

**RECORD OF THE LITTLETON & HARESTOCK
ANNUAL PARISH COUNCIL MEETING
held on Monday, July 26th at 7 pm
at the Millennium Memorial Hall, Littleton**

Present: Cllr G Sallis (Chair), Cllr J Biddlecombe, Cllr P Cunningham, Cllr S Burgess, Cllr R Warren, Cllr D Tozer, Cllr G Sallis, Cllr E Maun, Cllr J Whitburn.

In attendance: City Cllr C Horrill and Mrs L Fielding (Clerk & RFO).

Members of the public: None.

21-071: Apologies for Absence.

Cllr K Learney, City Cllr A Weir, City Cllr S Godfrey, County Cllr J Warwick and ATR/WO1 M Jarvis.

21-072: Disclosure of Interest.

Cllr G Sallis declared a pecuniary interest in website and parish communication matters as his wife is the webmaster (see minute item 21-086). Cllr G Sallis and Cllr P Cunningham declared a personal interest in Sir John Moore Barracks development discussions as they are members of the Strategic Stakeholders Board (see minute item 21-088).

21-073: Public Participation.

None.

21-074: County Councillor's Report – County Cllr J Warwick.

County Cllr J Warwick provided a written report (see Appendix A - pre-circulated to the Parish Councillors).

21-075: City Councillor's Report – City Cllr C Horrill.

City Cllr C Horrill anticipated that the restriction measures at Jewry St and North Walls would be removed following a decision by Winchester City Council which is expected in the next two weeks. She also noted that council officers will continue to work at home, however, appointments can be made by contacting reception staff. There are 4 new staff members in the Planning Enforcement team and they will be introduced to Parish Councils at a forthcoming Parish briefing.

The Local Plan timetable has been agreed and the next stage is currently planned for early Autumn where the potential sites for development will be highlighted. Friarsgate Medical Centre will be demolished and the new building for the St Clements Surgery will be progressed over the next 18 months.

Cllr R Warren asked when the Guildhall will be open to the public, and City Cllr C Horrill reported that it is continuing to be used as a Nightingale Court until March/April 2022.

21-076: City Councillor's Report – City Cllr K Learney.

City Cllr K Learney provided a written report on behalf of the St Barnabas Ward (see Appendix B - pre-circulated to the Parish Councillors).

21-077: Minutes of the full council meeting held on 29th June 2021.

The minutes of the meeting of 29th June 2021 were presented, and it was **proposed by Cllr J Biddlecombe, seconded by Cllr S Burgess, and RESOLVED that the minutes of the meeting held on 29th June 2021 be approved.**

21-078: Matters Arising.

The actions from the last meeting were reviewed. The status of the actions is shown at the end of these minutes.

21-079: Military Report: Sir John Moore Barracks/Worthy Down.

The ATR representative RSM WO1 Jarvis was unable to attend, and no matters were raised.

21-080: King's Barton Forum.

Cllr P Cunningham reported that there were many concerns raised about delays to infrastructure development and that the Cala homes plan defines specific trigger points before certain items will be implemented many of which will be done after 330 houses have been built. The plan to close Andover Rd is targeted at a trigger point of 650 homes, and the Parish Council were very concerned about the plan taking into account the disruption of traffic caused by the planned M3 junction works and other potential local development around Winchester.

Signed: _____ Date: _____

City Cllr C Horrill suggested that the Parish Council work with their Ward Councillors, and County Councillors to ensure their views are heard.

Cllr R Warren asked if Cala were installing electric car charging points, and it was understood that they would not add them retrospectively into existing built areas however the next phases would have charging points.

21-081: Planning.

a. Clerk's Delegated Decisions.

The Clerk reported that according to the temporary delegation schedule, she had submitted neutral responses to the planning applications listed in 0.

b. New Applications.

The Parish Council resolved to support 21/01555/HOU (Landacre, Fairclose Drive, Littleton) and not to raise any objections to 21/01551/HOU (6 Southwick Close, Harestock).

c. Existing Applications.

It was noted that nine applications previously reviewed by the Parish Council have now been approved by WCC, and one (21/01282/TPO) was refused.

d. Enforcement Matters.

The council reviewed the enforcement case for 112 Harestock Road and noted that the case officer had asked the developers to submit a retrospective planning application.

21-082: Parish Council Finance - June Payments for endorsement.

The payments list for June 2021 (see Appendix C) containing payments already made was presented for consideration and, after discussion, was accepted. **It was therefore proposed by Cllr J Biddlecombe, seconded by Cllr D Tozer and RESOLVED that payments on the June payment schedule should be endorsed.**

21-083: Approval of Parish Council Policies.

Two revised Parish Council policy documents had been distributed to members before the meeting.

It was **proposed by Cllr E Maun, seconded by Cllr S Burgess, and RESOLVED to adopt the revised LHPC Health and Safety Policy dated 12th June 2021**

It was **proposed by Cllr D Tozer, seconded by Cllr J Biddlecombe, and RESOLVED to adopt the revised LHPC Equality and Diversity Policy dated 28th May 2021.**

It was also agreed that the Clerk would provide short reports on any issues arising from implemented policies each time a policy document was reviewed in the future.

21-084: Communications Working Group

Cllr G Sallis reported that the paper newsletter should be delayed to September when he expects significant news related to the DIO development. The E-newsletter is planned to be distributed at the end of the month, however, it was agreed that one would not be produced in August.

There are currently 260 subscribers for the E-newsletter.

21-085: Climate Change Working Group

Cllr D Tozer reported that he is currently following up with a potential volunteer and that he had met the Tumulus field wardens and other volunteers to discuss a plan to develop a butterfly glade in the wooded area by removing some of the dead trees and bushes. It was noted that whilst the council had received an initial response from Sparsholt College regarding work in the conservation field a firm commitment had not been made yet.

Action: Cllr S Burgess to contact Sparsholt College to follow up on the initial proposals for support from students for horticultural work in the Conservation Field.

21-086: Estates Change Working Group

Cllr G Sallis reported that he and the Clerk had met with the Vice-Chair of the Football club and it had been discussed that:-

- a. The lower field would not be used from the next football season as the disabled football team were being moved elsewhere.
- b. The football team will try to reduce the number of games played on the weekends and all games and training should be finished by 3:30. They will also notify the council of planned pitch usage one month in advance.
- c. The football team will trial the use of car park marshalls during busy days.
- d. Residents from Littleton and Harestock would have priority on the waiting list.

Cllr S Burgess reported on the planned maintenance of the playgrounds which included work on the Littleton climbing frame to sand down the wood and paint in shades water-based paint. The replacement for the Pirates Nest would be delayed until next year. At Harestock playground, concerns had been raised regarding some broken limbs on a tree and the Clerk has contacted a tree surgeon for a quote.

Cllr S Burgess explained the issues raised by the safety inspectors following the installation of the new multiplay at Littleton playground and it was unanimously agreed that the equipment could not be opened until the safety issues had been resolved with the playground equipment installers.

Action: Cllr S Burgess to write a formal complaint letter regarding the Littleton multiplay installation.

Cllr E Maun reported that he had removed some barbed wire on the old boundary of the conservation field and the Littleton Stud, and that he had contacted the Running Horse regarding some overgrown vegetation on the pathways from Parish Council land.

20-087: Parish Council Reports

- a. Littleton Village Design Statement (LVDS)
Cllr J Biddlecombe reported that he had emailed the relevant officer at WCC for further feedback however the officer is currently on holiday until 4th August 2021.
- b. Littleton and Harestock Community Picnic
Cllr R Warren reported that plans are in progress for the community picnic on 30th August, and it was noted that the Show Society Chair would like formal approval that the event could go ahead which was unanimously approved.
- c. The Millennium Memorial Hall.
It was noted that there was now a vacancy for Parish Council trustees for the Millennium Memorial Hall, and Cllr E Maun volunteered to become a trustee.
Action: The Clerk to contact the chair of the Millennium Memorial Hall trustees to propose Cllr E Maun as a new trustee.
- d. Transport, Traffic & Civil Engineering.
Cllr J Biddlecombe reported that the latest figures from the Speed Indicator Device show that 18% of drivers on Main Rd, Littleton were shown to be speeding as they travel down the hill opposite the pond, however, the council need to wait until information is available from the other two locations on Main Rd to gain a true picture of traffic speeds in Littleton.
- e. Environment (Residents Issues).
Cllr S Burgess reported that the recent rain had caused more flooding in parts of Littleton and Harestock and this should be further discussed at the next Estates Working Group meeting.

21-088: Flowerdown Redevelopment.

It was **proposed by Cllr J Biddlecombe, seconded by Cllr G Sallis and RESOLVED that the discussions regarding the DIO proposals for Flowerdown development would be treated as PRIVATE and CONFIDENTIAL.**

The Chair summarised the discussions he had been having with the DIO consultants and other interested parties, and it was noted that the consultants had agreed to a number of workshop meetings with the Parish Council starting on 28th July 2021.

Signed: _____ Date: _____

21-089: Items for noting, AOB, or for inclusion on next month's agenda.

Cllr E Maun reminded councillors regarding the impact of the M3 planned works on the Andover Rd closure.

21-090: Dates of Next Meetings:

- a. Finance and General Purposes Committee Meeting: 8th September 2021 (Pavilion)
- b. Parish Council meeting: 13th September 2021 7 pm (Littleton Millennium Memorial Hall)

The meeting closed at 20:56.

21-091: Summary of Actions**Table 1:** Open Action Points

ID	Owner	Action Points (Open)	Status
Apr.3	Cllr SB	The Estates Working Group to review Sports Club usage of the Recreation Ground. 4May21: To be reviewed at the next Estates Working Group meeting. Photographs of concerns have been obtained. 29Jun21: The recreation ground usage policy is almost complete. 27Jul21: In progress. See 21-086 for discussions with the football club.	Open
Jul.1	Cllr SB	Cllr S Burgess to contact Sparsholt College to follow up on the initial proposals for support from students for horticultural work in the Conservation Field.	New
Jul.2	Cllr SB	Cllr S Burgess to write a formal complaint letter regarding the Littleton multiplay installation.	New
Jul.3	Clerk	The Clerk to contact the chair of the Millennium Memorial Hall trustees to propose Cllr E Maun as a new trustee.	New

Table 2: Closed Action Points

ID	Owner	Action Points (Closed)	Status
Jun.1	Clerk	The Clerk to arrange for Cllr G Sallis' dispensation request to be added to the council's website. 27Jul21: Done.	Closed
Jun.2	Clerk	The Clerk to report accidents on Parish Council property to the Parish Council's insurers. 27Jul21: Done.	Closed

Appendix A. County Councillor Report - Cllr J Warwick Winchester Downlands July 2021

Waste Less Applications for the Hampshire Waste Prevention Community Grant Fund are invited from now until 6 September 2021. The fund is open to community, neighbourhood, voluntary groups, parish, and town councils. Applicants should discuss their ideas with the County Council's Waste Prevention Team before applying, email waste.prevention@hants.gov.uk to arrange an informal discussion.

Grants are available for community projects which will introduce a new waste prevention, reuse or repair service to the local area - to help build a network of waste prevention services across the county.

Full details of what can and cannot be funded, as well how to apply, are available online at:

<https://www.hants.gov.uk/News/20210628CommWastePrevGrnt>

Highways England M3 Junction 9 Project

Hampshire County Council will continue to liaise with Highways England about the important impact of diversion routes and the mitigation for residents on affected routes. Agreed mitigation measures on these diversion routes eg speed reduction measures, road surface and adherence to the correct diversions will be important for local residents.

National Transport Survey please share your views on all transport-related issues across Hampshire on <https://www.hants.gov.uk/transport/nht-surveys>

Climate Change Hampshire County Council's Cabinet is proposing an additional £1.2m spend on internal climate change pilot projects with a strong educational focus. These include decarbonisation of fleet vehicles (switching to electric or vegetable oil), additional tree planting, landscape regeneration, expansion of LED and solar PV installations. Many of these will be public facing to include the Sir Harold Hillier's Climate Change Frontier Garden, the climate positive carbon negative River Hamble Country Park, and the food waste station at Royal Victoria County Park.

Queen Elizabeth County Park's new Bike Base project will deliver a package of cycling improvements including:

- A mountain bike skills area will introduce riders to the different features and surfaces they will experience on the park trails.
- A mini-wheels track
- A new 'green' cycle trail for mountain bikes

Appendix B. City Councillor Report – St Barnabas Ward July 2021

Opening up the City

Given levels of infection, the Council is taking a cautious approach with very little change to recent operating procedures until at least early September. Most officers will continue to work from home. The City Council reception is open but residents are being asked to book if they want a face to face appointment.

Social distancing signage has been removed from the town centre.

Although the County Council has indicated the removal of all temporary Covid related measures we are working to maintain the traffic management measures in the Square, Great Minster Street and the Broadway to keep the Sunday markets operating in the Broadway and maintain the level of outdoor seating in the Square. Pavement licenses for restaurants and cafes, in general, are also being reviewed.

Central Winchester Regeneration

Cabinet agreed last week to move forward with the development and work up an outline business case based on procuring a development partner for the area including Friarsgate medical centre, Friarsgate car park, the bus station, Coitbury house and Kings Walk.

Procuring a development partner, creating a masterplan for the site and gaining planning permission will take several years and in the meantime work on reviving the first two floors of Kings Walk to encourage the start of a creative quarter including bringing in new tenants, having a programme of events, creating new seating and leisure areas as well as improving the façade of the building and the area around it will take place it proved too expensive to complete a full regeneration of the building and it is being included in the redevelopment area.

Archaeology is ongoing and still being undertaken according to advice given by the independent archaeology panel chaired by Professor Biddle.

Garden waste collections

Some garden waste collections were affected as a result of staff shortages including staff being told to self-isolate but the service has rapidly returned to normal. Biffa are looking to build up resilience in their services.

Parking

Work is proceeding on the decked park and ride extension at the Vaultex site in Bar End which is being funded by the Local Enterprise Partnership. Although a park and ride car park when complete it will be an easy walk along the river to the City Centre. Parking levels in the City Centre are back to more usual levels although outer car parks and park and ride remain quiet.

Sport and Leisure Park

The new sports centre is well worth a visit and has been very busy since its opening. Activities are now available at normal numbers but booking is still recommended for classes, hall bookings and busy swimming sessions. Check the Everyone Active website for more details.

Local Plan

An updated timetable for the local plan preparation has been agreed, see [https://democracy.winchester.gov.uk/Extranet/documents/s16206/CAB3302%20-%20APPENDIX%20LDS%20July%202021.pdf?§LO\\$=1](https://democracy.winchester.gov.uk/Extranet/documents/s16206/CAB3302%20-%20APPENDIX%20LDS%20July%202021.pdf?§LO$=1)

Hardship support for City Council tenants

The City Council has agreed an extra programme of support for its own tenants including financial, debt, debt, benefit and employment advice and mental health support for those struggling. If you are aware of any council tenants in difficulties please contact one of their local City Councillors. Several housing associations have their own schemes which can be worth looking into

Appendix C. Payments for endorsement (Confidential information not shown).**Table 3:** Payments in June 2021

Date	Ref	To Whom	Details of Payment	Total (£)	VAT (£)	Net (£)
01.06.21	41	British Gas	Sports Pavilion Electricity 11Apr21-11May21	51.39	2.45	48.94
07.06.21	42	British Gas	Office Electricity for 18/04/21 - 17/05/21	27.02	1.29	25.73
07.06.21	43	WCC	Council tax on Parish Office	71.00	0.00	71.00
07.06.21	44	True Potential	Pension Payment for May	119.09	0.00	119.09
10.06.21	45	Green Smile Ltd	June grounds maintenance	<i>Redacted</i>	<i>Redacted</i>	<i>Redacted</i>
14.06.21	46	Mainstream Digital	June telephone usage & quarterly fee	43.30	7.22	36.08
18.06.21	47	HMRC	Tax & NI on June salaries	<i>Redacted</i>	<i>Redacted</i>	<i>Redacted</i>
18.06.21	48	Factotum Village	Health & Safety Maintenance in Littleton Pavilion/Playground	110.00	0.00	110.00
24.06.21	49	Green Smile Ltd	Additional strimming / Reseeding	72.00	12.00	60.00
24.06.21	50	Fire & Security Hampshire Ltd	Pavilion Fire Alarm Installation	2,832.00	0.00	2,832.00
25.06.21	51	Giant Olive	June Website Updates & E-newsletter	250.00	0.00	250.00
25.06.21	52	Cleaner	Cleaner's salary June	299.00	0.00	299.00
25.06.21	53	Clerk	Clerk's salary June	1,299.22	0.00	1,299.22
25.06.21	54	Smart Water Testing Ltd	Legionella Test Kit for Pavilion	52.50	8.75	43.75
30.06.21	55	British Gas	Sports Pavilion Electricity 11May21-11June21	44.40	2.11	42.29
30.06.21	56	Health and Safety Executive	H&S Posters and accident book	28.40	4.73	23.67

Appendix D. Delegated Planning Decisions in July 2021.**Table 4:** Delegated Planning Decisions

Reference	Address	Proposal	Parish Comments
21/01308/FUL	Broad View Deane Down Drove Littleton SO22 6PP	Proposed new detached house and garages on land to the rear of Broad View	Neutral response submitted.
21/01408/HOU	11 Rewlands Drive Harestock SO22 6PA	Single Storey Front Extension & Porch	No objection submitted.
21/01751/TPO	11 The Hall Way Littleton SO22 6QL	Lime Tree TPO 1474T5, crown lifted ~10 years ago and has now grown to a substantial size overhanging half my lawned garden and into the public car park of the Littleton Memorial Hall. The arborist (Hampshire Heartwood) recommend pollarding the tree due to size. This will bring it in line with other lime trees on this road that have been pollarded by other owners.	No objection submitted.
21/01520/HOU	59 Buriton Road, Harestock, SO22 6JG	SINGLE STOREY REAR EXTENSION AND ASSOCIATED ALTERATIONS TO DWELLING	No objection submitted.
21/01840/TPO	Bridge Lodge 10 Dale Close Littleton, SO22 6RA	T1 Gladitsia -Reduce and reshape to produce a balanced even crown extending onto property T2 Silver Birch - Reduce longer limbs to reshape and produce a balanced even crown	No objection submitted.
21/01510/HOU	27 Harestock Road Winchester SO22 6NS	Proposed part 2 storey / part single storey side extension	No objection submitted.