that Councilor Community grants had been given to several organizations within the Parish, such as a Carers and Toddlers group, The Men's Shed and Rownhams School.	
	<b>8.4</b>	PB explained that a TVBC Cost of Living Grant scheme would be available to non-profit organizations to assist with the cost-of-living crisis.	
	<b>8.5</b>	PB confirmed TVBC was supporting the No Mow May scheme to assist in creating a pollinator friendly environment.	
<b>9.</b>		<b>Approval of Audited Accounts for the year ending 31<sup>st</sup> March 2023.</b>	
	<b>9.1</b>	TS proposed the accounts be accepted and GB seconded, all agreed.	<b>Complete</b>
<b>10.</b>		<b>Approval of Annual Governance Statement for the year ending 31<sup>st</sup> March 2023</b>	

No.	No.	ITEM	Action by
	10.1	PB read through questions 1 to 8 of Section 1 of the Annual Governance Statement and all questions were agreed by all members.	<b>Complete</b>
11.		<b>Internal Audit and matters arising.</b>	
	11.1	The Clerk advised that the internal audit went well but the following points arose: a) The Council should ensure the website is updated to show agendas, minutes, and financial information. b) DPI forms should be available on the website or there should be a link to the TVBC website. c) Decisions in respect of the Village Hall extension should be clearly minuted in the Parish Council and the Village Hall Committee.	<b>Complete</b>
	11.2	It was confirmed that the Parish Council should register for VAT due to the level of income generated by the Village News advertisements. This would require specialise software to make VAT returns. It was strongly recommended that the Parish Council purchase bespoke software. The Clerk advised he would look into this for the next meeting.	
12		<b>Approach from Ashfield Estate to discuss ancillary facilities provided as part of Hoe Lane Housing Development – currently allotments for development are located in this Parish</b>	
	12.1	The Clerk outlined the approach that had been made by the Ashfield Estate and read out an email received.	<b>Continues</b>
	12.2	There was discussion about the land falling inside the Parish and the wish to avoid any construction on that site. The wish being that it only used for allotments. It was agreed to extend an invite to the next meeting.	
13.		<b>Quote Security Barrier</b> <b>(1) New Forest Fencing £3,891 (exc VAT) – for supply and installation.</b> <b>(2) MTST Group £2,650 (exc VAT) to supply and £1,380 (exc VAT) to install.</b> <b>(3) JDS Engineering £3,500 (exc VAT) for supply and £1,650 (exc VAT) to install.</b>	
	13.1	Councillors queried what the installation cost was for New Forest Fencing. The Clerk explained that he had exchanged a few emails prior to the meeting to clarify the quote but had not received a breakdown as yet.	<b>Continues</b>
	13.2	PB advised that he had been in contact with a Contractor who would install the gate for £300 and in order to decide the cost for New Forest Fencing installation needed to be established. The	

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		Clerk agreed to contact New Forest Fencing.	
14.		<b>Co-Option of Parish Councillors update and selection procedure.</b>	
	14.1	PB confirmed that 4 residents had put themselves forward for co-option for the vacant 4 places. If there were no more volunteers the intention was to hold a short meeting prior to the Parish Council meeting and decide on Co-Option for all residents. Co-Opted Councillors could then take their place in the July meeting.	<b>Complete</b>
15.		<b>Proposals in respect of the May Fair and organisation of an event for 2024.</b>	
	15.1	GO advised he had contacted previous members of the May Fair, as well as North Baddesley Village Day organisers, members of the local church community, the Men's Shed and other parties. The response had been encouraging and he had gathered lots of ideas and useful information. The intention was to get the volunteers together at some point and plan the next steps.	<b>Continues</b>
16.		<b>Request for Councillor to oversee responsibility for Allotments and issues arising.</b>	
	16.1	HP volunteered to take over responsibility for the allotments.	<b>Complete</b>
17.		<b>Developments and Applications. Appendix 1 attached.</b>	
	17.1	<b>23/01122/FULLS 47 Upton Crescent Nursling – Front Porch Extension. No objection.</b>	
	17.2	<b>23/01157/TPOS 2 The Mews, Rownhams - T1 and T2 Lime trees clear growth from ground level up to 3m. No objection.</b>	
	17.3	<b>23/01080/FULLS SHB Hire Ltd, Mill Lane, Nursling - Erection of Electricity Sub-Station. No objection.</b>	
	17.4	<b>23/01334/TPOS 23 Armada Close, Rownhams – Fell T1 and T3 Ash trees. To be reviewed.</b>	
	17.5	<b>23/01339/TPOS 12 Horns Drove Rownhams – T1 Oak Fell. Objection.</b>	
	17.6	<b>23/01342/TPOS 14 Trowbridge Close, Rownhams – T1 Oak left crown by 4m, canopy by 2m and thin canopy. To be reviewed.</b>	
	17.7	<b>23/01372/FULLS The Four Horseshoes, Nursling – Erection of 24 bed Annexe with 24 space car park and kitchen extension. To be reviewed.</b>	

<b>18.</b>		<b>Correspondence for Discussion and Action – see Appendix 2.</b>	
	<b>18.1</b>	<b>Request from business to operate a Pizza business from the Village Hall/ Social Club Car Park.</b> It was confirmed the Clerk would consult with other users before deciding. JL would investigate written agreements that may already exist. It was suggested that Awbridge Parish Council may have a similar arrangement. It was agreed that if allowed it would be for a trial period initially.	<b>Clerk</b>
	<b>18.2</b>	<b>Request from resident to purchase land adjacent to their home that forms part of Balmoral Way Play Area.</b> To discuss. It had been suggested that the residents come to the July meeting. PB explained the background to this plot of land, the protected hedgerows and the legal Covenant that did not allow sale by the Parish Council.	<b>Clerk</b>
<b>19.</b>		<b>Members Questions</b>	
	<b>19.1</b>	GB asked if there was any information about the use of a property in Upton Crescent. Councillors did not have any information and GB will find out more information and return to the Council if necessary.	
	<b>19.2</b>	GO asked about a tree in Romsey Road near the Balmoral Inn. It was advised that any trees were probably the responsibility of the property owner, and they would be responsible for the maintenance.	
	<b>19.3</b>	GB advised that TVBC had advised that they would be taking 2 months to consider the 4 pre- applications made in respect of the Village Hall extension.	

**The meeting closed at 9:20pm.**

**The next Full Meeting of the Council will be held on 7.30pm 11<sup>th</sup> July 2023.**



## Nursling Rownhams Parish Council

Payments and Receipts for month ending 30 June 2023

Date	Payment Type	CR	DR	Balance	
01/06/2023	Credit	Village News Advert	£ 40.00		£ 87,504.42
01/06/2023	Credit	Village News Advert	£ 80.00		£ 87,584.42
01/06/2023	Credit	Village News Advert	£ 80.00		£ 87,664.42
01/06/2023	Debit Card	Annual Subscription		£ 36.00	£ 87,628.42
01/06/2023	Bacs	May Litter		£ 300.00	£ 87,328.42
01/06/2023	Bacs	Printing Costs		£ 906.22	£ 86,422.20
01/06/2023	Bacs	May Salary		£ 871.09	£ 85,551.11
01/06/2023	Bacs	Clerk & Councils Direct subscription		£ 14.00	£ 85,537.11
02/06/2023	Credit	Village News Advert	£ 40.00		£ 85,577.11
02/06/2023	Credit	Village News Advert	£ 20.00		£ 85,597.11
05/06/2023	Credit	Village News Advert	£ 40.00		£ 85,637.11
05/06/2023	Credit	Village News Advert	£ 40.00		£ 85,677.11
05/06/2023	Credit	Village News Advert	£ 120.00		£ 85,797.11
05/06/2023	Credit	Allotment rental and key deposit	£ 10.00		£ 85,807.11
09/06/2023	Credit	Village News Advert	£ 265.00		£ 86,072.11
09/06/2023	Debit Card	Tap connector for allotments		£ 12.00	£ 86,060.11
09/06/2023	Bacs	Repairs to Skate Park		£ 1,080.00	£ 84,980.11
09/06/2023	Bacs	Planting containers for Romsey Road		£ 300.00	£ 84,680.11
12/06/2023	Bacs	Return of Changing room key deposit		£ 30.00	£ 84,650.11
15/06/2023	Direct Debit	Grounds Maintenance		£ 1,422.12	£ 83,227.99
20/06/2023	Direct Debit	Telephone Rental		£ 24.48	£ 83,203.51
23/06/2023	Credit	Village News Advert	£ 40.00		£ 83,243.51
25/06/2023	Credit	Village News Advert	£ 40.00		£ 83,283.51
30/06/2023	Bacs	Litter Pick June		£ 300.00	£ 82,983.51
30/06/2023	Bacs	June Salary		£ 870.89	£ 82,112.62
30/06/2023	Bacs	April to June 2023 Tax and Nic		£ 814.48	£ 81,298.14
30/06/2023	Bacs	Bus Shelter Clean		£ 320.00	£ 80,978.14
Total			£ 815.00	£ 7,301.28	

## Appendix 2

**NURSING AND ROWNHAMS PARISH COUNCIL**  
**FINANCIAL YEAR 2023 / 2024**

**MONEY ON DEPOSIT WITH CCLA PUBLIC SECTOR DEPOSIT FUND**

Date	Interest Paid	Paid In	Notes	Paid Out		Balance
01/04/2023		£ -				£ 182,142.10
01/04/2023	£ 616.13					£ 182,758.23
01/05/2023	£ 586.04					£ 183,344.27
01/06/2023	£ 723.32					£ 184,067.59
01/07/2023						£ 184,067.59
01/08/2023						£ 184,067.59
01/09/2023						£ 184,067.59
01/10/2023						£ 184,067.59
01/11/2023						£ 184,067.59
01/12/2023						£ 184,067.59
01/01/2024						£ 184,067.59
01/02/2024						£ 184,067.59
01/03/2024						£ 184,067.59
	£ 1,925.49	£ -				
<b>Deposit Balance</b>						<b>£ 184,067.59</b>

**MONEY ON DEPOSIT WITH BARCLAYS BANK**  
**BASE RATE REWARD**

Date	Interest paid	Paid In	Notes	Paid Out		Balance
01/04/22						£ 49,675.20
01/04/23	£ -					£ 49,675.20
01/05/23	£ -					£ 49,675.20
01/06/23	£ 103.65					£ 49,778.85
01/07/23						£ 49,778.85
01/08/23						£ 49,778.85
01/09/23						£ 49,778.85
01/10/23						£ 49,778.85
01/11/23						£ 49,778.85
01/12/23						£ 49,778.85
04/01/24						£ 49,778.85
01/02/24						£ 49,778.85
01/03/24						£ 49,778.85
						£ 49,778.85
	£ 103.65			£ -		
<b>Deposit Balance</b>						<b>£ 49,778.85</b>

**Funds Available                      £ 231,855.28**

## Appendix 3

## NURSLING AND ROWNHAMS PARISH COUNCIL

## Income and Expenditure Account for the year ended 31st March 2024

Position as at 30 June 2024

	2023/24 £	2022/23 £
<b>Income</b>		
Precept	£34,750	£67,500
Interest received	£1,306	£1,781
Village news adverts	£1,939	£8,475
Grants received	£3,000	£23,220
May Fair	£0	£0
Other income	£351	£3,390
<b>Total Income</b>	<b>£41,346</b>	<b>£104,366</b>
<b>Expenditure</b>		
Community Support		
Community services & facilities (Allot	£9,823	£40,645
S137 Payments (Note 9)	£150	£50
	<b>£9,973</b>	<b>£40,695</b>
Administration		
Staff costs incl NI/pension contributic	£5,003	£11,419
Administration (gates, play equip, ligl	£2,458	£36,389
Legal, professional and audit fees	£923	£5,400
Subscriptions	£1,222	£1,266
	<b>£9,606</b>	<b>£54,474</b>
<b>Total Expenditure</b>	<b>£19,579</b>	<b>£95,169</b>
<b>Surplus/Deficit for the year</b>	<b>£21,768</b>	<b>£9,197</b>
<b>General Fund</b>	<b>£</b>	<b>£</b>
Opening Balance	£298,224	£289,026
Add - Income	£41,346	£104,367
Less - Expenditure	-£19,579	-£95,169
<b>Closing Balance (Note 8)</b>	<b>£319,992</b>	<b>£298,224</b>