



## DRAFT MINUTES

Hambleton Parish Council

06 July 2020; 7.30pm; Virtual Meeting via Zoom

### PRESENT:

Cllr Quinn (Chair); Cllr Mason; Cllr Twiney; Cllr Thornton; Cllr Hubbard, Cllr Higham & Cllr Silcock

### In Attendance:

Mrs Joanna Tester (Clerk); Cllr Weston (WCC; left 8.48pm); Cllr Huxstep (HCC; arrived 7.42pm; left 8.02pm); Mr Steve Peach (Parish Pollinator Initiative) & four members of the public

### Meeting started at 7.31pm

Item No.	Item	Discussion & Decision	Action
945	Acknowledgements	None.	
946	Apologies	None received.	
947	Disclosable pecuniary interests	None declared.	
948	Requests for dispensations	None requested	
949	Public questions & comments	Standing orders suspended for a max of 10 mins. Comments: <ul style="list-style-type: none"> <li>• Item 967- able to help with details of footpath query if required.</li> <li>• Items 967 &amp; 970 - cllrs agreed for member of public to comment during items.</li> </ul>	
950	Resume standing orders	Agreed	
951	District councillor's report & questions arising	Report received from Cllr Weston. Clerk to publish on PC website. Main points as follows: <ul style="list-style-type: none"> <li>• Extracts from the Cabinet Paper presented 09/07 (full report available on WCC website (Committees/Cabinet date):</li> <li>- Annual charges for kerbside collection of garden waste to commence Feb 2021.</li> <li>- Council Plan 2020-2025 Q4 Progress Update.</li> </ul>	Clerk

951 cont.	District councillor's report & questions arising cont.	<ul style="list-style-type: none"> <li>- Biodiversity Action Plan - draft document in production; to be shared with PCs for comment.</li> <li>• Re-opening of community buildings - 04/07/20. Advice available: <ul style="list-style-type: none"> <li>- <a href="https://actionhampshire.org/news-blog-events/opening-your-community-building-after-lockdown/">https://actionhampshire.org/news-blog-events/opening-your-community-building-after-lockdown/</a></li> <li>- <a href="https://actionhampshire.org/wp-content/uploads/2020/06/Covid-19-Opening-your-hall-after-lockdown-2020-06-15th.pdf">https://actionhampshire.org/wp-content/uploads/2020/06/Covid-19-Opening-your-hall-after-lockdown-2020-06-15th.pdf</a></li> </ul> </li> <li>- Mark Maitland, Community Officer, can be contacted on <a href="mailto:mmaitland@winchester.gov.uk">mmaitland@winchester.gov.uk</a> or on 01962 848518.</li> <li>• Grants update - opportunity to apply for match funding via Crowdfund Winchester. Contacts as follows: <ul style="list-style-type: none"> <li>- <a href="mailto:vanessa@crowdfunder.co.uk">vanessa@crowdfunder.co.uk</a></li> <li>- <a href="https://www.winchester.gov.uk/grants/crowdfunding">https://www.winchester.gov.uk/grants/crowdfunding</a></li> <li>- <a href="https://www.crowdfunder.co.uk/funds/communities-positive-change-fund">https://www.crowdfunder.co.uk/funds/communities-positive-change-fund</a></li> <li>- <a href="mailto:grants@winchester.gov.uk">grants@winchester.gov.uk</a></li> </ul> </li> <li>• Current consultations - see the following link for more info: <a href="https://winchester.citizenspace.com/">https://winchester.citizenspace.com/</a></li> <li>• Clerk to check grants info on PC website.</li> </ul>	
952	County councillor's report & questions arising	<p>Report received from Cllr Huxstep. Clerk to publish on PC website. Main points as follows:</p> <ul style="list-style-type: none"> <li>• Coronavirus - HCC continues to work with PHE &amp; NHS colleagues to ensure continuation of critical local services &amp; signposting to up-to-date official sources of info/advice. Hantshelp4vulnerable is for frail/vulnerable residents who do not have support &amp; who require urgent assistance. Tel: 0333 370 4000.</li> <li>• HWRCs - pre-booking system introduced 15/06/20. Full list of rules at all sites can be found on Cllr Huxstep's report. Start date for vehicle reg scheme has been postponed. Online reg remains open.</li> </ul>	Clerk
953	Police/PCSO report	Not received	
954	Mins of previous meeting (01/06/20)	<p>Agreed as a true record with the addition of the following note to item 913 (Q4 Report &amp; Statement):</p> <p>'Chair of the Finance WG stated that with reserves at 2 months of Precept (below the HALC recommended level of 3-6 months), and at this uncertain financial time during COVID-19, there should be no unnecessary expenditure and we should aim to shore up our balance sheet.'</p> <p>Cllrs voted 3 for; 2 against; 1 abstention</p> <p>Another councillor commented that there is another perspective: since our income is not under threat, it could be considered our duty to <i>continue</i> to spend, or even to <i>accelerate</i> our spending, in order to support local businesses.</p>	Clerk
955	Clerk's progress report	<b>Stiles/kissing gates</b> Work has been provisionally booked in with J Gordon for w/c 17/08/20.	

