

**GREATHAM PARISH COUNCIL**  
**MINUTES of the MEETING HELD at GREATHAM VILLAGE HALL on**  
**MONDAY, 31st July 2006 at 7.30pm**

**05.179 PRESENT:** Councillors; D Jerrard (Chairman); A Booton; A Bridgman (Vice Chairman) ; P Lerner; G Davis; M Chennell; Mrs T Wicking (Clerk to the Council) were present, together with thirteen members of the public also attended the meeting.

**05.180 APOLOGIES for ABSENCE:** Apologies were received from Councillor Evans and County Councillor Mr Cartwright.

**05.181 MINUTES OF THE LAST MEETING:** Proposed by Cllr Booton and seconded by Cllr Davis,

**RESOLVED:** That the minutes of the meeting held on 5th June 2006, copies of which had been previously circulate, be confirmed and signed as a true record.

**05.182 CHAIRMAN'S ANNOUNCEMENTS:** The chairman announced that there would be an exempt session after the Council meeting concluded. He also announced that as the applicants for Forge House were present he suggested that this item be dealt with after the Correspondence.

**05.183 DECLARATIONS OF INTEREST:** The Chairman reminded members of their obligation to make any declarations of interest. The chairmam declared on interest in the exempt session.

**05.184 MATTERS ARISING:** There were no matters arising.

**05.187 CORRESPONDENCE;**

Letter from South East Water re water quality - see AOB

Letter from HCC re street lightling – deferred to next meeting.

Letter from Mr Bolton re Forge House planning application – see planning.

Letter from EHDC re Farm Cottage – deferred to next planning committee meeting.

Letter from EHDC re No 73 Bus Service – see Transport & Highways.

Letter from Mr & Mrs Bunn re 24 Todmore – The Chairman read this letter of thanks to the Council.

**PLANNING MATTERS – FORGE HOUSE**

The Chairman handed over to Councillor Booton, Chairman of the Planning Committee. Cllr Booton ran through the application and

advised the Council that he had made a site visit, unfortunately due to circumstances, on his own and he concluded that this was a straightforward development. There is a foul drain in the boot room but this will be dealt with and shouldn't pose a problem. Cllr Booton read a letter from neighbour Mr Bolton, which had already been sent to EHDC. Mr & Mrs Etherington assure the Council that Mr Bolton need have no concerns about the wall as it will be replaced and also assured the Council that they have no plans for putting in windows in the future. The Chairman opened the meeting to the floor, there was nothing to add. The Chairman reopened the meeting. The Councillors examined the plans at length. Cllr Chennell commented that this should have been discussed by the planning committee, and that it would have been nice to have seen the plans before meeting. Cllr Booton replied that the application would normally have been discussed by the planning committee but it had not been possible due to various holidays being taken. After examining the plans the council were all in favour of the application, and asked the Clerk to write a letter of support and include in the letter that the Council had taken Mr Bolton's letter into consideration.

**05.185 FINANCIAL MATTERS:** Financial matters for this month; clerk's salary, Mr Elliss – playground grass cutting, Cllr Jerrard reimbursement for book bought on behalf of Parish Council. Proposed by Cllr David and seconded by Cllr Bridgman;

**RESOLVED:** That the Schedule of Financial Matters w/e 31/07/06, copies of which had been previously circulated, be paid.

Appointment of Responsible Financial Officer – The Chairman reported that HAPTC had been approached re employing a locum RFO, but before recommending that the Council go ahead Cllr Larner had indicated that he might be interested in doing the job, but would prefer to wait until after he had spoken to the internal auditor. The Chairman suggested that this matter be deferred to the next meeting, all agreed.

Bank Reconciliation – New bank statement not due until next week.

Appointment of 2006 Auditor - The Chairman handed over to Cllr Larner who reported that he had received quotes from two auditors who had been recommended by HAPTC. Both quotes were for £350. The Councillors discussed the quotes and Cllr Larner proposed appointing Mr Paul Reynolds. The vote was as follows:  
4 in favour, 1 abstention and no votes against.

**RESOLVED:** Mr Paul Reynolds be appointed as 2006 internal auditor. Cllr Larner will contact him. **ACTION: PL**

Bank Mandate – Chairman proposed that this been postponed to the next meeting. All agreed.

Financial Regulations – Chairman reported that the Financial Regulations, adopted in 2002, needed to be updated. He had received the latest format from HAPTC and this could be discussed with Mr Reynolds.

**05.186 FINANCE COMMITTEE:** The Chairman handed over to Councillor Larner, Chairman of the Finance Committee. Cllr Larner reported that he had undertaken a review of the parish councils finances over the last several years. Cllr Larner suggested that the committee should be called Budget Planning Committee instead of Finance committee, all agreed.

Cllr Larner went through the proposed timetable for budgetry planning as previously circulated. It was accepted by all with the amendment that the next year's precept figure has to be sent to EHDC after the January meeting. All agreed.

Cllr Larner went through the list of Areas of Responsibility for Financial Costs – and proposed that the list be adopted for budgetry purposes. All agreed.

The Chairman thanked Cllr Larner for his hard work.

**05.188 PLANNING MATTERS:** Cllr Booton ran through the details of the following:

Ashridge, Longmoor Road – F24177/006/FUL/DM. Cllr Booton explained the details of the application and reported that even though the property has already been substantially extended, this application is for a small extension to the kitchen to provide a utility room. He confirmed that he had made a site visit and spoken to the neighbours, they have no objections.

The councillors examined the plans and Cllr Booton suggested that the parish council write supporting the application. All agreed.

