

Greatham Parish Council

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

Present Chairman P Lerner, Councillors A Cheesman, D Jerrard, S Jerrard, J Trodden, D Rudd,
County Councillor Vaughan Clarke
7 members of the public were also present.

Absent Cllr C Rudd

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. The Chairman also stated that since the applicant for the planning application was present the discussion about it would be moved up the agenda to before Item 8.

2. Apologies for Absence

The council were informed that Councillor C Rudd would be absent and that County Councillor Vaughan Clarke would be late as he was attending another meeting. The Chairman also reported that District Councillor Judy Onslow had sent her apologies.

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. Ms. Teresa Whelan asked why the website was not up to date with minutes as it was useful for people to know what was going on. The Chairman admitted that this was his fault due to time constraints, and he was aware that it needed to be done.

Ms. Whelan also asked what was being done about the 3 yr temporary planning application renewal expected in September.

The Chairman of the Planning Subcommittee responded that this issue had been discussed at a planning meeting 2 meetings ago and as a Parish Council nothing needs to be done until the planning application is made. However they should be resolved to get involved. He continued that the applicant was in court 2 weeks previously but had not heard yet the outcome and this was relevant as there was a question of ownership of the land. Councillor P Lerner sought clarification from Councillor D Jerrard as to what could be done at this stage and Mrs Sue Booton asked if the council could seek some help or advice as the last council considered this. Councillor D Jerrard responded that the current council know enough about law to take any appropriate action without incurring expense for the tax payer. Councillor D Rudd questioned that now planning applications were going through the South Downs National Park Authority could the council approach them on their view. Councillor D Jerrard added that he is in the process of learning the law and will then explore policy. He also stated that members of the planning subcommittee had been to various meetings with SDNPA. Councillor D Rudd proposed that the council get a view from SDNPA on this specific issue and Councillor D Jerrard agreed.

An action was given to Councillor D Jerrard to approach SDNPA.

Action DJ

Mrs Jacqui Cheesman asked what the latest situation with the allotments was and the Chairman said it was on the agenda at item 11.

5. Minutes of the Annual General Meeting and Parish Council meeting on Monday 11th June 2012

The minutes were reviewed. Councillor S Jerrard proposed that they be accepted as a true and accurate record of the meeting. Councillor D Rudd seconded the proposal. All councillors agreed.

6. Matters arising from the Annual General Meeting and Parish Council meeting on Monday 11th June 2012

There were no matters arising.

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, agendas and minutes.	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. (*1) Councillor Reported that he was awaiting information on installation charges- New action given to clerk 11.7.12	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 26 a)	CR	Councillor to forward findings of playground H&S inspection report to Village Hall concerning tarmac basketball area	Closed
14.5.12 Item 26 e)	JT	Councillor to investigate dispute with holly bush and parking issues – councillor reported there was no issue.	Closed
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 * New action given to JT and AH 11.7.12 (*2)	Closed
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). A new action was given to the clerk to implement installation	Closed
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.	C/F
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. (*3)	Closed
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	Closed
11.6.12 Item 13 c	AH	Clerk to highlight safety concern over the hedge at the front of the village hall	Closed
11.6.12 Item 13 c	AC	Councillor to understand issues in H&S report and recommend appropriate action to the council – Action given to the Clerk to assist 11.7.12	C/F
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	Closed
11.6.12 Item 14 c	AH	Clerk to keep offer from Liss PC on agenda for traffic sub committees next meeting.	Closed
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.	Closed

11.6.12 Item 17 vi	AH	Clerk to investigate which unauthorised works HCC highways dept is referring to.	C/F
11.6.12 Item 18	PL	Chairman to present on OHP at next meeting ideas/ draft 'welcome' publication.	C/F

*(1) In the discussion about the zip wire replacement the Chairman proposed that the clerk be authorised to spend up to £500 for the purchase and installation of a new zip wire, so that H & S requirements are considered and it will be ROSPA approved. Councillor S Jerrard seconded the proposal and all agreed.

Action AH

*(2) In the discussion regarding the bench Councillor J Trodden stated that he had a local contractor willing and ready to install the bench Free of Charge. Examples of benches were considered. Councillor J Trodden proposed that a maximum of £400 be spent on a bench. Councillor S Jerrard seconded the proposal. An action was given to Councillor J Trodden and The Clerk to purchase a bench and install in appropriate place near to bus stop.

Action JT/AH

*(3) The clerk reported that the council could purchase the fireworks (sum of £1200 inc VAT) and claim VAT, then donate the fireworks for the display. The clerk reported that IF the display was organised by the Parish Council or a Sub Committee of the Parish Council and if they followed the specified H&S recommendations made by the insurers, then the Parish Council insurance would cover the event. The Chairman proposed that a sub committee consisting of a Parish Councillor and other members of the public be formed. Councillor A Cheesman seconded this proposal and all agreed. Councillor A Cheesman volunteered to be on the subcommittee. Action given to update GVEC on situation and take necessary actions.

Action AH/AC

Item 21 – The planning application was discussed next. The Chairman adjourned the meeting to conduct the planning meeting.

21. Planning Application

Application	Address	Proposal / Designated Councillor	Consultation Expiry Date
SDNP/12/00222/hous	The Old Rectory, Petersfield Road, Greatham, GU33 6HA	Two bay open garage to front	11 th July 2012
SDNP/12/00223/LIS	The Old Rectory, Petersfield Road, Greatham, GU33 6HA	Two bay garage to front	11 th July 2012

Councillor D Jerrard chaired the planning meeting. He introduced the item and stated that the applicant, Mr Habib was present. He reported that he and Councillor J Trodden had looked at the plans, met the applicant and visited the site. He stated that he thought that a fantastic job had been done at the Old Rectory with the landscaping and fountain and that the village should be grateful. He reported that this application was for a double garage or port, that it was a listed building and that it is in a conservation area. He stated that there were no close neighbours, the proposal had no impact but that in his personal opinion it spoilt the view of the front of the garden currently enjoyed by the applicant. He invited Mr Habib to speak.

Mr Habib explained that currently they park their cars at the side and enter the house by the side door. Where they park their cars there have been some scrapes, possibly be deliveries or by the neighbours. He explained that the proposed building will mean they can securely park their cars at the front of their property, enter the house by the front door and free the current garage for storage and access for the neighbouring property. He stated that the garage design is a 'catslide' i.e. from the front it looks like a normal barn but at the back it

continues low and disappears into the foliage so will not be seen from the road. He confirmed when asked by Councillor P Larner that the front height would be 5 metres, that it did not require listed building consent when asked by Councillor J Trodden and that reclaimed tiles to match the other buildings would be used. Councillor D Jerrard stated that he is confident the foliage will cover the building and that there would be no impact to the nearest neighbour. Councillor P Larner stated that he could not see how it would impact anyone else. Councillor J Trodden agreed that the only people it would impact are the residents of the property. Councillor D Jerrard proposed that they council have no objection. This was seconded by Councillor J Trodden. Councillor D Rudd chose to abstain from the vote, all other councillors agreed with the proposal.

8. Report of County Councillor

Councillor Vaughan Clarke read out his report which included information on tourism in Hampshire. The full report is filed with these minutes.

9. Report of District Councillor

There was no report.

10. 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.

g) Croyton Trust - Councillor D Jerrard reported that there may be a meeting in a couple of weeks as a tenant has not be paying his rent.

n) Joint meeting of SDNPA and HALC – Councillor D Jerrard reported that neighbourhood planning was discussed and it would be important to get on with it.

11. Search for Allotment land update.

Councillor D Jerrard reported that the council had received an offer of land from Mr Collins of Eurotec who personally owns some land, but this has not progressed yet as Mr Collins is away. He stated that 'The Glebe' is still an open proposition and he will be meeting Mr Langford, but other than that the matter is with the Village Hall. He stated that the Parish Council does need guidance on what people want as some people want allotments at the Village Hall but the question is would they be interested if they were anyone else. He acknowledged that Daniel Field has indicated he would like to look at the latest offer from Mr Collins.

Mrs Jacqui Cheesman said that if Daniel Field has 42 people who would like an allotment, he should surely be going for the bigger plot of land and not restrict it to 14 plots. She commented that the allotment people do not advertise their meetings so no one in the village knows anything.

Councillor P Larner clarified that the parish council had received 12 requests for allotments so they were looking for land with that in mind, and that as a private group who want allotments they can hold meetings.

Councillor J Trodden speaking as the chair of the allotment working party, said that Daniel Field and he had looked at 'The Glebe' and they both deem it as inappropriate. He confirmed that they hadn't yet looked at the 2nd offer behind Eurotec. He reported that the parishioners he had spoken to wanted to build up an allotment without fear of being moved on. Councillor D Jerrard stated that the village needed a survey or referendum of what the village wants, he suggested that the Parish Council should draft questions and get answers. Councillor J Trodden agreed that this was the only way forward as land had been left to the village and people some people want to use it.

Mrs Sue Booton stated that the subject has to be made more public, as people she has spoken to want the playground extended and something provided for older children, and if allotments took the space where could that happen? Other people may want something else.

The Chairman said that the Village Hall trustees should decide how to use the land and the Parish Council have to try and find allotments for the 12 people who have asked. If they don't want to progress any options we give to them, then they have withdrawn their request and we won't have found them any land. The Parish Council cannot dictate to the Village Hall trustees what to do with the land. The trustees should take it to the village.

Councillor D Rudd stated that this issue keeps going round in circles, and that the duty of the Parish Council is to look for land for allotments and this is what they are doing.

Councillor D Jerrard stated that a questionnaire needs to be drafted and distributed asking if parishioners personally want an allotment to use. The council have had 12 requests but there may be 30 more people who would like one but have not bothered to do anything about it. He stated that the PC need to know how many people want one, and then ask 'would you like to have an allotment on the village hall land or somewhere else. Councillor P Larner said he didn't see any harm in asking people if they had a preference for the various locations. He continued that the PC have to fulfil our obligation to find land, which they are doing, but there is no point in pursuing any options if no one is interested. We need to gather the information and if necessary present it to the Village Hall for them to make their decision. Mrs S Booton claimed that it seemed that the village hall committee were keen on having them and Councillor P Larner said that he didn't think this was the case, and thought it was more a case of they may agree if they were a last resort. When asked by Jacqui Cheesman if the Parish Council could buy land Councillor D Jerrard said that they could, but that they are not expected to bankrupt themselves in doing so and Councillor P Larner added that there was no point in buying land if no one wants to put an allotment on it.

The council agreed to form a working party to draft and progress the questionnaire.

Action for clerk to arrange meeting.

Action AH

12. Consideration of nominee by Parish Council to act as Trustee to the Liss, Greatham and Hawley Friendship Fund.

Councillor D Jerrard explained that the constitution of the charity states it should have a trustee nominated by each of the Parish Councils and that he thought Liss provides 3 trustees from the church and 1 from their Parish Council. Only 3 trustees on the board have been elected and he personally had a strong objection to any charity being controlled by non elected representatives.

He stated that the charity had made requests to Croyton Trust for money but the charity commission had said they couldn't do this. He said he believed that the church had put money in, and so had the other 2 two Parish Councils but Greatham had not, since they could not control where the money went. Councillor D Rudd stated that there are stringent questionnaires such as the CAB use and that the charity is run for people who are in need and may be awarded cash or food. Councillor P Larner asked if there were anyone wishing to volunteer. Councillor J Jerrard stated in the absence of any other volunteers he would be willing to on the basis of ensuring that the people of Greatham could potentially benefit. Councillor J Trodden proposed that Councillor D Jerrard be appointed as a trustee and Councillor A Cheesman seconded the proposal. All agreed.

Action for clerk to inform the charity.

Action AH

13. Traffic Report

- a) Councillor A Cheesman reported that he had attended the meeting with Whitehill and Bordon Eco-town traffic consultants, and the proposals implemented were in line with the requests the council had made to Hampshire County Council. E.g. Speed cushions and 20 mph limit between the church and Longmoor Road.
- b) The clerk reported that she had received updates from Ian Janes of Hampshire County council and that all their requests were being considered or on a waiting list. She reported that the response had raised more questions and when those have been answered as sub-committee meeting would be appropriate.

14. Parish Council Finances

The Clerk presented the current financial position and confirmed that the internal audit had been conducted. The outcome of this was that it was recommended that the Old Church bank account be closed. The clerk confirmed that the relevant forms had been sent to the audit commission.

15. Clerk's Salary

The Chairman asked if any councillors had any questions. Councillor J Trodden asked if the clerk was happy with the proposal and she confirmed she was. Councillor J Trodden proposed that the clerk bank the extra hours and make withdrawals as required in quieter periods, documenting the process. Councillor A Cheesman seconded the proposal and all agreed.

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

Payee	Purpose	Amount
Mrs. Ann Hart (1)	Salary 1 st June to 31 st June 2012	£433.33
LWB Horticulture (2)	Grass cutting 2 x June Invoice no 648	£107.50
Alan Harland (3)	Internal Audit - 15 th June 2012. Fee No 1219	£205.00
Councillors Jerrard (4)	Refreshments supplied for APM in April 2012 (approval subject to submission of receipts).	Max £35 TBC
M B Coles and Sons Ltd (5)	Work to Bridleway no 11, Wolfmere Lane (Approval subject to HCC and landowner approval).	£6,420.00
Transfer from reserve to current account	To cover above payments	

Councillors D and S Jerrard declared an interest in payment no 2 as they employed the same contractor. Councillor J Trodden proposed authorisation of payments 1- 4 above inclusive and Councillor A Cheesman seconded the proposal. All agreed.

Prior to authorising the payment no 5 there was a discussion about previous concerns raised. Mrs Sue Booton reported that Debbie Roache had spoken to Keith Ellis who had overseen previous works and that she now had a better understanding of what had been possible on a small budget and was happier. The clerk confirmed that HCC had inspected the work and confirmed that it had been done according to brief and that they stated it was perfectly normal to have residual issues develop especially given all the recent rain. The clerk confirmed that the final invoice was less than the money awarded by HCC's Small Grant scheme and EHDC's developers' contributions so she had asked if the residual money had to be returned or if it could be used to attempt further work to rectify works. HCC's Simon Marriot confirmed that the money could be used. Sarah Hobbs from EHDC confirmed that if HCC were happy to do this, then they would be happy for their residual portion to be used also.

The council voted on whether to approve the payment of the invoice – Councillors A Cheesman and J Trodden abstained. Councillor D Rudd proposed that the invoice be paid, and that more work was carried out to use the remaining grant money. Councillor D Jerrard seconded the proposal. Councillor S Jerrard voted in favour of the proposal and the chairman did not need to vote as the proposal was approved by 3 votes.

17. Correspondence

Date	From	Details
(i) 25 June 2012	Steve Neat Assistant Highway Engineer EH2 Area Hampshire County Highways	Email received. He is checking with all the Parishes within his area to see if they have any personnel / resource to assist Hampshire County Council during severe winter weather within their own parish. He requests we let him know if we have can assist if required please. If we are able to assist, do we have any where that salt/ grit could be stored. (Clerk seeking clarification on what he needs).
Two late items added		
(ii) 27.6.12	Tom Smiley – Tot stop	Enquiry whether recent grant of £350 for toys could be used in part to provide fencing to garden of village hall
(iii) 25.6.12	Lisa Jones- Victim Support	Thank you letter for recent £250 grant

The above items were discussed.

The clerk confirmed that she had been in communication with Steve Neat and the request did not apply to Greatham PC.

The request from Tot Stop was considered. Councillor D Jerrard commented that the grant was given for toys and that it was not the Parish Council's job to refurbish the village hall facilities. Councillor A Cheesman agreed since the village hall would benefit from the work they should consider contributing.

Councillor D Jerrard proposed that the money be used on toys and NOT fencing, and Councillor A Cheesman seconded the proposal. All agreed.

18. Minutes of the Parish Council Planning Committee meeting on Monday 11th May 2012

Councillor D Rudd proposed the minutes as a true and accurate record of the meeting, and Councillor A Cheesman seconded the proposal. All members of the planning subcommittee agreed.

19. Matters arising from the Parish Council Planning Committee meeting on Monday 11th May 2012.

There were no issues arising.

20. Planning Chairman's report

Councillor D Jerrard confirmed there had been no report on the appeal of 8 Woolmer Cottages yet.

21. Planning Applications – this had already been discussed.

22. Presentation of Villagers Welcome pack - this item was carried forward to the next meeting.

Action PL/ AH

23. Date of next meeting

The council was reminded that the next meeting would be 3rd September 2012.

24. Close of meeting

The council meeting was closed at 10.02pm

Action List

Meeting Date / Agenda Item	Who	Action	Status
5.3.12 Item 4	PL	Chairman to update website with meeting dates, agendas and minutes.	C/F
5.3.12 Item 18	AC	Councillor to research signs for playground – to report next meeting	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 27	AH/CR /PL	To meet as working party to review standing orders	C/F
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.	C/F
11.6.12 Item 17 vi	AH	Clerk to investigate which unauthorised works HCC highways dept is referring to.	C/F
11.6.12 Item 18	PL	Chairman to present on OHP at next meeting ideas/ draft 'welcome' publication.	C/F
2.7.12 Item 4	DJ	To obtain advice /view from SDNP on renewal of temporary planning permissions for travellers	Open
2.7.12 Item 7 (previously 2.4.12 item 17a)	AH	New action to clerk to spend authorised amount of upto £500 for purchase and installation of zip wire.	Open
2.7.12 Item 7 (previously 14.5.12 Item 28i)	AH /JT	New action to clerk to purchase bench for Council and arrange with Councillor JT to install in appropriate place	Open
2.7.12 Item 7 (previously 11.6.12 Item 13c)	AH/AC	New action to review H&S report and make specific proposals to council to take appropriate action	Open
2.7.12 Item 11	AH/All	Clerk to arrange working party meeting to draft village questionnaire on subject of allotments. All to attend meeting	Open
2.7.12. Item 12	AH	To inform Liss, Greatham and Hawkley Friendship Fund of appointment of new Trustee	Open
2.7.12 Item 22	AH /PL	Clerk to include presentation of villagers welcome pack in next agenda	Open