



Parish Council Meeting Minutes

Minutes Monday 2nd July 7.30pm

Present	In attendance	Apologies
Cllr Dibden	Cllr Coates	Cllr Mik Norman
Cllr Higham	Cllr Hindson	
Cllr Thornton		
Cllr Besly		

Item	Subject	Action
109/12	Apologies for absence and declarations of interest.	
	Cllr Mik Norman had sent his apologies. There were no declarations of interest.	
110/12	To adjourn for public participation	
	There were no members of the public present.	
110.1/12	To receive Police Report	
	One incident of littering from the Crime Stats website.	
110.2/12	To receive the County Councillor's report.	
	Cllr Hindson reported the following: Reporting overgrown footpaths - The County Council were working in partnership with Winchester City Council and residents were urged to call Hants Direct 0845 5635638 to report any overgrown footpaths or other concerns. Surface dressing of roads in Hambledon – HCC Highways had been contacted and had reviewed the surfacing and hoped to do more sweeping. A Councillor noted that there were further issues not yet reported including potholes and Back Lane had not been dressed despite being on the HCC list of works. ACTION: Cllr Thornton would look at all roads and report to Cllr Hindson and the council.	JT to record and report. Cllr Hindson

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	<p>Cllr Hindson would go back to the engineer and make further comments based on this report.</p> <p>HCC agency staff – There had been a staff reduction of 1600 at HCC not including school staff which equated to an 11% reduction. There would be further cuts in Govt support and HCC were looking at further shared schemes with other councils to reduce spending. This had already occurred with IT and there had been a 25 % budget reduction due to work/income brought into HCC IT dept.</p> <p>Have Your Say Grant – This was a one off grant for £2,500 per council division.</p> <p>Funding – County Councillor devolved budget – Cllr Hindson noted that this was best used in small capital projects of approximately £500 grants. Deadline – March 2013. Cllr Hindson noted that the Arts Society and Village Hall would be encouraged to apply. Application form was downloadable from the HCC website.</p> <p>Residential Care – There was a consultation process occurring for three residential care homes. They were no longer considered adequate for the level of care needed. Sept. deadline. There would be adequate and alternative accommodation offered to those affected.</p> <p>Village Agents scheme. Age Concern would be recruiting volunteers and offering training and expenses. The Village Agents would share information about services available.</p> <p>Meals of Wheels – Planning in progress that the service will be extended to early prevention and support criteria. From April 2013 meals would be offered seven days a week, with breakfast and tea option. There is national concern that the elderly were going into hospital malnourished. The County were also discussing with District councillors for a contribution for voluntary provision to provide social interaction. ACTION – Cllr Hindson would send press release about the new scheme with new requirements when released.</p> <p>Telecare – There were plans to extend this service. Others uses for the pendant alarm such as reminders for medication.</p> <p>Parish Lengthsman – Cllr Hindson wished to clarify that the Lengthsman can work on any items that the Parish Council consider important to the village.</p> <p>Footpaths – Is there a routine maintenance schedule. Rely on informed and performance standards. There was clarification that land owners are responsible for clearing their own footpaths.</p> <p>ACTION – Cllr Hindson would put in her report to the Hambledonian an item on footpath clearing and to urge residents to contact Hants Direct.</p>	<p>Cllr Hindson</p> <p>Cllr Hindson</p>
<p>110.3/12</p>	<p>To receive the District Councillor’s report.</p>	
	<p>Cllr Coates gave a report that he had sent to councillors prior to the meeting.</p> <p>Areas relevant to Hambledon were noted as follows</p> <p>Ownership of the SLR – It was clarified that the Hambledon Parish Council own the SLR. The maintenance and usage was intended to be shared with other councils. Councils believed to be sharing the service were Cheriton, Soberton, Bramdean and Bishop Sutton. ACTION: Cllr Thornton to write a letter and forward to Clerk to send to other</p>	<p>Cllr Thornton/Clerk</p>

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	<p>councils</p> <p>Jubilee Seat – It was clarified that the middle bench was presented for the Silver Jubilee. The oak carved bench was to commemorate the Millennium.</p> <p>Cycling Strategy – Denmead and Hambledon will be affected by this process. Details can be found in Cabinet 2623.</p> <p>Pecuniary interest changes – District changes and may effect Parish Council – Check with HALC.</p>	Clerk
111.1/12	To approve the Minutes of the meeting held on 11th June 2012	
	<p>Signed as a true record.</p> <p>Page 3 – Marston's letter – Clarity was sought that this letter was sent.</p> <p>ACTION Clerk to send a copy to all councilors.</p>	Clerk
111.2/12	Matters Arising from the minutes	
	<p>Matters arising from the minutes</p> <p>Item 96.1/12 – Criminal Speed Watch posters –There was some discussion regarding the scheme and it was agreed that the poster would be placed in the Council notice board. ACTION: Cllr Dibden to place.</p> <p>Item 80.5/12 – Amendments to the grant application form – This would be carried forward. ACTION: Cllr Thornton would investigate making the form a writable PDF.</p> <p>Item 85.3/12 – Oak tree – Plaque for Oak tree and specification from Woodland Trust – The suggested style of plaque had been circulated via email. All councilors agreed to the style and the council agreed to await the appropriate time to plant the tree. ACTION Cllr Thornton to arrange for the plaque.</p> <p>Item 85.8/12 – Jubilee Seat – Enquiries regarding Jubilee seat – See above.</p> <p>Item 103/12 – Jubilee celebrations – Thank you letter – Clerk to place on the notice board.</p>	<p>Cllr Dibden</p> <p>Cllr Thornton</p> <p>Cllr Thornton</p> <p>Clerk/ Cllr Higham</p>
113/12	Planning Applications and Decisions.	
113.1/12	To note any previous actions	
	<p>Item 100.1/12 Barn at the George – Cllr Dibden ACTION: Cllr Thornton to write letter regarding concern over the planning requirements.</p> <p>Item 100.2/12 Prestfield Stud, Menslands Lane –12/00027/ENF - Cllr Dibden</p> <p>There was some confusion over the name of the site. There had been an appeal for the</p>	Cllr Thornton

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	<p>July payments were approved.</p> <p><u>HAMBLEDON PARISH COUNCIL PAYMENTS - JULY 2012</u></p> <table> <thead> <tr> <th><u>TO WHOM PAID</u></th> <th><u>TOTAL</u></th> <th><u>VAT</u></th> <th><u>CHQ NO.</u></th> </tr> </thead> <tbody> <tr> <td colspan="4">To cover cheques bounced due to account closing.</td> </tr> <tr> <td>E Greene – Audit</td> <td>£235</td> <td>-</td> <td>001</td> </tr> <tr> <td>Peoples Market (APM costs)</td> <td>£59.88</td> <td></td> <td>002</td> </tr> <tr> <td>R Hoile (Temp Clerk)</td> <td>£xxx</td> <td></td> <td>003</td> </tr> <tr> <td>J Spiller</td> <td>£14.00</td> <td></td> <td>004</td> </tr> <tr> <td colspan="4">JULY PAYMENTS</td> </tr> <tr> <td>E Billingham – Clerk June 2012</td> <td>£xxx</td> <td></td> <td>005</td> </tr> <tr> <td>E Billingham – expenses – miles</td> <td>£xxx</td> <td></td> <td>006</td> </tr> <tr> <td>J Blackman – Grass cutting</td> <td>£120.00</td> <td></td> <td>007</td> </tr> <tr> <td>E Billingham – Annual Office exp</td> <td>£xxxx</td> <td></td> <td>008</td> </tr> <tr> <td colspan="4"><i>To approve Clerks Standing order from 29th July 2012</i></td> </tr> <tr> <td colspan="4"><i>E Billingham - £xxx</i></td> </tr> </tbody> </table>	<u>TO WHOM PAID</u>	<u>TOTAL</u>	<u>VAT</u>	<u>CHQ NO.</u>	To cover cheques bounced due to account closing.				E Greene – Audit	£235	-	001	Peoples Market (APM costs)	£59.88		002	R Hoile (Temp Clerk)	£xxx		003	J Spiller	£14.00		004	JULY PAYMENTS				E Billingham – Clerk June 2012	£xxx		005	E Billingham – expenses – miles	£xxx		006	J Blackman – Grass cutting	£120.00		007	E Billingham – Annual Office exp	£xxxx		008	<i>To approve Clerks Standing order from 29th July 2012</i>				<i>E Billingham - £xxx</i>				
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114.2/12	Update on Unity Bank																																																					
	<p>Lloyds bank account balance had been transferred to Unitary Bank.</p> <p>Cllrs were urged to sign into the new account.</p>																																																					
114.3/12	To approve Annual Governance statement																																																					
	<u>AGREED: Councillors approved the Audit Annual Governance statement.</u>																																																					
114.4/12	Grant applications																																																					
	1: To update on the Arts Society grant application. Item 101.4/12 – Cllr Norman																																																					
	<p>Mik Norman would be contacting the Arts Society to apply for other funding.</p> <p>Clerk to download form from HCC devolved budget to councillors. To ask to forward to Arts Society.</p> <p>AGREED to approve £200</p> <p>ACTION: Clerk to write and notify the Arts Society that they need to source funding from other sources. Offer of the £200 grant was subject to successful matched funding.</p> <p>The Clerk noted that the Jubilee celebrations had not cashed the cheque for the grant of £500. Contact would be made with David Hart. Cllr Higham to provide contact details.</p> <p>Village Hall shutters – There was some discussion regarding the application.</p> <p>Village Hall shutters and Meon Valley First Responders applications were deferred to September meeting. Clerk to write and explain that they would be on the agenda for Sept.</p>	<p>Cllr Norman</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>AGENDA</p>																																																				
	2: To update on the Open Spaces funding.																																																					
	<p>Noted meeting with Stuart Dunbar Dempsey, Cllr Higham, Cllr Dibden, the Clerk and Cllr Coates.</p> <p>Main point to note from the meeting was that the funding already in the Open Spaces</p>																																																					

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	<p>would continue to be earmarked for Hambledon.</p> <p>To establish need for other sports facilities such as a proposed tennis court then the Council would need to obtain feedback from Village of need.</p> <p>It had been confirmed that a proposed tennis court would not need planning permissions.</p> <p>AGREED to write a questionnaire and article would be written and distributed in the Hambledonian. .</p> <p>AGREED Cllr Dibden to write the questionnaire.</p> <p>APPROVED £17 for distribution.</p> <p>AGREED Cllr Higham to contact Inspired Facilities for full details and application for the grant.</p> <p>AGREED Cllr Higham to apply for grant from HPFA and also investigate the Parish Council becoming members of the HPFA.</p>	<p>Cllr Dibden</p> <p>Cllr Higham</p> <p>Cllr Higham</p>
114.5/12	To review budget update for July 2012	
	The council were given the July budget update. There had been little change since the last meeting.	
114.6/12	<p>To agree terms and conditions for the role of Clerk</p> <p>Contract of Employment</p> <p>Clerks Office Expenses</p>	
	<p>Contract of Employment –</p> <p>AGREED to all areas apart from the pension’s requirement.</p> <p>ACTION Cllr Norman to investigate pension position.</p> <p>There was comment that the Clerk would monitor the hours that she works.</p> <p>Clerks Office Expenses – AGREED £520 per annum.</p>	Cllr Norman
114.7	<p>Policies: To discuss the following policies</p> <p>Health and Safety</p> <p>Expenses</p>	
	<p>ADOPT Financial Risk Assessment</p> <p>AGREED to defer others to September, along with Equal Opportunities</p>	AGENDA
114.8/12	Website	
	ACTION: Clerk to contact John Hollingsworth to discuss the website. Clerk to clarify if John Hollingsworth had been given expenses during his time running the site. Clerk to	Clerk

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	investigate other options for website.	
115/12	Village Maintenance	
115.1/12	Lengthsmans Update	
	<p>Work was completed and all rubbish removed.</p> <p>The Clerk reminded the council that a schedule of work was needed for the next visit.</p> <p>Items noted were:</p> <p>Weed the flower beds – Green Lane and West Street.</p> <p>Small fallen tree near bottom of East Hoe Road</p>	
115.2/12	Village Maintenance Contractor	
	<p>John Blackman had not returned a signed copy of the contract.</p> <p>A reminder would be sent with his cheque.</p> <p>It was noted that the grass had been hard to cut due to the weather.</p> <p>ACTION – Cllr Besly to meet with John Blackman to discuss the hedge cutting at Village Hall entrance.</p>	<p>Clerk</p> <p>Cllr Besly</p>
115.3/12	Village Flower Beds	
	Nothing to report	
116/12	Play Areas	
116.1/12	Play Area inspections	
	<p>Item 87.1/12 – Play Inspection action – Removal of nail in the play equipment. Cllr Besly would remove the nail</p> <p>New play equipment had been delayed due to rain. The new delivery date was 16th July 2012.</p>	Cllr Besly
117/12	Footpaths	
	<p><u>Update on Vineyard Footpath – Item 104.2</u></p> <p>There had been some correspondence throughout the month regarding the footpath. Vineyard 13B Wider in some areas. Straining wires had been installed as agreed on the majority of the path but there was some concern over the upper part of the footpath where 13 of the wires were not vertical so there was concern that this would cause a trip hazard. Thanks would be made to the landowner about the lower part of the path and a suggestion that he could review the straining wires to the top section where wires protrude beyond vertical.</p> <p>ACTION Cllr Dibden to draft a letter.</p>	Cllr Dibden

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	<p><u>Speltham Hill – Footpath 26/27 – Wayfarers Walk</u></p> <p>ACTION to report that the path was very overgrown for the first few metres as the path leaves Speltham Hill near Rushmere Stud.</p> <p>Green Lane footpath – this was reported to be overgrown.</p> <p>ACTION Cllr Higham to email details.</p>	Cllr Higham
118/12	Highways	
	<p>Cllr Thornton had written a letter to HCC asking to remove the signs. Clerk to send.</p> <p>Cllr Thornton reported on the repainting of the lines along newly dressed roads within Hambledon. After an initial discussion with HCC about relining Cllr Thornton had had no further response.</p>	Clerk
118.1	Update on SLR	
	<p>Discussed previously in the meeting.</p> <p>It was noted that John Blackman had a copy of the key, charger and battery.</p> <p>Ownership was clarified as belonging to Hambledon PC.</p>	
118.2/12	Salt Bins	
	<p>Cllr Higham reported that the High Street was a problem due to lack of land to position the bins. Cllr Hindson noted that HCC would make it a priority to keep clear.</p> <p>There was some discussion whether the Parish Council could purchase salt for use on Church Lane. This would be discussed at a later meeting.</p>	AGENDA
119/12	Parish Plan	
	The working party has not met.	
120/12	Correspondence	
	Training – Clerk to send calendar	
121/12	Date and time of next meeting and items for the next agenda.	
	<p>22.50 pm</p> <p>Next meeting – Monday 3rd September 2012.</p>	