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Parish Council Meeting Minutes

Monday 6th October 2014, 7.30pm

Present: Cllr B Birdwood, Cllr C Dibden, Cllr T Higham, Cllr M Thistlethwayte, Cllr J Thornton, Cllr T Wood.

In attendance: G Wright (Clerk)

Chair of Meeting: Cllr J Thornton

Clerk for Meeting: G Wright

1. Apologies for absence and declarations of interest
Apologies were received and accepted from Cllr S Wigley.
There were no declarations of interest.
2. Public participation. Reports received from:
 - a. The Police
PCSO Amey Stevens sent her apologies for being unable to attend, but submitted the following report, which was read out at the meeting by Cllr Thornton:-
Crime Statistics for Hambledon for period 1st Sept 2014 to 1st Oct 2014
THEFT OF MOTOR VEHICLE
 1. Off road motorcycle left outside overnight, found to be missing in the morning. Electric gates also damaged in the process of getting to said motor bike.CRIMINAL DAMAGE
 1. Persons unknown have tampered with the lock on informant's garage door. No entry gained to garage.SUSPICIOUS INCIDENT
 1. Three incidents of possible poaching on Old Mill Lane at Scotland Farm. 16th, 17th and 22nd Sept.
 2. Informant reporting a suspicious vehicle. He has seen this van, containing two males, pull onto his next door neighbour's driveway then drive off again. Suspicions aroused as neighbours were away and had no knowledge of the vehicle when informant spoke to them. 1st October.
 - b. The County Councillor
Cllr Huxstep attended the meeting and provided updates and answered questions on the following matters:
Broadband - according to Open reach (BT Broadband) it was estimated that over half of the village would be able to apply for superfast broadband within the next 18 months - for further information see www.superfast-openreach.co.uk/where-and-when/ also, an additional £12.04 million was being allocated for the Hants Broadband Programme which was currently being

worked upon. However, it was estimated that 2.5% of Hampshire would still not be able to get Broadband even after this initiative had been completed.

Ofsted Report – was assessed as being Good with some outstanding features including Health and Social engagement with the NHS.

Pot Hole Repairs – an additional £6 million was being made available (this was in addition to the £11 million already received).

Hambledon Drainage Pipe – Utilities companies had been asked to consider making provision for Broadband and Gas when the pipe was being constructed. Cllr Huxstep also asked for these and other matters (including signage, road closures and how businesses would be effected) to be raised at the village meeting arranged on 13th October 2014 to discuss the Pipe.

Drainage Ditches – HCC had assured Cllr Huxstep that the nettles in the ditches would die back and not present a significant problem. HPC Councillors were not convinced and invited Cllr Huxstep to visit the village during daylight hours to assess the matter for himself. Cllr Dibden agreed to liaise on this and arrange a suitable time and day for Cllr Huxstep to visit

ACTION: Cllr Dibden

Piles of shingle at bottom of roads – HPC Councillors said that this problem was particularly bad in Church Lane and Brook Lane. Cllr Huxstep noted these concerns and also asked for a written request to be raised also.

ACTION: Cllr Thornton

c. The District Councillor

Cllr Dibden reported as follows:

On 2nd October, full Council at WCC [Winchester City Council] agreed that the draft Local Plan Part 2 should go out for public consultation with a deadline of 5th December. This covers development in the District outside the SDNP [South Downs National Park] up to 2031. For Hambledon the nearest affected settlement is Denmead, which has to take 250 houses over that period, and has just published a draft Neighbourhood Plan to show where the community would like them to be located. The link is here: <http://www.winchester.gov.uk/planning-policy/neighbourhood-plans/dnp-submission/>

Other upcoming issues are affordable housing provision, parking in Winchester, recycling and how to improve it, and the future of sports and leisure provision (including the future of River Park).

I have been asked to join a panel looking at flooding in the district, and there will be a session on 23rd October to which parishes will be invited.

I have also been assigned to a panel on fairness and equality in the district, which will cover Social deprivation. I will raise the issue of how this can affect rural residents as well as city dwellers.

I represented Hambledon (along with Bella Birdwood) at a session on footpaths and RoW [Rights of Way] at Hampshire County Council, and we tried to explain the difficulties of parishes, particularly in getting information.

I also represented Hambledon at the HALC [Hampshire Association of Local Councils] AGM, where the future of how parishes might fit into a more devolved system of local government was discussed.

In Hambledon, the main issue of concern has been the closure of the shop and post office. I have been in touch with the business development team at WCC, who will be happy to speak to any new tenant to help if they can (contact is Eloise Appleby).

The other worrying issue is that of Enforcement, with Neil March due to leave early next month. I have asked to be told who will be replacing him, and then we will ask for a meeting to discuss our concerns.

Two officers from WCC will be at the flood exhibition on Monday 13th, and I have asked them to clarify plans for waste collection during the road works, and also any rebates that might be available.

I am also awaiting a response from WCC regarding the Planning query that was raised regarding double glazing.

3. Minutes from the previous meetings:

- a. Council Meeting of 1 September 2014 – Accepted and approved.

4. Planning

- a. Planning applications as listed in Appendix A were discussed.
- b. Planning decisions, appeals and enforcements as listed in Appendix B were noted.
- c. The response to the South Downs National Park (SDNP) Local Plan was discussed. Cllr Dibden was thanked for co-ordinating the response. It was agreed that the detailed response (which included a number of revisions to the information received) and an annotated and amended A3 Map should be submitted to SDNP as soon as possible to meet the deadline.

ACTION: The Clerk

5. Finance

- a. The External Auditors report from BDO LLP (the Government appointed External Auditors for Hambledon Parish Council) and the Final Accounts for Financial Year ending 31st March 2014 were accepted and approved. The requisite information and statutory notice were displayed on both the Parish Council Notice Board and on the website. A plan to address the two items raised by the External Auditors in their comments was being developed and would be in place by 31st March 2015. **ACTION: The Clerk and the Finance Working Group**
- b. The financial report to the 30st September 2014 was received.
- c. Funds for the final half-year of the Precept for Financial Year 2014/15 had now been received from WCC.
- d. Notification had also been received from Sport England that the grant application for Tennis Coaching was successful and that funds would be made available soon.
- e. Payments as listed in Appendix C were approved.

6. Footpaths

- a. Informal path on Windmill Down
There had been little progress on this matter since the last meeting and the deadline for submission to *The Hambledonian* had now passed without comment from Mr Mason. The Clerk was instructed to check and then submit the necessary forms for seeking a formal footpath in this vicinity to HCC. **ACTION: The Clerk**
- b. Repairs to Footpath
Action was being taken to carry out repairs to the footpath at the eastern end of Whitedale field.

7. Recreation

- a. To approve spending of Open Spaces funding balances on specific items
The balance on the fund was currently £4,760.09. The funds were held by WCC on behalf of HPC and could be spent on specific items of Capital expenditure for Play or Sport in accordance with Open Spaces funding rules. The amount available for Play was £1,775.33 and the amount available for Sport was £2,984.76. Following further research, Cllrs Higham and Wigley had identified that a tricycle complete with a steering wheel and suitable for one year olds should

be obtained and located in the Village Hall play area. The cost would be approximately £600 including installation; this was approved unanimously.

ACTION: Cllr Higham, Cllr Wigley and The Clerk

- b. To confirm that Playground equipment checks have been carried out
Cllr Higham confirmed that the equipment at the Village Hall site had been checked on 4th October 2014 and that equipment at Stewarts Green was checked on a regular basis. Cllr Thornton suggested that small hard-backed books be purchased in order to record future checks and action taken. Approval was also given to Cllr to spend up to £20 to replace small play items that were beyond repair.

ACTION: Cllr Higham, Cllr Wigley and The Clerk

8. Village Maintenance and Lengthsmen

- a. Cllr Birdwood advised that the Lengthsmen would be attending for two days during the week commencing 20th October 2014 and that they would be instructed to carry out the usual maintenance schedule and in addition concentrate on ditches and grips. Cllr Birdwood said that Chris Martin was currently about three weeks behind on Hedge cutting due to the exceptional growth of vegetation this year.

9. Flood Update/Issues

- a. To receive update on meetings held during September 2014.
Cllrs Dibden, Higham and Thornton reported on the meeting that they had attended with HCC and Southern Water on 30th September and said that a number of issues had been discussed including Field drains (and their effect on the water table), ditch work and technical aspects of the pipe. Representatives from Southern Water said that 10% of their Repairs and Maintenance budget was being spent on Hambledon. Cllr Thornton said that the meeting had been quite positive but that not all questions raised had been answered. Villagers would have an opportunity to raise their own concerns at the meeting arranged for 13th October.
- b. Cllr Higham said that he had attended a meeting at WCC with Hampshire Fire and Rescue Service in early October and that ACSO's would be replaced by Rangers and that their training would start soon. Cllr Higham had also advised the Chief Fire Officer of Hampshire that a pool of Petrol driven pumps would be needed to be available.

10. Changes to legislation – Openness of Local Government Bodies Regulations 2014

The Clerk advised that Hampshire Association of Local Councils (HALC) had informed him that following a change in legislation regarding the recording of Council meetings that changes to Hambledon Parish Council's standing orders would be required. Following discussion, Councillors unanimously agreed the following:-

- a. To suspend application of National Association of Local Councils (NALC) Model SO3L at Council and Committee meetings until it has been replaced.
- b. To update Standing Orders to replace SO3L.
- c. To adopt a policy that makes provision for the new regulations.
- d. To follow NALC recommendations on this matter.

ACTION: Cllr Dibden and The Clerk

11. Transport

- a. Winchester Passenger Transport Forum – to approve Mik Norman as formal representative for Hambledon.

Councillors thanked Mik Norman for volunteering to represent Hambledon at this forum and unanimously approved him as their representative.

ACTION: Cllr Thornton

12. Grants

- a. To consider applications received to 30th September 2014

An application had been received from the Village Hall for the purchase of scaffolding for £1000. Councillors decided to defer this request for funds until the next meeting and request the Village Hall committee to provide further information regarding their application.

ACTION: The Clerk

13. Correspondence

- a. A Stakeholder Consultation on Hampshire Countryside Access Plan Review had been received from HCC. Cllrs Birdwood, Dibden and Thistlethwayte agreed to complete the survey on behalf of HPC.
ACTION: Cllrs Birdwood, Dibden and Thistlethwayte
- b. Communication had been received from Hampshire County Council on a proposed reduction to the Mobile Library Service in Hampshire. Cllrs noted the contents of the communication.
- c. Communication had been forwarded by HCC Cllr Huxstep from a company called Burson-Marsteller providing information regarding possible grant funding for the Vodafone Rural Open Sure Signal Programme. The grant conditions required the sign up of at least 5 village residents to take the service and additional ongoing costs for both HPC and the residents. Cllr Dibden agreed to see if there were sufficient takers before the 14th October deadline.
ACTION: Cllr Dibden
- d. A response had been received from the Parochial Church Council (PCC) regarding HPC's enquiry regarding possible location of a phone mast (following Harlequin's initial enquiry to HPC in July 2014). The PCC's preferred course of action was to ask HPC to investigate the Vodafone scheme, however, although it felt that the church tower was not a suitable position for a phone mast, it wondered if locating a tree radio mast near to the shed on the north side of the church would be a suitable alternative solution.
ACTION: The Clerk
- e. Correspondence had been received from Frances Lovelock regarding the fragile water supply and how the flood alleviation measures. Cllr Thornton agreed to respond to Frances.
ACTION: Cllr Thornton
- f. Correspondence had been received from David Miller regarding Curbstones in the village and whether they would be replaced. Cllr Thornton said that he had already replied to David Miller on this matter.
- g. Hambledon Arts Society had asked whether HPC could support them with transportation costs regarding the firing of the World War One Gun. This item had now been overtaken by events.

14. The next meeting will be held at 7.30pm on Monday, 3rd of November in Hambledon Village Hall.

Cllr Thistlethwayte requested that Parish Assets be included as an item on the next Agenda.

ACTION: The Clerk

Cllr Dibden reminded everyone that a specific meeting was being held on Tuesday 4th November at 7pm in the Village Hall to discuss the Village Design Statement.

The meeting closed at 21:10.

Appendix A – Planning Applications

- i) **SDNP/14/04071/TCA Mornington House, Speltham Hill, Hambledon, Waterlooville, Hampshire, PO7 4RU** – 2 no. Sycamore to fell, group of Thuja to clean up major deadwood, 1 no. Macracarpa to remove, 1 no. Ash tree to remove deadwood a 1 branch growing close to house, 1 no. Ash to fell, 1 no. Chesnut to fell – **No Comment. ACTION: The Clerk**

Appendix B – Planning Decisions

- i) **SDNP/14/03546/TCA Cams, Cams Hill Lane, Hambledon, Waterlooville Hampshire PO7 4SP** – 1 no. Ash to remove deadwood (T1), 1 no. Horse Chesnut to prune back the tips of the branches brushing roof (T4), group of Western Red Cedar to fell (G1) – **Raise No objection**

- ii) **SDNP/14/03999/TCA Deepdale, East Street, Hambledon Waterlooville Hampshire PO7 4RZ** – 14 no. Leylandii to be felled – **Raise No objection**

Appendix C - Payments

Payments made between Council Meetings

29/08/2014	118	T Higham	Sand for Play Area	£23.92
29/08/2014	BACS	G Wright	Aug – Salary, Allowance & Travel	£457.92
29/08/2014	BACS	G Wright	Office Insurance costs (Aug to Oct)	£48.80
29/08/2014	BACS	G Wright (Staples PLC)	Flood – flyers printing	£45.40
09/09/2014	BACS	A Olle	Tennis Coaching – Aug 2014	£370.00
10/09/14	BACS	Claudia Spencer	Assistant Tennis Coach – Aug 2014	£70.00
30/09/14	BACS	B Martin	Village Grounds Maintenance – July & Aug 2014 (includes Strimming Footpaths for July & Sept).	£216.00

Total payments made £1,232.04

Payments to be made

30/09/14	BACS	G Wright (Argos Outlet)	Toshiba Laptop for Clerk	£239.99
30/09/14	BACS	A Olle	Tennis Coaching – Sep 2014	£262.50
30/09/14	BACS	Meon Valley Printers	Printing for AGM (May 2014) – Invoice No. 33,432	£23.90
30/09/14	BACS	HALC	Finance training for Clerk – 18 Sep – Invoice 11551	£60.00
30/09/14	BACS	BDO LLP	External Auditors Fee for Annual Return for FY 13/14	£360.00
30/09/14	BACS	G Wright	Sep – Salary, Allowance & Travel	£339.92
30/09/14	BACS	HMRC	Sep – Income Tax	£164.80
30/09/14	BACS	Claudia Spencer	Assistant Tennis Coach – Sep 2014	£92.50
30/09/14	BACS	HALC	Minute Taking training for Clerk – 10 Sep – Invoice 11538	£36.00

Total payments to be made £1,579.61

Total payments for September 2014 £2,811.65