

# Greatham Parish Council

## Minutes of the Annual General Meeting held at Greatham Village Hall on Monday 11<sup>th</sup> June 2012 at 8.00pm

**Present** Chairman P Larner, Councillors A Cheesman, D Jerrard, S Jerrard, J Trodden, D Rudd,  
County Councillor Vaughan Clarke  
6 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. He informed the public that the meeting would be recorded for the benefit of the Clerk who is on holiday. 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

The council were informed that The Clerk was absent due to a holiday and that Councillor D Jerrard would be leaving early to attend another meeting. The Chairman also reported that Councillor C Rudd would be absent due to a bereavement and stated that all the councillor's thoughts are with her at this sad time, and that she will be missed from this meeting.

### 3. Declarations of Interest

There were no declarations of interest.

### 4. 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 was a request for the bridleway to be discussed and the Chairman said it could be discussed at Agenda Item 11.

### 5. Minutes of the Annual General Meeting and Parish Council meeting on Monday 14<sup>th</sup> May 2012

The minutes were reviewed. 2 minor spelling mistakes were corrected before Councillor D Rudd proposed that they be accepted as a true and accurate record of the meeting. Councillor A Cheesman seconded the proposal. All councillors agreed.

### 6. Matters arising from the Annual General Meeting and Parish Council meeting on Monday 14<sup>th</sup> May 2012

Councillor D Jerrard reported that planning permission had been given for 1 Kingshott Cottages to be made into 2 dwellings. He reported that he is merely reporting it as the Clerk had reported it to him. He continued that he was personally upset that the District Council had allowed another application to increase the number of houses and therefore traffic close to the brow of the hill, after a new house had also been given permission. He stated that he wondered how these applications were going through. Councillor D Rudd agreed and stated that it appears that EHDC are not taking note of the Parish Council concerns and suggested that the Parish Council write to them. Councillor S Jerrard pointed out that building work seemed to even have started before the permission was granted. Councillor D Jerrard pointed out that this issue leads him to the point where we were asked by HALC to support the private members bill to give Parish Councils the right to appeal, and that Damian Hinds had written to us and other Parish Councils to inform us that it didn't progress through the ballot stage and so it was dead in the water, which is nonsense with the concept of localism; as we don't have any

powers. The Chairman asked if it would make any difference writing to EHDC, and Councillor J Trodden added that it makes one wonder why, when the PC discuss planning matters, visit neighbours, get opinions and represent the people, not personal views, they are ignored. He said that it should be a strong letter, he also pointed out that EHDC refused a canopy on the local shop but allow permission to applications with traffic issues. Councillor D Jerrard agreed that the letter wouldn't do any good, but unless there is protest and a build up of protest there can't be any cultural change. The Chairman then asked for a proposal. Councillor D Rudd proposed that the PC draft a letter to EHDC and Councillor J Trodden seconded the proposal. The Chairman of the Planning Committee and the Clerk were actioned to draft the letter.

**Action DJ /AH**

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

Meeting Date / Agenda Item	Who	Action	Status
5.3.12 Item 4	PL	Chairman to update website with meeting dates	C/F
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. *	Closed
5.3.12 Item 18	AC	Councillor to research signs for playground – to report next meeting	C/F
2.4.12 Item 17a	AC	Councillor to advise on repair of zip wire or source new one **	C/F
2.4.12 Item 19	AH	Clerk to investigate the process for time limiting parking in the lay by on A325.	Closed
2.4.12 Item 24	PL	To review with the clerk terms and conditions following discussion in exempt session	C/F
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.	Closed
14.5.12 Item 19	AH	To include for approval of payments in the next Agenda a grant for £350 for Tot Stop	Closed
14.5.12 Item 20	AH	Clerk to write to all identified landowners requesting any available land for allotment use.	Closed
14.5.12 Item 23	AH	Clerk to process payments	Closed
14.5.12 Item 24(iii)	AH	Clerk to write to reply to Victim Support and arrange payment of £250 at next meeting	Closed
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	Closed
14.5.12 Item 26 a)	CR	Councillor to forward findings of playground H&S inspection report to Village Hall concerning tarmac basketball area	C/F
14.5.12 Item 26 a)	AC/JT	JT to provide AC with supplier information for signage.	Closed
14.5.12 Item 26 e)	JT	Councillor to investigate dispute with holly bush and parking issues	C/F
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	Closed
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	Closed
14.5.12 Item 27	AH/CR/PL	To meet as working party to review standing orders	C/F
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	C/F
14.5.12 Item 28ii	AC/DR	To report on location and cost and type of bench for Bakers Fields	C/F
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	Closed
14.5.12. Item 28	AH	To include in agenda item of strimmer	Closed

