

# Greatham Parish Council

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

**Present** Chairman C Rudd, Councillors, D Rudd, A Cheesman, and J Trodden

8 members of the public were also present.

### 1. Chairman's Announcements

The Chairman welcomed the members of the public to the meeting, pointed out the fire exits and asked members of the public to turn off their mobile phones. The Chairman also requested that members of the public sign in.

### 2. Apologies for Absence

Apologies had been received from District Councillor Onslow and Councillors D and S Jerrard. County Councillor Clarke would be late.

### 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.

A member of the public had a query regarding bus timetables which would be raised with County Councillor Clarke later in the meeting.

Mr Dale-Harris raised a query regarding his email that had been sent. The Chairman confirmed that this had been included in the Agenda and would be discussed later in the meeting. He also confirmed that from the Village Hall perspective it is felt that it is very important to work together with regard to the playground for what is best for the village and the GVH are very keen to have a working party.

### 5. Minutes of the Parish Council Meeting on Monday 7<sup>th</sup> October 2013

The minutes were reviewed. It was proposed by Councillor J Trodden and seconded by Councillor C Rudd that they be accepted as a true and accurate record of the meeting, all agreed and they were signed by the Chairman.

### 6. Matters arising from the Parish Council Meeting on Monday 7<sup>th</sup> October 2013

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
1.	4.3.13 Item 11a(i)	AC	Proposal for the playground sign for next agenda	C/F
2.	1.7.13 Item 12	SB	Clerk to research and carry out risk assessments	C/F
3.	1.7.13 Item 12	SB	The clerk to research arboriculturalists	Closed
4.	1.7.13 Item 13	JT	Councillor Trodden to contact Philip Sheppard regarding the Longmoor Junction	C/F
5.	1.7.13 Item 15	DJ/SB	Councillor D Jerrard to check the status of parking conditions on the stables planning and report back to the clerk. The clerk to write to the stables.	C/F
6.	2.9.13 Item 6	DJ	Councillor D Jerrard to write a report to send the Hampshire Police. The Parish Council to also make a complaint to the Charities Commission	C/F
7.	2.9.13 Item 13	SB/CD	The clerk and chairman to put together a proposal for the playground for the next meeting.	Closed
8.	2.9.13 Item 13	JT	Councillor Trodden to forward to the clerk his idea for additional stay supports for the zipwire	C/F
9.	2.9.13 Item 14b	SB	The clerk to ascertain who is responsible for cutting the grass on the bank opposite the shop	Closed
10.	2.9.13 Item 14f	SB	The clerk to check if the Parish Council has a copy of the lease	Closed
11.	7.10.13 Item 7	SB	Clerk to confirm if Handmade Places have the zipwire cable and seat.	Closed
12.	7.10.13 Item 10	SB	Clerk to obtain quotes for work detailed in Playground Annual Inspection Report.	Closed
13.	7.10.13 Item 10	SB	Clerk to purchase signs for playground.	Closed
14.	7.10.13 Item 10	SB	Clerk to research additional bins for playground	Open
15.	7.10.13 Item 11	SB	Clerk to place advert in parish magazine for volunteers for Speedwatch Scheme	Closed
16.	7.10.13 Item 13f	CR	Cllr C Rudd to follow up decision on moving the phonebox at next Village Hall Committee meeting.	Open
17.	7.10.13 Item 14c	CR/SB	Chairman and clerk to draft the budget and present at next meeting.	Closed
18.	7.10.13 Item 16 No.7	SB	Clerk to advertise the scheme on the website and in the magazine.	Closed
19.	7.10.13 Item 16 No.7	SB	Clerk to find out if there is a senior citizens group within the village.	Closed
20.	7.10.13 Item 16 No. 8	SB	Clerk to ask Cllr Cheesman and Cllr D Rudd if they are able to attend the EHPTF meeting on 16/10/13	Closed

Item Three – Three quotes were presented by the clerk. Councillor Trodden proposed and Councillor Cheesman seconded that the cheapest quote be accepted. All agreed. Action SB

Item Nine – Councillor Trodden asked the clerk to email the map that had been sent so he could ascertain if the vegetation on the long bend before the roundabout as you are coming from Bordon was their responsibility. It was agreed that if it was he would mark it up and email it back to the clerk so she could send it to Richard Peach to ask if the vegetation could be cut back. Action JT/SB

Item Twelve – Two quotes were presented by the clerk. Councillor Trodden proposed and Councillor Cheesman seconded that the cheaper quote be accepted. The carpentry work to be carried out now and the replacement matting to be done in the spring. All agreed. The clerk to clarify work to be completed. Action SB

Item Fourteen – Clerk to contact Linda Carr regarding details for the company that empty the bin by the playground. Action SB

#### 8. Report of County Councillor

The County Councillor arrived late so his report was heard later in the meeting. The grant has been reduced to the county council once again and to ensure no increase in council tax £19 million of savings need to be made. The number of people using buses in Hampshire is at a 20 year high. The cost of subsidising travel in Hampshire is £43.9 million. The unemployment rate of people aged 16-24 is 2.7% and people aged 25 and over is 0.8%. The national average is 7.6%. The full report is filed with these minutes.

A member of the public enquired about the Whitehill & Bordon bus timetable and the fact that it does not include the bus from Petersfield to Alton via Greatham. It was confirmed that that route would be included in the Petersfield timetable.

#### 9. Report of District Councillor

There was no report.

#### 10. Greatham Village Leisure Gardeners Society – to discuss the request for the Parish Council's support for an application for £2,500 of Developers Contribution.

After discussion Councillor Trodden proposed and Councillor Cheesman seconded that the Parish Council endorse GVLGS's application for Developers Contributions. The clerk to email Alisdair Tweddle to confirm this. Action SB

#### 11. Greatham Allotment Charity Trustees – to discuss the trustee position and a letter received from Alan Bridgman.

The letter from Mr Bridgman was distributed to the members of the public present. Councillor Trodden commented that Mr Bridgman had not responded to emails sent by the clerk in August and September. The Chairman asked for Mr Bridgman, as he was present, to comment. All Councillors agreed. Mr Bridgman commented that he had read in the Herald that Councillor D Jerrard had objected to his reappointment as a trustee, made reference to his letter and commented that he was willing to be reappointed. He felt that it was up to the standing trustees to reappoint trustees but the parish council had authority to appoint trustees when there were less than five. Councillor C Rudd commented that she felt that the matter had not been dealt with properly at the last meeting. After discussion Councillor Trodden proposed and Councillor Cheesman seconded that Mr Bridgman be reappointed as a trustee. All agreed. The clerk confirmed the current trustees. The clerk to check the scheme document for the correct procedure for appointing trustees. Action SB

#### 12. Playground Refurbishment/Replacement – to discuss setting up a working party to include three representatives each from GPC & GVH to meet to discuss how the playground facilities could be improved to provide the best amenities for the village.

The Chairman confirmed that Josh Dale-Harris, Linda Carr and Bridget Whiley from the Village Hall trustees and Councillor C Rudd, Councillor Cheesman and the clerk were happy to be part of a working party. Councillor D Rudd proposed and Councillor Cheesman seconded the proposal. All agreed.

**13. Blackmoor Soil Recycling Facility** – to discuss the facility.

This item was postponed to the next agenda.

Action SB

**14. Reports from representatives of Organisations, Outside Bodies, Working Parties and Groups.**

- a) **Playground** – Councillor A Cheesman.
- b) **Highways and Public Transport** – Councillor D Rudd.
  - i. Temporary Road Closure Farnham Road (B3006). Cllr D Rudd enquired of the County Councillor if the traffic would be diverted through Greatham. The County Councillor commented that there were discussions taking place between the Highways Agency and the County Council regarding the matter.
  - ii. A3 Ham Barn Roundabout Improvement Scheme.
- c) **Traffic Working Party** – Councillor J Trodden .
- d) **Footpaths and Bridleways** – Councillor C Rudd. The clerk confirmed that she had spoken to the ranger regarding cutting back footpath 2. The Chairman suggested that the clerk contact the estate office at Blackmoor. Action SB
- e) **Tree Warden** – Councillor J Trodden
- f) **Greatham Village Hall** – Cllr C Rudd confirmed that there will be a Country & Western Evening on the 16<sup>th</sup> November 2013.
- g) **Coryton Trust** – Councillors D Jerrard & D Rudd. Cllr D Rudd reported that at the last meeting it was decided to continue with Gibson Gammon as the management company. A discussion followed regarding the trust and its conduct. The Chairman read out the new protocol for selection of residents that is now in place and she also confirmed that all Parish Councillor's need to be mindful of how they act.
- h) **Liss Greatham and Hawkley Friendship Fund** – Councillors D Jerrard & D Rudd.
- i) **Blackmoor Recycling Liaison Panel** – Councillor D Jerrard
- j) **HALC/ EHAPTC** – Councillors D Jerrard & C Rudd. Cllr C Rudd confirmed that both Cllr D Jerrard and she had attended the AGM.
- k) **Greatham Allotment Charity** – Councillor S Jerrard.
- l) **Community Forum** – Councillors D Jerrard & S Jerrard.
- m) **Eco-Town Standing Conference** – Councillors D and S Jerrard.
- n) **Joint Meeting of SDNPA and HALC** – Councillors D Jerrard and D Rudd.
- o) **CTCG** – Councillor S Jerrard attended the last meeting.

**15. Parish Council Finances**

**Financial Report** – to present to the council the financial report.

**Draft Budget** – to present to the council the draft budget.

The clerk presented the financial report and confirmed the second payment of the precept had been received.

The clerk presented the draft budget with the precept staying the same as the current year. The amount for the playground was quite high but included grass cutting and maintenance together with an amount of £4000 for the replacement of the bark chippings under the zipwire which was in the current year's budget which has not been done. The clerk felt this area needed further discussion.

Grants were included similar to previous years. The bank balance is anticipated to be approximately £24,000 at the beginning of the 2014 financial year. If the precept is kept the same then there will be a shortfall of approximately £6,000. These figures did not include any expense on the Old Church. Cllr Trodden and Cllr Cheesman commented that they would not wish to raise the precept. The Chairman confirmed that it is possible to ear mark funds for projects and she thanked the clerk for preparing the draft budget. Cllr Cheesman proposed and Cllr Trodden seconded that the draft budget be approved. All agreed.

**16. Approval of Payments** – Cllr Cheesman proposed and Cllr D Rudd seconded the approval of the following payments.

Payee	Purpose	Amount
Mrs. Sarah Bettin	Salary 1 <sup>st</sup> September 2013 – 30 <sup>th</sup> September 2013	£433.33
LWB Horticulture	Grass cutting and maintenance – play area October	£90.00
Archer Safety Signs	Dogs No Fouling/No dogs in playground signs and fixings	£26.94
HALC	Finding & bidding for funding/Clerk's update	£54.00
S J Bettin	Mileage Expenses to attend SALTEX and two workshops	£99.00
Royal British Legion	Wreath	£18.00
	<b>TOTAL PAYMENTS</b>	<b>£721.27</b>

**17. Correspondence – to discuss items of correspondence.**

Date	From	Details
No. 1 – 14.10.13	Steve Neat	Additional Layby near school – County Councillor backing
No. 2 – 18.10.13	Mr A Bridgman	Greatham Parish Council meetings – regarding letter sent to the Bordon Herald.
No. 3 – 22.10.13	Mr S Cottle	Email regarding fertilizer on the field
No. 4 – 29.10.13	Naomi Roberts – Jubilee Sailing Trust	Grant Application
No. 5 – 30.10.13	Mr Dale-Harris	Email regarding the Village Hall Trustees possible future employment of Mr Cottle.
No. 6 – 04.11.13	Mr Bridgman	Letter regarding Quinquennial Review and possible work required at the Old Church.

No. 1 The County Councillor confirmed that the works have now been approved.

No. 2 The Chairman invited Mr Bridgman to speak. He enquired at which meeting was the letter agreed and commented that there should be a minimum of 3 clear days' notice of any parish council meeting. His opinion was that the letter had been authorised outside of a parish council meeting. He requested comment from the Chairman. The Chairman confirmed that it had been discussed at a planning meeting. Cllr Trodden enquired of Mr Bridgman if he thought the article in the Herald was factually correct. Mr Bridgman commented that although there were minor errors the overall nature of the report seemed fairly accurate. Cllr Trodden requested that the matter be put on the next agenda. The Chairman confirmed that she had answered Mr Bridgman's letter confirming that the letter was not signed as it had been sent by email, that she was aware of the letter before it was sent and at the time she did agree with the content and there is a need for transparency within the council and at the time it seemed paramount to respond to the allegations made. Whilst she is Chairman of the parish council exempt sessions will only take place when there are matters of a sensitive nature to discuss or the clerk's salary is reviewed. Cllr Trodden commented that a right to reply in a timely manner was required. The Chairman asked for clarification from the County

Councillor and he commented that in his opinion it would be unwise to send a letter that has not been approved at a parish council meeting. The Chairman asked for it to be minuted that in the future any letters to be written are approved at parish council meetings and that a special meeting could have been called. In hindsight all councillors should have written their own individual letters. The Chairman confirmed that the parish council needs to review its actions and anything done by the parish council cannot be personal. It was confirmed that all the parish councillors were aware of the letter being sent. Cllr Trodden confirmed that a response was required and that the letter was discussed face to face and via email correspondence. The Chairman commented that the parish council will endeavor to deal with matters correctly in the future.

No. 4 It was agreed that the clerk send a grant application form. Action SB

No. 5 The Chairman confirmed that when the village hall is spending its own money it is not up to the Parish Council to pass comment.

No. 6 Mr Bridgman explained that following the Quinquennial Review on the Old Church there are a number of areas which need attention. As far as possible volunteers will be used to carry out the work but there will be areas where professional tradesmen will be required. He commented that the Parish Council had not spent any money on the Old Church in recent times, it is likely there will be some expense incurred in the next two years and with only £1500 in the Old Church account this is not going to be enough. He requested that an amount of between £5,000 and £8,000 be included in next year's precept. A discussion followed regarding raising funds, it is listed as an ancient monument. Cllr Trodden commented that the council is duty bound to maintain it but money will need to be raised. It was agreed to put fund raising for the Old Church on the next agenda. The Chairman confirmed that the parish council in principle agree that money is needed. Action SB

**18. Report of Planning Chairman**

There was no report

**19. Minutes of the Parish Council planning meeting on 11th October 2013 – To review and approve the minutes of the Parish Council planning meeting, to make any amendments and sign them as true and accurate record of the meeting.**

The minutes were reviewed. Cllr Trodden proposed and Cllr D Rudd seconded the approval of the minutes. All agreed.

**20. Matters arising from the minutes of the Parish Council planning meeting on 11th October 2013 - To discuss any matters arising from the minutes of the Parish Council planning meeting and identify whether any matters should be discussed at a future meeting.**

No matters arising.

**21. Planning Application**

Ref No	Address	Details	Consultation end date
SDNP/13/04286/HOUS	Meadowside, Petersfield Road, Greatham, GU33 6HA	Change of materials to external elevations.  Cllr D Rudd	4 November 2013 Extended

Cllr D Rudd confirmed that he had visited the site and they are replacing cedar with tiles and render. There are no objections from the neighbours. Cllr D Rudd proposed that there be no objection made. All agreed.

Ref No	Address	Details	Consultation end date
SDNP/13/04406/FUL	1 Kingshott Cottages, Petersfield Road, Greatham, GU33 6AB	Detached dwelling with associated access on land adjacent and to the rear of 1 – 1A Kingshott Cottages	5 November 2013

Cllr Trodden confirmed that this application was discussed at the last planning meeting. No further comments.

Ref No	Address	Details	Consultation end date
SDNP/13/04826/LDE	8 Woolmer Cottages, Petersfield Road, Greatham, GU33 6BH	Lawful development certificate for an existing use – use of land for the stationing of a mobile home for residential use at land North of 8 Woolmer Cottages.	6 November 2013

The Chairman commented that the application is outside of the parish but the parish council had been previously consulted. Cllr Trodden described the planning history. Cllr Trodden proposed that the parish council object and comment that it is inappropriate siting of a mobile home in a commercial yard within the national park. It is the parish council's belief that the mobile home has been unoccupied since its delivery. All agreed.

## 22. Date of next meeting.

The council was reminded that the next meeting would be Monday 2<sup>nd</sup> December 2013. A planning meeting will be held on Thursday 21<sup>st</sup> November 2013 if applications are received.

## 23. Close of meeting

The council meeting was closed at 9.20pm

## Action List

	Meeting Date / Agenda Item	Who	Action	Status
1.	4.3.13 Item 11a(i)	AC	Proposal for the playground sign for next agenda	C/F
2.	1.7.13 Item 12	SB	Clerk to research and carry out risk assessments	C/F
3.	1.7.13 Item 13	JT	Councillor Trodden to contact Philip Sheppard regarding the Longmoor Junction	C/F
4.	1.7.13 Item 15	DJ/SB	Councillor D Jerrard to check the status of parking conditions on the stables planning and report back to the clerk. The clerk to write to the stables.	C/F
5.	2.9.13 Item 6	DJ	Councillor D Jerrard to write a report to send the Hampshire Police. The Parish Council to also make a complaint to the Charities Commission	C/F
6.	2.9.13 Item 13	JT	Councillor Trodden to forward to the clerk his idea for additional stay supports for the zipwire	C/F
7.	7.10.13 Item 10	SB	Clerk to research additional bins for playground	C/F
8.	7.10.13 Item 13f	CR	Clr C Rudd to follow up decision on moving the phonebox at next Village Hall Committee meeting.	C/F
9.	4.11.13 Item 7, Item 3	SB	Clerk to arrange the arboriculturist survey.	Open
10.	4.11.13 Item 7, Item 9	JT/SB	Clerk to email map, Clr Trodden to mark and return. Clerk to email to Richard Peach	Open
11.	4.11.13 Item 7, Item 12	SB	Clerk to arrange work on playground	Open
12.	4.11.13 Item 7, Item 14	SB	Clerk to contact Linda Carr regarding playground bin	Open
13.	4.11.13 Item 10	SB	Clerk to email Alisdair Tweddle to confirm Parish Council's endorsement of GVLGS application of Developers Contributions	Open
14.	4.11.13 Item 11	SB	Allotment Charity - clerk to check scheme document for correct procedure for appointing trustees.	Open
15.	4.11.13 Item 13	SB	Blackmoor Soil Recycling Facility – to be put on next Agenda	Open
16.	4.11.13 Item 14d	SB	Clerk to contact Blackmoor Estate regarding maintenance of footpath 2	Open
17.	4.11.13 Item 16	SB	Clerk to make payments.	Open
18.	4.11.13 Item 17 No. 4	SB	Clerk to send a grant application form	Open
19.	4.11.13 Item 17 No. 6	SB	Clerk to put fund raising for Old Church on next agenda.	Open
20.	4.11.13 Item 21	SB	Clerk to comment on planning applications.	Open