



**DRAFT MINUTES**

**Hambledon Parish Council**

**02 Sept 2019; 7.30pm; Village Hall - Hambledon**

**PRESENT:**

Cllr Quinn OBE (Chair); Cllr Thornton; Cllr Twiney; Cllr Higham; Cllr Wood

**In attendance:**

Mrs Joanna Tester (Clerk); Cllr Huxstep (HCC; arrived 8.27pm); and four members of the public.

**Meeting started at 7.30pm**

	<b>Item</b>	<b>Discussion and Decision</b>	<b>Action</b>
690	Acknowledgements	Councillors paused and remembered in silence the contribution of villagers who have passed away since the last meeting: - Marie O'Brien - Charles Shakeshaft	
691	Apologies	Cllr Mason Cllr Pearson Cllr Weston PCSO Reeves Apologies accepted	
692	Disclosable pecuniary interests	None received	
693	Requests for dispensations	None requested	
694	Public Questions and comments	Standing orders suspended for a maximum of 10 minutes. Members of the public commented as follows: <ul style="list-style-type: none"> <li>• Village Hall – thanks given to PC for maintenance of grounds; request for link between PC and V/H Committee.</li> <li>• George House planters – long-term plan needs to be in place for watering &amp; maintenance etc.</li> <li>• Village Hall play area – requires updating</li> </ul> Cllrs agreed to take comments re. planning applications during agenda item 704.	
695	Resume standing	Agreed.	



			the grant application.	
		Parish Lengthsman Agreement	New cluster has been established – Soberton (Lead), West Meon, Shedfield, Warnford, Hambledon, and Bishops Sutton. Contract with Lead Parish to be approved - agenda item 715. New contractor is RP Gardening Services. First visit scheduled for Thursday 5 <sup>th</sup> Sept (full day). Worksheet has been submitted. Subsequent visits as follows: <ul style="list-style-type: none"> <li>• Dec 4<sup>th</sup> 2019 (half day)</li> <li>• Jan 29<sup>th</sup> 2020 (half day)</li> <li>• Mar 4<sup>th</sup> 2020 (half day)</li> </ul>	
		Hambledon Vineyard	Clerk still awaiting response from SDNP re. potential date for first liaison meeting. Clerk chased Alison Fordham (Executive Support Officer to Tim Slaney, SDNP) via e-mail 30/08/19. <b>Cllr Quinn to write to Tim Slaney (or subsequently, if he can't help, inform Chair of SDNP Planning Committee).</b>	Clerk  Cllr Quinn
		AOB - dog mess bins	Clerk currently chasing Ian Burt for info on delivery of remaining bins.	Clerk
		Chair of Governors' (Primary Sch.)	School Travel Plan –annual meeting of School/PC/HCC to be scheduled for early 2020. <b>Clerk to speak to HCC to put meeting in diary.</b>	Clerk
		V/H Play Equipment	Cllr Higham has carried out a site visit with V/H Committee Chairman and recommendations have been forwarded to all cllrs. To be discussed within agenda item 711.	
		Defib Training	Training session 7 <sup>th</sup> Sept. 2019, 3.30pm, Village Hall. Reminder to be e-mailed w/c 2 <sup>nd</sup> Sept.	Clerk
		Fingerpost Signs	Contract terminated as no response received from supplier by deadline of 31 July 2019. Next steps to be discussed during agenda item 709.	
		Confidential matters	PC aiming to fill the vacancy by co-option. Deadline of 18 <sup>th</sup> Sept 2019. Three initial enquires have already been made.	
		Moving of bollards @ George House	Cllr Thornton to update meeting during agenda item 708. <b>Agenda item for Oct 2019 PC meeting.</b>	Clerk
		HCC Report (Old Forge Tea Room Headwall)	Jan Jarvie to deliver FAG report during agenda item 707.	
		VE Day 75	Cllr Quinn to report to meeting on ideas/level of support. Advised that no response received following advert in Aug/Sept Hambledonian. <b>To put reminder in Oct/Nov Hambledonian.</b>	Cllr Quinn
		Clerk's Laptop	MacBook Air has been purchased and Clerk is in the process of transferring data etc.	

