

Greatham Parish Council

Minutes of the Parish Council meeting held at Greatham Village Hall on Monday 4th February 2013 at 7.30pm

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

3 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.

2. Apologies for Absence

The council were informed that District Councillor Judy Onslow had sent her apologies and that County Councillor Vaughan Clarke had also sent his apologies along with his report.

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.

Jane McDonald asked to speak on behalf GVEC. She reminded the council of their agreement in principle to help form a working party to organise the 2013 firework display for the village and informed them that the fireworks need to be ordered in April and that at least 18 people were needed to make the event happen. Councillors D Jerrard, A Cheesman and J Trodden all volunteered to help support the event. Suggestions were also made to try and whip up some public support and recruit more volunteers at the Annual Parish Meeting in April, and an action was given to the clerk to include in the agenda for the APM. Jane McDonald offered to present the appeal at the APM and her offer was gratefully accepted. *Action Clerk*

Jacqui Cheesman asked the council if they would have been so generous to the Village Hall when they asked for assistance towards funding of the drainage scheme had they known that the Village Hall had been so disorganised enough to have forgotten about a grant awarded three years ago by the Hampshire Playing Fields Association and therefore the information they presented to the council was inaccurate. Mrs Cheesman confirmed that she had informed Alsidair Tweddle, at EHDC about this award. The Chairman replied that she believed that £2,000 has been awarded and was available to be claimed before August 2013. Councillor D Jerrard added that the Community Forum

which would discuss the Village Hall committee's application for Developers Contributions would take place the following evening and it would be useful if all village organisations were 'singing from the same hymn sheet' at that Community Forum. The Chairman of the Village Hall Committee, Josh Dale-Harris admitted that when he made the application for Developers Contributions to EHDC he had forgotten about this award but stressed that it was not an attempt to deceive anyone. He added that they don't physically have the money, but a promise to contribute to a project which has a large measure of public support. He stated that the £2,000 from the HPFA and the £300 from Cllr Trodden's fundraising event were very welcome but that it didn't mean that project was overfunding by £2,300, merely that the gap is narrowing between funds available and those still required. He stressed that if the land was drained it would be useful to all sectors of the community irrespective of its future potential uses and IF the allotments were to go ahead they would occupy about a quarter of the land benefiting from the drainage. He stressed that the situation on allotments was currently that the Village Hall committee will allow allotments IF the Parish Council were unable to find suitable alternative land, which it has confirmed to be the case. AND if a large number of conditions are met, and until the second issues are addressed the final approval will not be given.

Councillor J Trodden attempted to clarify the situation and return to the subject of the funding of drainage by asking if it was fair to say that the land is useless for ANYTHING if it is not drained. The consensus of opinion by all present that this was the case.

Councillor D Jerrard asked Josh Dale-Harris if he would be attending the Community Forum on the 5th February when the grant application for Developers contributions would be discussed. He confirmed he intended to do so, although he could not make the beginning of the meeting. Councillor D Jerrard stated that the key issue was that the Parish Council has to support the application for Developer's Contributions and asked if the Village Hall had made an application separate to this, to EHDC.

Mr Dale-Harris confirmed he had made enquiries of EHDC who advised him to apply for the Developer's Contributions. Councillor D Jerrard replied that he thought organisations could do both and he would try and find out before the Community Forum meeting. **Action DJ**

5. Minutes of the Parish Council meeting on Monday 7th January 2013

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

6. Matters arising from the Parish Council meeting on Monday 7th January 2013

There were no matters arising.

7. **To remind councillors that places have been booked** for Cllrs D Jerrard, S Jerrard, C Rudd, D Rudd, and A Cheesman for Code of Conduct Training on Tuesday 19th February. An additional place had also been booked for the new clerk.

8. **To remind councillors and public of the current casual vacancy for a councillor.** The clerk confirmed that no one had forwarded their details to be considered. A discussion followed whereby potential councillors had considered by existing councillors but their work commitments prevented them from serving on the council. An action was given to the Chairman to make an approach to Tracey Long-Sutehall to see if she would join the council. An action was given to the clerk to place an advert in the magazine. **Action CR/Clerk**

9. **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 18	AC	Councillor to report quotes for signs for the playground	Closed
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	Closed
4.	Item 18	AH	Clerk to process bank mandate with bank	Closed
5.	Item 18	AH	Clerk to submit precept request to EHDC	Closed
6.	Item 20	AH	Clerk to make payments	Closed
7.	Item 21	AH	Clerk to book places for councillors for Code of Conduct training	Closed
8.	Item 23	AH	Clerk to inform Highways agency on GPC view on the unauthorised roadworks	Closed *
9	Item 24	AH	Clerk to publicise wish for grant finding expertise from new councillor	Closed
10	Item 25	AH	Clerk to arrange interviews	Closed

Action 1 – Councillor A Cheesman presented some information and an action was given to the clerk to include as agenda item for next meeting.

Action 2 – Repairs still awaiting drier weather.

Action 8 – the clerk reported that she had chased up the issue from Highways agency but there was no update to date.

10. Appointment of Parish Council Clerk – The Chairman reported that the vacancy had attracted 27 applications of a very high standard from which 6 were selected for 1st and 2nd interviews. She reported that she was pleased to report that the position had been offered to Sarah Bitten who had accepted the job. Sarah Bitten was congratulated and welcomed to the role by the whole council. The new clerk joined the meeting as clerk from this point.

11. Report of County Councillor –

- a. The clerk informed the council that report included information on the Highways Maintenance budget which remained constant, people claiming unemployment benefit in East Hampshire had remained low and how Hampshire County council was assessing how to increase the Olympic legacy in the County by improving facilities and encouraging participation in sport at all levels. The full report is filed with these minutes.
- b. The meeting which the county councillor was due to attend at EHDC on 18th January to find out more about the Ham barn Roundabout proposals was cancelled due to the snow, and he had informed the clerk that it had not been rescheduled.

12. Report of District Councillor

There was no report. It was queried when the council had last heard from the District Councillor – the clerk confirmed it was about 16 months ago.

13. 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 some parents had voiced concerns about the proposed drainage work and what that will do to the playground. It should improve the playground conditions. He had also had enquiries about when the zip wire would be put back. Councillor C Rudd confirmed that she had informed the Village Hall that the zip wire would not be reinstated until the playground is replaced as it would be a waste of money and it wouldn't be covered by the insurance. Councillor D Rudd proposed and Councillor A Cheesman seconded that Nick Adams carry out the Risk Assessment. Action SB

b. **Highways and Public Transport** – Councillor D Rudd confirmed that he is trying to arrange a meeting with Steve Neat to discuss various issues including the lay by opposite the school.

c. **Traffic working party** – Councillor J Trodden

i. There had been no meeting since the last council meeting. But it was reported that the school crossing patrol has been a great success. Councillor J Trodden proposed that the clerk drafts a letter to the Hampshire County Council Highways asking for a sign indicating that there is a school crossing. The clerk confirmed that there are signs in place. Councillor D Rudd suggested that there should be additional signs further back to warn people, Councillor J Trodden agreed. Councillor J Trodden proposed that the clerk draft a letter to the HCC Highways asking if they would consider putting two signs 100 metres either side of the school crossing patrol indicating "School Crossing 100 Metres". Councillor D Rudd seconded the proposal and all agreed. Action SB

ii. The clerk confirmed that Philip Sheppard, Asset Manager Highways Agency is still happy to meet with the council to discuss the Longmoor slip road. The meeting of the 18th January 2013 had been postponed. The clerk has asked Councillor Clark to keep her informed of when the meeting is rescheduled. Once this meeting has taken place the meeting with Philip Sheppard can be scheduled.

d. **Footpaths and Bridleways** – Councillor C Rudd and Mrs. Booton

i. Councillor A Cheesman requested that someone should check the trees along the bridle path towards Liss Forest. Councillor J Trodden as tree warden would inspect the bridlepath and report back. Councillor C Rudd queried if the landowner would be responsible for the trees. The completion of Phase 2 of Wolfmere Lane Bridleway repair has been delayed due to wet weather. Action JT

e. **Tree Warden** – Councillor J Trodden

f. **Greatham Village Hall** – Councillor C Rudd reported that members of the village hall committee were going to look at funding, and into certain aspects of allotments.

g. **Coryton Trust** – Councillor D Jerrard and D Rudd

h. **Liss Greatham and Hawley Friendship Fund** – Councillor S Jerrard

i. **Blackmoor Recycling Liaison Panel** – Councillor D Jerrard.

j. **HALC/ EHAPTC** – Councillors D Jerrard, C Rudd

k. **Greatham Allotment Charity** – Councillors P Larner, S Jerrard

l. **Community Forum** – Councillor J Trodden, D Jerrard - Councillor D Jerrard attended the Development Policy Panel meeting. He reported that there will be a sequence of meetings once a month with workshops which will be open to the public. He added that there will be various consultations concerning planning policy within the SDNPA. but it would be mainly at the Community Forum. There needs to be more provision for affordable housing in EHDC Joint Core Strategy and locations will need to be found within East Hampshire and within the National Park. He explained that this linked with the Ecotown because the original proposal was for 4000 affordable houses, this has been reduced to just over 2000. He stressed that it is a very key issue and of massive importance to everybody. He explained the reason for the swap in roles was because the parish council's representative is allowed to speak as part of the committee and as Chairman of the planning sub committee it is most appropriate that he do so. Councillor J Trodden proposed and Councillor D Rudd seconded that Councillor J Trodden and Councillor D Jerrard swap roles.

Action DJ

m. **Eco-Town Standing Conference** - Cllr A Cheesman confirmed that he will be unable to attend the next meeting. It was agreed to defer to a future meeting a decision on attendance as roles may be reassigned at the Annual General meeting.

n. **Joint meeting of SDNPA and HALC** – Councillors D Jerrard and D Rudd. Councillors D Jerrard and D Rudd confirmed that they would attend the next meeting to be held on 26th February 2013. The clerk would confirm attendees.

Action SB

o. **CTCG** – Councillors A Cheesman and S Jerrard. Councillor S Jerrard reported that she had asked about the damage to the nursery school. Sergeant Brommell confirmed that it would be helpful if there were some movement activated floodlights in place. Councillor S Jerrard suggested that an email was sent to the Village Hall suggesting this. Councillor D Jerrard suggested that the Village Hall should be emailed to suggest that they put in an application for a community grant from EHDC to be discussed at a meeting on 20th March at 6.30pm at Penns Place. He added that people should be encouraged to turn up to that meeting to vote on project submitted and Councillor S Jerrard suggested that information should be put in the Parish Magazine. Councillor C Rudd agreed.

14. Old Church Report

- a. Councillor J Trodden proposed and Councillor C Rudd seconded the appointment of an architect (to be decided after one more quote is obtained) and the authorisation of a budget of no more than £300 from the main reserve account, for the purpose of the quinquennial review. All agreed.
- b. Councillor A Cheesman proposed and Councillor S Jerrard seconded that a budget of £300 be set (from the old church reserve account) towards a new notice board. All agreed.

15. Parish Council Finances

Financial Report – The clerk presented the council financial report.

- 16. 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	Recruitment/administration and clerking services. 35 hours at £10 per hour.	£350.00
Greatham Primary School	Invoice no 3610487147 for Recruitment flyer published by school.	£7.20
Viking Direct	Stationary	£47.04
Cllr D Jerrard	Reimbursement for payment for the clerk and spouses' Christmas celebration meal on 21 st December 2012	£55.20
TOTAL PAYMENTS		£459.44

Councillor C Rudd proposed approval of payments; Councillor A Cheesman seconded the proposal. All agreed.

- 17. Correspondence – To discuss items of correspondence received:**

Date	From	Details
No. 1. – 14.1.13	Lucy Soal – Community Project Worker, Community Services EHDC	£17,500 is on offer for community and not-for-profit groups to apply for in East Hampshire thanks to a grant from Hampshire County Council. Small grants of between £250 and £1000 are available. Allocation of the grants is decided by public votes at local events. The relevant one is Petersfield & surrounding villages (inc Greatham) Wednesday 20 th March, 6.30-8.30pm at EHDC, Penns Place
No. 2 -16.1.13	Email from Kevin Davis, Communications Officer, Communications Team, EHDC	EHDC Councillor Newsletter – Joint Core Strategy Special Edition. This newsletter focuses on the progress of the East Hampshire Local Plan: Joint Core Strategy and contains information that is relevant to all Town and parish Councillors.
No. 3 - 25.1.13	Email from Sue Lucas – Technical Assistant – Traffic Orders Economy, Transport & Environment HCC	ROAD closure notice for the part of Hawkey Road between its junction with B3006 Farnham Road and its junction with Baresfoot Lane. From 9 th February 2013 for an expected 5 days. Diversion routes will be signed at the time of closure.
No. 4 - 29.1.13	Letter from Post Office	Letter to confirm they will proceed with proposal to re-open services at Village Hall on Tuesdays 14:30 to 16:30 and Thursdays 09:30 to 11:30

Item 1 above had been covered earlier in the meeting.

- 18. Report of Planning Chairman** – Chairman C Rudd handed over the meeting to the Chairman of the Planning Committee, Cllr D Jerrard. As Councillor C Rudd informed Councillor D Jerrard that she would leave the room for his report the council decided to address item 19 next.

19. Planning Applications – Ford Arun - Single storey extension to rear of property.

Ref No	Address	Details	Consultation end date
SDNP/13/00053/HOUS	Ford Arun, Snailing Lane, Greatham GU33 6HQ	Single storey extension to rear	20 th February 2013

Councillor D Jerrard suggested that a site visit be made but he could recommend in principal that he could see no objection. He would make the visit and report to the planning committee and the clerk.

Action DJ/SB

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

Councillor C Rudd then left the meeting for item 18 to be discussed.

Item 18

Report of Planning Chairman – The Chairman of the planning committee reported events of the EHDC planning committee meeting of 20th December 2012 where the planning application renewal for Fern Farm was discussed. He reported that his contribution at that meeting should have been considered relevant to planning since the impact of a gypsy site on the neighbours should be taken into account. Councillor D Jerrard also highlighted the issue of the access to the Fern Farm site, as a stipulation in the planning permission was to not use the entrance nearest to Wolfmere Lane and the applicants family had been doing so. He reported that Lesley Wells had informed the clerk by email on 31st Jan 2013 that this was a temporary measure due to broken gates and they would be fixed by 8th February 2013. A discussion followed concerning conflicting reports of when they had been using the Wolfmere Lane entrance and why. It was generally the view that this action could be interpreted as intimidation of the neighbours.

21. Close of meeting – The meeting was closed at 9.15pm

Action Log

	Meeting Date / Agenda Item	Who	Action	Status
1.	1.10.12 Item 10 a ii	AC	Councillor to arrange minor repairs for £50 or less	C/F
2	4.2.13 Item 4	SB	To include presentation from GVEC for volunteers to firework working party at APM and publicise in magazine	Open
3	4.2.13 Item 4	DJ	To find out if V Hall could apply for Dev. Contributions AND other grants from EHDC before 5 th Feb.	Open
4	4.2.13 Item 8	CR/ SB	Councillor to approach parishioner/ Clerk to advertise councillor vacancy in magazine	Open
5.	4.2.13 Item 13a	SB	Clerk to respond to Nick Adams and confirm play inspection	Open
6.	4.2.13 Item 13c	SB	Clerk to write to HCC Highways to request additional school signage	Open
7.	4.2.13 Item 13d	JT	Cllr to check trees on bridleway	Open
8.	4.12.13 Item 13l	DJ	To inform Community Forum of change of rep.	Open

9.	4.2.13 Item 13n	SB	To inform SDNPA/ HALC of D Rudd and D Jerrards attendance	Open
10.	4.2.13 Item 13o	SB	Clerk to email suggestion to Village Hall to apply for grant for lights	Open
11.	4.2.13 Item 14	SB	Clerk to report back to Old Church Committee that amounts have been approved	Open
12.	4.2.13 Item 16	SB	Clerk to make payments	Open
13.	4.2.13 Item 19	DJ	Cllr to visit site and report on planning application to clerk	Open
14.	4.2.13. Item 19	SB	Clerk to provide consultee comments by 20 th Feb deadline	Open