



Parish Council Meeting Minutes

Minutes Monday 2nd September 2013 7.30 pm

| Present | In Attendance | Apologies |
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| Cllr Norman (Chair) | | Cllr Coates |
| Cllr Dibden | | Cllr Reeve |
| Cllr Thornton | | Cllr Bird wood |
| Cllr Thistlethwayte | | Cllr Higham |

77/13 Apologies for absence and declarations of interest.

Councillors were welcomed to the meeting.

Apologies were received from Cllr Higham, Cllr Birdwood and Cllr Reeve. District Councillor, Cllr. Huxstep and County Councillor, Cllr Coates had also sent their apologies.

78/13 - To adjourn for public participation

There were no members of the public.

78.1/13 - To receive the Police Report

There was no police presence.

ACTION: Clerk to request that they attend the next meeting

78.2/13 - To receive the County Councillor's Report.

Cllr Huxstep had sent his apologies but had sent an email regarding his action on the Lengthsman scheme. See Item 83.1/13

78.3/13 – To receive the District Councillor's Report.

Cllr Coates had sent his apologies. Cllr Coates had sent an email noting that the hedge at Stewarts Green had now been cut. He had sent some comments regarding planning outside the parish boundary. He had also sent his apologies for the October meeting.

79/13 - To approve the minutes of the meeting held 24th July 2013

AGREED and signed as a true record.

80/13 - Matters arising from these minutes.

Item 14/13 – Village Litter –Cllr Norman had included litter and dog mess in his Hambledonian article. He noted that some stickers had been placed on bins by WCC. WCC had also provided maps of the areas of grass within the WCC grass cutting contract.

Item 61.6/13 – Proposed Wildlife area- ACTION: Carried forward - Cllr Norman.

Item 67/13 – Hedges at Stewarts Green - Cllr Coates had arranged for the hedges to be cut.

Item 67/13 - War memorial and Scouts - Cllr Thistlethwayte had tried to contact the Scouts but had not heard back.

Item 67/13 - Arts Society – Cllr Norman had given the Arts Society advice on funding.

Item 68/13 Pension – Clarity had been requested from the Local Government Pension Scheme (LGPS) office.

RESOLVED that Elizabeth Billingham, Parish Clerk, can join the LGPS.

It was noted that the employee contribution was liable for review and may be adjusted in the future.

81/13 - Planning Applications and Decisions

81.1/13 - Matters arising

Item 56/14: Item 208.2/12 Vineyard - - Regarding the mound of spoil around trees. It was noted that the area immediately around the trees had been cleared. ACTION The Clerk to write to the Vineyard and request that they keep the council up to date on any plans.

Item 14/13 – Flint wall on Green Lane –It was noted that Cllr Reeve had spoken to the owner to offer Parish

Council support.

Item 39.1/13 – Brewery – Cllr Dibden had attended the resident’s association meeting. AGREED that Cllr Dibden would act as the liaison with the Mgt. group.

Item 39.1/13 Conservation Area – ACTION: Cllrs to look at and agree details via email.

Item 57/13: Hayloft – Cllr Reeve had spoken to the owners of George House, who have not received an update.

ACTION: Clerk to chase letter to planning.

81.2/13 - To receive Planning Applications

RESOLVED that the Cllrs would discuss and agree the applications outside the meeting and report the decision to the next meeting.

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| Reference | SDNP/13/03476/HOUS |
| Alternative Reference | Not Available |
| Application Received | Tue 23 Jul 2013 |
| Address | Garland Cottage 4 Church Lane Hambledon Waterlooville Hampshire PO7 4RT |
| Proposal | Demolition of existing single storey rear extension and construction of a two storey extension and internal alterations |

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| Reference | SDNP/13/03612/NMA |
| Alternative Reference | Not Available |
| Application Received | Wed 31 Jul 2013 |
| Address | Valeo Green Lane Hambledon Hampshire PO7 4SY |
| Proposal | (MINOR AMENDMENT to SDNP/12/02537/HOUS Replacement of existing garage with new extension and internal alterations) Replace the two ground floor east facing kitchen windows with one larger window; alter east end of the first floor living room balcony to match that previously shown to the west end and corbel both brick flank walls to project 150mm toward the south |

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| Reference | SDNP/13/03849/DINPP |
| Alternative Reference | Not Available |
| Application Received | Wed 31 Jul 2013 |
| Address | 12 Stewarts Green Hambledon Waterlooville Hampshire PO7 4SU |
| Proposal | Rear single storey extension |

81.3/13 - To receive Planning Decisions

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| Reference | SDNP/13/03043/LIS |
| Alternative Reference | PP-02732727 |
| Application Received | Fri 28 Jun 2013 |
| Address | Blenheim East Street Hambledon Waterlooville PO7 4RX |
| Proposal | Single storey rear lobby and new conservation rooflight |
| Status | Approved |

81.4/13 - To receive Planning Appeals Notification

Land behind The Chairmakers – It was noted that an appeal had been lodged regarding this application. ACTION: Cllr Dibden to write with the same objections as previously and to note the number of traveller pitches within the area.

81.5/13 Update on Enforcement issues

St Peter’s Farm - Note that an appeal against Enforcement has been lodged.

81.6/13 - Village Design Statement

No update

82/13 - Finance and Parish Council management

82.1/13 – To approve payments

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| RESOLVED to approve. |
| <u>82.2/13 - Budget review to date</u> |
| The Budget update was given by the Clerk. RESOLVED to approve. |
| <u>82.3/13 - Website Update</u> |
| Item 61.3/13 Website: Cllr Dibden and the Clerk would continue to update Clubs and other contact details. <u>ACTION: Clerk to create a poster promoting the website.</u> |
| <u>82.4/13 - Grant Applications</u> |
| Matters Arising: Item 61.4/13 –Meon Valley First Responders, CAB and Home Start – <u>ACTION: Clerk to remind them to fill in grant application.</u> |
| <u>82.5/13 - To consider a grant application for underwriting the Hambledon Firework display.</u> |
| Hambledon Bonfire Committee – <u>RESOLVED to approve the grant of £400.</u> Cllr Norman noted that the committee should have its own bank account and terms of reference. |
| <u>82.6/13 - To discuss possible village commemorations of WWI Centenary and D-Day 70th Anniversary in 2014 including British Legion Real Poppy Campaign</u> |
| <u>AGREED to place an article in the Hambledonian to seek interest in forming a steering committee to pursue a celebration. To seek areas to be planted with poppy seeds. All suggestions to be referred to the Chair.</u> |
| <u>82.7/13 - To agree to form a working party to pursue faster broadband issues within Hambledon.</u> |
| <u>AGREED: Cllr Dibden to liaise with another volunteer to pursue issues.</u> |
| <u>82.8/13 - Village Agent Scheme – Update on progress.</u> |
| Item 61.7/13 – <u>ACTION: Clerk to display the poster sent from the Village Agent scheme.</u> All suggestions to go through the Clerk. |
| <u>82.9/13 –Community Infrastructure Levy (CIL) –</u> |
| Cllr Dibden and the Clerk had submitted the suggestions to South Downs National Park Authority (SDNP). A letter of thanks had been received. |
| <u>82.10/13 - To agree Parish Council representative to attend the Winchester Passenger Transport Forum</u> |
| 10am – 26 th November 2013 – <u>AGREED Chair would ask for a representative to attend. The Council agreed to pay travel expenses.</u> |
| <u>82.11/13 – Neighbourhood Watch – Update</u> |
| <u>AGREED – Cllr Norman would approach possible volunteer.</u> |
| <u>82.12/13 – To discuss and agree on the change of date for the October meeting.</u> |
| <u>AGREED to leave the meeting at the proposed date. 7th October – AGREED Cllr Thornton to Chair.</u> Apologies were received from Cllr Dibden, Cllr Norman and Cllr Thistlethwayte. |
| <u>82.13/13 – Parking – Church car park – Update from the working party</u> |
| <u>To discuss possible parking consultation/seminars (Matters arising Item 52.1/13)</u> |
| Agreement has been reached to fund the car park extension. A risk assessment has been written by the Head Teacher and parking has been approved subject to restrictions. A facilitated meeting was suggested to include areas within the Village Design. The suggested format was for various workshops discussing aspects such as – over view of village, parking, and restrictions on building materials such as UPVC windows etc. Suggest 27 th January 2014. <u>ACTION: Clerk to book room. Cllr Dibden, Cllr Thornton, Cllr Norman to arrange an informal meeting to arrange format.</u> |
| <u>82.14/13 – To consider and agree on whether to hold a public event on “What is a Parish Council”</u> |
| The Chair suggested that an event be held for interested parties on “What is a Parish Council” <u>ACTION: Cllr Norman to include an article in the Hambledonian and ask if there was an interest in “What was a Parish Council”.</u> |

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| <u>83/13 - Village Maintenance</u> |
| <u>83.1/13 - Lengthsman update</u> |
| Matters arising 52.3/13 Cllr Birdwood and Cllr Huxstep to update on Lengthsman scheme Cllr Thistlethwayte reported that the Lengthsman had been present but it was unclear what work had been completed. Cllr Huxstep had noted in his email that he had spoken to Shedfield Council and there had been no recorded complaints. <u>ACTION: Clerk to write and request a copy of the completed worksheet and to remind them that they should report when due in the village.</u> |
| <u>83.2/13 - Village Maintenance Contractor</u> |
| Nothing to update. |
| <u>83.3/13 - Village Hall Maintenance Update</u> |
| Item 62.3/13 –Village Hall clean up The Chair suggested areas that needed extra work. <u>RESOLVED to agree to pay the Village Contractor to work up to three working days to complete works around the village hall. Agreed that there would not be a formal Village Hall clean up at present otherwise would be pending discussions with Village Hall Committee</u> |
| <u>84/13 - Play Areas</u> |
| <u>84.1/13 Play Inspection</u> |
| Item 63.1/13 –Cllr Higham to meet with Village contractor to discuss work that needed to be done after inspection report. <u>ACTION: Carried forward.</u> It was noted that Cllr Higham had purchased replacement sand and second hand toys to replace worn out and broken ones. |
| <u>84.2/13 - Update on tennis court</u> |
| To note success in approval of the Active Communities grant. It was noted that the tennis court had been a success. One racquet needed to be restrung. |
| <u>85/13 – Footpaths</u> |
| The Clerk had received an email regarding the blocked footpath near East Hoe Manor. <u>ACTION: Clerk to forward and Cllr Dibden to investigate.</u> Grant – <u>AGREED to apply for the Countryside Access grant for scalplings on Footpath 15. ACTION: Clerk to apply.</u> Letter to Landowners: <u>ACTION: Cllr Birdwood to send draft letter. Cllr Thistlethwayte to draft a letter to owners of the Vineyard (Mr Mason) and owners of St Peters Farm (Mr J Rogers).</u> |
| <u>85.1/13 - Update on letter to residents.</u> |
| See above |
| <u>86/13 – Highways</u> |
| <u>SLR: Matters Arising</u> |
| Item 46/13 and Item 65.1/13 –Cllr Norman and the Clerk to continue to chase up the missing charger <u>ACTION: Carried forward. Cllr Norman to visit Mr Blackman</u> |
| <u>86.2/13 - Signs Audit</u> |
| Item 65.3/13 - Cllr Thornton to follow up the letter regarding fingerposts with WCC. <u>ACTION: Cllr Thornton to continue to pursue.</u> |
| <u>87/13 - Parish Plan</u> |
| Cllr Dibden noted that she was working through all areas of the Parish Plan. The public consultation on parking would fulfil an area of the Parish Plan. |
| <u>88/13 - Correspondence</u> |
| <u>Correspondence</u> |
| <u>The Queen's Award for Voluntary service.</u> |
| <u>Allotments – To agree whether to explore if there is a need to provide allotments within the village.</u> |
| Queens's award – The Council could not immediately think of a candidate. |

Allotments – ACTION: Cllr Norman and Clerk to write to WCC regarding land at Stewarts Green.
To note that WCC had established a tenant’s panel for monitoring local works relating to WCC-owned land.

89/13 – Date and Time of next meeting

Next meeting 7th October 2013

Agenda items – Village Christmas Tree location and Village Enhancements.

The meeting ended at 21.40pm.

DRAFT