



## MINUTES

### Hambleton Parish Council

01 June 2020; 7.30pm; Virtual Meeting via Zoom

#### PRESENT:

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

#### In Attendance:

Mrs Joanna Tester (Clerk); Cllr Pearson (WCC) & four member of the public

#### Meeting started at 7.31pm

Item No.	Item	Discussion & Decision	Action
901	Acknowledgements	Councillors paused and remembered in silence the contribution of Jean Rutherford and all other villagers who have passed away since the last meeting.	
902	Apologies	Apologies accepted from Cllr Weston & PCSO Wetherill	
903	Disclosable pecuniary interests	Cllr Twiney - As treasurer of the PCC, an interest is present for agenda item 920.	
904	Requests for dispensations	None requested	
905	Public questions & comments	Standing orders suspended for a max of 10 mins. Comments:  Donations (agenda item 919). How has decision been made about who to support?	
906	Resume standing orders	Agreed	

907	District councillor's report & questions arising	<p>Report received from Cllr Pearson. Clerk to publish on PC website. Main points as follows:</p> <ul style="list-style-type: none"> <li>• Preparation &amp; training is taking place to allow the use of Microsoft Teams for Council meetings.</li> <li>• First 2 planning committee meetings to be held 02/06 and 03/06. Winchester Movement Strategy meeting will be planned soon, as well as a Rural Parishes - Biology &amp; Biodiversity meeting (dates tbc).</li> <li>• Thanks given to local volunteers and key workers.</li> </ul> <p>Report received from Cllr Weston. Clerk to publish on PC website. Main points as follows:</p> <ul style="list-style-type: none"> <li>• Summary of community support grants can be found at <a href="https://www.winchester.gov.uk/get-help/financial-support/covid-19-community-support-grants">https://www.winchester.gov.uk/get-help/financial-support/covid-19-community-support-grants</a></li> <li>• Citizens Advice: <b>Local Call Back Service:</b> 01489 890 940 or 01962 848 003 (Mon to Fri) <b>Regional Advice line:</b> 03444 111 306 Operating: Mon-Fri 9.30am-5pm, and Sat 10am-12pm) <b>Universal Credit Help to Claim:</b> 0800 144 8 444 (Operating Mon – Fri 8.00am – 6.00pm) <b>Consumer Issues:</b> 0808 2231133 (operating 9am to 5pm) <b>Email:</b> <a href="mailto:advice@winchesterdistrictcab.org.uk">advice@winchesterdistrictcab.org.uk</a></li> <li>• Waste &amp; Recycling Collections - running to schedule. For more info visit <a href="https://www.winchester.gov.uk/waste-recycling/service-changes">https://www.winchester.gov.uk/waste-recycling/service-changes</a> Please continue to report fly-tipping.</li> <li>• Bonfires, BBQs &amp; DIY - don't burn your waste &amp; check wind direction before lighting BBQs. Any concerns about environmental issues in your neighbourhood, tel. 01962 848097, email: <a href="mailto:EH@winchester.gov.uk">EH@winchester.gov.uk</a>, or visit: <a href="http://www.winchester.gov.uk/environment">www.winchester.gov.uk/environment</a></li> <li>• Support for businesses - local businesses can call 01962 848 288, or email <a href="mailto:businessrates@winchester.gov.uk">businessrates@winchester.gov.uk</a> for help.</li> <li>• If you need to contact a particular WCC service, there are direct tel numbers avail - see full report on PC website.</li> </ul>	
908	County councillor's report & questions arising	<p>Due to technical issues accessing the on-line meeting, Cllr Huxstep was unfortunately unable to attend. However, a report was received. Clerk to publish on PC website. Main points as follows:</p> <ul style="list-style-type: none"> <li>• <b>Covid-19</b> - specialists from Public Health England are working with HCC &amp; NHS staff to continue to combat the virus. Priority is to maintain critical local services &amp; sign-post residents to most up-to-date official sources of info/advice.</li> <li>• <b>Household Waste Recycling Centres</b> - all Hampshire centres now open 10am to 6pm. Use should only be for essential disposal whereby storing such waste is a H&amp;S issue. A pre-booking system is being introduced mid-June.</li> </ul>	Clerk