		Reports & Issues	1895/96 minutes book – WCC Records Dept has confirmed that this is not an original and therefore can be offered to the Hambledon History Group.	
701	Bank A/C	<b>Bank balance - £40,783.57 (@ 01 Sept 2019)</b>		Clerk
702	Grant Aid Funding	<b>Resolved:</b> that the PC approves the grant aid funding request from Citizens Advice Winchester District for £300 for 2019/20. Clerk to inform CAWD of decision.		Clerk
703	Payment of accounts	Payments approved as follows:		Clerk
		<b>Payee</b>	<b>Description</b>	<b>Amount (£)</b>
		<b>PC</b>		
		Mrs J C Tester	Clerk salary (July 2019)	£664.31 (salary) £40.00 (office allowance) £1.50 (printing allowance) LESS £33.22 (5% pension contribution) LESS £0.46 (NI contribution; although not actually req this month) <b>Total £672.13</b>
		Mrs J C Tester	Clerk salary (Aug 2019)	£664.31 (salary) £40.00 (office allowance) £1.50 (printing allowance) LESS £33.22 (5% pension contribution) LESS £0.46 (NI contribution; although not actually req this month) <b>Total £672.13</b>
		NEST	Clerk pension (July 2019)	PC contrib; 3% of basic salary): £19.93 Plus (Clerk contrib.): £33.22 <b>Total £53.14</b>
		NEST	Clerk pension (Aug 2019)	PC contrib; 3% of basic salary): £19.93 Plus (Clerk contrib.): £33.22

				<b>Total £53.14</b>	
		Mrs J C Tester	Clerk's expenses (July 2019)	Out-going councillor gifts (People's Market): £10.00 Out-going councillor gifts (David Austin Rose): £28.45 Stationery (paper): £3.50 <b>Total £41.95</b>	
		HMRC	PC's NI contributions (to date for 2019/20)	<b>£25.30</b>	
		Mrs J C Tester	Tax Rebate	<b>£18.20</b>	
		Village Hall	Hall hire (July 2019)	<b>£16.00</b>	
		B C Martin	Grounds maintenance/cleaning (July 2019)	<b>£110.00</b>	
		Thomas Wood	Reimbursement for payment of Apple MacBook Air & Magic Mouse	<b>£928.00</b>	
		Citizens Advice Winchester District	Grant for 2019/20 (subject to approval; agenda item 702)	<b>£300.00</b>	
		<b>Tennis</b>			
		The SportsLocker	Tennis Balls (June 2019)	<b>£73.20</b>	
		James Craven	Tennis coaching end of June, July & Aug 2019 (20/06/19 to 24/08/19)	<b>£630.00</b>	
		Jay Smith	Tennis coaching assistance July & Aug 2019	<b>£112.50</b>	
704	Planning applications		<b>Reference</b>	<b>Address</b>	<b>Proposal</b>
			SDNP/19/03137/ HOUS	Deepdale House East Street Hambleton PO7 4RZ	Single storey rear extension and Garage conversion <b>NO OBJECTION</b>
			SDNP/19/03235/ FUL	Park Farm East Street Hambleton PO7 4SB	Proposed Timber Cladding to south elevation  Applicant was present and commented as follows: initial approval given for block wall finish. Current application is to amend this to timber cladding, not flint. Previous flint wall
					Clerk

				has fallen out twice over last few years, due to damage from passing cars & inclement weather. . Cllrs voted 4 to 1 in favour of <b>NO OBJECTION</b>		
		SDNP/19/03718/ TCA	5 Rushmere Gate, Green Lane, Hambledon, W'looville, Hampshire, PO7 4SS	Removal of non-native Pine tree (re-plant with native Rowen tree), reason: excessive shading too close to listed building. Removal of Yew tree: excessive shading too large for garden and overhangs neighbour's garden replant with native Whitebeam or something similar. <b>NO OBJECTION</b>		
		SDNP/19/03983/ APNB	Lower Chidden Farmhouse Chidden Down Lane Hambledon W'looville Hampshire PO7 4TD	Proposed agricultural building. <b>NO OBJECTION</b>		
		SDNP/19/03951/ LIS	The Retreat, West Street, Hambledon, PO7 4RW	Lift and relay existing roof with new handmade clay tiles to match existing. <b>NO OBJECTION</b>		
		SDNP/19/04145/ CND	Hook Vinney West Street Hambledon PO7 4QL	Variation of condition 2 of approved planning consent SDNP/18/01092/HOUS <b>NO OBJECTION BUT BRICK SILLS AND QUOINS SHOULD BE IN KEEPING WITH THE BUILDING</b>		
		Cllrs agreed to allow a member of the public to comment on a planning appeal for Lithywood Acres, with a discussion to follow in Confidential Business.				
705	Planning apps notified after agenda published	None received.				
706	Planning Decisions	Noted.				
707	Flood Action Group	Jan Jarvie (Chair; FAG) presented a report from the FAG. Full report to be published on the PC website. Flood Risk			Clerk	