\* an action was given to the clerk to take this item forward.

\*\* Councillor A Cheesman reported the cost of the repair to the zip wire would be in the region of £365

**8. Report of County Councillor**

Councillor Vaughan Clarke read out his report which included information on the number and type of schools in Hampshire, including academies. The full report is filed with these minutes.

**9. Report of District Councillor**

There was no report.

**10. Report from GVEC on the Jubilee Street Party and request for funding for Fireworks.**

Jane McDonald of GVEC reported that the sun shone on the street party, that a lot of villagers turned out and GVEC received lots of help on the stalls and the cakes. She presented the following figures.

INCOME		EXPENDITURE	
Greatham Parish Council	750	Bunting, flags etc	229.44
Stalls	76	banquet rolls etc	121.43
Sales of Burgers	533.1	Food& Drink	259.8
Donations	27.25	Prizes	22.95
		Printing	35
		Childrens'entertainment	550
<b>Total income</b>	<b>1386.35</b>	<b>Total expenses</b>	<b>1218.62</b>
<b>Profit</b>	<b>167.73</b>		

She reported that the £167.73 goes towards the Children’s Christmas Party.

On the subject of Fireworks Jane McDonald stated that GVEC felt under pressure to do fireworks again this year. She reported that last year the income for the fireworks consisted of £1000 from the Parish Council and £954.32 made on the night. She reported that the expenditure was £1848.04 so they made a profit of approximately £106, in contrast the previous year which lost £600. She used this difference in fortunes and potential risk to illustrate how a Parish Council donation means whether the event goes ahead or not. She emphasised that GVEC as a non profit making organisation cannot sustain a loss. The anticipated cost for 2012 was presented as £1718 which included £1200 for fireworks and the remainder was for Insurance, Tens, St Johns Ambulance, Marquee, and Village Hall Hire.

When asked by Councillor D Jerrard how much GVEC was requesting for the event Jane McDonald replied that they would like to request £1,200 to pay for the fireworks.

Councillor D Rudd asked if the council could only donate a certain amount, but Councillor D Jerrard assured him that S137 didn’t have to be applied since there would be other powers to sponsor an event. Councillor D Jerrard asked what the PC had budgeted for, for fireworks. The Chairman stated that last year the PC donated £1,000 on the basis that the event was free and that surplus money made by GVEC from the BBQ and donations would go to the children’s party.

A discussion then followed between the councillors, Jane McDonald, Richard Gravelle and Councillor Vaughan Clarke which raised the following issues:

- a) Whether or not an entrance fee could be charged,
- b) Whether more could made of the event to build income and make future events more self sustaining,
- c) Whether the Parish Council could help by providing insurance.
- d) Whether local businesses could sponsor the event.

