

**DRAFT MINUTES OF THE MEETING OF SELBORNE PARISH COUNCIL**  
**HELD AT OAKHANGER VILLAGE HALL**  
**ON WEDNESDAY 18<sup>TH</sup> JANUARY 2023 AT 7.30 PM**



**Present:** Cllr D Ashcroft, Cllr S Bennett  
Cllr J Clay (Chair 22.223 to 22.229), Cllr H Grosvenor  
Cllr G Masson (arrived during 22.239, Chair from 22.230)  
Cllr C McMeekan, Cllr N O'Donnell

**Absent:** Cllr M Irwin-Brown, Cllr W Megeney  
Cllr A Parker, Cllr L Roberts  
Cllr M Turner

**Also present:** Liz Ford, Parish Clerk. Two members of the public

**22.223 Apologies for Absence:** Apologies were accepted from Cllrs Irwin-Brown, Megeney, Parker, Roberts and Turner. Cllr Masson had sent apologies that he might arrive late to the meeting.

**22.224 Chairman's Announcements:**

A spam email purporting to be from Cllr Masson had been received by several Councillors. It was advised that all Councillors should be vigilant, check the address of emails received and if in any doubt not to open any links or attachments. Councillors should report any suspect emails to the Clerk.

**22.225 Declarations of Interests.** Cllr Clay declared an "other" interest in grant application from Selborne PCC (see minute 22.233) and would leave the meeting whilst the item was discussed. Cllr Clay declared that she owned the field adjacent to the property under planning application SDNP/22/05446/LIS (see minute 22.231) and elected to abstain from the vote on the decision on the application.

**22.226 Approval of Minutes**

It was **RESOLVED** to approve the minutes of the Parish Council meeting on December 2022 (proposed by Cllr Bennett and seconded by Cllr Grosvenor with all voting in favour).

*The meeting was adjourned for public questions*

**22.227 Public Questions**

A resident complained that he had not received any information regarding the proposed traffic calming (the Clerk replied that he had been sent information on 20<sup>th</sup> December 2022) and considered that the Phase I CFI did not address the key issue of pedestrian safety due to the narrow pavements through the village.

A second resident expressed concern that the draft CFI design had not been shared with the Speedwatch Team before the meeting. Two Councillors advised that this had been the intention. The Clerk replied that she had already received Speedwatch comments on the design via one of the Councillors.

The second resident reported that a meeting had been held between Speedwatch and Cllr Grosvenor earlier in the week and there was considered to be a good opportunity for collaboration between the Speedwatch and VAS traffic calming efforts.

The second resident asked that the Council considered carrying out a new Housing Needs survey to inform any future planning applications.

*The meeting was reconvened*

**22.228 Action List.** The updated action list was noted.

*Cllr Masson arrived at the meeting.*

Cllr Ashcroft requested that the planned tree works were completed by the end of February. Cllr O'Donnell advised that no water was pouring through the spout of the Lionsmouth but was overflowing around the sides.

***Cllr Masson chaired the meeting from this point onwards***

**22.229 To note reports received from Council representatives on Working Groups/outside bodies.**

The Climate Working Group was organizing a litter pick on the 18<sup>th</sup> March. A request was made to include Sotherington Lane but comment was made that road safety considerations would limit which parts of the lane could be litter picked. Cllr Ashcroft asked that more Councillors took part in the event.

**22.230 Financial Report**

**a) To note bank balances, earmarked reserves and payments and receipts since the last meeting**

The bank balances, earmarked reserves and payments and receipts since the last meeting were noted and have been included in Appendix A.

**b) To approve Bank Reconciliations**

It was **RESOLVED** to approve the November and December bank reconciliations (proposed Cllr McMeekan and seconded by Cllr Bennett with all voting in favour).

**c) Payment Schedule**

It was **RESOLVED** to approve the following payments (proposed by Cllr McMeekan, seconded by Cllr Ashcroft with all voting in favour. Cllr Clay abstained):

Invoice Date	Payee & Description	Net	VAT	Gross
<b>PAYMENTS APPROVED AT MEETING</b>				
21/12/22	Parish Council websites	228.00	45.60	273.60
22/12/22	ID Verde, bins Oct to Dec inc	139.23	27.85	167.08
9/1/23	PJ Grace, Selborne paths & Plestor	460.00	92.00	552.00
9/1/23	J Clay, St Thomas Day Bread	66.80	0.00	66.80
12/1/23	As-Inns Ltd Xmas buffet	138.50	27.70	166.20
		<b>1,032.53</b>	<b>193.15</b>	<b>1,225.68</b>

**22.231 Planning applications:** to consider and agree a response to the following planning applications:

**SDNP/22/05446/LIS, Box Cottage, High Street, Selborne**

Listed Building Consent – install a new wood burning stove in one fireplace and replace a second wood burning stove the two chimney stacks require maintenance and refurbishment.

The application was discussed. It was **RESOLVED** to submit the response of no objection (proposed Cllr Bennett and seconded by Cllr Masson with all voting in favour. Cllr Clay abstained).

**SDNP/22/5400/HOUS, Searchlight Cottage Priory Lane Selborne**

Detached Garage and Store

***Cllr Ashcroft declared that he was a neighbour of the property***

The application was discussed and it was **RESOLVED** to submit the comment of no objection subject to conditions being included that the building remain a garage and remain ancillary accommodation to the main dwelling (proposed by Cllr Bennett, seconded by Cllr Clay with all voting in favour. Councillors Ashcroft, McMeekan, O'Donnell and Grosvenor abstained).

***It was RESOLVED to bring item under minute 22.235 (see later) forward and discuss it at this point of the meeting.***

**22.232 To Consider the Recent Decision on Planning Application REF. 21876/062, Land to the Rear of The Old Stables, Oakhanger Farm, Oakhanger Road. Reserved Matters application pursuant to outline application 21876/060- Layout of industrial units (Class E (g) (iii), (external appearance, layout, scale and landscaping to be considered.)**

The Parish Council had submitted a statement to the East Hampshire District Council Planning Committee meeting on 11<sup>th</sup> January re-stating the objection and detailing concerns with several aspects of the reserved matters application ref. 21876/062. There was also concern particularly with regards to cumulative traffic and landscape impacts on Oakhanger village from the ongoing development of the Oakhanger Farm and Chapel Farm areas. The planning issues were discussed. It was **RESOLVED** to:

- 1) write to the Senior Planning Officer at EHDC to enquire how the landscaping screen could be located outside the red line area of the development granted permission and to explain how the number of parking spaces was calculated for the outline application and the reserved matters application (proposed by Cllr Bennett and seconded by Cllr Masson with all voting in favour. Cllr Ashcroft abstained);
- 2) form a Local Plan Working Group to work on the Parish Council input to the next stages in the reviews of the East Hampshire and South Downs National Park Local Plans (proposed by Cllr Masson and seconded by Cllr Bennett with all voting in favour. Cllr Ashcroft abstained).

***Cllr Clay having declared an "other" interest under 22.255 as a member of the Selborne Parochial Church Council left the meeting.***

**22.233 To Consider a Grant Application for £700 from Selborne Parochial Church Council Towards the Cost of the Annual Maintenance of the St Mary's Church Yard**

The application was discussed and it was **RESOLVED** to make a grant of £500 to Selborne Parochial Church Council towards the cost of the annual maintenance of the St Mary's Church yard (proposed by Cllr Ashcroft and seconded by Cllr Grosvenor with all voting in favour).

***Cllr Clay returned to the meeting***

**22.234 To Consider a Grant Application for £500 from St Matthews Church, Blackmoor, Towards the Cost of the Annual Maintenance of the Churchyard**

The application was discussed and it was **RESOLVED** to make a grant of £500 to St Matthews Church, Blackmoor, towards the cost of the annual maintenance of the churchyard (proposed by Cllr Masson and seconded by Cllr Ashcroft with all voting in favour).

***It was unanimously resolved to extend the meeting***

**22.235 To Consider Proposed Design for Phase 1 of the Community Funded Initiative Traffic Calming for Selborne Village**

This item had been discussed earlier in the meeting after item 22.231. Cllr Clay noted that two village walk-through surveys had been carried out in early 2022 with a residents walk, including Speedwatch, in February 2022 (discussion of the results carried out at the March Council meeting) followed by a walk through with Hampshire County Council Safer Roads Officer in April. The latter meeting was to discuss what could be included under the CFI type works, what was the responsibility of HCC and what was the responsibility of householders. HCC divided the CFI works into two phases with the first phase under discussion including lining, signing and village gates works with more engineering components to be included in Phase 2. Cllrs Clay and Parker had walked through the village to review the CFI phase 1 proposals and had made detailed annotations on the plans. Cllrs Ashcroft and Megeney had then reviewed the designs along with the notes made by Cllrs Clay and Parker. It was agreed that more information on the proposed components of the Phase 2 works was needed. Councillors reviewed the Phase 1 proposals in detail at the meeting with input from a member of Speedwatch. The results of this discussion have been recorded in detail on the design drawings as a separate document (*doc name to be inserted here*). A small group of Councillors and the Clerk would meet with the HCC design engineer on Thursday 26<sup>th</sup> January to discuss the Council review of the proposals.

