

Parish Council Meeting Minutes

Monday 5th October 2015, 7.30pm

Present: Cllr B Birdwood, Cllr D Griffiths, Cllr T Higham, Cllr J Thornton, Cllr M Thistlethwayte, Cllr S Wigley and Cllr T Wood

In attendance: G Wright (Clerk),
Cllr C Dibden (WCC), Cllr R Huxstep (HCC) and 2 members of the Public

Chair of Meeting: Cllr J Thornton

Clerk for Meeting: G Wright

1. Apologies for absence and declarations of interest

There were no apologies for absence.

The following declaration of interest was made:-

Cllr T Wood – agenda item 4, Appendix A (ii) – Planning Application for 19, The Maltings – Resident of The Maltings (Non Pecuniary Interest)

2. Public participation.

The Chairman opened the meeting for public participation and invited members of the Public to raise any issues.

a. The Police

PCSO Owen Reeves had sent his apologies prior to the meeting. No Police report had been received.

b. The County Councillor

Hampshire County Councillor (HCC) Roger Huxstep attended the meeting and said that HCC Council Leader Roy Perry had been invited to attend the Conservative Party conference regarding Devolution; Hampshire's desire not to have an elected Mayor under devolution appeared to be an issue. Discussion took place regarding Hambleton School's extension and funding requirements; Cllr Huxstep said that HCC's constitution did not permit it to lend funds to Hambleton School. Cllr Wigley asked if Cllr Huxstep had received a response from HCC Cllr Edgar regarding no Hampshire Schools appearing in the top 150 schools. Cllr Huxstep said that the performance tables reported in *The Daily Telegraph* did not show all schools, only those that had submitted their results to the newspaper.

c. The District Councillor

Winchester City Councillor (WCC) Caroline Dibden attended the meeting and said that discussion regarding Devolution in Hampshire continued and visits from Government Ministers and The

Treasury were expected in the next week or so. Cllr Dibden said that the proposed devolution of Hampshire included 15 Local Authorities in Hampshire (including the Unitary Authorities, the Isle of Wight and Hampshire County Council) and if agreed would see new powers and investment transferred from Whitehall to Hampshire. Cllr Dibden said that the WCC Local Plan was going to be discussed at WCC Council Committee tomorrow. Cllr Dibden said that the Whiteley Planning application was being re-submitted and that Winchester Station Approach would be judged in Design Competition.

3. Minutes from the previous meetings:

- a. The minutes of the Council Meeting held on 7th September 2015 were approved.

4. Planning

- a. Planning Applications as listed in Appendix A were considered and discussed at length.
- b. Planning decisions and updates regarding Enforcements as listed in Appendix B were noted.
- c. Discussion took place regarding South Downs National Park Authority (SDNPA) Local Plan: Preferred Options Consultation. It was decided to make a response regarding *Call for Local Green Spaces*. Potential spaces were identified and Cllr Griffiths volunteered to draft a response on behalf of HPC as the deadline for submission was midnight on 28th Oct 2015. This course of action was approved unanimously.

ACTION: Cllr Griffiths

5. Finance

- a. The financial report for the period ending 30th September 2015 was received and approved unanimously. The report can be found as Appendix D to the minutes.
- b. Payments as listed in Appendix C were approved.
- c. The balances on the Open Spaces fund, which consist of separate sums allocated to Play (£1,926.74) and Sport (£3,393.97) and administered by WCC were noted. Discussion took place in order to identify potential permitted schemes against which funds could be spent and Cllr Higham's paper identifying three potential Sports projects (previously circulated) was discussed. It was resolved to support expenditure on the purchase of one new Goal post on the Glebe land (approx. £500) and also on a new pair of Goal posts at the Cricket Ground (approx. £1100). Cllr Higham agreed to liaise with necessary parties in order to progress these projects.

ACTION: Cllr Higham

The final project identified in Cllr Higham's paper was to provide funding towards the costs of providing support to Hambledon children attending after school clubs at Hambledon School. Following a lengthy discussion, a vote was taken which resulted in this proposal being rejected on a majority against.

Cllr Birdwood identified a potential project for the use of the Play element of the Open Space funds, following a recent visit to Denmead and observing their Zip-Wire facility in use. Following discussion, it was agreed that Cllr Birdwood should carry out further investigation and obtain more information and potential costs regarding this item.

ACTION: Cllr Birdwood

6. Transport and Highways

- a. Cllr Thornton said that he not yet received any response from the Art Group regarding designs for new village signs and had approached a local graphics designer and was still awaiting a response.
- b. Cllr Wood said that quotes had been received today for finger posts and these were for around £2,000 per finger post. It was likely that a total of three would be required for the Village making a total cost of £6,000; a sum of £3,500 had already been earmarked in the Reserves

under *Decluttering*. It was resolved to rename *Decluttering* to *Signs and Signposting* as this was the intended purpose of this Reserve. In addition there was also a current surplus in addition to earmarked reserves that could be also be used for this purpose if required following appropriate authorisation.

ACTION: The Clerk

- c. Cllr Thornton said that following the conclusion of lengthy discussions the Bus service was due to resume on Monday 14th October 2015.
7. Footpaths
 - a. The upgrade of the footpath from Stewarts Green to The Church had been virtually agreed and work should be starting soon on it.
 - b. The potential Enforcement action regarding the path near Green lane was covered under Planning under the item Enforcements.
 8. Business Support
 - a. Cllr Higham said that the tenancy of *The Vine* was still being negotiated and new tenants may be taking over the tenancy during October.
 9. Recreation and Play
 - a. This Item was covered under Finance – Open spaces grants.
 10. Village Maintenance and Lengthsmen
 - a. Cllr Birdwood said that maintenance work was continuing to be carried out and was primarily being concentrated on grips. It was thought that some of the grips could not be tackled by the Lengthsmen due to the requirement for heavy equipment, for which they were not equipped and also that some of the roads were known as ‘fast’ roads and a safety hazard to them.
There was still a dispute regarding the ownership and responsibility for the grips in East Street. Cllr Birdwood was asked to follow this matter up with WCC Cllr Dibden.
ACTION: Cllr Birdwood
 11. Pipe and Flooding issues
 - a. The monthly ‘Pipe’ liaison meetings were continuing to take place and relevant matters continued to be discussed. The work was currently running to schedule.
 12. Parish Events
 - a. First Aid & Defibrillator Training was taking place on Wednesday, 7th October, from 3pm to 5pm and also from 7pm to 9pm at Hambledon Village Hall. The training was free to all Hambledon Residents. Cllr Thornton agreed to email this information to the Village Email list.
ACTION: Cllr Thornton/All Councillors
 - b. Village Family Bonfire Night – Saturday, 7th November, 5.30pm at the Upper Glebe Field by the New Tennis Court – Free Entry – All Villagers Welcome!
The Clerk confirmed that HPC’s Insurer’s had agreed the event met their Risk Assessment criteria.
Eddie Vincent email: emwvincent@gmail.com or Tel: 07768 198642 was organising the collection of wood for the Bonfire.
 13. Correspondence
 - a. A letter from HALC (Hampshire Association of Local Councils) regarding AGM on Saturday 10th

October was noted.

- b. A letter from WinACC (Winchester Action on Climate Change) requesting support for a pledge to seek a fair, strong, legally binding, global climate deal which limits global temperature rise to below 2 degrees Centigrade was noted.
- c. A notice of Winchester Parishes Briefing on 20th October 2015 was noted. The briefing was going to include further information regarding Hampshire devolution. Cllr Griffiths agreed to attend the briefing on behalf of HPC.

The meeting closed at 2120.

Appendix A – Planning Applications & Appeals

Planning Applications

- i) **SDNP/15/04404/LIS – The Old Vicarage, Vicarage Lane, Hambledon, PO7 4RP –** Refurbishment of the second floor and associated works. **No comment.**
ACTION: The Clerk
- ii) **SDNP/15/04078/HOUS – 19, The Maltings, Hambledon, PO7 4AE –** Erection of 3m x 1.5m Garden shed. **Object on the grounds that the shed impinges significantly on the second car parking space (for full comments please see SDNPA Planning Portal).**
ACTION: The Clerk
- iii) **SDNP/15/04651/HOUS & SDNP/15/04652/LIS – St Agatha, East Street, Hambledon, PO7 4RX –** Proposed removal of cement based render to front elevation. Making good brickwork and pointing with lime based products. Painting brickwork with Farrow and Ball exterior masonry paint. Replace broken plastic guttering with cast iron. (AFFECTS THE SETTING OF A LISTED BUILDING). **Positively support.**
Action: The Clerk

Appendix B – Planning Decisions & Enforcements

Planning Decisions

- i) **SDNP/15/03150/NMA – Homelands, Cams Hill Lane, Hambledon, PO7 4RQ –** (MINOR AMENDMENT to Planning Permission SDNP/14/02411/HOUS) – Replace extent of glazing on left gable on front elevation, replace bi-fold doors with glazed window to south elevation, replace glazed apex windows with intill [*and infill*] with brickwork on rear elevation, and omit chimney – **Approved (4 Sep 2015)**
- ii) **SDNP/15/04373/DCOND – St Agatha, East Street, Hambledon, PO7 4RX –** Discharge of Condition 4 – **Completed**
- iii) **SDNP/15/02261/HOUS – Deepdale, East Street, Hambledon, PO7 4RZ –** Discharge of conditions 3, 4 and 5 – **Approved**
- iv) **SDNP/15/03214/TCA – The Old Vicarage, Vicarage Lane, Hambledon, PO7 4RP –** Trees – 1 no. Holm Oak to reduce the 3 secondary branches on NW 60cm dia. trunk by 6m (T1), 1 no. Conifer to crown lift to 4m (T2), 2 no. Yew to crown lift to 4m (T3 and T4) – **Raise no objection (15 Sep 2015)**
- v) **SDNP/15/03976/TCA – 5, Rushmere Gate, Green Lane, Hambledon, PO7 4SS –** Trees – 1 no. Yew to crown reduce by 2.5m, 1 no. Pine to crown reduce by 2.5m – **Raise no objection (17 Sep 2015)**
- vi) **SDNP/15/04167/APNB – Hole Farm, Hole Lane, Hambledon, PO7 4RB –** Agricultural general purpose building – **Raise no objection (9 Sep 2015)**

Enforcements/Potential Enforcements

- i) **SDNP/15/00514/GENER – Green Man Footpath off Green Lane, Hambledon – Alleged track created in field adjoining footpath – Track appears to serve no purpose at the moment and is under investigation by WCC and response is still awaited from Planning Enforcement team.**
- ii) **12/00713/SHCS – The Lambing Yard, Windmill Down Farm, Hambledon, PO7 4SY – Alleged breach of Planning conditions – Remains under investigation by HCC/SDNPA Enforcement teams. Further evidence has been supplied to the Enforcement Teams by various parties and continued investigation is supported by HCC Cllr Huxstep, WCC Cllr Dibden and HPC.**
- iii) **Prestfield Stud/Meadow Farm, Menslands Lane, Hambledon – Alleged breach of Planning conditions – Referred to WCC Enforcement for further investigation and response from them still awaited.**

Appendix C – Payments

Payments made in September 2015

7/9/15	BACS	G Wright	Aug 2015 – Salary, Allowance & Expenses (incl Tax Refund)	503.77
7/9/15	138	T Higham	8 x Bags of Sand for Play Sand Pit (£23.92) & Toys for Play Area (£12.00)	35.92
7/9/15	BACS	Taylor Robertson	Assistant Tennis Coach 29/8/15	18.75
7/9/15	BACS	R Blackiston	Tennis Coach – 1/8; 8/8; 15/8 & 22/8/15 = 14 hrs @ £20/hr	280.00
7/9/15	BACS	Claymart (Chris Martin)	VH maintenance Aug 2015 (£98) & Bench Repairs (£12)	110.00
7/9/15	BACS	Hambledon VH	VH Hall Hire 7 th September 2015	20.00

Total Payments made in September

£968.44

Payments to be made in October 2015

5/10/15	BACS	G Wright	Sep 2015 – Salary, Allowance & Expenses	511.97
5/10/15	BACS	HMRC	Tax on Salary – Sep 2015	4.00
5/10/15	BACS	Taylor Robertson	Assistant Tennis Coach 5/9/15	18.75
5/10/15	BACS	Carter Jonas	Glebe Land Rental 29/9/15 – 28/9/16 (£600) & Arrears (3 x £100 = £300) - 29/9/11-28/9/12; 29/12/12-28/9/13 & 29/9/13 – 28/9/14)	900.00
5/10/15	201	South Central Ambulance Service League of Friends	Defib & 1 st Aid Training – Oct 2015	100.00

Total Payments to be made in October

£1,534.72

Total Payments for September and October 2015

£2,503.16

APPENDIX D

HAMBLEDON PARISH COUNCIL - FINANCIAL REPORT FOR PERIOD ENDING 30TH SEP 2015

Actual to	Annual	Actual-v-
30-Sep-15	Budget	Budget

RECEIPTS

Precept	£13,278.18	£13,278	100%
Council Tax Support (CTS) Grant	£721.82	£722	100%
	£14,000.00	£14,000	100%
Other Income			
Bank Interest	£25.95	-	-
VAT Reclaimed to date (prior years)	£8,696.95	-	-
	£8,722.90	-	-
Grants and Donations - see Schedule 1	£425.00	-	-
Total income	£23,147.90	£14,000	165%

