

## Parish Council Meeting Minutes

Monday 1st February 2016, 7.30pm

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

**In attendance:** G Wright (Clerk),  
Cllr F Pearson and Cllr V Weston (WCC), PCSO O Reeves (Police), Mr J Jarvie and Mr N Mason (Hambleton Flood Action Group – item 11) and Mr D Robertson (item 7a – Village Signs)

Chair of Meeting: Cllr J Thornton

Clerk for Meeting: G Wright

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### 1. Apologies for absence and declarations of interest

There were no apologies for absence received as all HPC Councillors were present.  
Cllr Wood declared an interest on Agenda item 4 (Planning) as a resident of The Maltings.

### 2. Public participation

The Chairman opened the meeting for public participation.

#### a. The Police

PCSO Owen Reeves attended the meeting and gave a summary of incidents reported in Hambleton during January 2016; these included 2 Road Traffic Accidents, (where minor injuries had been sustained), a Burglary (from a Non-Dwelling) and an Assault (Domestic Related). PCSO Reeves said that although incidents in Hambleton were lower than average, residents should continue to be aware of suspicious vehicles and let Police know of any concerns by ringing 101 and asking to speak to a local Police officer, so that PNC checks could be carried out.

#### b. The County Councillor

Hampshire County Councillor (HCC) for Meon Valley Division, Roger Huxstep had sent his apologies for absence prior to the meeting and submitted the following report:

**Devolution.** *The Devolution Prospectus was submitted to the government on 4<sup>th</sup> September. There was no response as promised around 24<sup>th</sup> November. The latest indications are that it might be in March.*

**HCC Budget.** *The Council is still working through its budget proposals in the light of the Provisional Local Government Finance Settlement. The average reduction over the country for the Revenue Support Grant (RSG) for 2016/17 is 24.5%. For HCC the reduction is 37.4%; cutting the RSG from £129m to £81m, a reduction of £48m compared to a forecast reduction of £19m. Therefore, for the 2016/17 budget a £55.5m funding gap has to be closed for a balanced budget. It is to be confirmed but this is likely to mean an increase in council tax of 3.99% comprising a ring-fenced increase of 2% for social care costs and a 1.99% increase, the maximum possible without having to hold a referendum.*

**HCC Ordinary Meeting – 7<sup>th</sup> January 2016.**

*I have already reported on devolution which was on the council's agenda. The other substantive item was the electoral review of HCC and its response to the Local Government Boundary Commission for England on its new pattern of divisions for the county. Submissions on the LGBCE recommendations closed on Monday, 11<sup>th</sup> January. On 15<sup>th</sup> March the Commission considers its final recommendations and publishes them on 5<sup>th</sup> April whence an Order is laid in Parliament in May for implementation at next year's County Council elections.*

**Library Consultation.**

*There were some 9,000 responses by the time the consultation closed on Saturday, 16<sup>th</sup> January. They will be analysed and the responsible executive member will announce the results in April.*

**Household Waste Re-cycling Centres.**

*With budget pressure, a further review of centres is expected soon with an 8 weeks' consultation. A number of options will be proposed to save money ranging from day closures to shorter hours.*

c. The District Councillor

Winchester City Councillor (WCC) Caroline Dibden had sent her apologies for absence prior to the meeting and submitted the following report:

*I have requested some more information on 19 The Maltings (again), but have not heard back. Otherwise, the big issues coming up at WCC are budget cuts from government and how to deal with it. WCC has had its contribution from government cut by around 40%, so as you can imagine there is a lot of discussion on whether services can be further trimmed and if council tax will have to rise. HCC has a similar situation.*

*I suspect this is the shape of things to come, and perhaps Parish precepts will have to rise to take on some of the services provided by WCC and HCC. Soberton has just agreed to raise its by 11% this year.*

*Silver Hill continues to cause concern, and deadlines are fast looking for the CPO to lapse.*

*The neighbouring Eastleigh Local Plan is proposing some very large housing developments south of Marwell and Upham, which will have an impact on the roads and infrastructure in that area. Please let me know if there is anything else you would like me to follow up.*

WCC Cllr Frank Pearson (currently WCC Portfolio Holder for Environment, Health & Wellbeing and a Ward Cllr for Swanmore and Newtown) and WCC Cllr Vicki Weston (currently WCC Deputy Leader and Portfolio Holder for Service Delivery and also a Ward Cllr for Swanmore and Newton) were both present at the meeting. Cllr Griffiths said that on behalf of HPC, he had asked for a statement on Governance regarding Devolution in Hampshire from the Leader of WCC. WCC Cllr Weston said that Governance issues had not yet been finalised and recommended that the PC sent a delegate to the Devolution briefing being held on 1<sup>st</sup> March 2016; Cllr Griffiths confirmed that he would be attending. Cllr Higham asked if there would be any abatement of Business Rates for businesses in Hambledon suffering reduced trade due to impaired access during the Pipe works; WCC Cllr Weston advised that individual Businesses contact WCC direct.

