

Greatham Parish Council

Minutes of the Parish Council meeting held at Greatham Village Hall on Monday 5th January 2015 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 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.

The Chairman of GVEC presented the financial report for the Fireworks and Children's Christmas Party. Total takings from the Fireworks totalled £1365.75 including £795 taken on the gate. Total costs amounted to £615.95 including an amount of £100 for Village Hall Hire which was yet to be confirmed. The takings at the Children's Christmas Party amounted to £62 with costs totalling £439.94. This gave an overall profit from both events of £372.06 which GVEC proposed be put towards the next summer event which is likely to be a music festival or the next Fireworks event. The Fireworks was a very successful evening with the weather being kind. Some comments had been received that the entry price was too high but all agreed that the idea of free entry with the Village Magazine was a very good one. There were about 30 children at the Christmas Party. A copy of the full report is filed with these minutes.

5. Minutes of the Parish Council Meeting on Monday 1st December 2014

The minutes were reviewed. It was proposed by Councillor D Jerrard and seconded by Councillor D 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 1st December 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.	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.	Closed
2.	06.10.14 Item 12	SB	The clerk to start applying for grants for Old Church.	Ongoing
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.	Closed
4.	03.11.14 Item 12 d	SB	The clerk to report a fallen tree on footpath 5	Closed
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.	C/F
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	C/F
8.	01.12.14 Item 10	SB	The clerk to contact Liss Parish Council regarding sharing Speedwatch equipment.	Closed
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.	Closed
10.	01.12.14 Item 11	SB	The clerk to confirm if planning permission is needed to put a bench on the village green.	Closed
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.	C/F
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.	C/F
13.	01.12.14 Item 13	SB	The clerk to action the felling of the silver birch in the Old Church grounds.	Closed
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.	Closed
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.	C/F
16.	01.12.14 Item 16	SB	The clerk to put an advert in the Village Magazine asking landowners to clear their ditches	Closed
17.	01.12.14 Item 17a	SB	The clerk to purchase some "Shut the Gate" signs for the playground.	Closed
18.	01.12.14 Item 17a	SB	The clerk to put the playground annual inspection report on the next agenda.	Closed
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.	Closed

20.	01.12.14 Item 17b	SB	The clerk to contact Ian Janes regarding parking problems on the Longmoor Road.	Closed
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.	C/F
22.	01.12.14 Item 19	SB	The clerk to make payments.	Closed
23.	01.12.14 Item 22	SB	The clerk to make comment on the planning application.	Closed

Item 3. The clerk had received a quote for renovating the phone box which amounted to £2,500 and the company could not do this until 2016. Councillor D Rudd confirmed that he was happy to remove the phone box to his workshop and commence the renovation. The County Councillor recommended contacting Steep Parish Council as they had moved their phone box. **Action SB**

Item 14. The clerk reported that she had contacted the planning department and there was a DINPP (do I need planning permission) form. The clerk to progress this. **Action SB**

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

The County Councillor reported that lessons had been learnt following last winter's exceptionally wet weather. Because utility companies were unable to recover their cots there was no incentive for them to act quickly. Too much reliance was put on the emergency services for pumping equipment. It is proposed that local communities invest in resilience planning and self-help for future flooding events. Fly tippers face losing their vehicles they use to illegally dump old furniture and rubbish under a new law due to come into force in the spring. The new superfast broadband scheme is progressing in Hampshire. 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. Contact had been made with Liss and they were in the process of setting a scheme up with Petersfield but did not have enough volunteers. The District Councillor had been contacted regarding possible funding and she had expressed concerns regarding the limited number of volunteers (six) and therefore the longevity of the scheme. It was agreed that a meeting should be set up between the volunteers and PCSO Goddard to explain the scheme in more detail and the process for getting it up and running and their commitment. Additionally a coordinator would need to be appointed. **Action SB**

The PCC grant of £1000 had been received.

11. The Old Church – to consider the quotes received for the completion of the work specified in the Schedule of Works.

The clerk had obtained three quotes and these were considered. It was agreed that the clerk would make contact with the architect, Mr Livingstone, to gain his opinion and advice on all three quotes. A discussion followed regarding the offer of help from Mr Paul and L'abri. The work on the French Drain would be something that could be done with the offer of unskilled labour. The clerk to make contact with Mr Paul to discuss this with the intention to carry the work out in the spring. **Action SB**

- 12. 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 rate of £16 per hour.** The last agreement was to provide 2 x cuts per month in May, June, July, August. 1 x cut per month in March, April, Sept, Oct and no cuts per month in Nov, Dec, Jan, Feb. Since March 2014 LWB Horticulture has invoiced for 33.5 hours. At a maximum 36 hours the cost will be in the region of £650.

All agreed that a good job had been done by LWB Horticulture throughout the year. It was proposed by Councillor Cheesman and seconded by Councillor Packett that the contract be renewed for a further year. All agreed. Clerk to inform LWB Horticulture. **Action SB**

- 13. Playground Annual Inspection** - to consider the report from Nick Adams and planning for any work that is required.

The clerk went through the report. A number of items had already been addressed. A contractor had been appointed in November 2013 to lift and relay the grass matting. The clerk had chased this on numerous occasions. It was agreed that the clerk would collate all additional work that is required and Councillor D Rudd would contact the contractor regarding carrying out the work in the spring. **Action SB**

- 14. Councillor Vacancy** – to consider the current Councillor vacancy.

It was confirmed that the council could co-opt for the vacancy before the elections in May 2015. Councillor D Jerrard suggested that the Parish Council compile a Newsletter to distribute door to door in March to raise awareness of the vacancy, what the Parish Council has been doing, the Annual Parish Meeting and the election in May 2015. An informal meeting to plan the newsletter and agenda for the APM should be held as soon as possible. **Action ALL**

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

- a) **Playground** – Councillor Cheesman.
- b) **Highways and Public Transport** – Councillor D Rudd reported that some of the street lights had been replaced, the layby near the school had been started and work should be completed in two weeks, there were still some potholes along the Longmoor Road, the #38 bus service had ceased at the end of 2014 and a petition would be sent to HCC regarding this shortly.
- c) **Traffic Working Party** – Councillor Packett.
- d) **Footpaths and Bridleway** – Councillor C Rudd and Mrs Booton. ROW Vegetation Priority Cutting List – response required by 1st February 2015. It was agreed that the footpath from the Petersfield Road into Todmore and on up to the top of the hill would be added. **Action SB**
- e) **Tree Warden** – Adam Gibson
- f) **Greatham Village Hall** – Councillor C Rudd. Clearing up of the bonfire. Councillor Cheesman confirmed that this should be completed this coming weekend.
- g) **Coryton Trust** – Councillors D Jerrard & C Rudd.
- h) **Liss Greatham and Hawkley Friendship Fund.** Councillor S Jerrard.
- i) **HALC/ EHAPTC** – Councillors D Jerrard & C Rudd.
- j) **Greatham Allotment Charity** – Councillor S Jerrard. A meeting had been held to sign the accounts and annual return.
- 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. Councillor Packett asked if the Police could use infra-red cameras so that they could perform early morning checks as the time mentioned by Councillor Cheesman was 5am.
- o) **The Old Church** – Councillor D Rudd.

16. Parish Council Finances

- a. **Financial Report** – the clerk presented the current financial report.
- b. **Approval of application for Precept** – the clerk presented the paperwork received regarding the precept. It was proposed by Councillor D Jerrard and seconded by Councillor C Rudd that the precept be applied for as set out in the budget. All agreed Action SB

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

Payee	Purpose	Amount
Mrs. Sarah Bettin	Salary 1 st December 2014 – 31 st December 2014	£433.33
Julian Livingstone	Preparation of Schedule of Works and Specification – Old Church	£561.25
S J Bettin	Shut the Gate Signs	£11.98
	TOTAL PAYMENTS	£1006.56

18. Correspondence – to discuss items of correspondence received:

Date	From	Details
No. 1 – 04.12.14	Ken Cope	Greatham Green – Bench
No. 2 – 07.12.14	Mr A Bridgman	Greatham Old Church Carol Service
No. 3 – 16.12.14	Gavin Bourn	Petersfield Road, Greatham – Construction of Grass Block Parking Area
No. 4 – 17.12.14	CPRE Hampshire	CPRE Hampshire needs your help to map brownfield sites in your area.
No. 5 - 23.12.14	Susan Ramage	Message from the Police & Crime Commissioner

Item No. 2 Mr Bridgman confirmed that donations covered all expenses (£85.33). The Chairman suggested that at future carol services that the mince pies and mulled wine be donated by the committee so that all donations would go to the Old Church. Councillor D Rudd pointed out that any spending should have been approved by the Parish Council beforehand and that he had donated wine and mince pies.

Item No. 5 Clerk to contact the relevant person to find out if a referendum was held how much the costs would be. Action SB

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

There was no report.

20. Minutes of the Parish Council Planning Sub-Committee Meeting on Friday 21st November 2014 – to review and approve the minutes of the Parish Council Planning Meeting, to make any amendments and sign them as a true and accurate record of the meeting.

As the minutes were incomplete this item was adjourned to the next meeting.

- 21. Matters arising from the minutes of the Parish Council Planning Sub-Committee Meeting on Friday 21st November 2014** – 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.

As the minutes were incomplete this item was adjourned to the next meeting.

- 22. Date of next meeting.**

The council was reminded that the next Parish Council meeting would be Monday 2nd February 2015. A planning meeting will be held on Thursday 22nd January 2015 (if applications were received).

- 23. Close of meeting**

The council meeting was closed at 9.35pm

Action List

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1.	06.10.14 Item 12	SB	The clerk to start applying for grants for Old Church.	Ongoing
2.	03.11.14 Item 13 c	EP	To complete NatWest form and return to the clerk	C/F
3.	01.12.14 Item 4	SB	The clerk to contact Mr Paul regarding offer of help from L'abri.	C/F
4.	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	C/F
5.	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.	C/F
6.	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.	C/F
7.	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.	C/F
8.	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.	C/F
9.	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.	C/F
10.	05.01.14 Item 7 No. 3	SB	The clerk to contact Steep Parish Council for information on how they moved their phone box.	Open
11.	05.01.14 Item 7 No. 14	SB	The clerk to complete and submit a DINPP form for the Zip Wire.	Open
12.	05.01.14 Item 10	SB	The clerk to arrange a meeting with PCSO Goddard and Speedwatch Volunteers.	Open
13.	05.01.14 Item 11	SB	The clerk to contact architect to gain his opinion and advice on quotes received for work on Old Church.	Open
14.	05.01.14 Item 12	SB	The clerk to inform LSB Horticulture that contract has been renewed for playground maintenance.	Open
15.	05.01.14 Item 13	SB	The clerk to collate breakdown of additional work required on playground.	Open
		DR	Cllr D Rudd to contact the contractor regarding carrying out work.	Open
16.	05.01.14 Item 14	ALL	Plan and compile Newsletter to distribute door to door in March to raise awareness of the Councillor vacancy, what the PC has been doing, the APM and the election in May 2015.	Open
17.	05.01.14 Item 15	SB	The clerk to add additional footpaths to the ROW Vegetation Priority Cutting List.	Open
18.	05.01.14 Item 16	SB	The clerk to apply for the Precept.	Open
19.	05.01.14 Item 17	SB	The clerk to make payments.	Open
20.	05.01.14 Item 18	SB	The clerk to find out cost of police referendum.	Open
21.	05.01.14 Item 20/21	SB	Planning minutes to be put on next agenda.	Open

