



Parish Council Meeting Minutes

Minutes Monday 1st July 2013 7.30 pm

Present	In Attendance	Apologies
Cllr Norman (Chair)	Cllr Huxstep	Cllr Coates
Cllr Dibden	Eileen Ball (HT)	
Cllr Thornton	Belinda Medhurst (Chair of Governors)	
Cllr Reeve	PCSO Amey Stevens (Police)	
Cllr Higham	Four members of the public	
Cllr Birdwood		
Cllr Thistlethwayte (arrived late)		

51/13 Apologies for absence and declarations of interest.

Cllr Thistlethwayte would be arriving late to the meeting. All other Parish councillors were present. Cllr Coates had sent his apologies to the Chair.

52/13 - To adjourn for public participation

A member of the public, who represented the PCC, presented a report on the state of the church car park. It was noted that the PCC were considering extending the hard standing area and hoped that the HPC would contribute towards the work and upkeep. There was some discussion regarding the suitable porous material that might be used.

52.1/13 – Update from the Head Teacher and Chair of Governors from Hambleton school

The Head teacher was welcomed to the meeting and asked to update the council on the parking issues. The Walking Bus had started after half term. Average “passengers” were between 12 -15 pupils. Main issue had been the adults to manage it. A paid member of staff was always present. More adults had come forward since it had started but each volunteer needed to have a CRB check and training. It was hoped that by September these volunteers and others would be able to support the bus project. Three more children would be joining the bus in September. The school were happy with the way it had worked and children were enjoying being on the bus. The Head teacher had not had any recent parking complaints. Any parking complaint made to the teacher was raised with the parents involved. The Head Teacher noted that as far as she was aware the parents were not parking in High Street, the lay by or driving up to the school. She had spoken to parents who parked in Vicarage Lane and other areas.

It was noted that with 15 pupils on the bus this equated to 60-70% of the children at the school. It was felt that care needed to be taken to manage the 27 new children who would arrive in September (7 would be from within the village which created a potential parking problem with the other 20). The Head Teacher was concerned about the Year R pupils being very young and that they would get very tired if they had to use the bus and had asked the PCC for permission to allow Year R parents to park in the church car park.

The bus currently ran in the mornings with no plans at present to run it after school. Leaving times at the end of the school day were staggered due to after school clubs.

Members of the public stated that they had noticed a difference in parent parking but felt that the parking problems were not just an issue relating to the school.

The Village Hall representative felt that the Head Teacher should be congratulated on setting up the Walking Bus and securing the school’s future by obtaining Primary status. She felt that the Head Teacher should be able to concentrate on the running of the school and that the Parish Council should be the conduit for parking issues and solutions.

PCSO Amey Stevens (Police) noted that she had been patrolling the area and addressing some of the issues. She had made parking in Hambleton one of her projects for the year. She stated that PC Sarah Newman would also

visit the village.

The Chair felt that there were wider issues that needed to be considered and suggested that there needed to be a meeting to discuss all the parking issues, aligned with Shared Space and how parking within the whole the village was affected. There were different parking needs and requirements throughout the village.

ACTION: A working party would meet: Cllr Thornton. Cllr Higham and Cllr Birdwood. It was noted that it would be advisable to involve a Highways officer.

ACTION: Asked the PCC to look into costs for car park work to church car park and to report back to the HPC.

52.2/13 - To receive the Police Report

As above.

It was noted that there had been four incidents since the last meeting.

There had been two suspicious incidents, one criminal damage report at a company in Sheardley Lane and a theft of three chickens from a home in West Street.

The need for a Neighbourhood Watch coordinator was mentioned to the PCSO.

52.3/13 - To receive the County Councillor's Report.

Cllr Huxstep noted the following:

Chancellors spending review – Responses had been sent regarding the impact on County budgets. It was noted that the County had been making savings and finding ways to make services more efficient. Target savings were £80 million up to 2015.

Cold Callers – stickers available for householders. Call HCC 01962 833 620 to request.

Pot holes – on going project and increased budget to tackle this area.

Summer Reading programme – this was open to all Primary age children.

Scam roofing rogue traders had been reported in the Petersfield area.

Update – Lengthsman scheme – Cllr Huxstep had spoken to the lead council. It was noted that the supervisor had visited twice, on 13th May and 17th June. Maps and priority work had been given to the supervisor. There were still concerns over communication and work completed.

ACTION: Cllr Birdwood and Clerk to liaise with Roger Huxstep.

A councillor noted that the renovation of the school house would be above the school and Children Services available funds and that further funding would need to be sought from other HCC sources.

52.4/13 – To receive the District Councillor's Report.

Cllr Coates had sent his apologies. There was no report.

53/13 - To approve the minutes of the meeting held on 3rd June

RESOLVED: Agreed as a true record and duly signed.

The Chair reminded the council that minutes of council meetings should only reflect decisions and actions and not discussion.

54/13 - Matters arising from these minutes.

Cllr Birdwood arrived at the meeting 20.26

Item 36/13 – Parking - To ask past council members if they had the photographs of parking offences. Cllr Dibden had found no reference in past minutes to photographs

Item 36.1/13 – Police –Clerk had sent the agenda to the Police and PCSO Amey Stevens was present.

Item 36.2/13 – County Councillor – To email out contact details.

ACTION: The Chair would remind the County Councillor that the report needed to be more Hambledon related.

Item 36.2/13 – County Councillor to investigate further the complaints regarding the Lengthsman scheme.

ACTION: On going

Item 36.3/13 – District Councillor – Cllr Dibden had forwarded photographs of the Vineyard to all concerned.

Item 36.3/13 – District Councillor – Prestfield Stud – See Planning.

Item 38/13 – Tree Warden and Neighbourhood Watch coordinator. The description had been sent out to councillors and they were asked to think of suitable candidates.

Item 38/13 - Village Hall Management representative – Cllr Norman had joined the Village Hall Committee in an advisory capacity.

55/13 - Planning Applications and Decisions

56/13 - Matters arising

Item 208.2/12 Vineyard –Cllr Dibden had sought feedback from Cllr Coates and Neil March. Cllr Coates had noted

that there was no time scale to completing permitted works. Neil March had noted that the trees were not protected.

ACTION: Cllr Dibden to write to Neil March and state that in the planning permission it had been noted that the trees would be protected. Cllr Dibden would tactfully proceed with a request for the Whole Farm Plan.

Item 14/13 – Village Litter – ACTION: Cllr Norman to include litter and dog mess at the Village Hall in his next Hambledonian article.

Item 14/13 – Flint wall on Green Lane – Cllr Reeve. ACTION Carried forward.

Item 39.1/13 – Brewery – ACTION: Cllr Dibden to attend the residents' association meeting and discuss on going issues.

Item 39.1/13 Conservation Area – ACTION: Cllr Dibden would continue to seek clarity on what can and cannot be done within the Conservation Area. She would ask about Article 4 and what action was needed to progress it.

Item 6/13 - The Gardens – It was noted that all chimneys would be removed.

57/13 - To receive Planning Applications

SDNP/13/02673/NMA - Barn House, West Street, Hambledon Waterlooville Hampshire PO7 4SN.MINOR AMENDMENT to Planning Permission- SDNP/12/02124/HOUS; garage structure to create office/studio space at first floor level – **No objection**

SDNP/13/02483/LIS - Tower House, High Street, Hambledon Waterlooville PO7 4RS. Removal of lath and plaster ceiling to inspect roof structure – **No objection**

SDNP/13/02343/HOUS - 19 The Maltings, Hambledon PO7 4AE. Addition of a rear ground floor oak framed extension – **No objection**

SDNP/13/02732/PRE - Tudor Cottage, West Street, Hambledon Waterlooville Hampshire PO7 4RW.Roof alterations, replacement of flat roof dormers, additional flat roof dormers and replacement of tile cladding with timber cladding - **Support**

Update on the meeting regarding the application for a Traveler site adjacent to the Chairmakers, Denmead: Cllr Dibden had attended the meeting at the Chairmakers. Cllr Dibden had been advised that Hambledon was too far away for the council to have a right to object.

Hayloft – There had been no response to emails regarding landscaping requirements. ACTION Cllr Reeve and Cllr Thornton follow up and notify Clerk on any further response.

58/13 - To receive Planning Decisions

SDNP/13/01142/HOUS - Lindsay Cottage, East Street, Hambledon PO7 4RX
New garden space to rear garden to northern boundary area (WITHIN THE CURTILAGE OF A LISTED BUILDING)(Amended plan received 03.06.13) – **APPROVED**

SDNP/13/01350/HOUS - Mere Cottage, Rushmere Lane, Hambledon PO7 4SG
Double garage to the front – **APPROVED**

59/13 - To receive Planning Appeals Notification

None

Enforcement – The council noted the following:

Prestfield Stud – Enforcement had attended the site to look at compliance and intended to start prosecution.

St Peters Farm – Noted update.

60/13 - Village Design Statement

No update

61/13 - Finance and Parish Council management

61.1/13 – To approve payments

Payments - July 2013

Cheques and BACS approved:

				Excl VAT	VAT	Total
01/07/2013	52	Claymart	Tennis Courts works	£598.96		£598.96
01/07/2013	53	Clubnet	Annual registration service	£245.67	£49.13	£294.80
01/07/2013	54	C Dibden	Mileage and parking for	£52.60		£52.60

			website training			
01/07/2013	55	HALC	CILCA and Knowledge training	£87.75	£17.55	£105.30
01/07/2013	56	T Higham	Play sand	£12.00		£12.00
01/07/2013	57	M Norman	Subs, APM costs	£81.69		£81.69
01/07/2013	58	J Bray	Tennis Court coaching	£375.00		£375.00

BACS/SO Processed between June and July

	BACS	J Bray	Tennis Coaching	£75.00		£78.00
	SO	E Billingham	June	£415.60		£415.60
			Total	£1,944.27	£66.68	£2,013.95

RESOLVED to approve the purchase of the Clubnet database. Current payment would be paid under Open Spaces however this incurred an annual fee of £120 which would need to be budgeted and funded in subsequent years.

