



# Wickham and Knowle Parish Council

## Planning and Highways Committee

(**Chair:** Cllr Loraine Rappé **Members:** Cllr Sheila Chambers, Cllr Nic Holladay, Cllr Kathryn Holladay, Cllr Craig Manuel, Cllr Sandy Phillips-Lee,)

Dear Councillors

I hereby give you notice that a meeting of the Planning Committee will be held at **Knowle Village Hall, PO17 5GR on Thursday 13<sup>th</sup> June 2024 at 7:00pm**. All members of the Committee are hereby summoned to attend for the purpose of considering and resolving the business to be transacted at the meeting as set out below.

*The meeting will be open to the public unless the Council directs otherwise. Meeting Papers are available on request from the Clerk unless classified as Confidential*

1. To elect a Vice-Chair of the Committee
2. To receive apologies for absence
3. To receive declarations of interest on agenda items
4. Public Session
5. To approve the minutes of the meeting held on 18<sup>th</sup> April 2024
6. To review the Committee's terms of reference and recommend adoption to Full Council
7. To consider the following planning applications:

**7.1 Case No:** [24/00934/FUL](#)

**Location:** Shell Wickham Fareham Road Wickham Fareham Hampshire PO17 5BY

**Proposal:** Partial Redevelopment of Existing Petrol Filling Station; Including the Demolition of the Existing Sales Building and Workshop (Retention of Forecourt) and Erection of a New Sales Building; Provision of Car Parking Spaces; Provision of EVC Hub; and Associated Works

**Comment Deadline:** 27<sup>th</sup> June 2024

**7.2 Case No:** [24/00926/FUL](#)

**Location:** Fieldway Forest Lane Wickham Fareham Hampshire PO17 5DN

**Proposal:** Extension and internal alterations at Fieldway, Forest Lane, Wickham.

**Comment Deadline:** 19<sup>th</sup> June 2024

**7.3 Case No:** [24/01035/DIC](#)

**Location:** Land To The East Of Winchester Road Wickham Hampshire

**Proposal:** Discharge of condition 20 of 17/02615/FUL

**Comment Deadline:** 9<sup>th</sup> July 2024



# Wickham and Knowle Parish Council

**7.4 Case No:** [24/01042/HOU](#)

**Location:** Milestone Hoads Hill Wickham Fareham Hampshire PO17 5BX

**Proposal:** Construction of front porch

**Comment Deadline:** 4<sup>th</sup> July 2024

8. To receive an update on the Emerging Winchester Local Plan demands from Winchester City Council
9. To consider current highways priorities and actions
10. To receive an update on the Neighbourhood Plan Strategy
11. To consider appointing TPA to undertake a traffic survey of Mill Lane and agree the funding
12. Recent correspondence/ reports from meetings attended of relevance to this committee
13. To note WCC Planning Decisions
14. Date of next meeting: 18<sup>th</sup> July 2024
15. Motion for confidential business  
The following motion will be moved on the completion of the above business: "That in view of the confidential nature of the business about to be transacted involving sensitive business, the public and the press be temporarily excluded, and they are instructed to withdraw."
16. Planning Enforcement – updates

**Sophie Thorogood**  
**Clerk and RFO to Wickham & Knowle Parish Council**  
[clerk@wickhamparishcouncil.org](mailto:clerk@wickhamparishcouncil.org)  
**9<sup>th</sup> June 2024**



# Wickham and Knowle Parish Council

## Planning Committee

Minutes of the Planning Committee held at Knowle Village Hall, Knowle, PO17 5GR

Thursday 18<sup>th</sup> April, 7pm

**Committee members present:** Councillors Loraine Rappé (Chair), Craig Manuel, Sheila Chambers, Nic Holladay, Kathryn Holladay, Sandy Phillips-Lee

