

GREATHAM PARISH COUNCIL

Minutes of the meeting of Greatham Parish Council held at Greatham Village Hall on
Tuesday 4th September 2007 at 7.30 p.m.

Present: Cllr Miss D Buckland (Chairman), Cllr M Chennell (Vice Chairman), Cllr A Bridgman, Cllr R Flack, Cllr Mrs J Onslow, Cllr D Rudd

Also Present: Mr N Hitch (Locum Clerk), Cllr M Cartwright (Hampshire County Council),
13 members of the public

014/07 Chairman's Announcements

The Chairman welcomed the new Councillor, Alan Bridgman and the Locum Clerk, Neil Hitch to the meeting. Members were also advised that East Hampshire District Council (EHDC) had recently formally adopted the Statement of Community Involvement as part of the Local Development Framework and the document was available for inspection.

015/07 Apologies for absence

Apologies were received from Cllr E Evans.

016/07 Declarations of Interest

Cllr R Flack declared a personal interest in the grant to Greatham Village Hall Trustees as he is the Council representative to the Trustees – minute number refers.

Cllr A Bridgman declared a prejudicial interest in staff matters – minute number 032/07 refers.

Cllr Mrs J Onslow declared a prejudicial interest in the grant to Greatham Village Hall Trustees, being a member of the District Council who are to consider a grant for the same project – minute number 019/07 (b) refers.

Cllr Mrs J Onslow declared a prejudicial interest in the review of Licensing Policy as she is the District Council portfolio holder for licensing – minute number 020/07 refers.

Cllr D Rudd declared a prejudicial interest in the grant to Greatham Village Hall Trustees as he is a member of the Trustees – minute number 019/07 (b) refers.

It was then:

RESOLVED: that the meeting be adjourned for 15 minutes in order for Councillors to discuss topics with members of the public.

Questions were asked about the state of the public footpaths in the village. It was suggested that the information be passed to the Council, which would then be forwarded to the County Council Rights of Way Officer for action.

Disquiet was expressed over the cutbacks in the Number 72 bus service, which caused significant hardship to people in the village.

Members were asked if the invoice for the inspection of the play equipment had been received. No invoice was expected because no cost was payable, but a report confirming the results of the inspection had been promised and regular reminders were being given.

017/07

Approval of Minutes

Members enquired whether the cheque had been issued to the South Downs Campaign and were advised it was due to be issued tonight.

RESOLVED: that the minutes of the meeting of Greatham Parish Council held on 23rd July 2007 be approved and signed as a true and correct record.

018/07

Reports from County and District Councillors

Cllr Cartwright reminded the meeting that buses were subsidised by Hampshire County Council, often quite heavily. The County Council were seeking savings of £500,000 on buses due to the increased cost of Social Care in the County. It was an ongoing situation and they were liaising with the District Council's.

No District Council report was available.

019/07

Financial Matters

a) Annual Return for year ending 31st March 2007

The Annual Return had been signed by the Internal Auditor and members needed to approve the figures. No major problems had been highlighted. Members considered that the level of reserves held may need to be reviewed, but this could take place after the appointment of the new Clerk. Members were reminded of their responsibilities under the Annual Governance Statement.

RESOLVED: that the Accounts and Governance Statement be received and approved.

b) Grant application from Greatham Village Hall Trustees

Cllrs Mrs J Onslow and D Rudd left the meeting

The Trustees were submitting a grant application to EHDC under the

Community Initiatives Fund. The sum of £3,500 was being requested from the Parish Council towards internal and external improvements to the Hall. Members were keen to support the application but needed to know more detailed information and also considered that the public should be made aware of the Trustees plans.

RESOLVED: that a decision on the grant application be deferred until firm plans were prepared, detailed information on the costs was available, plus a copy of the Trustees Accounts.

Cllrs Mrs J Onslow and D Rudd returned to the meeting

c) Correspondence from HM Revenue and Customs

Correspondence had been received concerning PAYE issues. The offer of a free 'Payroll Cleansing' exercise was made by HM Revenue and Customs and members considered this would be a good idea once the new Clerk was in post.

d) Correspondence from the Audit Commission

Members were made aware of a letter from the Audit Commission concerning the Parish Council's financial procedures. A further letter would follow once the Audit Commission had clarified various points with the correspondent. The Chairman confirmed she had spoken to the letter's author concerning the Council's current situation.

e) Approval of Chairmanship Training

RESOLVED: that the Chairman and Vice Chairman attend the Hampshire Association of Parish & Town Councils (HAPTC) Chairmanship Training Module 5 and the cost of £20 per attendee be approved.

f) Approval of payment for invoices

RESOLVED: that the following payments be approved:-

- 1. HAPTC £96.50**
- 2. NJH Landscapes Limited £120.00**
- 3. Peter Joyce £30**

020/07

East Hampshire District Council's Licensing Policy Review

Cllr Mrs J Onslow left the meeting

Members considered the Policy had little impact on the village and had worked satisfactorily. It was commented that members did not wish to see any gambling licensed in the village, but had no objection to raffles or bingo.

RESOLVED: that a response to the review be sent re-iterating the desire

for no gambling to be licensed in the village and confirming members satisfaction with the current policy.

Cllr Mrs J Onslow returned to the meeting

021/07 **Hampshire County Council's Small Grants Scheme**

Members considered possible projects for inclusion in this Scheme, noting that applications had to be submitted by 7th October 2007. It was also noted that money was available for new projects, but not for the maintenance of the existing footpath network. Ideas for applications included a Map Board and improving drainage. The Chairman invited the public to let Councillors have their ideas before the next meeting when a decision would be made.

022/07 **Correspondence**

Receipt of the following correspondence was noted:

- a) EHDC South Planning Committee minutes of 5th July 2007
- b) EHDC Standards Committee minutes of 25th July 2007
- c) Letter from Greatham Village Hall Trustees concerning maintenance of play equipment in the village hall playing fields.

023/07 **To consider attendance at the following events**

- a) **Hampshire Quality Parish Roadshow 2007**

Members considered it was not appropriate to attend at this stage.

- b) **East Hampshire Association of Parish & Town Councils meeting**

Minutes of the previous meeting were presented.

RESOLVED: That Cllrs Mrs J Onslow and R Flack attend the next meeting on 12th September 2007

- c) **Core Skills Seminar**

RESOLVED: that Cllrs Mrs J Onslow and E Evans attend the seminar on 19th September 2007.

- d) **HAPTC AGM**

RESOLVED: that Cllr Mrs J Onslow attend the AGM on 13th October 2007

- e) **Retirement lunch for Jane Harrap (HAPTC)**

Any member wishing to attend the event on 26th September 2007 should

contact Cllr Miss D Buckland as soon as possible.

024/07 **Planning Matters**

Members were advised that one Planning Application had been received after the meeting for this agenda had been produced and that the Planning Committee Chairman would convene a meeting either next week or the week following to consider the Parish Council's response.

025/07 **Playground Report**

Members were advised that no report was available but the equipment continues to be checked weekly and findings reported in the register.

026/07 **Highways and Transport Report**

Members were advised that the Selborne Road footpath had been re-surfaced and Bakers Field had been started but other items highlighted for action remained outstanding. The contractors undertaking the building work in Petersfield Road were severely damaging the grass verges and it was requested that EHDC Planning Department be contacted to request the verges be re-instated once construction was completed. The possibility was being explored of arranging for the Bordon to Liphook bus service to be diverted through the village for the ease of residents wishing to use the service.

027/07 **Footpath Report**

It was noted that the Todmore to Petersfield Road footpath was being progressively narrowed by residents incorporating sections into their gardens.

028/07 **Allotment Charity**

The charity exists to provide support to the 'poor of the area', but it is difficult to identify suitable applicants. Recently, one application for £500 was made to a resident of the village.

029/07 **Old Church Representative**

Little progress is being made. Difficulties are being experienced in finding grants to enable the historic tomb to be repaired.

030/07 **Date of next meeting**

The date of the next meeting was confirmed as being Monday 1st October 2007 at 7.30 p.m. in the Village Hall.

031/07 **RESOLVED: that in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the Public and Press be temporarily excluded and they are instructed to withdraw.**

032/07

Staff Matters

Cllr A Bridgman left the meeting

RESOLVED: 1 that the retiring Clerk, Mrs Cheesman, receive remuneration for the 30.75 hours worked in June plus the month in lieu, less Tax and National Insurance as per PAYE rules totalling £545.20.

2 that a P45 be provided

3 that a letter of confirmation of termination of employment be provided.

4 that Hedley's Solicitors be dis-instructed and requested to submit their invoice for work undertaken

5 that delegated authority be granted to an interview panel comprising Cllrs Miss D Buckland, M Chennells, R Flack and assisted by Mr Norman Miles with full authority to undertake all matters relating to the interviewing and selection of the replacement Clerk and to report their recommendations to the Parish Council for confirmation.

.....Signature

.....Date