



3 Briarwood Close
Fareham
Hampshire
PO16 0PS

www.hambledon-pc.gov.uk

Tel: 0755 7118073
Email: clerkhambledon@gmail.com

Parish Council Meeting Minutes

Monday 13th April 2015, 7.30pm

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

In attendance: G Wright (Clerk), PCSO Owen Reeves (Police)

Chair of Meeting: Cllr J Thornton

Clerk for Meeting: G Wright

1. Apologies for absence and declarations of interest

There were no apologies for absence.

There were no declarations of interest.

2. Public participation.

The Chairman opened the meeting for public participation.

a. The Police

PCSO Owen Reeves introduced himself to the meeting and explained changes to Policing responsibilities in the local area since the beginning of April 2015. He explained that Sgt Stu Gilmore was now the Police Sergeant for the area (which included Hambledon) and Inspector John Turton was the Inspector based at Winchester. PCSO Reeves said that crime in general was quite low within the Hambledon area and requested that residents continued to report suspicious incidents as they had done in the past. He explained that people could also register online for crime and Community information alerts via *Hampshire Alert* at www.hampshirealert.co.uk and distributed some cards as reminders. Cllr Wigley was concerned that Fly tipping, which had increased in the Hambledon vicinity was not listed in the crime statistics being reported. Cllr Higham also expressed his concern regarding this matter and pointed out that some of the Fly-tipped waste could be extremely hazardous to people (especially children) and also to animals; this was in addition to it being unsightly and likely to cause other problems. PCSO Reeves explained that Fly tipping was usually dealt with as a Waste/Environmental issue and that it was usually yellow-marked to indicate that its presence had been reported.

b. The County Councillor

Councillor Roger Huxstep attended the meeting and reported that there was not much to add to his March report and there had not been any major developments. He said that he had attended an Extraordinary HCC meeting regarding Electoral Divisions within the County which was similar to the recent District Council review. He said any boundary changes would be effective for the 2017 elections, but that the Boundary Commission would decide.

Cllr Huxstep said that he had recently checked Broadband access for the Hambledon area and had specifically checked post code PO7 4RT and that indicated Broadband could be expected to be made accessible during rollout during the April 2015 to September 2015 period.

Cllr Higham alerted Cllr Huxstep that Hambledon School would require another classroom from September 2016 and that it was likely to require more extensive planning than the previous classroom extension.

Cllr Thornton made Cllr Huxstep aware of HPC's issues regarding Brown Tourist signs and the recent response received from WCC's Traffic Engineer. Cllr Huxstep agreed to look into the matter.

Cllr Huxstep also commented upon the 'Pipe' meeting and exhibition scheduled for 20th April.

c. The District Councillor

Councillor Dibden sent her apologies for not being able to attend the meeting due to recent illness and circulated the following report to Hambledon Parish Councillors prior to the meeting:-

As you can imagine I've been a bit out of touch with WCC activities, but these are a few general things I've picked up from emails and reports for April:-

Council Houses

One of WCCs priorities is to provide more council-owned homes for people who live and work locally. WCC currently own 5,100 across the district, and have added another 15 in the last year, with plans to build another 120 over the next 2 years. There is an extra £8 million in the budget to maintain and update the existing stock. Over the past 6 years there has been an increase of 148 affordable houses each year built across the district (by housing associations), and that is likely to climb to around 200 per year.

Extra Care Homes

Since the last census in 2001 there has been a 25% increase in the number of households over the age of 85, and a 45% increase in the 60-84 age group. Extra care is different from a nursing or care home, as it offers a modern style of care with accommodation designed to make it easier to cope, with help on hand, but still live independently. Permission has recently been granted for a 24-hour flexible care unit on the site of the Chesil Street car park. It will have 52 self-contained apartments with one or two bedrooms, and will be available for rent.

Supporting Families

Along with HCC the City Council is committed to a program of supporting troubled families. There are around 1,590 across Hampshire, with 90 in Winchester district. The hope is to achieve improved outcomes and lasting positive change to the lives of families by greater inter-agency cooperation and coordination, and more effective partnership working with the entire family group.

Car Parking

For the 3rd year in a row, car parking charges have remained the same, and Sunday parking charges have been avoided.

Carbon Reduction

WCC's carbon footprint shows a downward trend, in line with the Council's commitment to reduce emissions, and there has been an 11% reduction from 2009 to 2014.

Economic Prosperity

WCC is providing a new mentoring service to help jobseekers to find work through support, advice and signposting to other services. There are plans to support more apprenticeships, and to make it easier for people to take up jobs locally. There are business and employment grants available for up to £1000, and applications are accepted throughout the year until funds are allocated.

3. Minutes from the previous meetings:
 - a. Council Meeting of 2nd March 2015
The minutes of this meeting were accepted and approved unanimously.
4. To appoint Cllr Wood as a member of the Highways, Roads and Transport Working Group
 - a. This appointment was approved unanimously.
5. To appoint Cllr Wigley as a member of the Finance Working Group
 - a. This appointment was approved unanimously.
6. To authorise Cllr Wigley as an approved cheque signatory and online banking approver for Hambledon Parish Council's Unity Bank account.
 - a. This was approved unanimously. **ACTION: The Clerk**
7. Planning
 - a. Planning applications as listed in Appendix A were discussed and comments agreed.
 - b. Planning decisions as listed in Appendix B were noted.
 - c. Consideration was given regarding events held at Hambledon Vineyard and compliance with Planning and Licensing conditions as no notification had been received regarding the receipt event. **ACTION: The Clerk**
8. Finance
 - a. The financial report to the 31st March 2015 and the draft unaudited accounts for the financial year ending 31st March 2015 were received and approved unanimously.
 - b. Payments as listed in Appendix C were approved.
 - c. The updated Risk Register schedule was considered and approved. The updated schedule will appear on the Website shortly. **ACTION: The Clerk**
 - d. The draft Accounting statements for 2014/15 (Section 1 of the Annual Return for 2014/15) were received and approved. **ACTION: The Clerk**
 - e. The Annual governance statements for 2014/15 (Section 2 of the Annual Return for 2014/15) were received and approved. **ACTION: The Clerk**

9. Transport and Highways
 - a. A second quotation was still awaited regarding production and installation of suitable signage to Hambledon Primary School and The Church. **ACTION: Cllr Wood**
 - b. A reply had been sent from The Clerk to the Traffic Engineer at WCC to his earlier letter responding to HPC's concerns regarding the Brown Tourist signs. A response to HPC's letter was still awaited from WCC.

10. Footpaths
 - a. Windmill Down Farm
Clarification was still awaited regarding the detail of the footpath application and a meeting with HCC was being arranged.
ACTION: Cllr Birdwood
 - b. Beckless and Masons Field
Concerns had been raised regarding the footpath the current condition of this footpath. The time period for re-instatement following ploughing had not yet passed and it was hoped that the condition of the footpath would be addressed by the landowner soon.

11. Pipe and Flooding issues
 - a. A meeting had been arranged between Parish Councillors and HCC for Tuesday 14th April to clarify issues for the Public Meeting/Exhibition in The Village Hall for the afternoon of Monday 20th April 2015. Currently, work was likely to start towards the end of May 2015.

12. Village email contact list
 - a. Cllr Thornton had made contact with people from 18 different Hambledon groups and was making considerable progress with the list. It was agreed to use the email contact list for promoting the Annual Parish Assembly (Meeting) on Tuesday 28th April 2015.
ACTION: Cllr Thornton

13. Community Assets – Community Right to Buy
 - a. The Clerk had ascertained from WCC that decisions on fully completed Community Right to Buy applications were determined within 8 weeks of submission. Cllrs Birdwood, Thistlethwayte and Wigley agreed to provide a list of potential assets for discussion at the next Parish Council meeting.
ACTION: Cllrs Birdwood, Thistlethwayte and Wigley

14. Annual Parish Meeting for 2015.
 - a. The agenda for the Annual Parish Meeting (Assembly) open to all Hambledon electors was decided and publicity was agreed. Arrangements were confirmed regarding refreshments and the Agenda for the meeting would be displayed soon. **ACTION: ALL**

15. Correspondence
 - a. An email had been received from Ray Couzens regarding conditions of Footpaths in the Village and the one at Beckless and masons field South West of the Cricket pitch specifically. Please see response under footpaths.

16. The next Parish Council meeting, (also the Annual General Meeting of the Parish Council) will be held at 7.30pm on Monday, 11th May 2015 in the Meeting Room of Hambledon Village Hall.

The meeting closed at 21:30.

Appendix A – Planning Applications

- i) **SDNP/15/01150/LIS - The Old Vicarage, Vicarage Lane, Hambledon, PO7 4RP –** Internal cellar refurbishment & enhancement works, including replacement of existing cellar door – **No objection**

- ii) **SDNP/15/01208/FUL & SDNP/15/01209/LIS – Bat and Ball, Hyden Farm Lane, Clanfield, PO8 0UB –** To install a raised patio area to the rear of the property, install bifold door from the existing restaurant area. Remove existing fence and to provide new where applicable, introduce fixed seating to the external and open up the existing garage to create a new covered walkway. (AFFECTS THE SETTING OF A LISTED BUILDING). - **Whilst HPC has no objection to the application in principle, it does have concerns regarding increases in the outfall of light into the countryside and the impact upon the night sky. Firstly, with windows being replaced with larger doors there is the potential for more light to spill out from the interior. Secondly, the paving will reflect more light into the sky than the existing grass does. HPC fully supports South Downs National Park's (SDNP) aspiration for Dark Skies status and, therefore, asks that Winchester City Council (WCC) requests a lighting plan for the pub overall which aims to reduce the current levels of light spillage from the Bat and Ball, especially regarding its prominent position in the middle of the countryside.**

- iii) **SDNP/15/01519/HOUS – Rushmere Farm Cottage, Rushmere Lane, Hambledon, PO7 4SG –** Construction of front extension – **No objection**

- iv) **SDNP/15/01517/TCA – Sawyers Lodge, Menslands Lane, Hambledon, PO7 4SR -** Tree in a conservation area (1 Yew, 1 Ash, 1 Hawthorn – crown reductions; 1 Apple – to fell) – **No objection**

Appendix B – Planning Decisions, Enforcements and Appeals

- i) **There were no Planning Decisions or Enforcements to report.**

Appeals

- i) **The following Planning decision was subject to an Appeal and has been included for information.**

**SDNP/14/05546/HOUS & Planning Inspectorate Reference
APP/Y9507/D/15/3004102 – 13, Stewarts Green, Hambledon, PO7 4SU – Two storey rear extension & conversion of outbuilding.**

Appendix C – Payments

Payments made between Council Meetings – March 2015 – FY 2014/2015

12/03/2015	BACS	The SportsLocker	Tennis Ball Hopper & 72 Tennis Balls (VAT =	94.08
12/03/2015	BACS	Taylor Robertson	Asst Coach 7th Feb & 15th Feb (5 hrs total) – No VAT	37.50
12/03/2015	BACS	Village Hall	Hall Hire for Jan & Feb PC Mtg (4 hrs @ £10) – No VAT	40.00
12/03/2015	BACS	ClubNet Ltd	Annual Fees for 1/4/15 to 31/3/16 for ClubNet Bookings (£120) & Per Database Lite User Login (£165); VAT = £57.00	342.00
12/03/2015	BACS	HALC	Annual Conference 4/3/15 - G Wright attended – VAT = £12.00	72.00
25/03/2015	BACS	Claymart (B C MARTIN)	Jan & Feb 2015 Grounds Maint (£196) & Addl works [Tennis Hut repairs, 2 x Stewarts Green - scalpings & Bonfire site] Jan 15 (£60) – No VAT	256.00
25/03/2015	BACS	G Wright	Salary, Allowance & Expenses – Mch 2015 – No VAT	584.20
25/03/2015	BACS	HMRC	Tax on G Wright Salary - Mch 2015	12.60
25/03/2015	BACS	D Gillott	Tennis Coaching - Feb 2015 (14 hrs @ £20/hr) – No VAT	280.00
25/03/2015	BACS	Taylor Robertson	Asst Tennis Coach 28/2; 7/3; 14/3 & 21/3/15 (10 hrs @£7.50/hr) – No VAT	75.00

Total Payments made in March 2015 – Financial Year 2014/15

£1,793.38

Payments due to be made in April 2015 – FY 2015/2016

10/04/15	BACS	Hambledon Village Hall	Hall Hire – March 2015 (no VAT)	20.00
10/04/15	BACS	HALC	HALC Affiliation Fees 2015/16 (£263) & NALC Levy 2015/16 (£48) – No VAT	311.00
10/04/15	BACS	Hambledon Pre- School	Sand for Play Area – Village Hall (6 bags) (VAT = £5.04)	30.24
10/04/15	BACS	The Hampshire Playing Fields Assn. (HPFA)	Small council subscription for 2015/16 (No VAT)	40.00
10/04/15	BACS	D Gillott	Tennis Coaching – Mch 2015 (14 hrs @ £20/hr) – (No VAT)	280.00
10/04/15	133	Penny Farrell	Tennis Equipment – Various (No VAT)	298.75

Total Payments due to be made in April 2015 – Financial Year 2015/16

£979.99

Total Payments made in March 2015 and due in April 2015

£2,773.37