955 cont.	Clerk's progress report cont.	<p><b>Parish Lengthsman Agreement</b> Work schedule for this financial year: Aug 12th 2020; Oct 13th 2020; Jan 11th 2021; Mar 11th 2021. <u>Cllrs to provide suggestions via e-mail for Aug 2020 visit.</u></p> <p><b>Hambledon Vineyard (HV)</b> No further progress - on hold due to Covid-19 crisis. Cllrs Quinn &amp; Mason due to informally meet Vineyard owner 7th July.</p> <p><b>V/H Play Equipment</b> No further progress - on hold due to Covid-19 crisis.</p> <p><b>Old Forge Tea Room Headwall</b> Jan Jarvie has requested that HCC clears the ditch as it is now seriously overgrown with vegetation, including large trees over its length down to Hook Vinney.</p> <p><b>VJ Day 75</b> Cllr Silcock to provide update - <u>RBL has confirmed wreath laying @ 11am 16/08; pipes, prayers etc.. Cllr Mason &amp; Tony Coates have it in hand. Church Service time tbc. Note in Hambledonian. E-mail to village with any updates. Hort Soc to arrange front garden fruit/veg/scarecrow competitions.</u></p> <p><b>V/H Grounds Maintenance</b> Work completed. Contribution from one land-owner received. Remainder to be requested when appropriate.</p> <p><b>Bus Shelter</b> Details have been sent to the PC's insurers. Response chased. Still awaiting response.</p> <p><b>VIPWG</b> Finial for Park fingerpost does not fit well. Clerk has requested quote from JK Engineering for work to rectify this problem.</p> <p><b>School/Church Sign</b> Cllr Thornton has supplied full spec &amp; 3 suppliers will be approached for a quote.</p> <p><b>Oak Bollards @ Cams/B2150</b> Since 01/06/20, Hampshire Highways (HH) have made contact and requested that the contractor purchases a Road Opening Licence. Clerk currently chasing HH to ascertain that this is correct, since work does not appear to be listed in the guidelines on HH website. Work will not commence until this issue is resolved. <u>Clerk to send details to Cllr Huxstep.</u></p> <p><b>Hambledon Greening Campaign</b> Enrolment form completed &amp; £50 fee paid. Phase 1 pack now received.</p> <p><b>Parish Pollinator Pledge Initiative</b> Agenda item 965.</p> <p><b>Milestone on B2150</b> VIWG reports that milestone is not unstable. Hambledon Man Shed to potentially restore, and Lengthsman could regularly cut surrounding vegetation. <u>Clerk to request formally and offer to cover costs.</u></p> <p><b>Hambledon 2020 Book</b> Team has decided not to seek any financial assistance realising that post Covid-19, PC funds will be rightly prioritised elsewhere.</p> <ul style="list-style-type: none"> <li>• It agrees that the Book won't be viable unless they get close to full participation, will be including</li> <li>• A list of local businesses will be included.</li> <li>• Various options for those not wanting their details included.</li> <li>• For security reasons, book will not be for sale in the village shop and all copies will have to be Pre-ordered.</li> <li>• This will now be a private venture.</li> <li>• Sam Meeson has ensured that anyone involved with the Book is GDPR compliant and prepared a GDPR form for all entrants to sign and return.</li> <li>• This will now be a private venture.</li> </ul>	<p>All Cllrs</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
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956	Bank account	<b>Bank balance - £47,151.88</b> (@ 01 July 2020; bank statement 112 has been forwarded to cllrs).	Clerk
957	Q1 Report & Statement	<b>Resolved:</b> that the PC should approve the Q1 financial report & statement.	Clerk
958	Standing Orders	<b>Resolved:</b> that the PC should approve the updated standing orders, with the following addition to section 11: 'The PC will be bound by the requirement of GDPR.' Clerk to check re. PC's GDPR documents/statements.	Clerk
959	Financial Regulations	<b>Resolved:</b> that the PC should approve the updated financial regulations.	Clerk
960	Rowan's Hospice	<b>Resolved:</b> that the PC should approve donating £250.00 to the Rowan's Hospice. Voted 4 for, 3 against.	Clerk
961	Payment of accounts	Payments approved as follows: <b>Mrs J C Tester</b> - Clerk salary (Jun 2020) <b>£ 673.38</b> <b>NEST</b> - Clerk pension (Jun 2020) <b>£ 53.14</b> <b>B C Martin</b> - Grounds maintenance/cleaning (Jun 2020) <b>£ 120.00</b> <b>ICO</b> - Registration 2020/21 <b>£ 35.00</b> <b>Hambleton Cricket Club</b> - Donation <b>£ 100.00</b> <b>Coloured Courts Ltd</b> - Tennis court cleaning/re-painting <b>£2910.00</b>	Clerk
962	Planning applications	<ul style="list-style-type: none"> <li>• <b>SDNP/20/02356/TPO</b> 50% Clearance of woods Lithe and leaning trees adjacent to Highway - Lithywood Acres Green Lane Hambleton PO7 4SX NO OBJECTION</li> <li>• <b>SDNP/20/02168/LIS</b> New boiler - 3 George House East Street Hambleton PO7 4RJ NO OBJECTION - NEEDS TO BE LEFT IN THE HANDS OF WCC (CHECK COMMENTS ALREADY SENT TO WCC)</li> <li>• <b>SDNP/20/02418/HOUS</b> Conversion of a second storey loft to create two new bedrooms and a further bathroom, with 3no. dormer windows to the front elevation, and a further 3no. dormer windows to the rear elevation - 25 Stewarts Green Hambleton PO7 4SU OBJECTION - OUT OF KEEPING WITH THE REST OF THE GREEN. Cllr Mason to send wording.</li> </ul>	Clerk
963	Planning applications received after 30/06/20	• <b>SDNP/20/02641/TCA</b> Western Red Cedar - fell because of cracks appearing between trunks - St Peter & St Paul Church, Church Lane, Hambleton, PO7 4RS NO OBJECTION	Clerk
964	Planning decisions	Noted	

