

# Greatham Parish Council

## Minutes of the Annual General Meeting held at Greatham Church Meeting Room on Monday 14<sup>th</sup> May 2012 at 8.00pm

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

- 1. Election of Chairman to the Parish Council for 2012/2013** – Councillor Paul Larner welcomed members of the public to the meeting, reminded people to switch mobile phones off and pointed out the fire exits. He explained that as this was Annual General Meeting members of the public would not be allowed to speak until business items of the AGM had been conducted. The Clerk then introduced the first item of business, to elect a chairman. Councillor C Rudd proposed Councillor P Larner for Chair, and Councillor A Cheesman seconded the proposal. There were no other proposals. All councillors voted for Councillor P Larner.
- 2. Declaration of acceptance of Office.**  
Councillor P Larner accepted the office and signed the declaration of acceptance in front of the Proper Officer of the council (The Clerk).
- 3. Election of Vice Chairman to the Parish Council for 2012/2013** – The newly elected Chairman asked for any proposals for Vice Chair. Councillor D Jerrard proposed Councillor C Rudd. Councillor J Trodden seconded the proposal. There were no other proposals. All councillors voted for Councillor C Rudd
- 4. Declaration of acceptance of Office.**  
Councillor C Rudd accepted the office and signed the declaration of acceptance in front of the Proper Officer of the Council (The Clerk).
- 5. Chairman's Announcements**  
The chairman stated that there was a an addition to the original published agenda at item 9, where Liss Greatham and Hawkley Friendship Fund had been added and an email had been receive today with information on a CTCG meeting which has been added to Item No. 10.
- 6. Apologies for Absence**  
The council were informed that Councillor S Jerrard would be late.  
County Councillor, Vaughan Clarke had apologised he would be late as he was attending another meeting on the same evening.  
District Councillor had apologised that she would not be attending and had nothing to report.
- 7. Declarations of Interest**  
Councillor D Rudd declared a personal interest in Item 9 – as a Trustee appointed by the Parochial Church as Trustee to the Liss, Greatham and Hawkley Friendship Fund.

**8. Election of Sub Committees –**

- (a) **Planning - All** current members of the Planning Subcommittee i.e. Councillors D Jerrard, A Cheesman, D Rudd and J Trodden stated they were happy to remain and Councillor D Jerrard was happy to continue as Chairman. Councillor J Trodden proposed the committee remain the same, and Councillor A Cheesman seconded the proposal. All councillors agreed.
- (b) **Old Church** – Councillor D Rudd volunteered to continue. Councillor J Trodden proposed that Councillor D Rudd continue to represent the Parish Council. Councillor A Cheesman seconded the proposal and all councillors were in agreement.

**9. Election of Representatives to existing Organisations, Outside Bodies, Working Parties, and Groups.**

The Chairman went through the organisations as listed in the agenda (with the addition of Liss, Hawkley and Greatham Friendship Fund). Most of the group representatives remain unchanged with the exception of;

**The Traffic Working party** – Councillor P Lerner has stepped down due to other commitments.

**The Footpaths item** has been amended to include Bridleways and Mrs Susan Booton agreed to be involved.

**The Allotments item** will no longer have a representative from the council.

**The Liss, Greatham and Hawkley Friendship Fund** – would need to be reviewed at a future meeting as the current Parish Council appointed Trustee, Mr Alan Booton, was appointed 4 years ago in July.

Councillor A Cheesman proposed that the representatives should remain in place with the changes as discussed. Councillor C Rudd seconded the proposal and all councillors agreed.

A full list is published at the end of these minutes.

**Action AH**

- 10. To consider election of representatives to new organisations, outside bodies, working parties and groups –**
- a) **Eco –Town Standing conference** – Councillor D Jerrard proposed Councillor A Cheesman. Councillor J Trodden seconded the proposal. All councillors agreed.
  - b) **New joint meeting of SDNPA and HALC** – Councillor J Trodden proposed and Councillor A Cheesman seconded the proposal for Councillor D Jerrard. Councillor S Jerrard proposed and Councillor J Trodden seconded the proposal for Councillor D Rudd. Both proposals were unanimously agreed by council.
  - c) **CTCG – (Community Tasking and Coordinating group)** – Councillor D Jerrard proposed Councillor A Cheesman and the proposal was seconded by Councillor J Trodden.
- 11. Review of Register Of Interests by each councillor** – Each councillor reviewed their existing Register of Interests, amended them as necessary, signed and returned them to the Clerk.
- 12. Public Question Time. 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. There were no comments.
- 13. Minutes of the Parish Council meeting on Monday 2<sup>nd</sup> April 2012** – The minutes were reviewed. Councillor J Trodden proposed that they be accepted as a true and accurate record of the meeting. Councillor A Cheesman seconded the proposal. All councillors agreed.
- 14. Matters arising from the minutes of the Parish Council meeting on Monday 2<sup>nd</sup> April 2012** – there were no matters arising.

**15. Review of action log** – the action log was reviewed with the following updates.

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 – item for agenda in June	Closed
5.3.12 Item 12	AH	Clerk to progress bridle way path repair – new date for works 29 <sup>th</sup> May 2012	Closed
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. – DR has reported	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.	Closed
2.4.12 Item 10	AH	Clerk to include proposal from GVEC for Jubilee Grant in future agenda	Closed
2.4.12. Item 12	AH	Clerk to make authorised payments	Closed
2.4.12 Item 13	AH	Clerk to advise council why they have to install plaque for the bridleway funding from EHDC	Closed
2.4.12 Item 17a	AH	Clerk to purchase new replacement swing – passed to AC at meeting.	Closed
2.4.12 Item 17 i	AH	Clerk to take approved Terms of Reference to next Old Church meeting 30 <sup>th</sup> April 2012	Closed
2.4.12 Item 23	AH	Clerk to include planning application in next planning meetings agenda for 19 <sup>th</sup> April 2012	Closed

**16. Report of County Councillor**

Councillor Vaughan Clarke read out his report which included information on the cost of transport to schools, and the Olympic Torch route. The full report is filed with these minutes.

**17. Report of District Councillor**

There was no report.

**18. Report from GVEC**

Michelle Curtis reported that GVEC had now secured a road closure at a cost of £100 for signs. She explained that the format of the event would be along the lines of the Royal Wedding party of last year. There would be cakes, teas, children's entertainment, stalls and music and GVEC would provide a BBQ. Jane McDonald of GVEC also stated that it was important to mention that this would be a joint venture, GVEC are contributing money, the Greatham Inn is contributing and the income from the stall holders was £80. There would be publicity in local papers. She explained that they had chosen the Saturday to celebrate so as not to clash with other local events. All councillors had a copy of the financial report from GVEC.

Councillor C Rudd asked if they had a 'wet weather' plan. Jane McDonald replied that they had a number of Gazebos for the stall holders for shelter against a shower, but if it was torrential rain they would cancel and refund monies.

Councillor J Trodden stated that anything which provided fun for the village should be supported and offered the loan of a marquee to fit in the pub car park, with manpower to erect it. Jane McDonald accepted this offer with thanks.

Councillor D Jerrard questioned the nature of the road closure, and if Todmore would be open. Jane McDonald confirmed that the road would be open for emergency vehicles and residents to come and go. It would be marshalled.

Councillor D Jerrard sought clarification of the proceeds going to the children's Christmas party - and asked if the fireworks would also support this Christmas event.

Jane McDonald said that she would submit a profit and loss account on the fireworks event to bring to the next council meeting.

Councillor D Rudd commented that on such an occasion as a Queen's Jubilee he felt the council had a duty to fund an event.

Councillor J Trodden proposed that the Parish Council award a grant of £750 as per GVEC's request. Councillor A Cheesman seconded the proposal. All were in favour. Councillor D Jerrard thanked GVEC for presenting their plan and for their work.

### **19. Report from Tot Stop**

Dr Tom Smiley introduced himself and the playgroup. He explained that it was run by volunteers for local parents and pre-schoolers to meet each Monday morning for play and craft. It provided a range of activities such as art, singing, dancing, stories, and fresh fruit snacks. He explained it not only benefited the children but it gave parents an opportunity to meet other parents/ carers and get some support. He explained that their sources of income were the £1.50 paid each week by attendees (and that it was soon to increase to £2.00), money made at the fun day and a recent cake stall. He informed the council that they are in the process of applying to EHDC for a grant to open up an outside play area and that a lady from the council was visiting on 28<sup>th</sup> May 2012. Dr Smiley said that had tried to make contact with the Village Hall committee a while ago but had never heard back. Linda Carr expressed surprise at this news and they agreed to discuss this further. Dr Smiley explained that the children loved pop up tunnels to climb through, but they were worn out, they would like a new pop up tent, some push along toys and pushchairs, and some ride on toys, Lego, bricks and dressing up. He said that he isn't aware that the group had ever had a Parish Council grant before and requested that the council consider a grant. He estimated they would need something in the region of £300 but that he wasn't expecting it all from the council.

