



# ***Romsey Town Council Meeting***

*Tuesday 19<sup>th</sup> September 2023  
at  
7.30pm*





# ***Romsey Town Council***

## **MEETING**

A Meeting of the Town Council convened by the  
Town Mayor of Romsey (Cllr. J. Ray) will take place  
on Tuesday 19<sup>th</sup> September 2023 at  
7.30 p.m.

The public and press are cordially invited to be  
present.

*(Meeting papers available at the Town Council  
Offices in the Town Hall, Monday to Friday  
9.00a.m. – 3.00p.m.)*

*Email: [chiefofficer@romseytc.org.uk](mailto:chiefofficer@romseytc.org.uk)*

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**Town Mayor**

Issue Date: 120923



# Romsey Town Council

Town Hall  
1, Market Place  
Romsey  
SO51 8YZ



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You are hereby summoned to attend a Meeting of the above-named Council convened by the Town Mayor (Councillor J. Ray) on **Tuesday 19TH SEPTEMBER 2023 at 7.30P.M.**

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## **AGENDA**

**1. PRAYERS**

**2. APOLOGIES**

**3. DECLARATION OF INTERESTS**

**4. MINUTES**

**Confirmation**

To receive and approve the accuracy of the Minutes for meetings held on  
18<sup>th</sup> July 2023  
Matters Arising

**PUBLIC PARTICIPATION**

**To pass a resolution to adjourn the meeting**

- (a) To receive formal presentations from individuals or organisations which are an identified agenda item: None
- (b) To receive verbal reports from Borough and County Councillors of what has been happening at Borough and County level which is of interest to Romsey Town Councillors
- (c) Questions from members of the public to Town Councillors
- (d) Questions from members of the public to Borough Councillors
- (e) Questions from members of the public to the County Councillor
- (f) Questions from Town Councillors to Borough Councillors
- (g) Questions from Town Councillors to County Councillor

**5. PLANNING COMMITTEE**

To receive and note the minutes of the Planning Committee meetings held on  
22<sup>nd</sup> June 2023, 13<sup>th</sup> July 2023, 3<sup>rd</sup> August 2023, 24<sup>th</sup> August 2023(draft)

**6. TOWN & BUILDING COMMITTEE**

To receive and note the minutes of the Town & Building Committee meetings held 6<sup>th</sup>  
June 2023 and 1<sup>st</sup> August 2023(draft)

**7. FINANCE & RESOURCES COMMITTEE**

To receive and note the minutes of the Finance & Resources Committee meetings held  
27<sup>th</sup> June 2023 and 22<sup>nd</sup> August 2023(draft)

**8. ALLOTMENTS COMMITTEES**

**Southampton Road**

To receive and note the minutes of 10<sup>th</sup> July 2023

**Kings Chase**

To receive and note the minutes of 3<sup>rd</sup> August 2023

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**9. CIL/S106 FUNDING**

**10. COUNCIL MEETING USE OF IPADS/LAPTOPS**

Update

**11. REMOVAL OF BENCHES - OLD BURIAL GROUND, ABBEY WATER**

Update

**12. ROMSEY TOWN COUNCIL/ROMSEY EXTRA PARISH COUNCIL PROPOSED MERGER**

Update

**13. ROMSEY TOWN CENTRE FOOTPATHS**

Update from HCC

**14. ROMSEY FUTURE**

**RECOMMENDATION:** It is **PROPOSED** by Cllr. M. Cooper and **SECONDED** by Cllr. J. Critchley to write to TVBC Chief Executive informing him that Romsey Town Council supports the broad concepts defined in the South of the Town Centre project and wishes to see it progressed.

It is now a considerable time since the commissioning of reports into both the new Crosfield Hall and the bus interchange.

RTC asks to be updated on current proposals by the end of October, including any detailed planning and also the proposed project timeline for its various components including:-

1. The design construction and commissioning of the new Crosfield Hall.
2. The re-development of the old Crosfield Hall site.
3. The redevelopment of the bus station site.
4. The parallel creation of pedestrian permeability across Broadwater Road.
5. The improvement of pedestrian links between the Town and the new Crosfield site

**15. REPORTS FROM MEMBERS ATTENDING MEETINGS OF EXTERNAL ORGANISATIONS**

Reports from members attending meetings of external organisations since the last Full Council Meeting

**16. CORRESPONDENCE**

None

**17. MAYORAL ANNOUNCEMENTS**

**N.B. Agenda items for the next meeting on Tuesday 21<sup>st</sup> November 2023 should be received by the Chief Officer no later than 7<sup>th</sup> November 2023**

**Romsey Town Council**

Town Hall  
1, Market Place  
Romsey  
SO51 8YZ

**FULL COUNCIL MEETING**

Minutes of the Meeting held on 18<sup>th</sup> July 2023

**In the Chair: Cllr. J. Ray**

**Attendance:**

P Councillor C. Birkett	P Councillor N. Gwynne
P Councillor J. Burnage	P Councillor R. Kohli
P Councillor M. Cooper	P Councillor J. Parker
P Councillor J. Critchley	P Councillor J. Ray
P Councillor I. Culley	P Councillor J. Urquhart
P Councillor S. Gidley	P Councillor S. Wilkinson
P Councillor A. Goddard	

**Clerk:** Judith Giles

**Public:** 1

**1. PRAYERS**

The Reverend Thomas Wharton led prayers.

**2. APOLOGIES**

None

**3. DECLARATION OF INTEREST**

None

**4. CONFIRMATION OF MINUTES**

To receive and approve the accuracy of the Minutes meetings held as follows:-

The minutes of the meeting held on 16<sup>th</sup> May 2023 and adjourned meeting on 23<sup>rd</sup> May 2023 were duly confirmed

**PROPOSED:** Cllr. J. Parker

**SECONDED:** Cllr. M. Cooper

**CARRIED**

**Matters Arising**

None

**5. To receive and approve the accuracy of the Minutes meetings held as follows:-**

The minutes of the extraordinary meeting held on 27<sup>th</sup> June 2023 were duly confirmed

**PROPOSED:** Cllr. J. Burnage

**SECONDED:** Cllr. C. Birkett

**CARRIED**

**Matters Arising**

None

**PUBLIC PARTICIPATION 7.35P.M.**

**PROPOSED:** Cllr N. Gwynne

**SECONDED:** Cllr. S. Wilkinson

**CARRIED**

**To receive formal presentations from individuals or organisations which are an identified agenda item:- Police Update**

Sgt. Tristan Pugh gave a report of anti-social behaviour in Romsey. The old cemetery located at the back of the Town Hall was discussed in detail as issues with anti-social behaviour are upsetting the residents in that area and there are also still problems at the Salmon Leap with loud and disruptive behaviour

**To receive verbal reports from Borough and County Councillors of what has been happening at Borough and County level which is of interest to Romsey Town Councillors**

**HCC Report** - None

**TVBC Report** – Cllr. J. Parker reported he attended a Community Resilience Team Meeting where Chief Executive TVBC – Andy Ferrier reported it is planned to re-invigorate community resilience organisations. Cllr. N. Gwynne reported he is to attend an OSCOM Andover Vision meeting on 19<sup>th</sup> July 2023

**Questions from members of the public to Borough Councillors**

A member of the public requested the benches in the old cemetery be removed due to anti social behaviour in that area which is having a detrimental affect on local residents

**Questions from members of the public to the County Councillor**

None

**Questions from Town Councillors to Borough Councillors**

None

**Questions from Town Councillors to County Councillor**

Cllr. J. Burnage reported the pavement down Winchester Hill is covered due to overgrown hedges. Cllr. M. Cooper suggested sending a letter to the owners of the hedges to ask if they will cut back. He also suggested Cllr J. Burnage report to HCC online.

Cllr. J. Ray asked when groundwork sign at the top of Bell Street is going to be removed as it has been there about 18<sup>th</sup> months. Cllr. M. Cooper to investigate

**Public participation ended – 8.35p.m.**

It was agreed to move forward Agenda item 10 – Removal of Benches

**4. REMOVAL OF BENCHES**

It is **PROPOSED** by Cllr. C. Burgess and **SECONDED** by Cllr. I. Culley to remove the two benches located in the old burial ground by Abbey Water between 1<sup>st</sup> July and 31<sup>st</sup> August 2023

**Cllr. J. Ray requested a recorded vote**

<b>Cllr. C. Birkett</b>	<b>Remove</b>
<b>Cllr. C. Burgess</b>	<b>Remove</b>
<b>Cllr. J. Burnage</b>	<b>Remove</b>
<b>Cllr. M. Cooper</b>	<b>Remove</b>
<b>Cllr. J. Critchley</b>	<b>Remove</b>
<b>Cllr. I Culley</b>	<b>Remove</b>
<b>Cllr. S. Gidley</b>	<b>Remove</b>
<b>Cllr. A. Goddard</b>	<b>Remove</b>
<b>Cllr. N. Gwynne</b>	<b>Remove</b>
<b>Cllr. R. Kohli</b>	<b>Remove</b>
<b>Cllr. J. Parker</b>	<b>Remove</b>
<b>Cllr. J. Ray</b>	<b>Stay</b>
<b>Cllr. R. Theron</b>	<b>Stay</b>
<b>Cllr. J. Urquhart</b>	<b>Remove</b>
<b>Cllr. S. Wilkinson</b>	<b>Remove</b>

**13 VOTES – STAY 2 VOTES – REMOVED**

**CARRIED**



**6. PLANNING COMMITTEE**

Cllr. J. Critchley proposed that the Full Council accept the minutes of the Planning Committee held on 20<sup>th</sup> April 2023, 11<sup>th</sup> May 2023, 1<sup>st</sup> June 2023 and 22<sup>nd</sup> June 2023(draft)

**PROPOSED:** Cllr. J. Critchley

**SECONDED:** Cllr. J. Parker

**CARRIED**

**7. BUILDING AND TOWN COMMITTEE**

i) Cllr. S. Wilkinson proposed that the Full Council accept the minutes of the Building and Town Committee meetings held on 18<sup>th</sup> April 2023 and 6<sup>th</sup> June 2023(draft)

**PROPOSED:** Cllr. S. Wilkinson

**SECONDED:** Cllr. A. Goddard

**CARRIED**

**8. FINANCE & RESOURCES COMMITTEE**

Cllr. J. Critchley proposed that the Full Council accept the minutes of the Finance & Resources Committee meetings held on 2<sup>nd</sup> May 2023 and 27<sup>th</sup> June 2023(draft)

**PROPOSED:** Cllr. J. Critchley

**SECONDED:** Cllr. S. Wilkinson

**CARRIED**

**9. ALLOTMENTS COMMITTEE**

Southampton Road

Cllr. C. Burgess proposed that the Full Council accept the minutes of the Allotments Committee meeting held on 24<sup>th</sup> April 2023

**PROPOSED:** Cllr. C. Burgess

**SECONDED:** Cllr. C. Birkett

**CARRIED**

**Kings Chase**

Cllr. C. Birkett proposed that the Full Council accept the minutes of the Allotments Committee meeting held on 25<sup>th</sup> May 2023

**PROPOSED:** Cllr. C. Birkett

**SECONDED:** Cllr. C. Burgess

**CARRIED**

Cllr. J. Parker asked for a progress report with regards to the new gate at Kings Chase Allotments. The Chief Officer to ask RTC Building Manager for an update and will inform Cllr. C. Birkett before Allotment Meeting on 3<sup>rd</sup> August 2023.

**10. COUNCIL MEETING USE OF IPADS/LAPTOPS**

The Chief Officer reported Councillors have furnished her with their preference. She is currently waiting for TVBC Policy on the use of Ipads/laptops so RTC can adopt the same. Update will be given at next meeting on 19<sup>th</sup> September 2023

**11. ROMSEY TOWN COUNCIL/ROMSEY EXTRA PARISH COUNCIL PROPOSED MERGER**

The Chief Officer reported the paperwork to dissolve REPC is still ongoing. Hopefully by the end of October 2023 all REPC funds will be transferred to RTC.

## **12. ROMSEY FUTURE**

Concerns were raised with regards to the lack of action. It was agreed to formally discuss the following at the next Full Council meeting on 19<sup>th</sup> September 2023:-

RTC supports the broad concepts defined in the South of the Town Centre project, but wishes to see a project timeline for its various components including:-

1. The design construction and commissioning of the new Crosfield Hall
2. The re-development of the old Crosfield Hall site for retail and stacked car parking
3. The redevelopment of the bus station site for retail and residential
4. The parallel creation of pedestrian permeability across Broadwater Road
5. The improvement of pedestrian links between the Town and the new Crosfield site

## **13. REPORTS FROM MEMBERS ATTENDING MEETINGS OF EXTERNAL ORGANISATIONS**

Cllr. J. Burnage – Kents Almshouses, Cllr. R. Kohli – Abbottswood Community Trust Meeting, Cllr. J. Parker – Chamber of Commerce AGM ,Romsey Tourism Group, Romsey Forum, Twinning Visit from Treviglio

## **14. CORRESPONDENCE**

None

## **15. MAYORAL ANNOUNCEMENTS**

None

**Meeting Closed 9.20p.m.**

**Next Meeting 19<sup>th</sup> September 2023**

In the Chair: Cllr J Critchley

**ATTENDANCE:**

P	Cllr A Goddard	P	Cllr J Critchley
P	Cllr C Burgess	P	Cllr I Culley
P	Cllr M G Cooper	P	Cllr S Gidley
P	Cllr J Parker	P	Cllr J Ray
A	Cllr R Theron		

In attendance: Nicqui Chatterley – Planning Clerk  
Toby Oliver – Romsey Advertiser

19. **Apologies**

Apologies from Cllr R Theron

20. **Declarations of Interest**

21. **Minutes**

Confirmation

The minutes of the Joint Planning Committee Meeting held on Thursday 1 June 2023 were confirmed as a true record.

Proposed by: Cllr J Parker

Seconded by: Cllr J Ray

**CARRIED UNANIMOUSLY**

Matters Arising

None

22. **Public Participation**

Dr H Briars addressed the Committee in respect of Amended Application  
23/00805/FULLS

23. **Participation at Southern Area Planning Committee**

None

24. **Appeal Notifications/Decisions**

Application No: 22/02109/VARS

Appeal Reference: APP/C1760/W/22/3313146

Appellant: C/O Agent

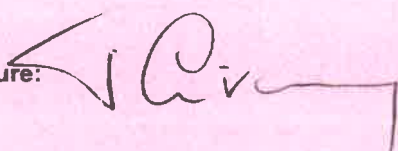
Appeal Starting Date: 26.05.2023

Site at: Land Adjacent to Woodpeckers, Cupernham Lane,  
Romsey, Hampshire

Proposal: Variation of condition 17 of 20/01045/FULLS - (Erection of 9 dwellings, with access, landscaping, and associated works) to allow for changes to the approved plans for plots 5 and 6.

**NOTED**

Signature:



Date:

25. **Amended Applications**

Application No: 23/01258/VARS  
Proposal: Variation of Condition 1 (approved plans) of 20/01293/RESS - (Approval of details for access, landscaping, layout, scale, and appearance of 5 dwellings and garages pursuant to outline planning permission 17/00915/OUTS) to amend access arrangements.

Site: Land West of Cupernham Lane, Romsey, SO51 7JF  
**Item discussed List 22 Item 2 - Objection**

Application No: 23/00805/FULLS  
Proposal:

Removal of hedgerow, trees and 10 car parking bays to facilitate bus bay, and installation of 15 car parking bays along northern boundary and planting.

Site: The Romsey School, Greatbridge Road, Romsey, Hampshire  
**RTC maintain their objection to this application as detailed on the RTC Planning Minutes on 20<sup>th</sup> April 2023.**  
**RTC note the addition of the Construction Management Plan but note there are flaws within.**

Concerns about the increased number of parking spaces for cars at the site from 10 to 15.

The removal of hedgerow and the cherry tree and the impact on the survival of trees in the neighbouring properties contradicts the TVBC Local Plan Policy E6 Green Infrastructure in particular section 7.45

There is a negative impact with the potential to cause fragmentation on the GI and biodiversity networks running from Fishlake Meadows, Greatbridge Industrial Estate on toward the school, The River Test and the town with a detrimental impact and the risk to disturbing the bats throughout this network.

26. **Correspondence**

None

27. **Other Matters**

The Committee had a discussion on the long term and strategic planning of Romsey.

It was noted that RTC should have involvement in the long term Strategic Infrastructure Plan.

RTC

A review of the Section 106 contributions and the CIL funding sitting with HCC should be undertaken to see what is available.

**CLlr J Parker to organise a separate meeting to take these discussions further.**

28. **Planning Applications**

List Nos: 21, 22 and 23.

Signature:



Date:

## MINUTES

ROMSEY TOWN COUNCIL PLANNING COMMITTEE  
THE COURTROOM, TOWN HALL, ROMSEY, HAMPSHIRE  
THURSDAY 22 JUNE 2023

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ROMSEY TOWN COUNCIL WEEKLY LIST OF PLANNING APPLICATIONS AND NOTIFICATIONS: NO. 21 Week Ending: Friday 26 May 2023						
APPLICATION NO. DATE OF APPLICATION	PROPOSAL	LOCATION	CASE OFFICER	DECISION	COMMENTS	
1. <u>23/01058/FULLS</u> 22.05.2023 ROMSEY TOWN	Double car port and workshop with storage over.	Mr Ian Brant 1 Spursholt Cottages Salisbury Road Romsey Hampshire SO51 6DJ	Mr Nathan Glasgow 16.06.2023	Objection	The use of the roof space is unclear in particular with the presence of the glazing and balcony.  Uncertain about the ownership of The Folley and the proposed site of the car port which appears to be in the ownership of No 2 and not No 1 Spursholt Cottages	
2. <u>23/01287/FULLS</u> 23.05.2023 ROMSEY TOWN	New timber doors and windows to the existing conservatory and outbuilding to the rear elevation and garden.	Mr Peter Halliwell 29 Middlebridge Street Romsey Hampshire SO51 8HJ	Mrs Sacha Coen 23.06.2023	No Objection		
3. <u>23/01288/LBWS</u> 23.05.2023 ROMSEY TOWN	New timber doors and windows to the existing conservatory and outbuilding to the rear elevation and garden.	Mr Peter Halliwell 29 Middlebridge Street Romsey Hampshire SO51 8HJ	Mrs Sacha Coen 23.06.2023	No Objection		
4. <u>23/01296/FULLS</u> 22.05.2023 ROMSEY TOWN	Proposed ramp system to rear of property to facilitate disabled access.	June Wareham 10 Wakeford Court Cressey Road Romsey	Mrs Sacha Coen 23.06.2023	No Objection		

Signature:



Date:

	Hampshire SO51 8HU		
5. 23/01379/TREES 26.05.2023 ROMSEY TOWN	Paris The Bishop Blaize 4 Winchester Road Romsey Hampshire SO51 8AA	Mr Rory Gogan 21.06.2023	<b>No Objection</b>
<b>NOTIFICATION OF A LARGER HOME EXTENSION – (FOR INFORMATION ONLY)</b>			
6. 23/01357/PDHS 25.05.2023 ROMSEY TOWN	Mr And Mrs Packer 9 Walnut Close Braisfield Romsey Hampshire SO51 0EQ	Mr Simon Branston- Jones 19.06.2023	<b>No comment</b>
			Technical Matter

<b>ROMSEY TOWN COUNCIL</b>			
<b>WEEKLY LIST OF PLANNING APPLICATIONS AND NOTIFICATIONS: NO. 22</b>			
Week Ending: Friday 2 June 2023			
<b>APPLICATION NO. DATE OF APPLICATION</b>	<b>PROPOSAL</b>	<b>LOCATION</b>	<b>CASE OFFICER</b>
1. 23/01227/LBWS 30.05.2023 ROMSEY TOWN	Relocation of existing noticeboard and addition of signboard.	Mr Andrew Campbell Abbey House The Abbey Romsey Hampshire SO51 8YB	Mrs Sacha Coen 30.06.2023
			<b>No Objection</b>
			<b>COMMENTS</b>

Signature: 

Date:

<p>2. <u>23/01258/VARS</u>          30.05.2023          ROMSEY TOWN</p>	<p>Variation of Condition 1 (approved plans) of 20/01293/RESS - (Approval of details for access, landscaping, layout, scale and appearance of 5 dwellings and garages pursuant to outline planning permission 17/00915/OUTS) to amend access arrangements.</p>	<p>Mr and Mrs Owers Land west of Cupernham Lane Romsey SO51 7JF</p>	<p>Mr Paul Goodman          26.06.2023</p>	<p>Objection</p>	<p>RTC have concerns in respect of line of sight in the lane. With no passing place there could be vehicles having to back up into Cupernham Lane which we regard as highly dangerous.</p>
<p>3. <u>23/01414/LBWS</u>          01.06.2023          ROMSEY TOWN</p>	<p>Proposal to install a wall-mounted automated external defibrillator (AED) unit in a high visibility robust cabinet connected to a mains 240v supply and also incorporating a 120 - 240v AC powered heater and internal LED lighting.</p>	<p>Mr Stephen Clark          South Western Railway Romsey Railway Station Road Romsey Hampshire SO51 8DT</p>	<p>Katie Savage          30.06.2023</p>	<p>No objection</p>	

<p><b>ROMSEY TOWN COUNCIL</b>  <b>WEEKLY LIST OF PLANNING APPLICATIONS AND NOTIFICATIONS: NO. 23</b>  <b>Week Ending: Friday 9 June 2023</b></p>					
<p><b>APPLICATION NO. DATE OF APPLICATION</b></p>	<p><b>PROPOSAL</b></p>	<p><b>LOCATION</b></p>	<p><b>CASE OFFICER</b></p>	<p><b>DECISION</b></p>	<p><b>COMMENTS</b></p>
<p>1. <u>23/00634/FULLS</u>          09.06.2023          ROMSEY TOWN</p>	<p>Remove and replace render.</p>	<p>Mr Marcus Page          Flat 3, 7 St Clements Close Romsey Hampshire SO51 8FF</p>	<p>Mr Simon Branston-Jones          07.07.2023</p>	<p>No objection</p>	
<p>2. <u>23/00635/LBWS</u>          09.06.2023          ROMSEY TOWN</p>	<p>Remove and replace render.</p>	<p>Mr Marcus Page          Flat 3, 7 St Clements Close Romsey Hampshire. SO51 8FF</p>	<p>Mr Simon Branston-Jones          07.07.2023</p>	<p>No Objection</p>	

Signature:  Date:

MINUTES

ROMSEY TOWN COUNCIL PLANNING COMMITTEE  
THE COURTROOM, TOWN HALL, ROMSEY, HAMPSHIRE  
THURSDAY 22 JUNE 2023

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<p>3. <u>23/01476/FULLS</u> 08.06.2023 ROMSEY TOWN</p>	<p>Single storey side extension following removal of porch, and alterations to fenestration.</p>	<p>Mr Ruff 24 The Tyleshades Romsey Hampshire SO51 5RJ</p>	<p>Mrs Sacha Coen 01.07.2023</p>	<p>Objection</p>	<p>The build element brings the front door directly onto the edge of the pavement.  There will be loss of an important piece of landscaping which softens the corner and will be entirely lost.  The proposed extension is not in keeping with the street scene or suburban feel of the estate.</p>
<p>4. <u>23/01480/FULLS</u> 08.06.2023 ROMSEY TOWN</p>	<p>Replace solid roof of conservatory and glaze rear elevation.</p>	<p>Mr And Mrs Maidment 9 Millstream Rise Romsey Hampshire SO51 8HA</p>	<p>Mrs Sacha Coen 01.07.2023</p>	<p>No objection</p>	
<p>5. <u>23/01496/ADVS</u> 09.06.2023 ROMSEY TOWN</p>	<p>Display of Advertisement text on site hoarding.</p>	<p>Churchill Retirement Living Edwina Mountbatten House Broadwater Road Romsey Hampshire SO51 8GH</p>	<p>Katie Savage 14.07.2023</p>	<p>Objection</p>	<p>RTC would suggest advertising material is premature as planning permission has yet to be granted for the site.</p>
<p>6. <u>23/01497/FULLS</u> 09.06.2023 ROMSEY TOWN</p>	<p>Erection of site hoarding (Retrospective).</p>	<p>Churchill Retirement Living Edwina Mountbatten House Broadwater Road Romsey Hampshire SO51 8GH</p>	<p>Katie Savage 14.07.2023</p>	<p>Objection</p>	<p>RTC strongly object to hoarding 02 opposite the dwellings in Palmerston Street.  RTC have no objection to 03</p>

Signature:

Date:





MINUTES

ROMSEY TOWN COUNCIL PLANNING COMMITTEE  
 THE COURTROOM, TOWN HALL, ROMSEY, HAMPSHIRE  
 THURSDAY 22 JUNE 2023

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<p>7.                  23/01501/TREES                  09.06.2023                  ROMSEY TOWN</p>	<p>Hornbeam (T1) – Fell.</p>	<p>Sam Lister                  October Cottage                  22 Mill Lane                  Romsey                  Hampshire                  SO51 8EU</p>	<p>Mr Rory                  Gogan                  04.07.2023</p>	<p>Objection</p>	<p>This is the gateway to Romsey and RTC would prefer a more sympathetic hoarding colour to sit with the surrounding properties and a material to be used which creates less noise reverberation as is present with the existing hoarding.</p> <p>No justification to fell provided.</p>
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Meeting ended at: 9.00 pm

Next meeting: Thursday 13 July at 7.30 pm



Signature:

Date:



In the Chair: Cllr J Critchley

**ATTENDANCE:**

A	Cllr A Goddard	P	Cllr J Critchley
P	Cllr C Burgess	P	Cllr I Culley
A	Cllr M G Cooper	P	Cllr S Gidley
P	Cllr J Parker	P	Cllr J Ray
A	Cllr R Theron		

In attendance: Nicqui Chatterley – Planning Clerk

29. **Apologies**

Apologies were received from Cllr A Goddard, Cllr M Cooper, Cllr R Theron.

30. **Declarations of Interest**

None

31. **Minutes**

Confirmation

The minutes of the Joint Planning Committee Meeting held on Thursday 22 June 2023 were confirmed as a true record \*\*

**\*\*With amendments noted to minute 27. Cllr J Parker to facilitate SHELAA meeting (only)**

**\*\* List 23 – Item 4 it was noted that this application was a no objection which had not been recorded on the minutes.**

Proposed by: **Cllr J Parker**

Seconded by: **Cllr J Ray**

**CARRIED UNANIMOUSLY**

Matters Arising

None

32. **Public Participation**

Suzi Shilling – Business Events & Tourism Officer - RTC

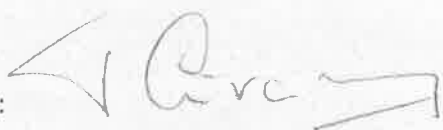
Mrs Luisa Smith in respect of List 25 Item 4

George McMenemy, Mary Greggains

33. **Participation at Southern Area Planning Committee**

None

Signature:



Date:

34. **Appeal Notifications/Decisions**

Site at: Land At Fishlake Cottage , Greatbridge Road, Romsey,  
SO51 0HB  
Proposal: Change of use from open storage to residential use,  
erection of 2no. four-bedroom houses with associated  
parking and landscaping, installation of package  
treatment plants  
Application No: [21/00817/FULLS](#)  
Appeal Reference: APP/C1760/W/23/3315124  
Appellant: Mr And Mrs DeSouza  
Appeal Starting Date: 21.06.2023  
**Noted**

35. **Amended Applications**

None

36. **Correspondence**

a) Email from Robert Westell of Raymond Brown re: Postponement of 23 June  
Roke Manor Quarry Liaison group meeting.

**Noted**

b) Letter from Hampshire County Council re: proposed extension to Nursling  
Recycling Centre, variations to existing site layout, erection of a new  
workshop building and the upgrade of parking arrangements at the  
adjacent paintball centre at Nursling Recycling Centre, Lee Lane, Nursling  
Southampton SO16 0AD (application number [22/00174/CMAS](#))

**Noted**

37. **Other matters to be discussed at end of meeting**

The issue of comments made by RTC in the body of the Planning Minutes was  
addressed. Nicqui Chatterley, Planning Clerk has contacted TVBC to ask that all  
comments are noted. Comments in the Appeal, Amended and Correspondence  
section of the minutes will now be shown in bold red.

TVBC are aware that the RTC comments on the Whitenap Application 1 June  
2023 Planning Meeting and the Romsey School comments at 22<sup>nd</sup> June 2023 are  
to be added to the Planning Application documents on the planning portal.

38. **Planning Applications**

List Nos: 24, 25 and 26.

Signature:



Date:

**ROMSEY TOWN COUNCIL**  
**WEEKLY LIST OF PLANNING APPLICATIONS AND NOTIFICATIONS: NO. 24**  
**Week Ending: Friday 16 June 2023**

APPLICATION NO. DATE OF APPLICATION	PROPOSAL	LOCATION	CASE OFFICER	DECISION	COMMENTS
1. <u>23/01473/FULLS</u> 14.06.2023 ROMSEY TOWN	Construction of front porch and single-storey rear extension.	Paul and Sarah Sibley 50 Woodley Close Romsey Hampshire SO51 7PD	Mr Simon Branston- Jones 06.07.2023	<b>No Objection</b>	
2. <u>23/01517/FULLS</u> 15.06.2023 ROMSEY TOWN	Partial garage conversion to summer room.	Mr James Vane 18 Ganger Farm Way Ampfield Romsey Hampshire SO51 0DG	Mrs Sacha Coen 12.07.2023	<b>No Objection</b>	
3. <u>23/01519/TPOS</u> 13.06.2023 ROMSEY TOWN	Removal of 11 no. lime trees along boundary with The Hundred.	Mr James Lafferty Consurv Ltd 98 The Hundred Romsey Hampshire SO51 8BY	Mr Rory Gogan 05.07.2023	<b>Objection Pending</b>	<b>Premature for RTC to have an opinion on the trees until we have seen the plans for the replacement wall as there is a listed building application currently progressing alongside this application.</b>

Signature: 

Date:

4. <u>23/01520/LBWS</u> 13.06.2023 ROMSEY TOWN	Replacement of lead parapet covering with combination of specified materials.	Mr Tom Hanslip Barclays Bank Plc Market Place Romsey Hampshire SO51 8YA	Mrs Sacha Coen 14.07.2023	<b>No objection</b>	
5. <u>23/01539/FULLS</u> 16.06.2023 ROMSEY TOWN	Demolition of chimneys, single storey rear extension, conversion of garage to study and utility, and erection of front porch, render and re-tile.	Mr R Millard Kynance Crampmoor Lane Crampmoor Romsey Hampshire SO51 9AJ	Mr Simon Branston-Jones 08.07.2023	<b>No objection</b>	
6. <u>23/01559/FULLS</u> 16.06.2023 ROMSEY TOWN	Change a window in the front recess to a door.	Mr Diaper Brightbeech Group Ltd M&Co 3 - 9 The Hundred Romsey Hampshire	Mr Simon Branston-Jones 14.07.2023	<b>No objection</b>	
<b>RE-ADVERTISEMENT</b>					
7. <u>23/01480/FULLS</u> 08.06.2023 ROMSEY TOWN	Replace roof glazing of existing conservatory with a solid roof and re-glaze rear elevation.	Mr And Mrs Maidment 9 Millstream Rise Romsey Hampshire SO51 8HA	Mrs Sacha Coen 06.07.2023	<b>No objection</b>	



**ROMSEY TOWN COUNCIL**  
**WEEKLY LIST OF PLANNING APPLICATIONS AND NOTIFICATIONS: NO. 25**  
**Week Ending: Friday 23 June 2023**

APPLICATION NO. DATE OF APPLICATION	PROPOSAL	LOCATION	CASE OFFICER	DECISION	COMMENTS
1. <u>23/01553/FULLS</u> 20.06.2023 ROMSEY TOWN	Replacement front door	Mr Paul Johnson The Romsey Christian Centre Middlebridge Street Romsey Hampshire SO51 8HL	Mrs Sacha Coen 21.07.2023	<b>No objection</b>	
2. <u>23/01567/TREES</u> 19.06.2023 ROMSEY TOWN	Western Red Cedar - Crown lift by upto 4m	Daryl Lyons 17 Mainstone Romsey Hampshire SO51 8HG	Mr Rory Gogan 11.07.2023	<b>No objection</b>	Dealt with on a whole tree basis
3. <u>23/01570/TPOS</u> 23.06.2023 ROMSEY TOWN	T1, T8, T10, T11, T17, T20, T22 - Holm Oak - Prune overhanging lower branches by up to 2m, T12 - Holm Oak - Fell	C/o Vicky Kissane Roke Manor Old Salisbury Lane Awbridge Romsey Hampshire SO51 0ZN	Mr Rory Gogan 17.07.2023	<b>No objection</b>	

Signature:

Date:



4. <u>23/01575/FULLS</u> 19.06.2023 ROMSEY TOWN	Demolish dwelling, garage and outbuilding and erect 2 dwellings and 2 garages	Mr And Mrs Nick and Luisa Smith Longacres 145 Botley Road Romsey Hampshire SO51 5SX	Mr Nathan Glasgow 13.07.2023	No objection	RTC note the Tree Officers comments.
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## ROMSEY TOWN COUNCIL

## WEEKLY LIST OF PLANNING APPLICATIONS AND NOTIFICATIONS: NO. 26

Week Ending: Friday 30 June 2023

APPLICATION NO. DATE OF APPLICATION	PROPOSAL	LOCATION	CASE OFFICER	DECISION	COMMENTS
1. <u>23/01562/FULLS</u> 27.06.2023 ROMSEY TOWN	Demolition of lean-to roof and erection of single-storey front and side extensions	Mr & Mrs Tom Gibson 37 Horseshoe Drive Romsey Hampshire SO51 7TP	Mr Simon Branston- Jones 19.07.2023	No objection	
2. <u>23/01632/AGNS</u> 26.06.2023 ROMSEY TOWN	Application to determine if prior approval is required for erection of agricultural barn to replace an existing machinery and equipment storage building	Mr Christopher Saunders- Davies Island Farms Mill House Farm Greatbridge Road Romsey Hampshire SO51 0HB	Katie Savage 08.07.2023	Noted	



MINUTES ROMSEY TOWN COUNCIL PLANNING COMMITTEE THE COURTROOM, TOWN HALL, ROMSEY, HAMPSHIRE THURSDAY 13 JULY 2023	29
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3.	<u>23/01651/TPOS</u> 28.06.2023 ROMSEY TOWN	T1 and T2 - Birch - Fell	Gurjit Atwal 2 Oxlease Meadows Romsey Hampshire SO51 7AB	Mr Rory Gogan 20.07.2023	<b>Objection</b>	<b>Insufficient information to          make a decision</b>
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Meeting ended at: 8.10pm

Next meeting: Thursday 3 August at 7.30 pm



Signature:

Date:



In the Chair: Cllr J Critchley

**ATTENDANCE:**

P	Cllr A Goddard	P	Cllr J Critchley
A	Cllr C Burgess	P	Cllr I Culley
P	Cllr M G Cooper	A	Cllr S Gidley
P	Cllr J Parker	P	Cllr J Ray
P	Cllr R Theron		

In attendance: Nicqui Chatterley – Planning Clerk  
Toby Oliver – Romsey Advertiser  
Mr Etherington  
Mr & Mrs Keiffer  
Mr Beasley  
Mr Brookes  
Mr S Goodwill – Churchill Retirement Living

**39. Apologies**

Cllr C Burgess, Cllr S Gidley

**40. Declarations of Interest**

Cllr A Goddard declared a prejudicial interest in List 28 item 2 and left the room whilst the application was debated and decided.  
Cllr M Cooper declared a prejudicial interest in List 28 item 3 and left the room whilst the application as debated and decided.

**41. Minutes**

Confirmation

The minutes of the Joint Planning Committee Meeting held on Thursday 13 July 2023 were confirmed as a true record.

Proposed by: Cllr J Ray

Seconded by: Cllr J Parker

**CARRIED UNANIMOUSLY**

Matters Arising

None

**42. Public Participation**

None

**43. Participation at Southern Area Planning Committee**

None

**44. Appeal Notifications/Decisions**

1. APPLICATION NUMBER: 22/02387/FULLS  
PROPOSAL: Erection of one dwelling  
SITE: Land to the rear of 11 Church St, Romsey  
APPEAL REFERENCE: APP/C1760/W/23/3315091  
APPELLANT: Mr Tim Lincoln  
**Noted**

Signature:



Date:

2. APPLICATION NUMBER: [21/02715/FULLS](#)  
SITE: Land north of Oxlease Meadows, Romsey, SO51 7AB  
DECISION TYPE: Committee  
APPEAL DECISION: Dismissed  
**Noted and strongly welcomed**

#### 45. Amended Applications

1. APPLICATION NUMBER: [23/01140/FULLS](#)  
PROPOSAL: Reception and administration block  
SITE: Mountbatten School, Whitenap Lane, Romsey,  
Hampshire  
AMENDMENT: Amended plans showing new location of  
administration and reception block.  
**List 28 Item 3**

#### 46. Correspondence

1. Letter from HCC re proposed extension to Nursling Recycling Centre, Lee Lane, Nursling Southampton SO16 0AD (application number [22/00174/CMAS](#))  
**It was noted that this application has been approved**
2. Email from Ben Lush of the Environment Agency re their Romsey depot vehicle access improvements.  
**Noted. Hope to see adequate signage and care taken**
3. Email from HCC re Proposed extension of Romsey Wastewater Treatment Works and installation of a new Final Settlement Tank and Return Activated Sludge Pumping Station, associated pipework, new perimeter security fencing and landscape planting at Land to east of Romsey Wastewater Treatment Works, A27 Salisbury Road, Sadlers Mill Farm, Romsey, SO51 8HG. (application number [HCC/2023/0421](#))  
**List 29 Item 6**
4. Email from TVBC re Tree Preservation Order 1255 Land at Kings Chase Development, Ampfield, Romsey.  
**Noted and welcomed**
5. Email from HCC re proposed bus stop works - Fishlake Meadows, Romsey.  
**Noted**

#### 47. Planning Applications

List Nos: 27, 28 and 29.

Signature:



Date:

## ROMSEY TOWN COUNCIL

## WEEKLY LIST OF PLANNING APPLICATIONS AND NOTIFICATIONS: NO. 27

Week Ending: Friday 7 July 2023

APPLICATION NO. DATE OF APPLICATION	PROPOSAL	LOCATION	CASE OFFICER	DECISION	COMMENTS
1. <u>23/01700/FULLS</u> 07.07.2023 ROMSEY TOWN	Redevelopment for retirement living accommodation comprising 47 retirement apartments including communal facilities, access, car parking and landscaping.	Churchill Retirement Living Edwina Mountbatten House Broadwater Road Romsey Hampshire SO51 8GH	Mr Paul Goodman 04.08.2023	<b>Strong Objection</b>	<b>RTC strongly object to the application.</b> <b>Inappropriate for the gateway to Romsey.</b> <b>Out of keeping with the neighbouring conservation area.</b> <b>Sheer mass of the development and too high and overbearing compared with the existing properties.</b> <b>There could be pressure in the future to prune or remove trees on the southside because of shadowing.</b> <b>No contribution to affordable housing or S106.</b> <b>RTC notes the reports from TVBC - conservation, landscape, trees, housing &amp; environmental health, refuse &amp; environmental services and HCC highways.</b>

Signature:



Date:

<p><b>2.</b> <u>23/01706/TPOS</u> 03.07.2023 ROMSEY TOWN</p>	<p>0052 - Maple - Fell, 00980 - Lime - Remove weak and crossing branches (less than 100mm diameter), create 2.5m clearance with property boundary, raise crown to 3m.</p>	<p>Dr Kevin Whittington-Jones 11 Westering Romsey Hampshire SO51 7LX</p>	<p>Mr Rory Gogan 25.07.2023</p>	<p><b>No objection</b></p>	
<p><b>3.</b> <u>23/01738/FULLS</u> 07.07.2023 ROMSEY TOWN</p>	<p>Single storey front extension and porch roof, part two-storey part single storey rear extension and installation of air source heat pump.</p>	<p>Mr Robert Riley 7 Field Close Romsey Hampshire SO51 5BN</p>	<p>Mr Nathan Glasgow 01.08.2023</p>	<p><b>No objection</b></p>	

<p align="center"><b>ROMSEY TOWN COUNCIL</b> <b>WEEKLY LIST OF PLANNING APPLICATIONS AND NOTIFICATIONS: NO. 28</b> <b>Week Ending: Friday 14 July 2023</b></p>					
APPLICATION NO. DATE OF APPLICATION	PROPOSAL	LOCATION	CASE OFFICER	DECISION	COMMENTS
<p><b>1.</b> <u>23/01733/FULLS</u> 10.07.2023 ROMSEY TOWN</p>	<p>Single storey extension to garage, widen access, installation of gates</p>	<p>Mr Phillip Newton 1 Oxlease Meadows Romsey Hampshire SO51 7AB</p>	<p>Mr Simon Branston- Jones 02.08.2023</p>	<p><b>No objection</b></p>	
<p><b>2.</b> <u>23/01781/FULLS</u> 11.07.2023 ROMSEY TOWN</p>	<p>Erection of Orangery to rear elevation</p>	<p>Mr A Goddard 35 Footner Close Romsey Hampshire SO51 7UD</p>	<p>Mrs Sacha Coen 04.08.2023</p>	<p><b>No objection</b></p>	

Signature:



Date:

**RE-ADVERTISEMENT**

<b>3.</b> <u>23/01140/FULLS</u> 16.05.2023 ROMSEY TOWN	Reception and administration block	The Mountbatten School Mountbatten School Whitenap Lane Romsey	Katie Savage 01.08.2023	<b>No objection</b>
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**ROMSEY TOWN COUNCIL****WEEKLY LIST OF PLANNING APPLICATIONS AND NOTIFICATIONS: NO. 29**

Week Ending: Friday 21 July 2023

<b>APPLICATION NO. DATE OF APPLICATION</b>	<b>PROPOSAL</b>	<b>LOCATION</b>	<b>CASE OFFICER</b>	<b>DECISION</b>	<b>COMMENTS</b>
<b>1.</b> <u>23/01715/FULLS</u> 18.07.2023 ROMSEY TOWN	Change of use from agricultural to wedding venue, rebuild granary, single storey extensions to main barn and shelter sheds, alterations to windows and doors of main barn and associated outbuildings, install solar panels, landscaping, and car parking.	Mr Andrew Forrester Moorcourt Farm Ridge Lane Ower Romsey Hampshire SO51 6AB	Sarah Barter 18.08.2023	<b>No Objection</b>	<b>Welcome restoration of the Grade II listed granary.</b>
<b>2.</b> <u>23/01725/LBWS</u> 18.07.2023 ROMSEY TOWN	Rebuild granary, restore, and renovate main barn and shelter sheds including single storey extensions, cladding, glazing, installation of outdoor kitchen and rainwater goods, internal alterations to farmhouse including altered layout and installation of bathrooms.	Mr Andrew Forrester Moorcourt Farm Ridge Lane Ower Romsey Hampshire SO51 6AB	Sarah Barter 18.08.2023	<b>No Objection</b>	

Signature:



Date:

<p><b>3.</b> <u>23/01773/FULLS</u> 19.07.2023 ROMSEY TOWN</p>	<p>Single storey extension to outbuilding to provide toilet facilities for visitors and children.</p>	<p>Miss Laura Simmons Abbotswood Day Nursery Cupernham Lane Romsey Hampshire SO51 7LF</p>	<p>Katie Savage 15.08.2023</p>	<p><b>No Objection</b></p>	
<p><b>4.</b> <u>23/01833/CLES</u> 18.07.2023 ROMSEY TOWN</p>	<p>Certificate of lawful development for existing extensions and alterations.</p>	<p>Mr and Mrs Newhall Lantern House Braishfield Road Romsey Hampshire SO51 7NZ</p>	<p>Katie Savage 09.08.2023</p>	<p><b>No Objection</b></p>	<p><b>Not clear which bits are retrospective, and which are original</b></p>
<p><b>5.</b> <u>23/01842/FULLS</u> 19.07.2023 ROMSEY TOWN</p>	<p>Replace rear dormer and porch, create front and end dormers, render building with cladding to dormers and gable end, first floor extension over outbuilding with replacement roof.</p>	<p>Mr and Mrs Garvey 4 Winchester Road Crampmoor Romsey Hampshire SO51 9AL</p>	<p>Kate Levey 11.08.2023</p>	<p><b>No Objection</b></p>	<p><b>Concern about the awkward design of the rear dormer. Is there a better solution in design terms</b></p>

Signature:



Date:



MINUTES

ROMSEY TOWN COUNCIL PLANNING COMMITTEE  
 THE COURTROOM, TOWN HALL, ROMSEY, HAMPSHIRE  
 THURSDAY 3 AUGUST 2023

36

<p>6. <u>23/01858/CMAS</u>          19.07.2023          ROMSEY TOWN</p>	<p>Proposed extension of Romsey Wastewater Treatment Works and installation of a new Final Settlement Tank and Return Activated Sludge Pumping Station, associated pipework, new perimeter security fencing and landscape planting.</p>	<p>Phil Jameson          Land east of Romsey Wastewater Treatment Works          Salisbury Road          Romsey          Hampshire          SO51 6DJ</p>	<p>Katie Savage          10.08.2023</p>	<p><b>No Objection</b></p>	<p><b>RTC welcome this</b></p>
<p>7. <u>23/01866/FULLS</u>          21.07.2023          ROMSEY TOWN</p>	<p>Raising the brickwork to the South elevation to create a gable end and fill in to East and West elevations to enable creation of a habitable roof space.</p>	<p>Mr Gary Evans          25 Withy Close          Romsey          Hampshire          SO51 7SA</p>	<p>Katie Savage          15.08.2023</p>	<p><b>Objection</b></p>	<p><b>Poor drawings supplied which are insufficient to make a decision</b></p>

Meeting ended at: **8.10 pm**

Next meeting: **Thursday 24 August at 7.30 pm**

Signature:

Date:



In the Chair: Cllr J Critchley

**ATTENDANCE:**

A	Cllr A Goddard	P	Cllr J Critchley
P	Cllr C Burgess	P	Cllr I Culley
P	Cllr M G Cooper	P	Cllr S Gidley
P	Cllr J Parker	A	Cllr J Ray
P	Cllr R Theron		

In attendance: Nicqui Chatterley – Planning Clerk

**48. Apologies**

Cllr A Goddard , Cllr J Ray

**49. Declarations of Interest**

Cllr Cooper - List 30 – No 1 Mountbatten School – prejudicial interest  
Cllr Cooper left the room for this agenda item at 7.47 pm and returned at 7.56 pm

**50. Minutes**

Confirmation

The minutes of the Joint Planning Committee Meeting held on Thursday 3 August 2023 were confirmed as a true record.

Proposed by: Cllr J Parker

Seconded by: Cllr R Theron

**CARRIED UNANIMOUSLY**

Matters Arising

None

**51. Public Participation**

None

**52. Participation at Southern Area Planning Committee**

Cllr Critchley spoke about Romsey School Planning Application. Much of this application was under permitted development. There is now liaison with the school and residents. The application was deferred by Southern Planning.

**53. Appeal Notifications/Decisions**

None

**54. Amended Applications**

None

**55. Correspondence**

**55.1** Email dated 07.08.23 from TVBC re Romsey Makers Market application for street consent trading.

**Noted – Street Consent Trading Licenses generally go to the TCM. NC to clarify.**

**56. Planning Applications**

List Nos: 30, 31 and 32.

