

Minutes of the Parish Council Meeting held at Church of St John the Baptist on Monday 2nd October 2017 at 7.30pm

Present Chairman Cllr C Rudd, Cllrs E Packett, S Jerrard, A Cheesman, D Rudd, T Whelan
Clerk to the Council: Mrs Jane Ives
Hampshire County Councillor Russell Oppenheimer
East Hampshire District Councillor Keith Budden
12 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** – None
- 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 member of the public wished to inform the Council of the background to Greatham Allotment Charity. It was stated that the allotments on Selborne Road were sold some years ago and the proceeds were put into the Allotment Charity which was then formed. Trustees to this charity are appointed by the Parish Council but are not necessarily Parish Councillors. There are 5 trustees each having a 4 year term. Mrs Cheesman is currently Chair of the charity.

A member of the public asked what the Council were proposing to do about the SDNPA Local Plan consultation which had recently commenced. Cllr Packett said that this would be discussed at the next meeting of the Planning Committee. Cllr Whelan asked if notices could be placed on noticeboards and on the Greatham website to inform residents. Action Clerk

Cllr Budden responded to a question about the four traveller plots which had been considered by EHDC. He wished to confirm that this was one site with four plots although EHDC had wanted to put in more than this number. He confirmed there would be a further consultation and the Parish Council would be consulted. Members of the public asked if they could comment and Cllr C Rudd confirmed that they could via the EHDC Planning Portal.

A member of the public asked about a blanket TPO on oak trees on private land. The Clerk would investigate how this could be done. Cllr Budden that blanket TPOs were not favoured by the District Council. Action Clerk

A member of the public asked about the enforcement notice on 1 Hillview. Cllr Budden said that the property has been repossessed but not the adjacent land as this did not form part of the mortgage deeds. The property has been sold but not the land. Cllr C Rudd advised that the property is being worked on at the weekends so Cllr Budden will ask the Enforcement Officer to make a weekend visit.

A member of the public advised that a hedge on Longmoor Road had been pruned but cuttings through into land adjacent.

5. Minutes of the Parish Council Meeting on Monday 4th September 2017 and the Extraordinary Parish Council Meeting on Monday 18th September 2017.

Both sets of minutes were reviewed and approved.

Minutes of 4th September: Proposed: Cllr Whelan. Seconded: Cllr C Rudd. All in favour.

Minutes of 18th September: Proposed: Cllr Cheesman. Seconded: Cllr Jerrard. All in favour.

The minutes were signed and dated by the Chairman.

6. Matters arising from the Parish Council Meetings on Monday 4th September 2017 and the Extraordinary Parish Council Meeting on Monday 18th September 2017.

Item 4 on 4th September to be amended as this item should not be on the Lengthsmans List as the path is the responsibility of the landowner. The Clerk to contact the landowner. **Action Clerk**

7. Report of County Councillor – Cllr Russell Oppenheimer gave the following report.

Serving Hampshire consultation

The public consultation on ways to find £140m of savings from Hampshire County Council's budget closed on 21 August 2017. In total there were over 3,500 submissions which are currently being analysed. A summary of the submissions and a response to the consultation will be published around early November. This will be accompanied by detailed cost-saving proposals which are currently being considered by Cabinet.

South Downs Local Plan consultation commences

The Pre-Submission version of the South Downs Local Plan opened for public consultation on 26 September and runs for 8 weeks until 21 November 2017. This will be the last opportunity for the public to comment before the plan is submitted to the Planning Inspectorate in Spring 2018. You can read the plan and respond to the consultation online at: www.southdowns.gov.uk/localplan

The South Downs Local Plan will, on adoption, replace more than a thousand existing local plan policies currently operating in different parts of the National Park with one set of 96 consistent policies.

The South Downs National Park Authority (SDNPA) is asking people to give their final comments this autumn and while they are mainly looking at the soundness of the plan they will also listen to comments on all other aspects of the plan. Every comment will be passed to the Planning Inspectorate who will respond to them as part of their examination into the Local Plan.

