



DRAFT MINUTES

Hambledon Parish Council  
04 Apr 2022; 7.30pm; Hambledon Village Hall

PRESENT:

Cllr Quinn (Chair); Cllr Mason; Cllr Thornton; Cllr Twiney & Cllr Silcock

In Attendance:

Mrs Joanna Tester (Clerk)

Meeting started at 7.31pm

Item No.	Item	Discussion & Decision	Action
1542	Acknowledgements	None.	
1543	Apologies	Apologies received and accepted from Cllrs Hand & Dyson.	
1544	Disclosable pecuniary interests	None.	
1545	Requests for dispensations	None received.	
1546	Public questions & comments	Standing orders suspended for maximum 10 mins. • No members of the public in attendance.	
1547	Resume standing orders	Agreed	
1548	District councillor's report & questions arising	No report received this month.	
1549	County councillor's report & questions arising	Report received from Cllr Lumby & is available on PC website. Main points as follows: • <b>Homes for Ukraine</b> - initial £100k has been set aside to provide immediate support & assistance. Several key areas of activity have been prioritised (home visits for future sponsors; process to allow thank you payments to be paid directly into sponsors' bank accounts; DBS checks incl. enhanced checks for hosts planning to have Ukrainian children staying; assistance with school admissions; & liaison with NHS (GP support & crisis mental health assistance). Dedicated 'Support For Ukraine' webpage ( <a href="http://www.hants.gov.uk/ukraine">www.hants.gov.uk/ukraine</a> ) has been set up.	Clerk

1549 cont.	County councillor's report & questions arising cont.	<ul style="list-style-type: none"> <li>• <b>Covid-19 Update</b> - closure of testing sites &amp; end of provision of free tests. Limited free symptomatic testing to continue for small no of at-risk groups &amp; social care staff. Guidance on testing arrangements for visitors to care homes can be found at <a href="http://gov.uk">gov.uk</a>. More information can be found on the 'Keep Hampshire Safe' web page at <a href="http://www.hants.gov.uk/socialcareandhealth/coronavirus/covid-changes-faqs">www.hants.gov.uk/socialcareandhealth/coronavirus/covid-changes-faqs</a>.</li> <li>• <b>New Community Pantries</b> - five opening in Hampshire with support from connect4communities programme. For more information visit <a href="http://www.connect4communities.org">www.connect4communities.org</a></li> <li>• <b>Roads</b> - countywide clear-up after Feb storms continued into Mar. First meeting of 'Task &amp; Finish' group (investigating 20mph speed limits in residential areas). Outcome expected later in the year. Note that different process to report rights of way issues as opposed to Highways issues: <b>Problems on rights of way   Hampshire County Council (<a href="http://hants.gov.uk">hants.gov.uk</a>)</b></li> <li>• <b>Queen's Green Canopy</b> - first tree has been planted in The Queen's Copse - River Hamble Co Park.</li> </ul> <p><u>PC Cllr Comments:</u> Clerk to ensure that info on Ukraine passed to Hambledon Group.</p> <p><u>Additional Comments from Cllr Lumby:</u> <b>Homes for Ukraine:</b> Currently there is no system for dealing with refugees arriving without visas on small boats, or for refugees transferring from one household to another if initial placement doesn't work out.</p> <p>Clerk to keep Cllr Lumby updated on Hambledon Group.</p>	Clerk          Clerk
1550	Police/PCSO report	No report received.	
1551	Mins of previous meeting (07/03/22)	Agreed as a true record	
1552	Clerk's progress report	<p><b>Parish Lengthsman Agreement</b> It appears that Soberton PC Clerk has now left the role and there is no replacement to administer the scheme for 2022/23. Clerk has contacted RP Gardening &amp; the Chair of Soberton PC and is awaiting responses.</p> <p>Issues with flooding @ Brook Lane/Chidden Jn &amp; bottom of Bury Lodge Lane - awaiting confirmation of work dates from HH.</p> <p>UPDATE: Brenden Gibbs (Clerk at Tichborne) has taken on the role of administrator. RP Gardening to retain contract. Dates for this financial year as follows:</p> <ul style="list-style-type: none"> <li>• 19/05/22</li> <li>• 07/07/22</li> <li>• 07/10/22</li> <li>• 16/12/22</li> <li>• 20/02/22</li> </ul>	