Signature:

Date:

ROMSEY TOWN COUNCIL					
WEEKLY LIST OF PLANNING APPLICATIONS AND NOTIFICATIONS: NO. 30					
Week Ending: Friday 28 July 2023					
APPLICATION NO. DATE OF APPLICATION	PROPOSAL	LOCATION	CASE OFFICER	DECISION	COMMENTS
1. <u>23/01788/FULLS</u> 27.07.2023 ROMSEY TOWN	Change of use to part of the Knatchbull Building from school administration and two small classrooms to residential dormitories to be used ancillary to the school.	Mr Chris Goodrich Mountbatten School Whitenap Lane Romsey Hampshire SO51 5SY	Katie Savage 23.08.2023	<b>Objection</b>	<b>What is the plan to replace the community lounge which is being lost.</b>  <b>Recommend there is adequate parking on site for additional staff.</b>  <b>Clarity over the staff number and ambiguity of staffing numbers and nitrates.</b>  <b>Will visitors be under supervision at all times as this facility is within a residential area.</b>
2. <u>23/01895/FULLS</u> 24.07.2023 ROMSEY TOWN	Reconstruction of existing outbuilding to provide additional veterinary clinic accommodation and replacement garages associated with no.2 Mainstone Barns; Change of use of part of site from Class C3 Dwellinghouse to Class E(e) Medical/Health Services; Demolition of redundant outbuilding and alterations to existing car park.	Mr A Forrester Broadlands Estates Veterinary Clinic Outbuilding Mainstone Romsey Hampshire SO51 6BA	Katie Savage 17.08.2023	<b>No Objection</b>	

<p>3. <u>23/01912/IVARS</u> 27.07.2023 ROMSEY TOWN</p>	<p>Variation of Condition 2 (approved plans) of 22/02176/FULLS (Erection of 8 dwellings, 3 carports and access road) to take into account increased height, include allowance for surface water requirements and required finished floor levels, grass roof system to Plots 1-3, Plot 6 staircase enclosure, minor fenestration amendments and carports increased in width by 0.5m.</p>	<p>Mr Stuart Wilson 109A Winchester Road Romsey Hampshire</p>	<p>Sarah Barter 19.08.2023</p>	<p><b>No objection</b></p>
<p>4. <u>23/01931/OBLS</u> 26.07.2023 ROMSEY TOWN</p>	<p>Modification of planning obligations (in relation to Planning Permission 20/00599/FULLS) to amend affordable housing definitions and mortgagee exclusion provisions.</p>	<p>Croudace Homes Limited and Vivid Housing Limited Land south of Abbotswood House Braishfield Road Romsey Hampshire</p>	<p>Mr Paul Goodman 22.08.2023</p>	<p><b>No Objection</b></p>
<p>5. <u>23/01921/TREES</u> 27.07.2023 ROMSEY TOWN</p>	<p>Hornbeam (T1) - reduce entire crown to previous pruning points, by up to 2.5m in all directions and to a balanced shape.</p>	<p>Sam Lister October Cottage 22 Mill Lane Romsey Hampshire SO51 8EU</p>	<p>Mr Rory Gogan 18.08.2023</p>	<p><b>No Objection</b></p>

ROMSEY TOWN COUNCIL WEEKLY LIST OF PLANNING APPLICATIONS AND NOTIFICATIONS: NO. 31 Week Ending: Friday 4 August 2023						
APPLICATION NO. DATE OF APPLICATION	PROPOSAL	LOCATION	CASE OFFICER	DECISION	COMMENTS	
1. <a href="#">23/01939/FULLS</a> 31.07.2023 ROMSEY TOWN	Replacement single storey rear extension and internal remodelling	Mr And Mrs Lightfoot 2 Oakleigh Gardens Romsey Hampshire SO51 5AS	Mrs Sacha Coen 23.08.2023	<b>No Objection</b>		
2. <a href="#">23/01951/TPOS</a> 31.07.2023 ROMSEY TOWN	(T1) - Beech - Fell (T0432) - Holm oak - Reduce to a frame 5m from ground level (T0015) - Holm oak - Reduce lateral growth to give 2.5m clearance to neighbouring garage	Mr Rob Booth Roke Manor Research Ltd Roke Manor Old Salisbury Lane Awbridge Romsey Hampshire	Mr Rory Gogan 22.08.2023	<b>No Objection</b>		
3. <a href="#">23/01973/TPOS</a> 31.07.2023 ROMSEY TOWN	T3085, T8, T9, T10, T11, T14, T17, T19, T20, T432, T22 - Holm Oak - Prune back over-hanging, lower branches by up to 2m	Vicky Kissane Roke Manor Old Salisbury Lane Awbridge Romsey Hampshire SO51 0ZN	Mr Rory Gogan 23.08.2023	<b>No Objection</b>		

Signature:

Date:

<p><b>4.</b> <a href="#">23/01955/FULLS</a> 01.08.2023 ROMSEY TOWN</p>	<p>Single storey front, side and rear extension</p>	<p>Mr And Mrs Musk 57 Northlands Road Romsey Hampshire SO51 5SA</p>	<p>Mrs Sacha Coen 23.08.2023</p>	<p><b>No objection</b></p>	<p><b>Subject to the provision of adequate off-street parking</b></p>
<p><b>5.</b> <a href="#">23/01956/CLPS</a> 01.08.2023 ROMSEY TOWN</p>	<p>Application for a proposed lawful development certificate for replacement of conservatory roof</p>	<p>Hilary Warwick 8 Old Road Romsey Hampshire SO51 7WH</p>	<p>Mrs Sacha Coen 24.08.2023</p>	<p><b>Noted</b></p>	
<p><b>6.</b> <a href="#">23/01962/FULLS</a> 02.08.2023 ROMSEY TOWN</p>	<p>Demolish side extension and garage, erect replacement two storey side extension and garage</p>	<p>Mr And Mrs Booth 74 Chambers Avenue Romsey Hampshire SO51 5BE</p>	<p>Katie Savage 24.08.2023</p>	<p><b>No Objection</b></p>	
<p><b>7.</b> <a href="#">23/01976/TPOS</a> 01.08.2023 ROMSEY TOWN</p>	<p>TPO.TVBC.315 - T2 - Raise crown over roof of garage to allow a clearance of 2 metres from the garage roof. Remove all major deadwood (diameter greater than 50mm)</p>	<p>Mr Brian Cowcher Hollybrook Winchester Road Crampmoor Romsey Hampshire SO51 9AL</p>	<p>Mr Rory Gogan 23.08.2023</p>	<p><b>No Objection</b></p>	

<p><b>8.</b> <u>23/01980/CLPS</u> 02.08.2023 ROMSEY TOWN</p>	<p>Application for lawful development certificate for proposed replacement of french doors and kitchen window with bi-fold doors</p>	<p>Mr David Johnson 35 Seward Rise Romsey Hampshire SO51 8PE</p>	<p>Katie Savage 25.08.2023</p>	<p><b>Noted</b></p>	<p><b>Drawing was so poor that a comment would not be possible.</b></p>
<p><b>9.</b> <u>23/01989/FULLS</u> 02.08.2023 ROMSEY TOWN</p>	<p>Demolition of agricultural barn and construction of school building for use in connection with the outdoor learning centre</p>	<p>Mr M Fry Ridge Farm (Outdoor Learning Centre) Ridge Lane Ower Romsey Hampshire SO51 6AB</p>	<p>Kate Levey 01.09.2023</p>	<p><b>No Objection</b></p>	

ROMSEY TOWN COUNCIL WEEKLY LIST OF PLANNING APPLICATIONS AND NOTIFICATIONS: NO. 32 Week Ending: Friday 11 August 2023					
APPLICATION NO. DATE OF APPLICATION	PROPOSAL	LOCATION	CASE OFFICER	DECISION	
<p><b>1.</b> <u>23/02026/FULLS</u> 07.08.2023 ROMSEY TOWN</p>	<p>Addition of an inward opening single door to the rear of the property</p>	<p>Mr Diaper Brightbeech Group Ltd M &amp; Co 7 – 9 The Hundred Romsey Hampshire SO51 8GD</p>	<p>Mr Simon Branston- Jones 08.09.2023</p>	<p><b>No Objection</b></p>	<p><b>Concern however that an emergency exit door is opening inwards rather than outwards.</b></p>

Signature:

Date:



2. <u>23/02041/LBWS</u> 09.08.2023 ROMSEY TOWN	To carry out roofing works in accordance with schedule provided	Mr Harry Hoare 7 Palmerston Street Romsey Hampshire SO51 8GF	Kate Levey 08.09.2023	<b>Objection</b>	<b>Chimney not in keeping with the building or conservation area</b>
3. <u>23/02057/VARS</u> 09.08.2023 ROMSEY TOWN	Vary condition 2 of 22/03169/FULLS(Alterations to form new windows and doors and other external works) to allow for increased building height, with alterations to fenestration and cladding	Mr Stuart Wilson Cycle World 109A Winchester Road Romsey Hampshire	Kate Levey 05.09.2023	<b>Objection</b>	<b>Uncertainty of increase in height level as this is not clear on the plans.</b>

Meeting ended at: 8.28 pm

Next meeting: Thursday 14 September at 7.30 pm

Signature:

Date:



# Romsey Town Council

Town Hall  
1, Market Place  
Romsey  
SO51 8YZ



## BUILDINGS & COMMUNITY COMMITTEE MEETING

Minutes of the Meeting held on Tuesday 6<sup>th</sup> June 2023

In the Chair: Councillor S. Wilkinson

### Attendance:

A Councillor C. Birkett	P Councillor A. Goddard
P Councillor C. Burgess	P Councillor N. Gwynne
A Councillor J. Burnage	P Councillor R. Kohli
P Councillor M. Cooper	P Councillor J. Parker
A Councillor J. Critchley	
P Councillor I. Culley	
A Councillor S. Gidley	

Clerk: Judith Giles  
Public: 0

### Present:

Howard Brisland – Building Manager  
Suzi Shilling – Business, Events & Tourism  
Officer

### 1. APOLOGIES

Apologies received from Debbie Forder – Events Manager, Cllr. C. Birkett, Cllr. J. Burnage, Cllr. J. Critchley, Cllr. S. Gidley

### 2. CHAIRMAN AND VICE-CHAIRMAN 2022-2023

Cllr. M. Cooper proposed Cllr. S. Wilkinson as Chair, seconded by Cllr. N. Gwynne

**CARRIED**

Cllr. C. Burgess proposed Cllr. J. Parker as Vice Chair, seconded by Cllr. N. Gwynne

**CARRIED**

### 3. DECLARATION OF INTEREST

None

### 4. MINUTES

The minutes of the Building & Town Committee Meeting held on 18<sup>th</sup> April 2023 were confirmed as a correct record.

**PROPOSED:** Cllr. N. Gwynne

**SECONDED:** Cllr. M. Cooper

**CARRIED**

#### Matters Arising –

Agenda item 6 – The Chief Officer reported Howard Brisland – Building Manager is in discussions with Barbara Burbridge – Honorary Archivist regarding explanatory plaques for all hanging memorabilia. Cllr. M. Cooper requested the Chief Officer locates the list of names of signatures detailed on the 1957 Charter. Agenda item 16 – **Spotlight Grant Request**

The Chief Officer reported she has contacted the schools Spotlight are looking to help by giving them mental health packs but to date had no reply.

# Romsey Town Council

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### **5. PUBLIC PARTICIPATION**

None

### **6. ARCHIVIST REPORT**

None

### **7. REVIEW OF BOOKINGS**

The Chief Officer reported Town Hall bookings are still on the increase. Barclays are to be in attendance on a Wednesday shortly as well as Tuesdays and Thursdays.

### **8. FINANCE REPORT**

Noted. The Chief Officer was asked to investigate separate accounts for RTC funds in light of merger with Romsey Extra Parish Council.

### **9. BUILDING MANAGER'S REPORT (Appendix 1)**

Noted. It was agreed Building Manager could go ahead and purchase a noticeboard for Woodley Village Hall the same as the new ones in Tadburn and Cupernham Wards. A discussion was held regarding removal of REPC sign on the Ashfield Roundabout. The Building Manager requested Councillors let him know if they would like to volunteer to check the Black Way Marker signs in the town. The Building Manager reported he is to attend a Launch of Solar Panel Energy Presentation in Stockbridge with a view to having solar panels on the Town Hall.

### **10. TOWN HALL FIRE ALARM REPLACEMENT**

#### **RESOLUTION NO. 23/01**

It was **RESOLVED** to approve the Building Manager replace fire alarm as discussed at a cost of £800

**PROPOSED: Cllr. J. Parker**

**SECONDED: Cllr. C. Burgess**

**CARRIED**

### **11. BUILDINGS & COMMUNITY WORKING GROUP**

Cllr. J. Parker, Cllr. N. Gwynne and the Chair of Romsey Town Council – Cllr. J. Ray will be represented on the Buildings & Community Working Group

### **12. BUSINESS, EVENTS AND TOURISM OFFICER REPORT (Appendix 2)**

Noted. The Business, Events & Tourism Officer – Suzi Shilling reported there has been a build up of youths in Romsey going into shops and annoying shop assistants and stealing. She has set up a ShopWatch group and is also working closely with the police. It was reported there are now several empty premises in the town. Cllr. J. Parker asked if a list of empty premises could be included as part of the Business, Events & Tourism Officer's report.

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## **BUILDINGS & COMMUNITY COMMITTEE MEETING**

Minutes of the Meeting held on Tuesday 6<sup>th</sup> June 2023

### **13. WILDER ROMSEY**

**RECOMMENDATION:** it is **PROPOSED** by **Cllr. N. Gwynne** and **SECONDED BY Cllr. J. Burnage** that Wilder Romsey comes under the administration of RTC Officer, with any current monies being passed to RTC as well as the website and google group email. Any Wilder Romsey projects to be considered under the Projects List

#### **RESOLUTION NO. 23/02**

It was **RESOLVED** Wilder Romsey comes under the administration of RTC Officer, with any current monies being passed to RTC as well as the website and google group email. Any Wilder Romsey projects to be considered under the Projects List

**PROPOSED: Cllr. N. Gwynne**

**SECONDED: Cllr. J. Burnage**

**CARRIED**

### **14. PROJECT LIST**

It was agreed to set up a Working Group to go thru' list of potential small projects in the town. The Chief Officer to arrange a meeting. Proposals will be brought to the Buildings & Community Committee meeting.

### **15. INFORMATION BOARD – MEMORIAL PARK**

#### **RESOLUTION NO. 23/03**

It was **RESOLVED** to approve the Chief Officer gets the Information Board in the Memorial Park updated to include the Rotary Club of Romsey Test Mayor's Picnic. The Rotary Club will pay half the costs.

**PROPOSED: Cllr. J. Parker**

**SECONDED: Cllr. N. Gwynne**

**CARRIED**

### **16. ROMSEY FUTURE**

The Romsey Future Programme Board met on 1 June 2023. The meeting reviewed two additional projects: Walking and cycling route 4 and Ampfield Wood Access. Both projects were endorsed in principle but like all the other projects submitted so far, they await technical and financial appraisal before it can be certain that they are technically feasible and that funding can be found.

The current list of projects seeking Romsey Future active support includes:

- 5 x walking and cycling infrastructure projects raised by the Romsey Future workstream.
- 2 x Romsey Town Council Projects.
- 1 x Romsey & District Society Project.

In reviewing walking and cycling route 4 the Board recommended that improvements designed to improve pedestrian and mobility scooter crossing of Southampton Road at the football ground end should form a separate project as the traffics impact of three pedestrian crossings in close proximity needed to be understood.

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## **BUILDINGS & COMMUNITY COMMITTEE MEETING**

Minutes of the Meeting held on Tuesday 6<sup>th</sup> June 2023

All these projects require technical and financial information before it is possible to put the projects in a priority order. There is little hope of getting funding from HCC unless the improvement addresses an urgent safety issue. However, there is funding available from the Active Travel Fund and one or two other central government sources. Additionally, there will be money in RTC's Community Infrastructure Levy reserve when funds are transferred from REPC.

In the meantime, RTC members of the Programme Board are pressing Cllr Nick Adams-King to find technical and financial resources from TVBC or HCC to help complete the necessary information on these projects and to identify sources of funding. Cllr Parker requested that at each meeting of the Programme Board a simple status report of each project should be presented. When this becomes available it will be circulated to the RTC Buildings and Community Committee.

### **17. MAYORAL AWARD SCHEME/ENVIRONMENTAL AWARD**

None. The Chief Officer to provide a list at every meeting of organisations/individuals who have been nominated.

### **18. GRANTS**

The Chief Officer to inform Cupernham Junior School their Grant Request has not been given as it does not fit the RTC criteria

**Meeting closed 9.05p.m.**

SW

# Romsey Town Council

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## Building Manager Report to Buildings and Communities Committee 6<sup>th</sup> June 2023

1. **KC Allotments**

After an awful lot of work by myself, ably supported by Debbie Forder and Judith Giles. The new Committee is working well and should now be a "light touch" as we do with Southampton Road.

I am also liaising with Kevin Harrington at TVBC regarding new "Estate Fencing" and a car park gate to resolve the parking issues. The gate is on the Project List.

If I had realised the administrative mess these Allotments were in I would not have been quite so quick to take this on!!
2. **Speed Limit Reminder Sign**

Having reviewed the work already carried out. I believe that we could trial using the sign in the allocated positions using our own inhouse resources. Further locations can be added in time such as Fishlake Meadows.
3. **Woodley Village Hall Notice Board**

A new notice board has been added to the project list. I can procure a new one similar to the Cupernham & Tadburn ones. However, I believe we could refurbish it for around a third of the cost.
4. **Ashfield Roundabout Signage**

The Romsey Extra Parish Council signs have been damaged. Their location requires certified roadworkers and a Section 50 license to possibly repair or remove them. However, should they now be Romsey Town Council?
5. **Wi-Fi**

Two new access points have been installed to eliminate the "Black Spots" in the building. We will now be able to use our cashless payments system everywhere thus further reducing our cash handling.
6. **Volunteers Flag**

I have submitted an application for conservation funding to the Barker-Mill Foundation. We should know if this is successful by the end of July.

I Hampshire Cultural Trust do not support this type of work! I have had some information on funding from Sue Mullane of Romsey Arts Group via KJ House. I will investigate if this application is unsuccessful.

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7. **Woodley Village Hall** I will be meeting with the Chairman to introduce and see how we can assist. There is a live project at present replacing the soffits and facias. The Hall will have a full condition survey later in the year to establish the base line and bring it within the RTC procedures for maintenance of buildings.
8. **Exterior Decorations** The pitched roof on the southern end of the building has now been finished. Work is continuing on the three flat roofs on the west side. The highest one is complete. Still no significant issues have been found. So far!
9. **Town Way Markers** We have been contacted by the Catholic Church as they would like an additional sign in The Abbey opposite their entrance. I can easily add this to the project. They will pay the charges.  
Overall, the project is slowly progressing. I would like a willing volunteer to walk the routes when I have all the information to ensure I have included everything.
10. **REPC Printer** The ex REPC photocopier/printer has now been added to the TH network as a backup to the main machine. It is located in my office.
11. **Email Accounts** The new Councillors have been issued with email accounts. Issues with the Microsoft Authenticator App have been resolved. It has been switched off, only having been switched on automatically during an upgrade by Microsoft! It is interesting that only some accounts were affected.
12. **Wheelchair / Lift Signage** After the discussion at the last meeting regarding mobility scooters and the lift. A wheelchair has been procured and is stored in the lift lobby.  
New signage has been actioned.