		Assessment has been updated and copies will be sent to Clerk & Cllr Huxstep. Actions as follows: <ul style="list-style-type: none"> <li>• Cllr Huxstep to take forward with HCC.</li> </ul>	
708	VIPWG	Cllr Thornton confirmed nothing to report.	
709	Finger-post Signs Contract	Contract now terminated. Three finials/roundels remain with contractor that need to be returned. <b>Resolved:</b> that Cllr Thornton should draft a letter requesting the return of the three finials. Cllr Quinn kindly offered to collect. Need to reiterate that contract and business relationship now terminated.  Cllr advised to keep wooden letters on Green Man fingerpost. More work has been completed than has been paid for so no reason to take the matter further. Cllr Quinn to include update in Oct/Nov Hambledonian article, to ensure that villagers are confident that the PC has obtained value for money in work completed.	Cllr Thornton/ Clerk  Cllr Quinn
710	Street Name Signs	<b>Resolved:</b> that the Green Lane sign included in the first tranche of street name signs should <u>not</u> be located on Green Man wall, but should remain on Hambledon Barn wall, as previously stipulated in the contract with JK Engineering. (Cllrs voted 4 to 1 against.)	
711	Provisions for Young Families	Cllr Higham advised that 2013 was the last time that any PC money was spent on updating play areas/equipment. Cllrs noted that the Village Hall play area has become very run down and will require a significant amount of money to update. Cllr Huxstep recommended district councillors as first point of contact regarding grants etc. Cllr Quinn to lead.	Cllr Quinn/ Clerk
712	Tennis Working Group	Cllr Higham reported the following: <ul style="list-style-type: none"> <li>• WG met 03 July 2019 (minutes supplied to all cllrs).</li> <li>• Finances: <ul style="list-style-type: none"> <li>Grants - £500 (£1,000 budget estimate)</li> <li>Donations - £1,000 (£500 budget estimate)</li> <li>Sponsorship - £1,250 (£500 budget estimate)</li> <li>Events - £3,500 (£1,000 budget estimate)</li> <li>Fees - £2,160 (£2,790 budget estimate)</li> </ul> </li> </ul> <b>BALANCE AS AT END Q1 (30 June 19) £2,737</b>	
713	Tennis Court Lines - Repainting	<b>Resolved:</b> that the PC appoints Coloured Courts (@ £250 + VAT) on the proviso that contractor can quote split costs (HCC has kindly agreed to pay for the materials; HPC will fund the labour). Clerk to inform successful and unsuccessful suppliers.	Clerk
714	Village Torchlight Procession	<b>Resolved:</b> that Cllr Quinn should advertise for volunteer torchlight procession organizer/s in the Oct/Nov Hambledonian.	Cllr Quinn

715	Lengthsman Contract	<b>Resolved:</b> that the Lengthsman contract between Hambledon PC (Associate Parish) and Soberton PC (Lead Parish) should be approved. Clerk to sign contract and return.	Clerk
716	Reports & Issues	<ul style="list-style-type: none"> <li>Meeting of Winchester District Association of Local Councils 2pm Thursday 19th September 2019 at Whiteley Town Council's offices, Meadowside Leisure Centre, Whiteley Way PO15 7LJ [Cllr Quinn attending.]</li> <li>SDNP Authority is proposing an additional 32 boundary signs, with Hambledon being one location. The planning application is due to be submitted in Sept this year. Comments to be sent to Liz.Gent@southdowns.gov.uk [Cllr Thornton to advise that sign is pulled back circa 100yds.]</li> <li>SDNP Parish Workshops - Tuesday 29th October - Meon Hall, Meonstoke: 6.30pm – 9.30pm (other locations also available) [Cllr Quinn attending.]</li> <li>The full SDNP Authority unanimously voted to formally adopt the South Downs Local Plan on 02 July 2019.</li> <li>Transport for the South East (Draft Transport Strategy Launch; regional drop-in event invitation) - Southampton, Central Hall, Thurs 24th Oct 4.30pm – 6.00pm (other locations also available).</li> </ul>	Cllr Thornton
717	Next meeting	Monday 07 Oct 2019 (Hambledon Village Hall, 7.30pm)	
718	Excl. public/press	Members of public/press excluded.	
719	Clerk's Annual Leave	<b>Resolved:</b> that the Clerk will work the following set hours: Monday 11.15am til 2.15pm (3hrs) Tuesday 9.30am til 2.15pm (4.75hrs) Thursday 10am til 2.15pm (4.25hrs) The remaining 3 hours will be flexible throughout the week (likely to be evenings and/or Fridays) Clerk to inform villagers via Sept newsletter & automatic footnote on e-mails.	Clerk
720	Planning – Litywood Acres	Cllrs agreed that the applicant's request was not within the remit of the PC. No further action.	

**The meeting closed at 8.59pm**

Signed:

Paul Quinn OBE (Chair)

Dated:

Signed:

Joanna Tester (Clerk & Responsible Financial Officer to HPC)

Dated: