

## Parish Council Meeting Minutes

Minutes Monday 4th November 2013 7.30pm

Present	In Attendance	Apologies
Cllr Norman	Cllr Coates	Cllr Thornton
Cllr Birdwood	Cllr Huxstep	
Cllr Higham		
Cllr Dibden		
Cllr Reeve		
Cllr Thistlethwayte		
Cllr Reeve		
<b>108/13 Apologies for absence and declarations of interest.</b>		
Cllr Thornton had sent his apologies.		
<b>109/13 - To adjourn for public participation</b>		
There were no members of the public.		
<b>109.1/13 - To receive the Police Report</b>		
Apologies were received from PCSO Amey Stevens and PC Sarah Newman. Cllr Norman noted that a police report had been sent. The following incidents were recorded: Church Lane – deliberate littering Lower Crabbick Lane – horses found with wire around legs. Rushmere Lane – motorbikes riding across farmland. Burglaries in Denmead. Members of the public were asked to be vigilant. Parking – school patrols had been relating to parking issues.		
<b>109.2/13 - To receive the County Councillor's Report.</b>		
Cllr Huxstep noted the following: Matters arising: Item 91.2 – Chair to enquire about presence at meeting on 7th October – The Council had received apologies after the meeting from Cllr Huxstep. Cllr Huxstep noted that there had been a full council meeting. Items discussed: Mineral Wastes plan approved. Revised committee had been agreed. It had been agreed that there would be no badger culling on HCC land. HCC budget was under pressure and would lose £38m in central Govt. support. Real figure with adjustments would be £80 million. Stay Warm campaign on going. Open Space funding changes. Cllr Dibden noted that there was a recycling facility within Hambleton that had a five year temporary permission. She asked Cllr Huxstep to be aware and monitor. Cllr Higham noted that there would be a new class starting at the Primary school in Sept. 2014 and asked that pressure be put on Governor services to assure that the classroom was ready on time. Cllr Huxstep had followed up the request and stated that it would be contained in the time scale. The Chair asked if there would be a HCC budget briefing for Parish Councils. ACTION: Cllr Huxstep would let the council know the date. Superfast broadband – It was agreed to discuss this item whilst Cllr Huxstep was present. Item 113.7/13 Cllr Huxstep noted that the initial time scale might not be on track. Cllr Dibden had attended the HALC and WDALC briefings. At the WDALC, Glen Peacey gave a presentation. Cllr Dibden proposed a draft letter to Glen Peacey. A copy of the letter would be sent to Cllr Mel Kendal. AGREED that the approved draft letter could be sent.		

It was noted that residents needed to register their interest on online.
<b>109.3/13 – To receive the District Councillor’s Report.</b>
<p>Cllr Coates gave a report and highlighted the following:  Matters arising: Item 91.313 – At the last meeting the Clerk had been instructed to ask Cllr Coates about the benefits for Hambledon residents of the proposed replacement of the Leisure Centre.  Cllr Coates had forwarded some information about the Leisure centre development prior to the meeting. It was noted that there was mention of the proposal in the City Paper number 2505, which was available on the WCC website. Reports were also available from Continuum and by a consortium of sporting clubs called Winchester Fit for the Future. Cllr Coates gave some back ground of the proposed future of the centre.  Cllr Higham had read the report and asked about car parking numbers and transport links. He noted concern over parking spaces for those coming from outlying villages and asked that the Councillor take the point of this need. Cllr Coates noted that a number of sites were being considered.  Financial strategy – WCC had a balanced budget for 2014 without an increase in council tax. Longer term there will be an increasing shortfall. There may be cuts in non-statutory services in future years.  Cllr Higham asked about the tax assistance from Central Govt. that occurred in 2013 – Cllr Coates was unsure if this would continue ACTION: Cllr Coates would enquire.</p>
<b>110/13- To approve the minutes of the meeting held 7<sup>th</sup> October and 16<sup>th</sup> October 2013</b>
<u>RESOLVED to agree the minutes.</u>
<b>111/13 - Matters arising from these minutes.</b>
<p>Item 61.6/13 – Proposed Wildlife area- Cllr Norman had contacted Hampshire &amp; Isle of Wight Wildlife Trust and requested a local representative to liaise with us regarding suitable sites/wildlife management in parish.  Item 85.3/12 – Oak tree –The plaque – on going. ACTION: Cllr Thornton  Item 102/13 - Use of the bin at People’s Market for dog mess –Cllr Norman had given a notice to the shop owner.</p>
<b>112/13 - Planning Applications and Decisions</b>
<b>112.1/13 - Matters arising</b>
<b>Matters arising:</b>
Item 57/13: Hayloft –Clerk had re-sent the letter of August 2012 and had not had a reply from WCC.
<b>112.2/13 - To receive Planning Applications</b>
<u>To receive planning applications:</u>
SDNP/13/05022/HOUS – Tower House, High Street, PO7 4RS (deadline 15th November)Two rear facing dormer windows; external doors from kitchen to the garden; replace some windows; internal alterations – <u>AGREED No objection</u>
SDNP/13/05023/LIS - Tower House, High Street, PO7 4RS (deadline 15th November)Two rear facing dormer windows; external doors from kitchen to the garden; replace some windows; internal alterations <u>AGREED No objection</u>
SDNP/13/04796/HOUS – 3 East Street, PO7 4RX (deadline 11th November) 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 <u>AGREED to support the application using this type of double glazing.</u> ACTION Cllr Dibden to write a letter regarding the double glazing application and state that the council support the application.
SDNP/13/04799/LIS - 3 East Street, PO7 4RX (deadline 11th November) 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. <u>AGREED to support the application. See above.</u>
SDNP/13/04936/DCOND - Blenheim, East Street, PO7 4RX - Single storey rear lobby and new conservation rooflight - DISCHARGE CONDITION 2 and 3 – <u>AGREED No action needed.</u>
SDNP/13/04677/DINPP – St Heliers, West Street, PO7 4SN -Replacement of the flat roof to the porch and garage with a pitched roof; replacement of concrete tile cladding with plain tiles. <u>AGREED No action needed.</u>
SDNP/13/04830/HOUS - Pilgrims Cottage – Change of Use of existing residential pool house to holiday

accommodation including minor fenestration additions and a wood burning stove with associated flue.(WITHIN THE CURTILAGE OF A LISTED BUILDING) AGREED No objection.

SDNP/13/03909/FUL - Beckless Farm, Brook Lane – Re-siting a proposed access approved under planning decision 06/00004/FUL (THIS APPLICATION MAY AFFECT THE SETTING OF A PUBLIC RIGHT OF WAY) (RETROSPECTIVE AGREED No action needed.

### **112.3/13 - To receive Planning Decisions**

To receive planning Decisions:

SDNP/13/03612/NMA – Valeo, Green Lane, PO7 4SY - APPROVED

(MINOR AMENDMENT to SDNP/12/02537/HOUS Replacement of existing garage with new extension and internal alterations) Replace the two ground floor east facing kitchen windows with one larger window; alter east end of the first floor living room balcony to match that previously shown to the west end and corbel both brick flank walls to project 150 mm toward the south.

SDNP/13/02979/DCOND – Lindsay Cottage, East Street, PO7 4RX – CONDITIONS DISCHARGED

New garden space to rear garden to northern boundary area - DISCHARGE CONDITION 2

SDNP/13/03263/HOUS – Kings Rest, West Street, PO7 4QL - APPROVED

Two storey central bay to the rear, single storey extension to the rear, alterations to the internal room layouts and circulation of both ground and first floor rooms, garden retaining walls, terracing and steps to the rear garden.

SDNP/13/03629/LIS - 1 Church Lane –REFUSED.

Change 5 in total modern replacement windows to the south elevation to more closely match the original style and other replacement windows.

### **112.4/13 - To receive Planning Appeals Notification**

Item 106.4/13 - The letter was sent regarding St Peters Farm to the Planning Inspectorate.

### **112.5/13 Update on Enforcement issues**

Prestfield Stud – On going.

### **112.6/13 - Village Design Statement**

No update

### **113/13 - Finance and Parish Council management**

#### **113.1/13**

**Matters Arising:**

**Item 82.10/13 – Update on the Parish Council representative to attend the Winchester Passenger Transport Forum.**

ACTION: Cllr Norman will progress with a potential volunteer

#### **113.2/13 – To approve payments**

AGREED to approve

#### **113.3/13 - Budget 2014/15 – To agree working party**

ACTION to meet on 25<sup>th</sup> November

Cllr Higham, Cllr Dibden, Cllr Thornton and the Clerk.

#### **113.4/13 Update on LTA tennis court grant for coaching.**

ACTION: The clerk to follow up the LTA grant.

ACTION Clerk to apply to Melissa Fletcher WCC for the remainder of the coaching funding.

#### **113.5/13 Website Matters Arising and Update – Cllr Dibden**

**Item 95.5/13 - ACTION: The Clerk to connect the tennis sections together. This has been actioned.**

The calendar had been updated and other dates can be added.

Cllr Reeve will be taught about how to up-date.

Cllr Dibden and the Clerk would be meeting to look at further tasks.

ACTION: Working party to discuss how to share information with the Hambledonian.

ACTION: Cllr Norman to send newsletter contributions to be added to the site.

<p><b>113.6/13 Grant Applications:</b>  <b>Matters arising:</b>  Grant Applications:  To consider the option of the principle of awarding three year funding.  AGREED in principle to offer the option of three year funding.</p>
<p><b>113.7/13 Update on the working party to pursue faster broadband issues within Hambledon.</b>  <b>Cllr Dibden to brief the council on the presentation from HCC at the WDALC AGM.</b></p>
<p>See Item 109.2/13.</p>
<p><b>113.8/13 Village Agent Scheme – Update on progress.</b></p>
<p>Being progressed by Age Concern. Article has been in the Hambledonian.  There was some discussion over including other ages within the scheme. Home-Start would provide advice to parents with children under 5. There was concern that there may be a need for help and advice for other age groups.</p>
<p><b>113.9/13 Neighbourhood Watch representative and Tree Warden role – Update</b></p>
<p>Geoff Hartridge was now the Neighbourhood Watch representative.  ACTION: To add a link to the Neighbourhood Watch website.  Tree Warden – AGREED: Cllr Birdwood and Cllr Thistlethwayte would take on the role of Tree Warden.</p>
<p><b>113.10/13 Update on the Fireworks event.</b></p>
<p>750 people attended. Huge success.  Logistics to be followed up for next time – car parking issues which will be addressed. Money was still being donated.  There was a suggestion of making 2014 evening a WW1 commemorative event.  ACTION: Cllr Higham to request a statement for the bonfire event. A grant application for a 2014 event would be entertained .</p>
<p><b>113.11/13 Open Spaces.</b></p>
<p>1. To consider proposed spending on the balance of Open Space funding. ACTION Clerk to clarify with Open Spaces on when the remainder of fund needs to be spent and whether an outdoor table tennis table would be considered.  2. Open Space mapping exercise – To agree working party for submission to WCC. ACTION Cllr Dibden, Cllr Thistlethwayte and Cllr Birdwood.</p>
<p><b>113.12/13 Parking:</b></p>
<p>1. Update on Village parking issues - Working party – ACTION – Working party to meet. Cllr Higham, Cllr Thornton and Cllr Reeve.  2. Update on increased parking provision at the Village Hall - It was noted that the Village Hall committee were looking at increasing parking space. The area at the back would be excavated and dressed with scalplings. ACTION Cllr Norman to follow up.</p>
<p><b>113.13/13 Update on the Parking and Planning workshop event. – Cllr Norman.</b></p>
<p>Cllr Norman discussed the plans about the event for a facilitated workshop.  Parking, Village Design Statement and signage would be included.  Police and other attendees would be invited  Date still had to be agreed. Suggested dates were Tuesday 4<sup>th</sup> February or the week of the 24<sup>th</sup> February 2014.  ACTION: Cllr Norman</p>
<p><b>113.14/13 Allotments – Update on the enquiries with WCC regarding land at Stewarts Green – Cllr Norman</b></p>
<p>Carried forward.</p>
<p><b>113.15/13 Update on the Parish Council representative on the Hambledon &amp; Denmead Welfare and Educational Trust board.</b></p>
<p>Papers were given to the Chair from the Trust.  Cllr Norman would study the papers and write to the Trustees accordingly.  ACTION Agenda for the next meeting.</p>
<p><b>113.16/13 To consider possible Village Enhancements.</b></p>

There was some discussion over possible siting of a village tree in the centre of the village.
<b>113.17/13 Update on the Village Christmas tree – Cllr Birdwood</b>
ACTION: Cllr Birdwood would source the tree for the church yard.
<b>113.18/13 To agree whether to display the minutes on the noticeboard.</b>
AGREED To continue to display the minutes in the notice board.
<b>113.19/13 To agree whether to join with other Meon Valley parishes in working together to address motorcycle noise and speed. – Cllr Dibden to update from further discussion at the WDALC AGM</b>
There were several local parishes that wished to coordinate and work together to tackle motor cycle numbers, speed and noise. AGREED to support the other parishes. ACTION: Clerk to email the Corhampton Clerk
<b>113.20/13 To agree attendance at the Code of Conduct briefing on 13<sup>th</sup> November 2013</b>
Clerk and Cllr Dibden to attend. Guildhall, Winchester at 6.30pm.
<b>113.21/13 To receive an update from the meeting of the Safer Neighbourhood Partnership - Cllr Norman.</b>
Cllr Norman noted the following items from the meeting: Speeding was still a police priority for Hambledon as the community had not indicated any other. Police were keen to promote Community Speedwatch. There had been a complaint about siren use in Hambledon and it was noted that the B2150 was used as training route for using sirens. PC Stuart Gilmour had requested that police not to use sirens in built up areas when training. Police have arrested a gang carrying out rural burglaries. The biggest drain on resources was the new development between Denmead and Waterlooville. Cllr Norman had thanked the police for their assistance with Hambledon parking. It was noted that Eastleigh parishes contributed towards the cost of a local PCSO which ensured they had a stronger community presence There was some discussion over Speedwatch and speeding within Hambledon. It was suggested that speeding would be impacted more under a shared space option and it was proposed that the Council obtain a quote on a consultation with Ben Hamilton-Baillie - Consultant for Shared Space. ACTION: Cllr Dibden & Cllr Thornton to contact and obtain quotation. Contributing to PCSO resources –ACTION: Cllr Norman to write to Botley Parish Council and make enquiries about the scheme.
<b>113.22/13 To assign a working group to agree new Standing Orders.</b>
AGREED: Cllr Reeve and Cllr Norman to meet.
<b>113.23/13 To receive an update on the HALC AGM – Cllr Dibden</b>
The minutes were sent to all.
<b>114/13 - Village Maintenance</b>
<b>114.1/13 - Lengthsman update</b>
<b>Lengthsman</b> <b>Item 96.1/13 – List of tasks for the Lengthsman - Cllr Thistlethwayte and Cllr Birdwood</b>
ACTION: Clerk to send the spread sheet to Cllr Birdwood to make changes and forward to Shedfield Parish Council.
<b>114.2/13 - Village Maintenance Contractor</b>
Cllr Norman met with the contractor and looked at areas needing work.
<b>114.3/13 - Village Hall Maintenance Update</b> <b>Village Maintenance Contractor</b> <b>Matters arising:</b> Item 42.2/13 - Village clear up – Postpone to Spring 2014.
<b>114.4/13 Village clear up – Item 42.2/13 - Postpone to Spring 2014. ACTION Mik Norman – On going</b>
<b>115/13 Flood Alleviation plans – Update</b> <b>To agree the council representation to the HCC Joint Flood Risk Management meeting on the 9th December.</b>
FAG would be meeting with HCC and landowners regarding some work in West Street. ACTION: Cllr Higham and Cllr Norman would attend. Clerk to book

<b>116/13 - Play Areas</b>
<b>116.1/13 - Matters arising:</b> Item 98.1/13 – Replacement mat for the slide ACTION: Cllr Higham to copy Clerk into correspondence/costs.
<b><u>116.2/13 - Update on tennis court</u></b>
The court was being used constantly. Coaching continued.
<b><u>117/13 – Footpaths</u></b>
<b>Matters arising:</b> Item 85/13 Countryside Access grant for scalplings on Footpath 15. ACTION: Cllr Birdwood to complete the grant application for the next deadline. Carried forward. Item 85/13 – Wayfarers Walk - Clerk had asked the HCC Footpaths officer for clarity on the responsibilities for the maintenance on Wayfarers Walk. An email response had been received and forwarded. Item 85/13 – Letter to landowners regarding maintenance and letter to Mr Mason regarding the permissive footpath ACTION: Mr Mason letter – Cllr Norman and Cllr Birdwood to make agreed changes to the letter and Clerk to send.
<b><u>118/13 – Highways</u></b>
<b>118.1/13 SLR: Matters Arising:</b> Item 46/13 and Item 65.1/13 Update on the missing charger. Carried forward.
<b><u>118.2/13 - Signs Audit</u></b>
Nothing to update.
<b><u>118.3/13 Road/pothole repair – Update</u></b>
Nothing to update.
<b><u>118.4/13 To consider a strategy to address traffic speed through the village.</u></b>
<b><u>119/13 - Parish Plan</u></b>
Nothing to update.
<b><u>120/13 - Correspondence</u></b>
1. Public access defibrillator scheme – ACTION to be on the agenda for the next meeting.
<b>121/13- To pass a resolution in accordance with the Public Bodies (Admission to Meetings) Act 1960 to exclude the public and press for the discussion of the Clerk’s vacancy.</b> CONFIDENTIAL MINUTES <u>RESOLVED to agree to advertise the role of Clerk on a temporary annual contract.</u>
<b><u>122/13 – Date and Time of next meeting</u></b>
2 <sup>nd</sup> December 2013
Meeting ended at 10.45pm