



DRAFT MINUTES

Hambledon Parish Council

05 Nov 2018, 7.30pm

Village Hall - Hambledon

PRESENT:

Cllr Quinn OBE
 Cllr Mason
 Cllr Thornton
 Cllr Twiney
 Cllr Higham

In attendance:

Mrs Joanna Tester (Clerk)
 Cllr Weston (WCC) (arrived 7.37pm)
 Nine members of the public

Meeting started at 7.30pm

	Item	Discussion and Decision	Action
421	Acknowledgements	None	
422	Apologies	Cllr Wigley Cllr Wood Cllr Huxstep Apologies accepted	
423	Disclosable pecuniary interests	None declared.	
424	Requests for dispensations	<ul style="list-style-type: none"> Cllr Mason ref. Hambledon Vineyard It was agreed that a dispensation would be granted with respect to both discussion and voting on any issue involving the Hambledon Vineyard, for a period of four years.	
425	Public Questions and comments	Standing orders suspended for a maximum of 10 minutes. <ul style="list-style-type: none"> A member of the public enquired as to whether a member of the PC would be attending the SDNPA Planning Committee meeting 08/11/18 and 	

		<p>representing the PC's views with regard to the Hambledon Vineyard planning application. Cllr Thornton confirmed that he would be attending and speaking on behalf of the PC.</p> <ul style="list-style-type: none"> • Councillors agreed that members of the public would be allowed to speak during planning agenda item 435. 	
426	Resume standing orders	Agreed	
427	District Councillor's Report & Questions to DC Arising from Report	<p>Not received before meeting. Full report will be made available on PC website. Main points as follows:</p> <ul style="list-style-type: none"> • City Council Tax – there will be no rise next year. • Bonfires – smoke from garden bonfires may be considered a nuisance. WCC has the power to take action against individuals responsible for creating a statutory nuisance, and private individuals can take their own action by complaint to a Magistrates Court. Further advice and details on the full report. • The Winchester Sport and Leisure Centre (Bar End) – planning permission has been approved. • Dogs – Livestock worrying by dogs is a criminal offence contrary to the Dogs (Protection of Livestock) Act 1953. Further details on full report. • The Animal Welfare (Licencing of Activities involving Animals) (England) Regulations 2018 – came into force Oct 2018. Replaces previous legislation. • Southampton Airport Masterplan – WCC has responded to the draft plan, which could see the airport more than doubling its passenger numbers over the next decade. • Six-hundred New Homes – being built by WCC for local people in the Winchester district. • Survey – have your say in the Vision for Hampshire 2050 process. See https://www.hants.gov.uk/aboutthecouncil/haveyoursay/visionforhampshire2015 • Useful Links – Service Status http://www.winchester.gov.uk/waste-recycling/service-status and Bin Collection & Calendar http://www.winchester.gov.uk/bins 	Clerk
428	County Councillor's Report & Questions to CC Arising from Report	<p>Received. Report to be published on PC website. Main points as follows:</p> <ul style="list-style-type: none"> • Armistice Centenary – a range of county-wide public events have been planned – see full report for details, or visit https://www.hants.gov.uk/firstworldwar • Meals on Wheels Week – 5-9 Nov. Further information at 	Clerk

		https://www.hants.gov.uk/socialcareandhealth/adultsocialcare/olderpeople/mealsonwheels												
429	Police/PCSO Report	Not received												
430	Minutes of previous meetings (01 Oct 2018)	Agreed as a true record with following amendments to the draft copy: <ul style="list-style-type: none"> Agenda item 413 (Planters @ George House) – addition of ‘Cllr Thornton confirmed that there will be sufficient room between the planters and George House to allow for the safe passage of wheelchair users and double pushchairs.’ 		Clerk										
431	Clerk’s Progress Report		<table border="1"> <thead> <tr> <th>Issue</th> <th>Current Status</th> </tr> </thead> <tbody> <tr> <td>Community Assets</td> <td>The Vine has been accepted onto the list of community assets. Remove from Clerk’s Report.</td> </tr> <tr> <td>Stiles/kissing gates</td> <td>Cllr Mason currently completing grant application. Clerk organising quotes for installation.</td> </tr> <tr> <td>Parish Lengthsman Agreement</td> <td> Work schedule 2018-19 as follows (w/c): 26/11/18 04/03/19 <ul style="list-style-type: none"> Due to incomplete jobs/short working hours, an additional day is to be made available before the end of 2018. PC to advise of suitable work. Councillors to suggest work for 27/11 Lengthsman visit. </td> </tr> <tr> <td>Hambledon Vineyard</td> <td> Cllr Quinn has written to Tim Slaney (Head of HCC Planning) regarding planning application SDNP/16/03880/FUL: <ul style="list-style-type: none"> reiterating concerns regarding noise management; stating that if conditions are not explicit within the notice itself the PC will review its position on the application; and reiterating concerns regarding chalk disposal (relates to planning application SDNP/16/02528/FUL). This letter does not appear to be documented on the SDNP website, and Tim Slaney has not replied to Cllr Quinn. Clerk to send details of </td> </tr> </tbody> </table>	Issue	Current Status	Community Assets	The Vine has been accepted onto the list of community assets. Remove from Clerk’s Report.	Stiles/kissing gates	Cllr Mason currently completing grant application. Clerk organising quotes for installation.	Parish Lengthsman Agreement	Work schedule 2018-19 as follows (w/c): 26/11/18 04/03/19 <ul style="list-style-type: none"> Due to incomplete jobs/short working hours, an additional day is to be made available before the end of 2018. PC to advise of suitable work. Councillors to suggest work for 27/11 Lengthsman visit. 	Hambledon Vineyard	Cllr Quinn has written to Tim Slaney (Head of HCC Planning) regarding planning application SDNP/16/03880/FUL: <ul style="list-style-type: none"> reiterating concerns regarding noise management; stating that if conditions are not explicit within the notice itself the PC will review its position on the application; and reiterating concerns regarding chalk disposal (relates to planning application SDNP/16/02528/FUL). This letter does not appear to be documented on the SDNP website, and Tim Slaney has not replied to Cllr Quinn. Clerk to send details of	Clerk Cllr Mason/ Clerk All All
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			letter to Cllr Huxstep to chase and ensure that it is taken into consideration at the Committee Meeting Thurs 08 Nov 18. Cllr Thornton to send details of planning condition relating to chalk disposal to Cllr Weston who will approach Brian Gravenor, Enforcement Officer, WCC.	Cllr Thornton
		AOB	<ul style="list-style-type: none"> Grass cutting – still awaiting response from WCC regarding Donkey Field & Cams Hill verges. Clerk spoke to relevant dept - they were going to ask Ian Burt (Contract Monitoring Officer) to check the cutting list and contact Clerk but no contact to date. E-mails have not been responded to. Dog mess bins – Clerk has spoken to Waste Team @ WCC and is still awaiting response from Mark Bailey. E-mails and phone messages have not been responded to. 	Clerk Clerk
		County Councillor's Report	Old Forge Tea Room to Hook Vinney ditch – clearance work has been undertaken by HCC, although the silt trap does not appear to have been cleared properly. Cllr Mason to consult Jan Jarvie.	Cllr Mason
		Chair of Governors' (Hambledon Primary School) Report	Letter from Headmaster received 31/10/18 advising that action is being taken to produce a school travel plan. Clerk has responded accordingly and offered the assistance of the PC in producing the plan.	
432	Bank A/C	Bank balance - £41,251.93 (@ 01 Nov 2018; statement 085)		
433	Insurance Policy	<p>Resolved: that the PC should accept the insurance quotation supplied by Came & Co. (AXA Insurance UK plc; ref. 4788008; dated 05/11/18). Details as follows:</p> <ul style="list-style-type: none"> 3-Year Long Term Agreement Premium: £487.38 Insurance Premium Tax at the current rate: £58.49 Administration fee: £50.00 Total annual premium: £595.86 <p>This renewal quotation includes the new village noticeboard and fingerpost signs, but not the other assets recently added</p>		Clerk

to the register (quotation not ready at the time of this meeting). The policy can be updated in due course and any additional premium authorised at a subsequent meeting.

