

Minutes of the meeting of Selborne Parish Council
Held on Wednesday 15 February 2017 at Selborne Village Hall,
High Street, Selborne, GU34 3JR, commencing at 8.00pm



PRESENT: Cllr Dr Ravenscroft in the Chair, Cllr Mrs Palmer (Vice-Chair), Cllrs Ashcroft, Miss Clay, Earney, Mrs Irwin-Brown and Smith (part). Also present: five members of the public and Mrs Sue Hobbs Locum Clerk.

Prior to formally opening the meeting, the Chair expressed her heartfelt gratitude to the Vice-Chair for her work on behalf of Selborne Parish Council, during a particularly difficult period since the resignation of the previous Parish Clerk. The Chair also introduced Mrs Sue Hobbs as the Locum Clerk, who had been engaged at short notice a week before the meeting.

17/020 TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE

Apologies were received from Cllr Mrs Bennett for personal reasons. A proposal was received, seconded and voted in favour of accepting the apologies received.

RESOLVED: That the apologies received be accepted.

(Power used: Local Government Act 1972 s85)

17/021 TO RECEIVE DECLARATIONS OF DISCLOSABLE PECUNIARY INTERESTS ON ITEMS ON THE AGENDA

Cllr Mrs Palmer declared her interest in item 17/028 (Accounts), as she had submitted an expenses claim for reimbursement. Cllr Ashcroft declared his interest in item 17/032 (Planning) as he is a member of East Hampshire District Council (EHDC). A proposal was received, seconded and voted in favour of accepting the declarations of Disclosable Pecuniary Interests (DPIs) received.

RESOLVED: That the declarations of Disclosable Pecuniary Interest received be accepted.

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

17/022 TO APPROVE DISPENSATIONS FOR DISCLOSABLE PECUNIARY INTERESTS UNDER SECTION 33 OF THE LOCALISM ACT 2011

The Locum Clerk explained that Selborne Parish Council would need to resolve to appoint its new permanent Parish Clerk as its Dispensations Officer when recruited. Dispensations are required when an issue arises which would affect all Councillors, to enable them to discuss that issue. It is a useful *aide memoire* to keep this as a standing item on Council agenda in the future. The Locum Clerk advised that dispensations were not required for the current meeting to proceed.

17/023 TO RECEIVE RESOLUTION TO SUSPEND STANDING ORDERS TO ALLOW MEMBERS OF THE PUBLIC PRESENT TO RAISE QUESTIONS ON ISSUES NOT INCLUDED IN THE AGENDA

A proposal was received, seconded and voted in favour of suspending Standing Orders to allow the members of the public present to speak.

RESOLVED: That Standing Orders be suspended to allow the members of the public present to speak.

PUBLIC QUESTION TIME

A member of the public spoke briefly regarding the Traffic Working Group, which the Chair highlighted would be dealt with under item 17/039 on the agenda.

An enquiry was received regarding a planning application for The Queen's Hotel, the closing date for comments being noted as 3 March 2017. Cllr Ashcroft advised that the application may be referred to the EHDC or South Downs National Park Authority Planning Committee and that last minute comments may be submitted to the planning officer after the consultation period closed. The Chair highlighted that the property was subject to a planning application under item 17/032(ii) and that further discussion would take place under item 17/035.

17/024 TO RECEIVE RESOLUTION TO RESUME STANDING ORDERS

A proposal was received, seconded and voted in favour of resuming Standing Orders to allow the meeting to continue.

RESOLVED: That Standing Orders be resumed to allow the meeting to continue.

17/025 TO RECEIVE AND APPROVE MINUTES OF THE PREVIOUS MEETING HELD ON 27 JANUARY 2017

The Chair asked for observations with regard to the accuracy of the minutes. A comment was received that the amount of the precept request under item 16/185 should be shown as £31,924.00 for the 2017 – 2018 financial year. A proposal was received, seconded and voted in favour of approving the minutes, together with the amendment, as a true record of the meeting held on 27 January 2017.

RESOLVED: That the minutes of the meeting held on 27 January 2017, together with the amendment, be accepted as a true record of the meeting.

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

17/026 TO RECEIVE UPDATED INFORMATION REGARDING ONGOING ISSUES (FOR INFORMATION ONLY)

No updated information was received.

17/027 TO RECEIVE NOTICE OF ELECTION FOR FOUR VACANCIES FOR SELBORNE PARISH COUNCIL

The Locum Clerk advised that on speaking with the elections team at EHDC, it appeared unclear whether the four Councillor vacancies had been notified to the Returning Officer. Therefore, the four vacancies were advertised to be filled by election, should ten electors of each ward make such a demand. If no demand for an election was received by 28 February 2017, Selborne Parish Council would be able to co-opt new Members after that date.

17/028 TO RECEIVE AND APPROVE PAYMENT OF ACCOUNTS

The accounts list had been circulated to all Members prior to the meeting.

<u>Payee</u>	<u>Invoice No:</u>	<u>Description</u>	<u>Chq No:</u>	<u>Amount</u>
Cllr Mrs M Palmer	8/2/2017	Inkjets, copier paper, SPC laptop repair & mileage	300082	£ 169.06
Ms E Manship	16/07	Locum Clerk Jan 2017	300083	£ 607.05
Playsafe Playgrounds Ltd	5770	Oakhanger Play Area retention	300084	£ 690.28
Total				£1466.39

A proposal was received, seconded and voted in favour of approving the payment of accounts as presented.

RESOLVED: That payment of the accounts as presented between 28 January 2017 and 15 February 2017 be approved.

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

17/029 TO APPOINT CLLR SMITH AS SIGNATORY TO SELBORNE PARISH COUNCIL'S BANK ACCOUNTS

A proposal was received, seconded and voted in favour of appointing Cllr Smith as a signatory to Selborne Parish Council's bank accounts.

RESOLVED: That Cllr Smith be appointed as a signatory to Selborne Parish Council's bank accounts.

17/030 TO APPOINT THE INTERNAL AUDITOR TO SELBORNE PARISH COUNCIL

A proposal was received, seconded and voted in favour of appointing Eleanor Greene of 'Do The Numbers' as Selborne Parish Council's Internal Auditor for the 2017 – 2018 financial year.

RESOLVED: That Eleanor Greene of 'Do The Numbers' be appointed as Selborne Parish Council's Internal Auditor for the 2017 – 2018 financial year.

17/031 TO RECEIVE AND APPROVE FINANCIAL REPORT AS AT 31 DECEMBER 2016 (IF AVAILABLE)

As the Locum Clerk had only been engaged a week prior to the meeting, it had not been possible to process the financial report, however the bank statement showed a total balance held on £49,441.15. A proposal was received, seconded and voted in favour of referring this item to the next meeting to be held on 15 March 2017.

RESOLVED: That this item is deferred to the next meeting to be held on 15 March 2017.

17/032 PLANNING APPLICATIONS

(i) SDNP/17/00410/TCA – The Nutleys, High Street, Selborne, GU34 3LQ. Apple 1 - Prune back to previous pruning points by pruning approx 30% all the way round. Reduce crown height by 1.5 to 2 metres leaving a finished crown height of 5.5 metres and a finished crown spread (radius) of 5 metres. Remove crossed limbs to thin crown. No removal of major branches required. Apple 2 and 3 - Prune back to previous pruning points to maintain good form, to leave a finished crown height of 3 metres and a finished crown spread of 3 metres. Apple 4 - Prune back to existing original espalier shape and reduce crown height by approx. 1 metre leaving a finished crown height of 2 metres and a finished crown spread (radius) of 2.5 metres, to match height of supports. Apple 5 - Prune back to existing original espalier shape and reduce crown height by approx. 1 metre leaving a finished crown height of 2.8 metres and a finished crown spread (radius) of 2 metres, to match height of supports. Apple 6 and 7 - Prune back to existing original espalier shape and reduce crown height by approx. 1 metre leaving a finished crown height of 3 metres and a finished crown spread (radius) of 3 metres, to match height of supports. Pear 1 - Reduce crown height by 20%. Reduce height by 1 metre leaving a finished crown height of 4 metres and a finished crown spread (radius) of 3 metres and remove dead branches. A proposal was received, seconded and voted in favour of raising no objection. **RESOLVED: No objection.**

(ii) SDNP/17/00527/ADV – The Queens Hotel, High Street, Selborne, GU34 3JJ. Display of non-illuminated advertisement hoarding to front. Comments were received that there is no justification for the hoarding as planning permission had not been granted to date and was therefore unnecessary and that the hoarding is ugly for the street-scene. A proposal was received, seconded and voted in favour of objecting on the grounds received. **RESOLVED: Object on the grounds that there is no justification for the hoarding as planning permission had not been granted to date and was therefore unnecessary and that the hoarding is ugly for the street-scene.**

(iii) SDNP/17/00416/TCA – Myrtle Cottage, Hastards Lane, Selborne, GU34 3LB. Fell apple tree. A proposal was received, seconded and voted in favour of raising no objection. **RESOLVED: No objection.**

(iv) SDNP/17/00167/LIS – Rose Cottage, High Street, Selborne, GU34 3JS. Listed building consent for replacement of windows and exterior joinery, re-covering roof including introduction of thermal insulation and renewal of guttering and rainwater goods. Observations were received that the new roof tiles should be made of clay, also that the original roof ridge detail should be retained and repaired, if necessary, rather than 'matched'. 'Matching' can become a non-matching modern design not in keeping with the age and character of the building. A proposal was received, seconded and voted in favour of raising no objection, subject to the observations made. **RESOLVED: No objection, subject to the observations received that the new roof tiles should be made of clay, also that the original roof ridge detail should be retained and repaired, if necessary, rather than 'matched'. 'Matching' can become a non-matching modern design not in keeping with the age and character of the building.**

(v) 56577/004/FUL – Heathfield House, Oakhanger Road, Shortheath Common, Bordon, GU35 9JT. Change of use of land from agricultural to equestrian, extension to barn to create two stables and hay barn. Cllr Mrs Palmer read from a statement regarding the application.

'The proposed stable block/barn represents overdevelopment of the existing building and inappropriate and unjustified change of use of the field. The existing building has a

footprint area of 39.7sq m; the proposed building has a footprint area of 56 sq.m representing an increase in area of 41.06%. The scale of the building is also substantial.

'The proposed change of use of land to equestrian is in or close to a SSSI and a SAC. No justification is offered as to why it might be acceptable in these environmental terms. SPC asks the planning authority to consider whether it is right to convert land that is protected by SSSI and SAC designations to Equestrian Use when such a use could contribute towards the degradation of both.

'Permission to convert the site area of 6,862 sq. metres would set a precedent making it hard for the LPA to resist similar planning applications in the future. Thus, permission could positively invite incremental degradation and destabilisation of Shortheath Common's fragile structure, habitats, and biology.

'Shortheath Common was designated as a SSSI for a range of reasons. It embraces a wide range of heathland habitats on the Folkestone Beds of the western Weald. Large areas of open heathland and habitats remain and the seral stages of succession to oakwood contribute to the considerable habit diversity of the site as a whole. The focal point of the Common is a substantial valley mire of outstanding structural and biological interest.

'Currently, 97.95% of the Common is in Unfavourable Recovering Condition; 2.05% of it being in Unfavourable Condition. The proposals in the planning application could undermine or jeopardise that recovery.

'Shortheath Common's habitats were a primary reason for selection of this site as SAC. The valley mire that forms the focal point of Shortheath Common also embraces a wide range of heathland habitats and woodland. The northern strip of the mire is the most mesotrophic and has much grey willow *Salix cinerea* but also a rich ground-flora with abundant sedges *Carex curta* and *C. rostrata*, soft rush *Juncus effusus*, marsh cinquefoil *Potentilla palustris* and the bog-moss *Sphagnum recurvum*. An oligotrophic area to the south is dominated by *S. recurvum* with cross-leaved heath *Erica tetralix*, common cottongrass *Eriophorum angustifolium*, purple moor-grass *Molinia caerulea* and round-leaved sundew *Drosera rotundifolia*. It is notable for its high cover of cranberry *Vaccinium oxycoccos*. Other bog-mosses such as *Sphagnum capillifolium* and *S. papillosum* are also present, and the whole forms a floating raft over much of the mire. SPC considers that the application represents an unjustified overdevelopment of equestrian use in or close to a SSSI and SAC and could threaten their protection.

'A seral community (or sere) is an intermediate stage found in ecological succession in an ecosystem advancing towards its climax community. In many cases more than one seral stage evolves until climax conditions are attained.

'Definition of mesotrophic. of a body of water. : having a moderate amount of dissolved nutrients. Mesotrophic soils are soils with a moderate inherent fertility. An indicator of soil fertility is its base status, which is expressed as a ratio relating the major nutrient cations (calcium, magnesium, potassium and sodium) found there to the soil's clay percentage. This is commonly expressed in hundredths of a mole of cations per kilogram of clay, i.e. cmol (+) kg⁻¹ clay. Mesotrophic lakes are lakes with an intermediate level of productivity. These lakes are commonly clear water lakes and ponds with beds of submerged aquatic plants and

medium levels of nutrients. The term mesotrophic is also applied to terrestrial habitats. Mesotrophic soils have moderate nutrient levels, where the pH is within the range 5 to 6.5.'

A proposal was received, seconded and voted in favour of objecting to the application on the grounds that it is near to a SSSI, is unjustified overdevelopment of equestrian use and contravenes the requirement for a gap of 50 metres to be provided when new developments are permitted and that permission would set an important precedent for future applications. **RESOLVED: That objections are raised to the application on the grounds that it is near to a SSSI, is unjustified overdevelopment of equestrian use and contravenes the requirement for a gap of 50 metres to be provided when new developments are permitted and that permission would set an important precedent for future applications.**

17/033 TO RECEIVE PLANNING DECISIONS REPORT

22921/044 – SGS Oakhanger, Oakhanger Road, Oakhanger, GU35 9JA. Aluminium framed building. **APPROVED.**

SDNP/16/05444/TCA – Sunnycroft, High Street, Selborne, GU34 3LG. Remove three conifers in rear garden. **RAISE NO OBJECTION.**

17/034 TO RESOLVE TO SUBMIT THE SELBORNE VILLAGE DESIGN STATEMENT TO THE SOUTH DOWNS NATIONAL PARK AUTHORITY (SDNPA) FOR ADOPTION

The Chair invited Mr Liddle to speak about the Selborne Village Design Statement (VDS) and a query was raised regarding the distribution of the latest version of the document. Mr Liddle advised that little had changed from the previous version, the front cover and proof reading had rectified some spelling and punctuation errors, but the substance of the document was unaltered. A proposal was received, seconded and four votes received in favour and two votes received to object to the VDS being submitted to the SDNPA for adoption.

The Chair thanked Mr Liddle on behalf of Selborne Parish Council, for his unstinting work on the VDS over many years on behalf of both the parish council and local residents.

RESOLVED: That the Selborne Village Design Statement be submitted to the South Downs National Park Authority for adoption.

17/035 TO RECEIVE LETTERS FROM SAVILLS PLANNING CONSULTANCY RE: THE QUEENS HOTEL

Two letters had been received from Savills and some discussion followed. A proposal was received, seconded and voted in favour of seeking an extension to the planning consultation period of 3 March 2017 if necessary, to allow Selborne Parish Council to comment on any emerging information regarding the site.

RESOLVED: That an extension is requested from EHDC to allow Selborne Parish Council to comment on any emerging information regarding The Queens Hotel.

17/036 TO RECEIVE NOTICE FROM HISTORIC ENGLAND RE: POTENTIAL RE-DESIGNATION OF BLACKMOOR WAR MEMORIAL CLOISTER TO THE LIST OF BUILDINGS OF SPECIAL ARCHITECTURAL OR HISTORIC INTEREST

The Locum Clerk read from an e-mail received from Historic England regarding the ownership of the Blackmoor War Memorial Cloister. Cllr Mrs Palmer agreed to make further enquiries as to its ownership.

17/037 TO DISCUSS INVITATIONS TO POTENTIAL SPEAKERS FOR THE ANNUAL PARISH ASSEMBLY

Suggestions were received that invitations could be sent to the Police and Crime Commissioner for Hampshire, the Hampshire County Council (HCC) Lead Member for Highways, the HCC Lead Member for the Whitehill and Bordon development, a representative of First Responders, Citizens' Advice Bureau or SDNPA. An observation was made that invitations had been extended in the past to representatives of organisations receiving grants from Selborne Parish Council, such as Home-Start. A proposal was received, seconded and voted in favour of the Chair and Vice-Chair providing the contact details of potential speakers to the Locum Clerk.

RESOLVED: That the Chair and Vice-Chair provide the contact details of potential speakers to the Locum Clerk.

(Cllr Smith arrived at 9.30pm)

17/038 TO RECEIVE AND APPROVE PURCHASE OF A CLIMBING WALL FOR SELBORNE RECREATION GROUND

The Chair commented that the wall was more accurately described as a 'traversing' wall and circulated hard copy illustrations to the Members present. A query was raised as to the proposed location of the wall. It was noted that the wall would be installed between the allotments and the Pavilion, between the zip-wire and the obstacle trail. The equipment would be provided at no cost to Selborne Parish Council, the money being donated to the parish council by the Recreation Ground Committee from their fund raising. The Parish Council would be responsible for the future maintenance and insurance costs. A further enquiry was received whether safety surfacing would be required.

A proposal was received, seconded and five votes received in favour and two against approving the quotation received from Halcyon at a cost of £2742.50 plus VAT, subject to confirmation as to whether safety surfacing would be required.

RESOLVED: That the quotation received from Halcyon to provide a traversing wall at Selborne Recreation Ground at a cost of £2742.50 plus VAT be accepted, subject to confirmation being received as to whether safety surfacing would be required.

17/039 TO RECEIVE AND APPROVE REPORT FROM THE TRAFFIC WORKING GROUP

Cllr Miss Clay spoke about the Traffic Working Group (TWG) meeting held on 6 February 2017, when it was recommended that Selborne Parish Council should write to HCC to ask for the schemes in Selborne and Blackmoor to proceed. The schemes for Oakhanger were yet to be agreed and further discussions were taking place between the Oakhanger Traffic Group and HCC. Cllr Miss Clay therefore suggested that Selborne Parish Council's Transport

Working Group steps away from these negotiations. It was understood that Selborne Parish Council's schemes were near the top of the HCC priority list and that HCC should be asked to address the sources of funding. It was noted that funding was likely to be available from S106 funding from the Whitehill Bordon Development for transport and traffic projects.

Cllr Earney advised he had sent traffic data to the Chair and Vice-Chair in January 2017 and agreed to re-send the same if it had not been received. The Chair and Vice-Chair apologised if the information had been inadvertently overlooked due to the lack of a permanent Parish Clerk.

A proposal was received, seconded and voted in favour of Selborne Parish Council's Traffic Working Group withdrawing from the Oakhanger negotiations, leaving that to the Oakhanger Traffic Group, which would liaise with and report to the Parish Council with any new proposals; and that a letter is sent to HCC to ask for the Selborne and Blackmoor schemes to proceed.

RESOLVED: That Selborne Parish Council's Traffic Working Group withdraws from the Oakhanger negotiations, leaving the Oakhanger Traffic Group to liaise with and report to the Parish Council with any new proposals. A letter is to be sent to HCC to ask for the Selborne and Blackmoor schemes to proceed as soon as possible.

17/040 TO RECEIVE REPORTS AND ISSUES (FOR INFORMATION ONLY)

- (i) To receive East Hampshire District Council's Open Space, Sport and Recreation Strategy (copies to all councillors 9 February 2017). Noted.
- (ii) To receive notice of debate re: Impact of Farnborough Airspace Change Proposal at EHDC Full Council meeting to be held on 23 February 2017 at Penns Place, Petersfield, GU31 4EX at 6.30pm (RSVP by 21 February 2017). Noted.
- (iii) To receive notice of EHAPTC meeting to be held on 8 March 2017 at Greatham Village Hall, commencing at 7.00pm. Noted.
- (iv) To receive notice from HALC re: third Parliamentary Lobby Day to be held on 28 March 2017. Noted.
- (v) To receive notice of EHDC participation in the National Great British Spring Clean event 3 – 5 March 2017. Noted.
- (vi) To receive EHDC consultation re: revised Gypsy and Traveller Accommodation Assessment (response required by 31 March 2017). Noted.
- (vii) To receive notice of HALC Annual Conference to be held on 22 March 2017 at St Mary's Stadium, Southampton, SO14 5FP, commencing at 9.00am. Noted.
- (viii) To receive notice of SDNPA adoption of Community Infrastructure Levy (CIL) Charging Schedule with effect from 1 April 2017. Noted.

17/041 TO RECEIVE RESOLUTION TO EXCLUDE MEMBERS OF THE PUBLIC AND PRESS FROM CONFIDENTIAL MATTERS TO BE DISCUSSED 'THAT IN VIEW OF THE CONFIDENTIAL/SPECIAL NATURE OF THE BUSINESS ABOUT TO BE TRANSACTED, IT IS IN THE PUBLIC INTEREST THAT THE PUBLIC AND PRESS BE TEMPORARILY EXCLUDED AND THEY ARE INSTRUCTED TO WITHDRAW'

A proposal was received, seconded and voted in favour of excluding the public and press from the meeting.

RESOLVED: That the public and press be excluded from the meeting.

(Power used: Public Bodies (Admission to Meetings) Act 1960 s2)

17/042 TO APPROVE ENGAGEMENT OF LOCUM CLERK

The Chair had entered into a Letter of Engagement with the Locum Clerk with effect from 8 February 2017 and the Letter was circulated to Members present, detailing the terms and conditions of engagement. A proposal was received, seconded and voted in favour of accepting the engagement of the Locum Clerk.

RESOLVED: That the Locum Clerk's Letter of Engagement be accepted with effect from 8 February 2017.

17/043 TO RECEIVE INFORMATION REGARDING RESIGNATION OF PREVIOUS PARISH CLERK

The Chair had sought advice from the Hampshire Association of Local Councils (HALC) regarding an e-mail received from a Councillor. The Chair gave the Councillor the opportunity to withdraw the comment within the e-mail, which was declined.

A proposal was received, seconded and five votes received in favour of the Chair's statement, subject to further advice being sought from HALC, 'that Selborne Parish Council dissociates itself completely from the remarks made by Cllr David Ashcroft in regard to the resignation of a former clerk', to distance those Members supporting the proposal. Two votes were received against the proposal. It was requested that those Councillors who voted in favour of the proposal should be named as Cllrs Dr Ravenscroft, Mrs Palmer, Miss Clay, Mrs Irwin-Brown and Smith.

RESOLVED: That subject to further advice being sought from HALC, that Selborne Parish Council dissociates itself completely from the remarks made by Cllr David Ashcroft in regard to the resignation of a former clerk, to distance Cllrs Dr Ravenscroft, Mrs Palmer, Miss Clay, Mrs Irwin-Brown and Smith from the comments made.

17/044 DATE OF NEXT MEETING

The next meeting was scheduled to take place on Wednesday 15 March 2017 at Oakhanger Village Hall, Oakhanger, Bordon, GU35 9JU, commencing at 7.30pm.

The meeting closed at 10.15pm.