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Meeting of the Parish Council

Monday 4th July 2016, 7.30pm

Present: Cllr B Birdwood, Cllr T Higham, Cllr M Thistlethwayte, Cllr J Thornton,
and Cllr T Wood

In attendance: G Wright (Clerk), WCC Cllr V Weston, WCC Cllr F Pearson (left at 9.05pm).

Chair of Meeting: Cllr J Thornton

Clerk for Meeting: G Wright

1. To receive apologies for absence and declarations of interest

Apologies for absence were received from Cllr Wigley.

Cllrs Birdwood and Thistlethwayte declared an interest regarding the Planning Applications for Hambledon Vineyard in that they were residents of Vineyard Lane.

2. Public participation

The Chairman opened the meeting for public participation.

a. The Police

PCSO Owen Reeves had submitted his apologies for absence prior to the meeting;
no Police report was received in his absence.

b. The County Councillor

HCC Cllr Roger Huxstep had submitted his apologies for absence and sent his report prior to the meeting. Cllr Huxstep's report can be found below:

Devolution

Devolution appears to be going nowhere at the moment given the government's political uncertainty which could persist until September or later.

You may have seen some media reports implying that a Solent combined authority and devolution deal has been agreed with the Government. This is not the case; it is a local procedural step, one that we have been expecting, and not any kind of confirmation by the Government at this stage.

We have been aware for some time that our three unitary neighbours (Isle of Wight Council, Portsmouth City Council and Southampton City Council) have been in discussions about forming a combined authority between themselves. This is because the County Council's recent confirmation that it is not prepared to join a Combined Authority for the Solent unless and until Hampshire residents are consulted means that it is not possible for county districts to join the proposed deal until a later stage. The unitaries are therefore now preparing to take reports to their Cabinets over the next few weeks authorising their Leaders to approve the results of a local governance review which is now under way. Portsmouth published their Cabinet papers today, hence the media stories. If the reports are agreed, that will trigger a subsequent consultation on the specific tri-unitary Solent proposal that will run alongside our own planned consultation on a number of

different options, including the previous Solent proposal involving five districts. The Solent governance review could result in a recommendation to establish a combined authority between the three unitaries. If it does, and if a subsequent consultation is favourable, the Secretary of State needs to determine whether it would improve the delivery of statutory functions in the area. If he is satisfied of this, he could then proceed to lay the necessary order in Parliament. If the combined authority were established, theoretically in April 2017, Hampshire Districts could be eligible to join, assuming the same statutory tests are met. The press statements indicate that an elected mayor could then be introduced from May 2018.

Family Support Service.

HCC have given the go ahead for the Children's Services Department to develop a new Family Support Service. It will bring together the work of early help hubs, children's centres and youth support services in to a single, joined-up service for vulnerable families with children aged 0-19 years, as well as young adults with learning difficulties or disability up to age 25. The service will align with the Supporting (Troubled) Families Programme.

c. District Councillors

WCC Cllr Gemmell had submitted her apologies for absence prior to the meeting.

WCC Cllrs Vicki Weston and Frank Pearson were present at the meeting.

Cllr Weston said that the current main issues for WCC were the proposed new Leisure Centre and Station Approach, both in Winchester. Cllr Weston said the Leisure Centre would be discussed at WCC Cabinet on 6th July and Station Approach at Cabinet on 15th July followed by full Council on 20th July. One of the options being discussed regarding the leisure centre was whether to include a 25 metre or a 50 metre pool; it was estimated that the running costs of a 50 metre pool would £300k per annum more than that of a 25 metre pool. Cllr Weston advised that WCC had lodged a Section 15A statement (of the Commons Act 2006) with HCC regarding Town and Village Greens on WCC owned land and that there would be a HARA (Hampshire Alliance for Rural Housing) meeting for Parishes on 14th July. Cllr Weston agreed to provide the contact details of WCC officers regarding the potential creation of a Car Park. Cllr Pearson said that he was still investigating the felling of a large Red Maple tree in Hambledon.

3. To approve the minutes of the previous meeting

- a. The minutes of the held on 6th June 2016 were approved.

4. Review of outstanding actions (OAs) from previous meetings.

- a. Remaining OAs can be found at Appendix D.

5. Planning

- a. Planning Applications as listed in Appendix A were considered, discussed and commented upon.
- b. Planning decisions as listed in Appendix B were noted.
- c. Actions regarding the Enforcement complaint at St Peters Farm were noted.

6. Finance

- a. The financial report for the period ending 1st July 2016 was received; the report can be found at the end of these minutes.
- b. Payments listed in Appendix C were endorsed.

7. Devolution

- a. Information received from Winchester District Association of Local Councils was noted.

8. Transport and Highways

- a. Correspondence sent and received from Simon Cramp (HCC) regarding Traffic management in Hambledon was noted.
- b. Following discussion, it was RESOLVED that reinstatement of White Lines on carriageways in Hambledon was not required upon completion of the Pipe scheme.

ACTION: Cllr Thornton

- c. Following discussion, it was RESOLVED to approve expenditure of up to £5000 (excluding VAT) for a new fingerpost at the Green Man junction and for the refurbishment of finger posts at Park and the Chidden junction on Brook Lane.

ACTION: Cllrs Thornton and Wood

- d. Correspondence from Denmead Parish council regarding Finial Ring repair work proposals to the Rookwood sign was noted.

9. Footpaths, Rights of Way and Village Maintenance

- a. and b. Correspondence from the owners of Symmonds Field regarding the footpath was considered. Following discussion, it was agreed to write to the owners and also to HCC Rights of Way, highlighting that the footpath formed part of the 70-mile long distance route known as 'Wayfarers Way' (which links the coast near Portsmouth to Inkpen Beacon in Berkshire) and that the view from the existing path was considered exceptional.

ACTION: Cllr Thornton and The Clerk

- c. It was noted that the Lengthsman would carry out work in the village on 11th and 12th July 2016 and that one of the tasks should be to cut back vegetation on both sides of School Path (Footpath 15).

ACTION: The Clerk/Lengthsman

10. Business Support

- a. Cllr Higham reported that there were new owners of Lotts Stores.

11. Recreation and Play

- a. Cllr Higham provided an update on funding for the Saturday morning Tennis Coaching sessions; he said that he was still waiting to hear if grant funding was to be made available from organisations that he had applied to on behalf of Hambledon and was also contacting others for funding. It was suggested that HPC agree to fund the coaching up until the end of August, if grant funds were not forthcoming, however, this motion was not put to a vote.
- b. The Play inspection reports for the Village Hall and Stewarts Green play areas were received and recommendations (apart from the siting of signs) were endorsed and actions agreed which included repair work on the table and benches at the VH site.

ACTION: Cllr Higham

12. Pipe and Flooding Issues

- a. No issues were reported.

13. Village Defibrillator

- a. The Clerk reported that a new (unlocked) Defibrillator box had been ordered and that delivery of it was expected soon. Cllr Higham confirmed that the existing Defibrillator could be used with the replacement box and that arrangements had been made to fit the new box in the existing location outside the Village Hall.

14. Community issues

a. Final plans for the Green Man beds were not available at the time of the meeting, however, following discussion, and in order not to delay progress on the project, it was RESOLVED to approve a sum of up to £1000 towards the costs of Hard Landscaping; it was further requested that more details regarding costs be supplied to HPC at a later meeting.

ACTION: Cllr Wigley

b. Correspondence received from George Hollingbery, MP was noted. No further action was decided upon at the meeting.

c. There was no further action to report regarding the registration of Community Assets.

ACTION: Cllrs Birdwood, Thistlethwayte and Wigley.

15. Parish Councillor Vacancy

a. The Clerk reported that formal action had been taken to advertise the existing Parish Councillor vacancy and further details regarding the vacancy and application process were available on the Parish Council website.

16. Correspondence

a. Cllr Birdwood agreed to address the complaint received from Adrian Cazalet.

b. Correspondence received from Susanne Neville regarding lack of mobile phone signal and resultant detrimental effects was noted.

c. Correspondence received from Tony Coates regarding National Civic Day on Saturday 17th June 2017 was noted.

d. Information received from SDNPA regarding recently held Parish Council workshops was noted.

e. Correspondence received from WCC Cllr Pearson regarding grass cutting in The Gardens was noted.

The meeting closed at 10.10pm.

Future meetings

The **Planning Committee** of Hambledon Parish Council was scheduled to meet at 7.30pm on Monday, 8th August 2016 in the Village Hall meeting room to discuss Planning matters.

The **next full meeting** of Hambledon Parish Council would be held at 7.30pm on Monday, 5th September 2016 in the Village Hall meeting room.

Appendix A – Planning Applications & Appeals

Planning Applications

- i) **SDNP/16/02528/FUL – Hambledon Vineyard, East Street, Hambledon, PO7 4RY –**
Demolition of existing cellar and creation of new cellar (to adjoin cellar applied for as part of concurrent agricultural prior notification application) for the storage of the Vineyard's English sparkling wine. **(NOTE: Application called in by SDNP) – No objection provided the applicant adheres to the finish stated in the planning statement and that the development blends in with the landscape as far as possible; also requested SDNPA to make a detailed plan for the disposal of spoil a Condition of approval – full HPC comments on SDNPA Planning portal.**
- ii) **SDNP/16/02529/FUL – Hambledon Vineyard, East Street, Hambledon, PO7 4RY –**
Increasing height of winery roof by 3.7m to accommodate additional fermentation/settling tanks to facilitate production of Hambledon Vineyard's English sparkling wine. **(NOTE: Application called in by SDNP) – No objection, provided the applicant adheres to the finish stated in the planning statement: The altered building is to be clad in a powder**

coated profiled steel to match that of the press room and finished in the same dark green colours as the grape hoist and bottle store (Olive Green BS 12B27) (para 4.4).

- iii) **SDNP/16/03048/LIS & SDNP/16/03047/HOUS – Court House, East Street, Hambledon, PO7 4RX – 3 No. Single storey extensions, minor changes to fenestration, new boiler house and minor internal alterations. (Amended description to include extension to replace garage catslide roof. Amended plans received 28.06.2016) – No objection.**
- iv) **SDNP/16/03196/FUL – Hole Farm, Hole Farm Lane, Hambledon, PO7 4RB – Construction of new access track and subsequent infilling of the existing access track - Application and associated documentation were not available for members to view at the meeting; the Clerk was requested to ask the SDNP Case Officer for an extension to the submission date for comments until 9th August 2016, so that full details of the application could be considered by HPC’s Planning Committee at its meeting on 8th August 2016.
ACTION: The Clerk, SDNPA Case Officer and Members of the Planning Committee.**
- v) **SDNP/16/02954/TCA – Cams, Cams Hill Lane, Hambledon, PO7 4SP – 1 no. ash – removal of branch overhanging 7, The Maltings (as indicated by sketch) – No objection.**

Appendix B – Planning - Decisions and Enforcements

Planning Decisions

- i) **SDNP/16/02527/APNB – Hambledon Vineyard, East Street, Hambledon, PO7 4RY – Replacement cellar following demolition of existing cellar – Application not required – 23rd June 2016.**
- ii) **SDNP/16/02046/PRE – Windmill Down Farm, Church Lane, Hambledon [Alsoils] – Continuation of soil processing use and possible new access - Pre Application advice given – 10th June 2016.**
- iii) **SDNP/16/01546/HOUS & SDNP/16/01547/LIS – Church Gate House, High Street, Hambledon, PO7 4RS – Works to annexe to include; Replacement of roof structure and covering, structural repairs to walls, addition of roof lights and conversion to habitable space with mezzanine level. (AFFECTS THE SETTING OF A LISTED BUILDING) (Amended plans received 01.06.2016, 14.06.2016) – Approved – 16th June 2016.**
- iv) **SDNP/16/01792/DCOND – The Old Vicarage, Vicarage Lane, Hambledon, PO7 4RP – Discharge of condition 3 in relation SDNP/15/04404/LIS– Approved.**
- v) **SDNP/16/01675/HOUS & SDNP/16/01676/LIS – The Red House, East Street, Hambledon, PO7 4RX – Proposed replacement of existing store with single storey extension, replacement of garage doors with new window, insertion of 4no. conservation rooflights – Approved – 7th June 2016.**

Appendix C – Payments

Payments made in June 2016

03/06/2016	BACS	James Craven	Tennis Coaching 7/5/16 - 28/5/16 = 14 hrs @ £20/hr	£280.00
20/06/2016	BACS	Taylor Robertson	Asst Tennis Coach 7/5; 14/5; 21/5; 28/5 & 4/6/16 (12.5HRS @ £7.50/HR)	£93.75
23/06/2016	BACS	Safelincs (The Defib Pad)	Outdoor Defib Cabinet with Heating System & LED Light (Product Code: DSMCHLED) - [VAT = £95.90]	£575.40
27/06/2016	BACS	G WRIGHT	Salary, Office Allowance & Travel - June 2016	£550.20
28/06/2016	BACS	Claymart (Chris Martin)	Grounds Maintenance/Cleaning - May 2016 (incl addl Travel due to Pipe works) = £105; June 2016 = £153 (£105 as above plus addl £48 for Way/Walk work on 14th & 21st - Strimming full length & Chainsaw heavier branches incl cart away)	£258.00
28/06/2016	BACS	Parkers (Tony Higham)	2 x Padlocks for Tennis Court & Shed (VAT = £5.98)	£35.90
29/06/2016	BACS	Hambledon VHMC	Mtg on 6/6/16 - 2 hrs @ £10/hr.	£20.00

Total = £1,813.25

Appendix D – Outstanding actions (OA)

March 2016

7a Church/School sign – Cllr Wood reported that this matter was still ongoing and further quotes were being sought.

April 2016

15d Landscape Watch – Cllr Thornton reported that he still needed to inform the Village email group of this project.

