

Greatham Parish Council

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

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

There were 4 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 Bridgman commented on the precept being reduced significantly since 2003 when it was £18,000 to £10,000 in 2011. He commented that he thought most parishioners would not be upset by an increase in the precept next year.

Mr Paul who works at L'abri Fellowship offered unskilled labour to help with the work at the Old Church and commented that L'abri volunteers were very willing to help. The Chairman thanked him for the offer and asked the clerk would contact him for further details. **Action SB**

A member of the public commented that the Chairman of the GVLGS had reported during the August Parish Council meeting that the planning department was happy with the allotment planning application implementation. It was agreed that this matter would be discussed later in the meeting when the planning application was considered.

5. Minutes of the Parish Council Meeting on Monday 3rd November 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 3rd November 2014

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.	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.	Closed
2.	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.	C/F
3.	06.10.14 Item 12	SB	The clerk to progress getting two more quotes for work at Old Church.	Closed
4.	06.10.14 Item 12	SB	The clerk to start applying for grants for Old Church.	C/F
5.	06.10.14 Item 17	SB	The clerk to put contacting the new District Commander about Proceeds of Crime Act and the land at Fern Farm on the next agenda.	Closed
6.	03.11.14 Item 7, Item 1	SB	The clerk to research renovating and moving the phone box and installing a defibrillator.	C/F
7.	03.11.14 Item 10	SB	Purchase of Speedwatch equipment to be put on the next agenda. The clerk to apply for the grant.	Closed
8.	03.11.14 Item 11	SB	The clerk to action the felling of the silver birch and the purchase of the sign at the Old Church.	Closed
9.	03.11.14 Item 12 a	SB	The clerk to email the village hall committee to bring to their attention the issue of dog fouling in the village hall grounds.	Closed
10.	03.11.14 Item 12 b	SB	The clerk to email the school to ask them to remind parents to use allocated parking and to not park on the verge near the southern most pinch point.	Closed
11.	03.11.14 Item 12 b	SB	The clerk to email the stables asking that any horseboxes park within the stable grounds.	Closed
12.	03.11.14 item 12 d	SB	The clerk to contact the MOD to report horses using the footpath leading from the Longmoor Road.	Closed
13.	03.11.14 Item 12 d	SB	The clerk to report a fallen tree on footpath 5	C/F
14.	03.11.14 Item 13 c	EP	To complete NatWest form and return to the clerk	C/F
15.	03.11.14 Item 13 d	SB	The clerk to contact Eleanor Green to confirm engagement as Internal Auditor	Closed
16.	03.11.14 Item 14	SB	The clerk to make payments.	Closed
17.	03.11.14 Item 15 No 2	SB	The clerk to follow up on proposal for parking outside Woodland Cottages with Ian Janes.	Closed
18.	03.11.14 Item 15 No 5	SB	The clerk to put the payment to the church on the next agenda.	Closed

Item 5. Councillor D Jerrard in conjunction with the clerk to contact the Crime Commissioner and CPS regarding this matter. Action DJ

Item 6. The clerk reported that she had been unable to find a company who would renovate the phonebox. Councillor D Rudd offered to remove the phonebox and get it shot blasted.

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

The County Councillor reported that there has been concern about developers not installing broadband into new houses as it is not in the planning regulations leaving the County Council to pay for the installation. Rumours of 12,000 redundancies at the County Council next year are simply not true. Hampshire's 3 year Troubled Families programme is likely to meet its targets of turning around 1590 troubled families by next March. 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. Speedwatch Scheme – Update on volunteers and grant application.

The clerk confirmed that no further volunteers had come forward. A meeting had been held with PCSO Goddard who had explained the scheme in more detail and the process for getting up and running. She had pointed out that Liss does not have a scheme and funds may be available from the District or County Councillor. The County Councillor confirmed that he did not have any funds available currently. It was agreed that the clerk would contact Liss Parish Council to see if they would be interested in sharing equipment. The clerk to also contact the District Councillor to see if any funds were available. Speedwatch funding to be put on the next agenda. **Action SB**

11. Greatham Green – to consider a request from residents to erect an outside bench on the green.

An email had been received from a resident who wished to put an outdoor bench on the green near the church to replace the current log and asking for the Parish Council's approval of this suggestion. All councillors thought it was a lovely idea but queries were raised about whether planning permission would be needed and if the tree on the green would need cutting back. The clerk to look into the two issues and report back at the next meeting. **Action SB**

12. The Old Church – to consider a letter received from the Old Church Sub-Committee regarding funding together with the clerks report on the Old Church.

The letter and report had been previously circulated to Councillors. The clerks report recommended the following:-

1. That on this occasion the Clerk with external assistance sources and makes grant applications on behalf of the Parish to obtain funds to carry out the work.
2. That the architect be requested to produce a detailed report of any other works that need carrying out over the next 10 years together with associated estimated costs.
3. That the Council includes a budget provision, in the form of a grant (£2000 per annum) within the 2015/16 and ongoing years in the annual budget for the upkeep of the Old Church site.
4. That the Council transfers the grant money allocated in the budget to the Old Church account on an annual basis.
5. That the Old Church committee also work on ways in which they can raise money to supplement the fund.
6. That the Chairman and Clerk of the Parish Council meet with the Old Church sub-committee to explain the Council's recommendations.

Councillor Packett pointed out that any amount set aside should be increased by inflation at the very least annually. Councillor D Jerrard read out the requirement laid down when the church was bought which stated "To carry out such works of repair as may be required to maintain the building erected on the said property in the condition prevailing at the date hereof". After discussion it was

proposed by Councillor Packett and seconded by Councillor Cheesman that the six recommendations be approved. All agreed. The clerk to action. Action SB

13. Felling of the silver birch tree at the Old Church – to consider quotations received.

The clerk apologised to the meeting as it had been pointed out that three quotes should have been sort for the work and the quote accepted at the last meeting was the only quote obtained. Two further quotes had now been obtained and the original contractor given the opportunity to requote. After discussion Councillor Packett proposed and Councillor S Jerrard seconded that the quote from Adam Gibson be accepted. All agreed. The clerk to action. Action SB

14. Parish Council Meeting Schedule for 2015 – to approve meeting dates for 2015.

The meeting dates were considered. Alterations were made and the date for the APM set as 23rd April 2015.

15. Zip Wire – to consider the Zip Wire Working Party's proposal to accept the quote from their preferred supplier. To consider the Zip Wire Working Party's proposal to make an application for Developer's Contributions to cover the total cost of the Zip Wire.

The clerk had circulated the quotes and information prior to the meeting. Councillor Packett enquired if planning permission would be required for the installation. The clerk to contact the planning department to confirm this. As the Village Hall was liable for the cost of moving the Zip Wire it was felt that if planning permission was needed the Parish Council would apply for it but the Village Hall would need to cover that cost as they were responsible for the cost of moving the Zip Wire. Councillor Cheesman proposed and Councillor C Rudd seconded that the quote from GBSport be accepted. All agreed. Councillor D Rudd proposed and Councillor Cheesman seconded that the clerk apply for Developer's Contributions to cover the total cost of the Zip Wire. All agreed. The clerk to complete the above actions. Action SB

16. Landowners Responsibilities – to consider a proposal that an article be placed in the village magazine reminding landowners that have ditches on their land that they have a responsibility to keep them cleaned out and in good order. To include a link to the HCC website that explains responsibilities and legal obligations.

Councillor D Rudd reported that the area between Moor Cottage over the stables land and the field beyond needed looking at. The bridleway is very wet at the moment. He considered that if the ditch was cleared out it would probably help drain the bridleway. Councillor D Rudd to make a site visit and report back at next meeting. Action DR

Councillor Packett commented that the proposal had come from the workshop he attended and asking landowners to clear their ditches was the first part of flood risk management. Councillor Cheesman proposed and Councillor Packett seconded the above proposal. All agreed. The clerk to action. Action SB

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

- a) **Playground** – Councillor Cheesman reported that he was hoping to have some dog fouling stickers available shortly. Councillor D Rudd confirmed that he would be speaking with the contractor who was relaying the matting in the playground and would ascertain when this would be done. Councillor Packett reported that the two small gates on the playground are being left open and suggested that some "Shut the Gates" signs be purchased. The clerk to action. Action SB

It was agreed that the playground annual inspection report be put on the next agenda for discussion. Action SB

- b) **Highways and Public Transport** – Councillor D Rudd. Councillor Packett reported that the contractor from Silver Birch Mews had been seen blowing leaves out onto the Petersfield Road which he felt was against Highways regulation and a form of fly tipping. It was agreed that the clerk to write to the residents association to make them aware of this and to ask for details of the maintenance company so they can be contacted as well. Action SB
Several Councillors reported parking problems on the Longmoor Road. After discussion the County Councillor suggested reporting this to Ian Janes. Action SB
- c) **Traffic Working Party** – Councillor Packett.
- d) **Footpaths and Bridleway** – Councillor C Rudd and Mrs Booton. Councillor D Rudd reported that there is a manhole cover sticking up on the footpath on the Selborne Road.
- e) **Tree Warden** – Adam Gibson has requested that the landowner be contacted regarding maintaining the trees that abut the Longmoor Road on the northern side as they need some maintenance. Councillor D Jerrard would find out who owns the land and report back to the clerk to action. Action SB
- f) **Greatham Village Hall** – Councillor C Rudd.
- g) **Coryton Trust** – Councillors D Jerrard & C Rudd. A meeting had been held. It had been agreed that the rent would remain the same.
- h) **Liss Greatham and Hawkley Friendship Fund.** Councillor S Jerrard had attended a meeting and a new leaflet would be distributed with grants available of upto £250.
- i) **HALC/ EHAPTC** – Councillors D Jerrard & C Rudd. A meeting was being held in the near future. The clerk to confirm the date with the Councillor's.
- j) **Greatham Allotment Charity** – Councillor S Jerrard. A meeting was being held on 2nd December.
- k) **Community Forum** – Councillor D Jerrard. Councillor D Rudd had attended the last meeting.
- 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. Councillor D Rudd had attended the last meeting.
- o) **The Old Church** – Councillor D Rudd reported that there would be a carol service on Saturday 6th December. Councillor Packett enquired about the French drain. Councillor D Rudd confirmed that it had not been looked at yet but he would endeavor to do this.

18. Parish Council Finances

- a. **Financial Report** – the clerk presented the current financial report.
- b. **Presentation of Budget for approval following the consideration of the following proposals:**
 - i. **Proposal to increase the precept to enable the reserve fund to cover the annual spend.**
 - ii. **Proposal to take out a local government mortgage to cover the whole cost of the necessary repairs on the Old Church or consider selling the Old Church.**
 - iii. **Proposal that the 2015/16 precept be increased sufficiently to allow for the necessary expenditure that the council will have to find to maintain the Old Church.**
 - iv. **Proposal to set aside within the budget each year an amount for the Old Church to build up a fund for its maintenance.**
 - v. **Proposal to set aside within the budget each year an amount for the Playground to build up a fund for its replacement.**

After discussion it was agreed that the budget be approved with inclusion of all proposals except item ii. Councillor D Jerrard proposed and Councillor Packett seconded. All agreed.

19. Approval of Payments – The following payments were agreed. The clerk to action. **Action SB**

Payee	Purpose	Amount
Mrs. Sarah Bettin	Salary 1 st November 2014 – 30 th November 2014	£433.33
Greatham PCC	Maintenance of Churchyard	£800.00
S J Bettin	Mileage and postage expenses	£65.41
The Sign Maker	Sign for Old Church	£101.65
	TOTAL PAYMENTS	£1400.39

20. Correspondence – to discuss items of correspondence received:

Date	From	Details
No. 1 – 04.11.14	Selborne Parish Council	Off Road Motorcycle use of BOATS – Byways Open to All Traffic
No. 2 – 11.11.14	EDHC Local Plan	CIL Consultation November 2014
No. 3 – 18.11.14	Nigel Jefferies Landscapes	Grounds maintenance tenders.
No. 4 – 01.12.14	Southeast Water	Update on Water Main Work on Selborne Road. Work to be completed by 19 th December 2014.

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

The Planning Chairman had reported earlier in the meeting that he and Councillor D Rudd had attended a SDNPA meeting which had been very interesting. It had provided confidential information on proposed SHLAA sites within the parish and these had been considered in exempt session at the last planning meeting.

22. Planning Applications

Ref No	Address	Details	Consultation end date
SDNP/14/04721/FUL	Greatham Village Hall, Petersfield Road, Greatham, GU33 6EY	Change of use from recreational open space to allotment including the retention of deer and rabbit fencing (Revision to that approved under SDNP/14/04571/FUL Councillor D Rudd	12 December 2014

Councillor D Rudd reported that the application was a retrospective application. A member of the public gave the opinion that for the village hall to lease the land to anybody that the permission of the village be sought. It had been agreed that an area of 825 square metres be leased to the GVLGS. The area is now larger so the permission of the village should be sought again. Councillor D Jerrard stated that the approval of the village was not required for the length of the lease that had been granted and the parishioner should address their comments to the Village Hall. Councillor D Rudd proposed that the application be supported. After further discussion Councillor D Jerrard proposed that no objection be made. All agreed. The clerk to make the comment. **Action SB**

23. Date of next meeting.

The council was reminded that the next Parish Council meeting would be Monday 5th January 2015.
A planning meeting will be held on Thursday 18th December 2014 (if applications were received).

24. Close of meeting

The council meeting was closed at 9.40pm

Action List

	Meeting Date / Agenda Item	Who	Action	Status
1.	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.	C/F
2.	06.10.14 Item 12	SB	The clerk to start applying for grants for Old Church.	C/F
3.	03.11.14 Item 7, Item 1	SB	The clerk to research renovating and moving the phone box and installing a defibrillator. To report back at next meeting.	C/F
4.	03.11.14 Item 12 d	SB	The clerk to report a fallen tree on footpath 5	C/F
5.	03.11.14 Item 13 c	EP	To complete NatWest form and return to the clerk	C/F
6.	01.12.14 Item 4	SB	The clerk to contact Mr Paul regarding offer of help from L'abri.	Open
7.	01.12.14 Item 7 No. 5	DJ	Cllr D Jerrard to contact the Crime Commissioner and the CPS regarding the land at Fern Farm	Open
8.	01.12.14 Item 10	SB	The clerk to contact Liss Parish Council regarding sharing Speedwatch equipment.	Open
9.	01.12.14 Item 10	SB	The clerk to contact the District Councillor to see if there are any funds available. Speedwatch funding to be put on the next agenda.	Open
10.	01.12.14 Item 11	SB	The clerk to confirm if planning permission is needed to put a bench on the village green.	Open
11.	01.12.14 Item 12	SB	The clerk to ask the architect to produce a report on any work that may be required on the Old Church in the next 10 years.	Open
12.	01.12.14 Item 12	CR/SB	The Chairman and Clerk to report at the next Old Church sub-committee meeting regarding the recommendations made.	Open
13.	01.12.14 Item 13	SB	The clerk to action the felling of the silver birch in the Old Church grounds.	Open
14.	01.12.14 Item 15	SB	The clerk to contact the planning department to ascertain if planning permission would be required for the Zip Wire. The clerk to apply for Developer's Contributions for the full cost of the Zip Wire.	Open
15.	01.12.14 Item 16	DR	Cllr D Rudd to make a site visit on the land adjacent to the bridleway and report back at the next meeting.	Open
16.	01.12.14 Item 16	SB	The clerk to put an advert in the Village Magazine asking landowners to clear their ditches	Open
17.	01.12.14 Item 17a	SB	The clerk to purchase some "Shut the Gate" signs for the playground.	Open
18.	01.12.14 Item 17a	SB	The clerk to put the playground annual inspection report on the next agenda.	Open
19.	01.12.14 Item 17b	SB	The clerk to contact the Silver Birch Mews residents association to make them aware of the issue with leaves being blown out onto the Petersfield Road.	Open
20.	01.12.14 Item 17b	SB	The clerk to contact Ian Janes regarding parking problems on the Longmoor Road.	Open

21.	01.12.14 Item 17e	SB	The clerk to contact the landowner on the northern side of the Longmoor Road to ask them to cut back and maintain the trees.	Open
22.	01.12.14 Item 19	SB	The clerk to make payments.	Open
23.	01.12.14 Item 22	SB	The clerk to make comment on the planning application.	Open