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Parish Council Meeting Minutes

Monday 21st July 2014, 7.30pm

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

In attendance: J Worrall (Clerk), PCSO Amey Stevens, three members of the public

Chair of Meeting: Cllr J Thornton

Clerk for Meeting: J Worrall

1. Apologies for absence and declarations of interest
Apologies received from Cllr M Thistlethwayte and Cllr S Wigley.
Cllr Higham declared an interest in planning application SDNP/14/03316/HOUS (Appendix A, iv).
Cllr Dibden declared a non-pecuniary interest in agenda item 9, Headstone Copse.
2. Public participation. Reports received from:
 - a. The Police
PCSO Amey Stevens reported three suspicious incidents – a van about to fly tip on Hyden Farm Lane; a door-to-door salesman in West Street being pushy; and pigs escaping onto land at Bent Lane/Habens Lane. One instance of anti-social behaviour at Speltham Hill, where one parent was verbally abusive to another over parking.
 - b. The County Councillor
None received.
Agreed to raise issues about replacements for ACSOs. Latest plan is to form groups from off duty firemen and police paid for by HCC.
ACTION – Cllr Higham to write letter to HCC.
It was noted that the major building works at the school commenced today.
 - c. The District Councillor
Cllr Dibden reported on the following:
 - i. The Silver Hill development in Winchester had resulted in some very long meetings, but these were now slowing down.
 - ii. Her attendance at a renewables briefing, not aimed at any particular parishes.
 - iii. A dustbin lorry hitting walls on Church Lane and Speltham Hill. Complaints have been forwarded to the relevant people at WCC.
 - iv. Confirmation of ownership of land at Old Barn Crescent still being sought. WCC had repaired the wall there, but this had been done very poorly. Ownership will become very relevant when reinstating the car park.
 - v. Cams Hill vegetation – a matter had been reported and dealt with.
 - vi. Stewarts Green Bonfire – complaint over resident burning rubbish from work. Contacted resident and Environmental Health.

- vii. Seeking clarification on double glazing in a conservation area. Two planning appeals made in the village, one resulting in approval, the other in rejection.
 - viii. Improving the grass area near phone boxes, opposite The Gardens. To be undertaken by the Parish Council or Lengthsmen, rather than individuals. Land owned by WCC. Need to work with them too. Designs needed to show residents and get their agreement.
ACTION – Design ideas needed.
3. Minutes from the previous meetings:
Council Meeting 2 June 2014 and Extraordinary Meeting 22 June 2014 – Approved.
4. Casual Vacancy for Parish Councillor
Two people had noted interest in the vacancy. They have been asked to submit a brief CV and note their interests in council work. The deadline is 31 July. The Council would choose the person thought to best complement the skills of current councillors.
5. Planning Sub-Committee
Working Parties cannot make decisions and need to go back to a full council meeting for a decision on any matter. There are times when planning application decisions need to be made before a full meeting. A Planning Committee can decide independently and report back at the full council meeting. **Agreed** - Create a Planning Committee with delegated powers.
6. Planning
- d. Planning applications as listed in Appendix A were discussed.
 - e. Planning decisions, appeals and enforcements as listed in Appendix B were noted.
 - f. Planning enforcements:
 - i) **St Peters Farm Church Lane, Hambledon PO7 4RT:** Informal hearing 18/3/14
Reported that 2 out of 3 matters had been completed in time. The hardstanding had still not been removed.
ACTION – Send email to Enforcement Manager.
 - ii) **Hambledon Vineyard:** earthworks, slug pellets, licensing for weddings and caravans
A new enforcement officer has been allocated and will keep the Council informed. Caravans would only be an issue if separate dwellings to the property, rather than ancillary to normal living. This would need to be clarified. A follow up required on slug pellets; to check if there are any still there.
 - g. Formation of a Village Design Statement committee
A committee should be set up, but not chaired by a Councillor. No deadline for preparing a Village Design Statement, but should aim to do this as soon as possible.
ACTION – Cllr Dibden to look at setting up a Committee after the summer.
ACTION – Cllr Dibden to include an article in the Hambledonian, separate from the Parish Council article.
 - h. Location of a new mobile phone mast
A site originally offered in 2011 has been offered again. If the Parish Council and Parish Plan want this, the landowner will investigate further. Expect to locate near footpaths, but landscaping will be looked at to make sure it is not unsightly, possibly even disguise as a tree. The mast would need planning permission anyway.
ACTION – contact landowner and ask if this could be pursued.
7. Finance
- a. The quarterly financial report and bank reconciliation were received.
Cllr Higham reported the Bellwin flood claim money was still to be received.
 - b. Payments as listed in Appendix C were approved.

- c. Matters arising from the Internal Audit - these were noted as minor points by the Council.
ACTION – Cllr Dibden to include the report on the website.
8. Highways and Traffic
HCC have been made aware of blocked drains on Speltham Hill and will be clearing.
9. Footpaths
- a. Informal path on Windmill Down
Cllr Birdwood reported that Mr Mason and his sister do not want permissive path. The Council has been asked to represent village and make this a formal footpath. At least thirty claim forms have already been received. There is a set order for completing process. Maps need to be accurate. The Council agreed to pursue this. No deadline, but to complete as soon as possible. The Council agreed to draft one last letter to Mr Mason from the new Chairman.
- b. Footpath at Headstone Copse
Cllr Birdwood and Cllr Thornton met with Mr Witts, an HCC officer and Gary & Laura Plaisted. Mr Witts offered a permissive path. Villagers to be encouraged to work with Mr Witts and help with management of the path. A village conservation group may be set up to assist with this. An article will be included in the Hambledonian to publicise the agreement. The Council felt this was a very good outcome.
10. Recreation
Open Spaces funding balances - no positive feedback received about a table tennis table. The sport balance is difficult to spend.
Many, including non-villagers, use the play area. An extra play item could use the balance allocated for play items. Agreed that this needs to be sorted by autumn.
ACTION – Cllr Higham and Cllr Wigley to investigate new play item.
11. Village Maintenance and Lengthsmen
- a. The verges between Three Corners and Brook Lane were very overgrown and dangerous for traffic. The Lengthsmen broke a strimmer trying to cut it back.
ACTION – Cllr Birdwood to contact HCC about cutting back these verges.
- b. Church Lane (Hog Lane) very overgrown. Vehicles being scratched.
ACTION – Cllr Birdwood to contact HCC and check who is responsible for trimming the hedges.
ACTION – Clerk to write to landowner, if the responsibility is theirs.
12. Flood Update/Issues
- a. Flash floods on 8 July
Data still being collated, but drains blocked on Speltham Hill resulted in some flooding to properties. A pile of chippings has accumulated at the bottom of the High Street. **ACTION** – Cllr Thornton to contact HCC regarding clearing of chippings.
- b. Flood grants available and applications
Criteria updated to allow homes where septic tanks flooded to claim for a grant. Deadline is September, but need to find a way to notify villagers. Too late to include details in the Hambledonian. WCC have done all they intend to do to publicise these new grants.
ACTION – Cllr Higham to request WCC send flyers to all villagers.
- c. HCC meeting, 11 July 2014
Cllr Higham reported that £2.3m had been granted to cover 2/3^{rds} of the pipe. The cost of the pipe is £3.89m in total. Still unclear if Environment Agency or HCC will fund the rest.
HCC meeting to be confirmed to discuss next stage of pipework.
ACTION – Clerk to book VH for either 29/30 July.

Need to identify all houses with cellars before digging commences. No way of knowing, but should be covered in the HCC meeting.

A meeting to take place in September to brief the village about the process of installing the pipe and impact on road access.

d. Chair of the Flood Action Group

No one identified as a replacement yet. Considering if this could be a job share/on a rota system. If taken on by one person it would be a major commitment.

13. Review of Annual Parish Meeting

Publicity to be improved for next year. Previously cards had been used to invite people to the meeting, but delivery would be onerous. The Council used to own Perspex holders in the shops and The Vine for cards to be taken from. The day and time of the meeting was not felt to be an issue.

14. Approach to identifying Community Assets

A list of assets considered as important to the village to be created. The list will be sent to WCC to get approval. Having a list of Community Assets allows the Council to have the first opportunity to purchase assets if and when they ever come up for sale.

15. Plans for Guy Fawkes night

Hambledon Bonfire to take place on 1 November. Details will be discussed in the September Council meeting. The event was very popular last year and self funding. The event takes place on land rented by the Parish Council. The committee report back to the Parish Council through Cllr Higham.

16. Correspondence

a. D Lance: cars parking across junctions

PCSO Stevens reported it is not illegal to park opposite a junction, although parking within 10m of a junction on same side is. If the car is causing an obstruction, then the car could be moved if a problem. PCSO Stevens confirmed she would be about for start of the new school term in September.

b. P Crew: very slow broadband, worsening in past five weeks

The members of the Council share this concern. To check if HCC can liaise with Open Reach when doing pipework to bring cable into the village.

c. P Crew: abandoned signs and spray paint from cyclists events

HCC had confirmed that paint and signs are illegal, although small signs removed promptly are overlooked. Identifying who is doing this is the problem.

Could ask cyclists, through the Hambledonian, if they know when the events are going to be. Tends to be the small events, rather than the major organized events.

d. M Norman: impact of large bonfires on other residents

This was covered in the District Councillor's report.

17. The next meeting will be on Monday 1 September, Hambledon Village Hall.

The meeting closed at 21:10.

Appendix A – Planning Applications

- i) **SDNP/14/02888/HOUS Battlegreen Green Lane Hambledon Waterlooville Hampshire PO7 4TB** - Orangery to rear.
No objection. ACTION – The Clerk
- ii) **SDNP/14/03073/LIS Park House East Street Hambledon Waterlooville Hampshire PO7 4SB** - Replacement of 4no sash windows and 1no casement window to southern elevation; replacement of 2no doors to north and north-west elevation.
No objection. Council to support as improvement, not just replacement works. ACTION – Cllr Dibden to provide a letter of support.
- iii) **SDNP/14/03136/HOUS 18 The Maltings Hambledon Waterlooville Hampshire PO7 4AE** - Single storey rear extension following partial demolition of existing rear extension. An updated application, now specifying slate and bricks to be used.
No objection. ACTION – The Clerk
- iv) **SDNP/14/03316/HOUS Hapton House Church Lane Hambledon Waterlooville PO7 4RT** - Single storey infill extension (WITHIN THE CURTILAGE OF A LISTED BUILDING)
Not visible, infill between existing buildings.
No objection. ACTION – The Clerk

Appendix B – Planning Decisions

The Council noted the following planning decisions:

- i) **SDNP/14/02242/HOUS 18 The Maltings Hambledon Waterlooville Hampshire PO7 4AE** - Single Storey rear extension following demolition of existing kitchen (RESUBMISSION).
Application Withdrawn
- ii) **SDNP/14/01905/FUL Hambledon Infant School, Church Lane, PO7 4RT** - Change of use of former head masters house to educational purposes and alterations to windows.
Application Approved
- iii) **SDNP/14/01805/LIS 1 Church Lane, PO7 4RT** - 5 no replacement windows to south elevations. **Application Approved**
- iv) **SDNP/14/01320/HOUS Barn House West Street Hambledon PO7 4SN** - Oak framed one bay car port with log store. **Application Refused**
- v) **SDNP/14/02302/HOUS 7 Stewarts Green, PO7 4SU** - Two storey side and rear extensions; front porch. **Application Approved**
- vi) **SDNP/14/02150/HOUS 8 Stewarts Green, PO7 4SU** - Two storey rear and side extensions. **Application Approved**
- vii) **SDNP/14/00010/REF 3 East Street, PO7 4RX** - Insertion of two internal doorways in ground floor between numbers 3 and 4; replacement of bow window with a double glazed box window; minor alterations and repairs. **Appeal Allowed**
- viii) **SDNP/14/00011/REF 3 East Street, PO7 4RX** – Insertion of two internal doorways in ground floor between numbers 3 and 4; replacement of bow window with a double glazed box window; minor alterations and repairs. **Appeal Allowed**

Appendix C - Payments

Payments made between Council Meetings

08/07/2014	BACS	A Olle	Tennis Coaching	£393.75
08/07/2014	BACS	South Central Ambulance	First Aid Training	£200.00
08/07/2014	BACS	HALC	Annual Conference and Knowledge/Core Skills	£216.00
08/07/2014	BACS	Do The Numbers Ltd	Internal Audit Fee	£320.00
08/07/2014	BACS	J Worrall	June - Salary & Allowance	£489.66
08/07/2014	BACS	R Hoile	Salary June	£169.60
08/07/2014	BACS	Claymart	Village Maintenance May & June	£196.00
15/07/2014	BACS	E Billingham	Salary June	£95.91
15/07/2014	BACS	e-mango	Website Annual Fee	£576.00

21/07/2014	114	Peoples Market	APM	£70.25
21/07/2014	115	T Higham	National Flood Forum Conference – fee and travel	£80.90
21/07/2014	116	M Norman	Expenses	£67.24
21/07/2014	BACS	HALC	Multi-Clerk Discount Cancellation	£52.00
25/07/2014	BACS	J Worrall	July – Salary, Allowance & Travel to Course	£402.34

Total payments approved for July 2014

£ 3,329.65