

Greatham Parish Council

Minutes of the Parish Council meeting held at Greatham Village Hall on Monday 7th January 2013 at 8.00pm

Present Chairman C Rudd, Councillors A Cheesman, D Jerrard, S Jerrard, J Trodden, D Rudd.
Mrs A Hart (clerk).

County Councillor V Clarke arrived late (after another meeting)
5 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.

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 thanked Mrs. Hart for agreeing to clerk the meeting.

2. Election of the Chairman to the Parish Council to serve as such until the next Annual General Meeting in May 2013.

Councillor A Cheesman proposed Councillor C Rudd. Councillor J Trodden seconded the proposal. All councillors voted in favour.

3. Declaration of Acceptance of Office – Councillor C Rudd signed the declaration of acceptance, witnessed by the clerk.

4. Election of the Vice Chairman to the Parish Council to serve as such until the next Annual General Meeting in May 2013. – Councillor J Trodden proposed Councillor D Jerrard as Vice Chairman. Councillor A Cheesman seconded the proposal. The proposal was approved by 4 votes. Councillor D Rudd abstained.

5. Apologies for Absence

The council were informed that District Councillor Judy Onslow had sent her apologies and that County Councillor Vaughan Clarke would be late as he was attending another Parish Council meeting first.

6. Declarations of Interest

After discussion it was decided that Councillor D Rudd did not have a pecuniary interest in the planning report to follow. Councillor C Rudd declared that she would leave the meeting at agenda item containing the planning report. Councillor J Trodden declared a pecuniary interest in item 23, as owner of the village shop.

7. 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.

Mrs J Cheesman remarked that she thought the notice displaying the councillor vacancy had been covered up. The clerk said she would check.

8. Minutes of the Parish Council meeting on Monday 3rd December 2012

Councillor C Rudd proposed the minutes be approved as a true and accurate record. Councillor J Trodden seconded the proposal and all councillors agreed.

9. Matters arising from the Parish Council meeting on Monday 3rd December 2012

There were no matters arising.

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

	Meeting Date / Agenda Item	Who	Action	Status
1	5.3.12 Item 4	PL	Chairman to update website with meeting dates, agendas and minutes.	Closed
2	5.3.12 Item 18	AC	Councillor to research signs for playground – to report next meeting	Open
3	1.10.12 Item 10 a ii	AC	Councillor to arrange minor repairs for £50 or less	Open
4	1.10.12 Item 14	DR	To address safety issue with rail in Old Church to prevent further accidents	Closed
5	5.11. 12 Item 13c	JT/AH	To compose email/ letter to send to parish clerks to rally support for light railway	Closed
6	3.12.12 Item 1	AH	Clerk to advertise casual vacancy of Councillor and follow up with appropriate action	Closed
7	3.12.12. Item 4	PL	To forward to Sara Osman and Councillors Trodden and Cheesman the work in progress Welcome Pack	Closed
8	3.12.12 Item 4	DJ	To ask EHDC if the PC can have sight of any draft planning officers report in advance of the committee meeting for the Fern Farm planning application renewal.	Closed
9	3.12.12 Item 7	AH	To include in the agenda for January 2013 meeting decision on who may have access to PC website and review of what items need to be included in website	Closed
10	3.12.12. Item 10d	SB	To arrange to walk the proposed footpath and feedback to council before 18 th December 2012	Closed
11	3.12.12 Item 11	AH	To include GVH request to support Dev Contribution application and request for £5,000 grant and invite Chairman of GVH.	Closed
12	3.12.12 Item 13	AH	To make payments	Closed

13	3.12.12 Item 13	AH	To create advert for new clerk for newspaper, notice boards and school flyer. To enquire with HALC for locum clerk services.	Closed
14	3.12.12 Item 16		To include in next month's agenda item to consider membership of recruitment committee to review CV's received, arrange and conduct interviews	Closed
15	3.12.12 Item 20		To submit consultee comments for planning applications	Closed
16	3.12.12 Item 21		To arrange planning meeting as required.	Closed

Action 2 – Councillor is awaiting quotes.

Action 3 – Repairs awaiting drier weather

Action 4 – Councillor Rudd had padded the offending rail to make it more visible and less harmful.

Action 5 – It was agreed to close this action since the political climate keeps changing and it is not sure if the Eco Town is going to go ahead. The matter will be raised again in the future if appropriate.

11. Report of County Councillor – this item was postponed due to the late arrival of the County Councillor. It was heard after agenda item 14.

12. Report of District Councillor

There was no report.

13. To consider a change of start time for future Parish Council meetings. It was proposed by Councillor A Cheesman and seconded by Councillor D Rudd to start future Parish Council meetings at 7.30pm with effect from February 2013. All agreed.

