

Curdridge Parish Council

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MINUTES OF FULL COUNCIL MEETING OF CURDRIDGE PARISH COUNCIL HELD AT 7 PM ON THURSDAY 14 MARCH 2024 IN THE BILLIARD ROOM AT CURDRIDGE READING ROOM CURDRIDGE

Present:

Cllr Eric Bodger (Chairman)

Cllr Larry Burden

Cllr Jonathan Carkeet

Cllr Paul Haskins

Cllr Philip Hedger

Cllr Sian Townsend

(1 Vacancy)

In attendance:

Jenny Whittle (Parish Council Manager - PCM)

Cllr Vivian Achwal (District Councillor)

Cllr Sudhakar Achwal (District Councillor)

Cllr Anne Small (District Councillor)

3 members of public

Public Session

24.49 Apologies for Absence

Apologies had been received from Cllr Lumby who had taken the decision to retire (and resign) with immediate effect to allow HCC to reinstate his post during the upcoming election process. He thanked Council and advised that he was happy with the projects achieved during his time in post. All present said how grateful they were to him for all his hard work and felt that he would be really missed. Members asked the Chair to formally thank Cllr Lumby on behalf of Council. **ACTION: CHAIR.**

24.50 Declarations of Interest

There were no declarations of interest.

24.51 To receive a report from Curdridge PCSO Sharon Conway – NB this item will be deferred if work commitments restrict attendance by PCSO

24.52 To receive reports from the County Councillor, District Councillors and Hampshire Constabulary Representative, if applicable (usually given at the end of each month)

The written reports were noted and would now be placed on Curdridge Parish Council's website in future having obtained authority from the County and District Councillors to share their reports publicly. **ACTION: PCM.**

Cllr Small added that she had recused herself in relation to the proposed Gordon Road development planning application, as she had made her personal objection to the development known.

She had also heard rumours that there may be another event planned for Furzecote Farm. Members requested that residents report to WCC in this regard. It was agreed the PCM would put an update to this effect on the website for residents' information. **ACTION: PCM.**

Cllr Vivian Achwal also updated that she had reported the potholes along Botley Road at Burrigge and the damage to the road signs in Reading Room Lane. She had received no further updates regarding the proposed Silverlake expansion. It was noted that the Reading

Room Charity had been made aware of WCC's Rural Prosperity Grant Funding availability by the PCM and Cllr Townsend.

24.53 To approve the Minutes of Full Council Meeting on 15 February 2024

Resolved to approve the Minutes of 15 February 2024 as drafted. **ACTION: CHAIR/PCM.**

24.54 Planning Applications received from Winchester City Council, Hampshire County Council, Eastleigh Borough Council or River Hamble Harbour Authority for decision/response

24.54.1 Oakwood Curdridge Lane Curdridge Southampton Hampshire SO32 2BH - Proposed Two and a Half Bay Oak Framed Garage within existing car parking area. Case Officer: Liz Young. Case No: 24/00250/FUL. Consultation Closing Date: 15 March 2024.

Cllr Haskins introduced this item. He advised that this property was the last house on the left in Curdridge Lane. There had been one objection from the immediate neighbour which it is for WCC to deal with. However, Members felt that the application was incomplete and therefore could not be duly considered.

Resolved that Council will email Liz Young to advise that Curdridge Parish Council felt unable to comment on the planning application submitted, as it does not contain elevation drawings or the proposed change of use from agricultural to domestic in the description. ACTION: PCM.

24.54.2 1 Blackberry Cottages Outlands Lane Curdridge Southampton Hampshire SO30 2HD - Oak tree - crown lift to 5m above ground level. To clear out building and van access to allow light and air into garden. Case Officer: John Bartlett. Case No: 24/00563/TPO. Consultation Closing Date: 4 April 2024.

Members discussed this application.

Resolved DO NOT OBJECT, subject to WCC's Tree Officer approving the tree works proposed. ACTION: PCM.

