



## DRAFT MINUTES

Hambleton Parish Council

02 Nov 2020; 7.30pm; Virtual Meeting via Zoom

### PRESENT:

Cllr Quinn (Chair); Cllr Mason; Cllr Twiney; Cllr Thornton; Cllr Higham & Cllr Silcock

### In Attendance:

Mrs Joanna Tester (Clerk); Cllr Weston (WCC; arrived 7.46pm); Cllr Huxstep (HCC; arrived 7.53pm); Cllr Pearson (WCC); Jan Jarvie (Chair, FAG); & 9 members of the public

### Meeting started at 7.30pm

Item No.	Item	Discussion & Decision	Action
1045	Acknowledgements	Councillors were not aware of any villagers who have passed away since the last meeting.	
1046	Apologies	None received.	
1047	Disclosable pecuniary interests	None declared.	
1048	Requests for dispensations	None requested	
1049	Public questions & comments	<p>Standing orders suspended for 10 mins. Points raised:</p> <p><u>George House Bollards</u></p> <ul style="list-style-type: none"> <li>• Concerned re mounting costs of planters &amp; bollards.</li> <li>• Why should village take on responsibility for upkeep of bollards? Unnecessary cost.</li> <li>• Why do we need to move bollards?</li> <li>• Road safety issue that should be covered by HCC.</li> <li>• Bollards &amp; planters may be difficult to see in the dark.</li> </ul> <p><u>WCC Grants</u></p> <ul style="list-style-type: none"> <li>• Thanks to Cllr Pearson for help with grant received during first lockdown. Please remember village halls in second wave.</li> </ul> <p><u>Bus Shelter</u></p> <ul style="list-style-type: none"> <li>• Bad practice to consult without financial details.</li> </ul> <p><u>Correspondence</u></p> <ul style="list-style-type: none"> <li>• Should be added as a recurring agenda item.</li> </ul>	

1050	Resume standing orders	Agreed	
1051	District councillor's report & questions arising	<p>Cllr Weston to forward report to Clerk in due course.</p> <p>Cllr Pearson reported the following:</p> <ul style="list-style-type: none"> <li>Winchester hospital - looking at new site near Jn 7 M3. Only planned operations would remain at current Winchester site. Concerns over accessibility. Winchester Hospital may miss out on funding etc. Trust will give their side of argument 03/11/20.</li> </ul> <p>Cllr Weston reported the following:</p> <ul style="list-style-type: none"> <li>New garden waste recycling service goes live 01 Feb 2021. Bins can be shared with another household.</li> <li>Winchester Guildhall has become a nightingale court. To manage backlog of court appearances.</li> <li>Mayor of Winchester has awarded over 100 Local Hero awards.</li> </ul> <p>Questions to Cllrs</p> <ul style="list-style-type: none"> <li>Why has the new garden waste recycling service been introduced? Cllr Weston to present question to full council.</li> <li>Cost of building regs has tripled. Why? Cllr Pearson to look into this and report back to PC.</li> </ul>	
1052	County councillor's report & questions arising	<p>Report received from Cllr Huxstep. Clerk to publish on PC website. Main points as follows:</p> <ul style="list-style-type: none"> <li>Household waste service now regarded as 'essential service'. Must still register and book slot.</li> <li>£150k for county to put forward to help vulnerable families during half term.</li> <li>Remembrance Sunday - HCC working with partners to ensure Gov guidelines are followed at any events that take place.</li> <li>Bonfire night - large events strongly discouraged. Private events must adhere to Gov guidance.</li> <li>New acute care hospital - two possible sites in Basingstoke area have been identified.</li> </ul> <p>Comment to Cllr Huxstep:</p> <ul style="list-style-type: none"> <li>Three WCC Mayor of Winchester Local Hero Awards have been received: HAP Team; Medicines Team; &amp; all Hambledon Village Residents.</li> </ul>	Clerk
1053	Police/ PCSO report	Not received	
1054	Mins of previous meeting (05/10/20)	<p>Agreed as a true record with the following amendments:</p> <p><u>Item 1028</u> - Cllr Higham requested an amendment from original proposal (to 'add "One councillor enquired whether GH had been invited to make a contribution to the purchase of plants. The answer was no.")', to the following:  <u>Add 'One councillor enquired whether GH had been invited to make a contribution to the purchase of plants. The answer was no because GH residents had already offered to contribute.'</u> [Voted 5 for; 1 against]</p> <p><u>Item 1029</u> - Cllr Higham requested the addition of '<u>One councillor enquired whether GH had been invited to make a contribution to the purchase of soil. The answer was no.'</u> [Voted 4 for; 2 against]</p>	Clerk

1055	Clerk's progress report	<p><b>Stiles/kissing gates</b> Gates currently not available from supplier. J Gordon to carry out installation as soon as they become available again.</p> <p><b>Parish Lengthsman Agreement</b> Work schedule for this financial year:</p> <ul style="list-style-type: none"> <li>• Jan 11th 2021</li> <li>• Mar 11th 2021</li> </ul> <p>[Update: Cllr Mason reported that debris removed from the drain at the bottom of Back Lane had not been taken away and distributed along the verge opposite Deepdale. Clerk to contact Lengthsman.]</p> <p><b>Hambledon Vineyard (HV)</b> Cllr Mason liaising with HV re. potential additional village rep. [Update: Dr Jo Walker has kindly agreed to be a village rep. Clerk to speak to Eddie Vincent. Cllrs to forward names of other potential reps to Chair.]</p> <p><b>V/H Play Equipment</b> Clerk currently applying for CIL grant. [Update: Chair requested that Cllr Higham takes forward the fund raising.]</p> <p><b>HCC Report (Old Forge Tea Room Headwall)</b> FAG report agenda item 1069.</p> <p><b>Reports &amp; Issues (Bus Shelter)</b> Clerk awaiting insurance settlement figure for bus shelter purchase &amp; installation. Possibility that insurers will only pay out a maximum of £6500 (as listed on the pre-Nov 2020 asset register). Consultation has been sent out to parishioners via village-wide e-mail. Agenda item 1066.</p> <p><b>School/Church Sign</b> Sign has been received from Croft Castings. John Blackman has been contacted re. installation date.</p> <p><b>Oak Bollards @ Cams/B2150</b> These have now been installed by JK Engineering. Awaiting confirmation that work satisfactory before payment made. [Update: go-ahead has been given by third-party advisor. Payment to be arranged asap.]</p> <p><b>Hambledon Greening Campaign</b> First parish meeting booked for 10 Nov, 7pm, on Zoom. Cllr Quinn to provide update - agenda item 1071.</p> <p><b>Parish Pollinator Pledge Initiative</b> No update.</p> <p><b>Advertising Signs @ East St/Brook Ln Jn</b> Letters sent to businesses. Response received from Rebalance Pilates &amp; Yoga. To be discussed under agenda item 1066.</p> <p><b>Reports &amp; Issues (Manhole covers)</b> Clerk awaiting response from Hants Highways.</p> <p><b>Murderstone</b> Clerk has contacted a stone mason to request a site visit for advice and possible quotes. [Further discussion: what to do with original murder stone? Given to WCC - into museum? Stares family due to visit village soon. Perhaps they could be given it? Need to check with Historic England.]</p>	<p>Clerk</p> <p>Clerk All Cllrs</p> <p>Clerk Cllr Higham</p> <p>Clerk</p>
1056	Bank account	<p><b>Bank balance - £47,855.78</b> (@ 01 Nov 2020; bank statement 117 will be forwarded to cllrs as soon as it is available).</p>	
1057	Asset register	<p><b>Resolved:</b> that the PC should approve the updated asset register (dated 26 Oct 2020).</p>	Clerk
1058	Insurance renewal	<p><b>Resolved:</b> that the PC should approve the insurance renewal proposal for the period Dec 2020 to Nov 2021.</p>	Clerk
1059	Zoom subscription	<p><b>Resolved:</b> that the PC should approve the purchase of an annual Zoom subscription costing £119.90. Clerk to organise.</p>	Clerk

1060	Budget planning consultation	<p>The proposal that ‘village organisations should be invited to take part in a brief consultation on use of a proportion of the budget (to be agreed as part of this proposal - perhaps £2000) to benefit those organisations and the wider community’ was <u>cancelled</u>.</p> <p>Councillors agreed that this should be deferred until the 2021/22 budget is discussed.</p> <p>Cllrs also raised the following points/suggestions:</p> <ul style="list-style-type: none"> <li>• Perhaps a Covid-related recovery fund. Is there a Covid-related problem?</li> <li>• Need to support local charities also.</li> </ul>																													
1061	Payment of accounts	<p>Payments approved as follows:</p> <table border="0"> <tr> <td><b>Mrs J C Tester</b> - Clerk salary (Oct 2020)</td> <td style="text-align: right;"><b>£ 673.38</b></td> </tr> <tr> <td><b>NEST</b> - Clerk pension (Oct 2020)</td> <td style="text-align: right;"><b>£ 53.14</b></td> </tr> <tr> <td><b>Mrs J C Tester</b> - Expenses (Oct 2020)</td> <td style="text-align: right;"><b>£ 5.00</b></td> </tr> <tr> <td><b>B C Martin</b> - Grounds maintenance/cleaning (Oct 2020)</td> <td style="text-align: right;"><b>£ 120.00</b></td> </tr> <tr> <td><b>Arthur J Gallagher</b> - Insurance premium (2020/21)</td> <td style="text-align: right;"><b>£ 644.59</b></td> </tr> <tr> <td><b>Ashley Mills</b> - Footpath clearance work</td> <td style="text-align: right;"><b>£1650.00</b></td> </tr> <tr> <td><b>Portsmouth Diocesan Board of Finance</b></td> <td style="text-align: right;"><b>£ 600.00</b></td> </tr> <tr> <td>Hambledon South Glebeland rent 2020/21</td> <td></td> </tr> <tr> <td><b>P Quinn</b> - Reimbursement for Zoom charges Jun-Nov 2020</td> <td style="text-align: right;"><b>£ 48.00</b></td> </tr> <tr> <td><b>SLCC</b> - Subscription 2020/21</td> <td style="text-align: right;"><b>£ 140.00</b></td> </tr> <tr> <td><b>The Poppy Appeal</b> - Donation 2020</td> <td style="text-align: right;"><b>£ 30.00</b></td> </tr> <tr> <td><b>Kimcell Ltd</b> Datacenta Hosting - <a href="http://.gov.uk">.gov.uk</a> e-mail accounts 30/11/20 to 29/11/20</td> <td style="text-align: right;"><b>£ 60.00</b></td> </tr> <tr> <td><b>JK Engineering</b> - Installation of bollards at Cams Hill/B2150 junction &amp; West St (B2150) pinch-point</td> <td style="text-align: right;"><b>£ 708.00</b></td> </tr> <tr> <td><b>SportsLocker</b> - Tennis balls</td> <td style="text-align: right;"><b>£ 49.40</b></td> </tr> </table>	<b>Mrs J C Tester</b> - Clerk salary (Oct 2020)	<b>£ 673.38</b>	<b>NEST</b> - Clerk pension (Oct 2020)	<b>£ 53.14</b>	<b>Mrs J C Tester</b> - Expenses (Oct 2020)	<b>£ 5.00</b>	<b>B C Martin</b> - Grounds maintenance/cleaning (Oct 2020)	<b>£ 120.00</b>	<b>Arthur J Gallagher</b> - Insurance premium (2020/21)	<b>£ 644.59</b>	<b>Ashley Mills</b> - Footpath clearance work	<b>£1650.00</b>	<b>Portsmouth Diocesan Board of Finance</b>	<b>£ 600.00</b>	Hambledon South Glebeland rent 2020/21		<b>P Quinn</b> - Reimbursement for Zoom charges Jun-Nov 2020	<b>£ 48.00</b>	<b>SLCC</b> - Subscription 2020/21	<b>£ 140.00</b>	<b>The Poppy Appeal</b> - Donation 2020	<b>£ 30.00</b>	<b>Kimcell Ltd</b> Datacenta Hosting - <a href="http://.gov.uk">.gov.uk</a> e-mail accounts 30/11/20 to 29/11/20	<b>£ 60.00</b>	<b>JK Engineering</b> - Installation of bollards at Cams Hill/B2150 junction & West St (B2150) pinch-point	<b>£ 708.00</b>	<b>SportsLocker</b> - Tennis balls	<b>£ 49.40</b>	Clerk
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1062	Planning applications	<ul style="list-style-type: none"> <li>• <b>SDNP/20/04630/TPO</b> - Garden House West Street Hambledon Waterlooville Hampshire PO7 4SN - Horn Beam Tree - Trim and thin. See original application. <b>[No comments as TPO.]</b></li> </ul>																													
1063	Planning enforcement/appeal	<p><b>APP/L1765/W/20/3253413</b> - appeal against refusal of planning permission</p> <p><b>APP/L1765/C/20/3254261</b> - appeal against enforcement notice</p> <p>Both with regard to the following planning application:</p> <ul style="list-style-type: none"> <li>• <b>SDNP/20/00739/FUL</b>- Lower Paddock Bent Lane Hambledon Hampshire - Change of use of land to use as residential caravan site for two gypsy/traveller families, each with two caravans including no more than one static caravan/mobile home, together with laying of hardstanding, construction of new access and erection of two ancillary amenity buildings.</li> </ul> <p><b>[For info only.]</b></p>																													

1064	Planning applications received after 28/10/20	None received.	
1065	Planning decisions	Noted	
1066	VIPWG	<p>Cllr Thornton reported the following:</p> <p><u>Bus Shelter</u></p> <ul style="list-style-type: none"> <li>• Village consultation has taken place. Reasonably small no of people took part (43). Indication is that different design/different position is most popular. Carry on looking at option of new design on WCC land. Need to talk to WCC in broad terms about possibility. WCC and The Gardens residents' views important. Need to explore other designs/companies. Prepare more concrete proposal to send to WCC.</li> </ul> <p><b>Cllr comments:</b></p> <ul style="list-style-type: none"> <li>• WCC should be approached re. positioning of shelter at The Gardens. Cllr Thornton agreed that now is the time to request an in principle agreement.</li> <li>• Cost issue needs to be focussed upon now.</li> <li>• Budgeting only for insurance settlement vs. Topping-up from VIP fund.</li> <li>• Further consultation required - village-wide. Design &amp; cost.</li> </ul> <p><u>Decluttering of Signs @ Brook Lane/East St Junction</u></p> <ul style="list-style-type: none"> <li>• Letters have been sent to The Country House Co., Rebalance Pilates, &amp; Premium Crops.</li> <li>• Response received from Rebalance Pilates, with supporting letter from a client. Disappointed at poor timing and apparent lack of support for local businesses. Would like sign to remain.</li> </ul> <p><b>Cllr comments:</b></p> <ul style="list-style-type: none"> <li>• Some signs have already been removed. Smaller signs remain for The Country House Co. and Rebalance Pilates.</li> <li>• Need to be mindful that might be condoning a breach of planning inadvertently.</li> <li>• Need to be removed or put in for retrospective planning.</li> <li>• Delay sending letter until May 2021?</li> </ul> <p><b>Proprietor (Rebalance Pilates) comments:</b></p> <ul style="list-style-type: none"> <li>• At no point in past 3 years were they advised that signs should not be there.</li> <li>• Timing was wrong.</li> <li>• Signs at Whitedale not sufficient. Need the additional advertising at that junction.</li> </ul>	

1066	VIPWG Cont.	<p><b>Actions:</b></p> <ul style="list-style-type: none"> <li>Respond - draw attention that might like to apply for planning permission. Confirm that the PC will not pursue under breach of planning for next 12 months.</li> <li>Agenda item for Nov 2021.</li> </ul> <p><u>Position of fingerpost @ Brook Lane/East St Junction</u></p> <ul style="list-style-type: none"> <li>Site visit hasn't yet been done. After lockdown now.</li> <li>Needs to be added to Clerk's Report.</li> </ul>	Clerk/Cllr Quinn          Clerk
1067	GH bollards contract	<p><b>Original Proposal:</b> that the initiative to install six new bollards to replace the current bollards outside George House (with HPC assuming all responsibility from HCC) be cancelled and the contract with JK Engineering to carry out the work also be cancelled. (This overturns the substantive Resolution 887 made at the 02 Mar 2020 PC and Resolution 1030 made at the 05 Oct 2020 PC adding reflective strips to the new bollards.)</p> <p><b>Amended Proposal:</b> that the initiative to install six new bollards to replace the current bollards outside George House (with HPC assuming all responsibility from HCC), and the corresponding contract with JK Engineering to carry out the work, should be paused to allow consultation with the village.</p> <p><u>This motion was NOT carried.</u> [Voted 2 for; 4 against]</p>	Clerk
1068	Tennis Working Group	<p>Cllr Higham's reported the following:</p> <ul style="list-style-type: none"> <li>Hambledon Primary School have requested weekly use of the tennis court for outside PE. Cllr Higham to look at Government etc. advice before making decision.</li> </ul>	Cllr Higham
1069	Flood Action Group	<p>Jan Jarvie (Chair, FAG) reported the following:</p> <ul style="list-style-type: none"> <li>Gully cleaning well supported by villagers. Thorough job but concern that streets hadn't been swept beforehand.</li> <li>Catchment basin hasn't yet been cleaned out. Impeding smooth flow of water from big pipe.</li> <li>Ditch - signs of sloughing of the east bank &amp; hedging slipping away from earth on field-side of verge.</li> <li>FAG needs more support - Hambledonian article request.</li> <li>New member (Ian Hall) will be looking after lower West St and Green Lane.</li> <li>The Vine is very vulnerable. Jan to meet with owner to carry out risk assessment.</li> </ul> <p>Full report to be published on PC website.</p> <p><b>Cllr comments:</b></p> <ul style="list-style-type: none"> <li>Chair to add to PC Hambledonian article request for FAG helpers.</li> </ul>	Clerk          Cllr Quinn

1070	Village-wide traffic review	<p>Councillors received an update on the village-wide traffic review, and a paper entitled <i>A Strategy for enhancing the Safety and Quality of Roads and Places in Hambledon</i>.</p> <p><b>Cllr comments:</b></p> <ul style="list-style-type: none"> <li>• The above paper sets the context of the review, is an introduction to, and how to go about setting up, a strategy.</li> <li>• Important to ask villagers what they think, but remain realistic about what can be achieved.</li> <li>• Communication is key.</li> </ul> <p><b>Action:</b></p> <ul style="list-style-type: none"> <li>• Draft village survey to be prepared for Dec 2020 PC meeting.</li> </ul> <p>The Chair apologised for failing to inform all cllrs of the 14/10/20 informal meeting to discuss this issue.</p>	Cllrs Thornton & Silcock
1071	Hambledon Greening Campaign	<p>Cllr Quinn reported the following:</p> <ul style="list-style-type: none"> <li>• Public Zoom meeting planned for 10/11/20</li> <li>• Eight challenge items to be approved. Cards to be printed and will go out with the Hambledonian in Jan '21.</li> </ul>	
1072	Cllr resignation	<p><b>Resolved:</b> that the PC formally accepts the resignation of Cllr Hubbard, and offers thanks for her contribution. <u>Clerk to notify WCC.</u></p>	Clerk
1073	Reports & Issues	<ul style="list-style-type: none"> <li>• <b>(Virtual) Local Parish Briefing</b> -10 November 2020 (3 p.m.) - Cllr Quinn has volunteered to attend.</li> <li>• <b>HAP Team, HAP Medicines Team, and Hambledon Villagers</b> have all been awarded the Local Hero Award 2020 (The Mayor of Winchester).</li> <li>• <b>HAP Team update</b> - HAP volunteers remaining on database (permission given) have been sent e-mail with request to contact buddies &amp; see what help is required. Dr Walker has contacted Denmead Health Centre - as over-70s shielding not so strict, prescription/medication buddy system hasn't been reactivated, but it would agree to do so for Hambledon if required.</li> <li>• Cllr Higham has contacted village businesses - Clerk to send out, via village e-mail, details of those that are up and running and need support.</li> </ul>	Clerk
1074	Date/time of next meeting	Monday 07 Dec 2020; 7.30pm; to be held online via Zoom.	
1075	Confidential matters	Members of public and press excluded.	
1076	Clerk's salary	<p><b>Original Proposal:</b> that the Clerk's salary should, with immediate effect, be increased to match that consistent with SCP level 21, as stated in contract of employment.</p> <p><b>Amended Proposal:</b> that the Clerk should investigate any historic shortfall in pay &amp; present these findings at the Dec 2020 PC meeting.</p> <p>Amended proposal was agreed by cllrs.</p>	Clerk

1077	Review of Clerk's SCP level	<b>Resolved:</b> that the Chair and Cllrs Silcock & Thornton form a working group to review the Clerk's SCP level in advance of setting the budget for 2021/22. Required by mid-November to inform the budget.	Cllrs Quinn, Silcock & Thornton
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**The meeting closed at 10.00pm**

**Signed:**

**Signed:**

**Cllr Paul Quinn OBE (Chair):**

**Joanna Tester (Clerk):**

**Dated:**

**Dated:**