14. To receive a request from the Village Hall Trustees for the Parish Council to consider a grant of £5,000 towards the cost of draining the field to provide better sporting facilities and benefit the playground, and to consider the request for the Parish Council to support the Village Hall Trustees application for Developers Contributions to pay for the work required.

Mr. Dale Harris (Chairman of the Village Hall Trustees) addressed the council. He explained that 3 contractors had been approached to quote for the job of draining the playing field. The total cost of the drainage scheme and refurbishing the pitch was £23,000. He explained that while originally they had planned to restore the pitch to FA standards the financial burden imposed by the criteria applied made the project erroneous as there would not be enough youth players to justify the cost. He explained that the drainage scheme would facilitate further developments including refurbishing the existing pitch so it could be used as playable area, and also a MUGA, cycle trail and allotments are all proposed; and he added the idea of the Parish Council to refurbish and improve the playground. Mr. Dale-Harris explained that the Village Hall Trustees had applied to EHDC for Developers Contributions (Open Spaces) and there is the real concern that if Greatham doesn't use these soon then they will be lost. He added that other sources of funding will be approached and if successful it will reduce the burden on any Developers Contributions and any grant made by the Parish Council. He requested that the Parish Council consider a grant to the Village Hall for £5,000 and the Village Hall will consider approving that they contribute £5,000, therefore reducing the amount of Developers Contributions required.

Chairman C Rudd thanked Mr. Dale-Harris and agreed that the Parish Council should contact EHDC and let it be known of the Parish Council's intention to apply for Developers contributions.

Councillors J Trodden and D Jerrard both stated that without drainage the land was totally useless for any activity, and that it would be useful for the Village Hall to know that it had the support of up to £5,000 if funding was not available elsewhere. It was agreed by PC members and Mr. Josh Dale-Harris that grant and funding should be available but the main constraint to accessing them was time available to research and that it could be something for the new clerk to do, possibly with some extra working hours allocated, or the Parish Council could advertise for some volunteer in the village with expertise and/or time. Mr. Dale-Harris informed the council that the proposed timescale for the work was June 2013, and so it would be done ready for the playground. He asked why the playground was being considered for replacement and if it would be bigger. It was explained by the council that the playground is over ten years old, that it was nearing the end of its lifespan as it was of wooden construction and in damp conditions, and that mums are complaining in the playground that it is not challenging for any age group. Councillor C Rudd replied that it could be possibly bigger but it depends on costs as playgrounds were expensive. The clerk explained that as a fact finding exercise she had asked for quotes and so far one had come back as £100,000 and one at £70,000; these were to replace the existing play equipment and ground cover in the existing space, but add some play value with extra spinning, and rocking items. She said that it would be wise to assume £50,000 as a minimum and that the choices of ground cover will depend on the state of the drainage. In the future a public consultation would be required involving the children.

Councillor D Jerrard expressed the concern that other grants might not be forthcoming, whereas there may be more grants for playgrounds but the issue was that it wasn't known at this stage. It was agreed by all that the Parish Council and Village Hall trustees should try to work together to find funding.

It was agreed by all councillors that the drainage project would benefit the playground area, since the field drains downhill towards it, but as playgrounds were so expensive the Parish Council would need Developers Contributions to help make it happen. The clerk confirmed that currently there was approximately £23,000 of Developers Contributions available with some sums having expiry date of 2015/ 2016.

Councillor D Jerrard suggested that the Parish Council award a grant of £5,000 and that a third of available Developers Contributions, specifically a maximum of £7,500 but hopefully less; could go to this project.

Councillor D Jerrard proposed the council award £5,000 to the Village Hall Trustees for the drainage project on the condition that the Village Hall contributes £5,000 and the PC also supports their application to EHDC for Developers Contributions for the maximum amount of £7,500. Councillor J Trodden seconded the proposal. All agreed.

An action was given to the clerk to inform EHDC of this resolution and inform them of the Parish Councils intentions to apply for Developers Contributions in the future.

Action AH

Item 11 – County Councillor Report. This was introduced as the County Councillor had now arrived. He delivered a report on the 2011 Census statistics which illustrated the number of people over 65 car ownership and people with degree level qualifications had all increased whilst home ownership had decreased. The report also stated that Hampshire County Council had for a second consecutive year, reduced its carbon emission from its buildings. A full report is filed with these minutes.

- 15. Report of the Planning Chairman** – to highlight current issues. Chairman C Rudd handed over the meeting to the Chairman of the Planning Committee, Cllr D Jerrard. She left the room for the duration of the following discussion.