908	County councillor's report & questions arising cont.	<ul style="list-style-type: none"> <li>• <b>Hampshire primary schools</b> - reopened 01 June to Yrs R, 1 and 6. Pre-schools &amp; nurseries were also able to welcome more children back.</li> <li>• <b>Hampshire secondary schools</b> - planning for some face-to-face contact with Yr 10 pupils from 15 June.</li> <li>• <b>Upholding democracy during Covid-19</b> - HCC's first ever virtual Annual General Meeting was held on 29 May. A recording is available to view online. Recovery planning has begun (encompassing HCC, direct partners, residents and businesses).</li> </ul> <p>Cllr Huxstep also confirmed verbally that should the PC wish to pursue the idea of introducing measures on East Street to provide safer access for cyclists and pedestrians whilst social distancing (see item 937), HCC would, as a first step, need to see a sketched plan of the proposal.</p>	
909	Police/PCSO report	<p>PCSO Wetherill provided an annual report (2019/20) intended for the cancelled 2020 APM, and an update specifically for this meeting. Clerk to publish both on PC website. Main points as follows:</p> <p><u>Summary 2019/20</u></p> <ul style="list-style-type: none"> <li>• Sgt Holland has replaced Sgt Gilmour.</li> <li>• Extra funding to increase the no of Police Officers and PCSOs</li> <li>• Crime remained similar to last year; occasional incidents of opportunistic crime. Security is important.</li> <li>• Speeding &amp; vehicle nuisance. Blog A32 remains an issue. Roads Policing Dept, with assistance from Neighbourhood teams, has carried out successful operations along A32 &amp; A272 to combat speed, antisocial behaviour and illegal modifications.</li> <li>• Huge push on social media as a way of the Police interacting with communities: @WinchesterPolice (FaceBook); and @HampshireConstabulary (Instagram).</li> </ul> <p><u>Update for 01 June 2020</u></p> <ul style="list-style-type: none"> <li>• The following are the correct options for reporting:  <b>999</b> - Emergencies/immediate calls for service only  <b>101</b> - Non emergencies and reports relating to incidents that are no longer in progress for example: ASB, Criminal Damage, Theft  <b>Online reporting</b> – Non emergencies similar to 101, there is the facility to report incidents like road traffic collisions as well as ASB. Damage, theft etc. Follow this link: <a href="https://www.hampshire.police.uk/ro/report/ocr/af/how-to-report-a-crime/">https://www.hampshire.police.uk/ro/report/ocr/af/how-to-report-a-crime/</a>  <b>Crimestoppers</b> – This is a free confidential service that allows anyone to report to the Police without fear of reprisals. The information provided is sanitised and passed to the relevant Police force and applies throughout the country. Follow this link: <a href="https://crimestoppers-uk.org/?gclid=EAlaIqobChMI5u73I9ng6QIVjevtCh0q8wA7EAAAYAAAEgJdG_D_BwE">https://crimestoppers-uk.org/?gclid=EAlaIqobChMI5u73I9ng6QIVjevtCh0q8wA7EAAAYAAAEgJdG_D_BwE</a></li> </ul>	Clerk



913	Q4 Report & Statement	<p><b>Resolved:</b> that the PC should approve the Q4 financial 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>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
914	Annual Governance Statement 2019-20	<b>Resolved:</b> that the PC should approve the Annual Governance Statement for 2019-20.	Clerk
915	Accounting Statements 2019-20	<b>Resolved:</b> that the PC should approve the Accounting Statement for 2019-20.	Clerk
916	Annual Internal Audit Report 2019-20	<b>Resolved:</b> that the PC should approve the Annual Internal Audit Report for 2019-20.	Clerk
917	Asset Register	<b>Resolved:</b> that the PC should approve the updated Asset Register.	Clerk
918	Financial Risk Management Document	<b>Resolved:</b> that the PC should approve the updated Financial Risk Management document.	Clerk
919	Donations	<p><b>Resolved:</b> that the PC should approve donating £100.00 to Hambledon Cricket Club, but decline to donate to the Marie Curie Emergency Appeal, Victim Support &amp; Citizens Advice.</p> <p>Councillors requested that a discussion re. support for Citizens Advice in 2021/22 budget should be added to the Jan 2021 agenda.</p>	Clerk Clerk
920	Grants	<b>Resolved:</b> that the PC should approve a grant of £600.00 to Hambledon PCC to assist with the annual maintenance costs of the churchyard.	Clerk
921	Delegation to the Clerk	<b>Resolved:</b> that the PC should renew the delegation to the Clerk as approved at the extraordinary meeting 17 Mar 2020.	Clerk
922	Zoom Subscription	<p><b>Resolved:</b> that the PC should approve the purchase of a Pro Plan Zoom licence on a month-by-month basis, until such a time that - based on Government advice - the Clerk, Chair and Vice-Chair consider it appropriate to resume face-to-face meetings.</p> <p>[Currently, Cllr Quinn is paying for the subscription and will require reimbursement idc.]</p>	Clerk

923	Payment of accounts	<p>Payments approved as follows:</p> <p><b>Mrs J C Tester</b> - Clerk salary (May 2020)      <b>£673.38</b></p> <p><b>NEST</b> - Clerk pension (May 2020)      <b>£ 53.14</b></p> <p><b>B C Martin</b> - Grounds maintenance/cleaning      <b>£ 120.00</b> (Jan 2020)</p>	Clerk
924	Planning applications	<b>SDNP/20/02034/HOUS</b> Buryfield, Bury Lodge, Hambledon, PO7 4SQ (demolition of existing garage and construction of single storey kitchen extension) <u>NO OBJECTION</u>	Clerk
925	Planning applications received after 28/05/20	None received.	Clerk
926	Planning decisions	Noted	
927	VIPWG	<p>Cllr Thornton reported the following:</p> <ul style="list-style-type: none"> <li>• Two further finials have been returned by Heritage Finger Post Signs (both refurbished free of charge as they were not under the original contract). One of these, plus the Chidden Holt finial received earlier, has been passed to HCC to replace when corresponding posts are refurbished (HCC project; to be carried out by JK Engineering). The third finial is from Brook Lane/ B2150 junction - await new fingerpost for that junction before reinstalling.</li> <li>• Q to Cllr Thornton: letters on the fingerpost at Chidden Lane junction are not painted in black on the rear of the fingers - not known if this is standard practice though it was noted this is also the case at the Green Man junction. Man Shed could be asked to rectify if thought necessary.</li> </ul>	
928	Insurance for George House Bollards & Street Name Signs	<b>Resolved:</b> that the PC should approve insuring the GH bollards but not the street name signs. Clerk to liaise with insurance co.	Clerk
929	George House Bollards (Removal/Repair)	<b>Resolved:</b> that the PC should take no further action (a Hampshire Highways rep has made a site visit and considers nfa appropriate).	
930	George House Planters	<p>The following amendment to the original motion - 'to reflect COVID-19 financial uncertainty' - was proposed and seconded: 'that the PC should delay by 1 year the decision to purchase the GH planters'. This motion was <u>not carried</u> (2 votes in favour, 4 votes against).</p> <p><b>Resolved:</b> that the PC approves the purchase of 4 x Hampton Planters from Riverhill Garden Supplies at a total cost of £1,458.19 + VAT (5 votes in favour, 1 vote against).</p>	Clerk

