

Greatham Parish Council

Minutes of the Parish Council Meeting held at the Church of St John the Baptist on Monday 3rd July 2017 at 7.30pm

Present Chairman Cllr C Rudd, Cllrs E Packett, A Cheesman, S Jerrard, D Rudd, T Whelan.
Clerk to the Council: Mrs Jane Ives.
County Councillor Russell Oppenheimer, District Councillor Keith Budden
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. Appointment of new Clerk** – The Chairman announced the appointment of the new Clerk to the Parish Council, Mrs Jane Ives.
- 3. Apologies for Absence** – There were no apologies for absence.
- 4. Declarations of Interest** - There were no declarations of interest.
- 5. Public Question Time. Standing Orders were suspended for 15 minutes to allow public questions.**
Mrs Anne Ballard asked whether councillors knew what the roadworks at Toll House Corner are for. Cllr Packett explained this was work to the pavement from Toll House Corner to the driveway into the back of the cottages.

Mrs Anne Ballard asked whether there could the Council could enquire whether a litter bin could be placed at the bus stop in Selborne Road as there was a lot of litter there. **Action Clerk**

Mrs Sheila Pink asked whether mention could be made in the village magazine with reference to keeping hedges/brambles trimmed back near to pavements in and around Greatham. **Action Clerk**

Mrs Doris Voice asked if the lengthsman could clear scrub/brambles opposite seat near to Deal Cottage (left past Bakersfield) The Clerk to put this on the lengthsman job list for August. **Action Clerk**

- 6. Minutes of the Parish Council Meeting on Monday 5th June 2017**
The minutes were reviewed with an amendment to be made to item 11 – Mrs Cheesman is to investigate with the Charities Commission.
Proposed: Councillor Jerrard. Seconded: Councillor Cheesman. The minutes were signed and dated by the Chairman.
- 7. Matters arising from the Parish Council Meeting on Monday 5th June 2017**
There were no matters arising from the minutes.

8. Review of Action log

| | Meeting Date / Agenda Item | Who | Action | Status | Update |
|-----|----------------------------|--------------|---|---------|---|
| 1. | 06.06.16 Item 9 | Clerk | Councillor Whelan and Packett should be added as signatories. The clerk to circulate the bank mandates for completion. | Ongoing | Ongoing |
| 2. | 11.07.16 Item 12b.2 | EP | Councillor Packett to investigate getting a new bus shelter for Longmoor Road. | Ongoing | Ongoing |
| 3. | 07.11.16 Item 4.iii | KB/ Clerk | A parishioner noted that overgrown brambles had been cut but not removed in Bakersfield. D.Cllr Budden to investigate. Clerk to check if a letter has been sent. | Ongoing | Ongoing |
| 4. | 06.02.17 Item 10ii | OR/ Clerk | A parishioner (Oliver Rook) noted that he had recently gone through the process of listing a property in London and offered his services. OR will send application to PC for approval once drafted. | Ongoing | Form received, cllrs to comment & further research required |
| 5. | 06.03.17 Item 11h | EP | To investigate the repositioning of the bus stop and the need for hardstanding in addition to the slow drainage at Toll Corner | Open | Ongoing |
| 6. | 08.05.17 Item 10 | Clerk | The clerk to put an invitation in the village magazine for volunteers to complete the playground inspections. | Open | Closed |
| 7. | 08.05.17 Item 20b | Clerk | The clerk to find out value of SLR Sign from Headley PC and confirm that insurance company will cover it. Siting of sign to be confirmed to Headley PC. | Open | Ongoing |
| 8. | 08.05.17 Item 20c | Clerk | Clerk to write to Bryant Brothers to ask them to re-instate the surface of the footpath behind Bakers Field. | Open | Closed |
| 9. | 08.05.17 Item 20c | Clerk | The clerk to contact the landowner to ask for the stile to be repaired and the dog access to be opened and the barbed wire removed. | Open | Ongoing |
| 10. | 05.06.17 Item 12b | Clerk | The clerk to report the potholes on Forest Road before the bridge over the A3 | Open | Closed |
| 11. | 05.06.17 Item 12c | Clerk | The clerk to check the cutting list and add footpath 9 to the lengthsman's worksheet if it is not on the cutting list. | Open | Closed, added to lengthsman |
| 12. | 05.06.17 | TW/ Clerk | To draft a financial risk assessment with the help of the Parish Councillors | Open | Ongoing |
| 13. | 05.06.17 Item 13d | TW/ Clerk | To draft new Financial Regulations with the help of the Parish Councillors | Open | Ongoing |

| | | | | | |
|-----|---------------------|-------|---|------|--------|
| 14. | 05.06.17 Item 14 | Clerk | The clerk to make the payments | Open | Closed |
| 15. | 05.06.17 Item | Clerk | To send a grant application form to Victim Care Service | Open | Closed |

9. Report of County Councillor

Cllr Russell Oppenheimer introduced himself to the Councillors as this was his first meeting since he had been appointed. His report is attached to these minutes.

Cllr Oppenheimer requested that rural verges be put on the next Council meeting agenda as he was very keen to discuss this with Councillors to seek their opinion. Action Clerk

10. Report of District Councillor

The District Councillor Keith Budden reported that he had spoken to PCSO John Payne regarding recent incidences of eggs being thrown at pedestrians. Those concerned had been handed Anti-Social Behaviour Orders by the police. Cllr Packett was not happy with the action taken by the police and has raised this separately with them.

Cllr Budden has recently been appointed East Hampshire representative on the South East and Hampshire NHS Clinical Commissioning Group. Any questions around this can be forwarded to Cllr Budden.

EHDC's Waste Management Consultation has recently begun. Cllr Budden to forward this to the Clerk. Action Cllr Budden

On the 15th June 2017 SDNPA Planning Committee had agreed to allow four traveller caravan sites on Fern Farm. Cllr Budden had made representations against this at the meeting but had lost. Cllr C Rudd said that the Council had not been consulted and Cllr Budden would investigate this and report back. There will be another opportunity to comment on this. Action Cllr Budden

Cllr Budden wanted to bring the Electoral Review of East Hampshire Warding Arrangements to the Council's attention and urged councillors to respond positively or negatively. The issue of Longmoor Camp being brought into the division should be raised by the Council if they felt this was important.

Cllr Budden was pleased to report that he had signed off £2,500 towards cost of the restoration of the tomb at the Old Church. The Council expressed their thanks for this donation.

Cllr Cheesman asked why Longmoor Road had not been closed off on 26th/27th June as previously advised. Cllr Budden will investigate and report back. Action Cllr Budden

Various items had been covered in other parts of the meeting.

11. To consider a quote from Digitus Printing to print the Old Church three fold leaflet.

Quote for black and white printing was approved. Printing to go ahead. Proposed: Cllr Cheesman.

Seconded: Cllr D Rudd. Action Cllr Whelan

Cllr Jerrard will provide details to the Clerk of an alternative printer the Council could contact for future requirements as they may be more competitive.

Action Cllr Jerrard

12. Annual Inspection Report of the Play Area at the Village Hall.

Cllr Cheesman suggested that he investigate areas of the report that are medium risk in order to ascertain the work required and to obtain costings. This item will be brought forward to the next Council meeting. In the meantime Cllr C Rudd will send a copy of the Inspection Report to the Trustees of the Village Hall and highlight particular areas of concern such as the hedges and the football nets.

Action Cllr C Rudd

13. Speed Limit Reminder sign

Councillors agreed to site the SLR on lamp posts 16 and 17, using these alternately facing either north or south. Before siting on lamp post 16 hedges would need to be cut back and the Clerk will put this on the lengthsman's jobs for August.

Action Clerk

Councillors felt that it may be more cost effective in the long term to purchase a SLR and the Clerk will investigate costs and implications of doing this. Grants may be available and Cllr Whelan will advise.

Action Cllr Whelan

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

a) **Playground** – Cllr Cheesman reported that the playground was very well used at the G Fest weekend. He also reported that the benches went in after the playground was installed.

b) **Highways, Public Transport and Traffic** – Cllr Packett and Cllr D Rudd. Cllr D Rudd reported that there are still potholes on Longmoor Road. Cllr Rudd to provide information on this to the Clerk. Cllr Packett reported that there are still some white lines to be painted on the layby outside Kingshott and Broadleigh Cottages. He also said that the bus stop on the Selborne Road (Alton direction) needed to be marked as it was causing obstructions when cars parked in the bus stop. Cllr Budden will investigate.

Action Clerk/Cllr Budden/Cllr D Rudd

Cllr Packett was unable to attend the Public Transport Forum but Cllr Budden provided a report. The bus service 38 will continue on weekdays as is but the weekend service will not be reintroduced as the usage figures were very low when it was reintroduced previously. Cllr Budden reported that EHDC/HCC will be working with Stagecoach to look at transport links in Whitehill Bordon development as currently most public transport is in Farnham/Guildford direction.

Cllr Packett asked the Clerk to contact AMK regarding the eco bus service as a parishioner had raised the question again about some drivers not helping the elderly with the door. Letter to be drafted by the Clerk.

Action Clerk/Cllr Packett

Mrs Doris Voice asked if the Council could find out when the overgrown grass would be cut at the Ham Barn roundabout as sight lines are very restricted.

Action Clerk

Cllr Packett advised that the speed limit sign on the Selborne side of the road to Le Court lodge was damaged and needed to be replaced. Empshott Parish Council to be informed.

Action Clerk

c) **Footpaths and Bridleway** – Cllr Packett and Mrs Booton. The EHDC Cycling and Footpath survey would be sent to Mrs Booton for completion on behalf of the Parish Council with the assistance of Cllr Packett.

Action Cllr Packett

The Footpath between Petersfield Road and Todmore needs ground clearance.

Footpath 8 needs ground clearance.

The pavement between Toll House Corner to Ham Barn needs the edges to be cleared as grass has grown across making the pavement very narrow.

The pavement from the New Church lychgate to Toll House Corner also needs the grass to be cut back.

All Actions Clerk

- d) **Tree Warden** – Adam Gibson and Anna Dale-Harris.
Cllr D Rudd reported that a branch had come down and a car damaged on Wolfmere Lane and the trees needed to be looked at. Cllr Budden will ask Tree Warden to investigate.
Action Cllr Budden
- Cllr Packett reported overhanging trees at the top of Longmoor Road causing issues to buses. These trees belong to a private landowner but it is unclear who this is. Cllr Jerrard to provide Clerk with the adjoining landowner's details in order to contact to try and establish who the owner is.
Action Cllr Jerrard/Clerk
- e) **Greatham Village Hall** – Cllr C Rudd advised the AGM had taken place on 26th June and all existing trustees have been voted back on. There is a new trustee for the garden allotment. She also reported that several trees had been vandalised.
- f) **Coryton Trust** – Cllrs Jerrard and C Rudd. Awaiting next meeting date.
- g) **Liss Greatham and Hawkley Friendship Fund** – Cllr Jerrard. Meeting of 29th June was cancelled, awaiting new date.
- h) **HALC/EHAPTC** – Cllr C Rudd. No news to report.
- i) **Greatham Allotment Charity** - Cllr Jerrard. No news to report.
- j) **Community Forum** – Cllr Jerrard. The next meeting is on 11th July 2017.
- k) **Joint Meeting of SDNPA and HALC** – Cllr D Rudd
- l) **CTCG** – Cllr Jerrard. Next meeting on Wednesday 5th July.
- m) **The Old Church** – Cllrs D Rudd, C Rudd & Whelan. The shed, being purchased by the Council, will be for the use of the Council for storage but also for use by the Old Church committee.
Mr Bridgman highlighted the Pimms event being held on Saturday 29th July 6pm-9pm, £6 per ticket (£3 under 12s) featuring raffle, refreshments and live music. The grass needs to be cut prior to this by L'Abri. Cllr Packett asked if family tickets could be considered at future events.
Mrs Ballard outlined the work required at the Old Church with the immediate priority being work down to add battens and netting to a wall where there was loose plaster which could be dangerous if it fell. David Redman can do the work but the Council's insurance needed to confirm that cover was in place. The Clerk has already raised a query with Zurich Insurance and is awaiting a response.
Action Clerk
Cllr Packett asked if Chris Wood's report could be circulated to all councillors. Mrs Ballard to forward this to the Clerk who will send to all Councillors.
Action Mrs Ballard
- n) **Lengthsman Scheme** – The clerk reported that the work to trim the verge and cut back the hedge on the Longmoor Road between the stables and the layby had not yet been carried out as reported by Mr Sellers. This will be reported. The lengthsman has been asked to clear footpath 9 in July.
- o) **Parish Communications – Cllr Whelan.** Cllr Whelan asked for the Clerk to prepare the newsletter for sometime in August. This should include the following topics: defibrillator, report from G Fest, New Church fete, article from police, Honey Show (Mrs Ballard), Pimms Night.
Action Clerk/Cllr Whelan
- p) **Speedwatch** – Cllr Packett reported that a meeting has been organised for 17th July by Neil Wiley and Keith Snelling in the pub to which all interested parties are welcome. There has been some response from local people wishing to take part. Mr Snelling is happy to co-ordinate the volunteers and Mrs Wiley will do the liaison with the police.

15. Parish Council Finances

- a. **Financial Report** – The bank accounts at 22nd June (latest statement) are:
- | | | |
|----------------|------------|--------|
| Current A/c | £ | 50.00 |
| Reserve A/c | £32,122.24 | |
| Old Church A/c | £ | 630.10 |
- b. The letter to Natwest authorising the Clerk to speak to the bank was signed.

- c. The letter to Natwest asking for all future correspondence and statements to be sent to the Clerk's address was signed.
- d. The letter to Natwest to set up a standing order to pay the Clerk's monthly salary on the last day of the month was signed.

16. Approval of Payments – To review and approve the following payments to be made to employees and suppliers for the services provided to the Parish Council.

| Payee | Purpose | Amount |
|--------------------------------------|--------------------------------------|-----------------|
| Premier Grounds & Garden Maintenance | Lengthsman overspend for 2016/17 | £42.00 |
| HALC | HALC Fees | £276.00 |
| Viking | Stationery | £42.28 |
| Dr James Paul | Water supply at the Old Church | £119.55 |
| N W Adams | Annual play area inspection | £87.30 |
| GVEC | Grant for G-FEST | £350.00 |
| S E Electrical | Install new supply for defibrillator | £334.93 |
| S J Bettin | Locum clerk services | £396.96 |
| Mrs J Ives | Salary June 2017 | £148.50 |
| | Total Payments | £1797.52 |

The above payments were approved with all in favour. Proposed: Cllr Whelan. Seconded Cllr Cheesman.

17. Report of Planning Chairman - Cllr Packett highlighted the visit by Hampshire Association of Rural Affordable Housing (HARAH) to the Planning meeting on 20th June. He is attending a HARAH event in Binstead on Thursday 6th July to see a development built under the scheme.

18. Minutes of the Planning Sub-Committee Meeting on Tuesday 20th June 2017 - The minutes were reviewed and approved. Proposed: Cllr C Rudd. Seconded: Cllr D Rudd.

19. Matters arising from the minutes of the Planning Sub-Committee Meeting on Tuesday 20th June 2017 – no matters arising.

20. Correspondence – To discuss items of correspondence received :

| Date | From | Details |
|----------|---------------------------------|--|
| 15/06/17 | East Hampshire District Council | Cycling and Walking Strategy Questionnaire |
| 13/06/17 | East Hampshire District Council | Electoral Review of East Hampshire |

The Cycling and Walking Strategy would be sent to Mrs Booton as minuted in item 14(c).

The Chairman expressed her thanks and those of the all Councillors to the organisers of the recent G Fest event which was a great success with around 800 people attending.

21. Date of next meetings:

Parish Council Planning sub-committee meeting will be held on Monday 17th July 2017.

Next Parish Council meeting will be Monday 4th July

22. Close of meeting

The council meeting was closed at 9.35pm

ACTION LIST

| | Meeting Date / Agenda Item | Who | Action | Status |
|-----|----------------------------|--------------|---|---------|
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| 2. | 11.07.16 Item 12b.2 | EP | Councillor Packett to investigate getting a new bus shelter for Longmoor Road. | Ongoing |
| 3. | 07.11.16 Item 4.iii | KB/ Clerk | A parishioner noted that overgrown brambles had been cut but not removed in Bakersfield. D.Cllr Budden to investigate. Clerk to check if a letter has been sent. | Ongoing |
| 4. | 06.02.17 Item 10ii | OR/ Clerk | A parishioner (Oliver Rook) noted that he had recently gone through the process of listing a property in London and offered his services. OR will send application to PC for approval once drafted. | Ongoing |
| 5. | 06.03.17 Item 11h | EP | To investigate the repositioning of the bus stop and the need for hardstanding in addition to the slow drainage at Toll Corner | Open |
| 7. | 08.05.17 Item 20b | Clerk | The clerk to find out value of SLR Sign from Headley PC and confirm that insurance company will cover it. Siting of sign to be confirmed to Headley PC. | Open |
| 9. | 08.05.17 Item 20c | Clerk | The clerk to contact the landowner to ask for the stile to be repaired and the dog access to be opened and the barbed wire removed. | Open |
| 12. | 05.06.17 | TW/ Clerk | To draft a financial risk assessment with the help of the Parish Councillors | Open |
| 13. | 05.06.17 Item 13d | TW/ Clerk | To draft new Financial Regulations with the help of the Parish Councillors | Open |
| 14 | 03.07.17 Item 5 | Clerk | Enquire as to whether a bin could be installed at the bus stop near the school | Open |
| 15 | 03.07.17 Item 5 | Clerk | Ask the village magazine to put a paragraph in about residents keeping hedges near to pavements clipped back | Open |
| 16 | 03.07.17 Item 5 | Clerk | Ask lengthsman to clear scrub area opposite seat near to Deal Cottage (left past Bakersfield) | Open |
| 17 | 03.07.17 Item 9 | Clerk | County Councillor would like to discuss rural verges with the Councillors at the next meeting in September. Clerk to add to agenda. | |
| 18 | 03.07.17 Item 10 | KB/ Clerk | Send Waste Management Consultation to the Clerk to forward to Councillors | Open |
| 19 | 03.07.17 Item 10 | KB | Investigate why the Council weren't consulted on application for 4 traveller sites at Fern Farm | Open |
| 20 | 03.07.17 Item 10 | KB | Investigate why Longmoor Road was not closed on 26 th /27 th June as planned | Open |
| 21 | 03.07.17 Item 11 | TW | Arrange for printing of Old Church Leaflet | Open |

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|----|----------------------|--------------|--|--------|
| 22 | 03.07.17 Item 11 | SJ | Pass details of printing contact to the Clerk | Open |
| 23 | 03.07.17 Item 12 | CR | Send a copy of the playground inspection report to the trustees of the Village Hall | Open |
| 24 | 03.07.17 Item 13 | Clerk | Hedge cutting around lamp post 16 for SLR siting to be put on lengthsman's job list | Open |
| 25 | 03.07.17 Item 13 | TW | Investigate potential grant sources for purchase of a SLR | Open |
| 26 | 03.07.17 Item 14b | DR/ Clerk | Report where the pot holes are on Longmoor Road to the Clerk | Open |
| 27 | 03.07.17 Item 14b | KB | Find out if bus stop on Selborne Road (Alton direction) can have white lines painted on it | Open |
| 28 | 03.07.17 Item 14b | Clerk | Write to AMK regarding eco bus drivers not opening the door for the elderly | Open |
| 29 | 03.07.17 Item 14b | Clerk | Find out when grass is going to be cut back at Ham Barn roundabout | Closed |
| 30 | 03.07.17 Item 14b | Clerk | Contact Empshott Parish Council regarding broken sign | Open |
| 31 | 03.07.17 Item 14c | TW/ EP | Pass EHDC Cycling and Walking document to Mrs Booton for completion | Open |
| 32 | 03.07.17 Item 14c | Clerk | Add the following to the lengthman's job list: Ground clearance on the following footpaths; between Petersfield Rd & Todmore; footpath 8. Cut back the grass on the following pavement: between Toll House Corner & Ham Barn; New Church lych gate to Toll House Corner. | Open |
| 33 | 03.07.17 Item 14d | KB | Ask Tree Warden to look at tree issues on Wolfmere Lane | Open |
| 34 | 03.07.17 Item 14d | SJ/ Clerk | Investigate ownership of the trees on Longmoor Road | Open |
| 35 | 03.07.17 Item 14m | Clerk | Establish insurance position regarding adding netting to a wall at the Old Church | Closed |
| 36 | 03.07.17 Item 14m | Clerk | Forward a copy of Chris Wood's report regarding the Old Church to all councillors | Closed |
| 37 | 03.07.17 Item 14o | TW/ Clerk | Prepare the newsletter for publication in August | Open |

County Councillor's Report

For the current 4-year term I have been appointed as the Hampshire County Council representative on the South Downs National Park Authority, following on from my predecessor Vaughan Clarke who also fulfilled this role. I am looking forward to working on conservation and countryside access issues, as well as working with all local organisations to boost tourism. The South Downs Local Plan will go out to public consultation in July and I would encourage all Parish Councils to read it and consider responding to that consultation with their comments. This Local Plan will become the overarching planning document for the entire Park.

The over-riding challenge facing Hampshire County Council over the coming four-year term will be to reduce spending without causing too many problems for residents. Since 2008, when national austerity measures began, Hampshire has reduced spending by a total of £340m. This has been

achieved through efficiency savings and prudent financial management. However, Hampshire now faces a further shortfall of £140m and these savings will have to be found by 2019. Most of the “low-hanging fruit” has already been picked and unfortunately this inevitably means that some noticeable reductions in services such as Waste and Recycling Centres will be necessary in the coming years. A public consultation on options for achieving cost savings, called Serving Hampshire has commenced on 3 July and will run for 6 weeks until 21 August. The consultation can be accessed at hants.gov.uk/consultations

Finally a few other items which I thought could be of interest to Parish Councils:

- The Rural Communities Fund was launched on 19 June, bringing together four funds which have now been combined to make it easier for Parish and Town Councils to apply for funding. The focus is on countryside access, flood prevention and rural retail projects. The Rural Communities Fund has combined the Community Challenge Fund, the Flood Alleviation Scheme, the Rural Retailers and Community Enterprises Grant Scheme, and the Small Grants Scheme Countryside Access. You can apply online at hants.gov.uk/grants
- Hampshire County Council is pleased to report that its tracker scheme for people with dementia has been evaluated as a success following its first year of operation. The scheme is available to people living in the Hampshire County Council area who are at risk of going missing as a result of living with dementia or other memory-loss illnesses. The scheme is led by Hampshire County Council, Hampshire Constabulary and Argenti Care Technology Partnership. The number of missing person episodes for the people taking part has more than halved. If Parish Councils are aware of anyone who has been diagnosed with dementia they may wish to consider requesting a free tracker device for them. It would also be helpful to raise awareness of this scheme in local newsletters.
- Since May 2016, Hampshire County Council has offered Library Cards to babies when births are registered at the Registration Service. 20% of babies have taken up this service in the first year (or their parents have) and have been issued with Library Cards. It is never too early to start enjoying books! Hampshire Library Service is proud to be placing libraries at the heart of family life across the County.

RUSSELL OPPENHEIMER
County Councillor for Petersfield Hangers