61.2/13 - Budget review to date

The Clerk distributed the quarterly report. It was noted that the figures were under budget.

APPROVED

61.3/13 - Website Update

Cllr Dibden and the Clerk had attended training and were progressing the website.

ACTION: Cllr Reeve to make posters advertising the new site and place in the shops and on the noticeboard.

61.4/13 - Grant Applications

Cricket Club – Cllr Norman had been working with the Cricket Club.

Meon Valley First Responders – Received an update and request for village locations for AEDs.

ACTION: Clerk to invite them to apply using the grant form.

CAB and Home Start – ACTION: Clerk to remind them to fill in grant application.

Church car park – Head Teacher would be asking for Year R usage. Agreed further discussion would be needed.

ACTION: Working party to discuss.

61.5/13 - To consider and agree a Community Representative and Neighbourhood Watch Coordinator To consider

ACTION: Cllr Norman to follow up on those interested.

61.6/13 - Matters arising:

Proposed Wildlife Area - To consider feedback from Cllr Norman and the way forward for the proposed Wild life area

ACTION: Cllr Norman to follow up.

61.7/13 - Village Agent Scheme

To report on meeting with Denmead Village Agent and discuss way forward within Hambledon.

Cllr Norman and Cllr Dibden had a meeting with the Village Agent in Denmead.

ACTION: To meet Age Concern who would support the scheme.

RESOLVED that the Chair write a letter of support for the scheme to be run within the village while all Councillors would continue to look for ways to support younger people in need within the village.

61.8/13 - CIL – to discuss possible projects for input to SDNP regarding infrastructure requirements for the village under CIL.

Cllr Dibden had sent an email to all Councillors with ideas and asking for further suggestions.

ACTION: Councillors would submit proposals of infrastructure needs to Cllr Dibden. Deadline 15th July.

62/13 - Village Maintenance

62.1/13 - Lengthsman update

ACTION: Cllr Birdwood and Clerk – see above

62.2/13 - Village Maintenance Contractor

Work had been done to clear footpaths leading to the school.

62.3/13 - Village Hall Maintenance Update

ACTION: Cllr Norman to arrange Village Hall clean up.

63/13 - Play Areas

63.1/13 Play Inspection

ACTION: Cllr Higham to meet with the Village Contractor and discuss areas that needed attention.

<u>63.2/13 - Update on tennis court</u>
Usage higher than expected. The free coaching on Saturdays is well attended and the 4-7s virtually full. There are some spaces for older age groups. 130 applications for registration. Currently only Hambledon residents can apply. There was some discussion on allowing non residents to apply. <u>AGREED to review usage and discuss in three months.</u>
<u>64/13 - Footpaths</u>
Footpaths to the school had been cleared. Village contractor would monitor the route of the path.
<u>64.1/13 - Update on the meeting with the HCC Countryside Access officer</u>
Cllr Birdwood, Cllr Thistlethwayte and the Clerk had met with the HCC Countryside Access Officer who had advised them on the school and vineyard footpaths. <u>RESOLVED to agree to carry forward the registering of the footpath at the Vineyard as a permissive path.</u> <u>ACTION: Cllr Birdwood would draft a letter to the land owners.</u>
<u>64.2/13 – Notification to divert footpath 14.</u>
Noted
<u>65/13 - Highways</u>
<u>65.1/13 - SLR Matters arising</u>
<u>ACTION: Cllr Norman and the Clerk to continue to chase up the missing charger.</u>
<u>65.2/13 - Signs Audit</u>
<u>ACTION: Cllr Thornton to follow up the letter regarding fingerposts with WCC.</u>
<u>66/13 - Parish Plan</u>
Cllr Dibden would continue to monitor actions and note when completed.
<u>67/13 - Correspondence</u>
Glebe mowing – no mowing arrangement required until 2014. A proposal had been made that the council then consider a £10 per hour contribution towards the volunteers costs be made from 2014. <u>AGREED to add into the budget.</u>
Maltings – Play area – <u>ACTION: Cllr Dibden to attend the meeting and raise chimneys, maintenance and signage.</u>
Hedges at Stewarts Green – <u>ACTION: Cllr Coates has asked that Landscape Group be alerted as contract not being fulfilled. Clerk to follow up.</u>
26 th Sept – Community Right to challenge meeting. <u>ACTION: To attend if possible.</u>
Dog fouling – On Village hall green. <u>ACTION: Cllr Norman to address in his report to Hambledonian.</u>
Parking in East Street – To be noted by Working Party.
War memorial – letter from Tony Coates. Cllr Birdwood had taken photos and discussed with the War Memorial Trust. <u>ACTION: Cllr Thistlethwayte to ask the Scouts to clean with bristle brush and no chemicals.</u>
Scouts – <u>ACTION: Cllr Thistlethwayte had made suggestions and would follow up.</u>
Pension – <u>RESOLVED to agree the 19.1% employer contribution to the LGPA.</u>
Arts Society – Advice on grant funding for new lighting. <u>ACTION Cllr Norman to discuss.</u>
<u>68/13 – Date and Time of next meeting</u>
Next meeting 2 nd September
AGENDA To invite the Rural Broadband spokesperson.