In response to those issues the following comments were made;

- a) On the matter of an entrance fee, Richard Gravelle suggested a small fee, and Councillor D Rudd suggested perhaps a nominal fee of £2 per head. The Chairman explained that the issue of previous years was that they only get the money in if people turn up and it is dependant on the weather so the idea of the PC sponsoring the event is to remove the risk to GVEC and to give something back to the village. He also expressed his concern that if the PC makes a donation of some sort then members of the village have already paid through their council tax so if they are asked to pay on the gate it would be double charging. With regard to non villagers enjoying a free

- event, he expressed the hope that they would spend money on the night with donations or purchases.
- b) Jane McDonald explained that they don't just provide fireworks they do try and make money with a BBQ and refreshments including mulled wine, candy floss, and soup. The sell glow sticks and have had fair rides, a steam engine, and even Halloween costumes. Councillor D Jerrard joked that he would have a stall to sell the History of Greatham books for £2.
  - c) With regard to the issue of insurance Jane McDonald explained that it is the person or organisation actually letting off the fireworks that has to hold the insurance. The Chairman explained that the PC does have insurance cover for fireworks but that they don't have any suitably qualified pyrotechnicians.
  - d) With regard to the possibility of local business sponsoring the event it was widely acknowledged that this was unfeasible given there were not large enough or enough of them.

The Chairman asked for a proposal from a councillor to make a donation or not. Councillor D Jerrard said that if the expected cost for fireworks would be £1,200 then the Parish Council should consider that figure and note that it is £200 more than in the budget.

Councillor A Cheesman asked if the VAT could be claimed back. Councillor D Jerrard replied that if GVEC were buying them, then no. He continued that if the PC bought them and donated the fireworks then the VAT could be claimed back.

An action was given to the clerk to investigate if the council could buy the fireworks and claim the VAT and if the PC could help with the insurance.

**Action AH**

Councillor A Cheesman proposed that the PC make a maximum donation of £1200 inc. VAT to the event or buy the same value of fireworks and donate those. Councillor Susan Jerrard seconded the proposal. All agreed.

**11. Reports from representatives of Organisations, Outside Bodies, Working Parties and Groups – The following items were discussed.** The following items were discussed. No reports were received for the other items.

- d. **Footpaths and Bridleways**– Councillor C Rudd and Mrs Booton – It was reported that work started on bridleway 11 on 29<sup>th</sup> May 2012 and was completed on 1<sup>st</sup> June 2012. Mrs D Roache asked if anyone had been down the path and Councillor A Cheesman reported he had the day before and that there was one spot which is very boggy. Mrs Roache reported that she had used the path on Sunday and it had been fair, but that morning it is very boggy and it is under water. Councillor D Jerrard asked if this was due to the heavy recent rain. Mrs Roache replied that 'we all believed that it would all be repaired and resurfaced throughout, and brought above the level it was previously'. She said it was horrific. She stated that on Sunday it was 'rideable' but that on this day it was dangerous, that it had been dug out lower, so the water was sat on it, and the resurfacing probably doesn't total more than 20 metres. She said that when 'you come off the scalped areas into the mud there are big dips and I would say it's dangerous'. Councillor D Jerrard asked for Mrs Booton to quote. Mrs S Booton added that before the rain she had thought it was reasonable, but to be fair after all this rain what would be dry? The Chairman stated that if the bridleway was not fit for purpose then we would need to go back to the contractor and pointed out that the M25 was under a foot of water recently. Mrs Roache replied that she thought she had expected it to be all resurfaced, not hit and miss and that in six months it would be back to square one and that she was really disappointed.

Councillor J Trodden reminded the council that he is a civil engineer and that he had had a couple of complaints from people who were not at the meeting. He said he had walked the length and he was appalled by the job. He said they had scraped off mud in patches. Councillor Trodden said that over the years there is a dip in the bridleway created, he said that what he specified is that 'you go in with machinery pull off the edges, infill with road plainings which are cheap and put in proper drainage ditches, not a four inch pipe across a stream that will never take the water'.

Councillor D Jerrard suggested that Councillor J Trodden and Mrs Booton get together and put together the issues for the clerk. The Chairman clarified that he suspected that no payment had been made for the work so if a list was compiled the builder could respond to the concerns. Councillor D Rudd stated he would have expected a 9 inch pipe, they have scraped out and the water has got nowhere to go. The Chairman reminded the council that the project is funded with grants so the funding bodies will want to be involved and the owner should also be.

