

Greatham Parish Council

Minutes of the Parish Council meeting of Greatham Parish Council held at Greatham Village Hall on Monday 2nd April 2012 at 8.00pm

Present Chairman Paul Larner, Vice Chairman C Rudd, Councillors A Cheesman, D Rudd
County Councillor Vaughan Clarke was also present

4 members of the public was 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

Apologies were received from Councillors D Jerrard and S Jerrard (due to a holiday). The Clerk, Mrs A Hart (due to a holiday) and District Councillor Judy Onslow.

3. Declarations of Interest

There were no declarations at this time. Although it was noted that Councillor A Cheesman and Chairman P Larner used to be members of GVEC.

4. Public Question time – Standing orders were suspended and questions invited from the public.

There were no questions.

5. Minutes of the Parish Council meeting on Monday 5th March 2012.

It was proposed by Councillor A Cheesman, seconded by Councillor D Rudd, that the minutes of the Parish Council meeting on Monday 5th March 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 and filed in the minute book.

6. Matters arising from the minutes of the Parish Council on Monday 5th March 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
6.2.12 Item 18	AC	Councillor to attend safety check course - Attended	Closed
6.2.12 Item 18	AC	Councillor to fit the new swing	Closed
5.3.12 Item 4	AH	Clerk to check website for meeting dates and arrange to include if necessary	Closed
5.3.12 Item 7	AH	Clerk to award grass cutting contract to contractor	Closed
5.3.12 Item 11	AH	Clerk to make payments	Closed
5.3.12 Item 13	AH	Clerk to arrange meeting date for traffic working party to review information received and to prepare report for APM	Closed
5.3.12 Item 14	AH	Clerk to draft Terms of Reference for Old Church Advisory Committee – next meeting 30 th April	Closed
5.3.12 Item 16	AH	To contact GVEC to invite them to the next council meeting with more information for consideration of their request for funding	Closed
5.3.12. Item 19	AH	To C/F Greatham Allotment Charity item	Closed
5.3.12 Item 20	AH	Clerk to order suitable alternative projector	Closed
5.3.12 Item 21	AH	Clerk to arrange meeting of working party to compose newsletter and agenda for APM	Closed
5.3.12. Item 22	AH	Clerk to purchase laminator and pouches.	Closed
5.3.12 Item 23	AH	Clerk to book places for councillors on Localism briefings	Closed
5.3.12. Item 23	DJ	Councillor to clarify situation with planning appeal and it's postponed date. C/F due to absence at 2/4/12 meeting.	Open
5.3.12 Item 24	AH	Clerk to submit consultee comments on the planning applications	Done

8. Report of County Councillor

Councillor Vaughan Clarke provided a report which included information on school places, 20 mph limits and the cost of Freedom of Information requests. The full report is filed with these minutes.

9. Report of District Councillor

The Chairman read out an email from the District Councillor, concerning the road closure application and to clarify the process required, since it had been reported in the Herald that the application had been turned down. The District councillor explained that the wrong application form was used, i.e. the small road closure, appropriate for cul de sacs and for events of less than 500 people. The email explained that during the process, and in consultation with the Highways Authority, GVEC were informed that £1000 would be required to cover the cost of signage, diversions and insurance as an application for a large road closure would be appropriate. This cost is not an EHDC cost. EHDC cannot agree to any closures of road without the approval of HCC and the Highways Authority and the EHDC is open to discussion of any closure which does not involve diverting traffic onto the A3. The Chairman suggested further discussion when the next item is reached.

10. Report from GVEC

Mrs Michelle Curtis was invited to speak.

She explained that the initial report she doesn't have partly because of what went out in the Herald. She went on to explain that the application for the road closure was exactly the same as the one used to successfully apply for the road closure last year for the Royal Wedding party, but that this year they were told that the Petersfield Road is a 'through road' which was not thought to be the case if you look at the surveys relating to Ham Barn Roundabout, and diversions would be the same as last year, and no more buses would be disrupted than last year. This year they were told that the wrong application had been made, GVEC had applied on the basis of under 300 people, based on last years figures. Then having then been referred to Highways Agency they were given an estimate of approximately £1000 to divert through traffic onto the A3. Part of the cost would be for a survey, and diversion of bus routes. The notice that went to the residents showed the bus route to be diverted the wrong way down a one way street. That is not what was put on the application form so she has questioned that. With the additional cost GVEC decided to cancel the event, however The Greatham Inn have come forward to use more of their grounds, and GVEC is looking at the possibility of forming a working party to clear the ground and have a 'Garden Party'. Until the area is cleared GVEC don't know what can be provided in the space. E.g. bouncy castle, nor the costs involved. For this reason the proposal for a grant of £1,000 is requested on the basis that the council agree it in principle and if it isn't spent GVEC will give the money back. GVEC does not want to cancel things already booked, since it would hard to rebook them, but Mrs Curtis said 'they are bit up in the air at the moment.'