## Monthly Report to Building and Communities Committee

Sadly, the Coronation was a wash out with the wettest day possible! However diehard fast were in attendance and fun was had by all who braved the weather. Nicqui and I were there on the day to sell the Mayors Big Draw and managed to sell in the region of £450 and gave great awareness of the Town Council and local attractions and businesses who kindly gave prizes.

Kings Coronation Volunteer Market the Big Help Out on Monday May 8 was also a little wet but still had a great turnout. We had 12 stalls and many people kindly signed up to be volunteers. Radio Solent kindly heard my pleas and covered the story live, interviewing myself, Christianne from Unity and also the stall holders. Everyone went away happy from the day and looking forward for the Big Volunteer Fair in January 2024.

Working with Nicqui to help with the Mayors Big Grand Draw which was a great success and drawn on the night of the mayor's changeover. We had some amazing prizes given by attractions and businesses from the area.

This year is Romsey Festival which is on for the first two weeks of July where you can discover over 250 events in and around the Romsey District. Please help promote and advertise them to your constituents. All events can be viewed on the [www.romseyfestival.org](http://www.romseyfestival.org).

### **Event & Business Group Meetings:**

- Romsey Mutual Business Group Breakfast Meetings
- Test Valley Community Safety Management Group
- Sadler Mill group to deter river parties and swimmers.
- **Continued action** - Romsey Disabled People Partnership – Worked with TVBC and was introduced to members. The group is looking to increase attendees to help discuss how the Town can help, assist, and cater for those with all disabilities. Please continue to pass this plea onto your constituencies.
- Romsey Chamber of Commerce Networking, Breakfast Meetings and Exec Meetings
- Test Valley Tourism Meetings
- Beggars Fair Committee Meetings
- Romsey Carnival Committee Meetings
- Romsey Festival Meetings

### **Organisations**

Met with:

**Beggars Fair** – agreed security arrangements and liaised about plans and set ups for the day.

**Chamber of Commerce** – attended Exec meetings, breakfast meeting and social gatherings. Now setting up Food Fair and Summer Drinks get together for businesses. Future plans with comms objectives to help secure new business membership.

**Carnival Committee** – attended meetings and secured toilets and litter bins from Ace Liftaway. Organised with French Television Company their visit and contacts for filming on the day.

Met with Christianne Ireland from **Unity Online** co ordinating the Volunteer Market May 2023

**Romsey Festival** – helping them with promotion / point of sale and press release to summarise July's events for Romsey.

## **Business**

Attended Broadland Estates opening of the Orangery Rooms

Jackie Edwards, Antique Fair – set up and planning for the event

## **TVBC**

Monthly catch-up meetings with **Jennie Pell**, Economic Development Officer – starting a new project discovering all the businesses in the Romsey area which will take me around all the industrial estates with a survey.

Tourism Comms meeting plan

Monthly catch up with **Louisa Rice**, Engagement Team Leader

Bi-monthly catch up with Andy Ferrier

## **HCC**

Two uneven slabs of pavement reported in the hundred; outside Superdrug a lady fell over 11<sup>th</sup> April 2023 and also the edge of the road paving outside Reeves the bakers.

## **Elected Members**

Ad hoc meetings with Councillors to resolve any issues and keep updated with all things Romsey.

## **Key priorities:**

Short Term:

### Future events

- Mayors Picnic and Duck Race
- Romsey Festival – over 200 events in the first two weeks of July
- Beggars Fair
- Carnival and Bed Race
- Jobs Fair – working with TVBC and DWP – now moved to September
- Social media course for small businesses – summer
- Four Fun Fridays / Wacky Wednesdays for summer holidays next year.

### Opportunities

- Christmas Market
- Checklist and guide for events in Romsey

- Ongoing - Collate and compile database of attractions/accommodation providers/retail/cafes/pubs and restaurants for tourism website and where needed the tourism app
- Ongoing - obtain quality photos for tourism app and website.

#### Threats

- Turning trend of converting commercial shops and office space to residential in Central Romsey.
- State of pavements in Town Centre

#### Long Term:

- Redesign and resize logo for all Visit Romsey social media and website to complement Visit Test Valley branding.
- Future funding for tourism: tourism app, promoted posts on social, photoshoot, rebranding.

### **Meetings and events coming up:**

Romsey and District Society, Annual Lecture

Romsey Chamber AGM Wednesday 7 June

Italian Twinning Visit (Treviglio performers) – 7 July

250 + Romsey Festival events – July

Romsey Food Fair planning

Tourism Meeting

Incuhive new business startup

Tracy Lambe – Job Fair in September

Asset based Community Development – Romsey Future



# Romsey Town Council

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## **BUILDINGS & COMMUNITY COMMITTEE MEETING**

Minutes of the Meeting held on Tuesday 1<sup>st</sup> August 2023

**In the Chair: Councillor S. Wilkinson**

**Attendance:**

P Councillor C. Birkett	P Councillor A. Goddard
A Councillor C. Burgess	A Councillor N. Gwynne
P Councillor J. Burnage	P Councillor R. Kohli
P Councillor M. Cooper	P Councillor J. Parker
P Councillor J. Critchley	P Councillor J. Urquhart
P Councillor I. Culley	
P Councillor S. Gidley	

Clerk: Judith Giles  
Public: 0

Present:

Howard Brisland – Building Manager  
Debbie Forder – Events Manager

### **1. APOLOGIES**

Apologies received from Cllr. C. Burgess and Cllr. N. Gwynne

### **2. DECLARATION OF INTEREST**

Cllr. J. Parker – Romsey Show

### **3. MINUTES**

The minutes of the Building & Town Committee Meeting held on 6<sup>th</sup> June 2023 were confirmed as a correct record.

**PROPOSED:** Cllr. J. Parker

**SECONDED:** Cllr. I. Culley

**CARRIED**

**Matters Arising –**

Agenda item 4 – The Chief Officer reported she has arranged a meeting with David Johnson to discuss the list of names of signatures detailed on the 1957 Charter.

### **4. PUBLIC PARTICIPATION**

None

### **5. PRESENTATION – TOM CRUTCHFIELD TVBC LANDSCAPE ARCHITECT**

TVBC Offices - Romsey Former Magistrates Court Proposed Outside Improvements

Tom Crutchfield gave a presentation of Proposed Outside Improvements at the Romsey Former Magistrates Court.

It was agreed that the Councillors would send a list of questions which he could answer at a future meeting to the Chief Officer who will collate and send to him. He also asked for a list of the positive aspects that they liked as well as what they would want changing.

# Romsey Town Council

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## **BUILDINGS & COMMUNITY COMMITTEE MEETING**

Minutes of the Meeting held on Tuesday 1<sup>st</sup> August 2023

### **6. ARCHIVIST REPORT**

Barbara Burbridge – Honorary Archivist said due to illness not much work as been carried out lately.

### **7. REVIEW OF BOOKINGS**

The Events Manager reported Town Hall bookings are still on the increase. Barclays will be present in the Town Hall on Wednesdays as well as Tuesdays and Thursdays from 6<sup>th</sup> September 2023.

### **8. FINANCE REPORT**

The Chief Officer presented Month 2 to the Committee. No areas of concern were raised.

### **9. BUILDING AND ENVIRONMENT MANAGER'S REPORT (Appendix 1)**

Town Way Markers. Cllr. I. Culley asked when the Town Way Markers would be refurbished. The Buildings & Environment Manager reported he is having problems getting 3 quotes. Hopefully quotes will be received and discussed at next Buildings & Community Committee Meeting on 3<sup>rd</sup> October 2023. The Building Manager asked Councillors to send him suggestions of locations for speed limit indicators so he can then apply to HCC for approval. Cllr. J. Parker asked for locations on list from Romsey Extra Parish Council be added. The B&E Manager said these have not yet been approved so will add to list.

### **10. ROMSEY EXTRA DISPLAY BOARD – COUNCIL CHAMBER**

A "mock-up" of the Romsey Extra Display Board was circulated. A revised version will be presented at the next meeting on 3<sup>rd</sup> October 2023.

### **11. BUSINESS, EVENTS AND TOURISM OFFICER REPORT**

Not received.

### **12. PROJECT LIST**

The following Councillors have volunteered to be members of a projects working group Cllr. C. Birkett, Cllr. J. Burnage, Cllr. M. Cooper, Cllr. J. Critchley, Cllr. N. Gwynne, Cllr. J. Parker, Cllr. S. Wilkinson. The first meeting will be held on Tuesday 8<sup>th</sup> August at 6.00p.m. in the Town Hall.

### **13. PROPOSAL TO CONTACT HAMPSHIRE POLICE AND CRIME COMMISSIONER**

It is **PROPOSED** by Cllr. C. Burgess and **SECONDED** by Cllr. I. Culley that The Town Council writes to Hampshire's Police and Crime Commissioner to a) express our concern at the long running spate of Anti-Social Behaviour in Romsey and b) ask the Commissioner to increase police resources to a level sufficient to combat the problem.

It was agreed to add to the proposal issues raised by Councillors regarding the difficulty in reporting Anti-Social Behaviour etc to 101. The Chief Officer to put together a letter and circulate to Councillors before sending.

#### **RESOLUTION NO. 23/04**

**PROPOSED:** Cllr. M. Cooper

**SECONDED:** Cllr. I. Culley

**CARRIED**

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## **BUILDINGS & COMMUNITY COMMITTEE MEETING**

Minutes of the Meeting held on Tuesday 1<sup>st</sup> August 2023

### **14. PROPOSED CCTV – OLD BURIAL GROUND**

It is **PROPOSED** by Cllr. C. Burgess and **SECONDED** by Cllr. I. Culley that the Town Council pursues the provision of CCTV coverage of the Old Burial Yard in Abbey Water to combat the ongoing Anti-Social Behaviour.

#### **RESOLUTION NO. 23/05**

It was **RESOLVED** to defer a decision until the next meeting on 3<sup>rd</sup> October 2023

**PROPOSED:** Cllr. J. Critchley

**SECONDED:** Cllr. S. Gidley

**CARRIED**

### **15. ROMSEY FUTURE**

Cllr. J. Parker reported no meetings have taken place recently. There is a Programme Board meeting on 12<sup>th</sup> September 2023. Cllr M. Cooper reported he has circulated a motion to Councillors which will be included on RTC Full Council meeting on 19<sup>th</sup> September 2023.

### **16. MAYORAL AWARD SCHEME/ENVIRONMENTAL AWARD**

It was agreed to add the following to the Mayoral Award Scheme List: Beggar's Fair, Romsey Festival, Terry Hamer – Town Crier

### **17. GRANTS**

#### **RESOLUTION NO. 23/06**

It was **RESOLVED** to award £100 to Victim Support

**PROPOSED:** Cllr. J. Burnage

**SECONDED:** Cllr. A Goddard

**CARRIED**

#### **RESOLUTION NO. 23/07**

It was **RESOLVED** to grant Romsey Show £800 subject to them displaying Romsey Town Council banner in place of Romsey Extra Parish Council banner.

**PROPOSED:** Cllr. M. Cooper

**SECONDED:** Cllr. R. Kohli

**CARRIED**

**Meeting closed 9.02p.m.**





# Romsey Town Council App 1

Town Hall  
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## Building & Environment Manager Report to Buildings and Communities Committee 1<sup>st</sup> August 2023

1. **KC Allotments** Gate & Fencing. TVBC will provide the fencing at some future time when funding allows but will provide temporary dragons teeth. I have just received confirmation from Kevin Harrington at TVBC proceed with the gate and will order forthwith.
2. **Speed Limit Reminder Sign** New brackets have been purchased for the new locations. I have contacted National Community Speedwatch and HCC. I have had a detailed discussion with Cllr Critchley on the way forward. HCC have to approve the new locations.
3. **Woodley Village Hall Notice Board** The new notice board has been purchased. Delivery is w/c 28/8/23.
4. **Ashfield Roundabout Signage** As per the discussion at the last meeting I have contacted TVBC to remove the damaged signs from this roundabout.
5. **Wi-Fi / Network** This has been extended to the basement and Mayors Parlor. This enables the alarm system to be monitored over the internet and LTVAS to use our connection. For which they are going to pay an increased rent. We are now ready for the end of PSTN services.
6. **Budget** I am currently working upon the 2024/25 budget. I will present it to the Sub Group later in August along with the five year rolling maintenance plan. It must be noted that costs are rising across the whole spectrum of our activities.
7. **Woodley Village Hall** I have discussed the current situation with the Chairman. There is a live project at present replacing the soffits and facias. The Hall will have a full condition survey later in the year to establish the base line and bring it within the RTC procedures for maintenance of buildings.
8. **Exterior Decorations** Apart form some small snagging issues only the final ground floor flat roof is outstanding.

# Romsey Town Council App 1

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9. **Town Way Markers** I believe we can start moving forward with this project in the Autumn after the summer visitor influx. However, I am having great difficulty in finding more than one company to quote.
  
10. **SR Allotments** I have found a willing contractor who is in the process of providing a quotation for the repair of the car parking and tracks damaged by the cycleway contractors.
  
11. **Maintenance Technician** I would just like to say how much I can rely on our Maintenance Technician David Chase. Over the last few months, he has really helped me with the extra workload and taking on new tasks.
  
12. **Honors Board** Will be updated in August.
  
13. **Security** The remainder of our worn and aging internal locks have been changed. First phase was last year. This is making life much easier for our attendants who now only have a bunch of 6 keys instead of 43.
  
14. **Lengthsman** The shared Wellow Lengthsman has declined the extra work. Therefore, I am applying to HCC to get our share paid direct and then probably employ our current grounds maintenance contractor at Woodley for extra tasks.
  
15. **Cornmarket Trough** Following a request from Bertie the market "Flower Man" he will take over the planting display of the Horse Trough/Drinking Fountain in the Cornmarket.

**MINUTES**  
**FINANCE & RESOURCES COMMITTEE**  
**TUESDAY 27<sup>th</sup> June 2023**

**ATTENDANCE:**

P	Councillor J. Critchley(Chair)	P	Councillor J. Parker
P	Councillor I. Culley	A	Councillor J. Urquhart
P	Councillor N. Gwynne	P	Councillor S. Wilkinson
		P	JAN B.

**In the Chair:** Cllr. J. Critchley

**Clerk:** Judith Giles

**Public:** 0

**1. Apologies**

Cllr. J. Urquhart

**2. Chairman and Vice-Chairman 2022-2023**

Cllr. N. Gwynne proposed Cllr. J. Critchley as Chair, seconded by Cllr. J. Parker

**CARRIED**

Cllr. J. Burnage proposed Cllr. N. Gwynne as Vice Chair, seconded by Cllr. S. Wilkinson

**CARRIED**

**3. Declarations of Interests**

None

**4. Minutes**

i) To receive the Finance & Resource Committee Meeting Minutes of 2<sup>nd</sup> May 2023

**PROPOSED:** Councillor Cllr. N. Gwynne

**SECONDED:** Councillor J. Parker

**CARRIED**

ii) **Matters Arising**

None

**5. Public Participation**

None

**6. Town Hall Income**

Noted. The Chief Officer reported Town Hall bookings for 2023-24 continue to be on the increase.

**7. Finance Report 2023/24**

The Chief Officer presented Month 2 to the Committee. Cllr. I. Culley asked when the Chief Officer was going to review Romsey Town Council funds banking sources. The Chief Officer reported once the Romsey Extra Parish Council External Audit has been completed, she will then investigate the best banking arrangements for increased funds due to the merger of REPC and Romsey Town Council.

**8. Asset Register Review 2023-24**

The Committee discussed the 2023-24 Asset Register. The Chief Officer to investigate Speed Reminder Sign Asset Valuation which is shared with Nursling and Rownhams. The Chief Officer to get clarification of Asset Note No.2 and report back at the next Finance & Resources Committee Meeting.



**MINUTES**  
**FINANCE & RESOURCES COMMITTEE**  
**TUESDAY 27<sup>th</sup> June 2023**

**9. Councillor Finance Check**

As Chair of Finance & Resources Committee, Cllr J. Critchley carried out an independent check of RTC Finances for 1<sup>st</sup> April 2022 – 31<sup>st</sup> March 2023 as recommended by Internal Auditor. Cllr. J. Critchley confirmed he has no areas of concern.

**10. Romsey Town Council/Romsey Extra Merger**

The Chief Officer reported she is currently working on Romsey Extra Parish Council External Audit. The REPC funds cannot be transferred to RTC until the External Auditor has signed off the accounts which is anticipated to be in the Autumn.

**11. Building Manager Job Title Change**

**RECOMMENDATION:** in view of merger with Romsey Extra Parish Council the Chief Officer recommends "Building Manager" Job Title is changed to "Buildings and Environment Manager"

**RESOLUTION NO.**

It was **RESOLVED** in view of merger with Romsey Extra Parish Council RTC "Building Manager" Job Title is changed to "Buildings and Environment Manager"

**PROPOSED:** Councillor S. Wilkinson

**SECONDED:** Councillor J. Burnage

**CARRIED**

The Chief Officer to update Job Description accordingly.

**12. Grants**

**RESOLUTION NO. 23/47**

It was **RESOLVED** to grant the Rotary Club of Romsey Test £400 towards the Mayor's Picnic

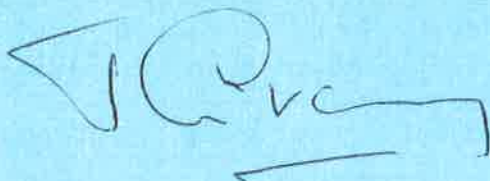
**PROPOSED:** Councillor J. Parker

**SECONDED:** Councillor N. Gwynne

**CARRIED**

**The following to be added to Grant Application Form** *"Please note, if you are applying for a fundraising event, the grant can be considered towards the cost of running the event, but must not form part of the funds to be donated".*

**Meeting Ended: 8.19p.m.**



**MINUTES**  
**FINANCE & RESOURCES COMMITTEE**  
**TUESDAY 22<sup>nd</sup> August 2023**

**ATTENDANCE:**

P	Councillor J. Burnage	A	Councillor J. Parker
P	Councillor J. Critchley(Chair)	P	Councillor J. Urquhart
P	Councillor I. Culley	P	Councillor S. Wilkinson
A	Councillor N. Gwynne		

**In the Chair:** Cllr. J. Critchley

**Clerk:** Debbie Forder

**Public:** 0

**1. Apologies**

Cllr. N.Gwynne, Cllr. J. Parker

**2. Declarations of Interests**

None

**3. Minutes**

i) To receive the Finance & Resource Committee Meeting Minutes of 27<sup>th</sup> June 2023

**PROPOSED:** Councillor Cllr. J. Burnage

**SECONDED:** Councillor I. Culley

**CARRIED**

ii) **Matters Arising**

Cllr. J. Burnage was in attendance at the 27<sup>th</sup> June 2023 meeting.

**4. Public Participation**

None

**5. Town Hall Income**

The Clerk reported Town Hall bookings for 2023-24 continue to be on the increase, Barclays will be in the Town Hall three days a week from 6<sup>th</sup> September.

**6. Finance Report 2023/24**

The Clerk presented Month 4 to the Committee. Cllr. I. Culley asked for the insurance budget to be increased for the next financial year. Cllr. I. Culley asked why the external maintenance was overspent by such a high amount. The Chief Officer to investigate and report back to the next meeting.

**7. TVBC S106 Monies**

The Committee discussed S106 and CIL monies. Cllr. J. Critchley reported he had spoken with Owen Carine, TVBC, regarding S106 monies; there is a substantial amount of money for projects (Public Open Spaces) available which Romsey Town Council can apply for and it was agreed to look at what projects would be suitable for S106 money.

Cllr. J. Critchley reported that CIL money is available but the applications for 2024 are already over prescribed and application date is now closed. The applications for 2025 should be in to TVBC in April 2024. Contact and advice: Oliver McCarthy, TVBC.

Cllr. I. Culley suggested Romsey Town Council decide what they would like to apply for and get the application(s) in by December 2023.

Cllr. J. Critchley asked the Chief Officer to investigate who is going to fund the FMC project, Romsey Future, Test Valley Borough Council or Romsey Town Council.

The Finance Committee asked for an agenda item Financing Projects including Former Magistrates Court on the next Buildings & Communities meeting.

**MINUTES**  
**FINANCE & RESOURCES COMMITTEE**  
**TUESDAY 22<sup>nd</sup> August 2023**

**8. Romsey Town Council/Romsey Extra Merger**

Cllr. J. Critchley reported there were several queries from the External Auditor; Cllr. J. Parker is collating the information from Scribe for the 31<sup>st</sup> August deadline.

**Meeting Ended: 8.12p.m.**

DRAFT

**Romsey Town Council**  
**Budget Report to 31st July 2023**

**General Notes:**

Attached are the summary income & expenditure report for month 4 to July 2023. This report shows a current year surplus of income over expenditure of £102,846 which includes the 1st half of the precept which was received on 12th April 2023.

The council has two long term liabilities of a loan with a current balance of £50,810 & £95,341, they are paid in twice yearly instalments and will be fully repaid by 18th May 2035 & 30th June 2046 respectively. The council took out a second loan for town hall lift.

The balance sheet shows that total funds available to the council are £375,679:

This is made up of the following -

Current Year Surplus		£102,846
General Reserve Brought Forward		£165,147
Other Earmarked Reserves		£107,686
Total		£375,679

The budget is analysed and phased over the year and the percentage of budget if analysed evenly over the year to date is 33% but members are reminded that income & expenditure rarely follows this pattern over the year.

Total expenditure for month 4 was 30.3% of the annual budget.

Please note this report is not designed to alleviate members or the RFO of their responsibility in managing the Town Council finances. It is merely provided as a snapshot of the current financial position and to highlight to members any potential problem areas that have been identified within the accounts.

The budget is set by The Council and it is the member's responsibility in partnership with the RFO to monitor and control the financial position throughout the year. More detailed information is available to Councillors than is provided for here.

**Analysis by Cost Centre**

	<b>101</b>	<b>Administration</b>
Month Budget		£12,594
Actual		£8,715
Under/(Over)		£3,879

Year to Date Budget	£151,128
Actual	£47,413
% of Budget Used	31.37%

Annual IT support for £12,174 and annual subscription of £2,292 for HALC & NALC was paid in April 2023.

No further concerns.

	<b>103</b>	<b>Grants</b>
No further concerns.		
<b>104</b>		<b>Civic</b>

No further concerns.

	<b>105</b>	<b>Finance</b>
Annual insurance cost of £7,305 was incurred in April for 2023/24 against its annual budget of £6000.		
No further concerns.		

	<b>107</b>	<b>Market</b>
No further concerns.		

**Romsey Town Council**  
**Budget Report to 31st July 2023**

**Analysis by Cost Centre (Continued)**

**110 Town Hall**

Month Budget	£17,264
Actual	£17,556
Under/(Over)	-£292

Year to Date Budget	£207,165
Actual	£88,270
% of Budget Used	42.61%

1st Loan repayment made in April 2023 & 1st Loan repayment for Lift was made in June 2023.

£20.4k spent on Roof Repairs for Townhall

**111 Town Hall Bar**

No further concerns.

**112 Town Hall Film Shows**

No further concerns.

**120 Allotments - Southampton Road**

No concerns.

**121 Allotments - Kings Chase**

No concerns.

**125 Town Centre Management**

No further concerns.

**126 Woodley Village Hall**

No concerns.

**130 Environmental**

No concerns.

**135 Marshalls**

No concerns.

**140 Planning**

No concerns.

**160 War Horse Fund**

No concerns.

**170 Christmas Lights Fund**

No concerns.



## Detailed Balance Sheet - Excluding Stock Movement

Month 4 Date 31/07/2023

<u>A/c</u>	<u>Description</u>	<u>Actual</u>	
<u>Current Assets</u>			
100	Trade Debtors	(1,953)	
103	Prepayments	5,314	
105	VAT	1,463	
120	Bar Stock	1,434	
201	Lloyds Current Account	361,308	
202	Building Managers Imprest A/c	690	
204	TSB Deposit A/c	4,172	
212	Mayors Charity A/c	1,937	
215	War Horse A/c 35433560	14,576	
230	Bar Float	300	
<b>Total Current Assets</b>			<b>389,241</b>
<u>Current Liabilities</u>			
500	Trade Creditors - CHQ	1,649	
506	Retentions Payable	1,031	
515	PAYE and NI Due	3,763	
516	Superannuation Due	3,063	
534	Mayors Charity Control Acct	2,422	
545	Wilder Romsey	1,169	
561	Booking Deposits	65	
562	Damage Deposits	400	
<b>Total Current Liabilities</b>			<b>13,562</b>
<b>Net Current Assets</b>			<b>375,679</b>
<b>Total Assets less Current Liabilities</b>			<b>375,679</b>
<u>Represented by :-</u>			
301	Current Year Fund	102,846	
310	General Reserve	165,147	
321	EMR Allotment Fund SR	6,789	
336	EMR Town Hall Major Mainten'ce	37,542	
337	EMR Town Hall Equipment	6,667	
339	EMR Marshals In Romsey	245	
340	EMR Elections	8,757	
343	EMR Romsey Website	2,812	
345	EMR War Horse Fund	11,228	
349	EMR Grants	2,200	
350	EMR Markets	1,908	
351	EMR Town Centre Management	7,092	
353	EMR Neighbourhood Plan	913	
354	CIL Receipts	9,470	
355	EMR WW1 Event	1,797	
356	EMR Romsey Emergency Plan	2,309	
358	EMR Tourism & Heritage App	7,958	
<b>Total Equity</b>			<b>375,679</b>

## Detailed Income &amp; Expenditure by Budget Heading 31/07/2023

Month No: 4

## Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<b>101 Administration</b>								
1070 Income - Planning Clerk	0	224	0	(224)			0.0%	
Administration :- Income	<b>0</b>	<b>224</b>	<b>0</b>	<b>(224)</b>				<b>0</b>
4001 Salaries	5,029	20,056	82,980	62,924	62,924	24.2%		
4002 Employers N.I	485	1,931	7,456	5,525	5,525	25.9%		
4003 Employers superann	824	3,294	11,610	8,316	8,316	28.4%		
4006 Contract Accountancy Costs	478	635	7,000	6,365	6,365	9.1%		
4009 Staff Travel	0	0	50	50	50	0.0%		
4013 Website Admin	222	347	350	3	3	99.3%		
4020 Staff Training	0	0	300	300	300	0.0%		
4040 Recruitment Advertisements	0	0	150	150	150	0.0%		
4512 Telephone	170	488	1,800	1,312	1,312	27.1%		
4513 Postage	7	73	1,000	927	927	7.3%		
4514 Stationery	53	251	1,000	749	749	25.1%		
4515 Photocopying	377	1,057	2,600	1,543	1,543	40.6%		
5012 Council Offices in Town Hall	1,000	4,000	12,000	8,000	8,000	33.3%		
5250 Subscriptions	0	2,616	2,600	(16)	(16)	100.6%		
5260 Outsourced Payroll	71	285	1,000	715	715	28.5%		
5270 IT & Computer Costs	0	12,229	19,232	7,003	7,003	63.6%		
5291 Professional Fees -RE Merger	0	150	0	(150)	(150)	0.0%		
Administration :- Indirect Expenditure	<b>8,715</b>	<b>47,413</b>	<b>151,128</b>	<b>103,715</b>	<b>0</b>	<b>103,715</b>	<b>31.4%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(8,715)</b>	<b>(47,188)</b>	<b>(151,128)</b>	<b>(103,940)</b>				
<b>103 Grants</b>								
5890 Community Grants	0	2,450	8,500	6,050	6,050	28.8%		
5893 Community Grant - Bandstand	0	0	1,000	1,000	1,000	0.0%		
6100 Arts Festival	0	0	1,000	1,000	1,000	0.0%		
Grants :- Indirect Expenditure	<b>0</b>	<b>2,450</b>	<b>10,500</b>	<b>8,050</b>	<b>0</b>	<b>8,050</b>	<b>23.3%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>0</b>	<b>(2,450)</b>	<b>(10,500)</b>	<b>(8,050)</b>				
<b>104 Civic</b>								
4001 Salaries	0	106	500	394	394	21.2%		
4043 Council Newsletter	0	491	7,400	6,909	6,909	6.6%		
5011 Council Use of Town Hall	0	0	2,000	2,000	2,000	0.0%		
6502 Members training	33	33	400	367	367	8.2%		
6550 Meetings Advertisements	0	100	0	(100)	(100)	0.0%		
6750 Mayors Allowance	500	500	500	0	0	100.0%		
6760 Town Crier	30	30	450	420	420	6.7%		

## Detailed Income &amp; Expenditure by Budget Heading 31/07/2023

Month No: 4

## Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
6761 Mace Bearer	0	0	195	195		195	0.0%	
6762 Civic Costs	104	1,240	3,500	2,260		2,260	35.4%	
Civic :- Indirect Expenditure	<b>667</b>	<b>2,500</b>	<b>14,945</b>	<b>12,445</b>	<b>0</b>	<b>12,445</b>	<b>16.7%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(667)</b>	<b>(2,500)</b>	<b>(14,945)</b>	<b>(12,445)</b>				
<u>105 Finance</u>								
1176 Precept	0	236,728	473,455	236,728			50.0%	
1190 Interest Received	249	890	50	(840)			1779.5%	
Finance :- Income	<b>249</b>	<b>237,617</b>	<b>473,505</b>	<b>235,888</b>			<b>50.2%</b>	<b>0</b>
5011 Council Use of Town Hall	0	0	500	500		500	0.0%	
5251 Insurances	0	8,128	6,000	(2,128)		(2,128)	135.5%	
5271 Audit Fees	0	(395)	2,220	2,615		2,615	(17.8%)	
5280 Bank Charges	18	73	400	327		327	18.3%	
5290 Legal & Professional Fees	0	0	500	500		500	0.0%	
5400 Elections	0	24	6,000	5,976		5,976	0.4%	
7350 Tfr to Earmarked Reserves	0	0	53,134	53,134		53,134	0.0%	
Finance :- Indirect Expenditure	<b>18</b>	<b>7,830</b>	<b>68,754</b>	<b>60,924</b>	<b>0</b>	<b>60,924</b>	<b>11.4%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>231</b>	<b>229,787</b>	<b>404,751</b>	<b>174,964</b>				
<u>107 Market</u>								
1030 Income - Market Stalls	0	1,301	6,000	4,700			21.7%	
Market :- Income	<b>0</b>	<b>1,301</b>	<b>6,000</b>	<b>4,700</b>			<b>21.7%</b>	<b>0</b>
5250 Subscriptions	0	0	400	400		400	0.0%	
Market :- Indirect Expenditure	<b>0</b>	<b>0</b>	<b>400</b>	<b>400</b>	<b>0</b>	<b>400</b>	<b>0.0%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>0</b>	<b>1,301</b>	<b>5,600</b>	<b>4,300</b>				
<u>110 Town Hall</u>								
1001 Income - Rental	0	5,000	11,200	6,200			44.6%	
1002 Income - Bookings	3,048	22,622	38,000	15,378			59.5%	
1003 Town Council Office Rent	1,000	4,000	12,000	8,000			33.3%	
1015 Income - Tea/Coffee	0	0	50	50			0.0%	
1020 Income - Cleaning	0	312	624	312			50.0%	
1022 Income - Councils own hirings	0	0	4,050	4,050			0.0%	
Town Hall :- Income	<b>4,048</b>	<b>31,934</b>	<b>65,924</b>	<b>33,990</b>			<b>48.4%</b>	<b>0</b>
4001 Salaries	6,150	24,582	70,767	46,185		46,185	34.7%	
4002 Employers N.I	441	1,799	4,866	3,067		3,067	37.0%	

