

Greatham Parish Council

Minutes of the Parish Council Meeting held at Greatham Village Hall on Monday 5th September 2016 at 7.30pm

Present Chairman C Rudd, Councillors Cheeseman, D Rudd and Regan, Ms S Spence (the clerk).

5 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 Councillors Jerrard, Whelan and Packett.
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.**
 A parishioner noted the hedges / grass along the road from Snailing Lane into the village were very overgrown, forcing pedestrians into the road. The Clerk to contact HCC and Lengthsman.
Action SS
 A parishioner noted that the grass in the church yard needed cutting. It was agreed that this be discussed at the Old Church Advisory Committee meeting on 12th September.
 A parishioner enquired about extra parking at Bakers Field. Cllr Keith Budden offered to follow up and report back at the next meeting.
Action KB
5. **Minutes of the Parish Council Meeting on Monday 11th July 2016**
 The minutes were reviewed and accepted as a true and accurate record of the meeting, proposed by Councillor Cheesman and seconded by Cllr Regan, all agreed and they were signed by the Chairman.
6. **Matters arising from the Parish Council Meeting on Monday 11th July 2016**
 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	Update
1.	01.02.16 Item 11b.1	SS	The Clerk to contact Radian Housing and explore Developer Contributions as potential sources of funding for extra parking at Bakers Field.	Clerk trying to establish a contact number.	Open
2.	07.03.16 Item 12b.1	SS	The Clerk to continue to follow up regarding a solution to the damaged grass verges around the school.	Open	Open
3.	09.05.16 Item 19o	SS/ SR	The Clerk to work with Cllr Regan on the next newsletter.	Open	Closed

4.	06.06.16 Item 4b	SR	Village Plan viability to be explored in the Autumn.	Open	Open
5.	06.06.16 Item 9	SS	Councillor Whelan, Regan and Packett should be added as signatories. The clerk to circulate the bank mandates for completion.	Open	Open
6.	06.06.16 Item 12k	SS	Cllr Regan to confirm the date of the next SDNPA meeting.	Open	Open
7.	06.06.16 Item 12p	SS	The Clerk to follow up with Elly regarding hiring out the Speedwatch equipment.	Open	Open
8.	11.07.16 Item 4	VC	C.Cllr Clarke to chase up meeting request to Glen Peacey regarding Superfast Broadband.	Closed	Closed
9.	11.07.16 Item 9b	SS	The Clerk to post the letter to NatWest.	Closed	Closed
10.	11.07.16 Item 10	SS	The Clerk to make the payments.	Closed	Closed
11.	11.07.16 Item 11 / 5	SS	The Clerk to respond to the parishioner regarding bonfire smells.	Closed	Closed
12.	11.07.16 Item 12a.1	SS	Cllr Cheeseman confirmed that the 'under 5 only' area sign needed replacing. A request was also made to purchase 2 'no dogs allowed' signs.	Open	Open
13.	11.07.16 Item 12a.2	DR	Cllr Cheeseman noted that the swings needed to be reviewed and repaired. Cllr D Rudd to speak to a contact with a view to undertaking the repairs.	Open	Closed
14.	11.07.16 Item 12a.3	SS	Cllrs expressed their disappointment with the recent playground inspection. The Clerk to investigate and source an alternative for 2017.	Open	Meeting October
15.	11.07.16 Item 12a.4	SS	The Clerk to speak with other local Clerks to establish a process for inspection and on-going maintenance.	Open	Ongoing
16.	11.07.16 Item 12a.5	SS	The Clerk to contact John Coney at Hampshire Playing Fields Association regarding funding for new playground equipment.	Open	Open
17.	11.07.16 Item 12a.6	ALL	Councillors agreed to visit local playgrounds over the summer break in order to source ideas for new playground equipment. Blackmoor and Oakhanger were noted as good examples.	Open	Open
18.	11.07.16 Item 12b.1	SS	The Clerk was asked to notify Highways that the recently resurfaced area at the Ham Barn Roundabout was breaking up.	Closed	Closed
19.	11.07.16 Item 12b.2	SS	The Clerk was asked to investigate getting a new bus shelter for Longmoor Road.	Open	Open
20.	11.07.16 Item 12g	DR	Cllr D Rudd to send the minutes of the meeting to the Clerk.	Open	Open
21.	11.07.16 Item 12m.1	SS	The Clerk to request the SPAB brochure in electronic format so that the PC might print copies.	Closed	Printer to quote.
22.	11.07.16 Item 12m.2	SS	The Clerk to forward the names of the Old Church cttee members to Jacqui Cheeseman.	Closed	Closed
23.	11.07.16 Item 12n	SS	Footpath 711a to be added to the schedule. Footpath 10 noted as not yet cleared. The Clerk to notify the Lengthsman.	Open	Schedule updated
24.	11.07.16 Item 12o.1	SS/ SR	The Clerk and Cllr Regan to progress the newsletter. SR to loan laptop to the Clerk.	Open	Closed

25.	11.07.16 Item 12o.2	SS	The Clerk to contact Tricia Porter to get her photos of the SPAB event for possible use in the Newsletter.	Closed	Closed
26.	11.07.16 Item p	EP/ CR	Cllr Packett and Chariman Rudd to print and distribute posters to local establishments. Cllr Packett to speak with the primary school headteacher to discuss the possibility of promoting the scheme to local parents / families.	Open	Open
27.	11.07.16 Item 15	SS	Cllr Regan to summarise and send to the Clerk. Clerk to make the comments.	Closed	Closed

8. Report of the County Councillor

There was no report.

9. Report of the District Councillor

District Councillor Budden noted that the travellers behind Hill View had been served with an enforcement notice.

He attended a TAG meeting which discussed proposed changes to the airspace proposal, including moving the flight paths further east towards Midhurst. There is no longer a plan to use TAG as a back-up for Heathrow.

Chairman Rudd asked if something could be done to prevent parking alongside the bus stop on Longmoor Road. Action KB

There was a question regarding road signs which, it was concluded, was the role of the CC, and deferred to C.Cllr Clarke.

10. Insurance Renewal – the Clerk noted that 4 insurance quotes had been previously circulated, and proposed that a quote from Zurich for £704.35 be accepted on a 1 year basis. Chairman Rudd proposed and Cllr Cheesman seconded. All agreed. The Clerk to notify Zurich and file the paperwork. Action SS

11. Parish Council Finances

a. Financial Report – the clerk presented the current financial report. The current account balance was £50.00. The reserve account balance was £24,177.70. The Old Church account balance was £181.32.

b. Report on Completion of Annual Audit – the Clerk presented the Certified Annual Return and advised of 2 minor issues noted by the Auditor for future reference. A copy is filed with these minutes.

The Clerk reminded councillors of the need to begin working on the budget for next year. A notice requesting suggestions from parishioners to be put in the Village Magazine. Action SS

12. Approval of Payments – The following payments were approved. The Clerk to make the payments.

Payee	Purpose	Amount
Ms Stephanie Spence	Salary 1 st August to 31 st August 2016	£476.67
S Bettin	Old Church expenses	£118.03
Anne Chantal Ballard	Old Church expenses	£112.77
St John Baptist Church	Hire of Meeting Room	£35.00
BDO	External Audit	£240.00
	Total Payments	£982.47

13. Correspondence – the following items of correspondence were discussed.

Date	From	Details
07.07.16	Emily Preston, HCC	New Grant Scheme available to Rural Retailers
13.07.16	Susan Ramage, HALC	IMPORTANT - September Workshops for Parish and Town Councils: 'The Future of Local Government in Hampshire.
27.07.16	Vendy Treagust, HALC	Message from the Leader of Hampshire County Council - Serving Hampshire consultation which is available online from 27 July until 20 September 2016.
08.08.16	Gail Johnson, British Horse Society	Whitehill and Bordon Survey of Equestrians
12.08.16	Chris Paterson, SDNPA	South Downs National Park Authority - Town and Parish workshops AUTUMN 2016

Item a – Cllr Regan suggested the Greatham Inn might benefit from the grant.

Action SR

Item b – D.Cllr Budden to attend and report back.

Action KB

Item d – Cllr Regan to follow up.

Action SR

Item e – Cllr D Rudd to attend.

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

- a) **Playground** – the Clerk was asked to review previous emails regarding a junior zipwire and report back. Action SS
The Clerk advised she was trying to meet with Nick Adams (playground inspector) in October to review his report. Cllr Cheesman to attend if possible.
- b) **Highways, Public Transport and Traffic** – Cllrs D Rudd, Packett and Regan.
- c) **Footpaths and Bridleway** – Cllr Packett and Mrs Booton.
- d) **Tree Warden** – Adam Gibson and Anna Dale-Harris.
- e) **Greatham Village Hall** – Cllr C Rudd.
- f) **Coryton Trust** – Cllrs Jerrard and C Rudd. Next meeting in November.
- g) **Liss Greatham and Hawley Friendship Fund** – Cllr Jerrard.
- h) **HALC/EHAPTC** – Cllrs C Rudd & Regan. Next meeting November/December tbc.
- i) **Greatham Allotment Charity** – Cllr Jerrard.
- j) **Community Forum** – Cllr Jerrard.
- k) **Joint Meeting of SDNPA and HALC** – Cllrs D Rudd & Regan.
- l) **CTCG** – Cllr Jerrard. Next meeting Wednesday 5th October 2016, 1030-1200 at Fire Station, Conde Way, Bordon.
- m) **The Old Church** – Cllrs D Rudd & Whelan. Next meeting 12th September.
- n) **Lengthsman Scheme** – Clerk noted that a process to check the Lengthsman's work must be timely to avoid delay in paying invoices and regrowth of vegetation.
- o) **Parish Communications**. Cllr Regan.
- p) **Speedwatch** – Cllr Packett.

15. **Report of Planning Chairman** – there was no report.

16. **Minutes of the Parish Council Planning Sub-Committee Meeting on Monday 18th July 2016** – to be approved at the next planning meeting.

17. **Matters arising from the minutes of the Parish Council Planning Sub-Committee Meeting on Monday 18th July 2016** - To discuss at the next planning meeting.

18. Notable Meeting Dates not listed above:

- 'The Future of Local Government in Hampshire', (D.Cllr Budden) Workshops for Hampshire's Parish and Town Councils, Tuesday 6 September, 1745 – 2000 hours, Alton Maltings Centre, Maltings Close, Alton, GU34 1DT.
- Superfast Broadband (SR, D.Cllr Budden), 21st Sept 13:00-14:00 at HCC offices in Winchester.
- Hampshire Parishes workshop (DR) 14 November starting at 6.30pm in the Festival Hall, Petersfield.

19. Date of next meeting.

The Clerk advised that the next Parish Council meeting will be held on Monday 3rd October 2016. A Planning Sub-Committee Meeting will be held on Monday 19th September 2016 if applications are received.

20. Close of meeting

The council meeting was closed at 8.35pm.

ACTION LIST

	Meeting Date / Agenda Item	Who	Action	Status
1.	07.03.16 Item 12b.1	SS	The Clerk to continue to follow up regarding a solution to the damaged grass verges around the school.	Open
2.	06.06.16 Item 4b	SR	Village Plan viability to be explored in the Autumn.	Open
3.	06.06.16 Item 9	SS	Councillor Whelan, Regan and Packett should be added as signatories. The clerk to circulate the bank mandates for completion.	Open
4.	06.06.16 Item 12k	SS	Cllr Regan to confirm the date of the next SDNPA meeting.	Open
5.	06.06.16 Item 12p	SS	The Clerk to follow up with Elly regarding hiring out the Speedwatch equipment.	Open
6.	11.07.16 Item 12a.1	SS	Cllr Cheeseman confirmed that the 'under 5 only' area sign needed replacing. A request was also made to purchase 2 'no dogs allowed' signs.	Open
7.	11.07.16 Item 12a.5	SS	The Clerk to contact John Coney at Hampshire Playing Fields Association regarding funding for new playground equipment.	Open
8.	11.07.16 Item 12b.2	SS	The Clerk was asked to investigate getting a new bus shelter for Longmoor Road.	Open
9.	11.07.16 Item 12g	DR	Cllr D Rudd to send the minutes of the meeting to the Clerk.	Open
10.	11.07.16 Item 12m.1	SS	The Clerk to request the SPAB brochure in electronic format so that the PC might print copies.	Closed
11.	11.07.16 Item p	EP/C R	Cllr Packett and Chariman Rudd to print and distribute posters to local establishments. Cllr Packett to speak with the primary school headteacher to discuss the possibility of promoting the scheme to local parents / families.	Open
12.	05.09.16 Item 4a	SS	The Clerk to contact the Lengthsman and HCC.	Closed
13.	05.09.16 Item 4b	KR	D.Cllr Budden to report back re extra parking at Bakers Field.	Open

14.	05.09.16 Item 9	KR	D.Cllr Budden to report back re bus stop parking issues on Longmoor Road.	Open
15.	05.09.16 Item 10	SS	The clerk to notify Zurich and file the paperwork.	Closed
16.	05.09.16 Item 11	SS	A notice requesting budget suggestions from parishioners to be put in the Village Magazine.	Open
17.	05.09.16 Item 13a	SR	Cllr Regan to speak to the Greatham Inn re New Grant Scheme available to Rural Retailers.	Open
18.	05.09.16 Item 13b	KB	Workshops for Parish and Town Councils: 'The Future of Local Government in Hampshire. KB to report back.	Open
19.	05.09.16 Item 13d	SR	Whitehill and Bordon Survey of Equestrians – Cllr Regan to report back.	Open
20.	05.09.16 Item 14ai	SS	Clerk to review previous emails regarding a junior zipwire and report back.	Open