

Parish Council Meeting Minutes
Minutes Monday 13th May 2013 7.30pm

Present	In attendance	Apologies
Cllr Norman	E Billingham - Clerk	
Cllr Dibden	Cllr Huxstep (HCC)	
Cllr Thornton	Cllr Coates (WCC)	
Cllr Reeve	Member of public	
Cllr Higham		
Cllr Birdwood		
Cllr Thistlethwayte		

Subject
<u>16/13 – To Elect the Chair of the Hambleton Parish Council</u>
<u>The Clerk asked the Councillors if there were any nominations for Chair.</u>
<u>Cllr Higham proposed Cllr Norman. All agreed.</u>
Cllr Norman accepted the role as Chair. He noted that in 2014, it would be an election year and it was hoped there would be an election. Cllr Norman signed the declaration of Office.
<u>17/13- Apologies for absence and declarations of interest.</u>
None
<u>18/13 – To elect the Officers</u>
<u>Vice Chair</u>
<u>Committees</u>
<u>Tree Warden</u>
<u>Village Maintenance</u>
<u>The Chair asked if there were any nominations for Vice Chair.</u>
<u>Cllr Norman nominated Cllr Dibden. All agreed.</u>
<u>Cllr Dibden accepted the role of Vice Chair and signed the declaration of office</u>
COMMITTEES:
Finance – Cllr Thornton, Cllr Higham and Cllr Dibden
Flood – Council representative – Cllr Higham
Village Maintenance working group – Cllr Thistlethwayte and Cllr Birdwood.
Website – Cllr Reeve, Cllr Norman and Cllr Dibden.
Planning – Cllr Thornton and Cllr Dibden.
Highways – Cllr Thornton
Footpaths – Cllr Thistlethwayte and Cllr Birdwood.
Tree Warden – (vacant) bring to next meeting.

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Schools liaison – Cllr Higham

Community – (vacant) Next agenda

Village Hall management representative –(vacant) Next agenda

Village businesses liaison – Cllr Higham

19/13 - To adjourn for public participation

The Chair adjourned the meeting for public participation.

19.1/13 - To receive Police Report

No police report

19.2/13 - To receive the County Councillor's report.

Cllr Huxstep arrived at the meeting at 8p.m.

Cllr Norman congratulated Cllr Huxstep on the election.

Cllr Huxstep noted that Councillors would be unsure of individual responsibilities until 23rd May.

The Parish Council requested that they receive his report via email prior to the meeting and that it be Hambledon related.

Cllr Huxstep noted that the Hambledon Infant School had a lot of work to do to progress Primary status. Cllr Huxstep had spoken to the education dept. and everything was on track.

HCC cabinet were to be appointed. Committee proportions would be resolved due to changes after the elections. Request a chart of responsibility once agreed. ACTION Cllr Huxstep

19.3/13 - To receive the District Councillor's report.

Cllr Coates made a verbal report:

He had attended many meetings including the City Council Full Council meeting and Mayor making of the new Mayor Ernest Jeffs, a councillor from New Alresford.

The WCC had reduced the cabinet portfolio holders to seven. Cllr Coates was standing down from Housing.

Work would be taking place at Winnal to the West and North of Jctn 9 from the 1st July for two months. The roundabout would be reduced to three lanes with lights.

St Peters Farm – Legal issue for camera – Comments had been sent to the council regarding the Police views on the CCTV.

Open Spaces strategy – Public consultation was taking place and at present the existing Open Spaces strategy continues.

Chair noted that the Open Spaces strategies had been absorbed into local plans and were not accurate. There were differences in SDNP as Community Infrastructure Levy (CIL) rates would be set by SDNP. Will encompass other areas.

Council should look at needs within the village.

19.4/13 - Other public participation:

None

20/13 - To approve the Minutes of the meeting held on 8th April 2013.

Agreed as a true record and signed.

21/13 - Matters arising from these minutes

Item 85.3/12 – Planting of the oak tree. COMPLETE

Item 78/13 - Precept capping - The Chair had written to the MP and requested a proper process of consultation. Clerk read George Hollingbery MP response.

22/13 Planning Applications and Decisions.

22.1/13 Matters Arising:

Matters Arising:

Item 165.3/12 - St Peters Farm - ACTION: Cllr Coates to discuss with WCC legal dept. on legality of camera use on private land. - Neil March visited the site.

Item 208.2/12 – Vineyard - Clarity on the plans for the remaining spoil. It was noted that it had always been a mound and

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this was raised and lengthened. Tree planted in the mound. ACTION: Cllr Dibden to enquire with Neil March.

Chair been invited on a private matter to an Opening of Vineyard. It was agreed that the Chair needed to make clear he was attending in a private capacity.

Item 14/13 – Village Litter – ACTION: Cllr Norman article for Hambletonian. ACTION: Carried forward.

Item 14/13 – Flint wall on Green Lane – ACTION: Cllr Reeve to discuss with the resident. Still to be discussed and encourage to apply.

22.2/13 - To receive planning applications from Winchester City Council and agree response

SDNP/13/01100/HOUS - Fairfield House, East Street, Hambleton, PO7 4RY - Deadline 8th May Alterations to fenestration with pitched roofs to single storey garages and internal arrangements of the Coach house (WITHIN THE CURTILAGE OF A LISTED BUILDING) - Fairfield House East Street Hambleton Waterlooville Hampshire PO7 4RY – AGREED No objection
SDNP/13/01350/HOUS Mere Cottage, Rushmere Lane. – Double garage - No objection CLERK_

22.3/13 - To receive planning decisions

SDNP/13/00121/FUL – Cams, Cams Hill, Hambleton, PO7 4SP – APPROVED Relocation of approved stable block (WITHIN THE CURTILAGE OF A LISTED BUILDING) – Cams, Cams Hill Lane Hambleton Waterlooville Hampshire PO7 4SP – Not enough detail on website.

22.4/13 - To receive appeals

None

22.5/13 Update on Enforcements.

None

Cllr Dibden noted the subject of replacement windows in a conservation area and that if the building was listed then could not install double glazed units. AGREED Cllr Dibden to investigate. Cllr Thornton to email Cllr Dibden with some details.

23/13 Village Design Statement.

Matter Arising: Item 6/13 –Clarification on whether The Gardens would be getting new UPVC windows and doors. Chair wrote to the Housing Officer and had not had an answer to enquiry. ACTION: Cllr Norman - Continue to investigate and ask for clarity. Cllr Dibden to enquire with Alison Davidson.

24/13 - Finance and Parish Council management.

24.1/13 To agree the accounts for the Internal Auditor for 2012/13

AGREED

Proposed by Cllr Birdwood and seconded Cllr Thistlethwayte – All agreed

AGREED to take to the Internal Auditor, Eleanor Greene.

24.2/13 To approve payments

HAMBLEDON PARISH COUNCIL PAYMENTS -May 2013

CHEQUE PAYMENTS

Date	Cheque number	Company	VAT amount	Total
13/05/13	40	WCC	15.00	90.00
13/05/13	41	HALC	20.00	120.00
13/05/13	42	Sportslocker	86.50	518.97
13/05/13	43	Data Centa	25.00	150.00
19/04/13	BACS	Multisport £5000		5000
24/04/13	BACS	Multisport £5000		5000
09/05/13	BACS	Denmead Turf £99.25		99.25
31/04/13	SO	E Billingham – Clerk April 2013 £415.60		415.60
02/05/13	BACS	Brutton and Co		480.00
13/05/13	44	C Martin		534.00
		Total	146.50	12407.82

Bank balance : £6138.51

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Cash book (incl uncleared cheques and May payments) – £4360.54

Expenditure – Noted that Open Spaces and Grant funding to come through and tennis courts and other works had not impacted on Precept.

Thank you letter to anonymous contributor to the tennis court would be written ACTION Cllr Norman

Cllr Birdwood left the meeting at 830pm.

24.3/13 To approve the following:

StandingOrders

Financial Regualtions

Council Policies

AGREED and APPROVED

Add updated date.

ACTION – Cllr Dibden to send and update

24.4/13 - To review expenditure versus budget update - May 13.

AGREED

24.5/13 - Website Update

Draft sent out prior to the meeting.

Clubnet – Link and dovetail with the Website.

24.6/13 - Grant Applications:

Chair – Cricket Club application would be going to Open Spaces fund. Letter sent to the council prior to the meeting. The Chair noted that the application for the OS funding would go through the Council.

A councillor asked about the reserves of the Cricket Club. It was noted that these were to be used in running costs.

Cllr Higham reported that the Cricket Club could do more fundraising and gave examples of current fundraising activities.

Matched funding was discussed. The Primary school would be using the cricket club facilities twice a week – football field and cricket square twice a week and use of changing facilities.

ACTION – Request written resubmission of application with offer of match funding from Cricket club and agree at June meeting. AGENDA

24.7/13 AGM and APM – To agree items to be included in the AGM and APM

Police report would be requested again.

Cllr Coates and Cllr Huxstep would be present.

PA system will be delivered on the Monday morning.

Interactive questions– meeting was needed to agree interactive questions. Agreed to meet Wednesday. 7pm.

Projector and laptop – Cllr Norman

Lamb/Speltham Down update – ACTION Cllr Norman

Agenda agreed

25/13 - Village Maintenance

25.1/13 - Lengthsman Update

Instructions sent to the Lengthsman and awaiting arrival during the week.

Monitor service.

ACTION: Request that the Council need confirmation of the day of arrival so a Councillor can meet with the contractor.

25.2/13 - Village Maintenance Contractor

Two tenders were received and discussed.

AGREED Chris Martin/Claymart to run the new contract.

25.3/13- Village Maintenance Contractor

Matters arising: Item 8.2/13 Cllr Norman would arrange another walk and some dates were suggested.

District mowing at Stewarts Green – correspondence has been undertaken with the Landscape Group. .ACTION Cllr Norman

25.4/13 Village Hall Maintenance update

Prior to the meeting Cllr Coates had taken the Chair around and noted areas that needed Spring-cleaning.

AGREED that Chris Martin can spend a day at the village hall.

ACTION: Clerk to instruct.

26 Flood Action Group

26.1 Matters Arising:

Stack of sandbags gone. Remaining individual sandbags to be removed.

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27/13 - Play Areas

27.1/13 -Play inspection - To discuss regular play area inspections.

Reports received and nothing noted/some areas to be monitored. Cllr Higham will study the annual report and approve repairs. ACTION: Clerk to send out both reports.

27.2/13 - Update on tennis courts

Congratulations to Cllr Higham for all the work in for managing the project and raising funds for capital costs. It was noted that the Council did not get the grant from the HIWCF towards coaching; an application has now gone to WCC Active Communities Fund

Meanwhile, Carter Jonas has paid for 6 weeks of coaching costs.

ACTION: Chair to send details of other coaching fund.

28/13 - Footpaths

Walking bus footpath – concern that it might get wet and overly muddy – may need to improve the surface.

Footpath from school to Vineyard. ACTION Cllr Norman to look at possible volunteers to repair.

ACTION: Clerk to talk to HCC Footpathsofficer to visit both paths.

29/13 - Highways

29.1/13 – SLR

Cllr Norman had written to J Blackman & G Hartridge requesting information on charger and instructions

29.2/13- Signs Audit

Matters Arising

Item 12.2/13 Signage. Cllr Thornton had looked at the consistency of route. Felt it was reasonable to say Waterlooville and Denmead. Corhampton. Clanfield and Village Centre from West Street. Propose Footpath sign to be included. Street Names in the wrong place and leave at present. ACTION Cllr Thornton to action finger posts.

Item 12.2/13 Traffic calming –Correspondence from Ticehurst Parish Council. Cllr Thornton had responded via email but had not heard back. ACTION: Clerk to chase.

Item 12.2/13 Maltings – To agree action over the signage at The Maltings. – ACTION

29.3/13 - Salt Bins

Item 186.3/12 – Update on Salt bins. – ACTION: Cllr Higham reported bins are now in situ as agreed.

30/13- Parish Plan

ACTION Carry forward

31/13 Update on School Primary Status and impact on the village

Cllr Higham noted that there would be an impact on the village. It was important to assure that the Walking Bus started.

Staff and parents would be involved. Preschool will open earlier.

Walking Bus would start at the Village Hall and parking needed to be managed.

32/13 Update on Village Business Issues

None

33/13 – Correspondence

Scouts – Chair had a letter about volunteering for the community. Scouts intend to make it a termly event. ACTION Cllr Norman to reply. Cllr Thistlethwayte to look at projects and liaise with scout leader.

Welcome Letter – Jenny Bellinger had requested a letter for the Welcome pack – AGREED ACTION Cllr Norman

Tree planting – Free trees from the Woodland Trust – Scouts and School and PC to tree planting. ACTION: Cllr Norman to investigate.

Update on the Meon Valley First responders ACTION: Clerk to follow up.

34/13 -- Date and time of next meeting and items for the next agenda.

Next meeting: Monday 3rd June

Meeting ended 21.50