

# Greatham Parish Council

## Minutes of the Parish Council meeting of Greatham Parish Council held at Greatham Village Hall on Monday 5<sup>th</sup> September 2011 at 8.00pm

**Present** Vice Chairman C Rudd (Acting Chair), Councillors A Cheesman, D Jerrard, S Jerrard, D Rudd, J Trodden, Mrs Ann Hart (Council Clerk)  
County Councillor V Clarke, Susan Robbins and Bruce Collinson (representatives of Eco town Team) and 4 members of the public were also in attendance.

### 1. Chairman's Announcements

The Chairman welcomed the members of the public to the meeting, and welcomed Susan Robbins (Economic Development Theme Lead) and Bruce Collinson (Environmental Sustainability Theme Lead) from the Eco-town Team of EHDC. The Chairman pointed out the fire exits, asked members of the public to turn off mobile phones. A minutes silence was held in honour of the recently deceased villager Pat Flack.

### 2. Apologies for Absence

Councillor Mr P Lerner (Parish Chairman)  
Councillor Mrs J Onslow (District Councillor)

It was noted that Vaughan Clarke (County Councillor) would be arriving late.

### 3. Declarations of Interest

No interests were declared

### 4. Whitehill / Bordon Eco-town Masterplan

The two team members provided an overview of the Eco-town Masterplan a draft of which was produced in summer of 2010 which set out proposed land uses when Bordon Garrison closes (by 2015). Specialist groups with such themes of Transport, Environmental Sustainability, Economic Development, Communities and Housing have been established to support a 'Delivery Board'. In autumn of last year public consultations raised issues and concerns; this was followed by feasibility studies in spring this year. By December of this year policies to deliver core strategies will be published. Councillor D Jerrard asked the question if we were to receive information on transport, Susan Robbins responded that from 3<sup>rd</sup> October to end of November 11 they are entering the next phase in consultation and going out to surrounding areas to discuss work already done, and to collect issues of local interest so that Greatham and other areas feel involved, transport issues may come into the discussions. She informed the meeting that April 2012 will see the publication of the Final Masterplan and before that happens they are going out to surrounding communities to promote 'Parish Local consultations' – the date of the consultation meeting in Greatham being 26<sup>th</sup> October between 4pm and 8pm at the village hall. She asked for issues of concern so that they may give relevant information in October.

Councillor D Jerrard stressed that there is concern that there is potential for more traffic for Greatham heading to the A3 and that there is poor provision of public transport from Greatham

to Bordon/ Whitehill which villagers would like to see improved upon, and asked how these issues could be considered. Susan Robbins responded that these can be raised in 26<sup>th</sup> October consultation. Councillor D Rudd asked if a rail link was a possibility to which Bruce Collinson replied that a 6 stage feasibility study was being conducted and that a rail link to the North of Bordon was most viable at the moment (linking to Bently and Alton) due to tougher engineering and environmental constraints to the south, but that better rail bus links should join up services which is an aspiration of the Ecotown Masterplan. Susan Robbins reiterated that the 26<sup>th</sup> October would be the opportunity to raise these issues and they would make sure that someone from the Transport Theme team came to that consultation. Councillor D Jerrard also asked if there would be any type of funding available to areas adjacent to the Eco-town for community projects e.g. allotments to which Bruce Collinson responded that more needs to be done for outlying areas and this question could be asked at the consultation.

Susan Robbins and Bruce Collinson thanked the council for the opportunity to visit this evening, confirmed that they would be at the meeting of 26<sup>th</sup> October and they left the meeting at 8.35pm.

#### **5. Standing Orders were suspended for 15 minutes to allow public questions.**

A question was raised about whether the council were planning to do anything about the pub closure. Councillor D Jerrard responded that this was going to be discussed as an agenda item later in the evening.

A question was raised if the council was planning on sending new councillors on any kind of 'Code of Conduct' training to give them as much support and knowledge as possible to avoid potential difficult situations. Councillor D Jerrard responded that there were no plans since the Localism Bill will get rid of the Standards Board and it will be voluntary for the Parish Council to have a code of conduct. This will mean the Parish Council will be self regulatory so cannot be reported to the standards committee and that common sense and decency will be the regulators.

#### **6. Minutes of the Parish Council meeting on Monday 4 July 2011 and Thursday 21 July 2011**

It was proposed by Councillor D Jerrard, seconded by Councillor D Rudd, that the minutes of the Parish Council meeting on Monday 4 July 2011 be accepted as a true and accurate record of the meeting, with no amendments. This was approved unanimously by all Councillors. The minutes were then signed by the Chairman and passed to the Acting Clerk to file in the minute book.

It was proposed by Councillor D Jerrard, seconded by Councillor D Rudd, that the minutes of the Parish Council meeting on Thursday 21 July 2011 be accepted as a true and accurate record of the meeting, with no amendments. This was approved unanimously by all Councillors. The minutes were then signed by the Chairman and passed to the Acting Clerk to file in the minute book.

**7. Matters arising from the minutes of the Parish Council on Monday 4 July and 21 July 2011**

There were no matters arising from the minutes.

**8. Review of Action Log**

The log of actions was reviewed with the following updates given :

Meeting Date / Agenda Item	Who	Action & Update	Status
20.05.2011 Item 11	DJ	To approach HALC about the appointment of a locum Clerk/RFO pending the appointment of a new Clerk.	Closed
06.06.2011 Items 11 (a), 13, 15, 16 (a), 17	DR	To contact and arrange a site meeting in Greatham with Steve Neat (HCC Highways Officer) to discuss the various traffic and signage issues raised and report on his suggestions  <b>DR responded that this report follows in agenda item 17 (5.9.11)</b>	Closed
06.06.2011 Item 19	PL	To draft a Welcome Pack for new villagers	Closed
06.06.2011 Item 21	DJ	To contact NatWest and arrange for bank statements to be sent to the current Chairman	Closed
04.07.2011 Item 8	DR	To report the manhole outside Springfield Riding School needing some attention to the HCC Highways department	Closed
04.07.2011 Item 10 (a)	JT	To do a site visit to 4 Sundale Cottages, Longmoor Road, Greatham LISS, GU33 6AW to review the planning application	Closed
04.07.2011 Item 10 (a)	DJ	To do a site visit to 6 Woolmer Cottages, Benhams Lane, Greatham, Liss, GU33 6BD to review the planning application	Closed
04.07.2011 Item 16	AC, CR, PL, SO	To work further on the development of a welcome pack for new villagers to Greatham	Closed
04.07.2011 Item 19	DJ	To make a payment of £4.68 to Greatham Primary School	Closed
04.07.2011 Item 19	DJ	To make a payment of £119.70 to EHDC	Closed
04.07.2011 Item 19	DJ	To make a payment of £82.49 to Mrs Teresa Whelan	Closed
04.07.2011 Item 19	DJ	To make a payment of £246.00 to Alan Harland	Closed

## 9. Report of County Councillor

The County Councillor reported on a the county councils decision to procure Solar Photovoltaic panels on its buildings to take advantage of Government cash incentives and reducing energy costs and carbon emissions. The project requires an investment of £15.8 million and is expected to pay for itself in 15 years. (see full report at end of this document)

## 10. Report of District Councillor

The chairman said that a report had been emailed from Judy Onslow (District Councillor) and that it was welcome to see. It contained an update on the shared management of EHDC and Havant Borough Council, Parish Plans and the new EHDC Planning Structure. The full report is filed with these minutes.

## 11. Planning Applications

There we no planning applications to consider.

## 12. Planning matters

Councillor D. Jerrard, Chairman of the Planning sub-committee, reported that he had filed a report with the South Downs Authority and that another consultation document needs to be filed by the end of October. The planning sub-committee will need to discuss this in the September planning meeting. The next planning sub-committee meeting would normally be 20<sup>th</sup> September but it clashes with a church event. It was agreed that the date of the meeting would be moved to 22<sup>nd</sup> September if the hall was available. The clerk needs to check availability of Thursday 22<sup>nd</sup> and if future Thursdays might be available for planning meetings.

*Action AH*

## 13. War Memorial

Councillor D Rudd reported that he was meeting with 2 stonemasons this coming week to establish if refurbishment or replacement was required.

*Action DR*

## 14. Correspondence

- i) **27.07.11 – CAB Bordon (request for Donation)** - Councillor C. Rudd reported that a letter had been received from the Citizens Advice Bureau in Bordon requesting a donation. Previous donations were in the region of £250. A discussion resulted in the decision to increase this to £500 given the current economic climate for the CAB and its clients. Councillor A Cheesman proposed £500. Councillor J Trodden seconded the proposal. The council unanimously agreed.

A letter and payment would have to be sent. The clerk is to prepare the letter and payment.

*Action AH*

- ii) 17.08.11 – Email from Vendy Treagust – re Localising support for Council Tax in England – Councillor D Jerrard volunteered to compose a response to discuss at the next council meeting in October in order to respond by the 5<sup>th</sup> October 2011.

*Action DJ*

### **15. Greatham Inn**

Kate Jones reported that because an objection to the premises licence had been received at the last minute, there has to be a licencing hearing to decide if one will be granted. This hearing is scheduled for 16<sup>th</sup> September 2011. It was proposed that Cllr Jerrard would go to the meeting to speak on behalf of the Parish Council. Cllr D Rudd seconded the proposal and it was agreed unanimously.

*Action DJ*

### **16. Allotments**

Councillor J Trodden submitted a report from the allotments working party. The report states that no suitable land has been found by the working party except possibly land owned by Greatham Village Hall committee adjacent to village hall which is currently not used and would provide adequate space for current demand. A discussion followed in which it was highlighted by Councillor D Jerrard that it is the obligation of the Parish Council, if 6 or more residents make a request to investigate if land can be provided for allotments, that the Parish Council has now done this, and that the report should go to the Village Hall Committee, informing them that no suitable land is available other than the proposed area as highlighted in a map given to Councillor C Rudd for her to consider in her capacity as Parish Council Representative of the Village Hall Committee. It is then up to the VHC if they wish to pursue the possibility of offering a lease to the allotment council. Councillor D Jerrard suggested that Councillors A Cheesman and J Troddon as members of the allotment working party meet with Daniel Field (Chairman of the allotment working party) to clarify the situation and is then it is for him to make representation to the Village Hall committee.

Councillor D Jerrard proposed that the allotment working party communicate the situation to the VHC. Councillor D Rudd seconded the proposal. All agreed.

*Action AC, JT*

### **17. Woodland Cottages and Digby Way, Speed limits and Miscellaneous Traffic matters**

Councillor D Rudd reported that for a 20mph speed limit to be applied outside the school the school has to apply themselves, something which they have never done. He reported that 'stop' signs, 'two way traffic', 'cyclist' signage was still under consideration. Where bushes were overgrown at the Longmoor turning so that south bound traffic has to pull out he is looking into whether permission was granted to plant the trees. The parking at Woodlands cottages issue is still being looked at by the highways dept. The manhole at Springfields Stables has surrounding concrete which is breaking with

vehicles parking on it. Councillor D Jerrard is to look at the planning application for this as it was an issue historically.

*Action DJ*

Councillor Vaughan Clarke gave his apologies and left the meeting at 9.55pm

## **18. Welcome Pack**

Councillor P Lerner was not at the meeting to report on the progress

*Action PL*

## **19. Reports from representatives of Organisations, Outside Bodies, Working Parties and Groups**

Councillors were invited to provide any reports they wished for the areas they represented:

### **(a) Playground – Councillor A. Cheesman**

Councillor Cheesman said Linda Carr had arranged for a dual purpose bin to be installed. A thank you letter from the council would be appropriate. The Clerk to compose.

*Action AH*

### **(b) Highways & Public Transport - Councillor D. Rudd**

As traffic matters had been discussed during the meeting, no further update was required.

### **(c) Footpaths - Councillor C. Rudd**

The Todmore footpath was reported to be overgrown. Cllr C. Rudd will liaise with Cllr A. Cheesman to ensure that strimming is conducted.

*Action CR*

### **(d) Tree Warden - Councillor J. Trodden**

Councillor Trodden said there was nothing to report

### **(e) Greatham Village Hall and playing fields - Councillor C. Rudd**

Councillor C Rudd reported that in their meeting of 21<sup>st</sup> July it was decided that the markings in the car park was not appropriate and causing confusion. She reported that from January 2012 the Village Hall hire fees will increase by 5%. That 28<sup>th</sup> October hosts a Bridge afternoon, and 19<sup>th</sup> November 2011 will host a quiz night.

### **(f) Coryton Trust – Councillors D. Jerrard & D. Rudd**

Councillor D. Jerrard reported that a letter needs to go the secretary of the Coryton Trust to notify of new trustees, Cllr D. Jerrard and Cllr D. Rudd.

