



MINUTES

Hambleton Parish Council

04 Sept 2017, 7.30pm

Village Hall - Hambleton

PRESENT:

- Cllr Quinn OBE (Chair)
- Cllr Thornton (Vice-chair)
- Cllr Wigley
- Cllr Higham
- Cllr Thistlethwayte
- Cllr Wood
- Cllr Mason
- Cllr Huxstep (arrived 8.42pm)

In attendance:

- Mrs Joanna Tester (Clerk)
- Two members of the public

Meeting started at 7.30 pm

No	Item	Discussion and Decision	Action
96	Apologies	Cllr Pearson (HCC) Cllr Gemmell Cllr Weston (HCC) PCSO Owen Reeves Apologies accepted	
97	Disclosable pecuniary interests	None declared	
98	Public Question and comments Public question	Standing Orders suspended for 10 minutes. One member of the public asked if there was a plan to move the seat/bus shelter towards The Gardens. He considers there are safety concerns they would have to cross the road to get on and it would be harder to see the approach of the bus. Cllrs advised that it was suggested at the recent APM but not taken any further as seen as low priority by the majority.	

	DC report	Received	
	CC report	Received	
	PCSO report	None received	
99	Resume standing orders	Agreed	
100	Minutes of previous meeting	Agreed as a true record	
101	Clerk's Progress Report	<p>Village Design Statement – Cllr Thornton advised that his role in taking this forward is as a private individual, not as a Cllr. To date, only informal comments have been received from SDNP, and a lot of extra work/re-drafting is now required. SDNP will organise a public consultation once the plan is agreed, and will take forward after consultation. Cllr Quinn confirmed that the PC is a stakeholder but the VDS is technically not PC business and should therefore be removed from the Clerk's Progress Report. Instead, it should be listed as an agenda item once per term.</p> <p>Tennis coaching grants 1. OSF – £3200 received/remainder due Sept 2017; remove from report 2. Tesco Bags of Help - £1000 due within 10 working days from 04/09/17. Retain in report.</p> <p>Bat & Ball – No progress. On-going.</p> <p>Allotment provision – On-going. Cllr Quinn to put a note in Oct-Nov Hambletonian, asking for interested Villagers to contact the PC. Deadline of 20th Nov 2017 to be given.</p> <p>Fingerpost – No progress. Formal letter sent to Heritage Finger Post Signs 18/08/17. No response to date. Clerk to chase by phone.</p> <p>Community assets – Cllr Thistlethwayte to brief Clerk, and both to scope amount of work required. Clerk to take forward when time permits.</p> <p>Financial Risk Assessment – agenda item no 111</p> <p>Spring Clean 2018 – Item for Jan 18</p> <p>Footpaths/kissing gates – 3 x STILES ON FOOTPATH 8a (Cams; land owned by Jenni Dixon) Cllr Mason advised that the British Standard for gaps, gates and stiles is not enforceable, and that PC can't contribute to costs where land is privately owned. Costings for wooden &</p>	<p>Clerk</p> <p>Clerk</p> <p>Cllr Thornton</p> <p>Cllr Quinn</p> <p>Clerk</p> <p>Cllr Thistlethwayte & Clerk</p> <p>Cllr Mason</p>

		<p>metal kissing gates have been requested. Cllr Mason is in consultation with Stephen Harwood and Adrian Cazalet regarding forming a working group.</p> <p>Parish Lengthsman Agreement - Work Schedule 2017-18 (for information) as follows:</p> <ul style="list-style-type: none"> • w/c 07 Aug 2017 • w/c 02 Oct 2017 • w/c 27 Oct 2017 • w/c 26 Feb 2018 <p>HCC Invoice for Greenman Kerb Repairs – On-going. No further contact has been made by Simon Cramp or credit control at HCC. PC will not chase and will examine cost extremely carefully, as agreed and costed before work started.</p>	
102	Bank A/C	Bank balance - £27,650.87 @ 01 Sept 17	
103	Mid-year budget review	Approved	
104	Q1 financial report	Approved	
105	External audit	<p>Annual return for year ended 31 March 2017 (including the external auditor certificate) was approved and accepted.</p> <p>Clerk to arrange for the following documents to be placed in the public domain for at least 14 days as soon as possible before 30th Sept 2017:</p> <ul style="list-style-type: none"> • Notice of Conclusion of Audit • Issues arising from the audit • Sections 1-3 of the annual return 	Clerk
106	Payment of accounts	Approved as per agenda.	Clerk
107	Planning applications	<p>Forge Cottage (SDNP/17/03718/PRE) – Councillors considered 2 small cottages to be appropriate. Outside SDNP Settlement boundary clerk to note on Pre-app.</p> <p>Hambledon Vineyard (SDNP/17/03091/DCOND) – details noted but no comments required as DCOND only</p> <p>Pitt Hill House (SDNP/17/04185/PRE) – details noted but no comments required as pre-application only</p> <p>Harwood House (SDNP/17/04187/FUL) – no objection</p>	Clerk
108	Planning decisions	Received and noted.	
109	SDNPA's Community Infrastructure	Two bids had previously been submitted (traffic calming & museum heritage centre). The PC has been advised that it needs to re-submit existing/any new bids by 29 th Sept 2017.	Clerk, Cllr Mason & Cllr Thornton

	Levy (CIL)	<p>Possible additional bids:</p> <ul style="list-style-type: none"> • £25k for flint wall repairs West St opposite the Maltings & restore to full previous length. • Post-flood village repairs (which could include flint walls, playgrounds etc.) linked to Village improvement project work. • Re-designing village entrances (instead of traffic calming and to repair flood damages) <p>Museum heritage centre bid is not to be re-submitted.</p> <p>Cllrs Masons & Thornton to advise Clerk on bids. Clerk to complete application.</p>	
110	Mobile phone mast	Cllrs noted the requirement for balance between visual impact & technical need. Proposed site was generally considered good, but Cllrs would like confirmation that all network providers can use the mast, not just Vodafone and Telefonica UK. If this is the case, no objection will be given. Cllr Thornton to reply informally. Clerk to respond formally.	Cllr Thornton Clerk
111	Financial risk assessment	No amendments required. Review Sept 2018.	
112	Village Improvement Project Working Group Report	<p>(i) Village entrance signs – Cllr Thornton waiting on contact from Heritage Finger Post Signs (Clerk to do) for update on progress with current contract before taking forward quote for new entrance signs. Cllr Quinn to provide Cllr Thornton with details of alternative supplier (British Legion Industries).</p> <p>(ii) PC Declaration form (ref. replacement of road name signs) – Cllr Thornton advised that WCC will probably fund new street name signs but not replacements. HCC will probably fund replacements, but cannot guarantee a 100% grant. Cllr Huxstep has recommended that all the work should be completed with a single fixed price contract joint funded by WCC & HCC. Cllr Thornton to take forward.</p> <p>(iii) George House planters – Provisional permission from Highways obtained. Cllr Thornton & Clerk to take forward, taking Highways advice regarding sight lines etc.</p> <p>Cllrs agreed that PC/Village noticeboards opposite The Peoples' Market are in poor condition and not fit for purpose. Cllr Thornton to look at costs for one large replacement board with a view to approving next meeting.</p>	<p>Cllr Thornton Clerk</p> <p>Cllr Quinn</p> <p>Cllr Thornton</p> <p>Cllr Thornton Clerk</p> <p>Cllr Thornton</p>
113	Tennis expenditure	<p>Statement approved.</p> <p>Concern over funding going forward.</p> <p>Proposal (agreed):</p> <p>The PC discussed the tennis coaching; key points discussed</p>	Cllr Higham

		<p>were:</p> <ol style="list-style-type: none"> 1. The PC were grateful to the Clerk, and Cllrs Higham and Thornton for bringing clarity to the tennis accounts. 2. The tennis costs have been fully covered by grants and donations. 3. The PC had established from HALC that tennis was an appropriate activity for the PC and use of precept, but that precept spend should be properly voted and discussed. 4. A £30 charge per family to be made. 5. It is important that tennis monies be in a separate space, and accounted for in a separate sub fund - controlled by its own group. Unnecessary to form a club - but separation in PC accounts is vital. A working group approach would do. <p><i>Note by the Clerk:</i></p> <p><i>Following some concerns raised by councillors, this clarification is offered: The decision by the PC is an 'in principle' decision only, to allow for further work. The subject will be included in the agenda for the next meeting, with the aim of setting up a working group to explore how tennis coaching etc. is best delivered, considering all options both inside and outside the parish council. It will be necessary for this working group to develop satisfactory proposals for the practicalities of charging and the administration of tennis coaching etc., and these must be checked as compliant with the law and current regulations.</i></p>	Cllr Higham
114	'Murder stone'	Annual maintenance of the stone to be added to the Parish Lengthsman schedule.	Cllr Thistlethwayte
115	Playground reports	<p>(i) Repairs update from Chris Martin – Cllrs acknowledged Chris Martin's concerns over potential high costs of repairing play equipment at Stewart's Green, and its viability going forward. However, it was noted that local children do use and enjoy the facilities, and the play area caters for older, where-as the Village Hall playground is more suitable for younger children. Cllrs proposed and agreed a budget of £500 for repairs. Further discussion on how best to proceed will follow once this limit has been reached. Clerk to advise Chris Martin.</p> <p>(ii) Notice board at Stewarts Green - this was an advisory notice in the latest Radman Playground Report, but Cllrs deemed it unnecessary. No further action required.</p>	Clerk
116	PC e-mail address	Cllr Wood to assist Clerk to arrange before the Nov 2017 PC meeting.	Cllr Wood Clerk
117	Reports & issues	<p>(i) National Park Authority Workshop (27/09/17) – Cllrs Wigley & Thistlethwayte to attend</p> <p>(ii) HALC Training & Events programme – Cllr Quinn &</p>	Cllr Quinn

		<p>Clerk to discuss w/c 11th Sept 17.</p> <p>(iii) Disabled facilities grant – leaflets placed in Doctors’ Surgery; Cllr Quinn to add a short note to his report in the next edition of The Hambledonian.</p> <p>(iv) Travellers – information noted. No further comments.</p> <p>De-fib training required. Cllr Wigley to look at potential trainers.</p>	<p>Clerk</p> <p>Cllr Quinn</p> <p>Cllr Wigley</p>
118	Next meeting	Monday 02 Oct 2017 (Hambledon Village Hall, 7.30pm)	
119	Exclude public & press	No confidential matters were discussed.	

The meeting closed at 9.17pm

Signed:

Paul Quinn OBE (Chair)

Dated:

Signed:

Joanna Tester (Clerk & Responsible Financial Officer to HPC)

Dated: