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Parish Council Meeting Minutes

Monday 1st December 2014, 7.30pm

Present: Cllr B Birdwood, Cllr M Thistlethwayte, Cllr J Thornton, Cllr T Wood, Hampshire County Councillor Huxstep (for HCC report), Mik Norman (as Hambleton Representative of Winchester Passenger Transport Forum) and two members of the public.

In attendance: G Wright (Clerk)

Chair of Meeting: Cllr J Thornton

Clerk for Meeting: G Wright

1. Apologies for absence and declarations of interest
Cllrs C Dibden, T Higham and S Wigley's apologies for absence were accepted.
There were no declarations of interest.
2. Public participation.
The Chairman opened the meeting for public participation.
Reports were received from:
 - a. The Police
PCSO Amey Stevens had sent her apologies as she was unable to attend the meeting, but Cllr Thornton read her written report which covered the last 30 days:-
"ASB (Anti-Social Behaviour) – Quad bike being ridden around on field in location of Dog Kennel Lane (2nd Nov); ASB – Egg thrown at window and window smashed (1st Nov); Damage only Road Traffic Incident – Vehicle 1 had failed to negotiate parked vehicle and hit its bumper (14th Nov)".
 - b. The County Councillor
HCC Cllr Huxstep attended the meeting and reported on the following matters:-
That the deadline for applications for transfers from Junior School to Secondary education was 15th January 2015 and that all applications should be in by that date; notifications would be published on 14th April 2015.
That Hampshire County Council (HCC) had called for Central Government to increase devolved powers for County, District and Parish Councils following the Scottish devolution.
HCC was on target to achieve £102.5 Million (M) savings for financial year (FY) 2015/16 [FY commencing 1st April 2015], however a further £100M of savings was required for FY 2016/17. Cllr Huxstep said that in order to achieve the savings required in FY 2016/17 a paring back of services would be necessary.
The winter road maintenance programme had started on 1st October and roads would be treated in order of priority depending upon road status. Further information could be found were available on the HCC website link <http://www3.hants.gov.uk/winter-maintenance>.

HCC Cllr Huxstep asked those present if they had any questions; Cllr Thornton said that most of the questions regarding the [village drainage] Pipe had been answered by staff managing the project. However, there were still some queries outstanding regarding continuity and outfall issues which Cllr Thornton had raised with Simon Cramp [Environmental Initiatives Manager at HCC]. HCC Cllr Huxstep agreed to check on these after he had studied Cllr Thornton's response to Simon Cramp.

Cllr Thistlethwayte asked why applications for establishing Footpaths took so long after an application had been submitted to HCC. HCC Cllr Huxstep said that HCC Councillors were aware that the process could be a slow and apologised for this but said that it was mainly due to the slow process of law. HCC Cllr Huxstep recommended a follow up to Hambledon's specific application in a couple of months' time.

ACTION: The Clerk

c. The District Councillor

Cllr Dibden had circulated her report prior to the meeting and sent apologies for being unable to attend this meeting; Cllr Thornton read the following report to the meeting:-

"The Silver Hill decision by the Council has been challenged in court, and whilst it was originally thrown out, now one part of the challenge has been allowed on appeal. That is whether the Council should have retendered the contract after some changes were made to the proposals. The decision on the tendering will be made in January, but in the meantime the planning application is still due to go before the committee in December.

There has been further work on the Flooding ISG, and alongside the HCC meeting on the 20th attended by myself and the Flood Action Group (Tony, Jan, James and Neil), it means that Hambledon is top of everyone's agenda.

The Council is looking at the impact of the cuts in subsidised bus services from HCC and whether they need to fill any gaps in provision.

The Housing committee have agreed that rents for council houses will increase in line with CPI + 1% (which equates to 2.2%), which is less than the corresponding inflation seen for market rented houses. They are continuing to look for sites to provide more council built and owned houses, and some 34 are already in the pipeline. WCC have just produced a half-yearly summary of how well council houses services are being provided, and they have succeeded in meeting virtually all their targets for speed and quality of service. They are still hoping for more improvement in the grounds maintenance contract which had had some complaints, including from Hambledon. There is a large increase in the annual budgets going forward for upgrading Council properties. Improvements to parking at Old Barn Crescent are still on the list for 2015/16, but it depends on whether the site is owned by HCC and whether it is needed for pipeline works."