**In Attendance:** Tracey Molloy – Locum Clerk

**Members of Public: 2**

1. **Apologies for absence:** Councillor Broad
2. **Declarations of interest on agenda items:** None
3. **Public Participation:** 2 members of public were in attendance, observing only
4. **Minutes of the meeting held on 18<sup>th</sup> March 2024**  
Minutes of the meeting having been circulated were approved and signed by the Chairman.
5. **Planning application:**  
**RESOLVED: The following response to be forwarded to the relevant Planning Authorities**  
Proposed: Councillor Rappé                      Seconded: Councillor Manuel  
**Case No:** 24/00785/TPC  
**Location:** Far Close Wickham Lodge Winchester Road Wickham Fareham Hampshire  
**Proposal:** Laurel tree – we would be looking to remove around 20% of the laurel tree by both crown thinning and reduction.  
**Comment:** No objections
6. **Neighbourhood Plan**  
**RESOLVED:** It was agreed that in principle the Parish wishes to develop a Neighbourhood Plan. Chair of Planning to develop a strategy to deliver the project. Strategy to be reviewed and approved at a future meeting.  
Proposed: Councillor N Holladay              Seconded: Councillor Phillips-Lee  
All in favour
7. **Recent correspondence/ reports from meetings attended of relevance to this committee:** See Agenda Item 12
8. **WCC Planning Decisions:** None
9. **Date of next meeting:** 23<sup>rd</sup> May 2024
10. **Motion for confidential business**  
The following motion will be moved on the completion of the above business: “That in view of the confidential nature of the business about to be transacted involving sensitive business, the public and the press be temporarily excluded, and they are instructed to withdraw.”



# Wickham and Knowle Parish Council

11. **Winchester City Council – Housing Numbers:** Letter received from Winchester City Council Planning stating the Ravenswood site no longer counts towards the Parish's housing allocation and another site for 100 houses needs to be selected in Wickham by 17<sup>th</sup> May 2024. Legal advice is being sought. Statements to be printed in the parish newsletters.

12. **Planning Enforcement – updates:** Noted

Meeting Closed, 8pm

Signed.....

Date.....

DRAFT

2401-024/NH/00  
15 January 2024

1 Giltspur Street  
London  
EC1A 9DD  
020 7119 1155  
london@tpa.uk.com  
www.tpa.uk.com

Mr N Holladay  
Wickham Parish Council  
Knowle Village Hall  
Knowle Avenue  
Knowle  
PO17 5GR

Dear Nic

### **Wickham Surgery, Houghton Way, Wickham Proposal for Transport Planning services**

Further to our recent correspondence, I write to set out a suggested scope of work and our associated fees. I have undertaken a desktop review of the area, the surgery site and its associated planning history, plus an initial review of the Garden City proposals and planning application, in order to understand the background to your request / concerns. I have set out below a suggested scope of work, based upon our telephone conversation last week.

#### Scope of work

1. Review of planning history for the surgery
2. Traffic generation assessment for surgery at maximum capacity, utilising industry standard methodology (TRICS database)
3. Parking standards review, based upon local planning policy guidance
4. Parking demand review based upon TRICS data
5. Review of existing parking availability at the surgery and potential implications of any under provision
6. Review of Garden Village proposals and additional traffic anticipated to travel to / through Wickham
7. Review of Parking availability in the village and advice on parking management
8. Obtain quotations from survey companies for surveys of parking availability / demand Wickham

All of the above would be presented within a formal report, along with our recommendations for any next steps, comment on any significant issues we foresee and any potential solutions.

#### Fees

Our fees for the work set out above would be **£2,350+VAT**.

Any additional work requested would be subject to a further fee proposal, which would be based upon our hourly rates, as set out below.

2401-024/NH/00  
15 January 2024

| <b>Position</b>      | <b>Hourly Rate (£)</b> |
|----------------------|------------------------|
| Director             | 235.00                 |
| Associate Director   | 195.00                 |
| Associate            | 175.00                 |
| Principal Consultant | 150.00                 |
| Senior Consultant    | 125.00                 |
| Consultant           | 105.00                 |
| Graduate             | 85.00                  |
| Technician           | 75.00                  |

A copy of our terms and conditions of appointment are attached for reference.

I trust that this fee proposal will be acceptable and should you require further information or wish to discuss, please do not hesitate to contact me.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Nathan Hanks', is written over a light grey horizontal line.

**Nathan Hanks**  
Director

**From:** [REDACTED]  
**Sent:** 31 May 2024 19:26  
**To:** clerk@wickhamparishcouncil.org  
**Cc:** [REDACTED]  
**Subject:** The Spur and bad parking

Dear New Parish Clerk,

I wonder if this could be discussed at the next parish council meeting??

I live at [REDACTED] he Spur Wickham. Increasingly our small part of Wickham is going downhill due to, a very few, new residents. One of the problems is parking on grass verges and grass meridians causing the grass to be ruined and the area to look unloved. Immediately outside The Spur culdesac is a small triangular grass meridian that is now regularly being used as a van parking area (see photo which was taken today). Would it be possible for the Parish to plant one, or maybe two, saplings with large/sturdy wooden posts supporting them? In this way the grass wouldn't be able to be parked on any more hopefully. If finances allowed the ultimate would be these saplings on the meridian and a few "no parking on the grass" signs put on meridians and verges round The Circle. I have seen these Council signs in Fareham and they appeared to be working (see photo).

Yours hopefully,

[REDACTED]

4



No motor vehicles  
or cycles on  
mown verge

6  
SSE



LD66 KYW

**From:** [REDACTED]  
**Sent:** 08 June 2024 20:07  
**To:** clerk@wickhamparishcouncil.org  
**Cc:** [REDACTED]  
[REDACTED] RE: The Spur and bad parking

Many thanks,

Can I ask, if not Parish Council land could the Parish Council themselves ask HCC, or whichever agency can do this work, to plant some saplings and perhaps bushes on this triangular meridian? I think the request from them would be much better received.

[REDACTED]  
[Yahoo Mail: Search, organise, conquer](#)

On Fri, 7 Jun 2024 at 9:58, clerk@wickhamparishcouncil.org <clerk@wickhamparishcouncil.org> wrote:

[REDACTED]

Thank you for your email. I will add this item to the correspondence received section of the Planning Committee meeting to be held on 13<sup>th</sup> June. I will need to look into the query further as if the land is not Parish Council land, we should not be planting/installing anything. But we may be able to help signpost the residents for help from District or County Council.

Kind regards

Sophie

**Sophie Thorogood**

Clerk & RFO to Wickham & Knowle Parish Council

[www.wickhamparishcouncil.org](http://www.wickhamparishcouncil.org)

Office: 01329 553254

Mobile: 07770 246293

# Planning & Highways Committee meeting – 13<sup>th</sup> June 2024

## Agenda Item 13 -

### To note WCC Planning Decisions

The following applications have been decided

**Case No:** 24/00935/APN

**Location:** Fieldway Forest Lane Wickham Fareham Hampshire PO17 5DN

**Proposal:** Extension and internal alterations at Fieldway, Forest Lane, Wickham

**Decision:** No objection be raised

**Case No:** 24/00906/TPO

**Location:** Crowlin House Lesser Horseshoe Close Knowle Hampshire

**Proposal:** T1 - Oak - Crown lift over car parking are to 5 meters. Tip reduce overhang of parking area by 1 meter to suitable growth points.

**Decision:** Permitted

**Case No:** 24/00832/HOU

**Location:** 3 Mayles Close Wickham Fareham Hampshire PO17 5NF

**Proposal:** Demolition of existing single storey extension and erection of new single storey side extension to create accessible bedroom and bathroom facilities.

**Decision:** Permitted

**Case No:** 24/00826/HOU

**Location:** 2 Lower House Cottages Winchester Road Wickham Fareham Hampshire PO17 5ER

**Proposal:** The addition of tile hanging in rustic plain clay tiles to existing weather exposed brickwork on the south west elevation (rear gable)

**Decision:** Permitted

**Case No:** 24/00781/DIC

**Location:** Quob Park Titchfield Lane Wickham Fareham Hampshire PO17 5PG

**Proposal:** Original application: 23/02190/FUL Condition 3  
BMEP Report, submitted for the discharge of Condition 3

**Decision:** Permitted