965	Parish Pollinator Pledge Initiative	<p>Steve Peach delivered an introduction to the project; main points as follows:</p> <ul style="list-style-type: none"> <li>• Pilot project - can local action deliver disproportionate benefit to pollinators?</li> <li>• Initial survey.</li> <li>• What is possible?</li> <li>• Connectivity of already good areas?</li> <li>• Can it be done simply &amp; cheaply?</li> <li>• Planning meeting. Individually or with a number of parishes.</li> <li>• Not prescriptive - each parish comes up with own plan.</li> <li>• Other parishes have looked at existing nature reserves; verge management; changing ground maintenance; emphasis around the school etc.</li> <li>• Training provided.</li> <li>• Depending on action, may or may not require help.</li> <li>• Small amount of funding available (circa £500-£1000).</li> <li>• Could involve encouraging people with gardens to increase planting of nectar-rich plants.</li> <li>• Highways are often good place for changes to be made.</li> <li>• Could get school involved (Steve already has connections with Hambledon school).</li> </ul> <p><u>Questions/observations from Cllrs:</u></p> <ul style="list-style-type: none"> <li>• Dorset has changed verge trimming regime - shouldn't this be tackled at county level not parish? [Will happen; Highways support already; Hampshire 4-5 months behind where Dorset currently is.]</li> </ul> <p><b>Resolved:</b> that the PC should participate in the Parish Pollinator Pledge Initiative scheme. Unanimous vote in favour. Steve Peach to send further info.</p>	
966	Correspondence with Villager re. GH Planters	<p><b>Resolved:</b> that the PC should respond as follows:</p> <ul style="list-style-type: none"> <li>• Green Man beds have been a huge success over the past 4 years. Great example of how an informal group of volunteers can work with the PC for the benefit of the whole village.</li> <li>• The spring litter picking is another example.</li> <li>• In both cases the PC has clear overall responsibility and volunteers are covered by the PC's insurance for both Employers' Liability and Public Liability. This provides a blueprint for the GH planters.</li> <li>• Planting and maintenance will be organised along similar lines.</li> <li>• A risk assessment will be written and submitted to the PC's insurers, based on that for the Green Man beds.</li> <li>• Green Zone designed the planting plan for the Green Man beds to give a succession of interest throughout the year. The same company has provided a planting plan for the GH planters.</li> <li>• Planting is perennial so that in future years maintenance will be only weeding and the occasional replacement of a failed plant, just as it is now with the Green Man beds.</li> </ul>	

