

# Greatham Parish Council

## Minutes of the Parish Council meeting of Greatham Parish Council held at Greatham Village Hall on Monday 6<sup>th</sup> February 2012 at 8.00pm

**Present** Chairman P Lerner, Vice Chairman C Rudd, Councillors A Cheesman, D Jerrard, S Jerrard, J Trodden, D Rudd, Mrs Ann Hart (Council Clerk)  
County Councillor Vaughan Clarke  
7 members of the public were also present.

### 1. Chairman's Announcements

The Chairman welcomed the members of the public to the meeting. The Chairman pointed out the fire exits and asked members of the public to turn off mobile phones. The chairman also requested that members of the public raise their hand to speak and to give their name before speaking for the benefit of the clerk and minute taking. The public were reminded that standing orders are suspended for 15 minutes to allow the public to speak and during this time they should let it be known if they have something to contribute to any agenda item, so that they may be invited to do so if appropriate.

### 2. Apologies for Absence

No apologies were received.

### 3. Declarations of Interest

Councillor C Rudd declared a personal interest in item 15 (War memorial) as PCC secretary.

Councillor D Rudd declared a personal interest in item 15 (War memorial) as Church Warden.

Councillor D Rudd declared a personal interest in item 14 as on the committee of the Old Church

Councillor J Trodden declared a prejudicial interest in item 12 (Bridleway) as his company have submitted a quote.

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

The chairman asked if members of the public had anything to ask or say.

Susan Booton asked if she could raise a comment regarding item 21 as she may not still be at the meeting. As one of the trustees of the allotment charity she wished to make a remark about that. Her understanding was that there are two new members will be standing as trustees at the next meeting and could this item wait until after that meeting with the new trustees as someone might be quite happy to act as secretary. The chairman agreed that this was a good point and that a meeting should be held soon. The chairman thanked Mrs Booton for her contribution.

Sara Osman raised a question to find out what happened to the villagers guide. Councillor Cheesman said that he still had it, and the Chairman confirmed he had a copy, the item should be progressed.

**Action AC**

**5. Minutes of the Parish Council meeting on Monday 9<sup>th</sup> January 2012.**

An amendment was made to the minutes, to add Councillor D Rudd as present. It was proposed by Councillor A Cheesman, seconded by Councillor S Jerrard, that the minutes of the Parish Council meeting on Monday 9<sup>th</sup> January 2012 be accepted as a true and accurate record of the meeting. This was approved unanimously by all Councillors. The minutes were then signed by the Chairman.

**6. Matters arising from the minutes of the Parish Council on Monday 9<sup>th</sup> January 2011.**

There were no matters arising.

**7. Review of Action Log**

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

Meeting Date / Agenda Item	Who	Action	Status
7.11.11 Item 20 (a)	AC	To conduct risk assessment & appropriate checks and provide written records for clerk to keep	Closed
5.12.11 Item 11	AH	Clerk to approach SDNPA for advice on Old Church	Closed
9.1.12 Item 4	AH	Clerk to report broken stile on Forest Road, (footpath no 10) to HCC	Closed
9.1.12 Item 7	AH	Clerk to include on agenda for February item to review sub committees and invite Alan Bridgman to the meeting	Closed
9.1.12 Item 11	AH	To request £10,000 precept.	Closed
9.1.12 Item 12	AH	Clerk to make payments	Closed
9.1.12 Item 14	AH	Clerk to put Bridleway item on agenda for February for further updates	Closed
9.1.12 Item 16	AH/ PL/ DR	To form a working party to progress the refurbishment of the war memorial	Closed
9.1.12 Item 17	AH	Clerk to confirm land ownership for site of Bench at entrance to Bakers Field	Closed

Meeting Date / Agenda Item	Who	Action	Status
9.1.12 Item 19	AH	Clerk to take necessary steps to employ contractor for grass cutting  (Awaiting publication of magazine)	Open
9.1.12 Item 20	AH	Clerk to book training sessions	Closed
9.1.12 Item 21	AH	Clerk to order new swing for playground	Closed
9.1.12 Item 22	PL	To determine technical specification required for projector and report to council	Closed
9.1.12 Item 25	AH	Clerk to contact the regulatory committee to request Cllr D Jerrard may make representation on issue of Blackmoor Soil Recycling site	Closed
9.1.12 Item 23	AH	To c/f approval of planning minutes from 24 <sup>th</sup> November to next appropriate meeting	Closed
9.1.12 Item 27	AH	To book hall for April 19 <sup>th</sup> for Annual Parish meeting	Closed

#### 8. Report of County Councillor

This item was delayed until the arrival of Councillor Vaughan Clarke.

#### 9. Report of District Councillor

There was no report from the District Councillor.

#### 10. Parish Council Finances

The Clerk presented a summary of the council bank balances, payments and receipts.

#### 11. Approval of payments

The clerk presented the following payments for approval.

Payee	Purpose	Amount
Mrs Ann Hart	Salary 43 hours @10 per hr	£430
Cllr Paul Lerner	Chairman's Expense – Staff Xmas party (Clerk +1)	£50
Surrey Office Supplies	Tambour Cupboard	£102
Fenland Leisure Products Ltd	Replacement swing	£34.80
Current Account	Transfer from Reserve Account	£620

The chairman explained the payment for £50 was for the Christmas meal (staff party) for the clerk and her husband. Councillor D Jerrard said he would obtain a receipt for that and give it to the responsible finance officer.

**Action DJ**

Councillor A Cheesman proposed the payments be made, Councillor J Trodden seconded the proposal, and all agreed.

**Action AH**

- 12. Bridle way repair update** – The chairman re- iterated that Councillor Trodden had declared an interest in that item and Councillor Trodden stated that he had been asked to provide a report on the problem.

Chairman P Lerner clarified that the council were discussing the bridleway off Wolfmere lane. The chairman read out an update prepared by the clerk on the situation.

The information given was as follows;

The 'Small grant application' for 50% of the funds has been approved by HCC and that there is possibility of obtaining the other 50% from EHDC, through the developer's contributions, but the process would normally take months. However there is a proposal to introduce 'delegated authority' which has been passed at cabinet level so that grants of up to £5,000 may be made by an expedited local process. This decision will be taken by EHDC on 23<sup>rd</sup> February so with luck there will be a window of a month to apply before the end of the financial year and a grant could be obtained from EHDC before work commences to secure the grant from HCC.

Action for the council to consider now is that it needs to accept the Small grant, (from HCC) and present a pro-forma invoice from the contractor, to HCC before April. The work can then be done after April when it is known whether the other 50% is forthcoming from EHDC.

The council needs;

To decide to accept grant

To decide to fund 50% if don't get EHDC grant

To decide which contractor to use and obtain proforma invoice.

Councillor D Jerrard stated that Councillor Trodden will have to declare an interest on the 3<sup>rd</sup> part of that so he will need to be invited to comment and then leave the room.

Councillor Trodden wished to say that the work should be done as soon as possible and ask the contractors to wait for the money. The clerk responded that the grants have to be in place first before any work can be started.

Councillor D Jerrard clarified the things to consider as follows;

"Is the council going to apply for the grant form EHDC (be it community grant or developers contributions)?

And is the council willing to pay for the 50% from the reserves?

A discussion followed, Councillor Lerner referred to a quote which specified 4 main problem areas. Councillor Trodden pointed out that the whole stretch needs sorting out, and asked Mrs Booton for her comments. She added that the main problem is coming from a pond on the land to the east of the path which is overflowing and pointed out that it isn't just riders, a lot of walkers use that path (or used to when they could). It was agreed that any grant options should be attempted but that the council can fund the 50% if necessary. It was determined that the Developer's Contributions (the 'transport' element) and can, in theory, be used for the bridleway.

The proposal "To accept the Small Grant from HCC and to apply for funding from Developer's Contributions and fund 50% of the project by the Parish council if necessary" was proposed by Councillor C Rudd and seconded by Councillor A Cheesman. All agreed.

**Action AH**

Having declared a prejudicial interest in this item by having prepared a report and quote for the repairs Councillor Trodden left the room.

The 3 written quotes obtained were distributed for the councillors to consider a preferred contractor.

Councillor D Jerrard stated that there is a difficulty in deciding since all the council could declare an interest since they are associated with Councillor J Trodden through the council.

Councillor C Rudd declared that she was not happy to make a decision on the subject, and agreed that all councillors should declare an interest and added that if something went wrong with the project it would be more awkward to address issues if the contractor was Councillor Trodden.

Councillor D Jerrard stated that we should have recourse to some process to ask a District Councillor to make the decision. The Chairman asked if the County Councillor could ask someone (independent) from Highways to look at the quotes and advise the council on the merits/ technical aspects so we could progress this.

Councillor D Jerrard reiterated that the decision needs to be taken out of the council's hands to ensure independence as the council don't want to throw away Councillor Trodden's quote/ advice.

The chairman proposed that any decision about which contractor to employ be deferred until someone from highways has been able to view the anonymous quotes and advise which is best both technically and most value for money. Councillor A Cheesman seconded the proposal and all agreed.

An action was given to the clerk to refer the matter to HCC and to speak with the County Councillor, and to consult with the Monitoring Officer.

**Action AH**

Councillor Trodden was invited back into the room and the Chairman informed him that the council are going to take technical advice and defer a decision until after that in order to protect itself from any complaint in the future.

Councillor D Jerrard pointed out that the Small Grant panel had made the suggestion that some form of commitment to future maintenance would be appropriate from the riding school opposite the bridleway. Debbie Roache, owner of the riding school agreed that this was a good idea and something could be organised in terms of volunteer hours.

### **13. Traffic issues update – the following report was delivered by the Chairman.**

On the 13<sup>th</sup> January the Traffic working party met to brainstorm and compile a 'wish list' to present to Hampshire County council. The wish list consisted of ideas to control the speed of traffic through the village and to improve road safety. They included improved signage entering the village from the North, road markings, and traffic calming measures, pedestrian crossings, illuminated speed triggered signs, introduction of school crossing patrol, 20 mph zone, and providing parking for residents of Woodlands Cottages by creating a lay-by opposite.

On 19<sup>th</sup> January Ian Janes, a member of Traffic Management East, Economy, and Transport & Environment Department of Hampshire County Council visited Greatham to allow the council to present the issues and possible solutions. Mr. Janes has taken away all the thoughts and ideas and will advise the council on feasible, possible, legal, cost effective, courses of action and limitations. For example - Safety Engineering determine speed limit signage intervals using a specific formula so any new signs must be within these constraints.

Ian Janes will provide us with points of contact to progress issues and refer to relevant departments where he can e.g. the department to assess need for school crossing patrol and engineering department to consider speed calming.

Once this information is received a questionnaire will be published to obtain parishioners views so an action plan can be drawn up.

N.B. Liss Parish Council has just started using speed radar signs and may consider an agreement with Greatham Parish Council to share this once they have established their own need. They have only been in operation for 2 weeks and in the first 7 days in Station Road it was activated 331 times a day.

It was request that this item is included in the next agenda, and Councillor D Jerrard expressed the council's thanks to Sara Osman for all her hard work.

*Action AH*

8. **County Councillor's Report** - County Councillor Vaughan Clarke now presented his report. They are filed with these minutes.

14. **Review of Sub Committees –**

**Traffic Working Party**

The Draft Terms of Reference document and dated 6<sup>th</sup> February 2012 for the Traffic Working Party was reviewed by the council. The Chairman proposed Councillor J Trodden for the position of Chairman of the working party and Councillor D Rudd seconded the proposal. All agreed.

Councillor D Rudd proposed to accept the Terms of Reference and Councillor A Cheesman seconded the proposal. All agreed.

Chairman Paul Lerner proposed 'That 2 more parishioners should be invited to join the working party and the clerk should approach the 2 parishioners who have already expressed an interest and advertise the working party in the Parish Magazine.' Councillor A Cheesman seconded the proposal. All agreed.

It was stated by Councillor Lerner that all members of the public are welcome to attend any meetings and they will be advertised in the usual places, of Church, Village Hall, Shop and Pub but not necessarily within the strict timescales required by the council.

*Action AH*

**Old Church Sub-committee**

Councillor P Lerner stated that the membership of the committee should have been reviewed when the new council came into being and that members are Alan Bridgman, Susan Booton, David Redman, Debbie Hedicker, and Councillor David Rudd. The Chairman read draft guidelines for terms of reference as advised to the clerk by HALC.

Alan Bridgman started the discussion on the Terms of Reference and membership, by saying that as serving Chairman since 2008 he would think that the Old Church Sub-committee would act as the traffic working party as it considers a topic, makes recommendations and refers financial decisions to the Parish Council. He stated that he is interested in the statement that the committee needs to be chaired by a Parish Councillor and would like to know where that information has come from and would also like clarification on voting rights of non councillors.

The Chairman replied that the advice the council had was received from HALC. The current structure is not in accordance with the legal position. Alan Bridgman sought clarification on the difference between a working party and a subcommittee. The Chairman replied that the working party is doing one task and formed for that, where as the Old Church is an ongoing subject. Councillor D Jerrard clarified that the Traffic working Party has been formed to deal with Traffic issues which are short term, and then it will dissolve itself; whereas the Old Church is an asset (as Bramshott and Liphook own the Millennium Centre) and a permanent feature owned by the Parish Council. He added that he would like to question the rights to vote. Councillor D Rudd stated that the Old Church Committee didn't used to have anyone from the Parish Council; to which Councillor Paul Lerner responded that that was before the Parish Council bought the Old Church, and Councillor D Jerrard stressed that it used to be a Trust but is no longer since there were insurance issues. Councillor D Rudd stated that he disagreed with having more members from the Parish Council on the committee. The Chairman stated that the Parish Council are not in a position to decide membership until we have the issue of voting rights resolved.

Councillor D Jerrard used the illustration in Liphook where the Parish Council has had to maintain some control over the management of finances of the Millennium Centre where they have 6 Parish Council and 6 non Parish Council members. With a Councillor Chairman who had a casting vote, the council could take control.

Councillor D Jerrard wanted to say that he disagreed with Councillor D Rudd and that if a Parish Council is responsible for an asset and it is a potential liability then the Parish Council has to take on a degree of responsibility. He added that he thought that the council should have as many as 3 Parish Councillors even if they are in the minority, and which he is in favour of. Councillor D Rudd reiterated that he was still in disagreement over 3 Parish Councils. He suggested that clarification should be sought by the Clerk from HALC on the issue of voting rights for parishioners serving on the committee, and how many Parish Councillors need to sit on the committee if the committee does not have any powers to make decisions which involve financial matters.

Councillor Paul Lerner proposed that the Clerk obtain clarification on the composition of the committee and Councillor C Rudd seconded the proposal and report back. All agreed.

*Action AH*

#### **Playground Sub- committee**

The Chairman questioned if there is a committee or not.

Councillor D Jerrard stated that there was a playground sub-committee put in place and that it has never been abolished. So our constitution says that we have a playground sub-committee.

Councillor D Jerrard suggested that the sub-committee be abolished and that it should be a proposal for the next agenda.

Councillor P Lerner proposed that the council have an item on the next agenda to abolish the play ground sub-committee and appoint Councillor A Cheesman as the councillor with responsibility for making recommendations to the council on matters relating to the playground.

*Action AH*

### **15. War Memorial**

Having previously declared an interest Councillor D Rudd and Councillor C Rudd stated their personal interest in this item. The Chairman questioned whether there was an interest and the County Councillor stated no personal interest to declare.

The Chairman Paul Lerner updated the council with the following information;

The Clerk has spoken with the two companies who provided Councillor David Rudd with quotes, with a view to possibly obtaining a grant from the War Memorials Trust to fund conservation work to the memorial. Clarification of the work required was sought to establish if the work could be funded by a grant. Both companies stated that to bring the memorial back to a satisfactory condition all that is required is a clean and minor repair to the lettering – and this would be adequate work for several years. The grant could not be awarded for this. The quotes are for £870 and £380. However, if the council decides to apply for a grant; one of the companies is willing to provide a quote to renovate the memorial by re-pointing and this would be in the region of £3,000.

A brief discussion followed about the best course of action to take. Councillor Trodden asked what work actually needs doing, and Councillor D Rudd stated that a general clean and some minor repairs to the lettering would be sufficient. Councillor C Rudd proposed that the Parish Council approve and fund the cleaning and minor repair at £380 or £780. Councillor S Jerrard seconded the proposal and all agreed.

Councillor D Rudd proposed that the quote for £380 be accepted and the council should authorise the work in accordance with this quote. Councillor A Cheesman seconded the proposal. All agreed.

*Action AH*

**16. Correspondence**

Date	From	Discussion
(i) 16 <sup>th</sup> Jan	SDNPA (by email)	The South Downs National Park is recruiting a new Member to join its governing body. Applicants have until Monday 13 February to apply for the role.
(ii) 19 <sup>th</sup> Jan	Came& Company (by email)	Councillors Guide to Insurance – new covers now included as standard
(iii) 25 <sup>th</sup> Jan	HALC (by email)	HALC annual conference Localism 9am 1 <sup>st</sup> March 2012, Havant.
(iv) 31 <sup>st</sup> Jan	Email	Speculative sales – for Jubilee commemorative items

Item (iii) was discussed and Councillor D Jerrard stated that he thought the council should send one representative and he was willing to volunteer. No one else wanted to volunteer. Councillor D Jerrard proposed that he should attend the HALC annual conference and Councillor Trodden seconded the proposal. All agreed.

*Action AH***17. Issues reported/ requests to EHDC – updates**

The following update from the Clerk was delivered by the Chairman.

- a) Dual use bin request – Request refused – after monitoring by EHDC it is not considered necessary. (Each bin costs EHDC £300 to install and there is also the cost of emptying it to consider).
- b) Grass verges –the poor condition near the school and church have been reported to HCC with a request to meet representative on site. No further update at present.
- c) Stile on Forest Road, Footpath no 10. HCC have taken report. An officer will check the condition in due course and allocate a priority to remedial work. The clerk has asked HCC if the Parish Council might make repairs and the implications if they do - the clerk is waiting for an answer.
- d) Bench location (Bakers Field) - the land is owned by HCC and a request to advise The Council on the procedure for obtaining permission to place a bench has been submitted to HCC. No response to date.

**18. Reports from representatives of Organisations, Outside Bodies, Working Parties and Groups – To hear the reports from representatives of the following:****a. Playground**

- i. Regular safety checks and risk assessment were confirmed as done.
- ii. Councillor A Cheesman proposed that the council authorise the clerk to arrange the annual play inspection at a cost of £72. Councillor D Rudd seconded the proposal. All agreed.
- iii. Councillor D Rudd proposed that Councillor A Cheesman attend a one day training course for safety checks at a cost of £30. Councillor J Trodden seconded the proposed and all agreed.
- iv. Councillor A Cheesman reported that the swing has been received and it will be installed as soon as the weather improves.

*Action AH/AC**Action AC*

- b. **Highways & Public Transport** - Councillor D. Rudd stated that he will report a hole in the pavement on Longmoor Road, and several broken safety barriers. He also reported that on Friday 3<sup>rd</sup> Feb 2012 a quad bike was rode recklessly on the pavement with a child carried on the front. Councillor C Rudd volunteered to mention this incident to the school.

*Action DR/ CR*

- c. **Footpaths** - Councillor C. Rudd – no report.
- d. **Allotments** – Councillor J Trodden stated that those wanting allotments were keen to get things under way and questioned what was happening regards progress. Councillor Paul Lerner asked if the Village Hall Committee had a proposal ready to seek any support from the Parish Council. Councillor C Rudd replied that the Village Hall committee are still investigating

legal issues and are awaiting proof that The Charities Commission and EHDC planning have been approached. Councillor C Rudd stated that she has suggested to the Village Hall Committee to hold another meeting to tell people in the village what is happening, as Trustees of the Village Hall the committee has a responsibility to do it's best for all villagers not just a percentage. When Councillor D Jerrard asked if the proposal to accept Headley's charge of £500 & VAT to draw up contracts was dismissed Councillor C Rudd explained that the Village Hall committee do not want to pay anything and it is looking at using their own solicitor. They want to make sure that all the 'i's are dotted and the t's' are crossed because it is village land and the Village Hall Committee as trustees of the Village Hall are seeking legal advice and want to put it to the village not just 10 or 11 people of the village in order to do everything correctly. The Chairman clarified there is only one site in the village where anyone is remotely interested in having allotments, so what the committee is seeking to do is seek legal advice for the needs of the village. Councillor P Larner summarised that there needs to be a Village Hall meeting the outcome of which can be reported back to the Parish Council.

A member of the public (Mrs Jackie Cheesman) asked how the public get a say to which Councillor C Rudd replied that she would need to approach the Village Hall Committee and ask for a meeting with support from as many people since Councillor C Rudd was told that there was no need when she requested one. Susan Booton stated that the Village Hall Committee have not told the village that they have say.

Councillor D Jerrard explained that a local charity by law has to have a member of the Parish Council (which is Councillor C Rudd) but they cannot take a decision affecting the use of the charities assets without consultation with the Parish Council. So even as separate Trustees, The Village Hall Committee has to report to the Parish Council and make the Parish Council aware of the allotment issue. They have to go through consultation with the Parish and one mechanism to do this is to make the Parish Council aware of what is going on and then it is discussed at the Parish Council Meeting in public. The Chairman stated that if the Village Hall Committee does this then the issue will be published on the Parish Council Agenda and there will be an opportunity for the public to speak during 15 minute suspension of Standing Orders. Councillor C Rudd declared that she feels people want a meeting; Councillor J Trodden asked how to arrange it. Councillor D Jerrard explained that the Annual Parish Meeting in April is the way to do it; it can be made an agenda item. Councillor D Jerrard suggested that it has been previously agreed in principle to produce a newsletter so the first one could be produced for the APM and can be effectively be an advert for the APM and a report what's going on in the village. Councillor S Jerrard suggested it go in the Parish Magazine as well.

**Action AH**

- e. **Tree Warden** - Councillor J. Trodden – no report.
- f. **Greatham Village Hall** - Councillor C. Rudd – no further report other than already discussed, and the window replacement is taking precedence over new chairs.
- g. **Coryton Trust** – Councillors D. Jerrard & D. Rudd – no report.
- h. **Blackmoor Recycling Liaison Panel** - Councillor D. Jerrard – Councillor D Jerrard reported that the Blackmoor Recycling site had been given a 5yr extension to the planning permission on the same terms.
- i. **HALC/EHAPTC** - Councillors P. Larner, C. Rudd & D. Jerrard - no report.
- j. **Old church** – Councillor D Rudd had no report but the clerk stated that an offer had been made from the SDNPA Historic Buildings Officer to visit the site of the Old Church and offer advice on maintenance. It was decided to C/F this offer, to consider when the committee had been formalised.

**Action AH**

**19. Update from last community forum attended by Councillors D Jerrard and J Trodden.** – Councillor Jerrard stated that the events of the forum could be read in the Bordon Herald. Councillor D Jerrard stated that he was there as a private individual but Councillor Trodden was there as a Parish Council representative. There was nothing else to report other than that the next forum will be in April.

**20. To review the current amounts from Developers Contributions and potential uses.** – The figures were presented to the council by the Chairman. There were no questions or comments.

**21. To consider a proposal from the Chairman to donate the clerk's time to act as secretary for the Allotment Charity.**

Councillor P Lerner stated that Susan Booton had quite correctly raised a concern earlier and that his proposal was as a result of Roger Lewis having left the charity and that he was too busy to perform the role of Chairman *and* secretary. Councillor P Lerner acknowledged that some else may wish to perform the role of secretary. He agreed to organise a meeting and invite the two new trustees to be enrolled to bring the number of Trustees to Five. Councillor P Lerner stated that the accounts need to be approved.

Councillor D Jerrard stated that the Trustees are appointed by the Parish Council so it is a Parish Council matter and that it is quite normal and acceptable to offer assistance from the clerk.

*Action PL*

**22. To consider The Clerk's request to attend the SLCC Hampshire Branch annual conference at a cost of £39.**

Councillor C Rudd proposed the clerk attend, Councillor A Cheesman seconded the proposal. All agreed.

*Action AH*

**23. To consider The Clerk's request to attend the CPRE free events on localism in February and March.**

Councillor C Rudd proposed the clerk attend, Councillor A Cheesman seconded the proposal. All agreed.

*Action AH*

**24. To consider the purchase of Projector.**

The chairman reported that he had conducted research into the technical specification requirements and he recommended the **Infocus IN105** projector and 2.40m square screen, at a cost of just under £500.

Councillor J Trodden proposed that the clerk source these items and spend up to £500. Councillor C Rudd seconded the proposal. All agreed.

*Action AH*

**25. Report of chairman of planning committee. – To highlight current issues.**

Councillor D Jerrard told the council there will be a planning sub-committee meeting on 23<sup>rd</sup> February 2012 since there has been a planning application for demolition of one house and building of three houses. There will also be items on the 'Core Strategy' and the news on the appeal for 8 Woolmer Cottages. Councillor C Rudd expressed a concern that the planning application to be discussed has an expiry date to the consultation period of 24<sup>th</sup> February and a parishioner was worried there was not enough time. Councillor D Jerrard assured her that this was enough time since the clerk submits the comments on line.

**26. Planning applications.**

Application	Address	Proposal / Designated Councillor	Consultation Expiry Date
SDNP/51203/001	Old Post Office, Stairs Hill, Empshott, Liss, GU33 6HW SDNP	Two storey extension to front/ side, two storey extension to rear with first floor balcony, porch to rear and detached double garage to front (Cllr. Trodden)	14 <sup>th</sup> February 2012

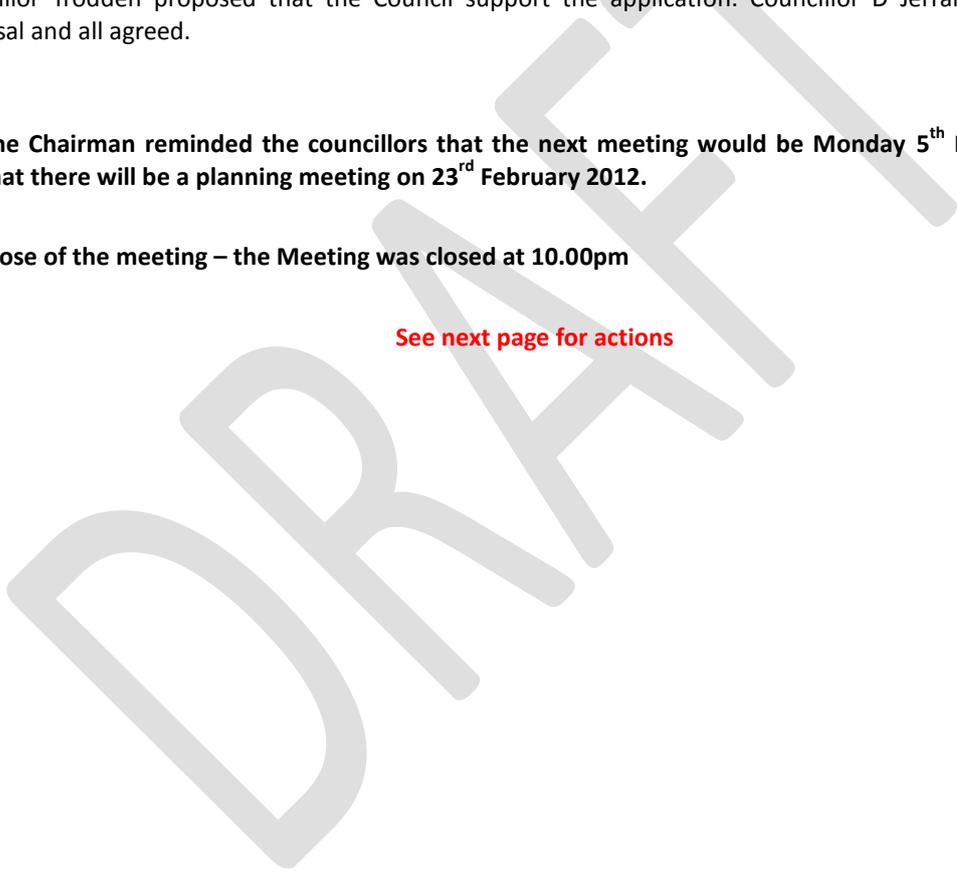
Councillor Trodden stated that this building was in a prominent position and has the potential to be a beautiful house in comparison to the current run down state. He explained the planning drawings, and stated that the proposed extension is well within its own plot, and that he would personally support it. He stated that the only other consultee comments have commented on the issue of the potential disruption to any bats habitat. Councillor P Lerner questioned the calculation of no more than 50% increase in size of the property since the proposal is extensive. Councillor Trodden explained that the ancillary buildings have been occupied as living accommodation so they are included in the calculation. There were no other questions or comments. Councillor Trodden proposed that the Council support the application. Councillor D Jerrard seconded the proposal and all agreed.

**Action AH**

**27. The Chairman reminded the councillors that the next meeting would be Monday 5<sup>th</sup> March 2012 and that there will be a planning meeting on 23<sup>rd</sup> February 2012.**

**28. Close of the meeting – the Meeting was closed at 10.00pm**

**See next page for actions**



Meeting Date / Agenda Item	Who	Action	Status
9.1.12 Item 19	AH	Clerk to take necessary steps to employ contractor for grass cutting  (Adverts placed, awaiting response)	Open
6.2.12 Item 4	AC	Councillor to provide copy of the villagers guide to clerk for future review and progress matter	Open
6.2.12 Item 11	DJ	Councillor to provide RFO with receipt for £50	Open
6.2.12 Item 11	AH	Clerk to make payments	Open
6.2.12 Item 12	AH	Clerk to refer decision on Bridlepath contractor to HCC and seek advise	Open
6.2.12 Item 13	AH	Clerk to include traffic issue update in next agenda	Open
6.2.12 Item 13	AH	Clerk to accept Small grant from HCC and to apply for any funding available within timescale from Developers contributions	Open
6.2.12 Item 14	AH	Clerk to advertise for Parishioners to join Traffic Working Party and invite villager who have previously expressed an interest	Open
6.2.12 Item 14	AH	Clerk to obtain clarification on the requisite composition of the Old Church sub committee	Open
6.2.12 Item 14	AH	Clerk to include in the next agenda a proposal to abolish the play ground sub-committee and appoint councillor to take responsibility for playground issues.	Open
6.2.12 Item 15	AH	Clerk to authorise work on War Memorial	Open
6.2.12 Item 16	AH	Clerk to book place at HALC annual conference for Cllr D Jerrard	Open
6.2.12 Item 18	AH	Clerk to book playground safety check course for Councillor	Open
6.2.12 Item 18	AC	Councillor to attend safety check course	Open

6.2.12 Item 18	AC	Councillor to fit new swing seat	Open
6.2.12 Item 18	DR	To report pot hole on Longmoor Road, and broken barriers	Open
6.2.12 Item 18	CR	To report Quad bike incident to the school	Open
6.2.12 Item 18	AH	To include production of newsletter and advert in parish magazine for APM in next agenda	Open
6.2.12 Item 18	AH	To CF inviting SDNPA Historic Buildings Officer to visit Old Church to new committee	Open
6.2.12 Item 21	PL	To arrange meeting of trustees of allotment charity	Open
6.2.12 Item 22	AH	Clerk to book place on SLCC conference	Open
6.2.12 Item 23	AH	Clerk attend CPRE event.	Open
6.2.12 Item 24	AH	Clerk to purchase projector and screen	Open
6.2.12 Item 26	AH	Clerk to submit planning comments at EHDC website	Open