1552 cont.	Clerk's progress report cont.	<p><b>Electricity Supply for Christmas Tree at The Gardens</b> Installation of electricity supply connection by SSEN completed beginning of Dec. Placed on post behind salt bin, rather than on the low wall on the LHS boundary, for safety reasons (Clerk not informed until after the work had been completed). E-mail received from Fiona Churcher 07/12/21 - not happy with the installation as is; needs to be beneath the surface with a flush plate, as previously discussed. Clerk liaised with SSEN, who are happy to do this if WCC provide the plate and and it is within the slabbed area. If it needs to be located elsewhere, WCC contractors will need to complete the relevant trenching works. WCC electrician is liaising with SSEN contact.</p> <p><b>The Queen's Platinum Jubilee Party 2022</b> WCC small grants (£500) application was unsuccessful due to the PC using the VE Day 75 day WCC grant for this event already. Remove from report.</p> <p><b>Public questions &amp; comments</b> HCC Waste Prevention Community Grant Fund application for Hambledon &amp; Denmead Repair cafe was successful for £4500.</p> <p><b>Clerk's progress report (bus shelter)</b> Cllr Thornton currently planning cork board.</p> <p><b>Village maintenance</b> - Agenda item 1567.</p> <p><b>Reports &amp; Issues (rattling manhole covers &amp; cracks in tarmac)</b> - Clerk has reported to HH. Awaiting response.</p>																																								
1553	Bank account	<b>Bank balance - £39,994.55</b> (@ 01 Apr 2022; bank statements 139 & 140 have been forwarded to cllrs).	Clerk																																							
1554	Q4 Financial Reports & Statement	<b>Resolved:</b> that the PC approves the Q4 financial reports & statement.																																								
1555	PC document updates	<p><b>Resolved:</b> that the PC approves the following documents:</p> <ul style="list-style-type: none"> <li>• Financial Reserves Policy</li> <li>• Risk Assessment - with the addition of a specific reference to the Denmead &amp; Hambledon Repair Cafe being a 'separate entity'. PC logo to be updated on this document.</li> </ul> <p>Clerk to publish on PC website.</p>	Clerk																																							
1556	Payment of accounts	<table> <tr> <td>Mrs J C Tester</td> <td><b>Clerk salary (Mar 2022)</b></td> <td><b>£779.66</b></td> </tr> <tr> <td>NEST</td> <td><b>Clerk pension (Mar 2022)</b></td> <td><b>£ 62.40</b></td> </tr> <tr> <td>Mrs J C Tester</td> <td><b>salary arrears 2021/22 INTERIM PAYMENT</b></td> <td><b>£163.80</b></td> </tr> <tr> <td>Mrs J C Tester</td> <td><b>Expenses (Mar 2022)</b></td> <td><b>£ 4.00</b></td> </tr> <tr> <td>B C Martin</td> <td><b>Grounds maintenance (Mar 2022)</b></td> <td><b>£120.00</b></td> </tr> <tr> <td>Hambledon Village Hall</td> <td><b>(07 Mar 2022)</b></td> <td><b>£ 22.50</b></td> </tr> <tr> <td>Defib Store Ltd</td> <td><b>Replacement defib pads</b></td> <td><b>£ 49.26</b></td> </tr> <tr> <td>HMRC</td> <td><b>Clerk's NI - 4th quarter</b></td> <td><b>£ 44.40</b></td> </tr> <tr> <td>James Houlberg</td> <td><b>Tennis coaching (Mar 2022)</b></td> <td><b>£220.00</b></td> </tr> <tr> <td>Michael Farrell</td> <td><b>Tennis coaching (Mar 2022)</b></td> <td><b>£150.00</b></td> </tr> <tr> <td>Frank Luard</td> <td><b>Tennis safeguarding course</b></td> <td><b>£ 30.00</b></td> </tr> <tr> <td>Frank Luard</td> <td><b>Tennis DBS</b></td> <td><b>£ 17.82</b></td> </tr> <tr> <td>Brokkr Industries Ltd</td> <td><b>Tennis court sign</b></td> <td><b>£125.00</b></td> </tr> </table>	Mrs J C Tester	<b>Clerk salary (Mar 2022)</b>	<b>£779.66</b>	NEST	<b>Clerk pension (Mar 2022)</b>	<b>£ 62.40</b>	Mrs J C Tester	<b>salary arrears 2021/22 INTERIM PAYMENT</b>	<b>£163.80</b>	Mrs J C Tester	<b>Expenses (Mar 2022)</b>	<b>£ 4.00</b>	B C Martin	<b>Grounds maintenance (Mar 2022)</b>	<b>£120.00</b>	Hambledon Village Hall	<b>(07 Mar 2022)</b>	<b>£ 22.50</b>	Defib Store Ltd	<b>Replacement defib pads</b>	<b>£ 49.26</b>	HMRC	<b>Clerk's NI - 4th quarter</b>	<b>£ 44.40</b>	James Houlberg	<b>Tennis coaching (Mar 2022)</b>	<b>£220.00</b>	Michael Farrell	<b>Tennis coaching (Mar 2022)</b>	<b>£150.00</b>	Frank Luard	<b>Tennis safeguarding course</b>	<b>£ 30.00</b>	Frank Luard	<b>Tennis DBS</b>	<b>£ 17.82</b>	Brokkr Industries Ltd	<b>Tennis court sign</b>	<b>£125.00</b>	Clerk
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1557	Planning applications	<ul style="list-style-type: none"> <li>• SDNP/21/04289/FUL - Francis House The Maltings Hambledon PO7 4AE. [OBJECTION - for the same reasons as supplied in the previous consultation response Oct 2021. In addition, it should be noted that one of the slots allocated for parking is already allocated to an existing residential property - No 23 The Maltings. Clerk to inform Case Officer that architect's plan is incorrect.]</li> <li>• SDNP/22/00967/PRE - Windmill Down Farm Church Lane Hambledon Hampshire. [OBJECTION - the PC requests that all of the current planning conditions should remain for the full period of five years, and that no condition should be removed without a full review. If the Planning Officer is minded to approve the application, the PC respectfully asks that it is referred to the SDNP Planning Committee.]</li> <li>• SDNP/22/01118/TCA - Mornington House, Speltham Hill, Hambledon, Waterlooville, Hampshire, PO7 4RU. [NO OBJECTION.]</li> </ul>	Clerk
1558	Planning apps received after 29/03/22	SDNP/22/01665/FUL - Land to The West of Forge Cottage West Street Hambledon Waterlooville Hampshire PO7 4SN. Widening of access and installation of larger gate. [NO COMMENT.]	Cllr Mason/ Clerk
1559	Planning decisions	Noted.	
1560	BSWG	No report received. <ul style="list-style-type: none"> <li>• Cllr Thornton has been in contact with JKE and requested that village entrance signs are in situ before Platinum Jubilee - Cllr Thornton to chase again.</li> </ul>	Cllr Thornton
1561	Tennis WG	No report received.	
1562	Flood Action Group	No report received as outside of flood season.	Clerk
1563	Traffic & Pedestrian Safety WG	No report received. Cllr Silcock reported the following: <ul style="list-style-type: none"> <li>• Photographs have been taken of different areas within the Village (e.g. Cams Hill/West St junction) and drawings made on these to show potential changes e.g. planters; road surface changes etc. Being carried out in parallel to 20splenty. No response to date from SDNP or Fittleworth PC.</li> </ul>	Cllr Thornton
1564	Play & playground Re-vamp WGs	The Clerk reported the following: <ul style="list-style-type: none"> <li>• Questionnaire published in Apr/May Hambledonian. On-line version also created. Clerk to send reminder via Village e-mail.</li> <li>• Consultation with village held at the BB 12/03/22.</li> </ul>	Clerk

1565	Hambledon Greening WG	<p>Report received &amp; is available on PC website. Main points as follows:</p> <ul style="list-style-type: none"> <li>• <b>Repair cafe:</b> application for HCC Waste Prevention Grant successful for £4500. Four tranches of money to go into PC bank account &amp; then be transferred out to Repair Cafe account. [POST MEETING NOTE - grant provider has amended recipient name to exclude the PC; money to be paid directly to Denmead &amp; Hambledon Repair Cafe (which is an entirely separate entity to the PC). HCC have confirmed in writing that they are happy with this set-up.] Intro session 02/04/22 @ Denmead Community Centre. Good response to call for more Hambledon vols. Work continues on insurance req for Church use. First repair cafe session planned for 30/04/22, Denmead Community Centre. Future dates 21/05/22 (Hambledon); 18/06/22 (Denmead); &amp; 16/07/22 (Hambledon).</li> <li>• <b>Recycling:</b> great support for Little Green Van &amp; HG's recycling pop-up. Next visit 09/04/22.</li> <li>• <b>Retrofit:</b> work with thermal camera on-going. Planning to ask Sustainability Centre to write Hambledonian article re heat pumps, &amp; canvass opinion among villagers who already have one. To write to Flick Drummond MP re challenges of improving insulation &amp; installing heat pumps in older buildings, &amp; how this fits in with the Government's Heat &amp; Buildings strategy.</li> <li>• <b>Re-wilding:</b> HG suggests that a PC subcommittee of interested parties (e.g. Scouts; Primary School, Hort Soc &amp; HG) examines the viability of leasing the upper Glebeland for village use - rewinding project &amp; tree planting.</li> </ul> <p><u>Cllr comments:</u></p> <ul style="list-style-type: none"> <li>• Clerk to investigate with WCC whether the land between No 1 Stewarts Green &amp; Green Lane could be used for a village project.</li> <li>• Clerk to remind HG that SDNP prefer the term 're-naturing' to 're-wilding'.</li> </ul>	Clerk Clerk
1566	Platinum Jubilee Celebrations WG	<p>Cllr Quinn reported the following:</p> <ul style="list-style-type: none"> <li>• Clerk &amp; Cllr Quinn visiting Hambledon Vineyard 05/04/22 to collect donated prizes.</li> <li>• Film night Sunday 05/06/22 may not go ahead.</li> </ul>	
1567	Miles without Stiles	<p><b>Resolved:</b> that footpath stiles in the following areas are reported to the 'Miles without Stiles' team as possible candidates for improvement/replacement with kissing gates:</p> <ul style="list-style-type: none"> <li>• Above Cams (footpath 8a)</li> <li>• Far end of the Vineyard (18/15b)</li> <li>• Other side of the Worlds End road (footpath 5/29) [POST MTG NOTE: this is actually in Denmead parish, not Hambledon.]</li> </ul>	Clerk

1568	Village Maintenance	<b>Resolved:</b> that regular village maintenance will be covered under the current Lengthsman Scheme for the foreseeable future; to be reviewed regularly. Play equipment repairs and other one-off jobs will be undertaken by one/more than one local businesses/individuals, on an ad hoc basis. The Clerk will advertise in the next Hambledonian for interested parties (hourly rate as per previously paid to C. Martin).	
1569	Glover Landscape Review	<b>Resolved:</b> that Cllr Thornton will draft a response for the Clerk to submit. Consensus that the PC agrees with SDNP - too much centralism.	Clerk
1570	Reports & Issues	<ul style="list-style-type: none"> <li>• Hambledon Pre-school made contact with Clerk/Cllr Quinn with concerns re problems finding committee members. Currently set up as a charity. Cllr Quinn has found three board members &amp; a book keeper, to help it become more sustainable.</li> <li>• Thanks to Cllr Twiney who is stepping down as a parish councillor in May 2022.</li> </ul>	
1571	Date/time of next meeting	<ul style="list-style-type: none"> <li>• Annual Meeting of the PC - Mon 9th May 2022 at Hambledon VH; 7.30pm.</li> <li>• PC Meeting - Mon 9th May 2022 at Hambledon VH; to follow on directly from Annual Meeting of the PC.</li> <li>• Annual Meeting of the Parish - Mon 23rd May 2022 at Hambledon VH; time tbc.</li> </ul>	
1572	Confidential matters	No members of the public or press were present.	
1573	Clerk's salary/pension 2022/23	<b>Resolved:</b> that the following payments/adjustments should be made: <ul style="list-style-type: none"> <li>• Back-pay for 2021/22 - interim payment of £163.80 approved (item 1556). Balance to be double-checked by Clerk &amp; Cllr Silcock, and presented at May 2022 PC meeting.</li> <li>• Standing order for salary (from April 2022) - to be amended to reflect correct hourly rate for SCP level 15 &amp; revised NI payments (rates &amp; threshold levels to change 06/04/22).</li> <li>• Direct debit for NEST pension (from April 2022) - to be amended to reflect new basic pay (to remain at 5%/3% employee/employer contributions).</li> </ul>	

**The meeting closed at 9.21pm**

**Signed:**

**Cllr Paul Quinn (Chair)**

**Dated:**

**Signed:**

**Joanna Tester (Clerk)**

**Dated:**