**Action AH****(g) Blackmoor Recycling Liaison Panel - Councillor D. Jerrard**

Councillor D. Jerrard had nothing to report.

**(h) HALC/EHAPTC - Councillors P. Larner, C. Rudd & D. Jerrard**

Councillors C. Rudd and D. Jerrard had nothing to report.

**20. Parish Council Finances and Annual Return**

Councillor D. Jerrard stated that it was unfair to ask the new clerk to present a financial report since she had not got access to the requisite information. He also reported that the Annual return was had been returned from the Internal auditor and was to be sent to the Audit commission before 14<sup>th</sup> September 2011.

**21. Approval of Payments**

Acting Clerk, Councillor D. Jerrard presented the following payments that needed to be made:

Supplier	Purpose	Amount
Mrs Ann Hart	Clerk's Salary	£280.00
HMRC	Payee - (tax code now received)	NIL
Mrs Ann Hart	Clerk's expenses	119.97
SLCC	Membership fee	£103

Councillor D Jerrard proposed that these payments be made. This proposal was seconded by Councillor C Rudd, and approved unanimously. Clerk Mrs Ann Hart will arrange for £500 to be transferred into the current account and make the payments.

**Action AH****22. Date of next meeting**

The Chairman reminded Councillors that the next meeting would be on Monday 3<sup>rd</sup> October 2011

**23. Close of Meeting**

The Meeting closed at 10:30 pm

### Summary of Actions

Meeting Date / Agenda Item	Who	Action	Status
20.05.2011 Item 10	AC	To look at the latches in the playground and report back	Open
20.05.2011 Item 12	PL	To inform the other Trustees of the Charity that Doris Voice and Susan Jerrard have been appointed as trustees of the Greatham Allotment Charity  <b>PL absent 5.9.11</b>	Open
20.05.2011 Item 15	DJ/ AH	To get the necessary bank mandate forms completed  <b>DJ responded that this will be agenda item 20 (5.9.11) and that action passed to AH new clerk</b>	Open
20.05.2011 Item 16	DJ /AH	To contact the Audit Commission requesting agreement to a practical timetable, that the records and other documents would be obtained from Mrs Whelan, and put in the Committee room with the Acting Clerk taking appointments to inspect them  <b>DJ responded that the new clerk has taken over this action and a report will follow in agenda item 20</b>	Open
06.06.2011 Item 16(b)	DJ	To liaise with Ms Osman regarding her action to propose the "20 is plenty" discussion to the Greatham Primary School governors	Open
04.07.2011 Item 3	CR	To ask the Village Hall when the benches outside the village hall would be returned	Open
04.07.2011 Item 3	PL	To write to District Councillor Mrs Onslow and ask her to attend the Parish Council meetings  PL absent	Open
04.07.2011 Item 14	PL	To write a letter to Alan Todd, Principle Engineer at HCC Highways regarding the need for double yellow lines outside of Woodland Cottages  PL absent	Open
05.09.11 Item 12	AH	To check availability of the village hall for the next planning meeting to be held on 22 <sup>nd</sup> Sept, and future availability of Thursday evenings.	Open
05.09.11 Item 13	DR	To update on war memorial following meeting with stonemasons	Open
5.9.11 Item 14.	DJ	Email from Vendy Treagust – re Localising support for Council Tax in England – To compose a response to the communication from HALC for discussion on October in order to respond by the 5 <sup>th</sup> October	Open

Meeting Date / Agenda Item	Who	Action	Status
05.9.11 Item 14	AH	To compose letter and arrange funds are transferred into the current account for payment of £500 to CAB	Open
05.05.11 Item 15	JT/ DJ	Cllr D Jerrard to attend meeting.	Open
05.09.11 Item 16	AC/JT	To feedback with the chairman of allotment working party to the VHC the findings of the Parish Councils investigations for suitable land	Open
05.09.11 Item 17	DJ	To look up planning application for Springfields Stables in light of the manhole concrete issues	Open
05.09.11 Item 19a	AH	To write a Thank you letter to Linda Carr	Open
05.09.11 Item 19f	AH	To write a letter to the Coryton Trust	Open
05.09.11 Item 21	AH	To arrange transfer of £500 in the current account to ensure funds available to make payments, and make payments	Open