

# Greatham Parish Council

## Minutes of the Parish Council meeting held at Greatham Village Hall on Monday 6<sup>th</sup> January 2014 at 7.30pm

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

6 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, asked members of the public to turn off their mobile phones and requested that members of the public sign in. The Chairman also explained public question time and requested that when members of the public speak to please confirm their name and to address all comments to the Chairman. It was also confirmed that the meeting was being recorded.

### 2. Apologies for Absence

Apologies had been received from District Councillor Onslow.

### 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 asked for the Parish Council's help in dealing with an ongoing situation which has developed over a number of years in the property next door. Councillor's D and C Rudd declared a personal interest and confirmed that they would not take part in any discussion. Discussions followed and it was confirmed that a planning notice has been served to remove two caravans from the site. It was advised that the parishioner should speak to her mortgage company as any damage to the property would have an impact on them. They were also advised to check their house insurance for legal expenses cover. It was agreed that the Citizens Advice Bureau would be contacted and an appointment made for the parishioner to attend with a Councillor. It was also agreed that the clerk would write to the Chief Executive of EHDC to clarify the current position. **Action SB**

### 5. Minutes of the Parish Council Meeting on Monday 2<sup>nd</sup> December 2013

The minutes were reviewed. It was proposed by Councillor A Cheesman and seconded by Councillor S Jerrard 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 2<sup>nd</sup> December 2013

Councillor D Jerrard asked whether the gardening club had been closed. Councillor D Rudd commented that he thought it had. Councillor D Jerrard commented that this had repercussions as Linda Carr would not be able to sit on the Village Hall Committee as she was the Gardening Club

representative. The Chairman commented that it was up to the Village Hall Committee to discuss at their next meeting.

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

	Meeting Date / Agenda Item	Who	Action	Status
1.	1.7.13 Item 12	SB	Clerk to research and carry out risk assessments	Closed
2.	1.7.13 Item 13	JT	Councillor Trodden to contact Philip Sheppard regarding the Longmoor Junction	Closed
3.	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
4.	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
5.	7.10.13 Item 13f	CR	Cllr C Rudd to follow up decision on moving the phonebox at next Village Hall Committee meeting.	C/F
6.	2.12.13 Item 7, point 7	SB	The clerk to contact EHDC to request an additional bin at the village hall.	C/F
7.	2.12.13 Item 11	SB	The clerk to put Blackmoor Soil Recycling Facility on the next agenda	Closed
8.	2.12.13 Item 15	SB	The clerk to investigate the possibility of the ecobus serving the southern end of the village.	C/F
9.	2.12.13 Item 16	SB	The clerk to apply for the precept.	Closed
10.	2.12.13 Item 17	SB	The clerk to make payments.	Closed
11.	2.12.13 Item 18 No.1	SB	The clerk to advertise the information on the noticeboard and website,	Closed
12.	2.12.13 Item 18 No.2	SB	The clerk to obtain additional quotes for cleaning the play area surfaces.	C/F
13.	2.12.13 Item 18 No. 6	SB	The clerk to book 3 places for Cllr's D Jerrard, S Jerrard and D Rudd	Closed
14.	2.12.13 Item 20	SB	The clerk to comment on planning applications.	Closed
15.	2.12.13 Item 20	SB	The clerk to make a complaint to the planning department regarding the unavailability of applications online.	Closed

2. The clerk to ask for an urgent meeting with Phillip Shepherd to discuss the Longmoor Junction and Woodland Cottages. The clerk also to email Ian Janes with follow up from meeting with Councillor Trodden earlier in the year. Action SB

Councillor Trodden to email sketch for repositioning the bus stop and provide a parking bay outside Woodland Cottages. Action JT

**8. Report of County Councillor**

As there

The County Councillor reported that unemployment rate in Hampshire is 1%. There was a major trading standards raid at Blackbushe Market in December and £40,000 of illegal tobacco and

counterfeit goods were seized. There were 112,343 people recorded as living in the National Park by 2011 census and about 50,100 homes. Approximately 250 homes a year are built in the National Park. The population is aging at an increasing rate with the median age of residents being 46.6 years in 2010. The full report is filed with these minutes.

The County Councillor commented on the flooding that had happened during the Christmas period and some of the problems seem to stem from a lack of line of control additionally hampered by a lot of the people who made serious decisions being on holiday.

A member of the public commented on the power cut that had hampered the whole of Greatham during the Christmas period. A discussion followed regarding compensation payments that will be paid. Councillor Trodden commented that the problems with dealing with the power cuts stems from the lack of investment by the power companies leading to a lack of manpower and resources. The clerk to put the information about making a claim on the website and noticeboard. **Action SB**

Councillor D Rudd enquired if the hedge at Bakers Field had been reported. The County Councillor confirmed it had been reported twice.

#### **9. Report of District Councillor**

There was no report.

#### **10. The Old Church – to discuss the arboriculturalist report.**

The Chairman invited Anna Dale-Harris to speak, a member of the Old Church sub-committee. She raised concerns with regard to the report and there being no reference in it to the yew tree being an ancient yew tree. She referred to some information from the Ancient Yew Group which comments that tree surgery should never be considered on ancient yew trees. It was agreed that the clerk would make contact with the Ancient Yew Group to find out more information and the findings to be discussed at the next Parish Council meeting. **Action SB**

The clerk confirmed that the report had been produced following the Parish Council's insurer confirming that if the Parish Council had any responsibilities for trees then an arboriculturalist report be produced and a maintenance plan put in place.

Councillor D Rudd commented that the carol service at the Old Church had gone very well but he wanted to make known his concerns about the amount set aside in the budget for repairs and considered this amount should be £5000. He also commented that no money had been spent in recent years. It was agreed that the clerk would prepare a schedule of money that had been spent on the Old Church over the last 10 years and who had provided the money.

**Action SB**

#### **11. Blackmoor Soil Recycling Facility – to discuss the facility.**

Councillor Trodden commented that there are 13 conditions in place with regard to the planning permission and none of the conditions are being adhered to. The site is actually within the parish of Selborne. He had spoken to the monitoring offer at EHDC and asked for the latest report which he had not received. Councillor D Jerrard confirmed that the Liaison Panel no longer meets. The clerk to contact Hampshire County Council and enquire if the Liaison Panel still exists and if it does request a meeting. **Action SB**

The clerk to obtain a copy of the conditions that are attached to the planning permission for the site.

Action SB

**12. Pavement/footpath running from the Petersfield Road along Bakers Field.**

Councillor Cheesman has had complaints from residents regarding the footpath that runs from pumphouse on the Petersfield Road up to Bakers Field. He commented that horses are being walked along the footpath which is making it impassable. It is a footpath not a bridleway. The clerk to contact Sue Booton regarding the footpath and to also contact the warden to report the problem.

Action SB

**13. Church Lane – flooding of the highway.**

Councillor Trodden had been approached by a resident who owns a field which is accessed from Church Lane. The field has been flooded recently. The flooding had also been across Church Lane also. It was agreed that the clerk would contact the relevant authority to request that a larger pipe be put in the culvert that runs under the road and that the ditch be cleared.

Action SB

**14. Greatham Village Shop – shop closure as of close of business 31<sup>st</sup> December 2013.**

This agenda item was postponed to the end of the meeting as Councillor Trodden declared a pecuniary interest. Councillor Trodden stated that it was with great sadness that the shop has closed and that he had tried for two years to make it work. He also stated that he would be applying for change of use.

**15. Jubilee Sailing Trust Grant Application – to discuss the grant application received.**

After discussion it was agreed that although a worthy cause the Parish Council has lots of other expenses. Councillor D Rudd proposed that the grant application be turned down, Councillor Cheesman seconded the proposal. All agreed. The clerk to contact the trust to inform them of the decision.

Action SB

**16. Report on the Coryton Almshouses – Councillor D Jerrard to present a summary of a report on the management of the almshouse.**

Councillor D Jerrard distributed the minutes from the last Coryton Almshouses meeting. Councillor D Jerrard has produced a report on the current situation regarding residents of the almshouses and the process of finding residents. He stated that since 1995 there has not been a single occasion when there has been a proper election of a Chairman and not a single occasion when there has been a proper election of the co-opted trustee. All residents since 1995 have been found by Mr Healey, the managing agent and there has not been any proper process. The Chairman commented that there was now a new protocol in place to ensure a proper process. Councillor D Jerrard stated that Mr Sturt, the new managing agent, has already been confirmed as the charity correspondent with the charities commission. The charity correspondent should be approved by the trustees not just appointed. After further discussion the Chairman suggested that the Charities Commission should be contacted. Councillor D Jerrard stated that it is not necessary to go to the Charities Commission as they have already stated that the trustees need to resolve any issues. Councillor D Jerrard confirmed that he would finish the report and then send it to all of the trustees.

Action DJ

- 17. To consider renewing a year contract with LWB Horticulture to provide MINIMUM 24 hours labour and MAXIMUM 36 hours to cut the playground grass at the proposed increased rate of £16 per hour.** (Rate increased from £15.00). The last agreement was to provide 2 x cuts per month in May, June, July and August. 1 x cut per month in March, April, Sept, and Oct and no cuts per month in Nov, Dec, Jan and Feb. Since March 2013 LWB Horticulture has invoiced for 38 hours due to additional cuts in November as the grass was still growing. At the increased labour rate with a maximum of 36 hours the cost will be in the region of £650.

Councillor D Jerrard confirmed that LWB Horticulture was his and Councillor S Jerrard's gardener. Councillor Cheesman commented that he thought that the service they were receiving was good. Councillor Trodden proposed and Councillor Cheesman seconded that the contract be renewed for a further 12 months. All agreed. Councillors D and S Jerrard abstained from the vote. The clerk to write to LWB Horticulture to confirm the renewal of the contract. Action SB

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

- a) **Playground** – Councillor A Cheesman confirmed that the drainage work seemed to be holding up well but he had observed water collecting in the zipwire area but the conditions lately had been unusual.
- b) **Highways and Public Transport** – Councillor D Rudd
- c) **Traffic Working Party** – Councillor J Trodden.
- d) **Footpaths and Bridleways** – Councillor C Rudd.
- e) **Tree Warden** – Councillor J Trodden commented that the large oak tree at the junction of the Petersfield and Blackmoor Roads had been removed recently.
- f) **Greatham Village Hall** – Cllr C Rudd
- g) **Coryton Trust** – Councillors D Jerrard & D Rudd.
- 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.
- 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 confirmed that the next meeting will be held on 15<sup>th</sup> January 2014. Councillor Cheesman asked that speeding through the village early in the morning be brought up.

**19. Parish Council Finances**

Financial Report – the clerk presented the current financial report.

- 20. Approval of Payments** – The following payments were proposed by Councillor Cheesman and seconded by Councillor Trodden. All councillors agreed.

Payee	Purpose	Amount
Mrs. Sarah Bettin	Salary 1 <sup>st</sup> December 2013 – 31 <sup>st</sup> December 2013	£433.33
Darron Wickham	Work on playground equipment	£500.00
Wey Valley Woodman	Survey of trees at Old Church Cemetery	£60.00
Councillor D Jerrard	Reimbursement for payment for the clerk and spouses' Christmas meal on 19 <sup>th</sup> December 2013	£50.00
	<b>TOTAL PAYMENTS</b>	<b>£1043.33</b>

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

Date	From	Details
No. 1 – 28.11.13	Susan Halstead	Joint Core Strategy Further Modification
No. 2 – 06.12.13	Richard Peach	Update on various outstanding issues.
No. 3 – 16.12.13	Steven Lugg	S106 Developer's Contributions and Community Infrastructure Levy in East Hampshire. Report following meeting.
No. 4 – 20.12.13	Valerie Dobson	East Hampshire District Plan – Proposed Main Modifications. Public consultation.
No. 5 – 30.12.13	Karen Dawes	North East CTCG – merging meetings.
No. 6 – 05.01.14	Frank Williams-Thomas	Assisting vulnerable people in the village during power cuts.

No. 3 The County Councillor went through the details of Developer's Contributions. There is a County Council section of the Infrastructure Levy. It should be ascertained who the contact is for claiming any County Council S106 transport section contributions. **Action SB**

No. 6 After discussion it was agreed that the clerk to write to Mr Williams-Thomas asking him for any thoughts on how this can be progressed. **Action SB**

Additionally it was agreed that Councillor C Rudd would raise the question of possibly opening the Village Hall with the use of a generator during power cuts. **Action CR**

**22. Report of Planning Chairman**

There was no report.

**23. Date of next meeting.**

The council was reminded that the next meeting would be Monday 6<sup>th</sup> February 2014. A planning meeting will be held on Thursday 23<sup>rd</sup> January 2014 if applications are received.

**Postponed Item 14. Greatham Shop Closure**

Councillor Trodden left the meeting at this point. A discussion followed to see if there is anything that the Parish Council can do to keep the shop open. As it will not be put up for sale as a shop there seems that there is little that the Parish Council can do. Any planning application for change of use would have to be considered at the time. Councillor D Jerrard thanked Councillor Trodden for his efforts in trying to keep the shop up and running.

**24. Close of meeting**

The council meeting was closed at 10.00pm

## Action List

	Meeting Date / Agenda Item	Who	Action	Status
1.	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
2.	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
3.	7.10.13 Item 13f	CR	Cllr C Rudd to follow up decision on moving the phonebox at next Village Hall Committee meeting.	C/F
4.	2.12.13 Item 7, point 7	SB	The clerk to contact EHDC to request an additional bin at the village hall.	C/F
5.	2.12.13 Item 15	SB	The clerk to investigate the possibility of the ecobus serving the southern end of the village.	C/F
6.	2.12.13 Item 18 No.2	SB	The clerk to obtain additional quotes for cleaning the play area surfaces.	C/F
7.	6.1.13 Item 4	SB	The clerk to write to the Chief Executive of EHDC to clarify the current position regarding Bakers Field.	Open
8.	6.1.13 Item 7 Point 2	SB	The clerk to ask for an urgent meeting with Phillip Shepherd regarding the Longmoor junction and parking outside Woodlands Cottages.	Open
9.	6.1.13 Item 7 Point 2	SB	The clerk to email Ian Janes with a follow up from the meeting with Councillor Trodden last year.	Open
10.	6.1.13 Item 7 Point 2	JT	Councillor Trodden to email sketch for repositioning the bus stop and provide a parking bay outside Woodlands cottages.	Open
11.	6.1.13 Item 8	SB	The clerk to put information about making a compensation claim for loss of power on the website and noticeboard.	Open
12.	6.1.13 Item 10	SB	The clerk to make contact with the Ancient Yew Group, findings to be discussed at next meeting.	Open
13.	6.1.13 Item 10	SB	The clerk to prepare a schedule of money spent on the Old Church in the last 10 years.	Open
14.	6.1.13 Item 11	SB	The clerk to contact HCC and enquire if the Liaison Panel still exists and if so request a meeting.	Open
15.	6.1.13 Item 11	SB	The clerk to obtain a copy of conditions attached to the planning permission for the recycling facility.	Open
16.	6.1.13 Item 12	SB	The clerk to contact Sue Booton regarding the footpath and to also contact the warden.	Open
17.	6.1.13 Item 13	SB	The clerk to contact the relevant authority to request that a larger pipe be put in the culvert and the ditch be cleared.	Open
18.	6.1.13 Item 15	SB	The clerk to contact the trust to inform them of the decision regarding their grant application.	Open
19.	6.1.13 Item 16	DJ	Councillor D Jerrard to produce a report on behalf of the Parish Council regarding the Coryton Almshouses.	Open
20.	6.1.13 Item 17	SB	The clerk to contact LWB Horticulture to confirm the renewal of the contract.	Open

21.	6.1.13 Item 20	SB	The clerk to make the payments.	Open
22.	6.1.13 Item 21 No. 3	SB	The clerk to find out who the contact is for claiming County Council S106 transport section contributions.	Open
23.	6.1.13 Item 21 No. 6	SB	The clerk to write to Mr Williams-Thomas asking for his assistance in identifying vulnerable people.	Open
24.	6.1.13 Item 21 No. 6	CR	Councillor C Rudd to raise the question of using the village hall during power cuts.	Open