931	Village Entrance Signs	<p><b>Resolved:</b> that the PC awards the contract to JK Engineering. (5 votes in favour; 1 vote against).</p> <p>The Chair stated that councillors will not in the future arrange for quotations to be obtained - this will only be done by the clerk.</p>	Clerk
932	School/Church Sign	<p><b>Resolved:</b> that the Clerk should request three quotes for the sign and then confirm with Hambledon Primary School &amp; the Church that in the current climate they remain content to split the cost three ways.</p>	Clerk
933	Oak Bollards @ Cams Hill & B2150	<p>As HCC had failed to respond to two requests for confirmation whether or not a licence is required it was <b>resolved</b> that the Clerk should instruct J Gordon to install the oak bollards (4 votes in favour, 1 against; 1 abstention).</p>	Clerk
934	Hambledon Greening Campaign	<p>The main focus is for the community to reduce its carbon footprint. Eight phases; no time limits. WCC have pledged £150 grant for first 5 communities to engage in virtual system (this would cover the £50 enrolment fee and £100 towards initial card printing costs). PC would need to set up (virtual) public meeting.</p> <p><b>Resolved:</b> that the PC supports the Greening campaign, which would operate as a working group of the PC (6 votes in favour).</p> <p>Clerk to liaise with Sue Crossley.</p>	Clerk
935	Parish Pollinator Pledge Initiative	<p><b>Resolved:</b> that the PC should ask the initiative rep to formally speak to the PC (votes 6 in favour).</p>	Clerk/Cllr Quinn
936	Milestone on B2150	<p><b>Resolved:</b> that Cllr Thornton should investigate whether the milestone is listed &amp;, if not, consider adding its re-positioning and maintenance to the Village Improvements plan for future consideration.</p>	Cllr Thornton
937	HAP Update	<p>Cllr Quinn reported the following:</p> <ul style="list-style-type: none"> <li>• Denmead HC have asked to continue medication scheme until at least end of June.</li> <li>• Whatsapp gone out to volunteers to ask buddies to make sure that they are at home when medication is due to be delivered. Clerk to forward message via FB and general village e-mail.</li> <li>• Shop scheme now stopped. HAP team to keep an eye on this.</li> <li>• Scheme to improve safety of pedestrians/cyclists in village centre especially East St.</li> </ul>	
938	Tennis Working Group	<p>Cllr Higham reported the following:</p> <ul style="list-style-type: none"> <li>• Tennis court cleaning and re-painting completed. Clerk, Chair and Cllr Higham have inspected the work and are very satisfied. Cllr Higham to carry out a second inspection before confirming that the Clerk can pay the supplier.</li> </ul>	Cllr Higham/ Clerk

939	Playground Inspections	<b>Resolved:</b> that the PC notes the playground inspections for 2020 and all areas for concern have been/will be addressed.	
940	Reports & issues	<ul style="list-style-type: none"> <li>• AQUIND: Cllr Quinn confirmed nothing to report.</li> <li>• Hambledon Business Group: Councillor Higham stated circa 75% of Hambledon businesses are shut or impacted by the COVID-19 crisis, &amp; confirmed that if a grant has been received by a business, there is unlikely to be further financial support going forward.</li> <li>• Hambledon 2020 Book. Cllr comments: <ul style="list-style-type: none"> <li>- concerns re. making inclusion 'voluntary' (all residences should be included; photos/writing voluntary).</li> <li>- Need to think about GDPR.</li> <li>- Businesses should be included.</li> <li>- Financial support from the PC likely to be modest due to current financial climate.</li> </ul> </li> </ul>	
941	Date/time of next meeting	Monday 06 July 2020; 7.30pm; Zoom virtual meeting	
942	Confidential matters	Members of public & press excluded.	
943	Co-option of Cllr	<b>Resolved:</b> that the PC should co-opt Mr Chris Silcock (6 votes in favour). Clerk to inform.	Clerk

**The meeting closed at 9.49pm**

**Signed:**

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

**Dated:**

**Signed:**

**Joanna Tester (Clerk):**

**Dated:**