

**LANDFORD PARISH COUNCIL**

**Minutes of the LANDFORD PARISH COUNCIL**

**Meeting held on 13th December 2023 Start time 7.00pm**

**Nomansland Reading Room**

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**Councillors present** - Mary Davies **MD** (Chair), Ken Parker **KP** (Vice Chair), Nick Hall **NH**, John Bonney **JB,** Geoff Hewson **GH,** Cllr Rob Bird **RB,** Adam Hill **AH**

**Also in attendance:** Cllr Zoe Clewer **ZC** (Wiltshire Council/ NFNPA member), Estelle Sherry (Parish Clerk), 3 members of the public

**Public Question Time**: No comments or questions were received from members of the public.

**MINUTES**

**115/23 Apologies for absence**

Glenn Keirl **GK** andDamien Swancott **DS** (apologies received and accepted)

**116/ 23 Declarations of interest**

None received.

**117/23 Minutes**

The minutes of the Parish Council’s Meeting held on 8th November were approved and signed by the Chair.

**118/23 PC Murphy Report**

PC Murphy sent his apologies.

**119/23 Report from Councillor Zoe Clewer (Wiltshire Council / NFNPA member)**

Cllr Clewer informed the meeting of:

* WC’s outstanding Ofsted report and good financial health.
* Highways Matters events to be hosted by the Salisbury Area Board on 25 January at Elim Pentecostal Church, Dews Road, Salisbury, SP2 7SN, and on Thursday 22 February at Alderbury Village Hall, SP5 3AD from 7pm to 9pm.
* SW Wiltshire Area Board and initiatives to benefit older and vulnerable adults’ health and wellbeing.
* WC’s multi-agency initiative to help link town and parish councils in with emergency responders at times of emergency.
* Reminder to Town and Parish Councils to be ready for potential flooding this winter, particularly in areas at risk of river or groundwater flooding, flood wardens and flood plans, and how to [sign up for flood warnings](https://eur02.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwiltshire.us5.list-manage.com%2Ftrack%2Fclick%3Fu%3D2883905f726c9fc694bef8b9e%26id%3Df7d74de007%26e%3D9a9b87bd2d&data=05%7C01%7CZoe.Clewer%40wiltshire.gov.uk%7Cb72003de57f143b3c47308dbecfdf08b%7C5546e75e3be14813b0ff26651ea2fe19%7C0%7C0%7C638364347630592826%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=3EnqmZwZH3WEmNahU7Zx9KGpoOlv%2BsDBokUHPCegVqw%3D&reserved=0) and know [what to do in case of flooding](https://eur02.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwiltshire.us5.list-manage.com%2Ftrack%2Fclick%3Fu%3D2883905f726c9fc694bef8b9e%26id%3Ddca79ca038%26e%3D9a9b87bd2d&data=05%7C01%7CZoe.Clewer%40wiltshire.gov.uk%7Cb72003de57f143b3c47308dbecfdf08b%7C5546e75e3be14813b0ff26651ea2fe19%7C0%7C0%7C638364347630592826%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=iwZZDQL%2Bhx4kITjG0vUwrMwKT5OKQ8YSO7lTmUvZrBg%3D&reserved=0)
* Completion of Sherfield English Road drainage works, and contacts made regarding Lyndhurst Rd drainage and potholes, delamination and potholes at Hamptworth Rd, water across roads, and Lyburn Road potholes and flooding.
* Meetings attended with WC Highways in Hamptworth.
* Metro counts underway in Lyndhurst Road and Forest Road.

**110/23 Planning**

**23/01230FULL – Landford Lodge, Barrows lane, Landford, SP5 2EH (NFNPA).** Application for 2 x incidental pool outbuildings.

**Landford Parish Council are happy to accept the decision reached by the National Park Authority’s Officers under their delegated powers:**

With a request that in the event of a planning approval, a condition should be included to require that the surrounding yew hedge is to be enhanced and maintained for the duration of the existence of the application buildings. This will ensure that the permanent screening from the important historic buildings will be maintained.

**23/01246FULL – Waysend, School Road, Nomansland, SP5 2BY (NFNPA).** Application for replacement dwelling with solar panels, a detached garage and demolition of existing dwelling.

**Landford Parish Council recommend REFUSAL, for the reasons listed below:**

The application does not include details of the following:

* the projection of solar panels from the roof finish
* external materials for the roof and walls of the proposed garage
* any proposed external lighting
* no material or colour for the windows is indicated

In addition, the drawings state that slates will be used on the roof of the dwelling, but the application form states that the roof will be finished with plain tiles.

The maximum floor area allowed under Policy DP35 is 100m2. The application drawings show a total floor area of 104m2, which does not include the internal floor area which could be created within the projection of the bay window. This could add another 2m2.

The unusually large eaves overhang, of nearly one metre, is not a feature of traditional buildings and is not characteristic of the local area. The NFNP Design Guide, paragraph 4.8, states 'Within any hamlet or village, the existing building character and form should be strengthened’.

**23/01286FULL – Newlands Farm, New Road, Landford, SP5 2AZ (NFNPA).** Application for a dwelling and outbuilding, widening of existing access, gates and block pillars, boundary treatments, hard and soft landscaping, and demolition of existing dwelling and outbuildings.

**Landford Parish Council recommend PERMISSION, for the reasons listed below:**

The proposed use of traditional materials for the buildings ensure that the contemporary features of the proposals will not appear too out of character in the street scene. The revised layout of buildings on the site will benefit the area and the adjacent neighbouring property.

Any planning permission should include conditions requiring:

* approval of all external materials before work commences,
* removal of permitted development rights which will have been incorporated within the proposals,
* roadside lights on the gate piers should be low level downlights, activated by motion sensors by only vehicles within the proposed entrance recess, not by passing vehicles using New Road,
* the proposed outbuilding should not be used for any habitable use, and the first floor office should not extend over the double garage area without previous permission

**23/01427FULL – Red Barns, Hamptworth Road, Hamptworth, SP5 2EA (NFNPA).** Application for 2 no. replacement buildings for overnight accommodation (use class C1) and demolition of existing 2 no. buildings.

**Landford Parish Council recommend REFUSAL, for the reasons listed below:**

The replacement of the existing iconic landmark within the locality, to be replaced by a similar sized building, will require the use of modern external materials. These will completely destroy the existing character of the main, prominent building which is known as the 'Red Barns', a name which highlights its local importance and significance. Any form of modernising will have an adverse effect of the setting of the adjacent Grade ll listed building.

Some degree of fencing or hedging will be needed to provide a physical separation between the application site and Hamptworth Farmhouse. No fencing or hedging is proposed, and the existing picket fence will be insufficient to separate the proposed buildings and its activities from impact on the neighbours amenity. In 2017, an application for fencing was refused because it was not suitable for the setting of the Grade ll listed farmhouse.

Only two parking spaces are catered for in the proposals. This will be insufficient for the maximum of 12 people to be accommodated. With only two spaces available, other grassed areas on and around the site will tend to be used unofficially. The access to the site on the winding Hamptworth Road is not a suitable location for vehicle manoeuvring.

The proposed activity and noise from people and vehicles on the application site is not considered suitable for the close proximity of the adjacent residential property, or within the setting of a Grade ll listed building.

**23/01563OHL – Land at Redlynch SP5 (NFNPA).** Application under section 37 of the Electricity Act 1989 and section 90(2) of the Town and Country Planning Act 1990 for 3no. replacement electricity poles and overhead lines.

**Landford Parish Council recommend PERMISSION, for the reasons listed below:**

This application is not for determination by NFNPA as it is a consultation from SSE about their proposal to replace 3 11kV poles; there would be no net new poles. The application is to be determined by the Secretary of State so not much for us, as PC, to look at or comment on.

**23/01593TPO – Boundary Oak, North Lane, Nomansland SP5 2BU (NFNPA).** Application to pollard 1 x oak tree (tree T1 of TPO: NFNPA/0002/10)

**Landford Parish Council are happy to accept the decision reached by the National Park Authority’s Officers under their delegated powers.**

**111/23 Clerk / RFO Reports**

1. **General Update** - The Clerk updated Councillors on:

* The annual contract review received from Id Verde; it was **RESOLVED** to contact Id Verde again to obtain contract information and subsequently seek better terms.
* The Bank Reconciliation completed as at 30.11.23.
* Receipt of the new Corporate Multipay card.
* Updates undertaken and resubmission of the Community Resilience Plan to WC.
* New document retention guidance received from WC’s archives team, and notification from Landford Village Hall of the need to remove LPC filing cabinets from the Blue Room in January.

1. **Receipts and Payments Report** - The Clerk presented the Report for the period 7 November 2023 to 11 December 2023. It was **RESOLVED** to approve payments for authorisation totalling £1,847.87. Payments authorised under separate cover totalling £3,398.10 and income received of £455.90 were noted.
2. **Landford Recreation Ground Hire –** It was **RESOLVED** to hire the grounds to Bramshaw Cricket Club for the 2024 season for a hire fee of £450.
3. **Signed AGAR 2022/23 and Notice of Conclusion –** It was **RESOLVED** to note the External Auditor Report and Certificate 2022/23 and the publication of the Notice of Conclusion of Audit on 7 August 2023.
4. **Interim Internal Audit Report** – It was **RESOLVED** to note the Interim Report and its conclusions, and to agree comments and actions to recommendations within the report.
5. **Draft Budget 2024/25** – Council debated the draft budget and **RESOLVED** to carry the discussion forward to the January meeting of the Council.

{Note - Meeting to extend beyond 9pm approved by Councillors}

**122/23 Councillor Reports – For Information and Discussion**

1. **Chair’s Report** –MD informed the meeting of:

* It being a privilege to represent the Council at the Service of Remembrance held at the Well of Sacrifice, Nomansland Green on 10.11.23.
* Chairing a NE Quadrant meeting at Netley Marsh on 29.11.23 which covered:
  + Update on Local Cycling and Walking Infrastructure Plan Access;
  + Forest England and census findings covering red deer, ground nesting birds, car park maintenance and Public Spaces Protection Orders;
  + Safer New Forest Partnerships and Operation Bounty;
  + Update on National Parks and the A326 upgrade.
* Meetings with parishioners to discuss issues related to flooding, speeding, pedestrian safety and break-ins.
* Attendance at the WC Southern Area Board meeting on 07.12.23 which covered updates on:
  + Neighbourhood Policing Team road safety and knife crime
  + Fire and Rescue home health checks
  + Community Ownership Fund
  + Next meeting to be held on 22.02.24 to include a Highways Matters event
* The Affordable Housing Group questionnaire to be delivered to parish households during February 2024 to enable residents to give their views on Affordable Housing within the community. Posters will be displayed throughout the Parish. Volunteers are being sought to assist with delivery to the 800 households. MD also provided clarification on her role within the group (see also addendum to the minutes).

1. **Fire Risk Assessment** – It was **RESOLVED** to accept the quotation from Classic Fire and to arrange a FRA at Nomansland Reading Room.
2. **Land at Brookside** – It was noted that the land is owned by WC and it was **RESOLVED** to consider the matter again at the March meeting.

**123/23 Highways and Speeding Survey**

* GH provided a report on his activities within the parish which included issues relating to flooding, ditches and riparian ownership, overhanging trees, cycling and speeding

(see also addendum to the minutes).

* Dr Robin Nelson gave a brief presentation on recent activities and engagement with Mr Chris Hilldrup of National Highways on the A36 and its severance of the Parish. Areas under consideration include potential crossing points, cycle paths using the old A36, speed reductions along Glebe Lane and Giles Lane, traffic islands and the development of a cycling network.
* Cllr Clewer gave an update on her previous meeting and her liaison between WC Highways, the Cycling Group and the Parish Council on highways, speeding and non-motorised movement within the parish. **Matters for Future Consideration**

**Matters Noted for January Meeting**:

* 2024/25 Draft Budget (Clerk)

The date of the next meeting for **Landford Parish Council** will be on **Wednesday 10th January 2023** at **7.00 pm** in the **Blue Room at Landford Village Hall.**

There being no further business, MD closed the meeting at 9.50 pm.

**DRAFT MINUTES TO BE SIGNED AT THE NEXT PARISH COUNCIL MEETING.**

**ADDENDUM – 122/23 i)**

It has come to light that there are a few matters I require to provide clarification, principally to protect my integrity and indeed also the integrity of the AHG is not in question.

* All decisions taken by the Affordable Housing Group are put to a vote, they are not decided by myself as Chair of the Group.
* If, and indeed it is an if, the outcomes of the AHG Questionnaire determine there is a demand for Affordable Housing further evidence is then required. lf a Planning Application were to be presented to the NFNPPA, this would be deemed as an Exception Site, ultimately this would be an Agenda Item of the NFNPPA Planning Committee for due process, debate and decision. I sit on the NFNPPA Planning Committee as such, there would be a conflict of interest if I were to be part of the said debate and vote. I would therefore require to leave the Council Chamber while the proceedings of the said agenda item underwent the statutory process.
* I have no business interest regarding Affordable Housing.
* Updates are given during LPC Council Meetings either as an Agenda Item or via The Chair’s Report, subject to any change of status from the previous update given.
* The members of the Affordable Housing Working Group were disclosed / made public to Landford Parish Council Councillors. During a LPC Council meeting, open to the public, all members were appointed by Full Council as per Section 4 of the Affordable Housing Group Terms of Reference. Mary Davies, Geoff Hewson, Nick Hall, Damien Swancott, Ken Parker, Carol Hewson, John Fairhurst (now resigned), Frank and Gill Peel.
* The Non-Disclosure Document was scrutinised by WC and the New Forest National Park relative Authorities with acknowledgement made that the document was Fit for Purpose.
* The rational for the Non-Disclosure Documents being completed by each member of the Group and LPC Councillors was due to adhering to Data Protection Rules. Primarily protecting any Land Owner / Property Owner putting forward land or property as a potential site. Also, to protect the contact details and personal details of members of the Parish who may show an interest in an Affordable Property.
* I assure All, the LPC Affordable Housing Group are not working as a Secret Service.

**ADDENDUM – 123/23 Point 1**

In rural locations a 30mph speed limit can only be used in a village environment. The criterion for defining a village environment (Department for Transport Traffic Advisory Leaflet 01/04 - Village Speed Limits 2004), is based on the amount of frontage development, with a requirement for 20 or more houses over a minimum length of 600 metres. This length may be reduced to 400 metres when development density over this shorter length exceeds the 20 or more houses criterion and in exceptional circumstances a reduction to 300 metres is permissible. If there are just fewer than 20 houses, the Highway Authority can make extra allowance for key buildings, such as a church, shop or school. The measurement of frontage development is based on those houses that front onto the main road. It does not include groups of houses that access the main road from a side road. Frontage development density must achieve an average of three houses per 100 metres throughout the length but particularly at the entrances to the limit. This ensures appropriate reinforcement of a village environment to the motorist.