966 cont.	Correspondence with Villager re. GH Planters cont.	<ul style="list-style-type: none"> <li>• No quote for plants at the moment, though based on the Green Man beds expected to be in the region of £300 - £500, including soil.</li> <li>• The GHMC has also offered to water the planters when necessary.</li> <li>• GH residents are fully on board, and attended the March meeting of the PC to lend their support to the proposals.</li> </ul> <p>Clerk to respond to villager as above.</p>	Clerk
967	Trespass Issue Hambledon Vineyard	<b>Resolved:</b> that no further action needs to be taken at this stage. The issue has been noted by cllrs and a message to villagers has already been included in the Chair's next Hambledonian report, asking for walkers to stick to the official footpaths but noting footpath Claim CR 1141.	
968	Operation Resilience - Road De-cluttering & De-lining	<b>Resolved:</b> that the PC officially re-affirms its policy of de-cluttering & re-lining in the village, as is explicit in the Village Design Statement. Voted unanimously in favour.	Clerk
969	Sign/post Decluttering @ Park	<b>Resolved:</b> that the Clerk should seek quotes for the removal of all direction signs & one post from the cluster at Park, leaving one post and the brown tourist sign in place & making good the disturbed ground.  Voted unanimously in favour. Cllr Thornton to assist with identifying potential contractors.  It was confirmed that the PC has written approval from WCC to carry out the above work. Furthermore, it is content for the PC's contractor to do the work and will then reimburse HPC.	Clerk/Cllr Thornton
970	VIPWG	Necessity of a contract with GHMC re. watering of GH planters - to be added as a formal item to PC agenda for September 2020.	Clerk
971	Tennis Working Group	Cllr Higham reported the following: <ul style="list-style-type: none"> <li>• Tennis court now cleaned &amp; re-painted and open.</li> <li>• No go-ahead yet for teaching to commence.</li> </ul>	
972	Playground Re-opening	<b>Resolved:</b> that the PC carries out a risk assessment of re-opening the village playgrounds to the public (Cllrs Higham and Silcock to undertake). Clerk to then inform WCC of the PC's proposals to mitigate risk. Clerk to e-mail village with update when available.	Cllrs Higham & Silcock Clerk

973	Reports & issues	<ul style="list-style-type: none"> <li>• Murder Stone - suffered major damage 12/06/20; cause currently being investigated. HCC looking into possibility that verge-cutting contractor was involved. Cllr Quinn currently liaising. <u>UPDATE: HCC has carried out an internal investigation &amp; does not consider that its contractor was involved. Cllr Huxstep has agreed to look into whether HCC could cover the cost of repair (circa £1k). Clerk to report to police as criminal damage to a grade II listed monument if HCC not able to assist.</u></li>   <li>• Hampshire Countryside Service Priority Cutting List 2020 - contract has been postponed this year, due to difficulties caused by the Covid-19 pandemic. PC's have been asked to take over managing the five footpaths for this year, with some financial support offered. Lengthsman contractor has been approached and is happy to quote for the work. <u>UPDATE: village businesses to be approached for quotes. Cllr Mason to suggest names to Clerk.</u></li>   <li>• Water leak at School-end of footpath 15a - Portsmouth Water investigating; potential source identified &amp; logger installed to confirm. <u>UPDATE: water leak still visible; investigation on-going.</u></li> </ul>	
974	Date/time of next meeting	Monday 07 September 2020; 7.30pm; place tbc	
975	Confidential matters	Members of public & press excluded. No confidential matters were discussed.	

**The meeting closed at 9.14pm**

**Signed:**

**Signed:**

**Cllr Paul Quinn OBE (Chair):**

**Joanna Tester (Clerk):**

**Dated:**

**Dated:**