

Greatham Parish Council

Minutes of the Parish Council meeting held at Greatham Village Hall on Monday 13th April 2015 at 7.30pm

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

There were 2 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 nominating the pub as an asset of community value.

2. Apologies for Absence

Apologies for absence had been received from the County Councillor and the District Councillor.

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 had two questions that they were going to address to the County Councillor. One was that the street lights near the church were on during daylight hours. The second point was that the temporary patch repairs on Forest Road were already breaking down. Councillor Packett informed the member of the public that on every street lamp post there is a phone number and the web site for anyone to report a faulty light.

Another member of the public enquired why the agenda item of reviewing the clerk's salary was being discussed under exempt session. It was confirmed that any staff matters are discussed under exempt session due to their confidential nature.

An enquiry was made of how many members of council were planning to stand for election. All councillors confirmed that they were standing. Two additional people were also standing. The Chairman confirmed that she was also standing for District. Councillor D Jerrard commented that the council wanted new people to stand but it was unfortunate that 8 people were standing for 7 seats. If the ruling had not changed for withdrawing the current councillors would have discussed the situation and one of them would have stood down. There is now a large cost to pay for the election.

5. Minutes of the Parish Council Meeting on Monday 2nd March 2015

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 2nd March 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.	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.	Closed
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.	Closed
6.	02.03.15 item 12	SB	The clerk to advertise the Speedwatch Scheme in the village magazine	Closed
7.	02.03.15 Item 14	SB	The clerk to prepare the amended protocol and present at the next meeting.	Closed
8.	02.03.15 Item 15 b	SB	The clerk to report the damaged pavement on the Longmoor Road	C/F
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.	C/F C/F
9.	02.03.15 Item 17	SB	The Clerk to make payments.	Closed
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	Closed

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

The County Councillor's report was circulated. Extra funds have been supplied over the last few months to provide additional nursing home beds, occupational therapists and physiotherapy staff to accelerate recuperation and recovery. By the end of 2015 95% of households will be able to get

broadband and there will be a satellite offering for the 1% of those remotest from the system. The Highways Team have brought two high speed patching machines into the county for the next 3 months and they have the capability to repair a pothole in a few minutes. 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. Playground Refurbishment – to consider quotes received for work identified following playground inspection by NW Adams in 2014.

The three quotes were presented by the clerk and discussed. A query was raised on whether the current grass matting could be reused – advice that has been given is that it probably won't be reusable. Councillor Cheesman proposed and Councillor Packett seconded the proposal to accept the quote from GB Sport & Leisure Ltd. All agreed. Action SB

A further discussion followed regarding other work that is required at the playground. Councillor C Rudd, Councillor Cheesman and the clerk had planned to suggest a working party. Councillor Packett felt there had been a lack of communication between the Parish Council and Parish Councillors. He felt that the decision had already been made to have a working party. The Chairman confirmed that the working party was going to be discussed at this meeting. She apologised to Councillor Packett for the way she had worded the suggestion. The Chairman asked if fellow councillors agreed to have a working party. All councillors were happy to do so. A date of 2nd May 2015 was set.

11. Protocol for Public and Press Reporting Council Meetings – to review and adopt the protocol.

The Protocol was read out in full. After discussion it was proposed by Councillor D Jerrard and seconded by Councillor D Rudd that the protocol be adopted. All agreed. The clerk to action the necessary admin and paperwork. Actions SB

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

- a) **Playground** – Councillor Cheesman
- b) **Highways and Public Transport** – Councillor D Rudd
- c) **Traffic Working Party** – Councillor Packett reported that the “dragon’s teeth” had been installed at the pinch point south of the Longmoor Road. There had been no developments regarding Toll House Corner.
- d) **Footpaths and Bridleway** – Councillor C Rudd and Mrs Booton. Councillor Packett reported that the bridleway down to Greatham Moor and the waterworks was no worse than it has been in previous years. Councillor D Rudd reported that two stiles need replacing. The clerk to report these. Action SB
Councillor Packett requested that the landowner be written to regarding crop clearing of footpath number 3 as it was not cleared last year. The Chairman would pass on the contact details for the landowner to the clerk. Action CR/SB
- e) **Tree Warden** – Adam Gibson
- f) **Greatham Village Hall** – Councillor C Rudd. Clearing up of the bonfire. Councillor Cheesman confirmed that the bonfire would be cleared soon. Councillor Packett confirmed that he had cleared a bag of metal. The clerk reported that the Village Hall had been chasing for the bonfire to be cleared.

- g) **Coryton Trust** – Councillors D Jerrard & C Rudd reported that there had been a short meeting and some decorating had been done. The reserves had increased. The outside will be decorated this year.
- h) **Liss Greatham and Hawkey Friendship Fund.** Councillor S Jerrard
- i) **HALC/ EHAPTC** – Councillors D Jerrard & C Rudd.
- j) **Greatham Allotment Charity** – Councillor S Jerrard.
- k) **Community Forum** – Councillor D Jerrard.
- l) **Eco-Town Standing Conference** – Councillors D and S Jerrard. It was queried if this still exists. The clerk to research and report back. **Action SB**
- m) **Joint Meeting of SDNPA and HALC** – Councillors D Jerrard and D Rudd.
- n) **CTCG** – Councillor S Jerrard reported that there is going to be an anti-terrorism event at EHDC in May. A website www.hampshirealert.co.uk gives local crime information.
- o) **The Old Church** – Councillor D Rudd.

13. Parish Council Finances

- a. **Financial Report** – the clerk presented the current financial report. The current and reserve account balance was £22,422.62. The Old Church account balance was £1648.40.

14. **Approval of Payments** – The following payments were agreed, proposed by Councillor Cheesman and seconded by Councillor C Rudd. All agreed. The clerk to action. **Action SB**

Payee	Purpose	Amount
Mrs. Sarah Bettin	Salary 1 st March 2015 – 31 st March 2015	£433.33
HALC	Affiliation Fees	£250.00
Digitus Printing	Printing of newsletter 350 copies	£101.00
The Signmaker	Duplicate cheque following lost cheque #000809 cancelled	£101.65
	TOTAL PAYMENTS	£885.98

Cheque 000809 had been lost and cancelled. The cheque to The Signmaker was a duplicate for the payment.

15. **Correspondence** – to discuss items of correspondence received:

Date	From	Details
No. 1 – February 2015	The Pensions Regulator	Workplace pensions staging date 01 February 2017
No. 2 – February 2015	Action Hampshire	Hampshire Alliance for Rural Affordable Houses (HARAH)
No. 3 – 26.02.15	Linda Black, NDR Officer, EHDC	Business Rates – advertising signage on roundabouts
No. 4 – 02.03.15	Steven Lugg	Rural broadband provision survey – response needed before 24 April 2015
No. 5 - 04.03.15	Damian Hinds	Registering a local pub as a “asset of community value”
No. 6 – 10.03.15	Victim Support	Grant Aid for Victim Support
No. 7 – 17.03.15	Stephen Sellers	A3 “Quiet” resurfacing at Greatham
No. 8 – 20.03.15	HALC	Parish Member appointments to the National Park Authority 2015
No. 9 – 31.03.15	Hampshire County Council	38 Bus service

Item No 1. The clerk to research and report back.

Action SB

Item No 4. The clerk to respond to survey.

Action SB

Item No 7. The clerk to forward email to the County Councillor.

Action SB

16. Nominating an asset of community value – to consider nominating the pub.

An update was received from Councillors D Jerrard and Cheesman regarding the current situation regarding the pub. They confirmed that they had spoken to the landlord to inform him of the discussions that were planned for this meeting.

After discussion Councillor D Jerrard proposed and Councillor Cheesman seconded the proposal that the application form be completed to register the pub as an asset of community value and to inform Damian Hinds and ask for his support. Additionally it was agreed that a message of goodwill and support be sent to the pub landlady and landlord. All agreed.

Action SB

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

There was no report. The Chairman reported on the applications at the last planning meeting.

18. Minutes of the Parish Council Planning Sub-Committee Meeting on Monday 16th March 2015 – 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.

The minutes were reviewed and approved and signed by the Chairman.

19. Matters arising from the minutes of the Parish Council Planning Sub-Committee Meeting on Monday 16th March 2015 – 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.

There were no matters arising.

20. Date of next meeting.

The council was reminded that the next Parish Council meeting would be Monday 18th May 2015. A planning meeting will be held on Thursday 30th April 2015 (if applications were received).

21. Exclusion of members of the public and press

The Motion: “This Council resolves to exclude members of the public and the press during the consideration of the following items in view of the confidential nature of the business to be transacted which relates to the matters show below”.

Staff Salaries – to consider the clerks salary. Unanimous vote.

The Chairman presented a report which included research carried out contacting other local councils and the NALC National Salary Award. The clerk has been employed for over two years and her contract states that a salary review should be carried out annually. This is the first review. After discussion a salary increases from £10 to £11 per hour on the same terms was agreed by the whole council. The clerk to draft a letter to alter the standing order.

Action SB

It was also agreed that the review should be carried out annually in October so that it can be included in the budget. Any pay increases would take effect from the following April.

22. Close of meeting

The council meeting was closed at 9.10pm

Action List

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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 15 b	SB	The clerk to report the damaged pavement on the Longmoor Road	C/F
5.	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.	C/F C/F
6.	13.04.15 Item 10	SB	The clerk to contact GBSport & Leisure to confirm their quote has been accepted and to schedule in the work.	Open
7.	13.04.15 Item 11	SB	The clerk to action the necessary admin and paperwork to implement the Protocol	Open
8.	13.04.15 Item 12 d	SB	The clerk to report the stiles that need repairing.	Open
9.	13.04.15 Item 12 d	SB	The clerk to contact the landowner regarding crop clearing footpath 3	Open
10.	13.04.15 Item 12 l	SB	The clerk to research whether the Eco-Town Standing Conference still exists.	Open
11.	13.04.15 Item 14	SB	The clerk to make payments.	Open
12.	13.04.15 Item 15 No. 1	SB	The clerk to research the workplace pension requirements and report back.	Open
13.	13.04.15 Item 15 No. 4	SB	The clerk to respond to the rural broadband provision survey	Open
14.	13.04.15 Item 15 No. 7	SB	The clerk to forward Mr Sellers email to the County Councillor	Open
15.	13.04.15 Item 16	SB	The clerk to complete the application form to register the pub as an asset of community value.	Open
16.	13.04.15 Item 16	SB	The clerk to write to the pub landlord and landlady with a message of goodwill and support.	Open
17.	13.04.15 Item 21	SB	The clerk to draft a letter to change the standing order for the clerk's salary to reflect the increase in hourly rate.	Open