PAYMENTS**Parish Council Funded Expenditure**

Grants and Donations - see Schedule 2	£126.00	£2,205	6%
Village Maintenance Costs			
Village Hall (VH) & Stewarts Green (SG) - Playground Maintenance & Inspections	£258.15	£250	103%
Parish Maintenance (includes VH Grass & Grounds)	£222.00	£1,500	15%
Lengthsman		-	-
Glebe Land Maintenance	£20.80	£400	5%
Glebe Land Rent		£600	-
Section 137 (Christmas Tree & Wreath)		£30	-
	£500.95	£2,780	18%
Publication Costs			
Website (costs include 2 yrly Web host fee)	£605.00	£480	126%
	£605.00	£480	126%
Salaries and Associated Costs			
Net Salaries	£2,269.05	£5,460	42%
HMRC Costs	£19.40	-	-
Clerk's Expenses	£119.70	£200	60%
Clerk's Training (excludes CiLCA training)	-	£100	-
Administration - Clerk's Office	£200.00	£620	32%
	£2,608.15	£6,380	41%
Administration Costs			
Hall Hire	£245.00	£250	98%
Insurance Premium	-	£500	-
Audit - Internal	£235.00	£320	73%
Audit - External	£200.00	£310	65%
Subscriptions - see Schedule 3	£351.00	£400	88%
Election Expenses (prior year costs)	£75.10	-	-
	£1,106.10	£1,780	62%
Councillors and Meeting Costs			
APM	£121.51	£125	97%
Councillors' Expenses		£50	-
Councillors' Training		£200	-
	£121.51	£375	32%
Exceptional Items		-	-
Total Parish Council Expenditure	£5,067.71	£14,000	36%
Other Funded Expenditure			
Tennis Coaching	£2,082.50		
Sports Equipment	£406.75		
Flood Costs - see Schedule 4	-		

Capital Projects - see Schedule 5	-		
VAT to be reclaimed for payments in FY 15/16	£203.52		
Reclaimable Expenditure	<u>£2,692.77</u>		
Total Expenditure	<u>£7,760.48</u>		
Net Income for the year to date	<u>£15,387.42</u>		
	Actual to	Annual	Actual-v-
	30-Sep-15	Budget	Budget
Assets			
Bank Balance - see Schedule 7	<u>£35,208.88</u>		
Schedule 1 - Grants & Donations Received			
Tennis Donations	£425.00	-	
Total Grants & Donations Received	<u>£425.00</u>	-	
Schedule 2 - Grants Paid Out			
Royal British Legion - VJ Day -75th Anniversary	£126.00	-	
	<u>£126.00</u>	<u>£2,205</u>	<u>6%</u>
Schedule 3 - Subscriptions			
HALC	£311.00	£320	97%
HPFA	£40.00	£40	100%
CPRE	-	£40	-
	<u>£351.00</u>	<u>£400</u>	<u>88%</u>
Schedule 4 - Flood Costs			
Unallocated	-		
	<u>-</u>		
Schedule 5 - Capital Project Costs			
Unallocated	-		
	<u>-</u>		
Schedule 6 - Earmarked Reserves			
Village Design Statement		£1,350	
CiLCA Training		£500	
Parish Plan Actions		£2,000	
Flood Reserve		£2,000	
Decluttering		£3,500	
Reprint Walk Book		£1,500	
		<u>-</u>	<u>£10,850</u>
Other Ring fenced funds			
HLF Grant for Tennis Coaching		-	£2,200
		<u>-</u>	<u>£2,200</u>
Schedule 7 - Bank Balance			
Unity Trust as at 30th September 2015	£35,208.88		
less: Cheques & BACS Payments not reflected	£0.00		
	<u>£35,208.88</u>		

Report on the Finances

Income

Final tranche of Precept (£6,639.09) & Council Tax Support Grant (£360.91) for 2015, Tennis donations (£75) and Bank interest for Qtr 2 (£13.59) received in September.

Expenditure

This statement does not include some expenditure for costs incurred during

September, these costs will be shown in a subsequent report.

Open Spaces fund balance as at 30th September 2015 (figures not included above)

These funds are held by WCC on behalf of HPC for specific expenditure on defined and permitted Play and Sport schemes

Play = £1,926.74 Sport = £3,393.97 Total = £5,320.71

Geoff Wright
Parish Clerk & RFO
5th October 2015