Councillor D Jerrard informed the council that an emergency meeting has been called at EHDC as the Joint Core Strategy had been deemed as inadequate by inspectors as the demand for and provision of affordable housing had been underestimated. He explained that this has implications for Greatham as EHDC can approach Parish Councils with plans to build affordable houses, and it was critical to Greatham as there has been an application for houses on Fern Farm which has been hidden.

Councillor D Jerrard continued to report on the meeting of the EHDC Planning Committee held on 20th December which he attended to speak on the Parish Councils behalf on the matter of the Fern Farm planning application. He explained that he went and voiced the council's objections to the application on the grounds that a) the applicant had used threats, intimidation and violence which is relevant to a gypsy site application as the impact on neighbours should be considered and b) that the application was fraudulent. He stated that the meeting should have been adjourned but wasn't. Councillor D Jerrard relayed historical events concerning Fern Farm and the owner and included an application in June 2009 by the applicant to build 15 houses on the site, at the same time as an application for the gypsy site. He stated that the applicant had never any intention of living at the site. He reported that he had complained to EHDC by email about the process and conduct of the planning meeting on 20th December 2012, which included withholding information and restricting his own presentation at the meeting.

Councillor D Jerrard had prepared a letter addressed to The Chief Executive of EHDC and copied to the Chief Constable, the Police and Crime Commissioner, Damian Hinds MP and the County Councillor. The letter asked for The Chief Executive's intervention and for her to call for a full independent investigation in conjunction with the police to address the Parish Council members concerns on the process and conduct of planning department at EHDC. Councillor D Jerrard asked if any councillors as individuals would sign the letter.

Concern was raised that complaining to EHDC might not lead to any action and intimidation might result, but everyone present signed.

Since Councillor C Rudd was not involved in the discussion she did not sign the letter. Councillor C Rudd entered the room and the main council business resumed with her as Chairman.

- 16. Ham Barn Roundabout and A3 Longmoor Interchange** – Councillor V Clarke confirmed that he was attending a meeting at EHDC on Friday 18th January 2013, and with reference to the poor publicity of the scheme through the Eco Town plan, he stated he failed to see what this roundabout improvement had to do with that. He also warned that the forthcoming meeting would probably not address any concerns on the Longmoor interchange.

- 17. Reports from representatives of Organisations, Outside Bodies, Working Parties and Groups – (any updates are inserted next to the item, if there is no information added, there was nothing to report).**

a. Playground – Councillor A Cheesman reported that Southern Electricity had placed a Danger overhead cable sign on the playground fence. From a distance it looks like the playground is not safe and he will be asking for it to be place in a more appropriate place. The clerk reported that the playground zip wire supplier was coming to site on the next Friday to discuss issues with replacing the wire, since the structure itself has deteriorated and extra parts are required to fit a new wire.

b. Highways and Public Transport – Councillor D Rudd

c. Traffic working party

d. Footpaths and Bridleways.

e. Tree Warden – Councillor J Trodden

f. Greatham Village Hall –Councillor C Rudd

- g. **Coryton Trust** – Councillor D Jerrard and D Rudd reported they had attended last meeting but there was nothing to report.
- h. **Liss Greatham and Hawkley Friendship Fund** – Councillor D Jerrard
- i. **Blackmoor Recycling Liaison Panel** – Councillor D Jerrard.
- j. **HALC/ EHAPTC**
- k. **Greatham Allotment Charity** – Councillors P Larner, S Jerrard
- l. **Community Forum** – Councillor J Trodden, D Jerrard - Councillor D Jerrard said the next one was 21st January and it is important to attend.
- m. **Eco-Town Standing Conference** - Cllr A Cheesman – last meeting 29th November 2012.
- n. **Joint meeting of SDNPA and HALC** – Councillors D Jerrard and D Rudd
- o. **CTCG** – Councillors A Cheesman and S Jerrard.

18. Parish Council Finances

- **Financial Report.** – The clerk presented the council financial report.
- Councillor J Trodden proposed, Councillor A Cheesman seconded and all agreed to remove Councillor P Larner from bank mandate. **Action AH**
- Councillor C Rudd proposed and Councillor A Cheesman seconded the proposal to approve the budget following the amendments requested at the previous meeting.
- Councillor C Rudd proposed and Councillor A Cheesman seconded that the clerk complete and send the precept request as per the budget for £12,000. **Action AH**

19. To consider renewing a year contract with Laurence Budd to provide MINIMUM 24hrs labour and MAXIMUM 36 hours to cut the playground grass at the proposed increased rate of £15 per hour.

The matter was discussed and everyone agreed what a good job he was doing, and what a vast improvement it was. It was agreed that the increased rate was acceptable. Councillor A Cheesman proposed and Councillor J Trodden seconded the proposal to renew the contract as per the terms above. All agreed.

20. Approval of Payments – To review and approve the following payments to be made to employees and suppliers for the services provided to the Parish Council.

Purpose		Amount
Mrs. Ann Hart	December Salary	£433.33
Johnston Publishing	Advert for Clerk Vacancy in Petersfield Post.	£107.45
TOTAL PAYMENTS		£540.78

Councillor J Trodden proposed approval of payments; Councillor A Cheesman seconded the proposal. All agreed.

21. Correspondence – To discuss items of correspondence received :

Date	From	Details
No. 1. - 11 Dec 2012	Cynthia Haveron – Democratic Services Officer EHDC	Email inviting councillors to Code of Conduct Training. It is not mandatory but will cover the new process for dealing with complaints so it will be advantageous to learn of this. There are 4 sessions in February all starting at 6pm, at various locations. (See email). RESPONSE REQUIRED.
No. 2 -10 Dec 2012	Julian Higgins Policy and Communications Team Leader Street Lighting Section Hampshire County Highways Hampshire County Council	Email to inform the council that Hampshire County council has started a project of replacing and/or maintaining street lamps. For Greatham work is due to start Jul-14 and end Jul-14. (There are 27 lights). www.lightsoninhampshire.co.uk has more information and has a copy of the booklet which will go out to residents at a more appropriate time. FOR INFORMATION

Item 1 above - Councillors C Rudd, D Rudd, A Cheesman, S Jerrard, and D Jerrard all agreed to attend the training. Clerk to book places.

Action AH

22. Review of website – It was reported that Mr. Paul Larner has migrated the website from his personal hosting domain and had moved it to another service provider and will provide access details to the new clerk.

23. To consider the Parish Council's response to Hampshire County Highways consultation on the unauthorised parking bay opposite Greatham Village Stores. A response is required by 9th January 2013.

Councillor J Trodden left the meeting for the discussion of this item.

Councillor D Jerrard clarified that no other councillors had a pecuniary interest in this item. He stated that the council should not and could not condone the unauthorised work. He stated that he thought that the extra parking is a good idea, and extra space for customer to park would help the Village Shop, in harsh economic times. He proposed that the Parish Council let the Highways department decide on what to do with the area based on the results of the consultation with neighbours as the Parish Council has no objection to it being used for cars to park. Councillor S Jerrard seconded the proposal and all agreed.

Councillor J Trodden entered the room.

24. To highlight the procedure to adopt following the resignation of former Councillor Paul Larner and co – opt if appropriate to do so. – The clerk reported that Julie Lloyd of EHDC had confirmed to the clerk that no calls for an election had been made, and as such a co-option of a councillor could be made. Councillor D Jerrard reminded councillors that they could each nominate someone. The clerk reported that a notice has been displayed on village notice boards requesting any interested parishioners make themselves known in time for the Parish Council meeting to be held on 4th February. The clerk confirmed that there had been no response yet. In light of the earlier discussions an action was given to the clerk to publicise a need for a councillor with some grant finding expertise if possible.

Action AH

25. To receive update on the Clerk Vacancy and progress made in the recruitment process – It was reported that over 20 applications had been received, from which 3 people so far had been interviewed. A discussion followed in which it was suggested that following first interviews any potential clerks should be given the opportunity to meet councillors in a less formal 2nd interview so that as many councillors as possible might help make the final decision. The clerk is to arrange.

Action AH

26. Date of next meeting – Councillors were reminded that the date of the next meeting of the Parish Council was Monday 4th February 2013 and that a Planning meeting should be Thursday 21st February 2013 (subject to receipt of any applications)

20. Close of meeting – The meeting was closed at 10.20pm.

Action Log

	Meeting Date / Agenda Item	Who	Action	Status
1	5.3.12 Item 18	AC	Councillor to report quotes for signs for the playground	C/F
2.	1.10.12 Item 10 a ii	AC	Councillor to arrange minor repairs for £50 or less	C/F
3	Item 14	AH	Clerk to inform EHDC of the £5,000 grant awarded to the VH trustees and support for £7,500 of Developers contributions	Open
4.	Item 18	AH	Clerk to process bank mandate with bank	Open
5.	Item 18	AH	Clerk to submit precept request to EHDC	Open
6.	Item 20	AH	Clerk to make payments	Open
7.	Item 21	AH	Clerk to book places for councillors for Code of Conduct training	Open
8.	Item 23	AH	Clerk to inform Highways agency on GPC view on the unauthorised roadworks	Open
9	Item 24	AH	Clerk to publicise wish for grant finding expertise from new councillor	Open
10	Item 25	AH	Clerk to arrange interviews	Open