*Action JT/SB/ AH*

- m. Eco-Town Standing Conference - Cllr A Cheesman – the last meeting was 31<sup>st</sup> May. He reported that the creation of the Eco-Town will produce 5,500 jobs by 2027 and that some of the barrack buildings might be kept as buildings of interest.
- n. Joint meeting of SDNPA and HALC – Councillors D Jerrard and D Rudd – Councillor D Jerrard reported that both councillors went to the last meeting and that SDNP were having problems with the online planning system and making comments.
- o. CTCG – Councillors A Cheesman and S Jerrard attended the meeting of 16th May. Councillor S Jerrard reported on the Speedwatch scheme highlighted at this meeting. She reported that if 14 Parish Councils got involved then the cost would be £500 each. The deadline to get involved has now passed but the view was it would come up again.

## 12. Search for Allotment land update.

Councillor D Jerrard explained that the Clerk had identified local landowners and that 29 letters had been sent out requesting any available land for allotment use, either to purchase or rent. Councillor D Jerrard reported that there was some advertised land 'The Glebe'. The agents were Carter Jonas (Agents for the Diocese of Portsmouth). Plans of the land were distributed. Councillor Jerrard explained that the land had become available because the church had put the rent up and the previous tenant said he didn't want it. He explained that the Parish Council had written to the agents and they had replied offering to lease some or all of the 9 acres. He explained that the agent suggested an ongoing rate of £400 per acre per year and suggested subletting the excess land. The Agent had offered to meet with the council representative(s) after 19<sup>th</sup> June. Councillor D Jerrard reported that at the Clerk's suggestion he and Councillor A Cheesman had been to have a look at the land, and ironically it is on the other side of the road to where allotments used to be. Councillor D Jerrard went on to explain that there is a footpath access from Church Lane but that there is no provision for parking in Church Lane. He continued that at the other end, i.e. Selborne Road there is a place for access for tractors. He stated that the land is good land with top soil from Le Court and it struck them as potentially good. He suggested that the PC could put in allotments with access from Selborne Road, put some surface in for parking and potentially sub-let excess land for grazing at less than £400 per acre. He explained that when he telephoned the agents the agent had made it clear that a Parish Council would be considered a favourable long term tenant. He stated that there is another party interested in the land. Councillor D Jerrard said he would be happy to agree some yearly renewable agreement in order for the Parish Council to get the land. He said that planning permission would need to be considered, i.e. for change of use and also potentially there could be grants available, according to the agents, from SDNP for community projects for example. Councillor D Jerrard went on to say that he and Councillor Cheesman agreed to talk to the allotment society as soon as possible and (addressing Mr Daniel Field directly), he explained that he would have spoken to him before today but this had all come up in recent days and other councillors have had personal issues. This possibility is in an embryonic stage but he has told the agent that he had a meeting tonight and he would try and get back to him to say what the position was. He said that obviously this issue interlinks with the Village Hall and what comes out of that meeting. Councillor D Rudd spoke to ask if Developers Contributions could be used to fund part of the allotments and continued to say that if the Allotment association think that The Glebe is ideal then there would be enough space for all those who want the allotments, which are about 40.

Daniel Field replied that to think long term they intend to be sustainable and keep a waiting list, so would not want so many, as invariably some people will drop out, and they aim to be able to fill the holes left when they do. He continued that they wanted to keep it to a sensible size. He also said that the thing

about the allotment is to create a community project in the heart of the village, and the ideal would be to have the allotments at the village hall where the children can play nearby and there is already car parking. They would try not to make it look like a shanty town, and he cited Selborne allotments, close to football pitches and play area as a 'gorgeous' example.

The Chairman stated that as a Parish council they have an obligation to research and find options. The Village Hall is effectively private land. The Glebe is available but there is no point in pursuing it if it is not suitable. He stated that the first thing which needs to be done is to look at it, say if the ground is right and the location suitable to the allotment association. We can then proceed to look at other the issues. Councillor D Rudd suggested that they ground at the Glebe would be superior to the Village Hall land which consists of clay.

Daniel Field agreed that the land probably is and that it might take 6 to 12 months of work to get the soil into growing condition at the Village Hall but that they are 2 years into the project, and it's taking a long time to get going and they have still managed to maintain a level of interest.

The Chairman pointed out that the challenge is that the council has to be seen to be following a proper process and the council only have 11 meetings per year and the PC went along one route and there was a change of view. He requested that Daniel Field, with others from the association, look at the site and if they think it appropriate then the Council can investigate permissions required and keep the Village Hall Committee updated. Councillor D Jerrard added that the most important thing is that the allotment association should try and look at it, and have an immediate view on whether it was worth pursuing and then have a meeting as fast as possible as the Village Hall Annual meeting was scheduled for the next Tuesday and this was going to be an issue, and the Parish Council and the Village Hall would need as much information as possible to discuss the options.

Councillor Trodden stated that he would rather go with the family view of a shared pastime which he said is what the Village Hall land was left for, i.e. the Recreation of the people who live in the village. He believed it belonged to the people of the village (not the Village Hall committee) and if enough people express a wish to use that land why should it be withheld? He added that the cost of getting supplies to the land needs to be considered. For example water at the Village Hall site will only cost £750. Whereas no council will give access off Selborne Road and the cost of a car park for 10 cars and connection of water could be in excess of £6,000. He stated that everything is at the Village Hall and that the allotment association and the council should get together in the next 24hrs.

Mrs Booton questioned the width of the access off Selborne Road, and this started a debate amongst the public. Councillor D Jerrard stated that no doubt a lot of research has to be done. It could be a community project which could attract funding, which although not close to the centre of the village it would be a good idea to explore. He added that Mr Langford would come and visit on site with the council after 19<sup>th</sup> June 2012.

The Chairman made the point that whilst there may be 40 people who want the allotments and 39 of them say they don't want them there, (The Glebe) then the Parish Council would be in the position where potentially the council have found some land but there is no interest. The first thing is to establish if the land is a potential site for the association.

Daniel Field stated that their next meeting was the next day, so he can speak to members of the association. Councillor J Trodden asked if councillors may attend this meeting and Daniel Field replied 'yes'. The Chairman asked if Councillor Trodden would attend and requested Daniel Field come back to the clerk and himself with their views. At this point Councillor D Rudd asked Daniel Field why the Parish Council doesn't seem to get much feedback from the allotment association.

Daniel Field replied that with all due respect that whenever he has attended a meeting it has always been 'put to bed' and passed back to the Village Hall. He continued that he came and presented a budget at the PC request, met with Councillor Trodden with regard to finding land whenever asked so he didn't see what else he could do. He continued that Councillor Rudd gets information from the Village Hall, as is Councillor C Rudd, which they could easily feedback to the council and if that was a criticism he felt it wasn't very just.

The Chairman brought the debate to a close and expressed the wish to take this forward. He re iterated the process would be followed and result could be that the allotment association might say they are interested in the Glebe, and if the Village Hall don't want to offer land then the PC will have to investigate the issues of planning permissions, access, water and go through those steps to see if it is feasible.

Councillor D Jerrard left the meeting to attend another Parish Council meeting.

**13. Playground Review**

- a) Councillor J Trodden stated he knew about the issue of the grass clippings, and the solution was to let them lie to rot back into the soil. It had been resolved and was no longer an issue.
- b) Councillor A Cheesman will present information at next meeting
- c) Councillor A Cheesman reported that he previously had had John Coney come from Hampshire Playing Fields Association and he looked at last years H&S report with him. Councillor Cheesman interpreted the issue of entrapment, to mean within the area, and the current guidelines suggest gates open outwards from a play area, as an anti bullying measure. The Chairman sought clarification on this current report and whether it meant entrapment of fingers or within the area. He read the wording of the report, which mentioned adjustment to fit buffer, and step and to adjust gate post, to alter size of gaps. He said this would need looking at. With regard to the surfaces the Chairman stated more information would be required, but he personally found the issue of the hedge obscuring the view of interest and he always thought it was silly that you couldn't see the facilities. He actioned the clerk to raise this issue with the Village Hall, and checked with Councillor Cheesman if he could look at the report and understand the issues so that the council would know what is required.

**Action AH/ AC**

- d) The Chairman then addressed the future of the playground. Councillor Cheesman stated that it is well used and that people from outside the village have told him it's the best for some distance. The Chairman read out some information prepared by the clerk to put the issue in context. It stated that it was installed in 2003 and the drainage work was done in 2009. There is no sign of rot to the posts, it was tested last year, given its age and will be tested next year. The lifespan of the posts cannot be predicted. The main current hazard is slips and trips due to the surface inadequacy due to mud and soil erosion. A new surface could cost 30k but the council will need to consider if worth doing in isolation or with a refurbishment / replacement if the play equipment is coming to end of life, but can't predict when that would be. Councillor Cheesman stated that the zip wire end nearest the village hall is permanently underwater. The Chairman said that the posts aren't rotten yet so probably a long term view of 3-5 years would need to think about replacement, in conjunction with what the Village Hall are doing. Councillor Trodden stated that the drainage is inadequate. The Chairman responded that it does have to cope with the fact that the field is not drained properly. Councillor Trodden then stated that he wasn't happy with that work; the issues were not addressed as per the specification he submitted, which is what has happened with the Bridleway. He said that it seemed to him that you can get asked for a specification and then you get a contractor to do it for twice the price and half the specification. Councillor D Rudd responded that there were plans to completely drain the field specified by the Playing Fields Association and he could let Councillor Trodden have a copy. Councillor Trodden said that it would not be necessary but as a local engineer, councillor and a villager they have said I need not apply, that they want a specification from him, and for him to oversee the work but not to put a price in! Councillor D Rudd responded that he had the same problem.

**14. Traffic Report**

- a. The reminder to council that Councillor J Trodden and A Cheesman will meet with Chris Williams on 14 th June at 6pm at Forest Community Centre, Bordon, to discuss the previously circulated Whitehill and Bordon Eco-Town – Traffic Management Study Draft report was given.
- b. The parking issue in the lay by of A325 was acknowledged by Councillor Trodden to be no longer an issue.
- c. Liss Parish Council has offered potential 8 available weeks per year for GPC to hire their speed activated signs. The Chairman started the discussion by clarifying that we don't yet know the hire fee. Councillor Cheesman said that if the council were to constantly have signs around the village then people would get blasé bout it so 8 weeks is probably all that the council and village would need. Councillor D Rudd asked if the council could chase the Highway department for information on the proposals they had taken from us, as the council had asked for some signs in the village. Councillor Cheesman responded that the Eco Town were also proposing to introduce 20mph limit at the school, some cushions, signs, and mini roundabout. An action was given to the clerk to chase HCC.

**Action AH**

The Chairman asked if the council wanted to accept the offer from Liss to which Councillor Trodden responded with the question of who was going to put them up, and take them down and maintain them. Who would be qualified to do that, as he wouldn't go up a ladder? He considered it all a nightmare and expressed the opinion that if the village were going to have them then they should have the permanent ones, yet the council are told that they can't have them, yet everywhere he goes there are some. The Chairman asked to get back to the agenda, and Councillor D Rudd reiterated his request to chase HCC to see what we were getting for nothing first. The offer from Liss will be considered in the future.

**Action AH**

#### 15. Parish Council Finances

The Chairman read out the report prepared by the RFO. The forms to request the standing order for payment of the clerk's wages each month, and to request the bank statements are produced on the same day were signed.

#### 16. Approval of Payments - The following payments were authorised.

Payee	Purpose	Amount
Mrs. Ann Hart	Salary 1 <sup>st</sup> May to 31 <sup>st</sup> May 2012	£433.33
Mrs. Ann Hart	Excess hours for May 2012 (18 hours)	£180
	<b>Total</b>	<b>£613.33</b>
LWB Horticulture	Grass cutting 2 x May Invoice no 0632	£65
HCC	Playground inspection 1 day course	£30
Greatham Tot Stop	Grant under S19 Misc Loc Gov Act 1976	£350
Victim Support	Grant under S137	£250
NW Adams	Playground inspection	£86.40
	<b>TOTAL PAYMENTS</b>	<b>£1,394.73</b>
Transfer from reserve to current account	To cover above payments	£1,500

Prior to authorising the payments there was a discussion about the clerk's wages. Councillor D Rudd said that the Clerk was doing more work than specified in her contract, and although he did not doubt that she was doing the work, he questioned if it was 10 hours each week which had been agreed. The Chairman responded that the extra hours were due to work on the Bridleway and that the council had two choices.... either to stick at 10 hours or agree what extra things need to be done. He pointed out that the 18 hours was over a month. Councillor D Rudd acknowledged that the extra would be due to work for the bridleway and the allotments. The Chair assured the council that excess hours would not be happening every month but that the council need to be mindful of the resources available and if they are going to ask the clerk to do work that it will take time. Councillor Trodden agreed and said that she was doing a lot more hours that the council were paying her for and she was a brilliant clerk. The Chairman said that the council could restrict the hours to 10 per week and therefore the work or if the clerk is willing, offer permanent extra hours. Councillor D Rudd suggested increasing the hours as he thinks she is doing an excellent job and gets information and chases things. Councillor Cheesman asked if the council could increase the hours. Councillor Trodden suggested that if she does extra she claims and the PC let her get on with it. He didn't see a problem. Councillor D Rudd raised his concern that if villagers pick up on it, they will ask what's going on. The Chairman said that the minutes, the agendas, the action list is all evidence of the work she is doing so there should not be an issue. Mrs S Booton asked to speak. She said that she thought the clerk was extremely good but that some of her time is wasted on such things as delving into the Friendship Fund when she could have got a straightforward answer from Councillor Rudd. She added that the allotment charity and the Old Church issues have wasted her time. The Chairman responded that he appreciated her comments but there was nothing underhand with any of that, he explained that as Clerk she is instructed to find out and should know how things are run. He continued that with regard to the Friendship Fund it is her role to understand what the council does, and how it interfaces with other organisations. Not until she identified the relationship would she have known that she could have asked Councillor Rudd. He continued that a large amount of her time was spent looking for grants for the Bridleway

and applying successfully for them. The cost of her time doing that has been far less than the grants attained. Councillor Trodden added that researching land and writing 29 letters all takes time so if she claim over we need to pay or say to stop at 10 hours and don't do the work. The Chairman read out details from the Clerks most recent timesheet, which detailed the number of hours spent on each task. The Chairman sought confirmation that everyone was happy to authorise all payments. They were.

## 17. Correspondence

Date	From	Details
(i) 30 <sup>th</sup> May 2012	SBooton	Email requesting that the litter bin outside school is addressed as it is inadequate and half hidden in the hedge. She reports that it has not been emptied for weeks.
(ii) 10 May 2012	Audit commission	Consultation on appointment of external auditor 2012/13 and future years. (consultation end 29 <sup>th</sup> June)
(iii) 30 <sup>th</sup> May 2012	Cynthia Haveron, Committee Services Co-Ordinator East Hampshire District Council Penns Place Petersfield GU31 4EX	Email regarding draft Code of conduct
(iv) 28 <sup>th</sup> May 2012	Sue Lucas HCC Temporary Road Closures Economy, Transport & Environment	Email regarding Road closure (notices on all notice boards)
(v) 1 June 2012	Paula Edwards Transport Team Leader , Economy Transport and Environment Dept of HCC	Email requesting council contribution to consultation on transport statement of local policy. Consultation ends 15 <sup>th</sup> July 2012.
(vi) 31 <sup>st</sup> May 2012	Head of Highways HCC	Letter to inform the council that unauthorised works at Petersfield Road will be returned to previous condition.
(vii) 25 <sup>th</sup> May 2012	Whitehill Town Council	Invitation to the chairman to the National Flag Raising Ceremony on 25 <sup>th</sup> June.

The above items were discussed.

- i) The Clerk was given the action to contact the school to request that the hedge be trimmed and EHDC to empty the bin. AH
- ii) The council agreed that they had no reason not to accept the appointment.
- iii) The council acknowledged receipt.
- iv) The council acknowledged receipt.
- v) Any councillor wishing to, will contribute.
- vi) The council acknowledged receipt. It was assumed that this referred to land outside the shop. Councillor Trodden stated that no one had contacted him or the shop manager. He took the reference number details. An action was given to the Clerk to find out more information. AH
- vii) Unfortunately due to work commitments the Chairman could not accept.

## 18. To progress ' Welcome Publication/ guide for new villagers.

The Chairman reported that he had had some great ideas (he thought) for this, including Councillor Cheesman's and Councillor Trodden's ideas. Councillor Cheesman asked if the Chairman would present it on the overhead projector at the next meeting. The Chairman agreed to. Action

PL

## 19. Report on Bench

This had already been discussed.

## 20. Items for next meeting

There was nothing identified in addition to what had been discussed that evening.

#### 21. Date of next meeting

The council was reminded that the next meeting would be 2<sup>nd</sup> July 2012.

#### 22. Close of meeting

The council meeting was closed at 10.14pm

#### Action List

Meeting Date / Agenda Item	Who	Action	Status
5.3.12 Item 4	PL	Chairman to update website with meeting dates	C/F
5.3.12 Item 18	AC	Councillor to research signs for playground – to report next meeting	C/F
2.4.12 Item 17a	AC	Councillor to advise on cost of repair of zip wire or source new one.	C/F
2.4.12 Item 24	PL	To review with the clerk terms and conditions following discussion in exempt session	C/F
14.5.12 Item 26 a)	CR	Councillor to forward findings of playground H&S inspection report to Village Hall concerning tarmac basketball area	C/F
14.5.12 Item 26 e)	JT	Councillor to investigate dispute with holly bush and parking issues	C/F
14.5.12 Item 27	AH/CR/PL	To meet as working party to review standing orders	C/F
14.5.12 Item 28ii	AC/DR	To report on location and cost and type of bench for Bakers Fields	C/F
5.3.12 Item 17 Action list May 12	AH	Original action for DR to seek location from residents of Bakers Field for bench – new action for clerk to take issue forward (i.e. get permission from HCC).	Open
11.6.12 Item 6	DJ/AH	To Draft letter to EHDC to express PC disappointment and disgust with recent planning decisions to allow development with parking issues.	Open
11.6.12 Item 10	AH	Clerk to investigate if PC can buy fireworks and reclaim VAT and donate them to GVEC, and if the council can insure event	Open
11.6.12 Item 11 d	SB/JT/AH	SB and JT to collate views expressed, and provide clerk with concerns to take to contractor	Open
11.6.12 Item 13 c	AH	Clerk to highlight safety concern over the hedge at the front of the village hall	Open
11.6.12 Item 13 c	AC	Councillor to understand issues in H&S report and recommend appropriate action to the council	Open
11.6.12 Item 14 c	AH	Clerk to chase HCC on traffic issues / request and feedback to council to help make decision on hire of speed signs from Liss PC	Open
11.6.12 Item 14 c	AH	Clerk to keep offer from Liss PC on agenda for traffic sub committees next meeting.	Open
11.6.12 Item 17 i	AH	To request that the school cut the hedge and make the request to EHDC that the bin is emptied regularly.	Open
11.6.12 Item 17 vi	AH	Clerk to investigate which unauthorised works HCC highways dept is referring to.	Open
11.6.12 Item 18	PL	Chairman to present on OHP at next meeting ideas/ draft 'welcome' publication.	Open