

Minutes of the Meeting of the Selborne Parish Council held at Oakhanger Village Hall, Oakhanger, GU35 9JU on Wednesday 20 December 2017 commencing at 7.30pm



PRESENT: Cllr Dr Ravenscroft in the Chair, Cllr Mrs Palmer (Vice-Chair), Cllrs Ashcroft, Mrs Briggs, Masson, Mrs Bardino, Miss Clay, Mrs Bennett and Smith. **Also present:** Mrs Hayley Carter Clerk and Mrs Sue Hobbs.

17/225 TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE

Apologies were received from Cllrs Mrs Irwin-Brown (personal), Rooke (work) and Earney (out of country). A proposal was received, seconded and voted in favour of accepting the apologies for absence received.

RESOLVED: That the apologies for absence received be accepted.

(Power used: Local Government Act 1972 s85)

17/226 TO RECEIVE DECLARATIONS OF DISCLOSABLE PECUNIARY INTERESTS ON ITEMS ON THE AGENDA

No declarations of interest were received.

(Power used: Localism Act 2011 and the Relevant Authorities (Disclosable Pecuniary Interests) Regulation 2012)

17/227 TO APPROVE DISPENSATIONS FOR DISCLOSABLE PECUNIARY INTERESTS UNDER SECTION 33 OF THE LOCALISM ACT 2011

The Clerk advised this item was not required for this meeting.

17/228 TO RECEIVE RESOLUTION TO SUSPEND STANDING ORDERS TO ALLOW MEMBERS OF THE PUBLIC PRESENT TO RAISE QUESTIONS ON ISSUES NOT INCLUDED IN THE AGENDA

As no members of the public were present this was not required. However, it was observed that members of the public are also allowed to comment on items on the agenda but may be invited to do so at the appropriate point of the meeting by the Chair.

17/229 TO RECEIVE RESOLUTION TO RESUME STANDING ORDERS

As above.

17/230 TO RECEIVE AND APPROVE MINUTES OF THE PREVIOUS MEETING HELD ON 14 NOVEMBER 2017 (COPIES TO ALL COUNCILLORS 11 DECEMBER 2017)

A proposal was received, seconded and voted in favour of accepting the minutes as a true record of the meeting, together with the amendments made.

RESOLVED: That the minutes of the meeting held on 14 November 2017 be accepted.

(Power used: Local Government Act 1972 Schedule 12 Para 41(1))

17/231 TO RECEIVE AND APPROVE MINUTES OF THE PREVIOUS MEETING HELD ON 15 NOVEMBER 2017 (COPIES TO ALL COUNCILLORS 12 NOVEMBER 2017)

A proposal was received, seconded and voted in favour of accepting the minutes as a true record of the meeting.

RESOLVED: That the minutes of the meeting held on 15 November 2017 be accepted.

(Power used: Local Government Act 1972 Schedule 12 Para 41(1))

17/232 TO RECEIVE AND APPROVE MINUTES OF THE PREVIOUS MEETING HELD ON 29 NOVEMBER 2017 (COPIES TO ALL COUNCILLORS 11 NOVEMBER 2017)

Cllr Clay asked that 'the building' in the public question time be specified as the Queens and that item 17/223 (ii) be changed from 'no objection' to 'no comment'. A proposal was received, seconded and voted in favour of accepting the minutes, with these amendments, as a true record of the meeting.

RESOLVED: That the minutes of the meeting held on 29 November 2017 together with the amendments, be accepted.

(Power used: Local Government Act 1972 Schedule 12 Para 41(1))

17/233 TO RECEIVE CLERK'S REPORT WITH UPDATED INFORMATION REGARDING ONGOING ISSUES (FOR INFORMATION ONLY)

The Clerk's Report had been circulated to all Members prior to the meeting and was noted.

17/234 To receive and approve payment of accounts

HALC	Job evaluation for clerk role	Chq 300151	£72.00
HALC	Officer Finance Training	Chq 300152	£90.00
HALC	Officer Training	Chq 300153	£90.00
G Earney	Transit & Insurance for annual maintenance of speedwatch equipment	Chq 300155	£93.98
Mrs H Carter	Clerk's Salary (Month 8)	Chq 300154	£569.78
Mrs S Hobbs	Locum Clerk	Chq 300156	£785.15
MJC Tree Services Ltd	Tree Survey	Chq 300157	£1368.00
HMRC	PAYE and NI	Chq 300158	£19.86
Mrs H Carter	Clerk's Salary (Month 9)	Chq 300159	£857.49
P J Grace	Grass cutting	Chq 300160	£141.60
Mrs H Carter	Clerk's expenses (postage)	Chq 300161	£23.40

A proposal was received, seconded and voted in favour of accepting the accounts as above.

RESOLVED: That payment of the accounts between 15 November and 31 December be approved.

(Power used: Local Government Act 1972 Schedule 12 Section 151)

17/235 PLANNING APPLICATIONS

CLlr Ashcroft highlighted that he would not participate in this item, as he is a dual-hatted Councillor as a Member of EHDC's Planning Committee.

- (i) **SDNP/17/05787/DCOND. Wood View, High Street, Selborne, GU34 3LG. Discharge of Condition 3 for Planning Permission 16/04348/HOUS. New rooflight, with replacement windows and replacement side and rear doors.**

The Parish Council is unable to comment on this application as there is no documentation on the website relating to the discharge of condition 3.

- (ii) **SDNP/17/05654/TCA. Fisher's Lodge, Gracious Street, Selborne, GU34 3JF. TI Beech – raise crown from floor 5m, reduce remaining crown by 2.5m (side 15m to 10m, top 17m to 15m).**

The Parish Council had NO OBJECTION to this application.

- (iii) **52232/005. 7 Plantation Way, Whitehill, Bordon, GU35 9HD. Fell Mountain Ash, subject to Tree preservation Order.**

The Parish Council had NO OBJECTION to this application.

- (iv) **SDNP/17/06230/OHL. STREET RECORD. Bradshott Lane, Blackmoor, Liss, Hampshire. New pole for purposes of distributing electricity and associated overhead power lines.**

The Parish Council had NO OBJECTION to this application.

17/236 TO RECEIVE PLANNING DECISIONS REPORT

- (i) **SDNP/17/04565/FUL – The Queens Hotel, High Street, Selborne, GU34 3JH. Change of use and extension of the existing A2 barn to form a single residential dwelling. REFUSED.**

- (ii) **52232/004 – 7 Plantation Way, Whitehill, Bordon, GU35 9HD. Fell one multi-stemmed Scots Pine in rear garden. CONSENT**

- (iii) **SDNP/17/04753/FUL – The Queens Hotel, High Street, Selborne, GU34 3JJ. Demolition of the contemporary single storey extension. REFUSED**

- (iv) **57278/001 – 33 Plantation Way, Whitehill, Bordon, GU35 9HD. Pine in the front garden to the East of the house – reduce crown by around 2 metres to point marked in photo. REFUSED**

- (v) **SDNP/17/05251/LIS – 9 Blackmoor House, Sotherington Lane, GU33 6DA. Listed building consent. Internal alterations and the replacement of the corrugated plastic covering of the rooflight with glass and the removal of the felt covered asbestos from front door with subsequent upgrading to make the door FDS30 compliant. APPROVED**

17/237 TO RECEIVE CLERK'S REPORT ON HALF YEARLY ACCOUNTS

Report received. See Appendix A.

17/238 TO CONSIDER GRANT REQUESTS

(i) Oakhanger Village Hall. £15,000 for extension.

It was noted that village halls are definitely an important part of the community, that Oakhanger Village Hall has a very active committee and is well supported and that some money should definitely be made available once actual quotes are available, but that £15,000 is too high. The percentage that had been needed to kick-start the project at Selborne when they extended Selborne Village Hall was just over 3% of the total cost. Lots of other funding is available for Village Halls and the Parish Council's contribution would be needed to gain other funding. However, it was decided that as no figures are available and no plans have yet been drawn up that the application is a little premature. It was proposed, seconded and voted in favour that an amount be included in the budget under grants and donations in anticipation of a grant application over the coming year.

(ii) St Mary Magdalene Church, Oakhanger. £400 annual grant for grass cutting.

(iii) St Mary's Church, Selborne. Annual grant for grass cutting. Amount not specified.

(iv) St Matthew's Church, Blackmoor. £250 proposed annual grant for grass cutting.

It was proposed, seconded and voted in favour that Section 137 money be included in the budget to cover grants (ii), (iii) and (iv), with St Mary's Church, Selborne being allocated the same as 2017-18 (£500).

RESOLVED: That an amount be included in the budget to cover some money for grants and Section 137 payments.

(Power used: [Localism Act 2011 s87](#))

17/239 TO DISCUSS THE BUDGET FOR 2018-19 BEFORE FINAL AGREEMENT AT JANUARY MEETING

Following discussion, the provisional figures to be agreed at the January meeting (once Clerk has done the precept calculations) are as follows:

Net salaries and allowances	£12,750 (Same as previous year)
Pension contributions	£2,000 (Reduced from previous year)
Clerk's and Councillor's expenses	£2,280 (Same as previous year)
Administration	£1310 (Same as previous year)
Chairman's Allowance	£150 (Same as previous year)
Repairs and Maintenance	£11,000 (Increase due to additional necessary tree work, future annual tree survey and additional grasscutting behind Selborne Pavilion and at Oakhanger playground)
Training	£2,000 (Increase as new legislation coming in for which all councillors and clerk will require training)
Grants & Donations	£4,000 (See notes above regarding possible application from Oakhanger Village Hall)

Section 137 payment	£6300 (£6.15 per elector x 1040 electors in parish. Increase of £300 on what has already been given in 2017-18)
Hall Hire	£300 (Same as previous year)
Audit Fees	£650 (Same as previous year)
Insurance	£1382.67 (Three year contract was agreed of which this will be the last year)
Subscriptions	£700 (Same as previous year) (Clerk to check this will be enough to cover SLCC subscription)
Publications	£0
Projects	£10,000 (Atkins Project, Selborne)
Capital Equipment	£4,500 (£3,000 for potential microphone system and £1,500 for new laptop, software and accounts package)
Miscellaneous	£200 (Same as previous year)
Recruitment	£0
Election costs	£500 (Same as previous year)
VAT on payments	£0 (Recoverable)
TOTAL	£60,022.67

RESOLVED: Clerk to work out precept calculations based on the above (with assistance from Sue Hobbs) to present to the council in January for agreement prior to submission to EHDC by 15 February 2018

17/240 TO RECEIVE TREE SURVEY REPORT (COPY TO COUNCILLORS 4 DECEMBER 2017), QUOTES FOR THE REQUIRED WORK AND TO AGREE NECESSARY WORK

Three quotes were received from local tree services: Alpine Tree Surgeons; Hampshire Tree and Gardens; Paul Knight Tree Services. It was decided to go with the lowest quote – Paul Knight Tree Services.

It was noted the significant damage being caused to the Oak by people driving over / parking on the roots, despite signage telling people not to. The Clerk was asked to add an agenda item for the January meeting to discuss management of the Plestor and to possibly draft a letter to all residents and contractors about parking on the grass.

RESOLVED: That the quote from Paul Knight Tree Services be accepted and he be asked to go ahead with the work.

17/241 TO RECEIVE ALLOTMENTS UPDATE FROM THE CLERK

All allotments at the Recreation Ground are now taken. Contracts and invoice will be sent to the new occupant of Plot 7 at the Recreation Ground this week. There are still three plots available at Goslings Croft. An advertisement will be placed in the Parish Magazine for occupants for these plots.

The disabled plot has had everything removed that the previous occupant or other allotment holders wanted to retain and is ready to be dismantled. The allotment holders would like to see the bench and paving slabs retained with the remainder

grassed. David Ashcroft and Gren Earney to remove, liaising with Trish Oliver from the Allotments Committee.

The Clerk was asked to investigate the charge for allotments at other parishes and to add this as an agenda item for the January meeting.

17/242 TO RECEIVE COUNCILLOR MRS BENNETT'S REPORT RE: THE RIGHT OF WAY OVER BARNFIELD (DEFERRED FROM 15 NOVEMBER 2017)

A right of way was requested in 2013 but as yet nothing has been done by HCC. They said there were four years to go before they would look at it. Clerk to write asking when they will be looking at it. Cllr Bennett to forward information to the new clerk.

RESOLVED: Clerk to write to EHDC to enquire when they will be looking at this.

17/243 TO RECEIVE CLLR MRS PALMER'S UPDATE ON THE ACV DESIGNATION FOR THE QUEENS

Nothing to report as yet.

RESOLVED: Add to January agenda for update.

17/244 TO RECEIVE AN UPDATE ON ANNUAL PARISH ASSEMBLY (25 APRIL 2018) GUEST SPEAKERS

The Clerk has approached two speakers as proposed at the 15 November meeting – Doug Jones to speak on the SDNP and Nicky Twining to speak on the Age Concern Village Agent scheme. Both have confirmed they would be delighted to speak.

RESOLVED: That the Clerk confirm details of the order they will be speaking in with both nearer the time.

17/245 TO DISCUSS LENGTHSMAN'S TASKS

The footpath adjacent to Oakhanger Chapel has not been cleared, although some work appears to have been done on another footpath but branches cut there have not been removed from site. The fingerpost by Albury Farm has apparently not been cleaned although the invoice says they spent 2.5 hours doing it. The Clerk asked if anyone has shown them what needs doing or if they are just sent the worksheet. Apparently so far they have just been sent the worksheet. It was suggested maps and photos of work which needs doing are sent, which Cllr Mrs Bardino is happy to help set up, and the Clerk request further information and photos of what work was done before authorising payment of the invoice.

The Lengthsman reports that two other signs are damaged and is sending photos.

They also wish to know if we want the remaining waste removed from Goslings (at a cost to us as the Lengthsman's scheme only pays for the labour). They are yet to clear the ditch at the Recreation Ground but the Clerk met with them on site to show them what needed doing on Saturday 16 December.

17/246 TO RECEIVE THE TRAFFIC WORKING GROUP UPDATE

Notes from the last meeting had been circulated prior to the meeting. The Clerk was asked to write to request that the Parish Council is kept updated with any information regarding the Ham Barn Roundabout.

Concern was raised over a car (and more recently a white van) which is being parked at New Road Cottages in Selborne completely blocking the pavement and making it impossible for anyone with a pushchair to pass safely on the way to school. It was highlighted that it is illegal to park on the footpath but that it would be even more dangerous to park on the road at that location and that parking should be behind the property. The Clerk was asked to find out whose vehicle it is before deciding on an approach.

17/247 REPORTS AND ISSUES (FOR INFORMATION ONLY)

- (i) Starting School posters and cards from Hampshire County Council.**
These have been placed on all three village notice boards.
- (ii) Notice of change in terms and conditions to Royal Mail services.**
Noted.

17/248 The next meeting will be held on Wednesday 17th January 2018 at Blackmoor Village Hall, Honey Lane, Blackmoor, GU33 6BS, commencing at 7.30pm

The meeting closed at 9.37pm.