- 22.236 To Agree Date for an Extraordinary Meeting to Decide on the New Children’s Play Area at the Selborne Recreation Ground**  
It was agreed to hold an additional Council meeting on Wednesday 25<sup>th</sup> January at 8.15pm in Selborne Village Hall to decide on the new children’s play area at the Selborne Recreation Ground.
- 22.237 To consider Re-use/disposal of the Existing Play Equipment at the Children’s Play Area at the Selborne Recreation Ground**  
It was agreed to defer decision on this item until further information had been obtained e.g. with respect to any liability and waste disposal “Duty of Care” on change of ownership of the re-usable parts of the existing children’s play equipment at the Selborne Recreation Ground.
- 22.238 To Consider Complaints Regarding Damage to Vehicles Hitting the Bollard Located Adjacent to the Vehicular Access to the Old Bakehouse Courtyard, the Plestor, Selborne**  
It was **RESOLVED** to accept the quote for £290 exc. VAT to re-locate the problem bollard up to 400mm closer to the road and also to accept the quote for £120 exc. VAT to re-set the two bollards between the entrance to the pottery and the entrance to the Old Vicarage (proposed by Cllr Clay and seconded by Cllr Bennett with all voting in favour. Cllr McMeekan abstained). Cllr Clay asked that great care was taken with the ragstone.
- 22.239 To Consider Complaints Regarding Damage to Windows of Listed Property by Loose Stones on the Plestor, Selborne**  
Decision on this item was deferred to enable further information to be obtained including feedback from the Conservation Officer.
- 22.240 To Consider Proposed Replacement of Articles of Association of Hampshire Association of Local Councils Limited to be Decided at HALC meeting on 23rd February 2023**  
It was **RESOLVED** to submit the response of no comment (proposed by Cllr McMeekan and seconded by Cllr O’Donnell with all voting in favour).
- 22.241 District Councillor Report**  
Government was discussing further changes to Planning Regulations, some were of which were radical and which were potential complications for the review of the District Local Plan. The District (and Parish) Council elections would take place in May. Residents would now be required to produce photo i.d. when voting. As the election date approached less information would be issued by the District Council to avoid conferring any unfair advantage to individual Councillors.
- 22.242 Date of next meeting:** The next meeting would be on Wednesday 25<sup>th</sup> January at 8.15pm in Selborne Village Hall. The provisional date of the next Planning Committee meeting was Wednesday 1<sup>st</sup> February.

**The meeting closed at about 9.58pm**

**Appendix A – Financial Report Presented to the meeting. Page 1 of 2**

<b>Bank Balances as at 13th January 2023</b>	£
Current Account	425.04
Deposit Account	<u>121,329.58</u>
<b>Total at Bank</b>	<u><u>121,754.62</u></u>

<b>Receipts to Deposit account since 16th December 22</b>	403.84
31/12/22 Interest	403.84

Current Account Balance 16th December 22 (as per previous Fin Rep) 2,697.65

**Receipts to Current account since 16th December 22** -

**PAYMENT SCHEDULE**

<b>Payments since 16th December 2022</b>	<b>Net</b>	<b>VAT</b>	<b>Gross</b>	<b>Approval Date</b>
<b>Bank date</b>				<b>Date</b>
21/12/22 Oakhanger Village Hall, 2022 meetir	150.00	0.00	150.00	20/12/22
21/12/22 Mrs N M O'Donnell, planting compo	22.47	4.50	26.97	20/12/22
21/12/22 SLCC, Clerk membership 2023	187.00	-	187.00	20/12/22
30/12/22 Staff Costs	1823.54	-	1,823.54	<i>staff</i>
30/12/22 Clerk refund stationary	35.82	7.17	42.99	20/12/22
30/12/22 Clerk refund tree tries etc	10.89	2.18	13.07	20/12/22
31/12/22 Bank charges	18.00	-	18.00	<b>18/1/23</b>
4/1/23 EE mobile phone January	9.20	1.84	11.04	<b>18/1/23</b>
	<u>2,256.92</u>	<u>15.69</u>	<u>2,272.61</u>	

**Bank Transfers** -

**Current Account as at 13th January 2023** 425.04

<b>Payments to be Made</b>				<b>Approval Date</b>
<b>Inv date</b>				<b>Date</b>
21/12/22 Parish Council websites	228.00	45.60	273.60	<b>18/1/23</b>
22/12/22 ID Verde, bins Oct to Dec inc	139.23	27.85	167.08	<b>18/1/23</b>
9/1/23 PJ Grace, Selborne paths & Plestor	460.00	92.00	552.00	<b>18/1/23</b>
9/1/23 J Clay, St Thomas Day Bread	66.80	0.00	66.80	<b>18/1/23</b>
12/1/23 As-Inns Ltd Xmas buffet	138.50	27.70	166.20	<b>18/1/23</b>
	<u>1032.53</u>	<u>193.15</u>	<u>1,225.68</u>	

**Total Payments since 16th December 2022** 3,498.29

**Bank, Earmarked Reserve and General Fund balances after all above transactions are made**

**Bank**

Current Account	1,199.36
Deposit Account	<u>119,329.58</u>
<b>Total at Bank</b>	<b><u>120,528.94</u></b>

**Earmarked Reserves**

Traffic Projects	11,000.00
Play Equipment	30,500.00
CIL	16,572.95
CIL Selborne Village Shop	5,000.00
Village Projects	3,000.00
Elections	1,500.00
Covid Fund	2,500.00
<b>TOTAL EMR</b>	<b>70,072.95</b>

<b>General Fund</b>	<b>50,455.99</b>
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