



Wickham Parish Council

Minutes of the AGM of the above Council held at Wickham Centre on Monday 19th May 2014 at 7.15pm.

Present: Angela Clear (Chairman), Sue Roger- Jones (Vice-Chairman), Marie du Boulay, Thérèse Evans, Justin Gamblin, Nick Guy, Di Frost, Tim Harper, Jenny Hollis, Jon Taylor.

50 members of the public, Parish Clerk Nicki Oliver.

- 1. To elect a Chairman for the ensuing year** Angela Clear elected.
- 2. To elect a Vice-Chairman for the ensuing year** Sue Roger-Jones elected.
- 3. To receive the elected Chairman's declaration of acceptance of office**
Received.
- 4. Appointment of members to existing committees and election of chairmen**
Appointments agreed.
- 5. To receive apologies for absence** Mike Bennett, HCC Cllr Patricia Stallard.
- 6. To receive declarations of interest regarding agenda items:** the following interests were declared by councillors in respect of agenda items 8.1 and 8.2:

Angela Clear personal interest as lives near The Glebe.

Sue Roger-Jones personal interest as lives near The Glebe

Marie du Boulay personal interest as lives in Blind Lane

Thérèse Evans personal interest as member of Wickham Society and lives near proposed sites to the north of the village

Justin Gamblin personal interest as lives near the golf course

Di Frost personal interest as Treasurer to St Nicholas Church, Church supports development on The Glebe

Tim Harper personal interest, lives in Titchfield Lane and is concerned about future development

Jon Taylor personal interest, lives on School Road adjacent to The Glebe

7. To adjourn meeting to allow participation by members of the public

Resident Mike Carter spoke against development on the Glebe raising the impact of Welborne traffic on an already busy road creating a dangerous crossing to reach The Square, this could encourage more car journeys and increase pressure on parking. An extension to the north would benefit from footpaths that are already in existence. Support for extending development to the north west of the village is recommended.

Resident Kate Conduct of School Road questioned the purpose of the road survey work being carried out. Representatives from the Diocese advised all site proposals required detailed highways surveys to be submitted.

Resident Nic Holliday of Tanfield Lane and Chair of Wickham Community Land Trust spoke in favour of distributing development over two sites. The Glebe will provide landscape and highways improvements and a crossing for School Road.

Anton Hanney of School Road asked questions on the process undertaken by the Parish Council before coming to its conclusions. Appended report sets out the detail.

Resident Pippa MacLean of Blind Lane acknowledged that consultation has taken place.

Chair of Wickham Society Brian Barrett spoke against development of the Glebe urging support for all development to be to the north. He pointed out that the Glebe was the site of the Manor fish ponds and warned of previous development at Faringdon (a similar site that had to be demolished). Proximity to Welborne and the threat of coalescence was also raised.

Representatives from Portsmouth Diocese added that the Glebe had been made available for development and that the Church has a role in contributing to community facilities and housing.

Sarah Foster representing Bloor Homes questioned the timing of information presented to councillors. Ms Foster was advised that councillors had information during the week prior to the meeting.

Resident Chris Hoare noted that some of the initial Neighbourhood Planning meeting were held in private. Cllr du Boulay provided details of the meetings held and the development of the steering group to a constituted committee of the Parish Council.

Resident Di Hemmingway-Rice stated that any new development will impact on drainage and flooding.

Resident of Blind Lane Angela Robinson warned that the development proposals should not create hostility in the community. The best solution for improvements to roads, drains and sewerage should be supported.

7.1 To receive Safer Neighbourhood concerns from the community No report this month.

7.2 Report from County Councillor Report circulated prior to meeting.

7.3 Reports from District Councillors No report this month.

7.4 Questions from members of the public Included above.

7.5 Chairman's announcements No announcements.

8. To resume the meeting to consider the following agenda items:

8.1 Report from the Neighbourhood Planning Steering Group on the public consultation Winchester and District Local Plan Part 2 - Wickham Proposed Development Strategy 17th January - 28th February 2014

Cllr du Boulay explained the process and consultation undertaken to reach the proposal to support Winchester City Council's Proposed Development Strategy – report appended.

