

**THERE WILL BE A MEETING OF WINCHFIELD PARISH COUNCIL  
IN WINCHFIELD VILLAGE HALL  
ON MONDAY 20 MAY 2024  
FOLLOWING THE ANNUAL PARISH ASSEMBLY**

**AGENDA**

- 1 Election of Chairman and Declaration of Acceptance of Office
- 2 Apologies
- 3 Public Participation
- 4 Declarations of Interest & Applications for Dispensations under s33 of the Localism Act 2011
- 5 To confirm and sign the minutes of the meeting held on 18 March 2024
- 6 Matters arising *report only*
- 7 Footpaths Report
- 8 Highways
  - 8.1 Updates from HCC Highways
  - 8.2 Winchfield Sewage Pumping Station, The Hurst
- 9 Rural Exception Site
- 10 Climate Change
  - 10.1 Climate Change Projects
  - 10.2 Tree and Hedgerow Planting Scheme
- 11 Update on the SIDs
- 12 Update on the Defibrillators
- 13 S106 Money
- 14 Planning
  - 16.1 Applications received since the last meeting *see overleaf*
  - 16.2 Land North of Winchfield Court
  - 16.3 Chapel Bungalow
- 15 Website
- 16 Lengthsman Scheme 2024/2025
- 17 Review of Risk Assessment 2024/2025
- 18 Review of Asset Register 2024/2025
- 19 Review of Roles and Responsibilities 2024/2025
- 20 Finance and Governance
  - 20.1 Q4 2023/24 Summary of Receipts and Payments to 31 March 2024
  - 20.2 Bank Reconciliation to 31 March 2024
  - 20.3 To receive and approve the accounts for the YE 31.03.2024
  - 20.4 To receive the report of the Internal Auditor for the YE 31.03.2024
  - 20.5 To review the effectiveness of internal controls and audit for the YE 31.03.2024

- 20.6 To receive and approve the Governance Statement, Section 1 of the Annual Return for the YE 31.03.2024
- 20.7 To receive and approve the Accounting Statements Section 2 of the Annual Return for the YE 31.03.2024
- 20.8 To approve the dates for the Electors Rights
- 20.9 To confirm no conflicts of interest with external auditor BDO
- 20.10 To review banking and insurance arrangements
- 20.11 To review authorised bank signatories
- 20.12 Requests for Grants - request received from the Dogmersfield, Winchfield and Crookham Village Horticultural Society to sponsor the craft tent at the annual show; Request from the Winchfield Parochial Church Council to help with the maintenance of the graveyard.
- 20.13 Payments for approval:

Clerk - AB	June Salary	£372.02
Clerk - AB	July Salary	£372.02
Clerk – AB	Expenses (WFH Allowance April & May)	£26.00
Microsoft	Annual subscription	£19.99**
Greening Campaign	Sign-up Fee	£50.00*
Winchfield Village Hall	Meeting Room Hire May	£48.00
HALC	HALC/NALC Affiliation Fees 2024/2025	£341.00
DWCV Horticultural Society	Grant	£200.00
Winchfield PCC	Grant	£2,090.00
Arthur J Gallagher	Insurance	£427.32
Deuce Creative	Final changes to NP	£600.00
April Skies	Internal Audit	£152.50
Ready2Print	Newsletter	£385.00
Kerry Wedlock	Litter Pick Expenses	TBC
NALC	Climate Change Seminar/ Training	£78.44
*Payment already made; expenditure agreed by email and within previously agreed budgets		
**Payment automatically taken on 20 April via Paypal		

- 21 Correspondence
- 22 Any Other Business *report only*
- 23 Date of Next Meetings: 15 July, 16 September, 18 November 2024.

PLANNING APPLICATIONS RECEIVED SINCE THE LAST MEETING
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- 24/00669/HOU Braeside, The Hurst**  
Erection of a solid roof rear conservatory. WPC response: Winchfield Parish Council has no comments and is satisfied that the proposal is in accordance with the Winchfield Neighbourhood Plan 2022-2037.
- 24/00491/FUL Four Winds, Old Potbridge Road**  
Demolition of existing 4 bedroom dwelling and outbuilding and erection of a 4 bedroom dwelling, plant shed, bin store and detached garage, replacement front gate and alterations to hardstanding.  
WPC response: Winchfield Parish Council is pleased to note that the applicant's new proposal takes account of the comments and recommendation offered at a meeting held without prejudice in Feb 24.  
The new application now meets the requirements of WNP 2022 -2037 Policies NE1, NE2, NE3, NE4, NE5 and NE7 based on the description of the proposed installation of solar panels and rainwater recycling system.  
The application also addresses the requirements of Policy NE6, Biodiversity Protection and Enhancement, in a positive manner with the introduction of new wildlife habitats.

With regard to Policy BE1 and BE3 – the scale of the new design is far more acceptable and suitable for the site with four beds and four bathrooms, and is considered to be sympathetic to its surroundings. Confirmation that the plans for an extensive basement and a second story have been dropped is also welcomed as is the proposed details for hard landscaping.

The application now meets the requirements of Policy BE4, Development Design Considerations, with regard to replacement of the septic tank system, but we raise a concern that for a 4 bedroom property a 6 person treatment plant could be inadequate. The proposed material for the driveway and parking area to reduce rainwater run-off as well as the revised design for the entrance gate satisfy Policy BE4.

The application meets the requirements of Policy BE5, Residential Parking. Supplementary comments –

- It would be helpful if the garage is identified in the site plan
- Design and Access Statement, page 29, makes an outdated reference to WNP 2015-2032, all references should be to WNP 2022-2037

**24/00738/HOU**

**11 Winchfield Crescent**

Proposed part garage conversion to habitable space and alterations to fenestration.

WPC response: Winchfield Parish Council objects to this application as it fails to comply with Winchfield Neighbourhood Plan 2022-2037 Policy BE5 - Residential Parking. The policy requires one car parking space per bedroom plus one visitor space per dwelling. Proposals for the provision of car parking in separate courtyard areas will not be supported. Where car parking cannot be provided within the curtilage of the dwelling concerned, it should be provided within a dedicated and accessible location close to the dwelling. The conversion of the existing garage to habitable space fails to comply with the policy.

The Hart District Council Cycle and Car Parking Supplementary Planning Document (SPD) paragraph 2.2 states that made neighbourhood plan policies will take precedence over the HDC SPD.

**24/00784/FUL**

**Dignity Pet Crematorium, Odiham Road**

Construction of a two storey extension to outbuilding, installation of solar panels, replacement of double doors to ground floor front with a window following demolition of garage and sheds. Response by 21 May.