## Detailed Income &amp; Expenditure by Budget Heading 31/07/2023

Month No: 4

## Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4003 Employers superann	927	3,661	12,582	8,921		8,921	29.1%	
4005 Holiday Cleaning	27	27	660	634		634	4.0%	
4008 Function Attendants & Casuals	1,614	7,381	9,500	2,119		2,119	77.7%	
4010 Wages - Maintenance	737	2,947	9,838	6,891		6,891	30.0%	
4020 Staff Training	0	0	1,200	1,200		1,200	0.0%	
4030 Uniforms	0	0	300	300		300	0.0%	
4501 Janitorial	0	673	1,200	527		527	56.1%	
4504 Catering Costs	0	1	100	99		99	1.4%	
4505 Health and Safety	76	186	1,000	814		814	18.6%	
4510 Rates	2,405	9,617	22,400	12,783		12,783	42.9%	
4511 Utilities	891	2,175	11,000	8,825		8,825	19.8%	
4520 Licences	67	266	2,450	2,184		2,184	10.9%	
4572 Long Term Building Repairs	0	0	20,000	20,000		20,000	0.0%	
4751 Maintenance External	0	20,405	1,500	(18,905)		(18,905)	1360.3%	
4800 Maintenance Internal	3,236	6,296	12,000	5,704		5,704	52.5%	
4850 Furniture/Equipment Purchased	52	1,588	4,000	2,412		2,412	39.7%	
4851 Fixed Cost Maintenance	933	1,202	8,000	6,798		6,798	15.0%	
5011 Council Use of Town Hall	0	0	500	500		500	0.0%	
5220 Publicity & Marketing	0	0	2,000	2,000		2,000	0.0%	
5270 I T & Computer Costs	0	354	500	146		146	70.7%	
6014 Hanging baskets\Xmas Trees	0	60	700	640		640	8.6%	
7150 Loan Capital + Interest	0	2,476	4,952	2,476		2,476	50.0%	
7152 Lift Loan Capital + Interest	0	2,572	5,150	2,578		2,578	49.9%	
<b>Town Hall :- Indirect Expenditure</b>	<b>17,556</b>	<b>88,270</b>	<b>207,165</b>	<b>118,895</b>	<b>0</b>	<b>118,895</b>	<b>42.6%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(13,508)</b>	<b>(56,336)</b>	<b>(141,241)</b>	<b>(84,905)</b>				
<b>111 Town Hall Bar</b>								
1013 Income - Bar Sales	391	2,320	2,600	280			89.2%	
3004 Corkage	167	354	0	(354)			0.0%	
<b>Town Hall Bar :- Income</b>	<b>558</b>	<b>2,674</b>	<b>2,600</b>	<b>(74)</b>			<b>102.9%</b>	<b>0</b>
3000 Bar Purchases	375	1,492	1,300	(192)		(192)	114.8%	
<b>Town Hall Bar :- Direct Expenditure</b>	<b>375</b>	<b>1,492</b>	<b>1,300</b>	<b>(192)</b>	<b>0</b>	<b>(192)</b>	<b>114.8%</b>	<b>0</b>
4001 Salaries	0	0	750	750		750	0.0%	
4304 Damaged Stock	0	15	0	(15)		(15)	0.0%	
4305 Stocktaking	0	0	260	260		260	0.0%	
5282 Card Reader Charges	2	16	0	(16)		(16)	0.0%	
<b>Town Hall Bar :- Indirect Expenditure</b>	<b>2</b>	<b>31</b>	<b>1,010</b>	<b>979</b>	<b>0</b>	<b>979</b>	<b>3.0%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>181</b>	<b>1,151</b>	<b>290</b>	<b>(861)</b>				

## Detailed Income &amp; Expenditure by Budget Heading 31/07/2023

Month No: 4

## Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<b>112 Town Hall Film Shows</b>								
1051 Income - Film Refreshments	20	40	150	110			26.7%	
1053 Income - Film Tickets	390	2,140	12,000	9,860			17.8%	
Town Hall Film Shows :- Income	<b>410</b>	<b>2,180</b>	<b>12,150</b>	<b>9,970</b>			<b>17.9%</b>	<b>0</b>
4008 Function Attendants & Casuals	151	485	2,500	2,015		2,015	19.4%	
4950 Film Hire/Purchases	546	1,348	5,900	4,552		4,552	22.9%	
4951 Film Refreshment Costs	5	23	150	127		127	15.5%	
5282 Card Reader Charges	5	29	400	371		371	7.2%	
Town Hall Film Shows :- Indirect Expenditure	<b>707</b>	<b>1,885</b>	<b>8,950</b>	<b>7,065</b>	<b>0</b>	<b>7,065</b>	<b>21.1%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(297)</b>	<b>295</b>	<b>3,200</b>	<b>2,905</b>				
<b>120 Allotments - Southampton Rd</b>								
1000 Income - General	0	15	2,705	2,690			0.6%	
Allotments - Southampton Rd :- Income	<b>0</b>	<b>15</b>	<b>2,705</b>	<b>2,690</b>			<b>0.6%</b>	<b>0</b>
4509 Water Rates	608	643	750	107		107	85.8%	
5250 Subscriptions	0	55	55	0		0	100.0%	
5300 Rent - Broadlands	0	0	1,100	1,100		1,100	0.0%	
5309 Maintenance Equipment	0	0	150	150		150	0.0%	
5311 Hedge Cutting	0	0	220	220		220	0.0%	
5312 Pest Control	0	0	250	250		250	0.0%	
5315 Sundries Allotments	0	33	180	147		147	18.5%	
Allotments - Southampton Rd :- Indirect Expenditure	<b>608</b>	<b>732</b>	<b>2,705</b>	<b>1,973</b>	<b>0</b>	<b>1,973</b>	<b>27.0%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(608)</b>	<b>(717)</b>	<b>0</b>	<b>717</b>				
<b>121 Allotments - Kings Chase</b>								
1000 Income - General	0	975	900	(75)			108.3%	
Allotments - Kings Chase :- Income	<b>0</b>	<b>975</b>	<b>900</b>	<b>(75)</b>			<b>108.3%</b>	<b>0</b>
5282 Card Reader Charges	0	1	0	(1)		(1)	0.0%	
5309 Maintenance Equipment	0	400	0	(400)		(400)	0.0%	
Allotments - Kings Chase :- Indirect Expenditure	<b>0</b>	<b>401</b>	<b>0</b>	<b>(401)</b>	<b>0</b>	<b>(401)</b>		<b>0</b>
<b>Net Income over Expenditure</b>	<b>0</b>	<b>574</b>	<b>900</b>	<b>326</b>				
<b>125 Town Centre Management</b>								
1071 Income - Salary Recharge (TV)	0	0	10,000	10,000			0.0%	
1109 Income - ShopAppy	0	23	0	(23)			0.0%	
Town Centre Management :- Income	<b>0</b>	<b>23</b>	<b>10,000</b>	<b>9,978</b>			<b>0.2%</b>	<b>0</b>

## Detailed Income &amp; Expenditure by Budget Heading 31/07/2023

Month No: 4

## Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4001 Salaries	3,147	12,588	41,178	28,590		28,590	30.6%	
4002 Employers N.I	324	1,296	3,958	2,662		2,662	32.7%	
4003 Employers superann	664	2,658	8,746	6,088		6,088	30.4%	
4500 Town Centre Management	0	16	1,000	984		984	1.6%	
4512 Telephone	10	44	250	206		206	17.5%	
5405 Town Centre Events	246	295	0	(295)		(295)	0.0%	
Town Centre Management :- Indirect Expenditure	<b>4,392</b>	<b>16,896</b>	<b>55,132</b>	<b>38,236</b>	<b>0</b>	<b>38,236</b>	<b>30.6%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(4,392)</b>	<b>(16,873)</b>	<b>(45,132)</b>	<b>(28,259)</b>				
<b>126 Woodley Village Hall</b>								
1080 Income - Woodley V H Rent	0	0	5	5			0.0%	
Woodley Village Hall :- Income	<b>0</b>	<b>0</b>	<b>5</b>	<b>5</b>			<b>0.0%</b>	<b>0</b>
<b>Net Income</b>	<b>0</b>	<b>0</b>	<b>5</b>	<b>5</b>				
<b>130 Environmental</b>								
4511 Utilities	(52)	(1,327)	400	1,727		1,727	(331.7%)	
4601 Lengthsman	0	0	1,200	1,200		1,200	0.0%	
4602 Speedwatch	598	598	1,000	402		402	59.8%	
4603 Grounds Maintenance	268	901	3,500	2,599		2,599	25.7%	
4605 Other/Projects	0	0	2,700	2,700		2,700	0.0%	
6009 Land at the Star Maintenance	0	0	400	400		400	0.0%	
6010 Bus Shelters	0	340	2,600	2,260		2,260	13.1%	
6011 Town Seats	0	0	550	550		550	0.0%	
6012 Street Lights	0	(8)	2,000	2,008		2,008	(0.4%)	
6015 Signs	513	513	500	(13)		(13)	102.5%	
6022 Planting for CornMarket	0	11	400	389		389	2.8%	
6023 Drinking Water Fountain	0	13	200	187		187	6.4%	
6025 Bollard/St Furn Mtce	0	0	400	400		400	0.0%	
6026 Bunting	0	476	550	74		74	86.5%	
Environmental :- Indirect Expenditure	<b>1,326</b>	<b>1,517</b>	<b>16,400</b>	<b>14,883</b>	<b>0</b>	<b>14,883</b>	<b>9.2%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(1,326)</b>	<b>(1,517)</b>	<b>(16,400)</b>	<b>(14,883)</b>				
<b>135 Marshalls</b>								
1103 Income - Marshalls Donations	0	400	0	(400)			0.0%	
Marshalls :- Income	<b>0</b>	<b>400</b>	<b>0</b>	<b>(400)</b>				<b>0</b>
5103 Marshalls In Romsey	0	177	400	223		223	44.3%	
Marshalls :- Indirect Expenditure	<b>0</b>	<b>177</b>	<b>400</b>	<b>223</b>	<b>0</b>	<b>223</b>	<b>44.3%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>0</b>	<b>223</b>	<b>(400)</b>	<b>(623)</b>				

## Detailed Income &amp; Expenditure by Budget Heading 31/07/2023

Month No: 4

## Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<b>140 Planning</b>								
5011 Council Use of Town Hall	0	0	1,000	1,000		1,000	0.0%	
Planning :- Indirect Expenditure	<u>0</u>	<u>0</u>	<u>1,000</u>	<u>1,000</u>	<u>0</u>	<u>1,000</u>	<u>0.0%</u>	<u>0</u>
<b>Net Expenditure</b>	<u>0</u>	<u>0</u>	<u>(1,000)</u>	<u>(1,000)</u>				
<b>160 War Horse Fund</b>								
1190 Interest Received	10	37	0	(37)			0.0%	
War Horse Fund :- Income	<u>10</u>	<u>37</u>	<u>0</u>	<u>(37)</u>				<u>0</u>
4855 War Horse Fund Expenses	0	160	160	0		0	100.0%	
7350 Tfr to Earmarked Reserves	10	37	0	(37)		(37)	0.0%	
7355 Tfr from Earmarked Reserves	0	(160)	(160)	0		0	100.0%	
War Horse Fund :- Indirect Expenditure	<u>10</u>	<u>37</u>	<u>0</u>	<u>(37)</u>	<u>0</u>	<u>(37)</u>		<u>0</u>
<b>Net Income over Expenditure</b>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>				
<b>170 Christmas Lights Fund</b>								
1009 Income - Grants	0	0	2,000	2,000			0.0%	
Christmas Lights Fund :- Income	<u>0</u>	<u>0</u>	<u>2,000</u>	<u>2,000</u>				<u>0</u>
6764 Christmas in Romsey	0	0	32,000	32,000		32,000	0.0%	
6765 Christmas Light Refurb	0	2,905	4,000	1,095		1,095	72.6%	
Christmas Lights Fund :- Indirect Expenditure	<u>0</u>	<u>2,905</u>	<u>36,000</u>	<u>33,095</u>	<u>0</u>	<u>33,095</u>	<u>8.1%</u>	<u>0</u>
<b>Net Income over Expenditure</b>	<u>0</u>	<u>(2,905)</u>	<u>(34,000)</u>	<u>(31,095)</u>				
<b>Grand Totals:- Income</b>	<b>5,274</b>	<b>277,380</b>	<b>575,789</b>	<b>298,409</b>			<b>48.2%</b>	
<b>Expenditure</b>	<b>34,374</b>	<b>174,535</b>	<b>575,789</b>	<b>401,254</b>	<b>0</b>	<b>401,254</b>	<b>30.3%</b>	
<b>Net Income over Expenditure</b>	<u><b>(29,100)</b></u>	<u><b>102,846</b></u>	<u><b>0</b></u>	<u><b>(102,846)</b></u>				
<b>Movement to/(from) Gen Reserve</b>	<u><b>(29,100)</b></u>	<u><b>102,846</b></u>						

## Summary Income &amp; Expenditure by Budget Heading 31/07/2023

## Month No: 4

## Cost Centre Report

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
101	Administration							
	Income	0	224	0	(224)			0.0%
	Expenditure	8,715	47,413	151,128	103,715		103,715	31.4%
	Movement to/(from) Gen Reserve	<u>(8,715)</u>	<u>(47,188)</u>					
103	Grants							
	Expenditure	0	2,450	10,500	8,050		8,050	23.3%
104	Civic							
	Expenditure	667	2,500	14,945	12,445		12,445	16.7%
105	Finance							
	Income	249	237,617	473,505	235,888			50.2%
	Expenditure	18	7,830	68,754	60,924		60,924	11.4%
	Movement to/(from) Gen Reserve	<u>231</u>	<u>229,787</u>					
107	Market							
	Income	0	1,301	6,000	4,700			21.7%
	Expenditure	0	0	400	400		400	0.0%
	Movement to/(from) Gen Reserve	<u>0</u>	<u>1,301</u>					
110	Town Hall							
	Income	4,048	31,934	65,924	33,990			48.4%
	Expenditure	17,556	88,270	207,165	118,895		118,895	42.6%
	Movement to/(from) Gen Reserve	<u>(13,508)</u>	<u>(56,336)</u>					
111	Town Hall Bar							
	Income	558	2,674	2,600	(74)			102.9%
	Expenditure	376	1,523	2,310	787		787	65.9%
	Movement to/(from) Gen Reserve	<u>181</u>	<u>1,151</u>					
112	Town Hall Film Shows							
	Income	410	2,180	12,150	9,970			17.9%
	Expenditure	707	1,885	8,950	7,065		7,065	21.1%
	Movement to/(from) Gen Reserve	<u>(297)</u>	<u>295</u>					
120	Allotments - Southampton Rd							
	Income	0	15	2,705	2,690			0.6%
	Expenditure	608	732	2,705	1,973		1,973	27.0%
	Movement to/(from) Gen Reserve	<u>(608)</u>	<u>(717)</u>					
121	Allotments - Kings Chase							
	Income	0	975	900	(75)			108.3%
	Expenditure	0	401	0	(401)		(401)	0.0%
	Movement to/(from) Gen Reserve	<u>0</u>	<u>574</u>					
125	Town Centre Management							
	Income	0	23	10,000	9,978			0.2%
	Expenditure	4,392	16,896	55,132	38,236		38,236	30.6%
	Movement to/(from) Gen Reserve	<u>(4,392)</u>	<u>(16,873)</u>					
126	Woodley Village Hall							
	Income	0	0	5	5			0.0%
130	Environmental							
	Expenditure	1,326	1,517	16,400	14,883		14,883	9.2%
135	Marshalls							
	Income	0	400	0	(400)			0.0%
	Expenditure	0	177	400	223		223	44.3%
	Movement to/(from) Gen Reserve	<u>0</u>	<u>223</u>					
140	Planning							
	Expenditure	0	0	1,000	1,000		1,000	0.0%
160	War Horse Fund							
	Income	10	37	0	(37)			0.0%
	Expenditure	10	37	0	(37)		(37)	0.0%
	Movement to/(from) Gen Reserve	<u>0</u>	<u>0</u>					



## Summary Income &amp; Expenditure by Budget Heading 31/07/2023

Month No: 4

## Cost Centre Report

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
170 Christmas Lights Fund	Income	0	0	2,000	2,000			0.0%
	Expenditure	0	2,905	36,000	33,095		33,095	8.1%
	Movement to/(from) Gen Reserve	<u>0</u>	<u>(2,905)</u>					
Grand Totals:- Income		<b>5,274</b>	<b>277,380</b>	<b>575,789</b>	<b>298,409</b>			<b>48.2%</b>
Expenditure		<b>34,374</b>	<b>174,535</b>	<b>575,789</b>	<b>401,254</b>	<b>0</b>	<b>401,254</b>	<b>30.3%</b>
Net Income over Expenditure		<u><b>(29,100)</b></u>	<u><b>102,846</b></u>	<u><b>0</b></u>	<u><b>(102,846)</b></u>			
Movement to/(from) Gen Reserve		<u><b>(29,100)</b></u>	<u><b>102,846</b></u>					

## List of Payments made between 01/07/2023 and 31/07/2023

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
01/07/2023	Test Valley Borough Council	Std Ord	117.15		TVBC Grounds Mntnce 2023-24
04/07/2023	Imperative Training Ltd	DC01	91.74		7820/CC3-CU Medical Systems
05/07/2023	SGW Payroll Ltd	DD1	85.14		7785/Payroll services Jun2023
06/07/2023	Greenbarnes Ltd	DC02	615.11		7830/Noticeboard & fixings
07/07/2023	Southern Cross Consulting Ltd	DD2	47.60		7818/Phone charges Jun2023
10/07/2023	Lloyds Bank Service Charges	DR	7.00		Lloyds Bank Service Charges
10/07/2023	British Telecommunications plc	DD3	55.53		7863/BT Phone Charges
12/07/2023	PEAC (UK) Limited	DD4	300.00		7757/Copier lease 12Jul-11Oct
14/07/2023	Town Hall Imprest A/c	Transfer	500.00		Town Hall Imprest A/c Top Up
14/07/2023	Test Valley Borough Council	Std Ord	2,405.00		Test Valley-Rates 23/24
14/07/2023	Bongo Creative	Bacs1	48.75		7786/Big Help Out poster
14/07/2023	Classicfire	Bacs2	97.60		7790/Co2 extinguisher
14/07/2023	Complete Security	Bacs3	2,784.29		7791/Replace locks & keys
14/07/2023	DCK Accounting Solutions Ltd	Bacs4	573.00		7781/Contract accounts Jun23
14/07/2023	Externiture Ltd	Bacs5	204.00		7787/Bus shelter clean Jun23
14/07/2023	HM Revenue & Customs	Bacs6	3,751.95		7799/HMRC PAYE/NI Jun2023
14/07/2023	JPS Fire and Security Ltd	Bacs7	72.00		7788/Fire alarm servicing
14/07/2023	Marc Nokes	Bacs8	170.00		7792/Grounds maintenance Jun23
14/07/2023	Hampshire Pension Fund	Bacs9	3,753.70		7800/HCC Superann Jun2023
14/07/2023	Misra Ltd t/a The Studio	Bacs10	212.64		7782/Correx signs
14/07/2023	Test Valley Borough Council	Bacs11	192.00		7784/War Horse CCTV
14/07/2023	Toye Kenning & Spencer Ltd	Bacs12	730.98		7780/Past Mayor Pendant
14/07/2023	Greenbarnes Ltd	Bacs13	615.11		Purchase Ledger Payment
14/07/2023	Southern Water	Bacs14	12.75		7779/Water22298320 21Dec-14Jun
18/07/2023	Octopus Energy Limited	DD5	817.27		7847/Electric 1-30Jun23
21/07/2023	Mayors Allowance	BACS	500.00		Mayors Allowance
24/07/2023	ACE Liftaway Limited	DD6	78.24		7806/Waste disposal Jun2023
24/07/2023	Everflow Limited	DD7	799.84		7846/EFW274366-0 14Aug-13Sep
26/07/2023	Salaries July 2023	DD	13,584.53		Salaries July 2023
26/07/2023	SO Recycle Ltd	DC03	103.80		7851/Shredding sacks
28/07/2023	Town Hall Imprest A/c	Transfer	200.00		Town Hall Imprest A/c Top Up
28/07/2023	NEST Pensions	DD	151.05		NEST Pensions
31/07/2023	Utility Warehouse Limited	DD8	58.33		7852/Phone & braodband Jul2023
<b>Total Payments</b>			<b>33,736.10</b>		

# Romsey Town Council Allotments Management Committee

Minutes of the meeting held on the 10<sup>th</sup> July 2023, at the Mayors Parlour, Romsey Town Hall, Romsey.

**Those present:** Mr Mike Nobbs, Mr John Waterman, Mr Roger House, Mrs Eleanor Vamplew, Mr Elvin Mullinger, Ms Clementine Kingstone, Mr Chris Davies. Cllr Colin Burgess.

**Apologies:** Mrs Lisa Fallowfield

**7.1 The Minutes** of the last meeting were confirmed as read.

Any matters arising will be discussed under various headings.

**7.2 Correspondence:**

**7.2.1** Tenants have approached MN with view to informally splitting their plots in half and running them as separate half plots. Whilst it was agreed that this 'collaboration' was acceptable in principle, it was agreed it is the ultimate responsibility for the plots remain with the named plot holder.

**7.2.2** Similarly, CD has been approached by plot 56 about reducing size of their plot

It was discussed whether we should canvas the plot holders via e-mail and the 'WhatsApp' group to determine what further interest there would be for splitting other plots into 2 half sized plots.

**7.2.3** Plot 35 has requested moving to plot 14, if available to be closer to water access.

**7.2.4** CB tabled a copy letter of correspondence relating to the interface between cyclists and pedestrians on the pathway, and plot holders entering or leaving the site, and outlined that pedestrians and cyclist have priority in accordance with the recently amended highway code.

**7.3 Finance:** Current assessment of financial situation is appended to rear of these minutes which shows the nett costs at current point as extracted from Test valley accounts. However, EV commented that costs should be in gross format to provide a true representation of the current status.

EV confirmed that 'Earmarked reserves' still stands at £6000.00.

Date ... *21/08/2023*

**Next meeting is to be held on Tuesday 22<sup>nd</sup> August, 2023, 7.30pm at the court room,  
Romsey Town Hall.**

## **Romsey Town Council Allotments Management Committee**

Meeting 10 July 2023

### **Councillor's Report**

Broadlands Rent Increase.

As the Chief Officer advised in her email of 20 June to MN, Broadlands have proposed a final and reduced offer of £400.00 pa (initially £625.00). This will increase the current rent from £1100.00 pa to £1500.00 pa effective from 1 September 2024 for a duration of 5 years.

The CO, Cllr Critchley (Chair of the Finance C'ttee) and myself met with Andrew Forrester (AF), Broadlands Estate Manager and Phil Derby on 26 June. AF appreciated our argument that the increase was substantial and that its timing was disastrous considering the "Cost of Living" crisis. He explained it was an accumulation of rising costs and inflation over the past 5 years and added that Broadlands is a business and must make an income from its assets. This included the land occupied by both Allotment societies. AF highlighted the fact that neither society was charged for cutting the boundary hedge which cost £800.00 approx. per "cut".

AF also explained the 5-yearly increase was a Statutory requirement for all Agricultural Tenancy Agreements, such as ours. He added it was an unusual model to have been applied in our situation in the 1970s, because such Agreements normally apply to Estate properties rented by Estate workers.

As an acknowledgement of our arguments, Andrew reduced the increase to £400.00 per annum. Broadlands would await the response of Town Council, who would in turn would await the response of the Allotment Management Committee.

I urge this Committee to consider this increase tonight (10 July).

I also strongly recommend the Committee considers how best to manage future 5-yearly increases, so they do not create such an impact as this increase has. This is particularly important if annual inflation rates remain in double digits.

### **Entrance Car Park**

As requested by the Committee, I resurrected the 'claim' for HCC or their contractors who constructed the cycle path to repair the car park surface which was damaged by construction traffic two years ago.

Though the Contractor initially proposed to repair the car park and subsequently delivered sufficient hardcore, when they returned to complete the work, the hardcore had been used for repairs to potholes elsewhere on our site by someone other than the contractor. They also mentioned as we hadn't pursued this for a year, the car park had further deteriorated. They accordingly refused liability. Photographic evidence was produced.

As the repairs are essential, Howard Brisland is obtaining quotes (or has done) on behalf of the Town Council. This Committee should note RTC's Finance Committee will have to approve the work and decide whether to meet the costs in full or offer a loan like previous loans to the Management Committee.

### **Kings Chase Allotments (KC)**

I thank members of Management Committee for meeting their counterparts from Kings Chase on 14 June. Your enthusiasm and willingness to answer their questions, share "best

practice", expertise and knowledge together with sharing copies of our Rules and templates has been greatly appreciated. My counterpart for KC, Cllr Russell Theron has since added his appreciation. Well done.

I understand the KC Management Committee will hold an AGM to have an adapted version of our Rules approved by their membership. I also understand improved security (in line with discussions at our joint meeting) is being considered.

Do you wish to offer to send an observer to their AGM? Perhaps there should be a reciprocal agreement?

Cllr Colin Burgess

10 July 2023

**Kings Chase Allotments Committee  
Meeting 3rd August 2023 at 6:00pm.**

**Present:** Adrian Landscheit, Andrew Harris, Emma Pitman, Paul Cutbill, Rory Maxwell, Melissa Doherty Cllr  
Russell Theron

**Apologies:** None

**Review of last minutes**

No action required on last minutes.

**Vacancies, Renewals and Terminations**

Appeal Plot 16 – plot reinspected on 30-07-23 and failure to comply. Termination Notice sent 01-08-23 giving 28 days to remove all belongings and crops.

Plot 26B Gave up the plot which can now be relet.

**Waiting List.**

The waiting list is now closed to new applicants until further notice. 32 on the current list

**Site Maintenance/ Management**

Plot inspections were be carried out on the 23-07-23.

**Community**

The tallest sunflower competition is now put back to the 28-08-23 because of a slow growing season.

A reminder to remove all plants infected with blight to help lessen the impact on others.

Plans for a community day on the 28-08-23 to help clear pathways and aid fellow plot holders who are struggling or just taken on a new plot.

**Safe Working**

A first aid box has been acquired and will be affixed to the gate. Its currently inside the tunnel on plot 34 is required.

The pond has had the risk assessment and is now covered.

**Communications**

we are investigating the possibility to replace the taps with water troughs. The water will save money in the long run due to collecting rainwater and being able to turn the mains supply off early. This will fall in line with Romsey Town Allotments watering system which the council are keen on. The troughs have added benefits as some of the chemicals will evaporate which is better for plants.

We are looking at aligning the tenancy date with the councils TAX year. New tenancies will be issues moving forward from October. A fee this year of £12.50 for a full plot and £8:30 for a half plot will be required to carry tenants through to October 2024

Cost analysis of having a gate or reinstating 2 bollards on the allotment entrance. The monies will come from the allotment's funds.

**Any Other Business**

Provisional date for the AGM February 2024

Next plot inspection W/C 26<sup>th</sup> August 2023

Next meeting 28<sup>th</sup> September 2023 venue TBC

Meeting closed at 6:57pm





## **S106 and CIL funding.**

A couple of months ago it was suggested that we find out more about CIL and S106 funding. The notes below are the result of the Chief Officer's enquires and my subsequent brief calls to the officers names below.

These notes are brief but more detail can be supplied.

### **CIL** Information from Oliver McCarthy, TVBC

CIL minimum grant is £10k but we do not know how much the total pot is the maximum grant.

Applications must be supported by community benefit and support evidence.

The higher the cost of a project the more community benefit and support will be required as evidence i.e it should benefit more residents.

Applications are dealt with from April to June each year.

Likely that 2024 is already over subscribed!

Applications for 2025 would have to be with TVBC by April 2024.

There are rules on how this money can be used but generally it must be for the benefit of the community subsequent to developments.

### **S106** information from Owen Cerine, TVBC

From over a decade of building projects and developments in Romsey there are over 80 S106 legal agreements leading to a pot totalling around £750,000. This is available for use by RTC and TVBC for the benefit of Romsey.

Each sum is tied by legal agreement for what it can be used for, hence columns 'Purpose' and 'Type', which makes things quite difficult as they are generally public open spaces.

*(See document : TVBC Local Plan 2006 - Annex 1 - Public Open Space).*

Owen is very willing to help with advice in getting the applications so I suggest that we point a project to him to see whether any of this money could be used to successfully carry it out. A test case if you will.

These are assessed on a case by case basis and there is not the same time restriction as with S106.

Cllr John Critchley

Chair, Finance and Resources, Romsey Town Council

August 2023



## Chief Officer

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**From:** Adams-King, Cllr N <Nick.Adams-King@hants.gov.uk>  
**Sent:** 24 August 2023 11:59  
**To:** Chief Officer; Suzi Shilling  
**Subject:** Romsey Town Centre Footpaths

Hello both

I hope you are both well.

A quick update from me. I have a team lined up to come and undertake work to the footpaths in the Hundred and Latimer St, hopefully in September or October. Probably two-four days work.

However, it would be really helpful if you could let me have your audit photos, locations and any details you have of the people who have fallen please – asap would be great.

Thanks

BW

Nick

## Nick Adams-King

**Hampshire County Councillor for Romsey Rural  
(Chilworth, Nursling & Rownhams, Romsey Extra, the Blackwater Parishes and the Dun Valley Parishes)**

**Lead Cabinet Member for Universal Services (Highways, Transport, Environment, Countryside and Communities)**

**TVBC Councillor for Blackwater (Wellow, Awbridge, Michelmersh & Timsbury, Sherfield English and Plaitford & Melchet Park)**

**Deputy Leader, Test Valley Borough Council**

**Cabinet Member for Housing, Environmental Health and Romsey**

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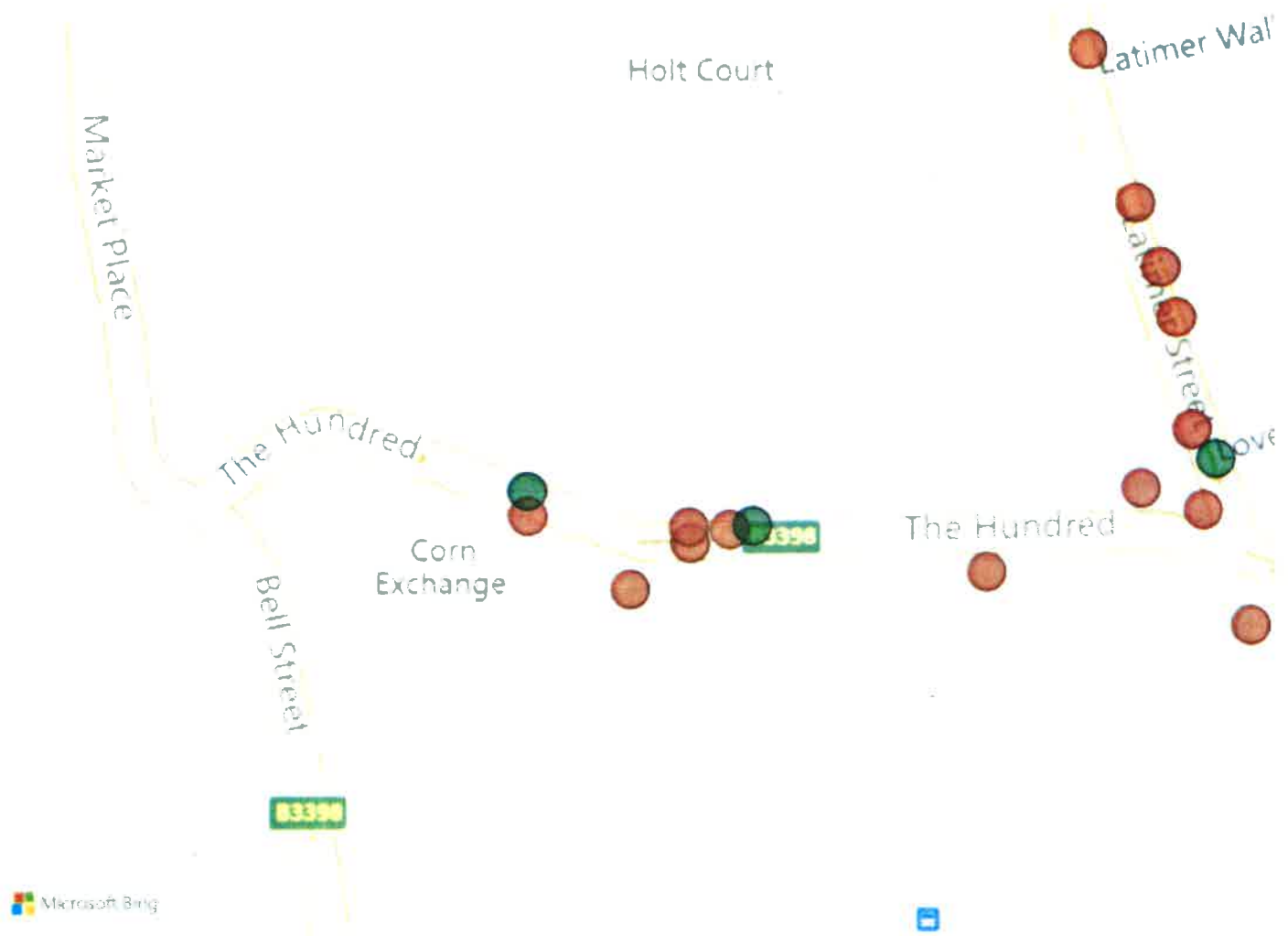
## Chief Officer

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**From:** Adams-King, Cllr N <Nick.Adams-King@hants.gov.uk>  
**Sent:** 08 August 2023 08:46  
**To:** Chief Officer; Suzi Shilling  
**Subject:** Map

Hello

This just to inform our conversation in a bit. I will explain when I get there if that's OK.



BW

Nick

## Nick Adams-King

**Hampshire County Councillor for Romsey Rural  
(Chilworth, Nursling & Rownhams, Romsey Extra, the Blackwater Parishes and the Dun Valley Parishes)  
Lead Cabinet Member for Universal Services (Highways, Transport, Environment, Countryside and Communities)**

**TVBC Councillor for Blackwater (Wellow, Awbridge, Michelmersh & Timsbury, Sherfield English and Plaitford & Melchet Park)  
Deputy Leader, Test Valley Borough Council**