



DRAFT MINUTES

Hambledon Parish Council Annual Meeting

02 July 2018, 7.30pm

Village Hall - Hambledon

PRESENT:

Cllr Quinn OBE
 Cllr Mason
 Cllr Thornton
 Cllr Higham

In attendance:

Mrs Joanna Tester (Clerk)
 Cllr Weston (WCC)
 Cllr Huxstep (HCC) (arrived at 8.05pm)

Meeting started at 7.32pm

	Item	Discussion and Decision	Action
338	Acknowledgements	None	
339	Apologies	Cllr Wigley Cllr Wood PCSO Owen Reeves Apologies accepted	
340	Disclosable pecuniary interests	None declared.	
341	Public Questions and comments	Standing orders suspended for a maximum of 10 minutes. No members of the public in attendance.	
342	Resume standing orders	Agreed	
343	District Councillor's Report & Questions to DC Arising	Received. Full report on PC website. Main points as follows: <ul style="list-style-type: none"> • Home Ownership – number of ways to buy homes with WCC (Help to Buy: Shared Ownership/New Build Shared Ownership; My 	Clerk

	from Report	<p>Home Partnered Home Purchase; Older People’s Shared Ownership; Extra Care; and Outright Sale). For more info call 01962 848 075/e-mail myhome@winchester.gov.uk/http://www.winchester.gov.uk/housing/home-ownership-with-winchester-city-council</p> <ul style="list-style-type: none"> • Major Project – programme in place to deliver the key priorities throughout the district. For more info visit http://www.winchester.gov.uk/major-projects • Help Prevent Fly-tipping – use a licensed waste carrier or take waste to a registered site. Check your waste carrier is licensed at http://www.hants.gov.uk/wasteandrecycling/flytipping. Always get an invoice and receipt as proof. • Universal Credit – to be introduced at Winchester Job Centre 04 July 2018 (new claims only). Single monthly payment to replace Income-based Jobseeker’s allowance; Income-related Employment & Support Allowance; Income Support; Working Tax Credit; Child Tax Credit; and Housing Benefit. For more info visit http://www.winchester.gov.uk/benefits/universal-credit 	
344	County Councillor’s Report	<p>Not received in time for councillors to consider before meeting. However, councillors will be provided with the report retrospectively and a copy placed on the PC website. Main points as follows:</p> <ul style="list-style-type: none"> • Budget Savings – HCC needs to save another £80m by 2021 (a year before a £140m budget gap was due to be bridged) • Daily exercise – HCC is encouraging residents to build 10 mins of brisk walking into their day (huge health benefits). ‘Active 10’ app can be downloaded to assist. • Passenger Transport Forum & Public Consultation – forum held 21/06/18; consultation launched 11/06/18 and closes midnight 05/08/18. The questionnaire can be completed online or can be downloaded from the consultation website: www.hants.gov.uk/aboutthecouncil/haveyoursay/consultations/pubictransportandstreetlighting <ul style="list-style-type: none"> • Pothole repairs – two new ‘Dragon Patchers’ are due to be released onto the county’s highways. Can repair up to 150 pot holes in a day (five times faster than traditional methods), more economical, and safer. <p>Cllr Quinn raised the following issues:</p>	