**ACTION: CLERK**

West Fork, F.27086/020/FUL/PL – change of use to caravan storage. Cllr Bridgman explained that the application had been refused by EHDC. Cllr Bridgman suggested that the parish council should write a letter in support should the applicant make an appeal, providing that no caravans be visible from the road. All agreed. Cllr Bridgman will draft a letter should be applicants lodge an appeal.

24 Todmore – permission granted.

Letter from EHDC Mrs Mathieson re Farm Cottage – Cllr Booton suggested that this letter be referred to the next meeting of the planning committee. However, following a question from the floor he explained the following; that the plans were different from those that had previously been passed, and that despite speaking to EHDC the parish council didn't find out until later that the development was being done in two stages, the 1<sup>st</sup> stage will be a flat roof and the 2<sup>nd</sup> will put on the roof. It was also apparent that a decision had been made by EHDC before the parish council had sent its comments. Cllr Booton concluded by saying that the parish council doesn't have a problem with the application as such except that the development is over the 50% rule and the same rules should apply to everyone ie Mill Farm who were refused their application on the 50% rule. The letter from EHDC was a "Dear John.." letter answering the parish council's letter.

#### **05.189 REPORTS FROM COUNTY & DISTRICT COUNCILLORS:**

There were no reports from the District or County Councillors.

**05.190 RoSPA PLAYGROUND INSPECTION:** The Chairman reported that the letter had been sent requesting an inspection, and confirmed that he will chase.  
**ACTION: DJ**

**05.191 PLAYGROUND COMMITTEE:** The Chairman ran through the history of the playground committee and asked the councillors to decide who should be done. Cllr Larner commented that he was concerned about deferring this matter to the next meeting, and asked if the weekly inspections of the playground were being done? The Chairman confirmed that the chair on the zip wire had been removed for safety reasons and suggested that he discuss the weekly inspections with Cllr Chennell and the matter should be discussed again at the next meeting. All agreed.  
**ACTION: DJ/MC**

**Playground Drainage:** The Chairman confirmed that Mrs Coffin has received one quote and is expecting two others. The Village Hall Committee is hoping to have these asap. The Chairman told the Council that the quote received is for £18,000 although he did not know how much of this was for the playground drainage. Following a question from the floor suggesting that a quote be received from a qualified engineer, the Chairman explained that the Village Hall Committee were paying for the drainage and asking for a grant from the parish council so it was really up to the Village Hall Committee who they asked for quotes, however he did add that they have asked Cllr Booton for his expertise with regard to the quotes.

**05.192 BINS & BUS SHELTERS:** Cllrs Booton and Chennell confirmed that the waste bins were just waiting to be installed. Cllr Booton confirmed that with regard to the enquiry from Mr Keywood, the car park at Liss Forest is definitely in Liss parish not Greatham. The Council asked Clerk to write to Mr Keywood.

**ACTION: CLERK**

Dog bins for Greatham village – it was decided to defer this to the next meeting.

Bus Shelters - Cllr Bridgman informed the Council that he had examined the bus shelters and the one at the end of Selborne Road has four loose planks which he will replace. Cllr Chennell informed the Council that this particular bus shelter needed replacing as it was illegal as it has an asbestos roof. The Council then discussed replacing the panels on the other bus shelters. After voting 3 for, 1 against and 1 abstention it was agreed that six be replaced as per the original quote.

**ACTION: CLERK**

Cllr Chennell asked what was going to happen about the other bus shelter in Selborne Road, it was agreed to defer this to the next meeting to allow further investigation.

#### **05.193 REPORTS FROM REPRESENTATIVES;**

- a) **Coryton Almshouses:** Nothing to report.
- b) **HAPTC:** Nothing to report.
- c) **Village Hall:** Nothing further to report.
- d) **Transport & Highways:** Cllr Chennell informed the Council that EHDC has agreed to finance the No 73 bus until next year. EHDC have asked for a donation from the relevant parish councils towards running it. Cllr Chennell proposed £120 as paid in the beginning, seconded Cllr Davis. **RESOLVED:** That the Parish Council should donate £120 to EHDC towards the running costs of the No 73 bus.  
Cllr Chennell also informed the Parish Council that the school will be getting flashing beacons and zigzags for the beginning of next term and that these will be vigorously enforced.
- e) **Old Church:** Cllr Booton informed that Council that he had received a letter just prior to the meeting from the Old Church Committee. It was agreed to defer this to the next meeting. Mrs Jenkinson informed the meeting that the Old Church will be open to the public on 20<sup>th</sup> August from 2.30-4.30.
- f) **Footpaths:** Nothing to report.
- g) **Blackmoor Recycling:** Nothing to report.

**05.194: ANY OTHER BUSINESS:**

The Chairman ran through the letter from South East Water explaining that complaints had been received about the quality of the water, but assuring its customers that the water is fine to drink.

The Chairman explained that HAPTC have many training courses available for the councillors and clerk and asked that the council approved that the clerk be authorised to book training programmes up to a maximum of £20. Proposed Cllr Booton, seconded Cllr Chennell. All agreed.

Cllr Chennell reported that he had a conversation with several young people of Greatham who had asked that the parish council do something for them. The Chairman agreed that it was important that something be done for the young people of the village.

Cllr Chennell asked that a personal invitation be sent to the District Councillor inviting her to the next parish council meeting. All agreed

**ACTION: CLERK**

**05. 195 DATE & TIME OF NEXT MEETING:** The next meeting is on **Monday 4th September 2006 at 7.30pm** in the Village Hall.

The meeting closed at 10pm.