24.55 Planning Decisions and Appeals notified by Winchester City Council/HCC - to be noted

24.55.1 Poplars Farm Curdridge Lane Curdridge Southampton Hampshire SO32 2BH - Change of use of land to equestrian, erection of 11 looseboxes, ancillary structures and associated parking area. Case Officer: Cameron Taylor. Case No: 24/00017/FUL. **PERMITTED. NOTED.**

24.55.2 Land At Sherecroft Farm Botley Hill Botley Hampshire - Erection of hoarding to front of development site, mesh banners, advertising boards and signs and flag poles, with bollard lighting (amended proposal, amended drawings). Case Officer: Marge Ballinger. Case No: 23/02646/AVC. **PERMITTED. NOTED.**

24.55.3 Coledown House Vicarage Lane Curdridge Southampton Hampshire SO32 2DP - Proposed single storey rear extensions (following demolition of greenhouse and external WC/stores), proposed front canopy porch. Case Officer: Marge Ballinger. Case No: 23/02800/HOU. **PERMITTED. NOTED.**

24.56 Curdridge Parish Council Casual Vacancy/Co-Option – to invite each applicant to speak in support of their application (should they wish to do so); Council to make its decision under Exempt Business

Members noted the applications (previously circulated) and welcomed the three applicants in attendance to the meeting. They discussed in more detail why each candidate would like to become a Parish Councillor and established that each applicant would be happy to be involved with the Vision 2050 process if their application were not successful.

David Wright reminded Members that he is going to be volunteering for Speedwatch and advised that he would also like to be on any future CPC working parties involving environmental issues. Members noted this.

Members thanked all applicants for their applications and their time and advised that they would be updated on Council's decision to be made under Exempt Business as soon as possible.

ACTION: PCM.

24.57 To consider who will replace Cllr Newton as CPC's representative on:

24.57.1 Allotment Recreation – currently Cllr Newton and Cllr Townsend;

24.57.2 Curdridge Parish Council Cemetery – currently Cllr Bodger, Cllr Burden, Cllr Newton and Cllr Townsend;

24.57.3 Footpaths/Rights of Way Officer – currently Cllr Haskins and Cllr Newton;

24.57.4 Transport Representative – currently Cllr Burden & Councillor Newton.

24.57.5 Tree Wardens – currently Cllr Burden and Cllr Newton.

24.57.6 Botley to Bishops Waltham Trail – currently Cllr Carkeet and Cllr Newton;

24.57.7 Police/PACT – currently Cllr Hedger and Cllr Newton;

24.57.8 River Hamble Valley Forum dissolved (informal meetings only) – Cllr Newton currently attending.

This item is to be deferred to a future Full Council Meeting, once the new parish councillor is in post. ACTION: PCM to note this in her outgoing update report.

24.58 To consider introducing a new CPC Parish Councillor Policy to enable Council to consider obligations regarding email address set up and communication obligations

Members discussed their concerns that outgoing councillors could continue to use their CPC email addresses unless they hand over their pass word to enable it to be changed. They wanted an outline policy with regard to email usage and retention.

Resolved that:

i) the PCM will check whether there are any generic council Email Policies that could be used as precedents to prepare a draft CPC Email Policy and email these to Members. ACTION: PCM;

ii) CPC's email policy will contain clauses outlining that:-

- The PCM will set up a CPC generic email address for all new Councillors and will assign a password to each new email address, so that when a Councillor leaves the email account and password can be surrendered to Council and the password changed to ensure data protection;

- The PCM & Members may delete any emails relating to any Planning Applications where Winchester City Council has made a formal decision, as Winchester City Council retains planning records;

- Members can delete any emails where they are certain there will not be any recurring communications or where they are certain that the Parish Council Manager/Parish Clerk/RFO has been copied in to retain relevant information on behalf of Council;

- The PCM can delete any obsolete emails that relate to reports of incidents or problems that have been fully dealt with, using their discretion if they believe there might be further matters arising on any matter.

- Cllr Bodger will prepare a draft Email Policy in May and when this is ready will advise the PCM to put this item on the Agenda for approval. ACTION: CLLR BODGER.

- PCM to email Cllr Newton to advise her of the above and request her to kindly surrender her generic CPC email address/password. ACTION: PCM.

24.59 HCC 20 mph speed limit policy – to discuss and consider action (if applicable)

Members noted that HCC had broadly introduced a 20 mph speed limit within the County, subject to requests for reduced speed limits meeting certain policy requirements. Members noted that it may be more difficult to introduce reduced speed limits on Botley Road and Wickham Road, but they would like to start by pursuing Council's former resolution to reduce speed limits along Lockhams Road (due to the number of accidents that have occurred at the

cross-roads with Chapel Lane) and Curdridge Lane (due to the dangerous road conditions and roadside parking along this road).

Resolved that the Vision 2050 public consultations would include public consultation on the possibility of reducing speed limits in Lockhams Road and Curdridge Lane, so that Council can provide HCC with the relevant SLR data supporting any future requests for reduced speed limits in these roads. ACTION: ALL.

Cllr Townsend left the meeting (briefly).

24.60 To arrange CPC Facilities Annual Health & Safety Site Inspections

Members enquired why these annual H&S site visits were required and what onus was placed on Members regarding Health and Safety matters. The PCM advised that it is Council's duty to ensure public safety (where possible) and therefore CPC's annual Health & Safety site inspections were designed to identify any risk factors and future site improvements required to avoid any claims against Council. She confirmed that council insurance does cover third party liability, but Council needs to ensure that any associated insurance investigations would find that Council had done its best to avoid incidents. She advised that she introduced general monthly site inspections by the PCM to also help avoid any such issues arising; she would make the incoming PCM aware of this obligation via her schedule of calendar dates. **ACTION: PCM.**

Resolved that this item will be deferred until the next Full Council Meeting on 18 April when it is hoped the new Parish Council Manager will be in post, so that they can attend the Health & Safety Site Inspection and be made aware of all CPC facilities and general monitoring requirements. ACTION: PCM.

24.61 Finance

24.61.1 Cemetery Car Park (urgent tree works fallen tree) – to authorise the reimbursement of Mr R Medway for the removal of the fallen tree from the Cemetery Car Park in the sum of £125 Members discussed this item. It was noted that there is a possibility that the tree in question might not be within the Cemetery Car Park boundary, but Members felt that public safety was crucial.

Resolved that Curdridge Parish Council would reimburse Mr R Medway in the sum of £125 for the removal of the fallen tree and the PCM would arrange for a tree specialist to remove the remainder of the tree ASAP to ensure public safety. ACTION: PCM.

24.61.2 To approve Finance Report for Full Council 14 March 2024 and cheque signing & payments

Resolved to approve the Finance Report dated 14 March and payments. ACTION: PCM.

Cllr Townsend returned to the meeting.

24.62 Correspondence & Telecommunications

24.62.1 Dave Thorne (CPC SLR Volunteer) – to receive and note SLR Data Statistics.

Members noted the data and had thanked Dave Thorne for his hard work. Cllr Carkeet is still pursuing the Police to introduce speed check points within the parish and would like to address the PCSO regarding this. PCM to message PCSO Sharon Conway to advise of schedule of meeting dates and to request her to attend a future Full Council Meeting ASAP in order for this to be addressed. ACTION: PCM/CLLR CARKEET.

24.62.2 WCC Legal – St Peters Close Bus Stop Agreement renewed until 25 June 2038.

Noted.

24.62.3 WCC – Code of Conduct contact information for Councillors. **Noted.**

24.62.4 Cllr Newton advising of the handover of Allotment Recreation keys to Cllr Townsend and shed key to Cllr Hedger; keyholder signatures to be obtained by PCM. **ACTION: PCM.**

24.62.5 WCC – Parish Connect. **Noted.**

24.62.6 HCC – Newsletter(s). **Noted.**

24.62.7 Southern Parishes – Minutes. **Noted.**

24.62.8 Hampshire & Isle of Wight Trust Newsletter. **Noted.**

24.62.9 Hampshire ALC Newsletter(s). **Noted.**

24.62.10 DEFRA - Hampshire ELMS Convenor Test and Trials project notification.

24.62.11 WeCAN March Newsletter. **Noted.**

24.62.12 Police & Crime Commissioner Newsletter. **Noted.**

24.62.13 HCC -As part the annual Planned Maintenance programme HCC will shortly be undertaking carriageway asphalt preservation along the A3051 Botley Road, Curbridge (from Blue Bell Way to Bridge Farm). The works are currently programmed to start on Wednesday 3rd April 2024 and are expected to take up to 2 nights to complete. During this time, the road will be closed to through traffic from approximately 20:00 – 06:00 hours. The road will be open outside of these hours (to be put on CPC website). **Noted.**

24.62.14 Hampshire ALC – update of changes to annual leave. **Noted.**

24.62.14 Hamble Estuary Partnership – Minutes of Meeting 27.02.2024 and notification of next meeting probably October 2024. **Noted.**

24.63 Neighbourhood Plan – update and to decide upon action (if applicable)

Cllr Carkeet advised that the next stage of the public consultation is due to take place in the next few weeks. Invitations will be hand delivered to all households within the parish in the next week or so and it is hoped that more residents will come forward to assist with the possible development of a Neighbourhood Plan in future. It was noted that the update report following the previous public consultations is on the CPC Vision 2050 website. Cllr Carkeet feels that in view of the recent agricultural planning permissions granted a Neighbourhood Plan is more important than ever. Cllr Carkeet will follow up his previous email to Martin Tod at WCC and the Vision 2050 Members will keep Council updated. **ACTION: CLLR CARKEET.**

24.64 To note Parish Clerk's Update Report (previously circulated to Members) – noted.

24.65 To receive reports from Parish Councillors

Parish Council Manager/Clerk Vacancy – it was agreed that Cllrs Bodger, Burden, Carkeet, Haskins and Hedger would form the CPC interview panel. They updated that interviews were taking place next Monday following which it was hoped the incoming PCM/Clerk would be in post prior to the next Full Council Meeting.

Proposed Silverlake expansion – Cllr Carkeet advised that he had been offered the free use of air quality monitoring equipment by Ashley Davidson. The PCM advised Members that prior to taking up this offer she would recommend Council consults HCC about whether the data collected will be in an acceptable format for HCC to consider and whether HCC would be happy for Council to use their roadside electricity supply to run such equipment. Cllr Vivian Achwal recommended that Cllr Carkeet also consults David Ingram at Winchester City Council to see if he can offer advice and support in this regard. Some Members felt that Council should wait for a formal application to be submitted by Silverlake Garage prior to taking any further action. It was agreed that Cllr Carkeet would carry out initial investigations and would report back to a future Full Council Meeting. **ACTION: CLLR CARKEET.**

Botley Road (request to HCC for a light controlled crossing) – Cllr Hedger advised Members that Curbridge Primary School had also written a very strong letter to Hampshire County Council Highways requesting a light controlled crossing. He said that all parties need to keep chasing HCC for this. Cllr Vivian Achwal advised Members that it is extremely difficult to get a light controlled crossing installed and that very comprehensive data and statistics are required to be supplied to Hampshire County Council Highways to demonstrate the need and demand for one. Cllr Townsend said that if Hampshire County Council Highways can provide Council with details of what data they require she will work with the school and parents to start the process of gathering the required data. It was agreed that Cllr Carkeet and Cllr Hedger will produce a proposal they will submit to HCC Highways and will then work with Cllr Townsend to gather the appropriate data required from the school. Cllr Townsend will also approach the developer carrying out the building work for the St Peters Close Affordable Housing to see if they would be prepared to make a financial contribution to a crossing. **ACTION: CLLRS CARKEET/HEDGER/TOWNSEND.**

Reading Room Joint Committee – Cllr Bodger feels that the Reading Room Trustees are missing out on vital grant funding opportunities, as Durley Parish Council has recently received a second tranche of grant funding for solar panels on their village hall. Cllr Burden said that the Reading Room is struggling to increase hirers and in fact has recently lost another regular hirer. Members were concerned to hear this and asked Cllr Townsend to arrange the next Reading Room Joint Committee meeting as a matter of urgency, to ensure that action is taken

to apply for grant funding and ensure the Reading Room does not incur increased annual losses year on year. **ACTION: CLLR TOWNSEND.**

24.66 Exempt Business – to move the exclusion of the press and the public for the following item in view of the likely disclosure of exempt information within the meaning of paragraph 3 of schedule 12 A to the Local Government Act 1972 (as amended). The public and the press will be asked to leave the meeting whilst exempt business is considered.

Resolved to move to exempt business.

24.67 To receive WCC's update reports on Enforcement cases (if applicable) and decide upon any action required. There were no matters arising.

24.68 Parish Quay – to consider and approve terms of revised Licence Agreement with Horse & Jockey landlords and brewery

Resolved to approve the letter as drafted. PCM to email this letter to the brewery and pub landlord. ACTION: PCM.

24.69 Parish Councillor Casual Vacancy - to receive applications and decide upon any action required.

Members discussed this item.

Resolved that Council will invite the candidate who was unable to make this meeting to the next Full Council Meeting on 18 April to ensure all candidates have an equal opportunity to speak to Members. PCM to update other candidates accordingly. ACTION: PCM.

THE MEETING CLOSED AT 9.34 PM.