**3. Minutes from the previous meeting**

- a. The minutes of the meeting held on 4<sup>th</sup> January 2016 were approved without amendment.

**4. Planning**

- a. Planning Applications as listed in Appendix A were considered and discussed.
- b. Planning decisions as listed in Appendix B were noted.

## **5. Finance**

- a. The financial report for the period ending 1st February 2016 was received and approved unanimously; the report can be found at the end of the minutes.
- b. Payments as listed in Appendix C were approved for payment.

## **6. Clean for the Queen (to celebrate the Queen's 90<sup>th</sup> Birthday) – Saturday 5<sup>th</sup> March 2016**

- a. Cllr Griffiths confirmed that he had registered Hambledon as taking part in this event and would contact WCC regarding resource requirements. Cllr Thistlethwayte said that a whole page advert would appear in *The Hambledonian* to help publicise the event.

## **7. Transport and Highways**

- a. Doug Robertson attended the meeting and presented four paper designs that he had produced as part of the previously agreed initial brief for new Village signs. The designs featured Speltham Down, Cricket, St Peter & St Paul Church and The South Downs (Nature Views). Cllr Thornton thanked Doug for producing the designs and Cllrs viewed and discussed the work and also potential methods of involving Villagers in the process. Doug agreed to 'sharpen-up' the images and then email them to HPC.

**ACTION: Doug Robertson**

- b. A meeting had taken place on 12<sup>th</sup> January 2016 regarding Heavy Goods Vehicles from Alsoils using the road near Park Farm Barn and also Church Lane. As both WCC Cllr Dibden and HCC Cllr Huxstep had both sent their apologies for this evening's meeting, it was decided to defer this item of the Agenda to the next HPC meeting.

**ACTION: The Clerk/HCC Cllr Huxstep**

## **8. Footpaths**

- a. The action being taken (to spray out the higher than usual growth on the footpaths) in response to Ray Couzens email regarding the footpath opposite the cricket ground and also at Beckless farm was noted.
- b. The upgrade of the Stewarts Green/Church Footpath was discussed; a problem still existed, namely the last 9 yards of the path, (the downslope) which required work that had still not been completed by HCC at the date of the meeting. It was resolved that this matter should continue to be pressed with HCC for them to complete the work.

**ACTION: HCC/HCC Cllr Huxstep**

## **9. Business Support**

- a. Other than potential Business Rate relief for disruption to trade during the Pipe work, no further issues were reported.

## **10. Hampshire and Isle of Wight (HIOW) Devolution**

- a. The publication of edition 12 of the HIOW Devolution newsletter on the role of National Parks was noted.

## **11. Pipe and Flooding issues**

- a. Jan Jarvie (Chairman of Hambledon Flood Action Group [FAG]) said that he and members of the FAG had taken information from the 2000 flood and used that to expand their list of contacts who were at risk from ingress of water. A risk-based system had been used in

order to help identify those households that required increased levels of support; this included the FAG being supplied with alternative contact numbers.

- b. Cllrs Thornton and Wood had used a spreadsheet to merge an existing email list to produce a new list of villagers who had asked to be notified of increased risk from ingress of water.
- c. Jan Jarvie confirmed that the current makeup of the Hambledon FAG was himself, Neil Mason, James King, Simon Dettmer, Gary Plaisted, Paul Quinn and Geoff Hartridge. Jan said that the FAG would continue to liaise with HPC, if and when required.

## 12. Village Defibrillator Procedure

- a. The process of agreeing the update of Hambledon's Defib procedure was still work-in-progress. Cllr Higham was continuing to liaise with people who might become Village Defib 1<sup>st</sup> responders.

## 13. Grants and Donations

- a. In response to the deferred item from the HPC meeting held in January regarding making donations to organisations in Northern England, The Clerk confirmed that HPC did not have the power to make such donations.

## 14. Correspondence

- a. In response to Julie Etele's email reporting increased levels of dog fouling on the pavement, especially in Green Lane, Cllr Thornton advised that temporary reminder posters would again be posted. **ACTION: Cllr Thornton**
- d. In response to an email from Mr Stares, it was resolved that the Parish Council had no objection to the tidying of the immediate area around the *Murder Stone* and also to granting permission to walk (and finish) the route taken by James Stares near the former '*New Inn*' site.
- e. The actions decided by the Footpaths Working Group regarding re-prioritising Vegetation cutting lists (PCLs) were noted.

The meeting closed at 2055.

## Appendix A – Planning Applications & Appeals

### Planning Applications

- i) **SDNP/15/06505/HOUS** – Replace original metal gates with part wooden, part metal gates – **19 The Maltings, Hambledon, PO7 4RZ – Resolved** – To object to this application – Full comments posted to SDNPA Planning Portal.
- ii) **SDNP/16/00007/FUL** – Replacement of current electrical storage and panel heating with an air source heat pump heating system. (PLEASE NOTE ALL ASHP UNITS WILL BE LOCATED AT THE BACK AND SIDE OF THE BUILDING SO NOT VISIBLE FROM THE ROAD) – **Hambledon Village Hall, West Street, Hambledon, PO7 4RW – Resolved** - No objection in principle - Full comments posted to SDNPA Planning Portal.
- iii) **SDNP/12/01899/TCA** – 1 no. Sycamore – Crown lift over toilet block to give 3m clearance – **Hambledon Infant School, Church Lane, Hambledon, PO7 4RT – Resolved** - Raise no objection.

## Appendix B – Planning – Decisions and Enforcements/Potential Enforcements Decisions

### Planning Decisions

- i) **SDNP/15/02609/FUL** – Change of use from agricultural to equine (RETROSPECTIVE) – Land Adjoining Hambledon Road, Hambledon – **Approved (8<sup>th</sup> Jan 2016)**.

### Enforcements/Potential Enforcements

- i) **None.**

## Appendix C – Payments

### Payments made in January 2016

15/01/16	BACS	Claymart (Chris Martin)	Grounds Maintenance for Dec 2015	98.00
15/01/16	BACS	Taylor Robertson	Assistant Tennis Coach 28/11/15 to 2/1/16	90.00
15/01/16	BACS	Hambledon PCC	Grant towards cost of replacing 6 Bell Ropes at St Peter & St Paul Church, Hambledon	400.00
15/01/16	BACS	Home Start Meon Valley	Grant towards costs of providing support to Hambledon area residents	500.00

**Total Payments for January 2016** **£1,088.00**

### Payments to be made in February 2016

01/02/16	BACS	G WRIGHT	Net Salary, Allowance & Expenses – Jan 2016	540.37
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**Total Payments to be made in February 2016** **£540.37**

**Total Payments for January and February 2016** **£1,628.37**

	Actual to 01-Feb-16	Annual Budget	Actual-v- Budget
<b>RECEIPTS</b>			
<b>Precept</b>	£13,278.18	£13,278	100%
<b>Council Tax Support (CTS) Grant</b>	£721.82	£722	100%
	<u>£14,000.00</u>	<u>£14,000</u>	<u>100%</u>
<b>Other Income</b>	-	-	-
<b>Bank Interest</b>	£40.62	-	-
<b>VAT Reclaimed to date (prior years)</b>	£8,696.95	-	-
	<u>£8,737.57</u>	<u>-</u>	<u>-</u>
<b>Grants and Donations - see Schedule 1</b>	£2,075.00	-	-
<b>Total income</b>	<u><b>£24,812.57</b></u>	<u><b>£14,000</b></u>	<u><b>177%</b></u>

**PAYMENTS****Parish Council Funded Expenditure**

<b>Grants and Donations - see Schedule 2</b>	<u>£1,126.00</u>	<u>£2,205</u>	<u>51%</u>
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**Village Maintenance Costs**

Village Hall (VH) & Stewarts Green (SG) - Playground Maintenance & Inspections	£258.15	£250	103%
Parish Maintenance (includes VH Grass & Grounds)	£614.00	£1,500	41%
Lengthsman	-	-	-
Glebe Land Maintenance (includes arrears due, but not paid for 2013 & 2014)	£1,150.80	£400	288%
Glebe Land Rent (includes prior yrs rent increase arrears)	£900.00	£600	150%
Section 137 (Christmas Tree & Wreath)	£30.00	£30	100%
	<u>£2,952.95</u>	<u>£2,780</u>	<u>106%</u>

**Publication Costs**

Website (costs include 2 yrly Web host fee)	£605.00	£480	126%
	<u>£605.00</u>	<u>£480</u>	<u>126%</u>

