

**Minutes of the meeting of Hambledon Parish Council held on 7 November 2016 at Hambledon Village Hall, West Street, Hambledon, PO7 4RW, commencing at 7.30pm**

**PRESENT:** Cllr Thornton in the Chair, Cllrs Higham, Quinn, Mrs Thistlethwayte, Mrs Wigley, and Wood. **Also present:** six members of the public, WCC Cllr Vicki Weston and Mrs Sue Hobbs Locum Clerk.

**1. TO RECEIVE APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllr Mrs Birdwood for personal reasons and from HCC Cllr Roger Huxstep. A proposal was received, seconded and voted in favour of accepting the apologies received.

**RESOLVED: That the apologies for absence received be accepted.**

*(Power used: Local Government Act 1972 s85)*

**2. TO RECEIVE AND ACCEPT DECLARATIONS OF DISCLOSABLE PECUNIARY INTERESTS ON ITEMS ON THE AGENDA**

No Declarations of Interest were received.

*(Power used: Localism Act 2011 and the Relevant Authorities (Disclosable Pecuniary Interests) Regulation 2012)*

**3. TO RECEIVE RESOLUTION TO SUSPEND STANDING ORDERS FOR NO MORE THAN FIFTEEN MINUTES TO ALLOW MEMBERS OF THE PUBLIC PRESENT TO RAISE QUESTIONS ON ISSUES NOT INCLUDED IN THE AGENDA**

A proposal was received, seconded and voted in favour of suspending the meeting for no more than fifteen minutes to allow members of the public to raise questions on issues not included on the agenda.

**RESOLVED: That Standing Orders be suspended for no more than fifteen minutes to allow members of the public present to raise questions or issues that are not included on the agenda.**

**PUBLIC QUESTION TIME**

No questions were received from members of the public.

**POLICE REPORT**

Representatives from the Police were not present at the meeting and a report had not been submitted in their absence.

**COUNTY COUNCILLOR'S REPORT**

Cllr Huxstep was not present at the meeting and a report had not been received in time for the meeting.

**DISTRICT COUNCILLOR'S REPORT**

Cllr Weston did not have issues to report.

## **MIK NORMAN**

Mr Norman spoke about the Citizen's Advice Bureau (CAB) AGM he recently attended and distributed a copy of the annual report. It was noted that the number of people receiving support had roughly doubled, with support being given both online and face-to-face. Requests for pensions advice is becoming increasingly popular and Mr Norman agreed to provide a further report, if required.

### **4. TO RECEIVE RESOLUTION TO RESUME STANDING ORDERS**

A proposal was received, seconded and voted in favour of resuming Standing Orders to resume the meeting.

**RESOLVED: That the meeting be resumed.**

### **5. TO APPROVE MINUTES FROM THE PREVIOUS MEETING HELD ON 3 OCTOBER 2016**

The Chair itemised the minutes for accuracy and an enquiry was received regarding the resolution to object to the planning application for The Vineyard at item 2(c), which had included reference to no more than one major event per week. The Chair explained that the minutes were not verbatim, in response to concern raised that the proceedings had not been accurately recorded.

Cllr Higham spoke regarding the play equipment maintenance and advised that he has insufficient time to receive the regular inspection reports. Cllr Mrs Wigley offered to take over this function.

It was noted that a grant of £1500.00 had been applied for in respect of the Village Hall car park.

A proposal was received, seconded and voted in favour of accepting the minutes of the meeting held on 3 October 2016, together with the amendments, as a true record of the meeting.

**RESOLVED: That the minutes of the meeting held on 3 October 2016, together with the amendments, be accepted as a true record of the meeting.**

*(Power used: Local Government Act 1972 Schedule 12 Para 41(1))*

### **4. REVIEW OF OUTSTANDING ACTIONS**

(5)(c) Village Design Statement – as the Chair had not been present at the meeting held on 3 October 2016, it was agreed that this would be discussed later in the agenda.

(8) Grounds maintenance – a meeting would be set up in the near future, to discuss the situation at Stewart's Green. Mr Norman advised that volunteers were inspecting WCC owned land and that he would provide a schedule of maps to which Hambledon Parish Council could add areas for landscaping. Mr Norman commented that Caroline Robinson at WCC Housing is his contact officer for this purpose.

(10)(a) Rights of Way – Cllr Thistlethwayte had drafted a letter regarding the metal stile at the end of the path, where the landowner wished to reinstate the gate. It was suggested that a site meeting be arranged to take this issue forward.

(12)(a) Tennis coaching – Cllr Higham advised that an approach had been made to Sport England and that a grant of £2500.00 may be possible to achieve.

(13)(a) Flooding – it was highlighted that no acknowledgement nor comments had been received and the Locum Clerk was asked to send an e-mail to consultees advising of the final version.