Chairman Paul Larner asked the question about the possibility of putting the event in Todmore. Mrs Curtis replied that they had considered that, but being on the opposite side of the road to the pub, there was a liability issue and insurance issues, and marshalling road crossing was an issue. She also explained that they had thought about taking it to the field at the Village Hall, but that would be going back to a fun day format, which they now don't have time to arrange. They also have a lack of volunteers and the draw or appeal of the pub is better than the draw of a field, even though space is now limited. GVEC felt that they were trying to achieve a street party or possibly now a garden party.

Councillor D Rudd asked what they had planned to lay on for the street party and what the costs were. Mrs Curtis replied that initially it was to be the same as last year, bouncy castle, tea and cakes, that a bouncy castle can cost £200 to £300 depending on the size, and the children are not charged for going on and the childrens' entertainer would also cost money. Mrs Curtis explained that she didn't think it will cost as much as last years event due to the limited size.

Chairman Paul Larner asked for clarification on what revised figures GVEC were requesting. Mrs Curtis stated that they didn't know as they don't know if they can clear the garden. If they can't clear the garden there is no room for stalls or bouncy castle and it may become a tea party. A BBQ was proposed to make some money, but nothing is certain. Mrs Curtis reported that the pub are happy for GVEC to run the BBQ and make the money from that.

Mrs Curtis explained that events were going on Sunday and Monday so Saturday was considered the best day and 4 buses would be diverted on that day. Councillor V Clarke clarified that the issue would be that if there was an incident on the A3 traffic would have to be diverted through Greatham.

Councillor C Rudd stated that it was difficult to make a decision on the current information.

Chairman Paul Lerner asked if the pub were going to make money from this event and Mrs Curtis said that they would make money on the alcohol sales. Councillor C Rudd stated that the event should be at the village hall, as it didn't feel right to her, with the pub making money from a Jubilee event.

Chairman Paul Lerner added that making money was not the issue for him, but the issue was more of a spending public money on an event that is actually going to attract people to the pub. By putting it in Todmore he thought that it would need to be marshalled, for the children, as last year the road was closed. A discussion followed on the safety aspects and facilities required, such as power and water, if the road is not going to be closed.

Chairman Paul Lerner expressed the concern that whilst the village pub should be supported it is too close for the council to provide money to provide an event which the pub is going to profit from and he would be uncomfortable awarding a blanket grant, and possibly the council could fund, perhaps the bouncy castle hire. If it were in Todmore, there would be more distance from the pub but there are logistical issues. If it were at the Village Hall the PC would be in a stronger position to support the event. Councillor D Rudd agreed that we can't be seen to give a grant to something where a pub will make a profit. Councillor C Rudd asked if the PC would be condoning drinking and underage drinking. Chairman Paul Lerner said probably not underage drinking, but the issue is the overlap with public money and private enterprise. It was suggested that the pub could do a bar at the Village Hall field, and do it at cost, or donate a percentage of the profit.

The Chairman attempted to clarify the situation with Mrs Curtis by summerising that in terms of the position GVEC are now in, they needed to know if they had the support of the Parish Council to potentially provide a grant. He asked the Councillors if they felt the PC could. Councillor C Rudd volunteered her opinion that if it was at the Village Hall, yes, but would have to see figures. Councillor Cheesman said he would support an application grant in principle, but local business could be approached for sponsorship. The question was asked if the village hall would donate the facilities, which it was agreed would be up to the Village Hall committee. The question was asked that 'assuming GVEC decide to hold the event at the Village Hall what specific information the PC would need to make a decision'. Chairman Paul Lerner said he would like a proposal from GVEC, for example '*We will provide a bouncy castle from x company at cost of X, we won't charge children to go on it. We will have an entertainer at X cost, which will be free of charge, tea and cakes FOC at a cost of £100.*' So that the PC receive a proposal of what the costs are going to be. The principles have got to be that the event is freely open to all, in a location which is going to be attractive which is not going to be have a commercial incentive for a business. It's a sad thing for the village that if GVEC don't organise it no one will, but the PC have to be mindful of the commercial implications of supporting it.

Mrs Curtis thanked the council and said she would come back after a meeting with GVEC and send in the proposal to the PC. Action for the clerk to include in next agenda.

Action AH

11. Parish Council Finances and Bank mandate.

The Chairman presented a summary of the council bank balances, payments and receipts, and updated the council that all councillors are now signatories.

12. Approval of Payments

The Clerk presented the following payments for approval.

Payee	Purpose	Amount
Mrs Ann Hart	Salary 58 hours @10 per hr	£580
Mrs. Ann Hart	Expenses	£36

Mrs. Ann Hart	Holiday pay since 21/7/11 to 31/3/12 = 20 days or 40 hrs. Pro rata 13 days or 26 hours to pay at £10 per hour	£260
HALC	Annual Conference 1 st March	£60
SLCC	Branch Conference	£46.80
Projectorshop24	Projector Purchase	£343.93
AV Partsmaster Ltd	Projector Screen Purchase	£152.09
Viking Direct	Laminator & pouches (£78 subtotal) Stationary	£152.39
Michael Miller	Clean and repair to War memorial	£380
	TOTAL PAYMENTS	£2511.21
Transfer from reserve to current account	To cover above payments	£2500

Councillor A Cheesman proposed and Councillor C Rudd seconded the proposal to pay the clerks salary holiday pay, and expenses and all agreed.

Councillor C Rudd and Councillor D Rudd seconded the proposal to authorise the transfer request and all agreed.

Councillor D Rudd and A Cheesman proposed and seconded the proposal to make all the payments detailed above.

Action AH

13. Bridle way repair update

The Chairman explained for the benefit of the public where the bridleway is and read out the information provided on the agenda.

Councillor A Cheesman objected to having to put a plaque up to publicise that EHDC’s involvement.

He proposed that they request the clerk advise PC why they have to publicise the fact that EHDC part funded the project when it is the Parish’s own developers contributions.

Action AH

Mrs Sue Booton asked to speak in order to thank the Clerk on the behalf of local riders, for the hard work she has put in on this project, and this was acknowledged by the Council Chairman.

14. Traffic Issues Update -

The chairman explained to the public that a working party has been formed to look at issues of speeding and parking as well as the impact of the Eco Town with increased traffic.

15. Correspondence

(i) 16 th March	Leader of HCC	Invitation for Chairman to a Service of Thanksgiving to celebrate the Diamond Jubilee, at Winchester Cathedral 27 th May 2012.
(ii) 14 th March	Tom Smiley	For information only - Request from Tot Shop committee for funding of new toys – the clerk has requested more information – and will add to future agenda for discussion

16. **Update on location of Bench-** Councillor D Rudd, had not yet been to speak to the residents about the best location.
17. **Representative of Organisations, Outside Bodies, Working Parties and Groups – To hear the reports from representatives of the following:**
- a. **Playground** - A proposal was made by Councillor A Cheesman and seconded by C Rudd and agreed by all to purchase a new swing at £34.80 plus VAT.
Councillor A Cheesman reported that he has removed the zip wire since it was too loose for safe use, and that he will investigate whether the existing one can be fixed or a new one is required as soon as possible.
Action AH/ AC
 - b. **Footpaths** - Councillor C. Rudd – no report.
 - c. **Allotments** – Councillor J Trodden – no report
 - d. **Tree Warden** - Councillor J. Trodden – no report.
 - e. **Greatham Village Hall** - Councillor C. Rudd – an email was received by the committee from Councillor Trodden. They have contacted the land registry to register. They are getting prices for windows and investigating grants. They want to know if the money set aside by the PC if that money could be used for chairs, and will be writing to the clerk. There is a project meeting on Wednesday regarding all the village hall projects.
 - f. **Coryton Trust** – Councillors D. Jerrard & D. Rudd – no report.
 - g. **Blackmoor Recycling Liaison Panel** - Councillor D. Jerrard – no report.
 - h. **HALC/EHAPTC** - Councillors P. Larner, C. Rudd & D. Jerrard - Councillor D Jerrard reported that he attended HALC annual conference last week and there was a lot of discussion on localism and neighbourhood plans.
 - i. **Old church** – Councillor D Rudd – Terms Of Reference were signed by the Chairman in preparation for the next sub committee meeting on 30th April 2012. *Action AH*
18. **Greatham Allotment Charity** – report from the Chairman P Larner on the first meeting with the new trustees and proposal to donate the clerk’s time to the duties of the charity secretary. – The Chairman reported that he had met with the trustees (the new ones are Doris Voice and Cllr Sue Jerrard who replaced Roger Lewis and Cllr Don Jerrard respectively) and they discussed the potential proposal to donate some of the clerks time to act as the charity secretary. This was because the main concern as chairman of the charity was that they had no one willing to act as secretary. He explained to the council that there would be about about 2 meetings a year, which are not long, so they did discuss at the Trustees meeting whether the PC would donate the time of the clerk to these meetings. The Chairman reported that clerk was willing, and he would suggest 6 hours a year to support a charity in the village – it would be recorded as a donation to the charity. Councillor C Rudd proposed this arrangement and Councillor A Cheesman seconded it with all councillors agreeing.
19. **Vehicle for sale parked in the lay by on A325** – Councillor D Rudd stated that the issue was that the parked vehicles are parked in the middle of the lay by so it stops HGV parking and the drivers having a rest. Councillor C Rudd asked if there was anything that could be done. The Chairman reported that the police had informed the clerk that it wasn’t illegal to sell a car in a lay by, the issue was that it was potentially obstructing other users. The Chairman stated that he understood from the clerk, that a private sale was not illegal as long as it was legally taxed and insured, but it would be if it was a trader. The Chairman went on to say that he would think that the person who would be most affected or worried by this, i.e. potentially the shop owner, who could in the first instance contact the seller of any future vehicle.
- A proposal was made by Councillor Cheesman and seconded by Councillor D Rudd to request that the clerk ask the council highways department to find out what the process is to introduce a limit to the time of parking in that lay by so that cars for sale are not parked for a lengthy duration.
Action AH

20. Report from the Chairman of the planning committee.

The information from the agenda was read out, and the localism seminar information given out.

21. Minutes of the Parish Council Planning Subcommittee meeting on Thursday 23rd February 2012 – To review the minutes of the meeting and propose them as a true and accurate record of the meeting.

Councillor A Cheesman made the proposal, Councillor D Rudd seconded them, and all agreed. The minutes were signed by the Council Chairman and filed in the file.

22. Matters arising from the minutes of the Parish Council Planning Sub committee meeting on Thursday 23rd February 2012 .

There were no matters arising.

23. Planning applications –

Application	Address	Proposal / Designated Councillor	Consultation Expiry Date
SDNP /27086/030	West Fork, Farnham Road, Liss, GU33 6LE	Single storey display, sale and storage building, removal of one poly tunnel and reversion of one poly tunnel to agricultural use – Councillor D Rudd	20 th April 2012

This item was deferred to the next planning meeting.

Action AH

24. Confidential discussion regarding Terms and Conditions of Employee.

That under the Public Bodies (Admission to Meetings) Act 1960 (as extended by s.100 of the Local Government Act 1972), the public and accredited representatives of newspapers be excluded from the meeting for the following items of business on the grounds that it involves the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act 1972 by virtue of the paragraph specified against the item.

At 9.23pm – the public left the meeting.

Councillor C Rudd proposed, Councillor A Cheesman seconded that Chairman Paul Lerner write a letter to the clerk to outline the discussion.

Action PL

The public were allowed back into the meeting.

25. Date of Next Meeting.- The Chairman reminded the councillors that the next meeting would be Thursday 19th April which is the APM, and not a council meeting but as members of the public they would be very welcome and 19th April is also the date of the next planning meeting, and that the Annual General meeting is on the 14th May 2012.

26. Close of the meeting – the Meeting was closed at 9.35 pm

See next page for actions

Summary of Actions

Meeting Date / Agenda Item	Who	Action	Status
6.2.12 Item 4	AC	Councillor to provide copy of the villagers guide to clerk for future review and progress matter - AC to email to clerk	Open
5.3.12 Item 4	PL	Chairman to update website with meeting dates	Open
5.3.12 Item 12	AH	Clerk to progress bridle way path repair	Open
5.3.12 Item 17	DR	Councillor to speak to residents of Bakers Field to determine where a bench is most appropriate to their needs.	Open
5.3.12 Item 18	AC	Councillor to research signs for playground – to report next meeting	Open
5.3.12 Item 18	DR/AH	Councillor to either report direct to HCC or to provide the clerk with necessary information to report minor issues to HCC i.e. Pothole/ broken bollard.	Open
5.3.12. Item 23	DJ	Councillor to clarify situation with planning appeal and it's postponed date. C/F due to absence at 2/4/12 meeting.	Open
2.4.12 Item 10	AH	Clerk to include proposal from GVEC for Jubilee Grant in future agenda	Open
2.4.12. Item 12	AH	Clerk to make authorised payments	Open
2.4.12 Item 13	AH	Clerk to advise council why they have to install plaque for the bridleway funding from EHDC	Open
2.4.12 Item 17a	AC	Councillor to advise on repair of zip wire or source new one	Open
2.4.12 Item 17a	AH	Clerk to purchase new replacement swing	Open
2.4.12 Item 17 i	AH	Clerk to take approved Terms of Reference to next Old Church meeting 30 th April 2012	Open
2.4.12 Item 19	AH	Clerk to investigate the process for time limiting parking in the lay by on A325.	Open
2.4.12 Item 23	AH	Clerk to include planning application in next planning meetings agenda for 19 th April 2012	Open
2.4.12 Item 24	PL	To review with the clerk terms and conditions following discussion in exempt session	Open