



**DRAFT MINUTES**

**Hambledon Parish Council**

**03 Sept 2018, 7.30pm**

**Village Hall - Hambledon**

**PRESENT:**

- Cllr Quinn OBE
- Cllr Mason
- Cllr Thornton
- Cllr Wigley
- Cllr Wood
- Cllr Twiney

**In attendance:**

- Mrs Joanna Tester (Clerk)
- Cllr Huxstep (HCC) (arrived at 8.55pm)
- Four members of the public

**Meeting started at 7.30pm**

	<b>Item</b>	<b>Discussion and Decision</b>	<b>Action</b>
369	Acknowledgements	None	
370	Apologies	Cllr Weston Cllr Higham  Apologies accepted	
371	Disclosable pecuniary interests	None declared.	
372	Public Questions and comments	Standing orders suspended for a maximum of 10 minutes. Three members of the public expressed their concerns re. the Hambledon Vineyard planning application (addressed in agenda item 381). Main points as follows: <ul style="list-style-type: none"> <li>• Traffic – massive increase in vehicle movements. Access problematic - wrong place to be having this business. Vineyard Lane is difficult: trees have been damaged and elderly people are vulnerable. New access road doesn't seem to be used very much.</li> </ul>	

		<ul style="list-style-type: none"> <li>• Light pollution - worried about dark skies initiative.</li> <li>• Car parking – significant detrimental visual impact on the area.</li> <li>• Noise – the Vineyard sits above whole village – speeches, music etc. at events such as weddings are clearly audible across the valley.</li> <li>• Long-term usage - if something happened to Vineyard business what would the building &amp; site be then used for?</li> </ul>	
373	Resume standing orders	Agreed	
374	District Councillor's Report & Questions to DC Arising from Report	Not received	
375	County Councillor's Report & Questions to CC Arising from Report	<p>Not received in time to disseminate to Councillors. Full report to be published on PC website. Main points as follows:</p> <ul style="list-style-type: none"> <li>• <b>Health Checks</b> – as part of a new £9m contract with health care providers (starting April 2019), HCC is aiming to increase uptake of regular health reviews by Hampshire residents aged 40 to 75, particularly those at an increased risk of cardiovascular disease.</li> <li>• <b>Exam Success</b> – Overall attainment in Hampshire secondary schools in 2017 remained above national attainment.</li> <li>• <b>School Place Preferences</b> – For Sept 18, 98% of parents were offered a place for their child at one of their three preferred secondary schools (92% received their first choice). Almost 99% moving from infant to junior school received a place at one of their preferred schools (97% for first choice).</li> <li>• <b>CO<sub>2</sub> Emissions</b> – LA operations have fallen to 83,992 tonnes in 2016/17 (86,684 previous year). On-track to achieve target of 79,080 tonnes by 2020.</li> <li>• <b>Highways Improvements</b> - £12.9m funding has been secured from Highways England and, combined with £6.6m investment from HCC, will enable improvements to Jn 9 of M27 and Parkway South roundabout, Whiteley.</li> <li>• £2.8m to be invested in energy programmes (incl. LED lighting, electric vehicles &amp; battery technology); to deliver at least £450k of revenue savings.</li> </ul>	Clerk