This is a landscape-led plan, based on the statutory purposes and duty for National Parks as specified in the Environment Act 1995. These nationally important landscapes are the reason the South Downs were designated a National Park and must sit at the heart of every planning decision which the SDNPA makes.

Hampshire in world first for innovative new care project

Hampshire County Council is working directly with Amazon to become the first local authority to use new Amazon Echo technology to help older people live independently in their homes for longer.

The pilot project will provide 50 adult social care clients with a modified version of the device to remind people when to take medication or check when their carer is due to arrive. It will also connect to other technology in people's homes such as movement sensors so it can remind people to have a drink on hot days.

The potential is there for this project to make a positive difference to people's lives and it is great that Hampshire is prepared to innovate to improve care of the elderly in their own homes.

Hampshire Supporting Troubled Families Programme on track

There has been a positive evaluation of this crucial area of Council activity. A report to the Hampshire Cabinet has highlighted that Hampshire's STF programme is on track to meet the Government's new and more challenging targets around the number of families that need to be reached, and the intervention criteria achieved. By 2020, 5,540 Hampshire families will need to have been supported through the programme - more than double the number supported during the first phase of the scheme from 2012-2015.

By working closely with partner agencies, including the Police, schools and the Health Service, we are able to help families who are on the verge of crisis to make positive changes in their lives. They have been helped to get back into and stay in work, their children now attend school regularly and keep out of trouble outside of school, whilst their home lifestyles are safer and more settled. The benefits of this support are not only felt directly by the families on the programme, but also across the wider communities in which they live.

Independent evaluation of the second phase of the Hampshire programme is being carried out by Southampton Solent University.

Members of the public asked Cllr Oppenheimer how the SDNPA consultation was being publicised and suggested that there has been little publicity. Cllr Oppenheimer agreed to feed these comments back to the SDNPA. He also emphasised that both positive and negative comments should be forwarded to the SDNPA in response to their consultation. Cllr Budden advised that consultation had been ongoing throughout the development of the SDNPA Local Plan and this was not the first time it had been consulted on.

8. Rural Verges

Cllr Oppenheimer wanted to ask the Council their view on rural verges and whether they should be cut as frequently as some are or whether they should be left for longer periods allowing wild flowers etc to grow. A member of the public commented that for bee keepers it was far better, at particular times of the season, to allow growth and she would therefore support less frequent cutting.

Councillors commented that at the Longmoor Road end of Greatham cutting of verges is done only once a year but at the other end of the village it is done approximately every two weeks which may be too much. Selborne Road to Snailings Lane is hardly ever done and creates a problem for walkers.

Cllr Packett also commented that parking on grass verges is a problem around Greatham. Cllr Oppenheimer suggested it may be useful to agree which verges should not be cut so frequently. A member of the public raised an issue with dog waste left in long grass which could cause issues for walkers, and Cllr D Rudd said that ticks could also be a problem.

9. Review of Action Log

	Meeting Date / Agenda Item	Who	Action	Status	
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	
2	11.07.16 Item 12b.2	EP	Councillor Packett to investigate getting a new bus shelter for Longmoor Road.	Ongoing	

3	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	
4	08.05.17 Item 20c	Clerk	The clerk to write to Blackmoor Estates to ask for the stile to be repaired and the dog access to be opened and the barbed wire removed.	Open	Closed
5	05.06.17	TW/ Clerk	To draft a financial risk assessment with the help of the Parish Councillors	Open	
6	03.07.17 Item 5	Clerk	Ask the village magazine to put a paragraph into each edition about residents keeping hedges near to pavements clipped back	Open	Closed
7	03.07.17 Item 9	Clerk	County Councillor would like to discuss rural verges with the Councillors at the next meeting in October. Clerk to add to agenda.	Open	Closed on agenda
8	03.07.17 Item 10	KB/ Clerk	Send Waste Management Consultation to the Clerk to forward to Councillors	Open	New consultation to take place
9	03.07.17 Item 10	KB	A further consultation to take place in November regarding 4 traveller plots at Fern Farm.	Open	Ongoing
10	03.07.17 Item 11	TW	Arrange for printing of Old Church Leaflet	Open	Ongoing
11	03.07.17 Item 11	SJ	Pass details of printing contact to the Clerk	Open	
12	03.07.17 Item 13	Clerk	Investigate potential grant sources for purchase of a SLR	Open	
13	03.07.17 Item 14b	DR/ Clerk	Report where the pot holes are on Longmoor Road to the Clerk	Open	
14	03.07.17 Item 14c	TW/EP	Pass EHDC Cycling and Walking document to Mrs Booton for completion	Open	
15	03.07.17 Item 14d	KB	Ask Tree Warden to look at tree issues on Wolfmere Lane.	Open	
16	03.07.17 Item 14d	SJ/ Clerk	Investigate ownership of the trees on Longmoor Road. Send a follow up hand delivered letter as no response to initial letter.	Open	Ongoing
17	07.09.17 Item 4	Clerk	Cut back hedges on the path from Forge House to Snailings Lane on the Selborne. Add to Lengthsman list.	Open	Closed
18	07.09.17 Item 4	EP/ Clerk	Produce maps for the footpaths in Greatham	Open	Ongoing
19	07.09.17 Item 4	EP	Investigate what work needs to be done on the bridge on the footpath behind Todmore.	Open	
20	07.09.17 Item 8	Cllr Budden	Ongoing water leak in Liss (from the Bluebell going into Liss on the right hand side near a house called The Balconies). Cllr Budden to report.	Open	
21	07.09.17 Item 8	Cllr Budden	Find out if there is any news on 1 Hillview with regards planning.	Open	
22	07.09.17 Item 8	Cllr Budden	Establish if anything could be done to improve the safety for pedestrians on Liss Forest Road.	Open	

23	07.09.17 Item 9	Clerk	Submit Community Right to Bid application re The Greatham Inn once all councillors have agreed content.	Open	Closed
24	07.09.17 Item 9	Clerk	Send copy of Community Right to Bid application form to Mr O Rook and to Cllr Budden once completed.	Open	Closed
25	07.09.17 Item 10	Clerk	Make agreed changes to Financial Regulations and update website with new version.	Open	Closed
26	07.09.17 Item 10	Clerk	Establish whether the council are a trustee on the Allotment Charity.	Open	Closed
27	07.09.17 Item 11	TW/ Clerk	Agree and reconcile Old Church bank account	Open	
28	07.09.17 Item 11	Clerk	Establish a process with NatWest for moving money between Old Church account and other accounts.	Open	
29	07.09.17 Item 12a	Cllrs Rudd & Cheesman	Complete outstanding work at playground.	Open	
30	07.09.17 Item 12a	Clerk	Write to Froyle and Oakhanger Parish Councils to enquire as to costs and supplier of their new playgrounds.	Open	Closed
31	07.09.17 Item 12b	Cllr Budden	Investigate parking issues in Hopeswood and Bakersfield.	Open	
32	07.09.17 Item 12b	Clerk	Write to The Manor House about parking on grass verges.	Open	Closed
33	07.09.17 Item 12c	Clerk	Send list of outstanding lengthsman tasks to Mrs S Booton.	Open	
34	07.09.17 Item 12n	Clerk	Add item to October Council agenda re budget amount for grass cutting.	Open	Closed
35	07.09.17 Item 12o	Clerk	Add a forthcoming events section to newsletter which should be produced 3 times per year.	Open	Ongoing
36	07.09.17 Item 17	Clerk	Contact HARA about potential use of nursery site for affordable housing.	Open	Ongoing
37	07.09.17 Item 18	Clerk	Sign and return EHDC grant letter by 12 th September once date for work completion has been agreed.	Open	Closed

10. Report of District Councillor

Cllr Budden reported that East Hampshire District Council has the lowest crime rate in the whole of Hampshire. 13% of crime in the district is related to domestic abuse and there were 146 racial hate incidents reported but none of these occurred in Greatham, Hawkley or Liss Forest. Residents are encouraged to report all crime to the police.

Cllr Budden advised that there is a consultation taking place by EHDC into Community Forums as they are not good attendance. It may be that they could happen less often and be more specific. An email has been sent to the Clerk which should be forwarded to all councillors for them to respond to the consultation. A meeting to discuss this will be held on 10th October at 6.30pm and councillors are encouraged to attend.

Action Clerk/All Councillors

11. Annual Return 2016/17

The Clerk advised that the Annual Return had been completed with the External Audit opinion being provided. This information was published on the Parish Council website and on the Village Hall noticeboard. The minor issues report highlighted one issue with the calculation on the Annual Return being miscalculated by £1.

The Annual Return and BDO's certificate were approved and accepted.

Proposed: Cllr Jerrard. Seconded: Cllr Whelan. All in favour.

12. Budget 2018/19

The following councillors were appointed to be part of the Budget Working Party along with the Clerk – Cllrs. Whelan, Packett and C Rudd. The Working Party will report back at the December meeting of the Council.

13. Budget 2017/18

The Council approved an amendment to the current year budget to use £350 currently allocated to grass cutting to be used to complete some of the tasks on the Lengthsman's List as the budget for this work has now been used.

Proposed: Cllr Cheesman. Seconded: Cllr Whelan. All in favour.

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

- a) **Playground** – Cllr Cheesman reported that maintenance is ongoing.
- b) **Highways, Public Transport and Traffic** – Cllr D Rudd & Cllr Packett. Longmoor Road potholes have mainly been done but any others will be noted. Pavement to Ham Barn roundabout is overgrown. The Clerk to report to HCC. **Action Clerk**
Cllr Whelan commented that the machine being used to take out the weeds on Longmoor Road isn't working well and some of the weeds are left to grow. Also an issue with parked cars meaning difficult for road to be cleared properly. Clerk to report to HCC. **Action Clerk**
- c) **Footpaths and Bridleway** – Cllr Packett & Mrs Booton. Cllr Packett has looked at footpath at the back of Todmore. The bridge over the stream needs a new handrail on both sides. One side is broken and one side loose. This is land adjacent to Forestside Farm. The Clerk to write to David Redman as he repaired this last time. **Action Clerk**
There are also issues where water runs down and soil has been washed away. Ideally needs some steps/scalpings. The Clerk to report to Countryside Services. **Action Clerk**
The fence at 6 Todmore is also broken and is affecting access to this footpath. The Clerk to write to Mr/s Talberg to request they carry out repairs. **Action Clerk**
Footpath 9 is overgrown and this is the landowner's responsibility (this is the last cottage in Church Lane). The Clerk to write to the occupiers to ask them to rectify and to cut brambles around the stile. **Action Clerk**
- d) **Tree Warden** – Adam Gibson & Anna Dale-Harris.
- e) **Greatham Village Hall** – Cllr C Rudd. Mr Josh Dale-Harris wanted to update the Council on the refurbishment of the village hall as quotes had now been received and the cheapest quote was for approximately £100,000. The timing of the refurbishment is likely to be next Summer when there are less bookings. £55k is currently held in reserve and by next Summer this figure should have increased to £70k. A grant application has been submitted to Garfield Western and an application will also be made to EHDC CACG. The conditions of the latter are that the Parish Council are expected to a reasonable contribution. Cllr Budden suggested this could be around £1,000 as the Council has a relatively small precept. This figure should allow the Village Hall committee to be granted the full £25,000 but it is up to EHDC to decide. The Clerk to send a grant application form to Mr Dale-Harris. **Action Clerk**
- f) **Coryton Trust** – Cllrs Jerrard and C Rudd. Nothing to report.

- g) **Liss Greatham and Hawkley Friendship Fund** – Cllr Jerrard. Cllr D Rudd reported there were no applications and Mrs Cartwright has carried on as Chair.
- h) **HALC/EHAPTC** – Cllr C Rudd. Sent apologies for September meeting as could not attend.
- i) **Greatham Allotment Charity** - Cllr Jerrard. A member of the public wanted to comment that Cllr Jerrard is a trustee independently from the Parish Council. He suggested that the Chair of the Charity should make a comment perhaps once a year. Cllr C Rudd wants to leave this on the agenda monthly.
- j) **Community Forum** – Cllr Jerrard. Cllr Budden wished to advise that someone has made a request to remove Greatham from the Petersfield area Community Forum and add it to the Alton area instead. Cllr Budden has made it clear that this request can only come from the Parish Council itself which Cllr C Rudd confirmed it had not done.
- k) **Joint Meeting of SDNPA and HALC** – Cllr D Rudd reported that he had attended the SDNPA meeting recently which looked at the 5 year plan and sustainable future for the National Park and advised that affordable homes remain a priority. Details of the meeting are available on the SDNPA website.
- l) **CTCG** – Cllr Jerrard sent apologies for the last meeting.
- m) **The Old Church** – Cllrs D Rudd, C Rudd & Whelan. Cllr Whelan had been asked by Alan Bridgman to remind the Council they should maintain the Old Church and no money had been spent on it between 2000 and 2016.
Cllr Budden had previously promised a grant for maintenance work and he will advise the Clerk of how much this will be. Action Cllr Budden
Mrs A Ballard has been obtaining quotations for work to the gable end wall and these will be brought to a future council meeting for approval.
There was a working party last weekend which was very successful. The grass has been cut and the soil has been removed from the outside of the chancel and the French drains removed along with the shingle. There is now a hole and it was suggested that a notice/tape should be put up to warn visitors. Action Cllr D Rudd/Whelan
- n) **Lengthsman Scheme** –The Clerk produced a report of the outstanding tasks and advised that she is waiting to hear from Grayshott Parish Council as to whether any of these tasks are still to do. The funding has in all likelihood run out so an item will need to be brought to a future meeting regarding contracting this work out. Action Clerk

Outstanding lengthsman tasks as at 1st October 2017				
	Job Description	Location	Reported date:	CC/DC/PC/RoW
1.	Clear scrub & brambles	Next to seat near to Deal Cottage (left past Bakersfield)	August 2017	CC
2.	Hedge cutting around lamp post 16 for SLR siting		August 2017	CC
3.	Ground clearance	Footpath 711a between Petersfield Road and Todmore	August 2017	RoW
4.	Ground clearance	Footpath 8	August 2017	RoW
5.	The pavement edges to be cleared of grass	Pavement from Toll House Corner to Ham Barn	August 2017	CC
6.	Cut & clear ground cover	Footpath 10 from Petersfield Road into Bakersfield	September 2017	RoW
7.	Cut & clear ground cover	From Bakersfield to the field at the back of Greatham Nursery	September 2017	RoW
8.	Cut & clear around signs	Clear any hedge growth covering road signs on main roads	September 2017	RoW

- o) **Parish Communications** – Cllr Whelan. The next newsletter is due to be produced in January. Action Clerk
- p) **Speedwatch** – Cllr Packett reported that there has been no progress on appointing a coordinator despite numerous emails sent. He would like to hand this over to someone else to do as it is too time consuming. Cllr C Rudd asked the Clerk to action. Action Clerk

15. Parish Council Finances

Financial Report – The bank accounts as at 30th September were:

Current account	£	50.00
Reserve account	£28,769.88	
Old Church account	£	1,321.18

16. **Old Church** – As the quotations had been difficult to obtain due to the specialist work required, Cllr Whelan requested that this item is deferred to the next Council meeting in November. Action Clerk
Proposed: Cllr C Rudd. Seconded: Cllr Whelan. All in favour.

17. Approval of Payments

The following payments were approved to be made by the Clerk. Action Clerk

Proposed: Cllr Whelan. Seconded: Cllr Jerrard. All in favour.

Payee	Purpose	Amount
Mrs J Ives	Clerk's expenses	£107.68
Came & Co	Council insurance policy 2017/2018	£569.24
BDO	Annual audit report	£120.00
Hampshire Association of Local Councils	Training course for Clerk	£90.00
Society of Local Council Clerks	Renewal of membership	£93.00
Digitus	Printing of Summer newsletter	£175.00
Cllr A Cheesman	Expenses for playground paint/maintenance	£32.00
Mr A Bridgman	Expenses for costs of netting at the Old Church	£22.85
Mrs J Ives (standing order)	Clerk's salary 1 st August to 31 st August 2017	£476.67
Mrs J Ives (standing order)	Clerk's salary 1 st September to 30 th September 2017	£476.67
	Total Payments	£2,163.11

18. Report of Planning Chairman

Cllr Packett reiterated the importance of members of the public responding to the SDNPA consultation as well as the Parish Council and confirmed that the Planning Meeting on 16th October would be a public meeting where anyone could attend and contribute.

19. Correspondence

The Call & Go service has been extended and offers new services as follows:

Every Wednesday to and from Petersfield.

The 1st and 3rd Saturday of each month to Petersfield.

The 4th Saturday of each month to Winchester, Southampton, Portsmouth and Chichester.

Users need to pre-register with Community First by calling 01420 475759 and the service is available to anyone with a bus pass, blue badge or who has no other method of transport.

20. Date of next meeting

The next Planning meeting will be held on Monday 16th October 2017 and the next Council Meeting will be on Monday 6th November 2017.

21. Close of meeting – the meeting closed at 9.37pm.

ACTION LIST

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22	07.09.17 Item 12c	Clerk	Send list of outstanding lengthsman tasks to Mrs S Booton.	Open
23	07.09.17 Item 12o	Clerk	Add a forthcoming events section to newsletter which should be produced 3 times per year.	Open
24	07.09.17 Item 17	Clerk	Contact HARA about potential use of nursery site for affordable housing.	Open
25	02.10.17 Item 4	Clerk	Place notices on noticeboards and on the Greatham website to inform residents of SDNPA consultation	Open
26	02.10.17 Item 4	Clerk	Investigate blanket TPOs with EHDC and liaise with landowner concerned	Open
27	02.10.17 Item 4	Clerk	Item 4 on 4 th September to be amended as this item should not be on the Lengthsmans List as the path is the responsibility of the landowner. Clerk to contact landowner.	Open
28	02.10.17 Item 10	Clerk	Send Community Forum consultation email to all Councillors	Open
29	02.10.17 Item 10	All Councillors	Respond to Community Forum consultation email	Open
30	02.10.17 Item 14b	Clerk	Pavement to Ham Barn roundabout is overgrown. The Clerk to report to HCC.	Open
31	02.10.17 Item 14b	Clerk	Machine being used to remove weeds on roads is not doing an effective job. Report to HCC.	Open
32	02.10.17 Item 14c	Clerk	Write to David Redman re repairs to bridge on footpath at the back of Todmore.	Open
33	02.10.17 Item 14c	Clerk	Report to Countryside Services that water runs down and soil has been washed away on footpath at the back of Todmore. Ideally needs some steps/scalpings.	Open
34	02.10.17 Item 14c	Clerk	Write to owners of 6 Todmore re broken fence on footpath adjacent to their land	Open
35	02.10.17 Item 14c	Clerk	Footpath 9 is overgrown and this is the landowner's responsibility) last cottage in Church Lane). The Clerk to write to the occupiers to ask them to rectify and to cut brambles around the stile.	Open
36	02.10.17 Item 14e	Clerk	Send grant application form to Mr J Dale-Harris for grant for Village Hall refurbishment	Open
37	02.10.17 Item 14m	Cllr Budden	Provide information regarding amount of grant that can be given towards Old Church repairs	Open
38	02.10.17 Item 14n	Cllr D Rudd/ Cllr Whelan	Put up notice/tape warning of holes near Old Church chancel wall	Open
39	02.10.17 Item 14o	Clerk	Next newsletter to be produced in January 2018	Open
40	02.10.17 Item 14p	Clerk/ Cllr Packett	Cllr Packett to provide information on Speedwatch to Clerk in order for Clerk to chase progress	Open
41	02.10.17 Item 16	Clerk	Add item to November council meeting agenda to discuss quotations for work on chancel wall at Old Church	Open