

Greatham Parish Council

Minutes of the Parish Council meeting held at Greatham Village Hall on Monday 1st September 2014 at 7.30pm

Present Chairman C Rudd, Councillors, D Rudd, D Jerrard, S Jerrard, A Cheesman and E Packett

There were 7 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.

Mr Trodden stated that he was looking for an apology and a retraction with regard to the decision made by the Parish Council regarding his planning application for change of use to turn the shop into a dwelling. He considered that when his planning application was considered the meeting was not conducted correctly. A resident had enquired whether the building would become two separate properties. Mr Trodden stated that the Chairman should have known that it was already two separate properties with separate titles. The Chairman confirmed that she had spoken to the Parish Council regarding the matter and she had also sought advice from EHDC and her opinion was that there was nothing wrong with the decision and public opinion was taken into consideration. Mr Trodden also made reference to a discussion regarding the grant that had been given for the shop. The Chairman considered that members of the public were concerned because it was public money. Mr Trodden then got upset and the Chairman stated that if he persisted with his behaviour she would have to adjourn the meeting.

Councillor D Jerrard stated that he had unfortunately not been at the meeting and he explained that the decision was made to let the full council consider the application because the planning committee would not have been quorate. He then explained the procedure for considering applications. He confirmed that members of the public are able to speak at the beginning and during the agenda item. When the question of grants was raised this was not a planning matter so should not have been raised. In terms of the property already being divided into two this was not understood by the Chairman at the time. In terms of the decision reached the council considered that the change of use should be approved as it was no longer viable as a shop but it would be better

as one unit. He stated that the decision was wrong but he considered that it was a genuine mistake. He considered that it had not altered the District Council's decision.

Mr Trodden asked the Chairman to admit that she had made a mistake and retract it and apologise. The Chairman confirmed that she had sought advice from EHDC. Mr Trodden enquired of Councillor Cheesman that when he proposed the comments to be made was he aware that it was two separate properties. Councillor Cheesman confirmed that he did not. Mr Trodden stated that no councillor's had visited the site to ascertain the situation. The Chairman suggested that Mr Trodden seek legal advice. After heated discussion Mr Trodden was asked to leave the meeting. The Chairman considered that the decision made had not had any influence on EHDC decision to refuse the application as their refusal was made because the shop was not marketed as a going concern. Mr Trodden made reference to parking. The Chairman read out section 10 of the standing orders referring to disorderly conduct and put forward a motion to close the meeting. After further heated discussion Mr Trodden left the meeting. Councillor Cheesman proposed and Councillor D Jerrard seconded a proposal to adjourn the meeting for 5 minutes. The meeting was adjourned for 5 minutes.

The meeting was reconvened. Mrs Cheesman confirmed that the McMillan coffee morning would be held on Thursday 25th September and not Friday 26th September.

The Chairman requested that the Vice Chairman take over and Chair the rest of the meeting.

5. Minutes of the Parish Council Meeting on Monday 4th August 2014

The minutes were reviewed. It was proposed by Councillor 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 4th August 2014

Councillor D Jerrard enquired when Alan Waterhouse would be attending to talk about the Old Church funding. Councillor C Rudd confirmed that he was unable to attend in October but would attend the November 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 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.	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
3.	3.3.14 Item 12a	SB	The clerk to contact the contractor who installed the drainage in the playground to ask them to check that no damage has been done.	C/F
4.	02.06.14 Item 14	SB	The clerk to try and ascertain more detailed figures on accidents on the longmoor junction of the A3 and to contact Highways to ask how many times the barriers have been repaired.	C/F
5.	07.07.14 Item 4	SB	The Old Church funding to be on the next agenda.	Closed

6.	07.07.14 Item 7 Point 8	DR	Councillor D Rudd to contact the landowner regarding footpath 10.	C/F
7.	07.07.14 Item 7 Point 8	SB	The clerk to find out who is responsible for the path between 6 and 7 Bakers Field.	Closed
8.	07.07.14 Item 14 d	SB	The clerk to contact The Manor to see if they would do an annual report on footpaths within the parish.	Closed
9.	07.07.14 Item 14 e	AC	Councillor Cheesman to approach Adam Gibson to become the Tree Warden.	Closed
10.	07.07.14 Item 17 No.5	SB	Clerk to investigate costs of Speedwatch scheme.	Closed
11.	07.07.14 Item 17 No.10	SB	The village hall rent to be put in the next budget.	C/F
12.	04.08.14 Item 4	SB	Clerk to contact HCC and copy in the County Councillor regarding vegetation overgrowing road signs.	C/F
13.	04.08.14 Item 8	SB	The clerk to write to Peter Brett Associates regarding the call for Sites for Gypsies	Closed
14.	04.08.14 Item 9	SB	The clerk to clarify the position of cover for the fireworks display with the insurer.	Closed
15.	04.08.14 Item 11	SB	The clerk to contact Julian Livingstone to confirm he is to go ahead with compiling the schedule of works for the Old Church	Closed
16.	04.08.14 Item 11	SB	The clerk to put the Quinquennial Inspection on the website.	Closed
17.	04.08.14 Item 12	SB	The clerk to remove the zip wire from the asset register.	Closed
18.	04.08.14 Item 14	SB	The clerk to make payments.	Closed

Item 9. Adam Gibson has agreed to be the Tree Warden. The clerk to put this on the next agenda to appoint him. Action SB

Item 10. The clerk to put the Speedwatch Scheme on the next agenda for discussion. Action SB

8. Report of County Councillor – to hear the report from the County Councillor and raise any concerns.

The County Councillor reported on the latest unemployment figures. The County Council has been awarded a £1.2 million grant to explore innovative solutions for superfast broadband that could fill the gaps in some of the more remote areas of the county. The recent consultation on transport attracted comments from 3,200 individuals and 200 organisations. The responses are being collated. A scheme that is transforming the way council buildings are used is cutting energy consumption, raising productivity and saving £2 million a year in running costs. The full report is filed with these minutes.

9. Report of District Councillor – to hear the report from the District Councillor and raise any concerns.

There was no report.

10. The Old Church – to discuss the Schedule of Works and the process of obtaining quotes for work and the associated funding for any work.

The clerk confirmed that the Schedule of Works had been completed and the architect had a meeting scheduled for 8th September 2014 at 4.30pm with a stonemason to check with him the appropriateness of the proposals and the likely timing. The architect had confirmed that it is now too late in the year to carry out any lime work repairs. Councillor Packett pointed out the urgency to

get on with finding funding. The clerk confirmed that before grants can be applied for costs for the work need to be obtained. Councillor D Rudd and Mr Bridgman both confirmed that they would attend the meeting on the 8th September 2014.

- 11. Insurance Renewal** – the renewal due 1st October 2014 from Came and Company is £1330.34 compare to £1279.16 last year. To confirm that the level of cover is satisfactory in relation to identified risks and propose that the clerk accepts the quote and makes payment.

The clerk confirmed that the council had agreed last year to a five year term with the insurers and the increase in the premium was indexed linked. Councillor C Rudd proposed and Councillor Cheesman seconded that the quote be accepted and the payment be made. All agreed.

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

- a) **Playground** – Councillor Cheesman. Councillor Cheesman requested that the council suspend standing orders so Mr Knight could speak. All agreed. Mr Knight raised concerns about the proposed positioning of the new zip wire. He pointed out that it would not be visible from the carpark and he felt that it would be better positioned on the opposite side of the football pitch from where the old zip wire was. The Chairman pointed out that the Village Hall Committee would make the decision on its positioning as the Parish Council only lease the ground. The clerk confirmed that Mr Knight's concerns would be brought up at the next working party meeting later in the month. Councillor Cheesman also reported that LWB Horticulture had now treated the whole playground with preservative and the job had been completed very well and efficiently.
- b) **Highways and Public Transport** – Councillor D Rudd reported that the works on the water main would not be completed in time for when the school reopens. He confirmed that the church are happy for people to park in the church carpark whilst the work is still going on.
- c) **Traffic Working Party** – Councillor Packett.
- d) **Footpaths and Bridleway** – Councillor C Rudd and Mrs Booton. It was confirmed that a repair had been made on the Todmore footpath. Mrs Booton reported that a trolley had been dumped at the beginning of the bridleway. The clerk to contact the council to arrange for it to be cleared. Action SB
- e) **Tree Warden.**
- f) **Greatham Village Hall** – Cllr C Rudd.
- g) **Coryton Trust** – Councillors D Jerrard & C Rudd.
- h) **Liss Greatham and Hawkley Friendship Fund.** Councillor S Jerrard volunteered to stand as the representative. All councillors agreed. The clerk to inform the LGHFF of this. Action SB
- i) **HALC/ EHAPTC** – Councillors D Jerrard & C Rudd. There is a meeting of the EHAPTC on 10th September. Both Councillor D Jerrard and C Rudd are unable to attend. Both councillors will attend the HALC AGM. The clerk to confirm their attendance. Action SB
- j) **Greatham Allotment Charity** – Councillor S Jerrard.
- k) **Community Forum** – Councillor D Jerrard.
- l) **Eco-Town Standing Conference** – Councillors D and S Jerrard.
- m) **Joint Meeting of SDNPA and HALC** – Councillors D Jerrard and D Rudd.
- n) **CTCG** – Councillor S Jerrard. The next meeting is on 17th September 2014.
- o) **The Old Church** – Councillor D Rudd reported that a quote has been received to remove the silver birch tree at a cost of £295 if the wood is left on site and £375 if the wood is removed. Mr Bridgman confirmed that the Old Church sub-committee is happy for the whole tree to be removed. Councillor D Rudd confirmed that he would get two more quotes. Action DR

13. Parish Council Finances

a. **Financial Report** – the clerk presented the current financial report

14. Approval of Payments – The following payments were proposed by Councillor Cheesman and seconded by Councillor D Rudd. All councillors agreed. The clerk to make payments. **Action SB**
The clerk to also ask LWB Horticulture to send their monthly invoice earlier so it can be included on the agenda. **Action SB**

Payee	Purpose	Amount
Mrs. Sarah Bettin	Salary 1 st August 2014 – 31 st August 2014	£433.33
LWB Horticulture	Treatment of Play Area with Preservative	£230.00
Julian Livingstone	Old Church Inspection	£220.63
Came and Company	Parish Council Insurance 1 st Oct 2014 – 30 th Sept 2015	£1330.34
LWB Horticulture	Playground Maintenance	£125.00
	TOTAL PAYMENTS	£2339.30

15. Correspondence – to discuss items of correspondence received:

Date	From	Details
No. 1 – 07.08.14	Michelle Leadbitter Comms Officer	Letter from Defra on the launch of the consultation on the implementation regulations for the Flood Reinsurance Scheme.
No. 2 – 11.08.14	Julian Higgins, Policy & Comms Team Leader	PFI Core Investment Programme August – October 2014 Replacement of street lights.
No. 3 – 13.08.14	Rachel Webb, Community Transport Project Officer	Petersfield Road Closure – response to request for temporary bus service whilst works are carried out.
No. 4 – 21.08.14	Linda Carr, Village Hall	Bonfire Night Risk Assessment
No. 5 – 24.08.14	Mr Knight	Concerns over positioning of zip wire.
No. 6 – 31.8.14	Village Hall Neighbour	Concerns over positioning of zip wire
No. 7 – 01.09.14	Daniel Field	Village Hall Fields – dog fouling
No. 8 -	Froxfield PC	Playground inspection training

No. 7 Councillor Cheesman will report the dog fouling to the dog warden. **Action AC**
No. 8 Councillor Cheesman confirmed that he had already completed the playground inspection training and he would provide a copy of the certificate to the clerk as well as bringing up to date the inspection records. **Action AC**

16. Report of Planning Chairman – to highlight any current issues.

The Chairman reported that a planning application had been received to trim two oak trees with TPO's at Kingshott Cottages and the Parish Council had no objection. When visiting the site it was mentioned that the ownership of the land behind Kingshott Cottages had changed recently. A planning application had been received today for a house on the land at the rear of 1-3 Kingshott Cottages. Planning permission has already been given for a house to be built. A planning meeting will be held on Friday 19th September 2014 to discuss this and any other applications.

17. Date of next meeting.

The council was reminded that the next Parish Council meeting would be Monday 6th October 2014.
A planning meeting will be held on Friday 19th September 2014.

18. Close of meeting

The council meeting was closed at 8.55pm

Action List

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2.	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
3.	3.3.14 Item 12a	SB	The clerk to contact the contractor who installed the drainage in the playground to ask them to check that no damage has been done.	C/F
4.	02.06.14 Item 14	SB	The clerk to try and ascertain more detailed figure on accidents on the longmoor junction of the A3 and to contact Highways to ask how many times the barriers have been repaired.	C/F
5.	07.07.14 Item 7 Point 8	DR	Councillor D Rudd to contact the landowner regarding footpath 10.	C/F
6.	07.07.14 Item 17 No.10	SB	The village hall rent to be put in the next budget.	C/F
7.	04.08.14 Item 4	SB	Clerk to contact HCC and copy in the County Councillor regarding vegetation overgrowing road signs.	C/F
8.	01.09.14 Item 7	SB	Appointment of Tree Warden to be put on next agenda.	Open
9.	01.09.14 Item 10	SB	The speedwatch scheme to be put on next agenda.	Open
10.	01.09.14 Item 12 (d)	SB	The clerk to contact council to remove trolley from bridleway.	Open
11.	01.09.14 Item 12 (h)	SB	The clerk to inform LGHFF of Councillor S Jerrards appointment.	Open
12.	01.09.14 Item 12 (i)	SB	The clerk to confirm Councillors D Jerrard and C Rudd's attendance at HALC AGM.	Open
13.	01.09.14 Item 12 (o)	DR	Councillor D Rudd to obtain two more quotes for felling silver birch at the Old Church.	Open
14.	01.09.14 Item 14	SB	The clerk to make payments.	Open
15.	01.09.14 Item 14	SB	The clerk to ask LWB Horticulture to send invoices earlier so they can be included on agenda.	Open
16.	01.09.14 Item 15 No. 7	AC	Councillor Cheesman to report dog fouling in the village hall field to the dog warden.	Open
17.	01.09.14 Item 15 No.8	AC	Councillor Cheesman to provide a copy of his playground inspection training to the clerk. Also to provide inspection reports.	Open