A member of the Public stated that they were most dissatisfied with level of work carried out within the Landscape Contract and thought that the provisions within the current contract were extremely tight. HCC Cllr advised checking that a Service Level Agreement (SLA) was present.

- d. Winchester Passenger Transport Forum Representative
Mik Norman tabled a full written report (*see below*) of his attendance at the Winchester Passenger Transport Forum as Hambledon's representative on 12th November 2014 to the meeting. Mik also provided a verbal summary of some of the key issues.

“Passenger Transport Review, including Hampshire Concessionary Travel Scheme 2015/16

This covers the review in the light of cost savings being made by HCC to passenger transport and related services for 2015/16.

This item was not reported on or discussed at the Forum meeting as results already circulated.

A statutory Equality Impact Assessment (possible effects on older people, those with disabilities, those on low income etc) and public consultation exercise were carried out prior to the review and the findings taken into account. Possible effects on Crime and Disorder and reducing the HCC carbon footprint were also noted.

The Executive member decision report and full appendices are at

<http://tinyurl.com/decisionreport>

Key points:

- *Savings target: between £1.25 & £1.5 million (£1.4 in contracts plus nearly £0.6 elsewhere).*
- *Majority of savings to be found through renegotiated contracts with bus companies (e.g. levels of subsidies to non-commercially viable but socially necessary routes).*
- *Almost 200 organisations and over 3,500 individuals responded to consultations (high); 88% respondees were users of subsidised services.*
- *Concessionary travel to start 9.30 a.m. (was 9.00 a.m.) except for registered disabled persons*
- *Many evening and Sunday buses no longer subsidised*
- *Some daytime buses no longer subsidised*
- *Some people will be disadvantaged and adversely affected, especially in rural areas*
- *Changes in support to Community Transport schemes*
- *Rationalisation of printed information (timetables, maps)*
- *Schools – complicated picture so under review with further consultation pending changes to be implemented in September 2015*

Implications for Hambledon

Service X9 Hambledon – Portsmouth (Gunwharf Quay) via QAH

Unaffected at present however note the following paragraph in the report (P32) relating to the subsidised section of the route:

Service X9 Waterlooville – Hambledon component

This is a fully supported service where the costs have increased significantly recently, subsequently on tendering the cost has slightly decreased but as it serves a new development this cost can be met from developer contributions. It is proposed to retain this service but to keep under review.

Comment: No savings to HCC PT as subsidy paid by Developer funding but price has

decreased by £20959 Current £137,376; proposed £116,417 Reduction £20,959
(MN notes: the commercial operator may make changes to the schedule from time to time).

Service 145 Hambledon – Emsworth via Havant

Unaffected at present but note the paragraph in the report (P32) relating to the whole service (which is subsidised)

Service 145 Hambledon - Emsworth

This is a fully supported school service where the current operator significantly increased the cost recently, subsequently on tendering the cost has again increased. It is proposed to retain this service at this stage but to review in the future.

Decision: review as part of phase 2 plus add cost of £6,487

Current: £147,349; Proposed: £154,196 Increase: **-£6,847**

(MN notes: 145 is a scheduled service meaning anyone can use it, not just school students but still subject to a high level of subsidy – it is also used by some people going to and from work).

1. Infrastructure and Information

a) Infrastructure

HCC confirmed there would be no new bus station in Winchester to replace the old one being demolished as part of the Silver Hill development. The primary bus company (Stagecoach) were not willing to fund it. Instead, buses would be accommodated at road stops in the centre of town, notably Broadgate and Friarsgate. There would be some limited facilities at Friarsgate. This proposal was met with vociferous opposition; the following points being made:

- Winchester is the county town, a bus hub and a large tourist destination – a bus interchange is necessary and needed.
- A full bus station need not be built – a bus interchange could be used – good attractive examples quoted included Derby and Bath.
- The proposals will cause more clogging of the city's roads while bus stops will be taken up by coaches and vehicles loading and unloading
- If no bus station is built then a coach park should be provided
- Why are developer's contributions not being used to fund a new bus stand?
- Tourists and people with disabilities, pushchairs etc disadvantaged at street stops

b) Information

- Real-time information is being rolled out across the county, initially focusing in key areas of population. Systems used is AVL – all Stagecoach fleet being fitted; other operators to follow. Supported with government funding
- Potential for 100% coverage but main cost is in data input which take a long time to process
- Rural areas will be last but recognised need for system as bus delays/cancellations impact more heavily there and movable phones often don't work.
- Possible advantage of end of line information (e.g. Hambledon)
- System should be accessible to movie devices as wells screens at bus stops

c) Solent Go

New initiative covering Southampton, Portsmouth, Havant and Winchester (not north Hampshire)

Will use smart card technology to provide cheapest and most effective options for travel anywhere in area covered. Non-cash system. Currently includes bus, ferry, hovercraft and city car club; hopefully will include trains. System similar to London or Network One (north east)

Advantages

- *Should favour customer/passenger*
- *Overcomes some of the problems caused by deregulation*
- *Includes car club options*
- *Once technology in place, cheaper to administer*
- *May help introduce new routes when travel patterns analysed*

Disadvantages

- *Need all partners to sign up*
- *Trains not yet on board*
- *Multiplicity of operators means initial costs high to set up system*
- *Could mitigate against people without smart cards*
- *Single short journeys could be dearer affecting some users.*
- *Why not county-wide?*

2. Older Drivers Forum

*Presentation by Rob Heard, Hampshire Police who has developed an **Older Drivers Forum***

- *Rationale – high levels of accidents caused by older drivers*
- *Older drivers statistically less fit to drive – slower reactions and decline in physical abilities*
- *Forum aims not to stop older people from driving but instead to assist in driving safely*
- *Provide advice and support on and awareness of issues of driving as one gets older*
- *Provide online forum for ideas, help and assistance including to family and friends*
- *Offer voluntary assessment of failing eyesight*
- *Give talks to community groups*
- *Create a purpose-build referral course – Fitness to Drive*
- *Advise on existing resources often under-used*

Locally run schemes currently assessing older drivers without a medical condition include:

- *Drive Skill Plus (HCC) for 60+ £30*
- *Institute of Advanced Motorists (IAM) assessment £35*
- *Wessex Driveability £95 includes occupational therapist - can advise on aids and adaptations*

Fitness to Drive

- *Well received in pilots – may be rolled out nationwide.*
- *Hampshire police running pilot – offering assessment as alternative to prosecution following careless driving offence to:*

- People aged 70+
- People using specially adapted vehicles
- People in accident where a medical condition is believed to be the underlying cause

Results will be:

- Safe outcome (NFA)
- Unsafe Outcome (- details sent to DVLA by police)
- Unsafe review – client goes on course then is reassessed in 3 months at no cost.

Current results show marked increase in eye tests, taking courses or surrendering licences

PS 1656 Rob Heard will give talks to local groups – 01962 814887 or 07789 031092

3. Volunteer Drivers Recruitment Campaign

<http://www3.hants.gov.uk/passengertransport/communitytransport/ctvolunteering/volunteerdrivers.htm>

Relaunch of 2012 campaign to attract volunteer drivers in partnership with Good Neighbours Support Service <http://www.goodneighbours.org.uk/website> also all the Hampshire Councils for Voluntary Service (CVS) and the Volunteer Centres they run

<http://www.hampshirecvs.org.uk>

There are 125 voluntary car schemes (aka Voluntary Care Schemes, Neighbourcare Schemes; Hospital car schemes etc) across the county. Services vary from scheme to scheme but all involved some aspect of voluntary driving. Most schemes are independent; many are registered charities in their own right while the CVS network operates most of the Community Transport services. All depend on donations and contributions but also receive support from HCC. Most need volunteer drivers – the last campaign generated 75 new drivers hence the value of a new campaign. Drivers are particularly needed to:

- Drive minibuses for community transport schemes, and/or
- Drive their own cars to transport people (receive a mileage rate).

Points:

- All drivers receive MIDAS training for minibuses where applicable
- Most CVS run MIDAS training
- Volunteers receive a mileage rate when using their own cars
- Additional insurance cover provided
- There are some restrictions (e.g. D1 licence needed for minibuses – restricts some younger drivers)
- Many volunteer drivers are older themselves (being mainly retired) – Health/eye checks advised!

A recruitment pack will be available soon circulated through the Voluntary Care Groups and the CVS/Volunteer centres

Publicity videos will also be available and are on line at the above link; one featuring Matt Le Tissier and one with Charlie Dimmock”.

Mik was thanked for his comprehensive report and for representing Hambledon at the Passenger Transport Review meeting.

3. Minutes from the previous meetings:

a. Council Meeting of 3 November 2014

The minutes were accepted and approved unanimously.

4. Planning

a. Planning applications as listed in Appendix A were discussed and decided upon.

b. Planning decisions as listed in Appendix B were noted.

ACTION: The Clerk

5. Finance

a. The financial report to the 30th November 2014 was received and accepted.

b. Payments as listed in Appendix C were approved.

c. The change of the prime bank account contact to the current Clerk (G Wright) was accepted and approved unanimously.

ACTION: The Clerk and Finance Working Group.

6. Grants

a. To consider applications received to 30th November 2014

The following Grant applications were considered:-

i. Hambledon Bonfire Society - an application for a Grant of £200 towards the purchase of a marquee for future events. Following discussion, a grant of £200 was approved unanimously.

ACTION: The Clerk

ii. Parochial Church Council (PCC) of St Peter and St Paul, Hambledon - an application for a Grant towards work required on making a tree safe in the Churchyard. The grant applied for was £300 if the tree was Pollarded or £500 if the tree was felled. After discussion, a grant of £300 towards the costs of pollarding the tree was approved unanimously.

ACTION: The Clerk

iii. PCC of St Peter and St Paul, Hambledon - an application for a Grant of £275 towards work required on repairing the Church Clock. After discussion and assurance that the work would be completed to a high standard, a grant of £275 was approved unanimously.

ACTION: The Clerk

7. Transport and Highways

a. Transport and Highways issues had been discussed earlier in the meeting and no further issues were raised.

b. Hambledon Vineyard – possible improper use of Brown tourist signs.

There was discussion regarding the improper use of Brown tourist direction signs. The specific siting of the Brown tourist sign at the junction of the B2150 signposting Hambledon Vineyard was considered particularly hazardous as it obscured vision of approaching traffic. HCC Cllr Huxstep noted these comments and Cllr Thornton agreed to contact HCC Highways department for further clarification.

ACTION: Cllr Thornton

8. Village Design Statement

- a. It was reported that good progress had been made on producing the Village Design Statement and that several constructive meetings of both groups involved in the process had been held. It was felt that no specific funds were required to be released from reserves at this time.

9. Footpaths

a. North Path in Churchyard

The Ash tree in the Churchyard near the footpath had recently lost a large branch in high winds and was creating a potential problem for footpath users. It was hoped that this problem would be resolved by action proposed by the PCC and the specific Grant funding approved earlier in the meeting by the Council.

b. Windmill Farm

The Clerk informed the meeting that the formal application (together with witness statements) to establish a new footpath under the Wildlife and Countryside Act 1981, linking footpath 13 to footpath 15 had been submitted to HCC and that he was awaiting confirmation that the application complied with legislation. Cllr Thornton said that alternative means for resolving this issue were also continuing to be pursued.

10. Village Christmas Tree and LED Lights

- a. Cllr Thornton said that the Village Christmas Tree had been very kindly donated and delivered to the Churchyard by the Southwick Estate and that the tree was currently awaiting decoration. Toby Finch and the Scouts had kindly agreed to decorate the Christmas tree again this year. It was thought that the lights and decorations were still in working order and suitable for use again this year.

11. Community Right to Bid

- a. Since the last HPC meeting, Cllrs Birdwood, Thistlethwayte and Wigley (Community Right to Bid Working Party) had met and compiled a list of potential Community assets for Hambledon Parish. The Clerk was tasked with finding out what further action was now required to progress this matter.

ACTION: The Clerk

12. Hambledon email list

- a. Some work had been done in clarifying the procedures, guidelines and uses of a Hambledon email list, however, further work was still required before this project could be launched. Cllr Thornton agreed to progress this project.

ACTION: Cllr Thornton

13. Dates for meetings in 2015

- a. Some discussion took place regarding the dates of HPC meetings in 2015, however, it was decided to defer setting specific dates of the AGM and APM and confirming dates of other meetings until the next Parish Council meeting on Monday 5th January 2015.

14. Correspondence

- a. Disposal and location of Bier [movable frame on which a coffin is taken to grave] currently stored in the Church of St Peter and St Paul, Hambledon

The PCC had written to HPC advising them that as they no longer had the space to store a Bier with the inscription 'Given to the Parish of Hambledon 1899' on it, in the Church of St Peter and St Paul, they intended to give it to the Weald and Downland Museum in Singleton on permanent loan, unless an alternative plan for it could be provided by HPC.

Following discussion, it was decided that regretfully HPC could not provide alternative storage arrangements and, therefore agreed with the PCC's proposal. Cllr Thornton agreed to inform the PCC of this decision.

ACTION: Cllr Thornton

- b. NHT (National Highways and Transport Survey) - to consider and agree Parish response
After discussion, Cllr Thornton and Cllr Wood agreed to complete the survey on behalf of the Parish and would ask Mik Norman if he wished to contribute to the response as well.

ACTION: Cllrs Thornton and Wood and Mik Norman

- c. British Red Cross – Open Gardens 2015 - to note scheme and local contacts
The scheme, which was not part of the National Gardens open gardens scheme was noted. The Clerk said that he had informed Hambledon Horticultural Society of this scheme.

- d. Hambledon and Denmead Welfare and Education Trust (HDWET) – consideration regarding whether HPC is a duly appointed Trustee or not.
Following further research, it was confirmed that HPC was a duly appointed Trustee of HDWET and was, therefore, able to approve nominees to represent HPC as Trustees of this Charity. Alison Hubbard and Tim Goulder had agreed to continue to be nominee Trustee representatives for Hambledon and their continued representation was approved unanimously. Cllr Thornton agreed to inform HDWET of HPC's decision and said that HDWET had agreed to produce an article for the Hambledonian in the New Year explaining further their aims and objectives.

ACTION: Cllr Thornton

- 15. The next meeting will be held at 7.30pm on Monday, 5th January 2015 in Hambledon Village Hall.

Items to be included on the Agenda for the next meeting:-

- a. Dates of Parish Council Meetings for 2015 (including AGM and APM).
- b. Budget for 2015/2016

ACTION: The Clerk

The meeting closed at 21:10.

Appendix A – Planning Applications

- i) **SDNP/14/05190/FUL – Barn and Cartshed 10M E of Chidden Farm Cottage, Chidden Farm, Chidden Lane, Hambledon, Hampshire – Change of use of agricultural building including external alterations to existing agricultural barn including Improvements to existing access.**
Following a lengthy discussion regarding this application at the meeting, the following comments were submitted by The Clerk to HPC to the Planning Authority:-
- *We do not consider the dairy to be a “heritage asset” or to possess any particular historic or aesthetic character worthy of preservation;*
 - *That if a dwelling were to be allowed on this site there would be merit in demolishing the existing dairy and constructing a new building provided that (a) it was limited in floor area to no bigger than the current proposal (200 square metres) and (b) the overall structure was lowered in order to reduce the impact on neighbours and the landscape in general. It could also be re-oriented to take advantage of the views to the NE and SW and to overlook the neighbouring property less;*
 - *We note that the application extends the garden into what is currently agricultural land;*
 - *Finally, if the application is to be permitted, the Parish Council would like to see strict controls on lighting for both the dwelling and barn, and an agricultural tie on the dwelling.*
- ii) **SDNP/14/04908/HOUSE – Barn House, West Street, Hambledon, Waterlooville, Hampshire, PO7 4SN – Erection of oak framed one bay car port (RESUBMISSION) – No objection – ACTION: The Clerk**
- iii) **SDNP/14/05546/HOUS – 13 Stewarts Green, Hambledon, Waterlooville, Hampshire, PO7 4SU - Two storey rear extension & conversion of outbuilding. – No objection – ACTION: The Clerk**
- iv) **SDNP/14/06029/TCA - Hook Vinney, West Street, Hambledon, Waterlooville, Hampshire, PO7 4QL - 1 no. Horse Chestnut to fell, 2 no. Sycamore to fell – No comment**
- v) **SDNP/14/06031/TCA - Hook Vinney, West Street, Hambledon, Waterlooville, Hampshire, PO7 4QL - 1 no. Horse Chestnut to fell – No Comment**
- vi) **SDNP/14/06032/TCA - 21 Bury Lodge Cottage, Fareham Road, Hambledon, Waterlooville, Hampshire, PO7 4QW - 1 no. Lime to fell – No comment**

Appendix B – Planning – Decisions and Enforcements

- i) **SDNP/14/04686/LIS The Old Vicarage, Vicarage Lane, Hambledon, Hampshire, PO7 4RP – Listed Building – Internal structural repairs and associated alterations to address ongoing structural movement within the building. – Application Approved**

Appendix C - Payments

Payments made between Council Meetings

31/10/14	BACS	Hambledon Pre-School	Sand for Village Play area	£50.40
31/10/14	120	T HIGHAM	Toys for Village Play Area	£20.00
31/10/14	BACS	G WRIGHT	Oct – Salary, Allowance & Travel	£559.75
31/10/14	BACS	HMRC	Oct – Income Tax	£10.40
31/10/14	BACS	G WRIGHT (Microsoft)	Office 365 Small Business Prem. For HPC Toshiba Laptop	£118.08
31/10/14	BACS	D GILLOT	Tennis Coaching (27/09/14)	£70.00
31/10/14	BACS	CLAYMART (Chris Martin)	Grounds Maintenance. for September & October 2014	£196.00
31/10/14	121	S HUTCHINSON	Tennis – broken wire	£19.99
31/10/14	BACS	HALC	Training – The Knowledge & Core Skills (T Wood) & What you need Know (G Wright)	£120.00

30/11/2014	BACS	G WRIGHT	Nov - Salary, Allowance & Travel (Net)	£476.82
30/11/2014	BACS	Diocese of Portsmouth	Glebe Land Lease - Annual Rental	£500.00
30/11/2014	122	Home-Start Meon Valley	Grant of funds for Unrestricted use	£400.00
30/11/2014	123	Hambledon Village Hall	Grant of Funds towards cost of Scaffolding	£300.00
30/11/2014	BACS	D GILLOTT	Tennis Coaching (4/10/14 to 25/10/14 incl)	£280.00
30/11/2014	BACS	TAYLOR ROBERTSON	Asst Tennis Coaching 20/9; 4/10; 11/10 & 1/11/14 (10 hrs @ £7.50/hr = £75.00)	£75.00
30/11/2014	129	C DIBDEN	Village Design Statement Supplies	£27.95
30/11/2014	BACS	Claymart (Chris Martin)	Grounds Maintenance - Nov & Dec 2014	£196.00
30/11/2014	127	Came & Company	Local Council Scheme - Parish Council Insurance - 1/12/14 to 30/11/15	£487.03
30/11/2014	128	Hambledon & Denmead Poppy Appeal	2014 Poppy Appeal (Centenary Year)	£50.00

Total Payments approved for November 2014

£3,997.42