Cllr Taylor noted that the selection of sites has been led by Winchester City Council with input from experts on landscape and transport. The golf course and the Titchfield Lane site were discounted leaving little to choose from. Winchester City Council recommends spreading development over two sites rather than just one to the north of the village. Cllr Taylor's views are that development should take place near to community facilities.

Cllr Evans explained that the pressure to develop housing has been driven by Central Government and that the councillors and local community have consistently objected to the original 150-250 proposed range both at Council and at Public Enquiry. However the Inspector's decision to allocate the full 250 was a final decision which could not be altered. The community has been consulted by the Parish Council on a number occasions and those consultations together with the questionnaire to Winchester City Council indicated a majority preference not to have all the housing on one site. Numbers replying to this questionnaire were disappointingly low but there was a good attendance at the Consultation Day. The Bloor questionnaire could not be seen as a true indication of responses as not all households had received the document and many felt they had already given their views. Finally Cllr Evans explained the next stages of the Local Plan Part 2 and further consultation opportunities before the Plan would be submitted to the Government Inspector.

8.2 Proposal to support the Development Strategy: Extract from consultation:

The proposed site allocations are at Winchester Road (125 homes) and the southern end of The Glebe (80 homes), along with associated provision of public open space, community facilities and infrastructure. [Link to consultation documents.](#)

It was resolved to support the proposal subject to the following amendment:

On condition that: It is subject to the existing sewage, drainage and flooding issues for Wickham being resolved, it is not all built at the same time. The open space provided is protected as open space with the ownership to be decided.

8.3 To approve the minutes of the Full Council meeting held 28th April 2014 **Minutes approved and signed.**

8.4 General Purposes Committee report (Cllr Gamblin)

8.4.1 To receive minutes of meeting held 7th May 2014 **Minutes received.**

8.4.2 Proposal to commission artwork for an interpretation board for Dean Copse from Dan Powell, approximate cost £700. **Resolved.**

8.5 Lighting / Highways Representative report (Chairman) **Nothing further to report.**

8.6 *Planning Committee report (Cllr Frost)*

8.6.1 *To receive minutes of meeting held 7th May 2014* **Minutes received.**

8.7 *Recreation Committee report (Cllr Roger-Jones)* **Thanks recorded to Wickham Beer Festival for a cheque for £2,500 towards the new pavilion.**

8.8 *Water Meadows Trust report. (Cllr Roger-Jones)* **It was agreed for the Scouts to use the Water Meadows for a Duck Race on 22nd June and to provide a bar.**

8.9 *Finance Committee report: (Chairman)*

8.9.1 *To approve accounts for external audit as follows:*

1. Receipts and payments accounts 2013/14
2. Asset register April 2014
3. Supporting statement 2013/14
4. Action Plan to improve effectiveness of internal controls and risk assessment procedures 2014/15
5. Annual Governance Statement 2013/14
6. External audit return

Resolved.

8.9.2 *Proposal to make a grant of £2,500 to Wickham Festival with free entry for Wickham and Knowle residents on Sunday* **Resolved.**

8.9.3 *To consider a grant application from Life Education for work at Wickham CE Primary School* **A grant of £150 agreed.**

8.10 *Standing Orders AGM requirements*

- i. Review of delegation arrangements to committees, sub-committees, staff and other local authorities **Refer to next GP Committee**
- ii. Review of the terms of reference for committees **Refer to next committee meetings.**
- iii. Appointment of any new committees in accordance with standing order 4 **Not required.**
- iv. Review and adoption of appropriate standing orders and financial regulations **Refer to next GP Committee**
- v. Review of arrangements, including any charters and agency agreements, with other local authorities and review of contributions made to expenditure incurred by other local authorities **Refer to next Finance Committee.**
- vi. Review of representation on or work with external bodies and arrangements for reporting back **Representatives agreed.**
- vii. Review of inventory of land and assets including buildings and office equipment **See item 7.9.1 Asset register above.**
- viii. Confirmation of arrangements for insurance cover in respect of all insured risks **Reviewed 24th March 2014.**
- ix. Review of the Council's and/or staff subscriptions to other bodies

Reviewed when precept agreed.

- x. Review of the Council's complaints procedure **Refer to next GP Committee**
- xi. Review of the Council's procedures for handling requests made under the Freedom of Information Act 2000 and the Data Protection Act 1998 **Refer to next GP Committee.**
- xii. Review of the Council's policy for dealing with the press/media **Refer to next GP Committee.**
- xiii. Determining the time and place of ordinary meetings of the full Council up to and including the next annual meeting of full Council. **Meeting dates set for 2014 and 2015.**

9. Recent correspondence List circulated prior to meeting. It was agreed to permit a charity event on Knowle Village Green on 31st August.

10. Accounts for payment It was resolved to pay accounts as shown on page 3

11. To note bank balances 19.5.14

Water Meadows	£14,436.00
PC current ac	£3,719.00
PC interest ac	£260,259.00
	£278,414.00

Wickham Parish Council Accounts for Payment May 2014

		Recipient	Amount	Notes *payments to Clerk
1	BACS	British Gas	£118.21	Gas for pavilion
2	BACS	British Gas	£148.26	All weather pitch electricity for floodlights
3	BACS	Viking	£68.96	Frames for certificates for parish assembly
4	BACS	Simoney	£39.00	Badges for councillors
5	BACS	HCC	£1,777.49	Street lighting energy and maintenance
6	BACS	Axis Architecture	£604.80	Pavilion designs
7	BACS	ACE Catering	£700.00	Catering for parish assembly
8	BACS	Katastrophies	£244.80	Citizen of the Year awards and cup engraving
9	BACS	South and West Internal Audit	£375.00	Internal audit fees
10	BACS	Paul Collins	£1,678.00	Wickham: as contract Attendance on all weather pitch: check and clean up daily, lock up Knowle: as contract Wickham extras: marking out pitches £60 Knowle extras: marking out pitches £45, plant hedge £540
		£125.00		
		£1,355.00		
		£60.00		
		<u>£585.00</u>		
		Total	£3,803.00	
11	BACS	Tesco	£39.98	*Wine & juice for assembly
12	BACS	Co-op	£34.45	*Wine & juice for assembly & gift for Mayor's wife

13	BACS	Heming	£35.25	*Padlocks for court at Knowle/spray paint
14	BACS	Printerland	£144.23	*New laser printer and ink
15	BACS	Stationery UK	£13.74	*Desk name plate holders
16	BACS	Staples	£29.24	*Stationery for parish assembly displays
17	BACS	Wickham Lunch Club	£360.00	Grant for Club paid to PC
18	BACS	Nicki Oliver	£1,264.94	*May salary
19	BACS	Home as office	£44.25	*Clerk's expenses May
20	BACS	Telephone and internet	£38.25	*Clerk's expenses May
21	BACS	Clerk's expenses	£45.79	*Visits to Knowle
22	BACS	HCC	£419.44	Employee and employer's pension conts
23	DD	Lloyds	£11.37	Bank charges (April)
		Total	£10,360.45	
Wickham Parish Council Accounts for Payment May 2014 cont.				
		Water Meadows		
1	BACS	Paul Collins	£200.00	Maintenance April
2	BACS	South and West Internal Audit	£50.00	Internal audit fees
		Total	£250.00	

12. Questions and comments from Councillors

Clerk was thanked for organising a well attended Parish Assembly.

Meeting closed 9.45pm

Signed.....

Date.....

Wickham Parish Council - 19th of May

Report from the Neighbourhood Planning Steering Group (NPSG) Cllr du Boulay

The outcome of the public consultation Winchester district LPP2 - Wickham proposed development strategy (17 January -28 February 2014)

Recommendation to Parish Council to support the proposed development strategy.

Plus Amendment

On condition that: It is subject to the existing sewage, drainage and flooding issues for Wickham being resolved;
It is not all built at the same time;
The open space provided is protected as open space with the ownership to be decided.

The NPSG

The purpose of the NPSG, a subcommittee of WPC, has been to develop and oversee a process resulting in the production of the LPP2 by WCC planning officers, or our own Neighbourhood Plan, that fully reflects the needs and views of the community. Our vision is "To protect Wickham as an attractive and prosperous rural community in which to live and work, that moves forward in a way that meets the communities needs and aspirations"

Background

- to recap, as this has been an extremely protracted and involved process with many stages, each of which has then informed the next step and so got us to where we are now.

LPP1

The process started in 2007, with the initial work towards what was then called Core Strategy for the Winchester District for the next 20 years.

The first half of this massive project for WCC concluded with the LPP1, that was adopted early in 2013.

LPP1 sets strategy for development across the Winchester district.

Over this initial six-year part of this process there were six periods of public consultation and Wickham residents were vociferous in their input at each stage.

The overwhelming response from Wickham was that we wanted less houses than the other settlements with which we were grouped. (CC WC Swan D KW) and the WPC argued for up to 100 outside the current boundary.

Also that the community wanted smaller developments over several small sites, rather than one large development and for development to be PHASED over the plan period.

However, the inspector increased the number of dwellings for Wickham and the other settlements with an allocation to 250.

So the outcome of LPP1 was for a total of 250 dwellings for Wickham for the next 20 year period up to 2031.

BUT highlighted the need for resolution of our existing sewerage and drainage problems.

This is NOT what the community wanted but is now determined.

Formation of the NPSG

- Since the start of 2013 the WPC has formed a subcommittee , the NPSG to work with WCC on the LPP2

LPP2

is the document that will provide the DETAIL of the strategy set out in LPP1
Work on LPP2 has been divided into two parts:

- the assessment of needs
- and then site allocations

Assessment of Needs

During the initial part of 2013 the NPSG gathered evidence of needs from a variety of sources and so determined what needs we as a community wished to address through new development.

This work culminated in the Wickham Needs Assessment adopted by WPC in July 2013.

The findings of particular relevance to our current considerations include:

General Principles:

To maintain the compact, rural nature of the village and the surrounding countryside
For development outside the current boundary to be prioritised to sites against the existing boundary.

Housing:

Of the 250 houses needed, 44 are already permitted/built
100 houses to be “affordable” i.e 40%
Spread over 3-4 smaller sites
Phased development
“Modest” housing

Infrastructure:

Sewage, drainage and flooding issues to be addressed
Traffic management to mitigate heavy traffic
Improve A32/Southwick Rd junction and links to the Church
Improve the Community Centre, Recreation Ground Pavilion, Youth club

Open Space

To enhance our open space for community use along with development
To provide additional open space- allotments, children’s play area and sportsground
To provide green links to the Square

Site Allocation

The second stage of work on LPP2 for WCC and the NPSG has been to look at site allocations for the remaining 200 houses required for LPP1 and how our identified needs can be met through site allocation.

This has been an indepth and complex process.

Initial sieve

The process started with a review of ALL sites submitted by landowners for consideration for housing (i.e the SHLAA) - a total of approx. 80 Hectares.

Each site was considered in terms of a range of Technical Assessments conducted by WCC and preliminary discussions with the different land-agents / developers.

Each site was considered against various criteria that were “planning” driven and “needs assessment “ driven (as stipulated on the exhibition boards).

From this there was an initial sieve leaving three potential areas shortlisted BUT including considerably MORE land than needed.

Shortlisted sites

As the shortlisted areas did not correspond with those sought by their site agents, the agents were each contacted by WCC and asked to clarify how their site would meet the proposed option and the Wickham Needs Assessment.

There were further meetings between WCC officers, the NPSG and site agents.

Proposed Development Strategy

Finally a decision was made by WCC officers, supported by the NPSG, to put a single best proposal to the community for consultation.

This was concluded to best achieve the balance sought between the need for sites to meet Planning criteria and the community needs and aspirations.

The proposal consulted on was for 2 sites

Site 1909 off Winchester Road for 125 dwellings

- with access off Winchester Rd
- with retention and reinforcement of site boundaries
- with provision of children’s play facilities on site
- with 3.5H of land east of Mill lane laid out as sports pitches + pavilion and parking
- with improvements to pedestrian and cycle access to the village and improvements to Winchester Rd

The southern part of site 2438 (the Glebe) for 80 dwellings

- with access off the A32/A334 junction
- with retention and reinforcement of site boundaries
- with provision of children’s play facilities on site and 3 hectares of informal public open space/parkland at northern half of site.

-with improvements to pedestrian and cycle access to the village centre by improving the A32/A334 junction and providing a pedestrian crossing across School Road

This proposal was chosen as:

- a proposal that would be supported by the inspector as the best option in planning terms and would be upheld against appeal.
- it would minimise the allocation of existing countryside land and keep the village boundary tight.
- it releases just the right amount of land as 2 sites, so limits vulnerability to greater numbers of houses
- and brings very significant gains to the village.

BUT it was a compromise as there has been strong support for 3-4 smaller sites. However, we were advised that due to the nature of the sites on offer this would make us vulnerable to greater numbers of houses as most of the available sites are large.

Consultation

Up to this point the work on site allocation had been confidential as each of the land agents stipulated it must be due to the competitive nature of their respective bids.

The proposed development strategy agreed by WCC officers and the SG was then put to public consultation from 17 January to 28 February .

Leaflet

At the start of this consultation each household in Wickham received a leaflet with the proposed development strategy and notifying of the consultation process and how to get more information and be involved.

Exhibition

There was a public exhibition on the 29th January 2014.

The exhibition boards explained the development of LPP2 and the proposed development strategy, as well as how to comment. WCC officers, members of the NPSG and other PCs were present throughout the event to answer questions and listen. The exhibition boards were launched on the WCC website on the first day of consultation.

Comment form

People were asked to feedback on a comment form. This form was available at the exhibition and on the website.

It was deliberately NOT sent to all houses as the intention was that residents would complete this having read the strategy and so from a position of having all the information, so making an informed judgement.

The intention was to let people know what the process had been, the proposal and the reasoning behind it and then to ask whether they supported it or not and why?

The outcome of the Consultation

All households were notified of the proposal and the consultation through the leaflet. The exhibition was well attended. 160 people actually signed in but more attended, excluding Councillors and officers.

The overriding concern of most attendees was the current situation regarding sewage, drainage and flooding for the whole of Wickham and also to a lesser degree traffic issues.

Overall there was a general acceptance of the proposal but with residents adjacent to both sites expressing concerns.

Written responses

The comment form asked:

- 1) Do you think the proposed development strategy for Wickham is the best way of providing for the needs identified at Wickham over the next 20 years?
- 2) If Yes, what are the most important elements to achieve?
- 3) If No, give your reasons
- 4) If No, what is the best alternative?

There were a total of 66 responses.

Question 1

37 supported the strategy as the best option i.e 56% of responses
24 did not support it as the best option i.e 36% of responses
5 did not respond to this question

Question 2

The most important elements to achieve with the development strategy by those that supported the proposal included:

Sewage/drainage/flooding - which was included by ALL
Traffic management and development close to the village boundary was also strongly supported
Parking and minimum impact on landscape were also commented on.

Question 3

The reasons given by the "NO's" were:
21 of the 24 (i.e 31% of total responses) people saying no to the proposal gave sewerage/drainage/flooding issues as the problem.

13 of the 24 (i.e 19 of the total response) included their wish not to see the Glebe developed in their reasoning for not accepting the proposal

4 of the 24 "NO's" (i.e 9% of the total) included desire for 3 or more sites in their reasons for not supporting the proposal.

It is important to recognise that not all the NO's were against the Glebe being developed : only 13 gave this as a reason.

Question 4

Of the 24 NO's the best alternatives given were varied

8 suggested 1908

and 1 or 2 suggested 1910/2488/2020/Mill lane recreation site/or greater development on the Glebe - 1 or 2 for each of these 5 locations

Following the consultation

The NPSG met with WCC officers to discuss the outcome of the consultation. There was acceptance of the greater support for the proposal than disagreement BUT concern that the number of written responses was just 66 despite a good attendance at the exhibition and notification to ALL households. There was discussion of the Bloor leaflet and concern that the provenance of the responses was not available as well as the leading and limited nature of their questions to fit their purpose.

It was agreed to report to PC and to recommend to PC to support the proposal for inclusion in the first draft of LPP2.

Prior to today's council meeting I have provided each councilor with a copy of the individual comment forms sent to WCC and their spreadsheet of results, so we have all had a chance to fully consider the consultation.

Next step

Following our decision today the next steps are:

WCC will draft the Wickham chapter for LPP2 by the end of May

This will go to WCC LDF committee in Late June and then for public consultation.

However this needs to have detail such as:

The requirement for every site to have a fully worked up guaranteed solution to deal with surface water and potential flooding that has been seen on all sites over this winter.

The strategy for management of our existing sewerage problem and strategy to deal with increased demand with new housing with the need for clarification of the position from S Water and a plan worked up and deliverable BEFORE any further building commences.

The details in relation to access, the management of boundaries, etc

CS / LPP1 Development and Consultation

Early engagement and consultation – Live for the future

(February – March 2007)

Issues and Options

(January - March 2008)

Preferred Options

(May – June 2009)

Blueprint

(October – December 2010)

Plans for Places

(June – August 2011)

Pre submission Consultation

(Jan – March 2012)

2012 LPP1 went to WCC for ratification at which point 150-250 dwellings were proposed TE put an amendment to Council to reduce the number of dwellings to 100 for Wickham, seconded by AC. This was rejected by the leading administration. Then the inspector increased the number for Wickham and the other settlements in the market towns and rural area up to 250.

NPSG LPP2 Meeting Log

Pre formation of formally constituted NPSG

26 July 2012

10 Sept 2012

October 2010 agenda only

5 November 2012

3 December 2012

7 Jan 2013

Formally constituted NPSG as TOR to PC Jan

11 Feb 2013

4 March 2013

8 April 2013

9 May 2013

13 June 2013

15 July 2013

Sept 2013

Joint WCC Strategic Planning Officers / NPSG Meetings

24 Jan 2013

22 Feb 2013

22 May 2013

22 July 2013

Site Allocation work

14 August 2013	Developers Briefing from WCC and NPSG
13 Sept 2013	NPSG 1:1 meeting with individual site reps
7 Oct 2013	Joint WCC Strategic Planning Officers / NPSG Meeting
14 Oct 2013	Extra PC meeting
5 Nov 2013	WCC and NPSG meeting with site reps 2348
7 Nov 2013	WCC and NPSG meeting with site reps 2488
7 Nov 2013	WCC and NPSG meeting with site reps 1909/1910/1908
28 Nov 2013	Joint WCC Strategic Planning Officers / NPSG Meeting
5 Dec 2013	Extra PC meeting
23 April 2013	Joint WCC Strategic Planning Officers / NPSG Meeting