**Salaries and Associated Costs**

Net Salaries	£4,561.70	£5,460	84%
HMRC Costs	£35.50	-	-
Clerk's Expenses	£205.20	£200	103%
Clerk's Training (excludes CiLCA training)	£35.00	£100	35%
Administration - Clerk's Office	£518.08	£620	84%
	<u>£5,355.48</u>	<u>£6,380</u>	<u>84%</u>

**Administration Costs**

Hall Hire	£365.00	£250	146%
Insurance Premium	£497.82	£500	100%
Audit - Internal	£235.00	£320	73%
Audit - External	£200.00	£310	65%
Subscriptions - see Schedule 3	£387.00	£400	97%
Election Expenses (prior year costs)	£75.10	-	-
	<u>£1,759.92</u>	<u>£1,780</u>	<u>99%</u>

**Councillors and Meeting Costs**

APM	£121.51	£125	97%
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Councillors' Expenses	-	£50	-
Councillors' Training	-	£200	-
	<u>£121.51</u>	<u>£375</u>	<u>32%</u>
<b>Transferred from Earmarked Reserves</b>			
Village Signs	£300.00	-	-
<b>Total Parish Council Expenditure</b>	<u>£12,220.86</u>	<u>£14,000</u>	<u>87%</u>
	<b>Actual to</b>	<b>Annual</b>	<b>Actual-v-</b>
	<b>01-Feb-16</b>	<b>Budget</b>	<b>Budget</b>
<b>Other Funded Expenditure</b>			
Tennis Coaching	£3,360.00		
Sports Equipment	£497.45		
Flood Costs - see Schedule 4	-		
Capital Projects - see Schedule 5	-		
VAT to be reclaimed for payments in FY 15/16	£228.66		
<b>Reclaimable Expenditure</b>	<u>£4,086.11</u>		
<b>Total Expenditure</b>	<u><u>£16,306.97</u></u>		
<b>Net Income for the year to date</b>	<u><u>£8,505.60</u></u>		
<b>Assets</b>			
Bank Balance - see Schedule 7	<u>£28,427.06</u>		
<b>Schedule 1 - Grants &amp; Donations Received</b>			
Tennis Donations	£325.00	-	
Tennis Camp Grant from Hambledon & Denmead Ed. Trust	£100.00	-	
Tennis Grant from HIWCF	£1,650.00		
<b>Total Grants &amp; Donations Received</b>	<u>£2,075.00</u>		
<b>Schedule 2 - Grants &amp; Donations Paid Out</b>			
Royal British Legion - VJ Day -75th Anniversary - (Village Hall Hire costs)	£126.00	-	
South Central Ambulance League of Friends (1st Aid & Defib training event)	£100.00	-	
Home Start Meon Valley 2015	£500.00		
Hambledon PCC (Bell Ropes for St Peter & St Paul Church)	£400.00		
<b>Total Grants &amp; Donations Paid Out</b>	<u>£1,126.00</u>	<u>£2,205</u>	<u>51%</u>
<b>Schedule 3 - Subscriptions</b>			
HALC	£311.00	£320	97%
HPFA	£40.00	£40	100%
CPRE	£36.00	£40	90%
<b>Total Subscriptions Paid Out</b>	<u>£387.00</u>	<u>£400</u>	<u>97%</u>
<b>Schedule 4 - Flood Costs</b>			
Unallocated	-		
	-		
<b>Schedule 5 - Capital Project Costs</b>			
Unallocated	-		

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**Schedule 6 - Earmarked Reserves**

Village Design Statement		£1,350
CILCA Training		£500
Parish Plan Actions		£2,000
Flood Reserve		£2,000
Signs and Signposting	£300.00	£3,500
Reprint Walk Book		£1,500
	£300.00	£10,850

**Other Ring fenced funds**

HLF Grant for Tennis Coaching	£2,200.00	£2,200
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**Schedule 7 - Bank Balance**

Unity Trust as at 1st Feb 2016 (from account transaction query - bank statement not yet received)	£28,967.43
Plus: Credits not shown	£0.00
less: Cheques & BACS Payments not reflected	-£540.37
	<b>£28,427.06</b>

**Report on the Finances****Income**

No income has been received during the period 1st Jan 2016 to 1st Feb 2016 inclusive.

**Expenditure**

Payments as listed in Appendix C of the Agenda for PC mtg of 1/2/16 have been included in the above report.

Currently only £840 of Tennis Coaching funding remains available for spending.

**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.

No further funding update has been received from WCC as at 1st Feb 2016.

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

Geoff Wright  
 Parish Clerk & RFO  
 1st February 2016