HAMBLEDON PARISH COUNCIL
Financial Report for Period ending 1st July 2016

	Actual to 01-Jul-16	Annual Budget	Actual-v- Budget
RECEIPTS			
Precept	£6,645.30	£13,291	50%
Council Tax Support (CTS) Grant	£354.71	£709	50%
Bank Interest	£8.93	-	-
	£7,008.94	£14,000	50%
Other Income		-	-
VAT Reclaimed to date (1/4/15 to 30/04/16)	£476.41	-	-
	£476.41	-	-
Grants and Donations - see Schedule 1	£1,450.00	-	-
Total income	£8,935.35	£14,000	64%
PAYMENTS			
Parish Council Funded Expenditure			
Grants and Donations - see Schedule 2	£750.00	£2,205	34%
Village Maintenance Costs			
Village Hall (VH) & Stewarts Green (SG) - Playground Maintenance, Equipment & Inspections	£35.62	£390	9%
Parish Maintenance (includes VH Grass & Grounds)	£468.00	£1,500	31%
Glebe Land Maintenance	£29.92	£400	7%
Glebe Land Rent	-	£600	-
Section 137 (Christmas Tree & Wreath)	-	£50	-
	£533.54	£2,940	18%
Publication Costs			
Website	£480.00	£480	100%
Reports/Publications	-	£90	-
	£480.00	£570	84%
Salaries and Associated Costs			
Net Salaries	£1,382.16	£5,530	25%
Clerk's Expenses	£116.50	£250	47%
Clerk's Training (excludes CiLCA training)	-	£100	-
Administration - Clerk's Office	£120.00	£600	20%
	£1,618.66	£6,480	25%
Administration Costs			
Hall Hire	£170.00	£380	45%
Insurance Premium	-	£515	-
Audit - Internal	£235.00	£235	100%
Audit - External	-	£200	-
Subscriptions - see Schedule 3	£367.00	£420	87%
	£772.00	£1,750	44%
Councillors and Meeting Costs			
APM	£48.79	£125	39%
Councillors' Expenses	-	£50	-
Councillors' Training	-	£200	-
	£48.79	£375	13%
Other Approved Costs (extra to Initial Budget)			
Purchase of Replacement Defib Box	£479.50	-	-
	£479.50	-	-
Total Parish Council Expenditure	£4,682.49	£14,320	33%
Other Funded Expenditure			
Tennis Coaching	£1,116.25		
Sports Equipment	£24.90		
Earmarked Reserves - see Schedule 6	£250.00		
VAT to be reclaimed for payments in FY 16/17	£252.86		

HAMBLEDON PARISH COUNCIL

Financial Report for Period ending 1st July 2016

Total other funded expenditure	£1,644.01		
Total Expenditure	£6,326.50		
Net Income for the year to date	£2,608.85		
	Actual to 01-Jul-16	Annual Budget	Actual-v- Budget
Assets			
Bank Balance - see Schedule 7	£27,301.06		
Schedule 1 - Grants & Donations Received			
Tennis Donations	£1,450.00	-	
Total Grants & Donations Received	£1,450.00	-	
Schedule 2 - Grants Paid Out			
HVHMC (Fire Doors - Contribution)	£750.00	£2,205	34%
	£750.00	£2,205	34%
Schedule 3 - Subscriptions			
HALC & NALC	£327.00	£340	96%
HPFA	£40.00	£40	100%
CPRE	-	£40	-
	£367.00	£420	87%
Schedule 6 - Earmarked Reserves			
	<i>Spent YTD</i>	<i>Budget</i>	<i>Unspent</i>
Village Design Statement	0.00	1,350	1,350.00
CiLCA Training	250.00	250	0.00
Parish Plan Actions	0.00	2,000	2,000.00
Flood Reserve	0.00	3,000	3,000.00
Decluttering (incl Signs & Signage)	0.00	2,500	2,500.00
Reprint Walk Book	0.00	1,500	1,500.00
	£250.00	£10,600	£10,350.00
Other Ring fenced funds			
Tennis Coaching Donations b/fwd	130	130	0.00
Denmead & Hambledon Ed. Trust Grant - Tennis			
Camps balance b/fwd	0	75	75.00
	£130.00	£205	£75.00
Schedule 7 - Bank Balance			
Unity Trust as at 1st July 2016 (statement 50)	£27,336.96		
less: Cheque not reflected	-£35.90		
	£27,301.06		

Report on the Finances

Income

A donation of £150 from Mildren towards Tennis Coaching costs was gratefully received.
Bank interest of £8.93 was received.

Expenditure

A new, more accessible Defibrillator box has been purchased for £479.50 (plus VAT). This item was not included in the initial budget for 2016/17, but expenditure was agreed on safety grounds.

Other

The results of Grant claims for Tennis Coaching funds are still awaited.

Geoff Wright
Parish Clerk & RFO - 4th July 2016