



Parish Council Meeting Minutes

Minutes Monday 3rd December 2012 7.30pm

Present	In attendance	Apologies
Cllr Norman	E Billingham - Clerk	Cllr Coates
Cllr Dibden	Cllr Hindson	
Cllr Thornton		
Cllr Reeve		
Cllr Higham		

Item	Subject	Action
161/12	<u>Apologies for absence and declarations of interest.</u>	
	<p>The Chair welcomed the Councillors and the public to the meeting.</p> <p>The Chair in particular welcomed prospective Councillor Melissa Thistlethwayte</p> <p>Apologies were received from Cllr T Coates.</p>	
162/12	<u>To adjourn for public participation</u>	
	<p>The Chair adjourned the meeting to ask members of the public if they wished to speak.</p> <p>A member of the public wished to bring three things to the council's attention:</p> <ul style="list-style-type: none"> It was noted that the central bar of the noticeboard obscured any minutes or notices. The Clerk stated that she was aware of the problem and tried to work around the post but this was difficult when the minutes were long. The Clerk would try and reduce the size of the minutes and avoid the central post. There was some concern shown that the ditches between Lott's Stores to World End had not been cleared. Cllr Higham noted that the HCC Highways were aware of the situation and had cleared them earlier in the year but they did need clearing again. ACTION: 	Cllr Higham

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	<p>Cllr Higham to email HCC and copy in Cllr Hindson.</p> <ul style="list-style-type: none"> The resident noted that their car had been hit by the long First bus in East Street. It was felt that the bus size was inappropriate for the village route. The incident had been reported. The chair stated that concerns over the bus had been addressed in a letter to First Bus and HCC but so far the council had not had a reply from First Bus. Another letter would be written to the bus company. 	
162.1/12	<u>To receive Police Report</u>	
	No report.	
162.2/12	<u>To receive the County Councillor's report.</u>	
	<p>Cllr Hindson wished to note the following:</p> <p>She wished to thank the PCC for the grant application for grit bins. She had forwarded details to Colin Taylor at HCC with the hopes that HCC could finance the grit bins out of the HCC budget allocation rather than her grant. Cllr Higham requested that the bins needed to be suitable for Grade 2 listed buildings. Cllr Hindson would be liaising with Colin Taylor to get the correct size and type of bin. It was noted that Hambledon was on the Community Gritting route and HCC had stated that if necessary hand gritting would take place.</p> <p>Cllr Hindson would be attending the HCC Passenger Transport group meeting and would seek to influence the bus operator over changes to the timetable and the size and route of the buses. The bus operator would be asked again to supply a bus timetable.</p> <p>The Parish Council and Cllr Hindson had received a response from Mel Kendal regarding Shared Space. The HCC leader had announced at the last HCC cabinet meeting that some of the reserves for the next budget would be allocated to Shared Space. There would therefore be funding available. It was suggested that HPC also allocate reserves for the Shared Space. Cllr Hindson had attended a conference for county councils led by ministers for community and local government.</p> <p>Parish Lengthsman scheme – Cllr Hindson was pleased that it was successful and urged the HPC to let her know if there were any problems.</p> <p>OFSTED had published a report on Local Authorities and 75% of Hampshire schools were Good or Outstanding grades. HCC offered all schools services to improve standards. A councillor asked about the follow on schools for Hambledon. The first option was currently not at Good or Outstanding. Cllr Hindson noted that HCC had an excellent School Improvement service and a good record of getting schools out of special measures.</p> <p>The tender for Faster Broadband service had gone out to interested</p>	

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	<p>parties and the results would be announced by the end January. The target was that 90% of Hampshire would have broadband of 24Mbs.</p> <p>Good Neighbour award scheme – Nominations were being accepted for neighbours or groups that look after neighbours. There would be a ceremony in the Great Hall. Nominations were due by 25th January and an application form would be emailed to the Clerk. There was no limit on number of applications from villages.</p> <p>Hitting the Cold Spots campaign continued. The Dept. of Health had offered more funding and an application form for more leaflets would be emailed to the Clerk.</p> <p>There had been an agreement between HCC and WCC for the enhancement of two sheltered housing schemes. This would provide 55 units of accommodation. £45million had been set aside for more partnership schemes.</p> <p>HCC were the top County for satisfaction with Highways and Transport.</p>	
162.3/12	<p><u>To receive the District Councillor's report.</u></p>	
	<p>Apologies were received from Cllr Coates. Cllr Coates had hand delivered his report prior to the meeting. The Clerk would distribute the report. There was concern and disappointment that the report had not been made available prior to the meeting and made available to all residents.</p> <p>ACTION: Cllr Norman would formally draw Cllr Coates attention to the matter.</p>	Cllr Norman
162.4/12	<p><u>Update from the Head Teacher and Chair of Governors of Hambledon Infant School</u></p>	
	<p>The Head Teacher, Eileen Ball, thanked the council for inviting her to the meeting. The Chair of the Governors, Belinda Medhurst, was also present.</p> <p>The Head Teacher gave some background to the school and noted that the school had been through turbulent times and this had affected the perspective of parents and numbers on role. Throughout all this the school had maintained Outstanding results.</p> <p>The school now wished to step forward and be considered for Primary status. Numbers were low for an infant school. Projected figures for Year R had been 10 and the school could become vulnerable if the numbers are low. Since arriving at the school the Head Teacher had spent time raising the profile of the school and had visited local preschools and nurseries. Applications for admission now stood at 33 but it was uncertain if these were first or second choices. It was hoped that 20 of these would accept places.</p> <p>It was noted that in Year 2 parents had to decide which follow on school their child would go to and most parents chose Droxford or Clanfield. There was a history of few going to the feeder school in Denmead.</p> <p>With this in mind the school wished to pursue Primary status but the governors and the head Teacher wished to make sure that it was what</p>	

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	<p>the community wanted.</p> <p>If Primary status was granted the school would allow 15 in Year R, then a mixed Year 1 and 2, mixed Year 3 and 4 and a mixed Year 5 and 6. This was the only option that county would consider.</p> <p>It was noted that the Hampshire County Council's Executive Lead member for Children's Services, Roy Perry, and Chairman of the Education Advisory Panel, Peter Edgar, would be attending a meeting at the school. It was felt that an agreement for 2013 was essential. There were some issues with timing due to the County elections. A period of public consultation was needed.</p> <p>The Governors had been keen to pursue this action for a year and were now fairly confident that the school was in the right place to move forward. The school would now have access to the school house. There would be no additional building required but some modification of the existing buildings. Any building work would not need to take place for two years. It was noted that parking might be a possible concern. The Head Teacher noted that she was investigating a school Walking Bus, which the PTA were keen to follow up.</p> <p>It was agreed that the Chair of Governors and the Head Teacher would update the Council in the New Year.</p> <p>Cllr Hindson emphasised that it was important to know pupil numbers and that the timetable process go smoothly to allow for the correct time of public consultation.</p> <p>AGREED that the Hambledon Parish Council fully support the school in their endeavours to move to Primary School status. Cllr Norman would write a formal letter of support.</p>	Cllr Norman
163/12	<u>To approve the Minutes of the meeting held on 5th November 2012.</u>	
	Agreed as a true record and signed.	
164/12	<u>Matters arising from these minutes</u>	
	<p>Item 85.3/12 – Oak tree – Plaque for Oak tree and specification from Woodland Trust ACTION – Cllr Besly and Thornton would arrange planting. Cllr Thornton would recommend draft wording.</p> <p>AGREED to ask CMartin to plant the tree.</p> <p>ACTION: Cllr Norman would contact Tom Besly and arrange for the tree to be picked up.</p> <p>Cllr Thornton would suggest the correct wording.</p>	Cllr Norman Cllr Thornton
<u>165/12</u>	<u>Planning Applications and Decisions.</u>	
<u>165.1/12</u>	<p>Matters Arising:</p> <p>Item 138.5/12 A letter had been written to WCC and SDNP to address the inconsistencies in planning. Response had been received and the council would consider the actions from the letter.</p>	

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	<p>WCC had apologised for the inconsistencies and there was now a checking system in place.</p> <p>ACTION: The Council agreed that they would double check all applications to ensure that those within the Conservation area were noted.</p> <p>Cllr Dibden and Thornton would conduct a survey of the current state of the conservation area and list any unsympathetic building works in order to support the proposals for an Article 4 direction to remove permitted development rights.</p> <p>ACTION Cllr Dibden to compile a dossier.</p> <p>One example would be the Manor Farm wall and Hayloft and to note the failings in the planning process.</p> <p>Village Design Statement – AGENDA in January.</p>	<p>Cllr Dibden and Cllr Thornton</p> <p>Cllr Dibden and Cllr Thornton</p> <p>AGENDA</p>
<u>165.2/12</u>	<u>To receive planning applications from Winchester City Council and agree response</u>	
	<p>SDNP/12/02736/TCA - 1 Crossways, West Street, Hambledon, Hampshire PO7 4RW 1no. Crab Apple fell. No comment. ACTION Clerk to respond</p> <p>SDNP/12/02771/HOUS - Rushmere Farm, Rushmere Lane, Hambledon, PO7 4SG. <u>Two storey extension and replacement conservatory</u></p> <p>AGREED no objections ACTION Clerk to respond.</p>	<p>Clerk</p> <p>Clerk</p>
<u>165.3/12</u>	<u>To receive planning appeals and enforcement notification</u>	
	<p>Cllr Dibden had asked for an update from WCC regarding correspondence on Prestfield Stud (Meadow Farm) and Meadow Stables.</p> <p>At the time of the meeting no response had been received from WCC planning.</p> <p>St Peters Farm – It was noted that the Council had written in the past about the caravans and other enforcement concerns.</p> <p>AGREED to write and note ongoing concern.</p> <p>ACTION – Enforcement letter Cllr Dibden.</p>	<p>Cllr Dibden</p>
<u>165.4/12</u>	<u>To receive Application Decisions.</u>	
	<p>Case No: SDNP/12/02 Decision: Approved 124/HOUS</p> <p>Proposal: Alterations to garage structure to create office/studio space at first floor level</p> <p>Location: Barn House West Street Hambledon Waterlooville Hampshire PO7 4SN</p>	

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	<p>Case No: SDNP/12/0 Decision: Approved 2178/NMA</p> <p>Proposal: (MINOR AMENDMENT to Planning Permission SDNP/12/01156/HOUS - Single storey and two storey rear extension and new conservatory) Additional ground floor window on North-East elevation</p> <p>Location: Hunters Cottage West Street Hambledon Waterlooville Hampshire PO7 4RW</p> <p>Case No: SDNP/12/0 Decision: Approved 2266/LIS</p> <p>Proposal: Bin store and new deck to accommodate the hot water cylinder and air ventilation unit (RETROSPECTIVE)</p> <p>Location: The Hayloft Speltham Hill Hambledon Waterlooville Hampshire PO7 4RU</p>	
166/12	<u>Finance and Parish Council management.</u>	
166.1/12	<p><u>To approve payments.</u></p> <p>PAYMENTS – Standing Order - E Billingham – Clerk Nov2012 £xxxxx</p> <p>Bank balance : £17919.25 Cash book (incl. uncleared cheques) - £16482.25 Balanced 2nd Dec 2012 AGREE to pay contribution of £50 towards the cost of the Flood pull out in the Hambledonian To be paid in January with invoice. ACTION: Clerk to send off the claim form to Open Spaces.</p>	<p>AGENDA – Payments</p> <p>Clerk</p>
166.2/12	<u>To review expenditure versus budget update for Dec. 2012</u>	
	The current expenditure report was distributed prior to the meeting. Cllr Higham noted that the expenditure was expected to come in under budget.	
166.3/12	<u>To agree Precept and budget for 2013/14</u>	
	<p>Cllr Higham reported that the council budget would be underspent in this current year. He gave the background details of the budget planning from the finance working group meetings.</p> <p>The report had been distributed prior to the meeting.</p>	

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	<p>Some changes were agreed: Reserves:</p> <p>Traffic calming/decluttering - £6000</p> <p>Flood - £3000 – It was noted that the Village Hall would allow the FAG to use the hall free of charge.</p> <p>Parish Plan - £1000</p> <p>To obtain SDNP funding the council should not have reserves over one year's precept.</p> <p>It was agreed that in the New Year the council would invite groups to apply for grants (one and three year) The deadline was agreed to be 1st April. An article would be placed in the Hambledonian.</p> <p>ACTION Cllr Norman</p> <p>ACTION: Cllr Norman would clarify the status of the HPC responsibility to the burial ground and discuss the grant application process with the PCC.</p> <p>Tennis Court –It was noted that there would be nothing in reserves for the tennis courts due to the fact that it was hoped all funding would come from external sources.</p> <p>Cllr Higham proposed that the precept be £14,000, Cllr Dibden seconded and all agreed.</p> <p>AGREED - £14,000 Precept for 2013/14 -no increase.</p> <p>Cllr Hindson and Cllr Norman noted that the HPC should be aware that with new legislation there may be more responsibility falling on Parish Council's budgets.</p> <p>Thanks were made to Cllr Higham for the hard work on the budget.</p>	Cllr Norman
<u>166.4/12</u>	<u>Website Update</u>	
	<p>There would be a meeting on the 10th December at 7pm at Cllr Dibden's home.</p> <p>The Clerk would email links to the website companies so that Cllr Reeve could review them prior to the meeting.</p>	Clerk
<u>166.5/12</u>	<u>To consider course of action and financial implications to the repair of the benches in West Street</u>	
	<p>AGREED to repair the bench outside Manor Farm. Clerk would instruct Sean Kennett.</p> <p>It was noted that it might be more appropriate to move the bench to the paved Area near The Gardens.</p> <p>ACTION Cllr Higham would contact Kath Graham of Good Companions to seek agreement.</p> <p>ACTION: Cllr Norman to contact City Council about re-siting the bench.</p>	Clerk Cllr Higham Cllr Norman
<u>166.6/12</u>	<u>To consider and agree the grant of £597 for Church yard maintenance</u>	

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	<p>There was some discussion regarding the usage and grant to the church. Cllr Dibden clarified the HPC was not required to provide a burial ground. Request had been made for £597 for current year. AGREED to pay this amount and then research the obligation. (see above) PCC to fill in the grant application. ACTION Cllr Norman would discuss this with the PCC.</p>	Cllr Norman
<u>167/12</u>	<u>Village Maintenance</u>	
<u>167.1/12</u>	<u>Lengthsman Update</u>	
	<p>Invoice had been approved and paid by Shedfield Parish Council. Next visit would be February 2013.</p> <p>AGREED that Cllr Reeve would join The Chair to work on Lengthsmans tasks and the spread sheet of responsibilities. The Lengthsman might be able to move the bench if permission for re-siting had been made.</p>	
<u>167.2/12</u>	<u>Village Maintenance Contractor</u>	
	<p>C Martin was working two hours every two weeks. Cllr Norman noted that a preschool parent had asked if it might be possible to have a small garden behind the hall. ACTION The Chair would forward the request to the Village Hall committee.</p>	Cllr Norman
<u>168/12</u>	<u>Flood Action Group</u>	
	<p>Cllr Higham updated the Council on the current well levels. Fliers and leaflets had been distributed to each home. Details were on the website. All preparation had been made and the FAG were ready and monitoring the situation. Sandbags would be delivered to the Village Hall. Fliers will be delivered when the flood alert announced.</p>	
<u>169/12</u>	<u>Play Areas</u>	
<u>169.1/12</u>	<u>Play inspection - To discuss regular play area inspections.</u>	
	Nothing to report	
<u>169.2/12</u>	<u>Update on Village Hall play area refurbishment</u>	

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	Nothing to add.	
<u>169.3/12</u>	<u>Update on proposed tennis courts</u>	
	The decision from Inspired Spaces would be announced on Dec 13 th	
<u>170/12</u>	<u>Footpaths</u>	
	Nothing to report.	
<u>171/12</u>	<u>Highways</u>	
<u>171.1/12</u>	<u>Update on SLR</u> Item 157.1 ACTION Cllr Besly would approach Mr. Blackman and obtain the key and charger	
	ACTION: Cllr Norman would contact Tom Besly.	Cllr Norman
<u>171.2/12</u>	<u>To discuss and update on the HCC Highways response to Signs audit</u> Item 157.2 To discuss and update on the HCC Highways response to Signs audit Matter arising from previous meeting: Item 144.3/12 There was some concern over the safety of the traffic calming island at Stewarts Green. ACTION: Cllr Thornton to discuss during his meeting with HCC traffic management team. ACTION: Cllr Thornton to find contractor to remove signs	
	Cllr Thornton reported that he had met with HCC Highways. The Council were encouraged by the letter on Shared Spaces from Mel Kendal. Traffic Calming island would not be removed without a replacement. HCC Highways had stated at the meeting that they would remove the signs. It was agreed that the council would review this in January to see if any action had been taken.	Agenda
<u>171.3/12</u>	<u>To discuss Parish provision of Salt Bins</u> Item 157.3 PCC grant application – Cllr Norman to assist the PCC in grant application	
	The Chair had helped the PCC with the application. Cllr Hindson hoped to get HCC to fund the grit bins. Maintenance – Grit bins would be topped up by HCC on public land. Local agencies would fill up grit bins on private land. Grit bin on Old Barn Crescent – HPC owned the bin but HCC filled it. Request for grit bin on Cams Hill – HCC had stated that they would not be placing a grit bin on Cams Hill as there was no suitable site; however Cams Hill had been made a Community Gritting route. HCC would not	

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	place a grit bin close to a water course.	
<u>172/12</u>	<u>Parish Plan</u>	
	ACTION: WCC has now adopted the Parish Plan. Cllr Dibden to produce an action plan of HPC responsibilities arising from the adopted Parish Plan. This would be an agenda item in January.	Cllr Dibden
<u>173/12</u>	<u>Correspondence</u>	
<u>173.1/12</u>	<u>To note the correspondence from the PCC regarding emergency felling of the tree at the Church Yard.</u>	
	PCC had asked for a donation. ACTION: The PCC would need to fill out an application for a grant. Cllr Norman would discuss with the PCC.	Cllr Norman
<u>173.2/12</u>	<u>To note details of the Parish Christmas Tree.</u>	
	Thanks to Robert Solomon for the donation of the tree. The tree would be placed at the church by volunteers. ACTION: Cllr Higham would notify the council of the date and request assistance with installing the tree at the church.	Cllr Higham
<u>173.3/12</u>	<u>To note correspondence and action regarding the changes to the First Bus service to Hambledon</u>	
	Response to the HPC letter was distributed to councilors. ACTION: First bus would be asked again for a timetable	Clerk
<u>173.4/12</u>	<u>To note correspondence from Alsoils regarding vehicle movement license.</u>	
	ACTION: Cllr Dibden to write a letter thanking Allsoils for the notification.	Cllr Dibden
<u>174/12</u>	<u>Date and time of next meeting and items for the next agenda.</u>	
	<u>January 7th</u> <u>Meeting was closed at 9.50pm</u>	