



## Minutes of the Meeting of the Sway Planning & Transport Committee held on Thursday 12<sup>th</sup> July 2018, at the Jubilee Field Pavilion

Present:

Cllr Hugh Marchant  
Cllr Stephen Tarling  
Cllr Peter Dance  
Cllr John Warden  
Cllr Ted Fleat  
Karen Marshall  
Katie Walding, Clerk & RFO

In attendance: Sway News and 9 members of the public (MotP)

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The meeting started at 7:30pm.

### **PT18/110. Apologies**

Received and accepted from Cllrs Seacombe and Pepper.

### **PT18/111. Election of Vice-Chair**

Cllr Seacombe was proposed as Vice-Chair by Cllr Marchant, and this was seconded by Cllr Tarling. It was confirmed that Cllr Seacombe had agreed to stand and had given written consent to her election (in her absence).

**DECISION:** It was unanimously approved that Cllr Seacombe be elected to the role of Vice-Chair of the Planning and Transport Committee.

### **PT18/112. Declarations of Interest**

Cllrs Tarling and Warden are members of the New Forest Association. Cllr Marchant sits on the Planning Committee of the New Forest Association and is a resident of Pauls Lane

### **PT18/113. Minutes of the previous meeting and matters arising**

Draft minutes of the previous meeting on Thursday 14<sup>th</sup> June 2018 had previously been circulated and published online. There were no amendments or corrections and the members approved them as a true record of the meeting. The Chair signed the minutes.

Matters arising:

- The Clerk had invited Sean Marsh, Estates Officer, FC to attend the Parish Council meeting on 2<sup>nd</sup> August to discussing the "Conserving the Forest Fringe" project and he had accepted.
- The Clerk would progress quotes and recommendations on the options to the Council in regard to the digitalisation of the planning authority processes. This would be added to the next agenda.
- Cllr Tarling would follow up on the matter of disabled parking spaces and this should be added to the next agenda.
- Cllr Marchant noted the Sway War Memorial renovations were progressing extremely well and it looked considerably improved already. He thanked the Clerk for her work in securing the grant which would cover the majority of the cost.



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### **PT18/114. Southern Gas Networks**

Representatives from SGN attended the meeting and also held an open session for an hour prior to the meeting. They had prepared maps and other information available to residents who could discuss their concerns, and received explanations of the plans, directly from the team.

Present were Susan Day, Stakeholder and Community manager at SGN; Paul Rose, General Manager of the Poole depot; and Tony Clifton, Engineering Manager.

The planned works will start on Monday 30<sup>th</sup> July. The reason for the meetings, the open session and the presentation at this meeting were to try to reduce the issues raised when Pitmore Lane was previously closed - which was an emergency situation. SGN have received approval for the funding of the project which will replace the section of pipe which was previously temporarily repaired.

Following the recent meeting with Sway Parish Council, SGN have produced a plan incorporating their feedback and addressing concerns from residents. It was noted that notifications to residents have not been sent yet. The dates have been purposely brought forwards to try to get the whole project completed during the school holidays. SGN have already placed video signage on key approach routes to try to reduce cut-through traffic by enabling regulars to plan alternative routes.

There will be much more signage in the approaches than there was last time. Contact details are currently being finalised to provide residents with contact details in case of concerns during the project itself, including an emergency 24hr line. There will be a regular telephone conference during the project, with the Parish Council, to pick up spot concerns. The new plastic pipe network should last 80 years!

The smaller lanes of south Sway (Pauls Lane, Kings Lane, Kings Hyde and North Common Lane) will be closed at one end, and marked 'for access only' to remove their use as cut-throughs. A map showing all the diversions and road closures is available online and attached as appendix 1.

Cllr Warden commended the use of video signage which is very clear and visible. His main concern was for the Cango bus service which regularly picks up disabled residents from Pauls and Kings Lane. If these will be end-closed to prevent any cut through then it will prevent them being able to collect from outside resident's houses. There may need to be a designated turn around. Susan Day committed to contacting Cango and ensuring the drivers were fully briefed in regard to road closures and that their recommendations were considered as they have excellent knowledge of the locale and the residents requiring help.