		<p>Issues addressed with Cllr Huxstep:</p> <ul style="list-style-type: none"> <li>• Community Transport (bus service reduction) - Clerk to send Mik Norman's report to Cllr Huxstep.</li> <li>• Old Forge Tearoom to Hook Vinney ditch maintenance – Cllr Huxstep to chase for action to be taken asap.</li> </ul>															
376	Police/PCSO Report	Not received															
377	Minutes of previous meetings (02 July 2018 & 31 July 2018)	Agreed as a true record	Clerk														
378	Clerk's Progress Report	<table border="1"> <thead> <tr> <th>Issue</th> <th>Current Status</th> </tr> </thead> <tbody> <tr> <td>Fingerpost Signs (FPS) (Heritage Finger Post Signs)</td> <td>Majority of the work has been completed, but there remains a number of finishing touches outstanding (removal of old signs; roundel at Chidden). Can be removed from Clerk's report.</td> </tr> <tr> <td>Community Assets</td> <td>Form for The Vine has been submitted. Awaiting response (due within 8 weeks).</td> </tr> <tr> <td>Financial Risk Assessment</td> <td>To be reviewed Oct 2018</td> </tr> <tr> <td>Stiles/kissing gates</td> <td>Cllr Mason/Clerk currently completing grant application. Cllr Needs to meet with tenant farmer &amp; take photos.</td> </tr> <tr> <td>Parish Lengthsman Agreement</td> <td>           Work schedule 2018-19 as follows (w/c):            24/09/18            26/11/18            04/03/19            Suggestions for 24/09 visit:           <ul style="list-style-type: none"> <li>• Grips on East Street – Clerk to spk to Cllr Mason re details</li> </ul> </td> </tr> <tr> <td>WWI Commemorative Event Nov 2018</td> <td>           Work is currently in progress, hopefully to be completed 05/09/18 (Cllr Higham has briefed Clerk as he will be on A/L this week).             Cllr Mason advised that Hambleton has been awarded 10 'silhouettes' from the Armed Forces Covenant         </td> </tr> </tbody> </table>	Issue	Current Status	Fingerpost Signs (FPS) (Heritage Finger Post Signs)	Majority of the work has been completed, but there remains a number of finishing touches outstanding (removal of old signs; roundel at Chidden). Can be removed from Clerk's report.	Community Assets	Form for The Vine has been submitted. Awaiting response (due within 8 weeks).	Financial Risk Assessment	To be reviewed Oct 2018	Stiles/kissing gates	Cllr Mason/Clerk currently completing grant application. Cllr Needs to meet with tenant farmer & take photos.	Parish Lengthsman Agreement	Work schedule 2018-19 as follows (w/c): 24/09/18 26/11/18 04/03/19 Suggestions for 24/09 visit: <ul style="list-style-type: none"> <li>• Grips on East Street – Clerk to spk to Cllr Mason re details</li> </ul>	WWI Commemorative Event Nov 2018	Work is currently in progress, hopefully to be completed 05/09/18 (Cllr Higham has briefed Clerk as he will be on A/L this week).  Cllr Mason advised that Hambleton has been awarded 10 'silhouettes' from the Armed Forces Covenant	<p>Clerk</p> <p>Clerk</p> <p>Cllr Mason/ Clerk</p> <p>Cllr Mason/ Clerk</p> <p>Clerk</p>
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			<p>Fund. After the event, villagers will be asked for suggestions as to where the silhouettes can be more permanently displayed around the village/used by e.g. primary school.</p> <p>Hambleton Vineyard</p> <p>Meeting has been postponed until 10/09/18</p> <p>On-going concern regarding disposal of chalk spoil from cellar excavation. WCC Enforcement aware and dealing.</p> <p>APA 2018</p> <p>GDPR – Clerk liaising with Cllr Wood</p> <p>AOB</p> <ul style="list-style-type: none"> <li>Grass cutting – awaiting response from WCC regarding Donkey Field verge. Clerk to chase.</li> <li>Dog mess bins – awaiting response from WCC. Clerk to chase.</li> </ul> <p>County Councillor’s Report</p> <ul style="list-style-type: none"> <li>Old Forge Tea Room to Hook Vinney ditch – Cllr Mason sent e-mail to HCC on 02/07/18 and to date has not received a response. PC has requested that Cllr Huxstep intervenes.</li> </ul> <p>Reports &amp; Issues</p> <ul style="list-style-type: none"> <li>HCC Community Transport Consultation – public meeting held 02/08/18 to discuss a community response to HCC’s proposal to reduce the First Bus D1 service (Hambleton-Waterlooville); organised by Mik Norman. Mik reported to the PC that First Bus has since changed the D1 service anyway (from one- to two-hourly). Full report will be made available on the village notice board and on the PC website.</li> </ul>	<p>Clerk/ Cllr Wood</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>									
379	Bank A/C	<b>Bank balance - £35,526.79</b> (@ 01 Sept 2018; statement 082)											
380	Payment of accounts	<p>Payments approved as follows:</p> <table border="1"> <thead> <tr> <th>Payee</th> <th>Description</th> <th>Amount (£)</th> </tr> </thead> <tbody> <tr> <td>PC</td> <td></td> <td></td> </tr> <tr> <td>Mrs J C Tester</td> <td>Clerk salary (July 2018)</td> <td>£442.87 (salary) £40 (office allowance)</td> </tr> </tbody> </table>		Payee	Description	Amount (£)	PC			Mrs J C Tester	Clerk salary (July 2018)	£442.87 (salary) £40 (office allowance)	Clerk
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				£1.50 (printing allowance) LESS £22.14 (5% pension contribution) <b>Total £462.23</b>
		Mrs J C Tester	Clerk salary (Aug 2018)	£442.87 (salary) £40 (office allowance) £1.50 (printing allowance) LESS £22.14 (5% pension contribution) <b>Total £462.23</b>
		Mrs J C Tester	Clerk expenses Aug 2018	Norton Anti-virus Annual Subscription 2018/19 <b>Total £39.99</b>
		Mrs J C Tester	Reimbursement (in advance) for payment of Office 365 Business Premium Annual Subscription (due 24/09/18)	<b>£135.36</b>
		NEST	Clerk Pension July 2018	£13.29 (PC contribution; 3% of basic salary) plus £22.14 (Clerk contribution) <b>Total £35.43</b>
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		Village Hall	Hall Hire July & Aug 2018	£20.00 (July) £12.00 (August) <b>Total £32.00</b>

			B C Martin	Grounds Maintenance (July 2018; incl. sanding down & re-varnishing bench in V/H playpark)	<b>£145.00</b>	
			Greenbarnes Ltd	3 x additional keys for new notice board	<b>£20.86</b>	
			Mrs J Walker	Reimbursement for plants for Green Man beds	<b>£122.50</b>	
			Poppy Appeal	Donation for 2018	<b>£30.00</b>	
			<b>Tennis</b>			
			Jay Smith	Assistant tennis coaching (07/07/18 to 21/07/18)	<b>£56.25</b>	
			James Craven	Tennis coaching (30/06/18 to 21/07/18 @ <b>£280</b> ; and 28/07 to 25/08/18 @ <b>£350</b> )	<b>£630.00</b>	
			The SportsLocker	Tennis balls (30 orange and 30 red)	<b>£79.92</b>	
381	Planning Applications		<b>Reference</b>	<b>Address</b>	<b>Proposal</b>	Clerk
			SDNP/16/0388 0/FUL	Hambledon Vineyard East Street Hambledon Waterlooville Hampshire PO7 4RY	Demolition of existing cellar and creation of single multi-purpose building combining improved visitor facilities, cellar	

					and estate offices, together with landscaping, access improvements, parking and associated works. NEUTRAL (Cllr Thornton to make some amendments to comments drafted by Planning Committee & seek final approval from other councillors before response is submitted.)		Cllr Thornton
			SDNP/18/0436 4/LIS	Haywood House 9 East Street Hambledon Hampshire PO7 4RX	Reduction in depth of hearth in living room; replacement of 3 internal room doors; insertion of extractor fan through first floor rear wall. NO OBJECTION		
382	Planning application notifications received after agenda published		<ul style="list-style-type: none"> <li>None</li> </ul>				
383	Planning Decisions		Noted				
384	VIPWG		<p>Cllr Thornton reported the following:</p> <ul style="list-style-type: none"> <li><b>New street signs</b> – all owners have been contacted and positioning of signs agreed. Now ready to go</li> </ul>				Cllr

