

Greatham Parish Council

Minutes of the Parish Council meeting held at Greatham Village Hall on Monday 5th October 2015 at 7.30pm

Present Chairman C Rudd, Councillors, Cheesman, Packett and Whelan, Mrs S Bettin (the clerk)

9 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, County Councillor Clarke, Councillors Jerrard, Regan and D Rudd.

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.

Mrs Cheesman reported that £220 had been raised at the McMillan coffee morning. She thanked everyone that attended and those that helped.

A resident from Bakers Field asked if the Parish Council could research extended the parking layby as parking was a problem. The clerk to research. **Action SB**

Concerns were raised about dog fouling in the village. After discussion it was agreed that the clerk would research the possibility of getting additional litter bins in Bakers Field and other sites within the village. **Action SB**

A resident reported that the footpath from the Petersfield Road to Todmore was impassable. The clerk confirmed that the clearing of the footpath had been put on the Lengthsmans joblist and it was hoped that this would be done in the next few weeks.

A member of the public asked if the council had appointed anyone to advise on the Fern Farm planning application. The Chairman confirmed that they had not but there was some interesting information referring to travellers in the County Councillors report.

5. Minutes of the Parish Council Meeting on Monday 7th September 2015

The minutes were reviewed and accepted as a true and accurate record of the meeting, proposed by Councillor Whelan and seconded by Councillor Cheesman, all agreed and they were signed by the Chairman.

6. Matters arising from the Parish Council Meeting on Monday 7th September 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.	13.04.15 Item 16	SB	The clerk to complete the application form to register the pub as an asset of community value.	Closed
3.	01.06.15 Item 4	SB	The clerk to write to the owner of the land alongside the footpath at Todmore to ask them to clear the ditch.	C/F
4.	01.06.15 Item 19d	SB	The clerk to circulate the bank mandates for signature by Cllrs Packett, Whelan and Regan.	C/F
5.	01.06.15 Item 21 No.1	SR	Cllr Regan to research on the consultation on future affiliation to NALC and circulate the information to the other councillors.	C/F
6.	06.07.15 Item 6	SR	Website development.	C/F
7.	06.07.15 Item 11	CR	Cllr C Rudd to raise the condition of the basketball court at the Village Hall AGM.	C/F
8.	06.07.15 Item 16h	All	All councillors to email feedback to Cllr Regan regarding the Parish Charter. Cllr Regan to submit feedback.	C/F
9.	06.07.15 Item 19	SB	The clerk to look at the Small Grants Scheme application process in relation to possible signs for the Old Church.	C/F
10.	07.09.15 Item 11	SB	The clerk to pay the insurance renewal	Closed
11.	07.09.15 Item 12	SB	The clerk to put the GVLGS grant under payments on the next agenda.	Closed
12.	07.09.15 Item 13	SB	The clerk to find the previous draft Neighbourhood Plan and circulate to all councillors.	C/F
13.	07.09.15 Item 14	AC	Councillor Cheesman to produce a specification for the playground maintenance.	C/F
14.	07.09.15 Item 14	SB	The clerk to obtain re-quotes for the playground maintenance.	C/F
15.	07.09.15 Item 16b	SB	The clerk to report the potholes on Petersfield Road and at the top of the Longmoor Road.	Closed
16.	07.09.15 Item 16c	SB	The clerk to add various footpath cutting to the lengthsman work list,	Closed
17.	07.09.15 Item 16c	SB	The clerk to put advert in Village Magazine for people to pick up after their dogs.	C/F
18.	07.09.15 Item 16	SB	The clerk to add an additional item o) Parish Communication to agendas going forward.	Closed

18.	07.09.15 Item 16m	SB	The clerk to research brown signs for the Old Church	C/F
19.	07.09.15 Item 18	SB	The clerk to put the Old Church payments and which account they should come from on the next agenda.	Closed
20.	07.09.15 Item 18	SB	The clerk to make the payments.	Closed
21.	07.09.15 Item 20	SB	The clerk to contact Susan Ramage to find out if information from the annual conference will be disseminated.	C/F

Reference item 2 it was agreed that a survey should be included with the next Newsletter to gain support for the application to register the pub as a community asset. Action SB

8. Report of County Councillor

The County Councillor had sent his report which was read out. There has been a lot of public debate recently about refugees, mainly from Syria. The current dispersal policy is aimed at ensuring an equitable distribution of refugees across the country. At present there are 70 juvenile refugees in the care of the County Council.

On the Highways side the push during September was to proactively target 16,000 gullies in known hotspots across the county. Landowners have also been targeted to remind them of their responsibility.

Through the publication of the Planning Policy for Travellers on 31 August by the Department of Communities & Local Government amendments have been made to the planning definition of travellers to limit it to those who "have a nomadic way of life".

The full report is filed with these minutes.

9. Report of District Councillor

There was no report.

10. Clerk Salary Review – to review the clerk's salary for the 2016/17 financial year.

It was agreed that as the clerk's salary had been reviewed and increased earlier in the year and the clerk was leaving that there would be no increase in salary for the 2016/17 financial year.

11. Old Church Payments – to discuss which account any invoices received in connection with the Old Church should be paid from.

It was agreed by all councilors that payments in connection with the Old Church should come from the Old Church account. The clerk explained that it was not possible to make payments directly from the Old Church account as it is a reserve account. All payments would need to be made from the current account and then a transfer be made from the Old Church account to the current account. This would need to be in the form of a letter with two signatories.

Councillor Cheesman proposed and Councillor Packett seconded the proposal that all payments in connection with the Old Church be paid from the Old Church account. All agreed.

12. Parish Council Strimmer – to discuss a parishioners offer to purchase the strimmer for the sum of £25.

The strimmer was purchased in 2005 and has not been used by the Parish Council a huge amount. It was confirmed that the strimmer would be used at the Old Church going forward. After discussion it was agreed that the offer of £25 be accepted for the purchase of the strimmer and the funds be paid into the Old Church account.

- 13. Greatham Parish Council Website, domain and email addresses** – to discuss the current situation with the hosting of the domain and to agree a plan for the future.

The clerk had not been able to talk to Paul Larner who manages the domain and email addresses. It was agreed that the clerk would talk to Paul Larner, seek advice from Andrew Crick who is a resident in the village and was present at the meeting and report back at the next meeting. **Action SB**

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

- a) **Playground** – Cllr Cheesman reported that the zip wire was getting a lot of use. He also commented that the wooden uprights on some of the equipment would need looking at in the future.
- b) **Highways, Public Transport and Traffic** – Cllrs D Rudd, Packett and Regan. The clerk reported on the meeting with Ian Janes regarding Forest Road. Traffic lights would not be a feasible option due to cost. Ian Janes had confirmed that he would add Forest Road to the Future Major Schemes List. The scheme would include a cycle/footpath and road widening where possible. The scheme at Woodlands Cottages was also on this list. Cllr Packett confirmed that the Weekender bus service would not be running in October but it may be started earlier next year. Cllr Cheesman reported that minibuses were parking in Hopeswood & the Longmoor road which were causing traffic problems. Cllr Jerrard to report this at the next CTCG meeting. **Action SJ**
- c) **Footpaths and Bridleway** – Cllr Packett and Mrs Booton. The clerk to write to Mr Redman to thank him for putting up the fencing alongside footpath 10. **Action SB**
- d) **Tree Warden** – Adam Gibson and Anna Dale-Harris. Anna Dale-Harris had sent a report that the Millenium Oak in the middle of the roundabout at the top end of the village needs pruning. It also needs some stumps to be paced around its base to stop damage by strimmers. Additionally the protective stumps around the hornbeam and sweet chestnut opposite the Manor House need replacing. The clerk to find out who is responsible for this work. **Action SB**
- e) **Greatham Village Hall** – Cllr C Rudd. Linda Carr reported that there are grants available from the Woodlands Trust for tree planting. She enquired if there was any money left from Developers Contributions. The clerk confirmed that an enquiry has been made with regard to the amount of Developers Contributions that are available.
- f) **Coryton Trust** – Cllrs Jerrard and C Rudd.
- g) **Liss Greatham and Hawkley Friendship Fund** – Cllr Jerrard.
- h) **HALC/ EHAPTC** – Cllrs C Rudd & Regan. Cllr Rudd reported that there had been a meeting and that she would report back once the minutes had been received.
- i) **Greatham Allotment Charity** – Cllr Jerrard.
- j) **Community Forum** – Cllr Jerrard.
- k) **Joint Meeting of SDNPA and HALC** – Cllrs D Rudd & Regan. The HALC AGM is this weekend.
- l) **CTCG** – Cllr Jerrard.
- m) **The Old Church** – Cllrs D Rudd & Whelan. Anne Ballard reported on the Ride & Stride with 15-20 people visiting the Old Church. David Redman and volunteers had cleared the French Drain and vegetation from the walls on the same day. There is a fund raising Ploughman's Lunch on Wednesday.
- n) **Lengthsman Scheme** – All Councillors
- o) **Parish Communications** – All Councillors. The clerk to include reporting back on the village survey on the next agenda. **Action SB**

15. Parish Council Finances

- a. **Financial Report** – the clerk presented the current financial report. The current account balance was £2000.00 with £13,441.94 of undrawn cheques. The reserve account balance was £28,356.06. The Old Church account balance was £5,117.54.
- b. **To consider a proposal to form a working party to draft the Budget for 2016/17.** It was agreed that the working party would consist of Councillors C Rudd, Whelan and the clerk. The clerk to make contact with the councillors to arrange a meeting. **Action SB**

- 16. Approval of Payments** – The following payments were authorised. Cllr Whelan proposed and Cllr Cheesman seconded, all agreed. The clerk to make the payments. **Action SB**

Payee	Purpose	Amount	VAT Amnt
Mrs. Sarah Bettin	Salary 1 st September 2015 – 31 st September 2015	£476.67	£0
Greatham Village Allotment Association	Grant towards water supply at allotments	£200.00	£0
P Beenham	Grass cutting at the playground	£30.00	£0
St John the Baptist Church	Use of the church room 13 th March and 16 th May 2015	£14.00	£0
St John the Baptist Church	Maintenance of Church Yard	£1000.00	£0
SLCC	Annual Membership	£103.00	£0
S J Bettin	Expenses	£150.23	£24.32
Viking	Stationery and Ink Cartridges	£60.66	£10.11
	TOTAL PAYMENTS	£2034.56	£34.43

17. Correspondence – to discuss items of correspondence.

Date	From	Details
No. 1 – 17.08.15	Michelle Leadbetter, Communications Officer	Updated Policy on the Rural Economy in Hampshire, Rural Conference, 9 th October 2015
No. 2 – 16.09.15	Ellis Parish, PCSO	Longmoor Neighbourhood Priorities
No. 3 – 22.09.15	Eleanor Greene	Hampshire Parishes – Important Diary Date – 10 th October 2015
No. 4 – 29.09.15	Josh Dale-Harris	GPC Accounts

Josh Dale-Harris's email was read out. After discussion it was agreed that a list of items of expenditure and receipts would be published with the Annual Return going forward.

- 18. Report of Planning Chairman** – to highlight any current issues. To discuss the SDNPA Local Plan, Preferred Options Public Consultation – to consider comments to be made and whether Local Green Space should be nominated.

The clerk to forward the link to all councillors so they can view the Local Plan.

- 19. Minutes of the Parish Council Planning Sub-Committee Meeting on Thursday 24th September 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 accepted as a true and accurate record of the meeting, proposed by Councillor Cheesman and seconded by Councillor C Rudd, all agreed and they were signed by the Chairman.

- 20.** Matters arising from the minutes of the Parish Council Planning Sub-Committee Meeting on Friday 24th September 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.

21. Date of next meeting.

The council was reminded that the next Parish Council meeting would be Monday 2nd November 2015. A planning meeting will be held on Thursday 22nd October 2015 if applications are received.

22. Close of meeting

The council meeting was closed at 8.40pm.

ACTION LIST

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3.	01.06.15 Item 19d	SB	The clerk to circulate the bank mandates for signature by Cllrs Packett, Whelan and Regan.	C/F
4.	01.06.15 Item 21 No.1	SR	Cllr Regan to research on the consultation on future affiliation to NALC and circulate the information to the other councillors.	C/F
5.	06.07.15 Item 6	SR	Website development.	C/F
6.	06.07.15 Item 11	CR	Cllr C Rudd to raise the condition of the basketball court at the Village Hall AGM.	C/F
7.	06.07.15 Item 16h	All	All councillors to email feedback to Cllr Regan regarding the Parish Charter. Cllr Regan to submit feedback.	C/F
8.	06.07.15 Item 19	SB	The clerk to look at the Small Grants Scheme application process in relation to possible signs for the Old Church.	C/F
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11.	07.09.15 Item 14	SB	The clerk to obtain re-quotes for the playground maintenance.	C/F
12.	07.09.15 Item 16c	SB	The clerk to put advert in Village Magazine for people to pick up after their dogs.	C/F
13.	07.09.15 Item 16m	SB	The clerk to research brown signs for the Old Church	C/F

14.	07.09.15 Item 20	SB	The clerk to contact Susan Ramage to find out if information from the annual conference will be disseminated.	C/F
15.	05.10.15 Item 4	SB	The clerk to research extending the parking layby in Bakers Field	Open
16.	05.10.15 Item 4	SB	The clerk to research the possibility of getting additional litter bins in Bakers Field and throughout the village.	Open
17.	05.10.15 Item 7	SB	The clerk to include a survey in the next Newsletter regarding the pub and registering it as a community asset,	Open
18.	05.10.15 Item 13	SB	The clerk to speak to Paul Lerner regarding managing the domain and getting individual email addresses. To also talk to Andrew Crick and report back at the next meeting.	Open
19.	05.10.15 Item 14 b	SJ	Cllr Jerrard to report the parking issues in Hopeswood and on the Longmoor Road at the next CTCG meeting.	Open
20.	05.10.15 Item 14 c	SB	The clerk to write to Mr Redman to thank him for putting the fence up on footpath 10	Open
21.	05.10.15 Item 14d	SB	The clerk to research who is responsible for pruning the Millennium Oak and replacing the protective stumps around the base of some trees.	Open
22.	05.10.15 Item 14 o	SB	The clerk to include reporting back on the village survey on the next agenda.	Open
23.	05.10.15 Item 15	SB	The clerk to arrange a budget meeting with Cllrs C Rudd and Whelan.	Open
24.	05.10.15 Item 16	SB	The clerk to make the payments.	Open