Cllr Tarling suggested that notice and warnings should also be given to other users of Pitmore Lane such as allotment holders, equine owners of fields, etc.

SGN also provided information on some other community benefits available to the parish including safety awareness sessions for schools, delivered as an activity day. Also SGN operate a community action programme, where employees are offered one day paid release from their usual role, to offer labour in the community. The Committee agreed that this should be taken up by Sway and agreed to communicate directly via the Clerk to consider the type of help that the community could best benefit from.



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### **PT18/115. Clerk's Report and Correspondence**

#### **a) Sway War Memorial**

As already noted, the renovations were well under way and residents had commented very positively on the huge improvements being seen. Some 1500 letters were being carefully cleaned and individually re-painted. As the Clerk had previously reported, there was no need for planning consent in regard to the works which contained no material changes to the memorial or its site.

#### **b) HCC Consultation: Permit Scheme for Roadworks**

This had previously been circulated, and provided an opportunity for response prior to the consultation end on 31<sup>st</sup> July. As noted, it is aimed primarily at neighbouring highways authorities and utility companies that would use the scheme, but others are invited to comment if they wish. The 60 page PDF will be available on the website but not printed out!

#### **c) Southampton Clean Air Zone: consultation**

The current preferred option is for a charging Clean Air Zone within Southampton which targets the most polluting classes of HGV's, buses, coaches and taxi's every day the vehicle enters the Zone. The closing date for the consultation is 13 September 2018.

A link to the consultation would be made available via the minutes of this meeting:

<http://www.newforest.gov.uk/CAZconsultation>

### **PT18/116. Transport Representative's Report**

It was noted that the Clerk had re-ordered agenda in order to publicise Cango to those residents who attend the early parts of the meeting. Cllr Warden gave a brief summary of how Cango operates and noted that numbers are looking reasonable. Just a few more journeys each day would make all the difference.

### **PT18/117. Tree Representative's Report**

Karen Marshall reported that there had been two applications since the last meeting. No formal comments had been submitted from Sway. In regard to 18/0545 Prune 1 x Oak tree at 3 Anderwood Drive, it was noted that this is a very large tree over a small bungalow, and it was felt that to prune and reshape it was reasonable. The application TPO18/0563 Prune 1 x Copper Beech tree at 1 Highfield Gardens was necessary given that the tree can be seen growing into the utility lines, and the suggested works were perfectly sensible. It was noted that the Application also has a clause for 'ongoing reduction maintenance' which was unusual. It was agreed that the Tree Officer's comments would be significant on this point.

### **PT18/118. Roads, Hedges and Ditches**

The Clerk confirmed she would be writing to Hampshire County Council with a copy to Cllr Keith Mans in regard to the cut back of roadside hedges which continued to cause risk and danger to traffic.

The hedges on the roadside at Jubilee Close had also been raised as a problem, where they were overhanging the pavement and caused issue for users to pass if they had a pram, pushchair or mobility vehicle. It was noted that they did belong to a Housing Association, which had subsequently closed down, but that the land and associated houses must still belong to somebody.

The Clerk noted that it was a very difficult position for the Council which wanted to help its residents but simply could not afford to carry out works on behalf of third parties who would not take responsibility for their land. This should be added to the next agenda and Cllr Mans asked for advice.



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### PT18/119. New Planning Applications

<a href="#">Application for a Certificate of Lawful Development</a> HAZELHURST FARM, FLEXFORD LANE, SWAY, SO41 6DN Ref. No: 18/00446	12 July 2018 For Info Only
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No comment.

<a href="#">Stable block; Demolition of 2No. Outbuildings</a> LYTTON GATE, ARNEWOOD BRIDGE ROAD, SWAY, SO41 6ER Ref. No: 18/00404	13 July 2018
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The applicant spoke in favour and noted that pre-planning advice had been taken.

**DECISION: 3. We recommend PERMISSION for the reasons listed below (unanimous)**

- The size of the block is in line with recommended equine facilities
- The replacement of the old outbuilding will be a significant improvement

<a href="#">Single storey front extension and porch</a> NEWBERRIES, MANCHESTER ROAD, SWAY, SO41 6AS Ref. No: 18/00412	13 July 2018
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The applicant spoke in favour. Cllr Warden mentioned that clay tiles on a north or east slope is likely to laminate. Whilst this is not a material consideration, it would be advisable to consider increasing the pitch to 35 degrees to prevent lamination.

**DECISION: 1. We recommend PERMISSION, for the reasons listed below, but would accept the decision reached by the National Park Authority's Officers under their delegated powers (unanimous)**

- The update of a flat roof to a pitched roof is in line with the Sway Village Design Statement and always preferable.
- The objection of a neighbour is noted, but the Committee feel that no significant interruption to amenity is likely.
- The Committee recommends the use of matching materials and clear provision for surface water disposal.

<a href="#">Replacement clubhouse; associated parking</a> PART PARCEL O.S 0054 GREAT BREAK FIELD, NORTH COMMON LANE, SWAY Ref. No: 18/00422	19 July 2018
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This application is on behalf of the Sway Bowmen who were present and spoke in its favour. In light of the failed application from 2016 they had a completely new proposal which pre-planning indicated had positively addressed the reasons for previous refusal.

**DECISION: 1. We recommend PERMISSION, for the reasons listed below, but would accept the decision reached by the National Park Authority's Officers under their delegated powers**



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- This application shows substantial improvements, which were to be congratulated
- There are no local objections

Sway recommend the following conditions:

- The Tree Officer's report should be followed
- There should be parking only in the designated areas on site and absolutely no verge or roadside parking
- Only archery activities and related activities of the club members to be allowed

<a href="#">First floor rear extension; side porch; Partial garage conversion</a> HAWTHORNE COTTAGE, PITMORE LANE, SWAY, SO41 6BW Ref. No: 18/00474	23 July 2018
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The applicant was present to speak in favour. It was noted that last minute amended plans had been submitted due to a design issue which the architect had to correct, and these were the plans which the Committee were considering.

**DECISION:**      **1. We recommend PERMISSION, for the reasons listed below, but would accept the decision reached by the National Park Authority's Officers under their delegated powers**

- The design complies with the Sway Village Design Statement
- Neighbours are supportive
- The application is within the limits of DP11
- It is recommended that matching materials are used
- Suitable disposal plans of surface water must be considered

<a href="#">Stables /Tack room</a> LAND AT CLAYWOOD HOUSE, ARNEWOOD BRIDGE ROAD, SWAY, SO41 6DA Ref. No: 18/00441	30 July 2018
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**ACTION:**      The Clerk to request an extension to accommodate the receipt of the Parish Briefing Note, ideally to the next Planning meeting on 9<sup>th</sup> August but otherwise at least to the full Council meeting on 2<sup>nd</sup> August. Also, a request to be made for a site visit.

<a href="#">Two storey side extension, extension to existing single storey rear extension; car port.</a> BELGRANO, CHURCH LANE, SWAY, SO41 6AD Ref. No: 18/00491	30 July 2018
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**DECISION:**      **5. We are happy to accept the decision reached by the National Park Authority's Officers under their delegated powers**

- It was noted that there are issues with the roof: it appears to be an unworkable design. It is suggested that this needs re-visiting.
- Any neighbours' comments should be considered.
- Roof and facing materials should be matched to the existing building.



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### **PT18/120. Outcome of planning applications**

A number of applications were decided, these are summarised in appendix 2.

### **PT18/121. Planning Enforcement**

Latest enforcements were summarised by Cllr Tarling, who noted the new much restricted data. See appendix 3.

A new fence which had been erected on Arnewood Bridge Road was mentioned and the question raised whether this should have had planning permission. It was recommended that an email be sent to Lucie Cooper at NFNPA to enquire.

A house in Old Vicarage Lane is reported to have installed new gates and a car port. This was also questioned as possibly requiring permission.

**ACTION:** Cllr Fleat to investigate and report back.

### **PT18/122. Planning Inspectorate and Enforcement Appeals**

#### **a) APP/B9506/W/18/3193372 Hatch Motors of Sway, Station Road, Sway, SO41 6BA**

To consider Sways' response to the Appeal against refusal of application 17/00876

**DECISION:** It was unanimously approved by the Committee that the Clerk should submit the draft which had been previously circulated, and to publish a copy on the website. See appendix 4.

Cllr Marchant also updated briefly on other appeal outcomes, including Laurel Cottage, which was refused (as was the appeal for associated costs). It was noted that Sway still awaited news of dates and procedures to be followed for Fyre Stycken, the Silver Hind and Beverley (the previous application).

### **PT18/123. Consider Sway's response (if any) to:**

- **NFNPA Recreation Management Strategy Consultation - closes 12 August**

It was noted that there was no inclusion or reference to mass cycling events which are of concern to Sway, and this was surprising. Although improvements had been seen generally, one of the largest organisers still had significant room for improvement.

The marathon – which also significantly affected Sway – contributed to the local community and was well executed, whilst considering local knowledge and recommendations.

**ACTION:** Clerk to print a copy for Cllr Warden

**ACTION:** Cllr Tarling to draft a response from Sway and circulate to the Committee for comment

- **NFDC Local Plan Consultation - closes 12 August**

Sway have much more consideration on this consultation. For example, the land opposite Danestream Farmshop is in the local plan. Sway also sits on two busy commuter routes between outlying towns and cities.

**ACTION:** Clerk to print a copy for Cllr Warden



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**ACTION:** Cllr Warden to draft a response to be typed up by Cllr Marchant and circulated to the committee for comment.

### **PT18/124. NFNPA Planning Committee**

Cllr Tarling had attended the last meeting on 19<sup>th</sup> June but there were no Sway applications. The next meeting would be on 17<sup>th</sup> July and again, nothing for Sway.

### **PT18/125. Community Speedwatch**

Cllr Marchant gave a short summary of recent activities. He noted that the new SPOC Special Constable James Trussler had joined the team during a session that day which had made a noticeable difference in the number of people speeding. Report and all information available at <http://www.sway-pc.gov.uk/csw> )

### **PT18/126. Next Steps on Flashing Speed Limit Reminder**

Cllr Marchant confirmed that there was no progress to report, due to lack of time.

### **PT18/127. PaTC Terms of Reference**

The existing Terms of Reference had been reviewed and some minor amendments suggested, to include reporting back to the full Council, and some updates to the wording due to changes by the Planning Authority.

**DECISION:** The Committee approved the revised Terms of Reference (attached as appendix 5) and adopted them unanimously

**ACTION:** The Clerk to distribute the final version and publish online

### **PT18/128. Other items for discussion**

- The Clerk gave a brief update on the phone box which has received some repairs
- It was noted that verges in most of the single-track lanes have been left uncut, benefiting both nature and contributing to help keep speeds down
- It was noted that Burley Parish Council have submitted a planning application for affordable housing
- Cllr Marchant had circulated a report on the recent cycling event

**ACTION:** Cllr Marchant to draft a summary and response from the Committee to be sent to the organisers

### **PT18/129. Agenda items for the next meeting**

- Disabled parking
- Pitmore Lane status update

### **PT18/130. Date of Next Meeting**

The next meeting would take place at 7:30pm on Thursday 9<sup>th</sup> August 2018 at the Jubilee Field Pavilion hall.

With all business concluded, the meeting closed at 21:12 pm.

SIGNED:.....DATE:.....