		<ul style="list-style-type: none"> • Simon Cramp has not responded re. issues with East Street congestion. Cllr Huxstep to chase. • Old Forge Tea Room to Hook Vinney ditch – Simon Cramp has spoken to Cllr Huxstep: has suggested Lengthsmen take on. Cllr Quinn advised too deep for Lengthsmen & HCC has ownership therefore has responsibility. Cllr Huxstep to go back to Simon Cramp. <p>Cllr Higham raised the following issue:</p> <ul style="list-style-type: none"> • Hambledon Primary School currently experiencing problems with funding cuts. Cllr Huxstep to investigate and feed-forward concerns. 	
345	Police/PCSO Report	Not received	
346	Minutes of previous meeting (04 June 2018)	Agreed as a true record	Clerk
347	Minutes of APA (31 May 2018)	<p>Agreed as a true record with the following amendments to the draft minutes:</p> <ul style="list-style-type: none"> • ‘Hambledon Parish Council Annual Parish Assembly’ to be changed to ‘Hambledon Annual Parish Meeting’ • All references to APA changed to APM • Mrs Joanna Tester (Clerk) to be changed to Mrs Joanna Tester (Parish Council Clerk) • Cllr Frank Pearson to be recognised as (WCC) • Cllr Roger Huxstep to be recognised as (HCC) 	Clerk
348	Clerk’s Progress Report	<p>Fingerpost Signs (FPS) (Heritage Finger Post Signs) Part of the installation of the Green Man post was completed 28/06/18. Digging-in the post was more problematic and time-consuming than expected hence there is work left to be completed.</p> <p>Community Assets On-going. Time has not permitted progress with this.</p> <p>Financial Risk Assessment Agenda item 352</p> <p>Stiles/kissing gates Cllr Mason/Clerk currently completing grant application.</p> <p>Parish Lengthsman Agreement Work schedule 2018-19 as follows (w/c): 23/07/18 24/09/18 26/11/18 04/03/19</p> <p>(VIPWG) New notice board Notice board now fitted. Clerk in the process of getting duplicate keys cut and maps put up. Cllr Mason to speak to Peoples’</p>	<p>Clerk</p> <p>Cllr Mason/Clerk</p> <p>Cllr Mason/Clerk</p>

		<p>Market re. leaving key. Clerk to speak to manufacturer re. additional keys.</p> <p>WWI Commemorative Event Nov 2018 Agenda item 358</p> <p>Hambledon Vineyard Provisional meeting booked for 06 July 2018 for Cllrs Quinn & Mason with Ian Kellett.</p> <p>Annual Internal Audit Report 2017/18</p> <ul style="list-style-type: none"> • ICO registration - £40; Clerk to send cheque. Agenda item 353. • VAT registration – Clerk has now received advice from HALC, but too late for the 02/07/18 agenda. Info sent to councillors. Clerk to keep copy of HALC advice with Internal Auditor’s report. • Fixed asset register has been uploaded onto PC website. <p>APA 2018</p> <ul style="list-style-type: none"> • GDPR – Clerk liaising with Cllr Wood <p>AOB</p> <ul style="list-style-type: none"> • Grass cutting – awaiting response from WCC regarding Donkey Field verge • Notice board keys – Cllr Mason to speak to affected parties • Dog mess bins – awaiting response from WCC 	<p>Clerk</p> <p>Clerk</p> <p>Clerk/Cllr Wood Clerk</p> <p>Cllr Mason Clerk</p>												
349	Co-option of Councillor	Two strong candidates. Jim Twiney voted in as co-opted councillor. Clerk to inform both candidates of respective decisions.	Clerk												
350	Bank A/C	Bank balance - £36,448.55 (@ 01 July 2018; statement 080)													
351	Q1 Financial Report and Statement	Approved To be published on HPC website	Clerk												
352	Financial Risk Assessment	Approved To be published on HPC website	Clerk												
353	Payment of accounts	<p>Payments approved as follows:</p> <table border="1"> <thead> <tr> <th>Payee</th> <th>Description</th> <th>Amount (£)</th> </tr> </thead> <tbody> <tr> <td colspan="3">PC</td> </tr> <tr> <td>Mrs J C Tester</td> <td>Clerk salary (March 2018)</td> <td>£442.87 (salary) £40 (office allowance) £1.50 (printing allowance) LESS £22.14 (5% pension contribution) Total £462.23</td> </tr> <tr> <td>Mrs J C Tester</td> <td>Clerk expenses</td> <td>Additional Printing (£17.00)</td> </tr> </tbody> </table>	Payee	Description	Amount (£)	PC			Mrs J C Tester	Clerk salary (March 2018)	£442.87 (salary) £40 (office allowance) £1.50 (printing allowance) LESS £22.14 (5% pension contribution) Total £462.23	Mrs J C Tester	Clerk expenses	Additional Printing (£17.00)	Clerk
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					Extra magnets for new notice board (£10.14) Total £27.14	
			Mrs J C Tester	Clerk Overtime	3 hrs for APM on 31 May 2018 Total £30.66	
			NEST	Clerk Pension	£13.29 (PC contribution; 3% of basic salary) plus £22.14 (Clerk contribution) Total £35.43	
			Village Hall	Hall Hire June 2018	£16.00	
			B C Martin	Grounds Maintenance	£110.00 (Grounds maintenance June 2018)	
			Chris Neville	APA leaflet distribution 2018	£20.00	
			Information Commissioners Office	ICO Registration 2018/19	£40.00	
			Tennis			
			Jay Smith	Assistant tennis coaching (02-23 June 2018)	£56.25	
			James Craven	Tennis coaching (02-23 June 2018)	£280.00	
354	Planning Applications	SDNP/18/02954/HOUS Cricketers Cottage West Street Hambledon Waterlooville Hampshire PO7 4SN - Replacement outbuilding [Comments due by 05/06/18]. <u>No objection.</u>				Clerk
355	Planning application notifications received after agenda published	<ul style="list-style-type: none"> • SDNP/18/02888/HOUS Chidden Holt Farm Chidden Holt Hambledon Waterlooville Hampshire PO7 4TG - Erection of a new timber built open garage. <u>No objection.</u> • SDNP/18/03224/LIS & SDNP/18/03223/HOUS 				Clerk

		<p>St Margaret's East Street Hambledon PO7 4RX - Take down the existing greenhouse and replace it with another one the same size and in the same location. <u>No objection.</u></p> <ul style="list-style-type: none"> • SDNP/18/03410/TCA Court House East Street Hambledon PO7 4RX - Fell to ground 4x Sycamore trees hanging into field. To be removed by qualified arborist (Arborcall). Field is to be used for Horse grazing, and new lessee has requested trees are removed because of danger posed to horses by Sycamore seeds. See attached article from BEVA (British Veterinary Equine Association). https://www.beva.org.uk/Home/News-Archive/entryid/751/Horse-owners-warned-as-first-cases-of-fatal-sycamore-poisoning-are-confirmed Will be replanted with 4x trees more suitable for the location beside horse field. <u>No objection.</u> 	
356	Planning Decisions	Noted	
357	Hambledon & Denmead Welfare & Educational Trust	<p>It was agreed that Mrs Alison Hubbard and Dr Tim Goulder should be nominated as members of the Board of Trustees for a further 4-year term commencing 01/12/18. Clerk to inform the Trust.</p>	Clerk
358	War Memorial	<p>It was agreed that the contract for the restoration work on the War Memorial should be awarded to Richard Rogers Conservation Ltd. PC to underwrite the cost.</p> <p>Cllr Higham commented that public subscription paid for erection of memorial therefore may not be appropriate to use precept for maintenance. Cllrs Mason and Quinn commented that they consider it appropriate to use precept & the PC has the power to do so.</p> <p>Donations and grants possible. Cllr Quinn to put note in next edition of Hambledonian re. donations.</p> <p>Clerk to formally accept quote.</p>	<p>Cllr Quinn</p> <p>Clerk</p>
359	Tennis WG	Cllr Higham advised that the next WG meeting is due on Thursday 05 July 2018. A full report will be made available at the next PC meeting.	Cllr Higham
360	Walks Leaflet	<p>It was agreed that the Parish Council should investigate costs etc of updating/re-printing walks leaflet & booklet. Grants etc. may be available. Possible to publish booklet on-line only & leaflet in hard-copy. Sub-group of VIPWG to take on.</p>	Cllr Thornton

361	Reports & Issues (Information Only)	(i) Community Liaison meeting regarding Alsoils+ has been arranged for 05/07/18 – Cllr Wood (plus two members of the public) to attend (ii) Village of the Year Competition – entries must be received by 31/06/18 (iii) HCC Community Transport Consultation runs until 05/08/18	
362	Next meeting	Monday 03 September 2018 (Hambledon Village Hall, 7.30pm)	
363	Exclude public & press	No members of the public in attendance.	
364	Confidential matters	Clerk’s annual leave - It was agreed that Cllrs Quinn and Higham would be a point of contact for urgent queries/emergencies for one week each.	

The meeting closed at 8.54pm

Signed:

Paul Quinn OBE

Dated:

Signed:

Joanna Tester (Clerk & Responsible Financial Officer to HPC)

Dated: