

# Greatham Parish Council

## Minutes of the Parish Council meeting held at Greatham Village Hall on Monday 2<sup>nd</sup> March 2015 at 7.30pm

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

There were 3 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.

The Chairman confirmed that there would be an additional agenda item included which was to discuss the Newsletter and consider quotes received for the printing.

### 2. Apologies for Absence

There were no apologies for absence.

### 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. There were no questions from the public

### 5. Minutes of the Parish Council Meeting on Monday 2<sup>nd</sup> February 2015

The minutes were reviewed. It was proposed by Councillor D Jerrard and seconded by Councillor Cheesman 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> February 2015

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.	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	Closed
3.	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
4.	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.	Closed
5.	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.	Closed
6.	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
7.	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.	Closed
8.	02.02.15 Item 4	SB	The clerk to contact the police regarding speeding at the junction of the B3006 and the Petersfield Road. The clerk to obtain information from the traffic monitoring at the junction. The clerk to request that the Parish Council meet with Ian Janes when he makes his site visit.	Closed
9.	02.02.15 Item 7 No. 5	SB	The clerk to put the Old Church 10 year report on the next agenda for consideration.	Closed
10.	02.02.15 Item 7 No. 15	SB	The clerk to put the additional work identified as being required on the playground on the next agenda.	Closed
11.	02.02.15 Item 11 b	SB	The clerk to email the village hall to bring to their attention the parking issue outside at school drop off and pick up times	Closed
12.	02.02.15 Item 13	SB	The clerk to make payments.	Closed

Item 4. The clerk reported that an email had been received from Lesley Wells confirming that planning permission was not required.

Item 8. The clerk had contacted the police on 101 and reported back that anyone can report speeding or other items of concern on this number. The clerk reported that there had not been any traffic monitoring done at the junction.

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

The County Councillor reported that Hampshire County Council owns a substantial and diverse property estate, including schools, day centres, children's centres, libraries, museums, residential and nursing care homes, waste recycling facilities, country parks and farms. The total asset value of its 1724 properties and 8760 hectares is £2.78 million.

The Highways Team have recently published the details for work completed in East Hampshire in January including 11049 miles of roads were gritted, taking 786 hours, 285 gullies cleaned as well as resurfacing and pothole repairs.

The Boundary Commission have started investigation into County Council seats and Petersfield Hangers Division is likely to increase in size by about one eighth.

The full report is filed with these minutes.

Following a letter from a parishioner Councillor D Jerrard enquired why the A3 resurfacing work would not include the section that runs from Griggs Green to the Ham Barn roundabout. The County Councillor did not know why and would try and find out.

**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 receive an update from the clerk regarding the quotes for the work on the Old Church and the grant applications process. To consider whether the architect should be instructed to compile a report on the work required over the next 10 years – approximate cost £300-£400.

The clerk updated the Parish Council on the grants that had been applied for. So far no grants have been received. The three quotes received for the work have now been resubmitted following the architect ensuring that they are on a like for like basis. The quotes now vary from just under £17,000 to just under £24,000. After discussion regarding the work required for the next 10 years and following a suggestion from the Old Church Sub-Committee Chairman it was agreed that the clerk would look at the Quinquennial Review which prioritized the urgency of the work and report back at the next meeting. Action SB

**11. The Playground** – to consider the work required on the playground following the annual inspection and plan a course of action.

The clerk had compiled a breakdown of the work that is required which is filed with these minutes. There are two signs that need replacing. The clerk to order these and Councillor Cheesman to install them. Action SB

After discussion it was agreed that the clerk would contact the current contractor who has been instructed to replace the grass mats and obtain a quote from the contractor to complete all of the work. Two additional quotes to be obtained. Actions SB

**12. Speedwatch** – to receive an update from the clerk regarding volunteers and cost of equipment. To consider the purchase of the equipment required.

The clerk had previously circulated a report that is filed with these minutes. No further volunteers have come forward. The Speedwatch Scheme has been included in the Newsletter and will be mentioned at the Annual Parish Meeting. The equipment will cost £1882 + VAT for which a £1000 grant has been received. After discussion it was agreed that more volunteers are needed. Councillor Packett pointed out that there were six councillors that could show their support. The clerk to advertise the scheme in the village magazine. Action SB

**13. Newsletter** – to consider the proposed newsletter content. To consider quotes obtained to print. To consider how and when the newsletter will be distributed.

The newsletter had been circulated to all councillors before the meeting. It was agreed that the clerk would make final adjustments to the content and circulate it for approval later in the week.

Three quotes had been obtained for the printing. It was proposed by the Chairman and seconded by Councillor Packett that the quote from Digitus for £90 be accepted. All agreed. This was for 300 copies. It was agreed to get 350 copies printed so there would be additional cost. It was also agreed that the Councillors would distribute the newsletter. The timescale was agreed that the content would be finalized this week, printing would be done next week and distribution would be complete by the end of the following week. Councillor D Jerrard gave a vote of thanks to the clerk for producing and putting together the Newsletter.

**14. Protocol for public and press reporting at meetings** – to consider adopting the HALC supported Protocol for Reporting at Public Meetings.

Councillor D Jerrard reported that this had been discussed at the Liphook Parish Council meeting and that it makes a large change which is that anyone can record meeting. He commented that EHDC do not record their planning meetings. The Parish Council meetings at Greatham are recorded for the purposes of minute taking. All councillors were in agreement that the protocol should be adopted. The clerk to prepare an amended version for the next meeting. Action SB

**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 the pavement outside Darley on the Longmoor Road is breaking up and needs reporting. Action SB
- c) **Traffic Working Party** – Councillor Packett reported on the meeting with Ian Janes at Toll House Corner. A lot of concern was expressed regarding the speed of the traffic. SLR Speed Limit Reminder signs were discussed (cost £2600). It was suggested that Liss Parish Council be approached to see if they would be willing to share their equipment. The full report is filed with these minutes.
- d) **Footpaths and Bridleway** – Councillor C Rudd and Mrs Booton. Councillor D Rudd reported that he had inspected the bridleway and it was very muddy. He also inspected the field and ditches that adjoin the bridleway. The ditches need clearing and the river also has quite a lot of debris in it which is restricting the flow. It was agreed that the clerk would write to the landowners to ask them to clear the ditches. The clerk and Councillor D Rudd to make a site visit to clarify what needs to be included in the letter. Action DR/SB
- e) **Tree Warden** – Adam Gibson
- f) **Greatham Village Hall** – Councillor C Rudd. Clearing up of the bonfire. Councillor Cheesman reported that the wood has now been cleared and when it dries out the nails will be raked up.
- g) **Coryton Trust** – Councillors D Jerrard & C Rudd.
- h) **Liss Greatham and Hawkey Friendship Fund.** Councillor S Jerrard reported that there was a meeting in February. Not a lot of applications have been received.
- i) **HALC/ EHAPTC** – Councillors D Jerrard & C Rudd. There is a meeting in Liphook on 11 March 2015. It was suggested that the A3 resurfacing should be mentioned.
- 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. Next meeting 18<sup>th</sup> March 2015.
- o) **The Old Church** – Councillor D Rudd reported that the grass had been remove from the top of the French Drain by L’abri. It needs to be checked if the drain is actually working.

**16. Parish Council Finances**

- a. **Financial Report** – the clerk presented the current financial report. The current and reserve account balance was £23,021.63. The Old Church account balance was £1648.35.

- 17. Approval of Payments** – The following payments were agreed, proposed by Councillor S Jerrard and seconded by Councillor D Jerrard. The clerk to action. Action SB

Payee	Purpose	Amount
Mrs. Sarah Bettin	Salary 1 <sup>st</sup> February 2015 – 28 <sup>th</sup> February 2015	£433.33
HALC	Clerks update 09.02.15	£42.00
S J Bettin	Expenses February 2015	£52.00
Viking	Stationery	£72.54
	<b>TOTAL PAYMENTS</b>	<b>£599.87</b>

The clerks expenses claim had reduced by £3.98 due to one receipt already having been paid. An additional invoice from Viking was added to the payments list.

- 18. Correspondence** – to discuss items of correspondence received:

Date	From	Details
No. 1 – 03.02.15	Roger Walker, Director Airport Operations, TAG Farnborough	TAG Farnborough Airport – Airspace Change Consultation
No. 2 – 05.02.15	Debbie Vaughan, Head of Democratic & Member Services	Removal of Bus 38 on Saturdays (Petersfield to Alton)
No. 3 – February	Various	Letters and emails received regarding Toll House Corner
No. 4 – 20.02.15	Stephen Sellers	A3 Resurfacing Work
No. 5 - 23.02.15	Johann Richardson, HCC	HCC parish Event – Shaping the future of Economy Transport and Environment Services

Item No 3. It was agreed that the clerk would write to all the people that had written or emailed regarding the Toll House Corner to inform them of the Speedwatch Scheme. Action SB

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

There was no report.

- 20. Date of next meeting.**

The council was reminded that the next Parish Council meeting would be Monday 13<sup>th</sup> April 2015. A planning meeting will be held on Thursday 19<sup>th</sup> March 2015 (if applications were received).

- 21. Close of meeting**

The council meeting was closed at 9.15pm

## 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.	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
3.	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
4.	02.03.15 Item 10	SB	The clerk to compile a list of prioritised work for the Old Church from the Quinquennial Review and present at next meeting.	Open
5.	02.03.15 Item 11	SB	The clerk to order signs for the playground. The clerk to obtain three quotes for work required following the playground annual inspections.	Open Open
6.	02.03.15 item 12	SB	The clerk to advertise the Speedwatch Scheme in the village magazine	Open
7.	02.03.15 Item 14	SB	The clerk to prepare the amended protocol and present at the next meeting.	Open
8.	02.03.15 Item 15 b	SB	The clerk to report the damaged pavement on the Longmoor Road	Open
8.	02.03.15 Item 15 d	DR/SB	Councillor D Rudd and the clerk to make a site visit to the bridleway and fields nearby regarding who the landowners are. The clerk to write to the landowners to ask them to maintain the ditches.	Open Open
9.	02.03.15 Item 17	SB	The Clerk to make payments.	Open
10.	02.03.15 Item 18 No. 3	SB	The Clerk to write to all parishioners who corresponded regarding the Toll House Corner to inform them of the Speedwatch Scheme	Open