

Greatham Parish Council

Minutes of the Parish Council meeting held at Greatham Village Hall on Monday 3rd September 2012 at 8.00pm

Present Vice Chairman C Rudd, Councillors A Cheesman, D Jerrard, S Jerrard, J Trodden, D Rudd.

County Councillor Vaughan Clarke.
Alex Stypulkowski, Police Constable 23051 of Whitehill Police Station.

5 members of the public were also present.

Absent Chairman P Larner

1. Chairman's Announcements

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

2. Apologies for Absence

The council were informed that Chairman P Larner had sent his apologies.

3. Declarations of Interest

The new declarations of interest were discussed. Councillor D Jerrard explained that he had checked with EHDC and it was still acceptable for personal and prejudicial interests to be declared in addition to the new pecuniary interests and certainly thought especially in relation to planning that they should be. Councillor D Rudd declared an interest in the planning application at Wolfmere Lane as he knew the applicant. There were no other declarations of interest.

The Chairman apologised for her oversight but thanked P.C Alex Stypulkowski on behalf of the council for coming to Greatham prior to the meeting to meet parishioners. Councillor D Jerrard stated that Councillor P Larner has asked him to report on his behalf regular racing along the Woolmer Link after midnight. Councillor D Rudd also mentioned that the police speed camera van had not been in Greatham for a long time. PC Stypulkowski responded that these issues were beyond his immediate control but that he would report these issues. He also mentioned that police cars were now fitted with the technology so that police officers could park and still work, rather than having to go to a police station.

4. New Code of Conduct – To consider the approval of the adoption of the EHDC Code of Conduct.

Councillor D Jerrard stated that he thought that the new code of conduct was 'absolutely absurd' as it doesn't address serious issues and that personally speaking the council would be better off without one.

He read out the process for dealing with complaints to illustrate his point. He stated that at least there used to be a Standards Committee but the new system gives The Monitoring Officer the power to appoint an independent person and therefore it was nonsense'. Councillor J Trodden stated that he agreed with Councillor D Jerrard and asked what could be put in its place. Councillor D Jerrard replied that there was nothing to be gained from adapting the code. Councillor J Trodden stated that he would like to protest against the new Code of Conduct and Councillor D Jerrard responded by suggesting that the council accept the new Code of Conduct but under protest for the reasons discussed and stated that any proceedings would be a 'kangaroo court'. Councillor D Jerrard proposed the council accept the new Code of Conduct under protest as the council does not feel the process for dealing with allegations is fair or democratic. Councillor J Trodden seconded the proposal. All agreed.

Action AH

Each councillor was given their own copy of the EHDC Code of Members Conduct and for the purposes of good order all signed a document to acknowledge they have received a personal copy of EHDC Code of Members Conduct.

Councillors were also given the new declaration form to complete in order to disclose Pecuniary interests to the EHDC Monitoring Officer.

Action All Councillors**5. 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.

Tricia Porter asked if she may speak further to an email she had sent to the council requesting funding/ or assistance to produce a book containing a collection of photographs of Greatham and its people.

She went on to explain that the photographs provide a picture story of the village and that she wanted to turn the collection into a published book. She asked if the council had any ideas how to make this happen or if they would consider funding the project, although she had no costings as yet. She thought it may be a one off book for the public archives or there could be a print run for people to purchase.

Councillor J Trodden responded that the council were thinking of a welcome pack for villagers and this could be incorporated into that so some funding may be available. Councillor D Jerrard stated that if any funding were made available then the proceeds of the book would have to go to a non profit making body and if images of people were used in the book then written consent would be required from the individuals concerned as there would be copyright issues over the use of images. He added that he thought it would be good as part of the welcome pack. He stated that for the issue to be a matter of serious discussion or focus it would need to be included in an agenda and the issue would need more substance, along the lines of a clear statement along the lines of 'the idea being this'.....and costings are this.....'

The Chairman confirmed that more details would be needed to consider this request, and it was agreed that Tricia Porter could and should come back to the council when she had more information.

Mrs Jacqui Cheesman asked the council if they could publicise the McMillan Coffee Morning on 28th September 2012. She confirmed it was in the Village Magazine.

She also mentioned to the Police Constable present that the surgery at the village hall was not advertised in the village hall.

6. Minutes of the Parish Council meeting on Monday 3rd July 2012

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

7. Matters arising from the Parish Council meeting on Monday 3rd July 2012

Councillor D Jerrard stated that in Item 4 of the last meeting Mrs Whelan had asked about a 3 yr planning application and that he had responded that he would learn the law. He reported to that end he had acquired a relevant book. He said that he and Councillor S Jerrard had recently been to a hearing for the potential applicant's father and the trial is set for March 18th 2013. He said that no planning application had been made yet and he was quite sure that nothing would happen. He expected that when the time has elapsed and an application has not been received the Parish Council would ask EHDC to enforce a notice for illegal occupation of land and the response would be a retrospective planning application would be submitted. He said that it was also his understanding that eight pigs have appeared on the land so some farming occupation is occurring which is a misuse of the land. He concluded by saying that, as a matter arising from 3rd July 2012 the council will monitor the situation closely and deal with it as appropriate at the next planning meeting. He proposed that the matter be on the agenda for the 20th September 2012.

Councillor D Rudd reminded Councillor D Jerrard that he was to contact the SDNPA for information or advice.

Action DJ

There were no other matters arising.

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

Meeting Date / Agenda Item	Who	Action	Status
2.4.12 Item 24	PL	To review with the clerk terms and conditions following discussion in exempt session	Closed
11.6.12 Item 6	DJ/A H	To Draft letter to EHDC to express PC disappointment and disgust with recent planning decisions to allow development with parking issues.	Closed
11.6.12 Item 17 vi	AH	Clerk to investigate which unauthorised works HCC highways dept is referring to.	Closed
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	Closed
2.7.12 Item 7 (previously 11.6.12 Item 13c)	AH/A C	New action to review H&S report and make specific proposals to council to take appropriate action	Closed
2.7.12 Item 11	AH/AI I	Clerk to arrange working party meeting to draft village questionnaire on subject of allotments. All to attend meeting	Closed
2.7.12. Item 12	AH	To inform Liss, Greatham and Hawkley Friendship Fund of appointment of new Trustee	Closed

9. **Report of County Councillor** - Councillor Vaughan Clarke apologised for arriving late from a meeting in Sheet. He read out his report which included information on Hampshire Olympian, Unemployment figures for East Hants and potential improvements for recycling. The full report is filed with these minutes.

10. **Report of District Councillor**

There was no report.

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.

- a) Handmade places had quoted over £500 previously approved to fix the zip wire (the quote was £600). Councillor Cheesman said he would obtain a second quote and forward the details to the clerk.

Action AC

Councillor D Rudd stated that the playground was nearing its end of life, and is not challenging enough for older children. He said that the council should start to consider replacement and consider using Developers Contributions to do so. Councillor D Jerrard suggested that community grants could be a funding option. It was agreed that children should be asked for opinions. Councillor V Clarke highlighted the fact that Petersfield two years ago held a consultation on play areas and it might be possible to get their results.

Action AH

- b) Highways and Public Transport – Councillor D Rudd reported that the hedges bordering the footpath from Selborne Road to Snailing Lane were overgrown, and he would speak to Steve Neat at HCC. Councillor J Trodden said that he had a complaint from a disabled resident that it was impassable. Councillor Cheesman added that he had reported crops obstructing Footpath No. 10 to HCC.
- e) Mrs S Booton reported that the fallen tree on the path Bridleway No 14 was still there. It was reported to HCC at the beginning of August.
- h) Liss, Greatham and Hawkley Friendship Fund – Councillor D Jerrard reported that he has been invited to a meeting in 3 days time, and unfortunately it is not going to be easy. He says there will be 2 problems. The first being – he will be there! The second being that he shall state at the beginning of the meeting that he does not approve of meeting at the chairman's house. He said that it wasn't illegal to do so but is very bad practise as other trustees will find it harder to speak out against the host and disagree over any matters. He said it should be a meeting in a public place. He reported that one agenda item, in view of the fact that Hawkley and Liss Parish Councils have donated £200 each, is to propose that unless Greatham Parish Council makes a donation it be removed. He said that the majority of the trustees are from churches; with one each appointed by the Parish Council so the church is controlling the charity. This fund was to replace the Greatham and Liss sick and poor fund and he realised when speaking to the Liss Parish Clerk (Dick Bowery) that the clerk had recommended Liss to go forward with the new fund as the church would run it. Councillor D Jerrard said that he personally feels strongly that is not the way charities should be run and he will say this at the meeting. He also said he as trustee has to take account of the Parish Council view. Councillor C Rudd responded by saying that she did not like the idea of cutting Greatham out if no donation was made. Councillor D Jerrard stated that he was going on a Charity Law course to educate himself on whether charities HAVE to have an annual general meeting, and other matters. He said that they can't decide to remove Greatham, merely ask for it to be removed and it would have to go to the Charity Commission.

12. Allotment Questionnaire

Copies of the draft questionnaire were given to the Councillors. Mrs J Cheesman asked why the council we doing it and Mrs S Booton added that it was the council's job to find land, not to give people a choice.

Councillor D Jerrard responded by saying that it was the council's job if there is a request to meet that request if possible; that the council can explore avenues and different options which will bear different costs and the council should find a site at a reasonable cost to get the best deal for the people of the parish. He said that one possible option is the land at the Village Hall and this has financial implications as if people decide that they want the allotments there than the problem is solved at lowest cost. It could save the council £20,000 or more. But he stressed that it is up to the people to decide.

Councillor D Rudd expressed the opinion that the other possible land options should be detailed more in the questionnaire which sparked a debate on the allotment issue. Councillor D Jerrard pointed out that the council will not provide allotments where no one wants them as it will be a waste of money. He said that Daniel Field has already said the Glebe is not suitable so that would be waste of money to buy and prepare. The Clerk pointed out that the questionnaire was not intended to be a vote on where the allotments should be; but whether parishioners would agreed to the Village Hall land being used for allotments or not. It doesn't necessarily mean it will go there if other land is more suitable. Councillor J Trodden pointed out that Mr Smith said decisions on the use of the land should go to a public referendum.

Councillor D Jerrard said that in the absence of the Chairman he was happy to propose a referendum but he thought that it should be in consultation with the Village Hall Committee, and asked that the PC have a joint meeting with the Village Hall committee, and ask if the Village Hall committee if they want the meeting in public or private.

Action AH

Councillor D Jerrard proposed that the council accept the questionnaire subject to the approval of the majority of the Parish Council and Village Hall Trustees. Councillor J Trodden seconded the proposal and all agreed.

13. Audit update and Parish Council Finances

- a. **Report on Completion of Annual Audit** – Certified Annual Return has been returned with no issues arising or actions to take. GPC have not yet been invoiced for this service.
- b. **Internal Audit** - To consider the proposal to close the Church Reserve Account and transfer funds into the main Reserve account. Councillor D Jerrard reported that he had spoken with the Chairman P Lerner, and that they were both in agreement that nothing would be gained by closing the church account. No other councillors provided comment. No proposal was made.
- c. **Financial Report.** – The Clerk presented the Parish Council's financial position and highlighted the fact that the spend for grass cutting will be near to £500 for the year, when £300 was budgeted for. It was acknowledged that this year had experienced exceptional growing conditions and that a good job was being done.

14. **Approval of Payments - The following payments were authorised.** Councillor A Cheesman proposed the payments be made, and Councillor S Jerrard seconded the proposal. All agreed.

Payee	Purpose	Amount
Mrs. Ann Hart	Postage with proof of posting for Allotment letters sent 21 st June 2012	£20.49
Mrs. Ann Hart	August Salary by standing order	£433.33
LWB Horticulture	Grass cutting Invoice (July and August) 658 and 666	£155
Alan Harland	Internal Audit - 15 th June 2012. Fee No 1219 Previously paid £205 – clerical error - £41 VAT element due	£41.00
Kimbolton Fireworks Ltd	Payment to max. £1200 contribution for fireworks (written agreement obtained from GVEC to reimburse GPC £50.41.)	£1250.41
	TOTAL PAYMENTS	1900.23
Transfer from reserve to current account	To cover above payments	£2,000

15. Correspondence

Date	From	Details
14/8/12	Vendy Treagust Member Support Officer Hampshire Association of Local Councils Limited - EMAIL	<u>NALC</u> is reviewing its Model Financial Regulations and inviting parish councils to respond. A Draft for Consultation has been prepared. Comments on the Draft Model Financial Regulations will be welcome by 28th September 2012 to audit@nalc.gov.uk
17/8/12	Julia Mansi - Planning Manager East Hampshire District Council – EMAIL INVITATION	Two planning training sessions have been arranged to take place at EHDC Offices. These will be held on: 6 pm on Friday 19 October and 10 am on Saturday 20 October 2012 and each will last approximately 2 hours. The sessions will be identical in content and will include a quick reminder of Development Management basics, together with current planning issues/changes. 2 places have been booked for Chairman of planning and the Clerk. Reserve / additional places may be available if give names as interested.
3/8/12	Joanna Richardson Policy & Research Adviser Economy, Transport and Environment Hampshire County Council EMAIL INVITATION	Invitation to workshop ran by HCC in Winchester Wednesday 24 th October 10am to 2pm FOC – Subject how to find funding and submit bids. (2 representatives may be sent)

The above items were discussed. Councillor D Rudd requested that an extra place be requested for the planning training. Councillor A Cheesman volunteered to attend the funding workshop.

Action AH

16. Minutes of the Parish Council Planning Committee meeting on Monday 26th July 2012

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

17. Matters arising from the Parish Council Planning Committee meeting on Monday 26th July 2012.

There were no issues arising.

18. Planning Chairman's report

Councillor D Jerrard confirmed he had no report.

19. Planning Applications –

Application	Address	Proposal / Designated Councillor	Consultation Expiry Date
SDNP/12/01401/HOUS	15 Wolfmere Lane Greatham Liss GU33 6AL	Dormer windows to front and rear / A Cheesman	4 th September 2012
SDNP/12/01231/HOUS	Orchard Bungalow Stairs Hill Empshott Liss Hampshire GU33 6HL	Retention of detached shed/ store with seating area above for use whilst new dwelling is being constructed / J Trodden	20 th September 2012

Orchard Bungalow Stairs was discussed first. Councillor Trodden explained that the applicant had permission to demolish a bungalow and the intent was to use the shed while building work progressed and then demolish it afterwards. Councillor J Trodden proposed that the council have no objection. Councillor A Cheesman seconded the proposal and all agreed.

15 Wolfmere Lane was discussed next. Councillor D Rudd, having declared an interest left the room. Councillor A Cheesman reported that the neighbour opposite had raised the concern that the new windows would allow them to be directly overlooked. Councillor D Jerrard stated that the property was quite a long distance away and Councillor J Trodden stated that the applicant's property is lower than those opposite. Councillor A Cheesman suggested that the application was in keeping and proposed that the council have no objection.

Councillor J Trodden seconded the proposal and all agreed.

Action AH

20. Date of next meeting

The council was reminded that the next meeting would be 20th September 2012.

21. Close of meeting

The council meeting was closed at 9.55pm

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
14.5.12 Item 27	AH/CR/ PL	To meet as working party to review standing orders	Ongoing
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	C/F
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.	C/F
3.9.12 Item 4	AH	Clerk to inform EHDC that the code of conduct has reluctantly been accepted by the Parish Council	Open
3.9.12 Item 4	All Council	Councillors to submit to clerk the new declarations of interest	Open
3.9.12 Item 11a	AC	Councillor to obtain 2 nd quote for supply and fit of new zip wire and forward to the clerk	Open
3.9.12 Item 11a	AH	Clerk to make enquiries from Petersfield Town Council to obtain information on their playground consultation and refurbishment	Open
3.9.12 Item 12	AH	Clerk to approach Village Hall committee with request for joint meeting regarding allotments and the referendum	Open
3.9.12 Item 14	AH	Clerk to make payments	Open
3.9.12 Item 15	AH	Clerk to request training places	Open
3.9.12 Item 19	AH	Clerk to submit consultee comments	Open