(14)(c) Defibrillator – Cllr Mrs Wigley suggested deferring this item until 2017. A query was raised as to the disposal of the old cabinet, which was thought to have been disposed of.

(16)(b) Village Hall grant – this had been completed.

(17)(a) The Bat and Ball – the Chair agreed to take on the issue of the address of the pub, if this had not already been completed.

Appendix D Allotment Provision – Cllr Wood advised that there was no further progress to report, but that he would visit the parishioner raising the enquiry in the near future.

Church/school sign – it was noted that the correct image had now been received.

Landscape Watch – the Chair confirmed this work had been completed.

Fingerpost – instructions to commence work had been given and the task was nearing completion.

Inspection reports – this task had been completed.

Community Assets – Cllr Mrs Thistlethwayte reported that no progress had been made to date.

Walk Guides – Mr Norman advised that a spare box of guides may be in storage. The Chair added that he would be interested in updating the new version, if this was to be progressed.

Green Man Junction – works had commenced but been halted by HCC due to a detraction from the plan recommended. HCC had therefore taken over the works and would advise Hambledon Parish Council of the costs in due course. The Chair was in regular contact with HCC, to receive regular information as to the progress of this issue.

A comment was received that the outstanding issues for progress could be better recorded by way of a table, which could be presented as a regular report at Council meetings, which may save time and would ensure that issues are not forgotten. The Locum Clerk agreed to pursue this item further.

## **5. PLANNING**

(i) To discuss planning applications – **SDNP/16/04753/FUL – Harwood House, Hambledon Road, Hambledon, PO7 4QN**. Change of use from mixed use (C3 and D1 nursery) to 2 no. dwellings together with a single storey rear extension, replacement single storey rear extension, the formation of dormer windows and garaging. A proposal was received, seconded and voted in favour of raising no objection.

**RESOLVED: No objection.**

(ii) To note planning decisions - **SDNP/16/03987/HOUS – 3 Rushmere Gate, Green Lane, Hambledon, PO7 4SS – Erect a new conservatory**. Application approved 5 October 2016.

(iii) To receive update on progress made on the Village Design Statement (VDS) and determine actions still needed to complete the project. The Chair advised that he anticipated providing corrections to the Building Construction section and photographs for the document before the end of January 2017.

(iv) To consider request from Markwells Wood Watch asking for support to object to drilling for Oil production in Markwells Wood, which lies within Forestside and the SDNP. A proposal was received, seconded and voting in favour of concurring with Portsmouth Water's objection.

**RESOLVED: To concur with Portsmouth Water's objection.**

(v) To note email from SDNP regarding a consultation on the Review of the SDNP's Local List for validation of SDNP's Development Management Applications (any response required by 5pm on 30 December 2016). No comment was received.

## **6. FINANCE AND COUNCIL BUSINESS**

(i) To receive the financial report to 1 November 2016. A view was expressed that £15,000.00 had been spent out of the Council's reserves in recent months and that there was now little room to support other projects. A proposal was received, seconded and voted in favour of accepting the financial report to 1 November 2016.

**RESOLVED: That the financial report to 1 November 2016 be accepted.**

(ii) To approve payments. A comment was received that the instalment for the fingerpost had been overpaid by £400.00 and therefore should be adjusted when the final bill is settled. The cost of the project should therefore total £5196.00 and a balance of £2238.00 would be due when the project is completed. A proposal was received, seconded and voted in favour of accepting the accounts for payment, as presented.

**RESOLVED: That the accounts as presented, be paid.**

*(Power used: Local Government Act 1972 Schedule 12 Section 151)*

(iii) Hambledon Glebe South. To consider correspondence from Carter Jonas seeking agreement to a new seven-year lease from 28 September 2016 at a rent of £600.00 per annum until first review date, with Portsmouth Diocesan Board Finance (PDBF) on land known as "Hambledon South Glebe", to review new lease and make any changes required to Head of Terms, to approve new Lease and seek agreement from PDBF to those changes and to agree to pay Landlord's costs for preparing new lease (capped at £400) per annum. It was clarified that the area includes the tennis court land and football field and whilst the contact details would be amended, there were no other changes to be made to the lease. Payment of the landlord's legal fees up to £400.00 was also discussed. A proposal was received, seconded and voted in favour of approving the new seven-year lease from 28 September 2016 at a cost of £600.00 per annum, with the contact details amended and payment of the landlord's legal fees up to £400.00.

**RESOLVED: That Hambledon Parish Council enters into a new seven-year lease with the Portsmouth Diocesan Board Finance for land at Hambledon Glebe South, at a cost of £600.00 with effect from 28 September 2016, under the Head of Terms, but with the contact details amended and that Hambledon Parish Council pays the landlord's legal fees up to a limit of £400.00.**

(iv) To consider a potential increase in the Clerk's contracted hours. The Locum Clerk advised that issues relating to staffing matters should in future be referred to Confidential Matters on the agenda and that the public and press be instructed to withdraw from the meeting. A proposal was received, seconded and voted in favour of referring this issue to the next meeting.

**RESOLVED: That the issue of increasing the new Parish Clerks contracted hours be referred to the meeting to be held on 5 December 2016.**

(v) To note that Cllrs Higham and Thornton will be attending Procurement Training at HALC on 8 November 2016. No further comment was received.

## **7. DEVOLUTION**

To consider any new issues. No further issues were raised.

## **8. WCC MATTERS**

To receive update from Mik Norman. Mr Norman spoke briefly about a drain cover which had recently been damaged and reported to WCC.

## **9. TRANSPORT AND HIGHWAYS**

To consider any new issues. No further issues were raised.

## **10. FOOTPATHS, RIGHTS OF WAY & VILLAGE MAINTENANCE**

To consider any matters still to be resolved regarding proposed changes to the Footpath across Symmonds Field. This issue had been discussed earlier in the meeting. Information was received that the Village Hall capital expenditure programme included the resurfacing of the car park, the bins would be removed and turf reinstated and overall improvements conducted totalling £54,000.00. Grants of £34,000.00 had been received and Hambledon Parish Council's contribution was very much welcomed. A summary of the expenditure was expected to be produced in December 2016. A query was raised as to whether the parish map was still required in the meeting room and Members requested that this be retained. A query was raised whether the car parking area around the bins would be resurfaced and it was confirmed that this would have cost an additional £10,000.00 to include in the specification, so was omitted.

## **11. BUSINESS SUPPORT**

To consider any new issues. No new issues were received.

## **12. RECREATION AND PLAY**

For update on any outstanding issues. No update was received.

## **13. PIPE AND FLOODING ISSUES**

For update on any outstanding issues. No further update was received.

#### **14. VILLAGE DEFIBRILLATOR**

For update on any outstanding issues. This item had been dealt with earlier in the meeting.

#### **15. VILLAGE HALL ISSUES**

To receive update from Mik Norman. No further update was received.

#### **16. COMMUNITY ISSUES & GRANTS**

(i) To receive progress report on registration of Community Assets. This issue had been dealt with earlier in the meeting.

(ii) To endorse the Village Environment Improvement Project. The proposed Project report was received from the Chair, which outlined potential projects for the future. Supportive comments were received, but it was highlighted that parishioners were probably unaware of the suggested items for improvement. A suggestion was received that an article be included in The Hambledonian. The Chair explained that 89 people attending the Annual Parish Assembly had expressed their broad support for the suggested improvements and that 400 people had been e-mailed to invite their comments and a previous article had been placed in The Hambledonian. Many of those who expressed a view had commented that they would be content to pay an increased precept, to help fund the projects.

It was noted that the total cost of the projects would be in excess of £35,000.00 and reference was made to the recent consultation to 'cap' parish and town council precepts to increases of no more than 2%.

A query was received regarding the wording of the agenda item, which was not explicit to some readers, although it was agreed that the project list priorities had yet to be confirmed. A suggestion was received that the word 'vision' might be more appropriate to describe the report, which could be seen as a working document. This suggestion was well received by some Councillors, who saw it as an encouraging, positive way forward, rather than negative.

Discussion then followed as to how to communicate with residents. A proposal was received, seconded and voted in favour of accepting the document, changing the title from 'Plan' to 'Vision', that the introduction be changed to include reference to the feasibility of the suggested items and to remove reference to potential costs for publicity purposes.

**RESOLVED: That the document is accepted, changing the title from 'Plan' to 'Vision', that the introduction be changed to include reference to the feasibility of the suggested items and to remove reference to potential costs for publicity purposes.**

(iii) To stop posting paper minutes and to allow community use of the Parish notice board. After some discussion, a proposal was received, seconded and voted in favour of ceasing to display minutes on the parish noticeboard.

**RESOLVED: That Hambledon Parish Council ceases to display minutes on the parish noticeboard.**

(iv) To note BT's intention to remove the Telephone Box at the Gardens, and to consider appropriate action. The issue was noted and no comment received.

**17. CORRESPONDENCE**

To note request from HCC to complete NHT (Highways) survey. The Chai and Cllr Wood agreed to complete the survey.

**18. TO CONFIRM THE DATE OF THE NEXT MEETING**

The next meeting was scheduled to take place on Monday 5 December 2016 at Hambleton Village Hall, West Street, Hambleton, commencing at 7.30pm.

The meeting closed at 10.20pm.