Councillor C Rudd offered to give any extra toys she was offered at her nursery to the group.

Councillor J Trodden asked if it was voluntarily run one day a week, to which Dr Smiley replied it was, and that it was open to everyone in the village, and that they also have families from Bordon and Liss who attend. He explained they have about 10 to 20 families a week and they tea and coffee is available. He explained that the children are of any age from babies to when they start school or some move to the nursery next door before school. He said about half of the attendees were from Greatham.

Councillor C Rudd suggested that the pre-school learning alliance might be a source of advice for the group with regard to possible funding.

Councillor J Trodden stated that he felt any small voluntary group that is set up to help mums feel less isolated and for children to interact has to be encouraged.

Councillor D Jerrard observed that £350 seemed a lot as the council have only £5,000 to spend after the clerk's wages and £500 recently went to the CAB.

The Chairman stated that the council give £500 to the CAB every year and Councillor S Jerrard agreed that this would be a one off payment. It was the general consensus that toys are expensive and that purchasing them new would easily spend that figure and not get much. Dr Smiley assured the council that his group of mums were clued up on things like NCT sales to buy some good quality second hand items as well as new.

Councillor Vaughan Clarke warned of the need to check that the council could award this amount from Section 137, the Chairman reassured him.

Councillor J Trodden proposed that the council award a grant for £350 to the play group for the purchase of toys. Councillor C Rudd seconded the proposal. All councillors voted in agreement to award the grant. Dr Tom Smiley thanked the council.

**Action AH**

## 20. Report from Greatham Village Hall

Linda Carr (Secretary of the Village Hall Committee) handed a report to the Chairman, who read it out. The report is filed with these minutes.

Councillor D Rudd then raised the subject of the location of allotments as he did not think the land at the Village Hall was appropriate and that the Parish Council had not done enough to look for other suitable land and that there was no 'paper trail' to establish this.

Councillor J Trodden stated that he had to disagree, that he had asked local landowners who had all said 'no', and that he should not reveal who had said no, and would not publish their names.

The councillors were reminded to address The Chairman.

Councillor D Jerrard said that he thought there should be a proper paper trail with requests in writing, as there was a paper trail to a point, in that the council had the requisite minimum six requests in writing from people wishing to have an allotment. He suggested an easy solution was to have a standard letter sent to the largest landowners by the Clerk. The Council should identify the landowners to do this.

Councillor J Trodden asked for clarification as he said he thought that the council had established a paper trail. He stated that if a councillor, who is a trusted member of the community, is asked to do something and reports that he has done it, it should be taken on trust. He said that he thought this is a delaying a tactic.

Councillor C Rudd stated with no disrespect to Councillor Trodden personally, that people WILL ask and if the council do the letters it can stop them.

Councillor D Jerrard emphasised the discussion had nothing to do with a lack of trust but was entirely about being able to say to the public, that we did send a letter, and that the council has made efforts to find land.

The Chairman added that when this issue was first raised the council all agreed that the right approach was the informal approach, now given time, views have changed, in the current circumstances, there is a need for a paper trail. He also reminded the council that an open invitation did go in the parish magazine last year.

The Chairman stated that he doesn't think this is a delaying tactic on behalf of the Village Hall committee and a proposal to write letters could potentially be supported.

Councillor D Jerrard proposed that the council identify local landowners, and that the clerk write to them to request any available land be considered for allotment use. Councillor A Cheesman seconded the proposal. All councillors voted in favour, except Councillor J Trodden who abstained.

**Action AH**

Councillor J Trodden asked if the council would write to the people who own the Village Hall land.

Linda Carr explained that the land was owned in Trust and managed by the Trustees on behalf of villagers. Councillor Trodden then asked if the general consensus of the people of the village should be established.

Susan Booton asked to address the chair, she then declared that she is horrified by the Village Hall Plan for the field with high fencing and allotments and that most residents are NOT aware of the plans and they should be better informed. She said she has spoken to several local householders who did not have a clue.

Linda Carr responded that a questionnaire had been sent to every household.

Councillor D Jerrard contributed to the discussion by stating that with respect, the question of whether the Village Hall land is to be used or not is not a Parish Council matter, that Councillor J Trodden has requested that a letter requesting land for allotments goes to the Village Hall Trustees and that can be done.

Councillor C Rudd stated that not everyone who wants an allotment will get one at the Village Hall and there may be a bigger piece of land elsewhere.

The Chairman thanked everyone for their comments but reminded everyone that the Council are concerned with establishing if anyone else can provide land. He asked when the AGM of the Village Hall was.

Linda Carr responded that it is in June 2012.

The Chairman brought this debate to an end by stating that the report from the Chairman of the Village Hall committee has been read out at this meeting and if people have issues or question then they should go to that meeting. He then asked if Daniel Field, of the allotments association wished to say anything.

Mr Field expressed the concern that writing to landowners might take a long time, and asked what the timescale could be.

Councillor D Jerrard stated he saw no reason why the letter could not go out in the next 2 weeks, but the replies are not so easy to control. Councillor D Jerrard stated that the deadline which should be met is the meeting of the Village Hall AGM. (19<sup>th</sup> June). The Chairman said that we should ask for replies to be back in, in time for that meeting.

Jacqui Cheesman suggested that local estate agents be approached since there may be landowners who don't live in the village and asked if the allotment association had provided the Parish Council with a list of landowners to approach in an attempt to help them. Councillor D Jerrard stated that establishing landownership is a matter of accessing a public document i.e. the land registry and the Chairman stated that it was necessarily the allotment association's duty to provide a list of landowners.

## 21. Parish Council Finances

- The Clerk presented a summary of the council bank balances, payments and receipts.
- Councillor C Rudd proposed and Councillor J Trodden seconded the proposal to approve the annual return, subject to audit; and to confirm that the council had considered its risks, and management of those risks as appropriate. All voted in favour of the proposal.
- Two signatories (Cllrs P Larner, C Rudd) signed the bank mandate to remove signatories on the bank account no longer required.
- Councillor A Cheesman proposed to pay the Clerk a monthly salary (currently £433.33) by standing order from the Reserve bank account and to pay any approved overtime hours by cheque, on production of a timesheet, at the relevant council meeting. Councillor S Jerrard seconded the proposal. All councillors agreed.

## 22. Insurance renewal

The quote of £1,304.41 was considered as reasonable and the level of cover satisfactory in relation to identified risks. Councillor J Trodden proposed to accept the quote and make payment, and Councillor A Cheesman seconded the proposal. All councillors agreed.

**23. Approval of Payments**

The Clerk presented the following payments for approval.

Payee	Purpose	Amount
Mrs. Ann Hart	Salary hours @10 per hr (from 22 <sup>nd</sup> March to 31 <sup>st</sup> March 2012	£145.00
Mrs. Ann Hart	Salary 1 <sup>st</sup> April to 30 <sup>th</sup> April 2012	£433.33
	<b>Total</b>	<b>£578.33</b>
LWB Horticulture	Grass cutting 22 <sup>nd</sup> March Invoice no 0615	£45.00
LWB Horticulture	Grass cutting 10 <sup>th</sup> April Invoice no 0623	£30.00
	<b>Total</b>	<b>£75.00</b>
HALC	Finance for Councillors course Invoice 9769	£36.00
HALC	Nuts and Bolts Clerks course Invoice no 9787	£36.00
HALC	HALC Affiliation Invoice 9879	£243.00
	<b>Total</b>	<b>£315.00</b>
Came and Company	Insurance from 1 <sup>st</sup> June 2012 to 31 <sup>st</sup> May 2011	£1,304.41
Online Playgrounds	New Swing	£34.80
Viking Direct	Paper, printer cartridges, stationary	£101.62
GVEC	Grant for Jubilee Street Party	£750.00
	<b>TOTAL PAYMENTS</b>	<b>£3,159.16</b>
Transfer from reserve to current account	To cover above payments	£2,000

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

**Action AH**

**24. Correspondence** – To discuss items of correspondence received:

Date	From	Details
(i) 13 <sup>th</sup> April	EHDC	Email: Unauthorised Encampments – practical guidelines for identifying and reporting. From Hampshire Constabulary. - For future reference.
(ii) 17 <sup>th</sup> April	Ken Moon EHDC	Email: Explanation why there will be no referendum on the Eco Town. –for information
(iii) 19 <sup>th</sup> April	Victim Support	Letter: Requesting donations – for Discussion and response
(iv) 23 <sup>rd</sup> April	Sue Halstead EHAPTC	Email: Requesting by 15 <sup>th</sup> May, any comments on Community Forums from councillors who have attended. – For discussion and response
(v) 4 <sup>th</sup> May	EHDC	Email: Reference document for Information regarding HARAHA – (Hampshire Alliance for Rural Affordable Housing) new website and newsletter for future reference when considering local plan



The following comments were made:-

**Item (i)** – Councillor D Jerrard stated this will be discussed in planning meetings as it is an important issue but there is no need to discuss it today.

**Item (iii)** – Councillor J Trodden felt that the council is duty bound to help support victims of crime as he has seen crime in the village and it's a worthy cause. A discussion followed in which Councillor A Cheesman suggested the same amount should be donated as was donated to the CAB i.e. £500. Concern was expressed by Councillor D Rudd not to give too much away. Councillor D Jerrard suggested that £100 be more appropriate since we have a specific power to support the CAB. Councillor J Trodden suggested £5 a week, which is £250.

The Chairman asked for proposals. Councillor J Trodden proposed £250 and Councillor D Jerrard offered a proposal of £100. The Chairman asked for any councillors to second both proposals. Councillor A Cheesman seconded the proposal for £250. No one seconded the proposal for £100. The Chairman asked for a vote on a proposal for a £250 donation to Victim Support. The proposal was supported by 4 councillors; they were Councillor S Jerrard, A Cheesman, D Rudd, and J Trodden. Councillor C Rudd voted against and Councillor D Jerrard abstained. Since the proposal was supported by 4 votes to 1 there was no need for the Chairman to vote.

**Action AH**

- 25. Whitehill and Bordon Eco- Town – Traffic Management Study Draft Report** – Councillor J Trodden stated that this was a very important thing to be involved in given the projected increase in traffic in the future. He volunteered to read the report and meet with the Transport Planner. Councillor D Rudd and A Cheesman also volunteered. Councillor D Jerrard suggested that as Councillor A Cheesman had earlier in the evening been appointed as the representative for the Eco Town Standing Conference, it would make sense for him to go. Councillor A Cheesman and Councillor D Rudd were happy with this suggestion.

The clerk will email the report for the councillors to study and arrange a convenient time for the meeting on 14<sup>th</sup> June.

**Action AH/ JT/ AC**

- 26. Reports from of outgoing representatives of Organisations, Outside Bodies, Working parties and Groups-**

a) **Playground** – Councillor A Cheesman

- Playground inspection - The inspection was conducted on 2nd May. The Councillor reported that a medium risk that was identified that the council is not responsible for is the tarmac on the Basket ball area. Councillor C Rudd will take this information to the Village Hall committee. **Action CR**
- A second replacement swing (£34.80 inc VAT and postage) has arrived and will be fitted this week. **Action AC**
- Update the council with research findings into notices / and zip wire – A report was requested for next meeting to present the council with options. Councillor J Trodden offered to send some supplier information to Councillor AC.

**Action AC/ JT**

b) **Highways and Public Transport** – Councillor D Rudd

c) **Footpaths** – Councillor C Rudd

d) **Allotments** – Councillor J Trodden

e) **Tree Warden** – Councillor J Trodden reported a neighbour dispute involving a tree.

Councillor C Rudd reported an issue with a dispute involving a holly bush.

**Action JT**

f) **Greatham Village Hall** – Councillor C Rudd

- g) **Coryton Trust** – Councillors D Jerrard & D Rudd - Councillor D Jerrard reported that he had attended the last meeting of the trustees on 12<sup>th</sup> April 2012 where it was reported that there had been a police raid on one of the Almshouses for an alleged driving offence. Other sad news was that the tenant of No. 4 had died and the Chairman, Mrs. Cartwright and Mr. Healey attended the cremation on behalf of the trustees. This meant that there was a vacancy and there was a proposal to fill that vacancy. Mr. Lindsey, who was chairman of Liss Parish Council at the time, then raised questions on the constitution and it was resolved that all Trustees would be sent a copy, but they haven't been. Councillor D Jerrard stated he had his own copy, and Councillor D Rudd also stated he had a copy.
- h) **Blackmoor Recycling Liaison Panel** – Councillor D Jerrard
- i) **HALC/ EHAPTC** – Councillors P Lerner, C Rudd & D Jerrard – Councillor D Jerrard reported he had attended the last meeting and there was a continuing discussion on police actions.
- j) **Old Church** – D Rudd reported there was a meeting held on 30<sup>th</sup> April. He confirmed the members of the committee and reported that they are to an open day on Sunday, manned by Trustees. He asked Councillor D Jerrard for copies of the books of the history of Greatham. He reported they are to hold a Tea Party on 9<sup>th</sup> September (2pm to 4.30pm). The Chairman asked if they were going to formally celebrate the birthday to which Councillor D Rudd responded that subject didn't arise but suggested that they could do that in September at the Tea Party. The Chairman suggested that it would be nice if children in the village could come and blow out the candles.  
Councillor D Rudd asked about the whereabouts of the Village Hall's old sign so that the Old Church may use it as previously discussed with the committee. Joyce Coffin replied that she would find out.  
The Chairman and Councillor C Rudd both stressed that the 9<sup>th</sup> September should be a birthday party.

*Action DR*

- 27. To consider formation of working party consisting of working party consisting of councillors and clerk to review 'Standing Orders'** - Councillor D Jerrard suggested that this was a good idea but it would take longer than a month to do it, as from experience in Bramshott and Liphook Parish it has taken a year and it is not finished. Councillor C Rudd proposed a working party, consisting of herself, the Chairman and the Clerk. Councillor D Jerrard seconded the proposal and all agreed.

*Action AH/ CR/ PL*

**28. Items for next meeting –**

- I. **Progression of 'Welcome publication / guide for new villagers.** *All*
- II. **Report on bench; location, type and cost.** *AC/DR*
- III. **Playground Inspection review – to consider action** *All*

In addition Councillor A Cheesman wished for the council grass strimmer to be rehousing and suggested a discussion at the next meeting. *Action AH*

- 29. Next meeting-** It was agreed that the meeting would be recorded, the agenda would be annotated with key points, and the minutes could be documented from that recording.

- 30. Date of next meeting** – the Chairman reminded the councillors that the next Parish Council meeting will be Monday 11<sup>th</sup> June 2012 and if there is a planning meeting it will be Thursday 31<sup>st</sup> May 2012.

- 31. Close of meeting** - The meeting was closed at 9.45pm

## Action Summary

5.3.12 Item 4	PL	Chairman to update website with meeting dates	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
2.4.12 Item 17a	AC	Councillor to advise on repair of zip wire or source new one	Open
2.4.12 Item 19	AH	Clerk to investigate the process for time limiting parking in the lay by on A325.	Awaiting info
2.4.12 Item 24	PL	To review with the clerk terms and conditions following discussion in exempt session	Open
14.5.12 Item 9	AH	To invite Mr Booton to the next council meeting and include the Liss, Greatham and Hawkley Friendship Fund Trustee appointment on next Agenda.	Open
14.5.12 Item 19	AH	To include for approval of payments in the next Agenda a grant for £350 for Tot Stop	Open
14.5.12 Item 20	AH	Clerk to write to all identified landowners requesting any available land for allotment use.	Open
14.5.12 Item 23	AH	Clerk to process payments	Open
14.5.12 Item 24(iii)	AH	Clerk to write to reply to Victim Support and arrange payment of £250 at next meeting	Open
14.5.12 Item 25	AH/ JT/AC	Clerk to forward electronic copy of Eco Town Traffic Management Report to councillors and arrange meeting time. Councillors to read and prepare comments/ questions for meeting on 14 <sup>th</sup> June	Open
14.5.12 Item 26 a)	CR	Councillor to forward findings of playground H&S inspection report to Village Hall concerning tarmac basketball area	Open
14.5.12 Item 26 a)	AC/JT	JT to provide AC with supplier information for signage.	Open
14.5.12 Item 26 e)	JT	Councillor to investigate dispute with holly bush and parking issues	Open
14.5.12 Item 26 j)	DJ	Councillor to provide copies of the History Of Greatham for Old Church Open day on Sunday 20 <sup>th</sup> May	Open
14.5.12 Item 26 j)	DR	To take to the Old Church committee council request to make the Tea Party a 750 yr old birthday party	Open
14.5.12 Item 27	AH/CR/PL	To meet as working party to review standing orders	Open
14.5.12 Item 28 i	All	Clerk to distribute copies of draft villager guide for comments/ updates and include in agenda. Councillors to contribute to content	Open
14.5.12 Item 28ii	AC/DR	To report on location and cost and type of bench for Bakers Fields	Open
14.5.12 Item 28 iii	All	Clerk to include in agenda, review of Health and Safety of playground and all to consider corrective action	Open
14.5.12. Item 28	AH	To include in agenda item of strimmer	Open