		<p>out to tender on this.</p> <ul style="list-style-type: none"> <li>• <b>The Gardens</b> – Mik Norman &amp; Cllr Thornton have met with Fiona Churcher (WCC) to look at how WCC and HPC can work in partnership to improve this area. On-going.</li> <li>• <b>Planters @ The George</b> – a designer has been engaged but no further contact made to date. Clerk to chase.</li> </ul>	<p>Thornton</p> <p>Clerk</p>
385	Replacement Bollards on Cams Hill Corner	<p>It was agreed that replacement of the current plastic bollards with solid oak should take place. The alternative option of using a wood-effect material, as per bollards at the chicanes on East St and Green Lane, was discussed. Cllr Thornton advised that solid oak not only looks superior but has greater longevity and is therefore better value for money in the long-term. Councillors considered quotes from three suppliers. As the cheapest quote for the equivalent product (fresh sawn oak), Chris Brown Joinery was considered favourable and awarded the contract. Clerk to contact all suppliers with decision.</p> <p>Cllr Wood made the suggestion that the wood-effect bollards at the chicanes (East Street &amp; Green Lane) could also be replaced at the same time. Councillors agreed that this was a good idea and Cllr Thornton agreed to speak to HCC regarding permission.</p>	<p>Clerk</p> <p>Cllr Thornton</p>
386	Wooden Fencing on Cams Hill Corner	<p>Councillors agreed that the height of the wooden fencing around the headwall should be reduced, in order that it doesn't dominate the 'centre-piece' cast-metal railings. As the cheapest quote for the equivalent service, J Gordon Forestry &amp; Arboriculture Ltd was considered favourable and awarded the contract. Clerk to contact all suppliers with decision.</p>	<p>Clerk</p>
387	Tennis WG	<p>Minutes of last meeting (04/07/18) have been made available to councillors. No further issues to be discussed.</p>	
388	Management of Speltham Down	<p>Councillors unanimously agreed that the minimal information supplied by the National Trust (NT) provided no evidence of any advantages to HPC taking over the management of Speltham Down, and therefore it should remain the responsibility of the NT. Clerk to contact George Upex (NT) with details of the decision.</p>	<p>Clerk</p>
389	Electricity Supply for Christmas Tree	<p>Councillors were informed that installation would be free and the fee should be less than £200 pa. Councillors unanimously agreed that HPC should register as the</p>	



	@ The Gardens	responsible authority. Clerk to organise paperwork with SSE.  Councillors agreed that the position of the PC Christmas tree (usually by the War Memorial in the churchyard; assembly often undertaken not by a member of the PC) should be re-assessed. Clerk to put into Oct 18 agenda.	Clerk  Clerk
390	Reports & Issues (Information Only)	(i) Council Tax Referendum Principles – consultation closes 18 Dec 2018 (info sent to councillors 31/07/18)  (ii) Torchlight procession 2018 – PC’s insurers (Came & Co.) have confirmed that the PC is covered automatically under the Employers' and Public Liability Insurance sections of the policy for no additional premium. <u>Success of event &amp; thanks to be reported in Hambledonian article.</u>  (iii) WCC Planning Training Events – Tues 02 Oct 2018 @ Walton Suite, Guildhall, The Broadway, Winchester SO23 9GH; and Mon 08 Oct 2018 @ Jubilee Hall, Little Shore Lane, Bishops Waltham, SO32 1ED <u>Cllrs Twiney &amp; Wood interested in attending. Clerk to enquire re. availability of spaces @ Bishops Waltham.</u>  (iv) HALC Round Table event – 05 Sept 2018; 13.00-15.00; Eastleigh, SO50 9FD (info sent to councillors 13/08/18) <u>No councillors available to attend.</u>	Cllr Quinn  Clerk
391	Next meeting	Monday 01 October 2018 (Hambledon Village Hall, 7.30pm)	
392	Exclude public & press	No members of the public in attendance.	
393	Confidential matters	No confidential matters were discussed.	

**The meeting closed at 9.05pm**

Signed:

Paul Quinn OBE

Dated:

Signed:

Joanna Tester (Clerk & Responsible Financial Officer to HPC)

Dated: