

UPTON GREY PARISH COUNCIL

Minutes of the Upton Grey Parish Council meeting held remotely on Tuesday 15 September 2020 at 7.00pm

In attendance: - Cllr C Holroyd, Cllr N Ralls, Cllr A Barker, Cllr P Barnes and Cllr T Harman

Also in attendance-Beverley Bridgman (Parish Clerk), and 10 members of the public

Draft minutes subject to confirmation

1. Receive and accept apologies for absence

None

2. Receive and note any declarations of interest relevant to the Agenda

None

3. The Chairman to approve as a correct record the minutes of the Parish Council meeting held on 16 July 2020

The minutes of the Parish Council meeting held on 16 July 2020 were approved and will be signed at the next available opportunity

4. Open the meeting to members of the public

10 members of the public attended the meeting. The applicants, John Barnes (JB) and Fallon Barnes (FB) and their architect, Robin Haddow (RH), answered questions from the public and Councillors in respect of agenda point 6a

• Has the roof line changed since the previous application under 19/02675/FUL?

(RH) Yes, it has been reduced slightly. The ground level is lower than the boundary so the ridge line is pretty low in comparison to houses on the South east side of the site.

The building has also been re-orientated from the previous application so that it presents a gable onto the bungalows in Little Hoddington; this means they won't see such a long expanse of roof; we feel this positioning is much more sensitively placed.

• It is not clear from the drawings what construction materials will be used

(RH) We spent a lot of time with a Landscape Architect doing a Landscape Statement. We plan to use natural materials which will work very well and fit sensitively into the area; these are stated in the Design and Access Statement available on line. A slate roof and black stained timber are planned, the boundary fence will also be stained black. There will also be a new paved area around the edge of the carpark

• There were questions regarding the soakaways after the previous planning application. Has an Environmental Survey been completed?

(RH) The building in the new application has been moved further away from the South east boundary so this drainage area will not be built upon; the new building has been held back around 9 metres as we understand the drainage is on the other side of the fence and Building Regs state building foundations must be at least 10 metres away from this.

The second drainage area is where the new landscaping will be. An Environmental Survey has not been completed

- **Will there be car parking spaces on top of the septic tank?**

(RH) There is a landscaping section right across the middle of the site; we will assess whether the tank will need to be moved

- **What measures will be taken to reduce water coming off the field and into the road**

(RH) This will be looked into during the next stages of the project. We have created a natural boundary between the parking by the annexe and the more open car parking. There is a mouth between the two area where we could place a drain

- **Where will this drain discharge and are you looking into resurfacing the lower car park?**

(RH) Yes, the lower car park will be re-surfaced. The discharge of the drain is a practical issue we will have to look into

- **Where will the cars park that normally park in the field?**

(JB) & (RH) The car park has been very busy lately. By more formalised parking areas we believe that, even on a busy day, we can get 90-100% of the cars into the formal car park. We may need to make some alterations to people who currently use the car park on non pub business. The top car park is of a very poor standard and unusable in bad weather, a new car park will be useable 100% of the year.

- **On the site plan it looks like the spaces nearest the proposed rooms are gated off, is this correct? If these spaces are to be reserved will this lead to these spaces causing more parking problems**

(JB) & (RH) There isn't a gated area but there is a fence between the two lots of parking spaces; this is to avoid the look of a large area of parking from the road. Realistically we are looking at 3 cars using the reserved spaces for the annexe; these cars are likely to arrive relatively late and leave relatively early so we would know if spaces needed to be reserved and if not these spaces would be utilised

- **The development changes the whole dynamic of usage of the car park. At the moment movements of cars in the car park are during pub opening hours and there is very little use of the back car park at night. With the annexe cars will be arriving late at night and early in the morning into previously unused areas. This will cause additional noise and loss of privacy for residents. An added issue will be car lights shining into houses late at night. There will also be noise from the air source heat pump**

(JB) The pub will work to standard opening hours so if people book a room they will be checked in during normal opening hours and so will need to be in their accommodation by 10.45pm or so. There will not be a night porter.

Visitors will be parking their cars and going into the pub/annexe which is 75 metres or so away from any properties so, with trees and existing fences it is not considered there will be a loss of privacy. If necessary a higher fence will be installed

Cars currently park at the top end of the car park at night and so the issue of car lights is currently there. However with this new plan cars will be parking further away from existing properties and so the issue should be reduced

- **Will the access from the paddock through to the playground area still be available?**

(JB) It's a possibility but we will need to think about this. There is currently an issue with dog users abusing this access, there has also been a theft from our log shed where access was gained using this path. School children have not been observed using this path to get to and from the school bus.

As a courtesy we currently allow the school bus to stop and load/unload at our car park entrance. So that it continues to be safe for children to get to and from school we will be allowing this courtesy to continue. We will also continue to allow parents to park in our car park for the school bus pick up and drop off.

We also allow walking groups to park in our car park, sometimes they use the pub, sometimes not but we don't police this

• You've clarified there are references to the intended materials in the landscape assessment. Often in the event of planning permission the Borough Council will always reference the drawings not other documents. So from the Parish Councils point of view we would expect the materials to be labelled on drawings

(RH) Intended materials will be added to the drawings this week

• We understand there is a boundary disagreement within the Hoddington grounds

(JB) Yes, there is a disagreement at the moment which is being looked into as it's not clear what the boundary is. This has no material effect on this application. There are some cypress trees which could be affected by a boundary move

Further comments from Fallon Barnes: The intention of the letting rooms is purely for people who want to come and see the pub, the village and enjoy this experience. You know how much we love the Hodd and the village; at the moment we feel that because of our location we do slightly miss out on some people being able to come and enjoy our pub.

There have been lots of comments about people using the letting rooms and arriving/leaving late; this is speculation, no one 100% knows what will happen but the whole intention is that they are going to be used by people who want to come and see us and enjoy the pub and food without worrying about travelling home. Those using the annexe car parking spaces will actually be in the pub occupying tables and broadening/expanding on what we do now.

This was an exciting prospect for me at the start of this project, unfortunately it's getting less exciting. The intention had never been to cause stress or upset to anyone; we understand everyone's point of view but there does seem to be a very negative flow towards the pub in terms of this prospect. We genuinely feel that this is something we can do to enhance the pub and business and so really secure its future

5. Receive reports

The Parish Clerk and The Chairman of the Upton Grey Cemetery Lane Committee presented reports which can be found in Appendix A

6. Consider and discuss the following planning applications:

**a) Erection of a single storey detached annexe to the pub to provide 6 guest bedrooms, increase existing number of car spaces to provide a total of 26 car spaces including disabled spaces and removal of one tree (T1), and hedgerows TG2 & TG3 identified in the Ecological report
Hoddington Arms, Bidden Road, Upton Grey, RG25 2RL**

Reference 20/02048/FUL

The Parish Council discussed the application and it was agreed to submit a comment of **objection**. A copy of the objection letter can be found in Appendix C

b) Erection of single storey rear extension to dwelling and erection of new detached garden room and replacement shed

Cornfield House, Cleves Lane, Upton Grey, RG25 2RG

Reference 20/02066/HSE

The Parish Council discussed the application and it was agreed to submit a comment of **no objection**

7. Update on previous planning applications

Since the last Parish Council meeting on 16 July 2020 a comment of **no objection** (using the Upton Grey Planning Protocol) has been sent to BDBC for the following Tree Works Applications:

T/00350/20/TCA Waverley Cottage

T/00304/20/TCA Romney House

T/00385/20/TCA and T/00384/20/TPO The Old Butts

Since the last Parish Council meeting a comment of **no objection** (using the Upton Grey Planning Protocol) has been sent to BDBC for the following Planning Applications:

20/01827/HSE Linch Cottage

20/01975/HSE and 20/01976/LBC Pond House (Cllr Barnes was not part of these discussions)

Since the last Parish Council meeting a comment of **objection** (using the Upton Grey Planning Protocol) has been sent to BDBC for the following revised Planning Application: 20/00543/HSE 1 St Martins Row (Cllr Ralls was not part of these discussions)

Since the last Parish Council meeting Basingstoke and Deane Borough Council (BDBC) have **approved** the following Tree Works Applications:

T/00240/20/TCA The Old Post House

T/00239/20/TCA The Hawthorns, 1 South Hill

T/00234/20/TCA Old Barn House

T/00350/20/TCA Waverley Cottage

T/00279/20/TCA Blackberry House

T/00304/20/TCA Romney House

Since the last Parish Council meeting Basingstoke and Deane Borough Council (BDBC) have **approved** the following Planning Applications:

20/01827/HSE Linch Cottage

20/01371/HSE Green Hedges

20/01566/HSE Fairfield House, 4 South Hill

20/00671/HSE Roseland House, 5 South Hill

Since the last Parish Council meeting Basingstoke and Deane Borough Council (BDBC) have **refused** the following Planning Application:

20/00917/FUL Holme Hill

8. Approve the Electronic Payment request for September

The Electronic payment request as shown below was approved for September. This will be physically signed at the next available opportunity. Payments will be set up by the Clerk and authorised by a Councillor

Upton Grey Parish Council September Electronic Payment Request

To	Item	Amount	Invoice number	Type
Staff	Salary September 2020	£600.00		
	Home Office Expenses September 2020	£18.00		
	Total	£618.00	9/20	SO
Staff	Expenses	£17.52	9/20	EP
	Agreed overtime for FOI request	£237.50	9/20	EP
Saunders Landscape	Maintenance September 2020	£222.00	September	SO
CPRE	Membership Renewal	£36.00		EP
B Thrussell	Equipment to repair glass in phone box	£14.00	6 Aug 20	EP
Upton Grey Village Hall	Shop (GPC)	£600.00	7 Aug 20	EP
Upton Grey Village Hall	Rental of village hall (2 meetings)	£25.50	7 Aug 20	EP
Chairmans Signature and date:				

9. Note the current financial situation and approve bank statements

The current financial situation was noted and can be found in Appendix B

The bank statements will be physically signed at the next opportunity.

The current balances as at 9 September 2020 were:

Current Account £10199.60

Savings Account: £15299.07

10. Confirm jobs for the County Council Lengthsman visit on 30 September 2020

The County Council Lengthsman will be visiting Upton Grey on Wednesday 30

September 2020. It was agreed to add the following to the schedule of works for the September visit:

- Clean and remove foliage from all street signs/road names
- Remove weeds/apply weed killer in and around the playground and tennis court
- Remove weeds/apply weed killer in and around the shop
- Cut back overgrown tree over the 30mph sign on Church Street
- Cut back overhanging branch on Bidden Road

11. Discuss Village Lengthsman role

It was noted the Village Lengthsman retired at the end of August. The Parish Council would like to express their thanks to George Hillier for his hard work in the role for the past 14 years.

It was agreed to advertise the role of village lengthsman via the Parish Council website, the village noticeboard and the village email list; the Parish Clerk will prepare an advertisement for approval by Councillors

12. Update regarding the new Accessibility guidelines for the Parish Council website

The Parish Clerk confirmed she had contacted an IT qualified villager regarding the Parish Council website meeting The Public Sector Bodies (Websites & Mobile Applications) (No. 2) Accessibility Regulations 2018 and was waiting for a reply. In the meantime a statement has been added to the website to state

“Upton Grey Parish Council regrets that this website is not fully compliant with Website Content Accessibility Guidelines S.1, and are working on an upgrade”

13. Discuss recently received Freedom Of Information request

A Freedom of Information Request had been received from ME Developments. Legally this had to be actioned within 20 working days of receipt. Due to the time involved in actioning this request it was agreed the Parish Clerk would be paid overtime. It was agreed to pay for the extra 19 hours worked between 26 August-15 September. This would be added to the September Electronic Payment Request and payroll informed accordingly.

14. Confirm the date and time of the next meeting

The next Parish Council meeting will be held at 7pm on Thursday 15 October. This meeting is likely to be held remotely

There being no other business the meeting finished at 9.06pm

Appendix A

Parish Clerk Report September 2020

Playground

The football net has been reported as ripped. Cllr Barker and I will look into the cost of replacing the net and report at the next meeting

A tree has been reported as fallen in the playground. The land owner has been asked to clear this

Weston Road Hedges/Ditches

The trees that were cut down have mainly been cleared and burnt. Hampshire Highways are now in contact with the landowners to complete the ditch clearing work

Hampshire Highways have unblocked a gully on Weston Road and dug a small amount of ditching opposite the gully to facilitate water being able to drain. They have also contacted the land owners who are responsible for the land to the north and at the southern end of the village and requested they carry out ditch maintenance works

Broken Sign on Church Street/Greywell Road

This has been reported to Hampshire County Council

Upton Grey Cemetery Lane Committee

Report to Upton Grey Parish Council: re. Potential development on Cemetery Lane

The Upton Grey Cemetery Lane Committee has undertaken discussions with (primarily) Mark Cherrington of Cherrington Planning, and with Mem Fitzpatrick, with the aim of progressing dialogue on 2 fronts:

- 1: Design of a potential planning application scheme, and
- 2: A mechanism to set out and ensure that the offer of a transfer of land to the Village, in return for the Village's support, is achieved with sufficient certainty

Securing the agricultural character of Church Meadow and the land to the northwest in the long term is, we believe, of great importance to the character of the village, and this view is shared by many. Some discussion on design has been had, and broadly it is anticipated that a sufficiently designed scheme could go some way to mitigate the principle of developing an agricultural site at the heart of the village. Cherrington Planning is developing its design proposals further and they expect to have some further information to share over the next few weeks: we believe this does need to be paired with an effective mechanism to ensure that the mooted land gift to the Village will take place with sufficient certainty to warrant the Committee and the Village's support

We are hopeful that further discussions will be held with the Trust and Cherrington Planning regarding a form of legal agreement to secure this. We currently do believe that if a suitable agreement can be secured, then it will be possible to recommend support by the village when a planning application is submitted

There is some way to go on this and more communication is needed with the Trust and Cherrington Planning; we will update you again when we know more

Upton Grey Parish Council Monthly Sheet for September 2020 (Appendix B)

Lloyds Current Account

Balance as at 10 July 2020

£10918.80 (agrees statement dated 31 July 2020)

Payments

Date	To	Amount
17 July 2020	Staff Expenses July	£259.92
30 July 2020	Staff Salary plus Office Allowance July	£618.00
30 July 2020	Staff Salary July	£48.84
30 July 2020	HMRC July	£12.20
30 July 2020	Saunders Landscape July Invoice 1393	£222.00
1 September 2020	Staff Salary plus Office Allowance August	£618.00
1 September 2020	Staff Salary August	£48.84
1 September 2020	HMRC August	£12.20
1 September 2020	Saunders Landscape August Invoice 1406	£222.00

Receipts

Date	From	Amount
21 July 2020	Tennis Subs	£1200.00
11 August 2020	VAT Refund	£142.80

Balance as at 9 September 2020

£10199.60 (agrees on line statement dated 9 September 2020)

Lloyds Savings Account

Balance as at 10 July 2020

£15298.53 (agrees statement dated 31 July 2020)

Receipts

Date	From	Amount
11 August 2020	Bank Interest	£0.54

Balance as at 9 September 2020

£15299.07 agrees on line statement dated 9 September 2020)

Total Balance as at 9 September 2020

Lloyds Current Account	£10199.60
Lloyds Savings Account	£15299.07
Unpresented cheques	Nil
Cancelled cheques	Nil
Net Bank Balance	£25498.67

Chairmans Signature and date:

Appendix C

Objection Letter for Planning Application 20/02048/FUL at Hoddington Arms, Bidden Road, Upton Grey, RG25 2RL

Since the previous application 19/02675/FUL for a similar number of guest bedrooms in a single storey detached annexe to the pub, the Parish Council appreciates the changes that have been made to the application further to its feedback and that of neighbours. The pub remains an important and respected part of the community and village life.

The Parish Council is aware of nine objections to the current application 20/02048/FUL sent from neighbours. The Parish Council **objects** to the application on the following grounds:

- **Significant reduction in parking capacity at the Hoddington Arms:**

The Hoddington Arms is a pub that we are proud to have in our village. It has excellent and friendly staff, and a lovely summer garden. The Parish Council would like it to go on from strength to strength. The Parish Council realises though that as the pub becomes more successful, this will increase the pressure on car parking. The field subject of the planning application is used as the overflow car park and is already often full or nearly full at peak times. The Planning Application will create a significant car parking problem.

The proposed conversion of a major part of the field will reduce the number of parking spaces, such that cars that normally park there will have to park on the public road, around the pond area, and in the parking area of the Shop, the latter restricting access to shoppers. The village pond is the central defining feature of the village and will be spoilt if it becomes a regular extension to the pub car park.

The residents of the annexe will add more pressure on parking, up to an additional six cars. Having a row of cars parked along the road will create an issue with safety. The road running through the village opposite the Hoddington Arms is narrow. There are no pavements to protect pedestrians, and there is regular agricultural traffic and large articulated lorries going to the Hunts Yard at the end of the village, a village family haulage business that has been working for more than 100 years. Today cars do not need to park along the road outside the pub. If this changes and a line of cars appears, it will represent a major traffic obstacle and hazard.

Cars parking on the road will pose a risk to property, to children and to other pedestrians, and will change the character of the village.

The previous application had a parking capacity of 29 vehicles. The current application 20/02048/FUL has capacity for 26 vehicles, so the capacity issue has become more aggravated.

- **Boundary Issue:**

We understand that there is a current boundary civil dispute between a neighbour and the Hoddington Arms which directly affects the planning application. The neighbour has claimed that the proposed development will impact and infringe on his land. We recommend that the planning application should be withdrawn until the boundary issue has been resolved and resultant impact on positioning of the annex and the car parking is understood.

- **Soakaway from South Hill residents:**

There is a soakaway from the houses in South Hill that may flow under the proposed annexe. This may be affected by a development. We would recommend an environmental survey covering this point as part of the application review.

- **Water drainage:**

Currently the field where the proposed development would be situated acts to absorb rain water, and the development would impact on its ability to do so. It takes the soakaway from the pub. The field

Appendix C

would in future also have to absorb the foul water coming from the proposed annexe. Since the road running past the pub is already prone to serious flooding, we encourage the Planning Department to identify and clarify the measures being taken to prevent water from the site gathering on the road.

• Light and noise pollution impact on neighbours:

It is unclear what external lighting is being proposed and therefore the effect of light pollution on the neighbours. Currently there is little or no light pollution.

We understand that the heating of the annexe together with hot water will come from an air source heat pump. This will presumably be working 24/7 and the noise level of the system risks disturbing neighbours at night. This can impact on the quality of life and sleep of neighbours. It is unclear what means are being considered to reduce noise levels.

• Roof line:

We understand that the roof line on the proposed annexe has been reduced by some 30 cm from the prior application. We consider this still to be too high, bulky and imposing above the data point of the road. This will impact on neighbours, and be out of keeping with the character of the surrounding buildings. We suggest that the roofline is dropped a further 1.2 meters and that the roof is given hipped ends to lower the visual impact.

• Construction Materials:

We would ask that the elevation drawings identify clearly what materials will be used e.g. plastic or timber cladding, natural or plastic tiles. The Parish Council would emphasize that these need to be in keeping with the surroundings, and shown on the drawings so as to limit any later misunderstandings. We do request that the materials and design are sympathetic to and a suitable fit with the neighbouring listed properties.

• Access to the Playground and to the School Bus:

There is a pathway connecting the field to the playground. The Parish Council is concerned that the planning application will result in the pathway being closed. It is used by children to go to the playground or to and from the school bus, so as to avoid going on the road.

The Parish Council would consider a proposal to build an annexe more favourably if it could be aligned to the following:

- A smaller footprint that has a much smaller impact on the current parking capacity;
- Sustainable drainage that prevents the possibility of flooding onto the road;
- A limited level of noise and light pollution;
- A reduction on the visual impact and loss of privacy on the neighbours, with consideration given to lower pitch of roof, materials chosen, and direction of the principal windows;
- The annexe built using micro-piles so as to minimize any disturbance to the roots of existing trees.