434

Payment of accounts

Payments approved as follows:

Clerk

Payee	Description	Amount (£)
PC		
Mrs J C Tester	Clerk salary (Oct 2018)	£664.31 (salary) £40.00 (office allowance) £1.50 (printing allowance) LESS £33.22 (5% pension contribution) Total £672.59
Mrs J C Tester	Clerk overtime (Sept-Oct 2018; CiLCA; 41 hours)	£419.03
Mrs J C Tester	Clerk expenses (Oct 2018; additional printing @ £2.00 and ream of paper @ £2.75)	£4.75
NEST	Clerk pension Oct 2018	£19.93 (PC contribution; 3% of basic salary) plus £33.22 (Clerk contribution) Total £53.14
SLCC	CiLCA registration fee for 2018/19	£250.00
SLCC	Annual membership fee (01/12/18 to 30/11/19)	£115.00
Village Hall	Hall hire Oct 2018	£28.00
B C Martin	Oct 2018 - Grounds maintenance/cleaning	£110.00
HALC	Fee for course to be attended by Cllr Twiney 13/02/19 (The Knowledge & Core Skills)	£95.00

			Rose Whitlock	Reimbursement for money spent on plants for the bed surrounding the War Memorial	£20.00	
			Carter Jonas	Rent of Hambledon South Glebe-land (29/09/18 to 29/09/19)	£600.00	
			Came & Company	Annual insurance premium (renewal date 01/12/18)	£595.86	
			Datacenta Hosting (late addition to agenda; agreed by Cllr Quinn)	Pc.gov.uk e-mail addresses (annual service charge 30/11/18 to 29/11/19)	£60.00	
			James Craven	Tennis coaching (29/09/18 to 27/10/18)	£350.00	
			Jay Smith	Tennis assistant (28/07/18 to 20/10/18)	£206.25	
435	Planning applications		Reference	Address	Proposal	
			SDNP/18/05353/PA3R	Offices at Whitedale Farm East Street Hambledon Hampshire PO7 4RZ	Change of use from an agricultural building to a flexible use falling within what is permissible within Class R, and specifically focussed to Class A2 (Financial and Professional Services) and B1 (Business). <u>OBJECTION - should be a full planning application, not PA3R. Concerns over cumulative impact - should have been a whole farm plan. Query the GPDO (General Permitted Development Order) mentioned in the</u>	

				<p><u>applicant's planning statement, about a Class R Change of Use, as PC considers not applicable in National Parks. Statement does not seem to take account of the fact that the site is within the Conservation Area. Any planning consent should incorporate a lighting condition, and limited hours of operation to prevent noise and traffic disturbance to neighbours. Furthermore, if building is lost to agriculture, then there should be a condition stating no application for replacement agricultural building on the holding for a period of 10 years.</u></p>
			SDNP/18/0 5244/HOUS	<p>13 Old Barn Crescent Hambleton Waterlooville Hampshire PO7 4SW</p> <p>Two storey side extension and single storey rear extension, new first floor window to front elevation. <u>No objection</u></p>
			SDNP/18/0 5231/HOUS & SDNP/18/0 5232/LIS	<p>Whitedale House East Street Hambleton Waterlooville Hampshire PO7 4RZ</p> <p>Small single storey flat roof extension on the West elevation, to the Boot room area. <u>No objection</u></p>
			SDNP/18/0 5422/FUL	<p>Rushmere Farm Rushmere Lane Hambleton</p> <p>Change of use of the former tractor shed from agricultural use to craft workshop (B1c) for the creation</p>

			Waterlooville Hampshire PO7 4SG	and restoration of traditional Hampshire Downs shepherds' huts by The Fourpenny Workshop to include minor work to the existing building. <u>No objection in principle assuming no change to the building or access, and any additional traffic movements are acceptable to WCC/SDNP, but the PC would wish to see conditions on lighting on the site, as if it becomes a workshop, then there will likely be staff on site for additional hours in winter, compared to its agricultural use. Perhaps also a condition on working hours.</u>
		SDNP/18/0 5509/DCO ND	Cricketers Cottage West Street Hambleton Waterlooville Hampshire PO7 4SN	Discharge of condition 4 and 5 of approved planning permission SDNP/18/02954/HO US <u>Discharge of conditions only therefore no need to comment.</u>
		SDNP/18/0 5450/FUL	Hill View Cams Hill Lane Hambleton PO7 4RQ	Erection of stable block (retrospective) <u>Objection - the PC believes that the landscape concerns raised by the landscape officer have actually been proved correct now that the stables have been constructed. If WCC/SDNP are,</u>

					<u>however, likely to permit the application, then the PC would like to see conditions on lighting, manure removal, prevention of fencing and subdivision, and a prohibition on commercial use of the stables.</u>	
436	Planning apps notified after agenda published	None received				
437	Planning Decisions	Noted. Cllr Weston advised Clerk to keep updated (every 2 months) on the progress of the Forge Cottage development; in particular updated plans relating to drainage conditions.				Clerk
438	VIPWG	<p>Cllr Thornton reported the following:</p> <p>The Gardens – further meeting with WCC who are keen to produce plans. These will be sent to PC for comments. Awaiting info on agreement between WCC and PC for telephone box electricity supply to remain.</p> <p>Bollards @ George House – to be added to the agenda for Dec 2018 PC meeting.</p>				Clerk
439	Village Design Statement	Resolved: that the PC endorses the draft VDS. (Only amendment required is to change planting date of vineyard from 1953, to 1952; p.8.)				
440	Fallen Tree on Glebeland	<p>No action has yet been taken as tenant wanted confirmation from the PC that the full cost of the fencing repair would be covered before allowing the contractor to start removing the tree. Members expressed concern about the risks of children climbing on the tree and concluded that duty of care meant that work should start as soon as possible, with a maximum budget of £300 agreed for fence repair. Clerk to inform contractor and tenant, and chase Agent asking them to contact the PC within 7 days if they have concerns about the plans for removal/repair. Clerk to continue pushing Agent for an answer regarding query over liability for the tree/damage repairs. The PC will request reimbursement from Portsmouth Diocese if liability is subsequently found to lie with the landowner.</p> <p>Resolved: to proceed with tree removal and fence repair within 7 days unless the PC hears otherwise from</p>				Clerk Clerk

		the Agent. An upper limit of £300 for the fence repair has been specified.	
441	Tennis WG	Cllr Higham to report back fully to members 03 Dec 18, after the Tennis Working Group meeting this month.	Cllr Higham
442	Updated Asset Register	Resolved: that the PC should approve the updated version of the asset register. Clerk to publish on PC website.	Clerk
443	V/H Play Equipment	Resolved: that the Clerk should initiate contact with potential suppliers, carry out market research and further explore potential grant options.	Clerk
444	Christmas Tree @ The Gardens	<ul style="list-style-type: none"> • Intention is to start in 2019 (electricity supply not yet organized). • PCC will not erect a large Christmas tree in Church this year (numerous small ones will be placed around the Church instead), nor one at the War Memorial. • Clerk to contact Toby Finch for advice on erecting a tree at the War Memorial and to ask for donation of a tree from villagers. 	Clerk
445	Reports & Issues (Information Only)	<ul style="list-style-type: none"> • HALC 71st AGM - Saturday 10th November 2018 at Holiday Inn, Winchester. • Winchester Passenger Transport Forum - Thursday 22 November 2018 at Wellington Room, EII Court South, Winchester, SO23 8UJ; 2pm-4pm. • SDNP proposed Local List is open to public consultation for an eight-week period running from 19th October 2018 until 5pm on 14th December 2018. • NALC Spring Conference – 11/02/19; London. • WDALC AGM - Wednesday 21st November 2018, 2pm, at Whiteley Town Council's offices, Meadowside Leisure Centre, Whiteley PO15 7LJ. <u>No councillors available for any of the above events.</u> 	Clerk
446	Next meeting	Monday 03 December 2018 (Hambleton Village Hall, 7.30pm)	
447	Excl public/press	No confidential matters were discussed.	

The meeting closed at 8.59pm

Signed:

Paul Quinn OBE

Dated:

Signed:

Joanna Tester (Clerk & Responsible Financial Officer to HPC)

Dated: