

**Parish Council Meeting Minutes**  
Minutes Monday 7th October 2013 7.30pm

<b>Present</b>	<b>In Attendance</b>	<b>Apologies</b>
Cllr Thornton ( Chair)		Cllr Coates
Cllr Birdwood		Cllr Reeve
Cllr Higham		Cllr Dibden
Cllr Thistlethwayte		Cllr Norman
<b>90/13 Apologies for absence and declarations of interest.</b>		
Councillors were welcomed to the meeting. Apologies were received from Cllr Reeve, Cllr Dibden, and Cllr Norman. Cllr Coates had also sent their apologies. Cllr Thistlethwayte noted her declaration of interest in the planning application for Fairfield House.		
<b>91/13 - To adjourn for public participation</b>		
There were no members of the public.		
<b>91.1/13 - To receive the Police Report</b>		
The police were not present at the meeting. ACTION: Clerk to ask them to attend the next meeting.		
<b>91.2/13 - To receive the County Councillor's Report.</b>		
Cllr Huxstep was not present at the meeting. ACTION: Chair to enquire about presence at the meeting.		
<b>91.3/13 – To receive the District Councillor's Report.</b>		
Cllr Coates was not present at the meeting. He sent a brief email noting the proposed replacement of the Leisure Centre in Winchester and noted that he had dealt with a number of issues for residents in the Ward. ACTION: The Clerk to ask Cllr Coates about the benefits for Hambleton residents of the proposed replacement of the Leisure Centre.		
<b>92/13- To approve the minutes of the meeting held 2<sup>nd</sup> September 2013</b>		
RESOLVED TO AGREE the minutes be signed as a true record.		
<b>93/13 - Matters arising from these minutes.</b>		
<b>Matters arising from the Minutes from the 2nd September 2013</b>		
Item 61.6/13 – Proposed Wildlife area- ACTION: Carried forward - Cllr Norman. Item 85.3/12 – Oak tree –The plaque – on going. ACTION: Cllr Thornton – Carry forward.		
<b>94/13 - Planning Applications and Decisions</b>		
<b>94.1/13 - Matters arising</b>		
<b>Matters arising:</b>		
Item 14/13 – Flint wall on Green Lane –Update Cllr Reeve. – Complete. Item 56/14: Item 208.2/12 Vineyard The Clerk had not had a response from the Vineyard. Item 57/13: Hayloft – ACTION: Clerk to chase WCC for a reply to HPC's letter of August 2012. Item 81.4/13 - Land behind The Chairmakers. Cllr Dibden had written the letter. It was noted that the Council wished to be copied in on all correspondence relating to planning. From Correspondence: To consider a comment to the following: DCLG on the reuse of redundant farm buildings for use for housing as opposed to a commercial reuse and who would benefit. <a href="https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/226632/Greater_flexibilities_for_change_of_use.pdf">https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/226632/Greater_flexibilities_for_change_of_use.pdf</a> - Cllr Higham explained the proposals. The Council were urged to respond individually due to the lack of time.		

**94.2/13 - To receive Planning Applications**

To receive planning applications:

SDNP/13/04318/LIS – Fairfield House, East Street, PO7 4RY (deadline 14th October) External alterations to the Coach House and re-roofing works to the single storey garages.

AGREED: No objection

SDNP/13/04317/HOUS - Fairfield House, East Street, PO7 4RY (deadline 14th October) External alterations to the Coach House and re-roofing works to the single storey garages (WITHIN THE CURTILAGE OF A LISTED BUILDING) (RESUBMISSION)

AGREED: No objection

SDNP/13/03629/LIS – 1 Church Lane, PO7 4RT (deadline 9th October) Change 5 in total modern replacement windows to the south elevation to more closely match the original style and other replacement windows.

RESOLVED TO AGREE that Cllr Thornton would collate all comments into a letter to the planning officer. The council agreed to support the application and felt that after reviewing photographs of both secondary and double glazing that the double glazing was less obtrusive.

ACTION: Cllr Thornton to draft a response and send via the Clerk.

SDNP/13/04252/DINPP – Mobile Home, Green Lane, PO7 4SY (next to Valeo) To create a new access from Green Lane at point on front to be agreed

AGREED: No objection.

**94.3/13 - To receive Planning Decisions**

None

**94.4/13 - To receive Planning Appeals Notification**

SDNP/13/00048/ENNOT -Address: St Peters Farm Church Lane Hambledon Waterlooville Hampshire PO7 4RT

Nature: Use of land for storage of commercial vehicles and gypsy caravans

Status: Appeal In Progress

**94.5/13 Update on Enforcement issues**

No

**94.6/13 - Village Design Statement**

No update

**95/13 - Finance and Parish Council management****95.1/13****Matters Arising:**

82.7/13 - Working party to pursue faster broadband issues within Hambledon.- Update

The Clerk noted that a member of the public had expressed an interest in helping.

**95.2/13 – To approve payments**

RESOLVED to approve.

07/10/2013	62	E Billingham	Back Pay to pay increase	25.02
01/10/2013	BACS	J Bray	Coaching Sept	280.00
01/10/2013	BACS	Clubnet	Bookings	50.00
07/10/2013	63	BDO	Audit	240.00
07/10/2013	65	Portsmouth DBF	Lease	500.00
07/10/2013	66	Saint Peter and Paul	Church car park	1,000.00
07/10/2013	67	T Higham	Sand	17.94
			<b>TOTAL</b>	<b>£2112.96</b>

**95.3/13 - Budget review to date**

The Clerk presented the report of the 2<sup>nd</sup> Quarter. Cllr Higham noted that the budget was going to plan.

ACTION: All councillors - There was still a balance in the Open Spaces fund and the council were urged to think of proposals for the next meeting. It would be on the agenda.

RESOLVED to note that the BDO had approved the external audit for 2012/13.
<b>95.4/13 Update on LTA tennis court grant for coaching.</b>
The LTA had not responded to Cllr Higham. ACTION: Cllr Higham to report at the next meeting.
<b>95.5/13 Website Matters Arising and Update–</b>
It was noted that the website was being updated when new information or reports were received. It was now top of the Google search. ACTION: The Clerk to connect the tennis sections together.
<b>95.6/13 Grant Applications:</b> <b>Matters arising:</b> -Item 41.5/13 Hambledon Cricket Club – The Clerk was waiting for the invoice from the Cricket Club. -Item 61.4/13 –Meon Valley First Responders, CAB and Home Start – The Clerk had reminded all three organisations to use the grant application form. -Item 82.14/13 –Cllr Norman had included the “What is a Parish Council” in the Hambledonian. The Clerk had received an email from a resident expressing interest. -Item 82.6/13 – WW1 Centenary and D-Day 70th Anniversary in 2014 including British Legion Real Poppy Campaign. Update on interest in forming a steering committee. There had been no interest expressed so it would not be carried forward. - Item 82.10/13 – Update on the Parish Council representative to attend the Winchester Passenger Transport Forum. The Clerk had received an email from a resident who expressed an interest. The Clerk had sent the last minutes to the resident and the Chair would be contacting them on his return. ACTION: Cllr Norman
<b>95.7/13 Update on the working party to pursue faster broadband issues within Hambledon.</b>
The Clerk had received an email from a resident expressing interest in joining the working party and Cllr Dibden would respond. ACTION: Cllr Dibden to follow up.
<b>95.8/13 Village Agent Scheme – Update on progress.</b> <b>Matters arising:</b> -Item 61.7/13 – Village agent.
ACTION: Clerk to put the information on the website and review response at the next meeting.
<b>95.9/13 Neighbourhood Watch representative and Tree Warden role – Update</b>
No update. ACTION: Carry forward.
<b>95.10/13 To formerly endorse that Alison Hubbard be the Parish Council representative on the Hambledon &amp; Denmead Welfare and Educational Trust board.</b>
The Parish Council were still unsure why a parish council representative was needed. ACTION: Agreed to postpone the endorsement and invite Alison Hubbard to write a report to the council.
<b>95.11/13 Update on impact of Primary school pupil numbers having grown by more than 50% since last term, including parking issues.</b>
Cllr Higham noted that the school had grown by more than 50%. There were two new teachers, two classes were now job shares and there was a relatively new Governing body. The Head Teacher was spending time on making sure the parking was managed. Year R would be joining the Walking Bus after half term. Eight parents use the church yard car park. The Head Teacher had asked parents not to use the church gate as parking space or an area in which to turn around. It was noted that a second Walking bus meant that there would be more parking at the village hall. The use of the basketball court and bottle bank area would be discussed at the next Village Hall committee on 14 <sup>th</sup> October. There had been no recent complaints or feedback from parking within the village.
<b>95.12/13 Parking:</b> <b>Update on Village parking issues - Working party</b> <b>Update on increased parking provision at the Village Hall</b>
See above. The working party had not met. It was noted that parking issues would increase with additional walking buses.

Increased demand for parking at the Village Hall needed to work with existing users such as the doctor's surgery, the preschool and anyone else using the Village Hall.
<b>95.13/13 Allotments – Update on the enquiries with WCC regarding land at Stewarts Green.</b>
Nothing to update. ACTION: Carry forward: Cllr Norman
<b>95.14/13 To discuss and agree details regarding the Village Christmas tree.</b>
There was some discussion about a village Christmas tree location. Regarding the Christmas tree in the churchyard–ACTION – Cllr Birdwood to enquire about 15 foot Christmas tree for delivery first week of December.
<b>95.15/13 To discuss possible Village Enhancements.</b>
A brief discussion took place, particularly focussing on The Gardens. It was recognised that this would require discussion with WCC which owns the land.
<b>95.16/13 Update on Village Firework event</b>
The event had been advertised in the Hambledonian. Health and Safety checks had been made. It would take place north of the tennis court on the football field on November 2 <sup>nd</sup> .
<b>96/13 - Village Maintenance</b>
<b>96.1/13 - Lengthsman update</b>
<b>Lengthsman – Matters arising 83.1/13 and 52.3/13 Update on the request for completed timesheets and general reporting.</b>
Cllr Thistlethwayte noted that communication had improved. The Lengthsmen were working through the task list. Cllr Thistlethwayte had signed off the work at the end. It was felt that the ditches and flooding were a priority. Cllr Thistlethwayte, Cllr Birdwood and Cllr Higham were to meet and make sure that priority areas were noted. The Clerk noted that the Lengthsman need the tasks before 10 <sup>th</sup> November. ACTION: Cllr Thistlethwayte, Cllr Birdwood and Cllr Higham.
<b>96.2/13 - Village Maintenance Contractor</b>
Nothing to update. It was noted that Cllr Higham had been in contact regarding the tennis courts and village hall.
<b>96.3/13 - Village Hall Maintenance Update Village Maintenance Contractor Matters arising: Item 42.2/13 - Village clear up – Postpone to Spring 2014.</b>
ACTION: Cllr Norman – on going.
<b>97/13 Flood Alleviation scheme.</b>
ACTION: Cllr Higham to contact Chris Lait for an update of the project.
<b>98.1/13 - Play Areas</b>
Cllr Higham noted that he had met with Chris Martin and formulated a work plan from items on the playground report. It was noted that the matting on the top of the slide was breaking up and Cllr Higham had contacted Wicksted. ACTION: Cllr Higham to copy Clerk into correspondence/costs.
<b>98.2/13 - Update on tennis court</b>
The court was being used constantly. The school had been using it since September. Coaching continued.
<b>99/13 – Footpaths</b>

**Matters arising:**

-Item 85/13 – Update on the blocked footpath near East Hoe Manor. This was now clear.

-Item 85/13 Countryside Access grant for scalplings on Footpath 15.

ACTION: Cllr Birdwood to complete the grant application for the next deadline.

Clerk/Cllr Birdwood to ask HCC Footpaths officer for clarity on the responsibilities for the maintenance on Wayfarers Walk.

Item 85/13 – Letter to landowners regarding maintenance and letter to Mr Mason regarding the permissive footpath ACTION: Mr Mason letter – Cllr Norman to confirm changes and Clerk to send.

A councillor understood that Mr Andrew Mason's participation in the Government scheme whereby farmers are compensated for leaving a strip of land adjacent to a field for wildlife etc. (ELS/HLS) had expired after 10 years. Therefore his fields will revert to the rules under Single Farm Payment which means he can plant crops etc. up to 1m from hedge edges. Therefore he has erected signs reminding walkers that, apart from formal footpaths, they should not trespass onto fields as they are private property and may damage crops. The issue under 85/13 above whereby footpaths have become permissive over the years is being addressed separately.

**100/13 – Highways****100.1/13 SLR: Matters Arising:**

Item 46/13 and Item 65.1/13 Update on the missing charger

ACTION: Cllr Norman

**100.2/13 - Signs Audit**

Nothing to update. Cllr Thornton noted that the Shared space concept was being delayed as HCC wanted it to be part of wider plans.

**100.3/13 Road/pothole repair – Update**

Nothing to update.

**101/13 - Parish Plan**

Nothing to update.

**102/13 - Correspondence**

Minutes on the notice board –It was agreed that until further notice the minutes would be placed in the noticeboard – AGENDA in November

Use of the bin at People’s Market for dog mess – Correspondance from Cllr Higham after discussion with the owner of the People’s Market. ACTION: Cllr Higham and Cllr Norman would arrange for a sign.

Motor cycle noise – Correspondance from Corhampton Parish Council – ACTION: Cllr Dibden to enquire what action the Corhampton Parish Council wished to take.

Warm up Winchester – Correspondance from HCC - Cllr Higham had requested information.

**103/13 – Date and Time of next meeting**

4<sup>th</sup> November 2013

Meeting ended at 21.12