

DRAFT MINUTES OF THE MEETING OF SELBORNE PARISH COUNCIL
HELD AT OAKHANGER VILLAGE HALL
ON WEDNESDAY 15TH FEBRUARY 2023 AT 7.30 PM



Present: Cllr D Ashcroft, Cllr J Clay, Cllr H Grosvenor
Cllr M Irwin-Brown, Cllr G Masson (Chair)
Cllr C McMeekan, Cllr N O'Donnell

Absent: Cllr S Bennett, Cllr W Megeney
Cllr L Roberts, Cllr M Turner

Also present: Liz Ford, Parish Clerk

22.254 Apologies for Absence: Apologies were accepted from Cllrs Bennett, Megeney, Roberts and Turner.

22.255 Chairman's Announcements – No announcements

22.256 Declarations of Interests. Cllr O'Donnell made a declaration regarding the item on the Lionsmouth (see minute 22.267) on account of her being one of the organisers of the Selborne Village Progressive Supper through which funds had been raised and offered in part towards repair works at the Lionsmouth.

22.257 Approval of Minutes

It was **RESOLVED** to approve the minutes of the Parish Council meeting on 18th January 2023 (proposed by Cllr Masson and seconded by Cllr Grosvenor with all voting in favour. Cllr Irwin-Brown abstained). Approval of the minutes of the meeting on 25th January 2023 was deferred.

The meeting was adjourned for public questions

22.258 Public Questions

The Clerk presented questions raised in three letters from members of the public. Questions regarding the donations offered on submission of comments on the proposed re-development of The Queens would be added to the agenda of the next meeting. The Clerk would reply to the correspondent of the letter regarding road safety in Selborne Village. The Clerk would write to Hampshire County Council to request clearance of the gully at the bottom of Galley Hill and all the gulleys in the village along Selborne Road, and also notify the correspondent that this was being done.

The meeting was reconvened

22.259 To Consider co-option to fill the Casual Vacancy

Thanks and best wishes were given to Cllr Parker following his resignation from the Council. The Casual Vacancy had arisen less than six months from the end of the Council four year term and it was **RESOLVED** not to fill the vacancy by co-option (proposed by Cllr Clay and seconded by Cllr McMeekan with all voting in favour).

22.260 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 bank reconciliations (proposed Cllr McMeekan and seconded by Cllr Irwin-Brown with all voting in favour. Cllr Masson abstained).

c) Payment Schedule

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

Invoice Date	Payee & Description	Net	VAT	Gross
PAYMENTS APPROVED AT MEETING				
30/1/23	Clerk receipted expenses	6.00	1.20	7.20
26/2/23	Mulberry & Co Councillor training	70.00	14.00	84.00
2/2/23	NALC Clerk training	64.76	12.95	77.71
2/2/23	SLCC Clerk training	30.00	6.00	36.00
2/2/23	SLCC Clerk training	30.00	6.00	36.00
10/2/23	Green Play Project Ltd - 1st playground payment	28198.40	5,639.68	33,838.08
		28,399.16	5,679.83	34,078.99

The Clerk would provide a list of the expenditure payments under the different budget categories to Cllr McMeekan.

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

SDNP/23/00324/TCA, The Old Thatch, Sotherington Lane. GU33 6BZ

T4 Oak - Height 12 metres, finished height 10 metres. Spread 7 metres, finished spread 5 metres. T3 Cypress - Top and Trim (see photographs for cutting points). T2 - Cypress - Fell. T1 Cypress – Fell.

The application was discussed. It was **RESOLVED** to submit the response of no comment (proposed Cllr Irwin-Brown and seconded by Cllr Masson with all voting in favour. Cllrs Ashcroft and McMeekan abstained).

22371/006, Brackens, Drift Road, Whitehill. GU35 9EA (inside Parish)

Two storey rear extension, elevated deck and single storey side extension to replace existing

The application was discussed and it was **RESOLVED** to submit the response of no comment (proposed by Cllr Clay seconded by Cllr Irwin-Brown with all voting in favour. Councillors Ashcroft, McMeekan, O'Donnell abstained).

SDNP/23/00435/TCA, Elim Lodge, Plum Fell lane, Selborne. GU34 3JX

T1 False Cypress (Chamaecyparis Lawsoniana) - Height 24 metres, reduce by 6 metres leaving a finished height of approx 18 metres.

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

SDNP/22/05864/HOUS & SDNP/22/05865/LIS. Moat End, Blackmoor House, Sotherington Lane, Selborne GU33 6DA

Modifications to interior including new lime crete ground floor slab, new first floor mezzanine, two new staircases and replacement windows and doors

The application was discussed. It was **RESOLVED** to submit the response that the Parish Council supported the objections of officers regarding that there should be no works in the roof in the absence of a bat survey report and due to the light impact in relation to the Dark Skies policy (proposed Cllr Clay and seconded by Cllr Irwin-Brown with all voting in favour. Cllrs Ashcroft and McMeekan abstained).

22.262 Administrative considerations:

a) To Consider continued membership of the HCC Parish Lengthsman Scheme in 2023/2024

It was **RESOLVED** to continue membership of the HCC Parish Lengthsman Scheme in 2023/2024 (proposed by Cllr McMeekan and seconded by Cllr O'Donnell with all voting in favour)

b) To Consider Review of Governance Documents

It was **RESOLVED** to amend the Financial Regulations Section 4.5 as follows (proposed by Cllr Clay and seconded by Cllr Irwin-Brown with all voting in favour):

4.5. In cases of extreme risk to the delivery of council services, the clerk may authorise revenue expenditure on behalf of the council which in the clerk's judgement it is necessary to carry out. Such expenditure includes repair, replacement or other work, whether or not there is any budgetary provision for the expenditure, subject to a limit of £500. The Clerk shall report such action to the chairman as soon as possible and to the council as soon as practicable thereafter. A higher limit not exceeding £2,000 may be incurred with the prior approval of four members (as per the quorum for Council meetings). Such action shall be reported to the full council at the next meeting.

c) To Consider Delegation of a Council Representative to vote to agree to Resolution 3: the removal of the existing Articles of Association in their entirety and substituted with the proposed articles of association (appended) at the HALC EGM on Thursday 23rd February 2023 at 6.00pm (hybrid event)

It was **RESOLVED** to delegate Cllr Masson to attend the HALC EGM on Thursday 23rd February and vote on behalf of the Council to agree to Resolution 3 (proposed by Cllr Clay and seconded by Cllr O'Donnell with all voting in favour).

d) To Confirm Revision to Parish Clerk Job Description and Council Standing Orders that the Proper Officer is delegated to submit planning comments on behalf of the Council

The proposed change was discussed but was not adopted.

22.263 To Consider quotes for Tree Works following the October 2022 Tree Survey

Only two quotes had been received by the time of the meeting. The Clerk was asked to contact a further three tree surgeons to obtain three quotes for consideration at the March Council meeting.

22.264 To Consider quotes to Replace the fencing at the two Parish allotment sites

A table comparing the quotes received from three of the five fencing contractors contacted had been circulated to Councillors prior to the meeting and was discussed. It was **RESOLVED** to appoint RS Fencing & Agriculture Ltd to replace fencing at both allotments sites. At the Selborne Recreation Ground the fencing would be replaced using chestnut posts and 2 no timber framed gates clad with weldmesh on timber posts for £4,228.25 exc VAT (proposed by Cllr Masson and seconded by Cllr Grosvenor with all voting in favour. Cllr Irwin-Brown abstained)

Cllr O'Donnell declared an interest as an allotment holder and took no part in the discussion or decision on the Goslings Croft fencing.

At the Goslings Croft site the fencing would be replaced using chestnut posts with box type strainers for a cost of £1,350.00 exc VAT (proposed Cllr Ashcroft and seconded Cllr Grosvenor with all voting in favour (Cllrs Irwin-Brown and O'Donnell abstained).

22.265 To Consider Revised Design for Phase 1 of the Community Funded Initiative Traffic Calming for Selborne Village

This item was deferred as the updated designs had not been received from Hampshire County Council.

22.266 To Consider Further Letter to HCC in support of the “Hampshire 20 is Plenty” campaign

It was **RESOLVED** to send a letter to Hampshire County Cllr Nick Adams-King to inform him of the continued Selborne Parish Council support for the Hampshire 20 is Plenty campaign and to request his support in applying the limit across all new and existing residential areas (proposed by Cllr O’Donnell and seconded by Cllr Ashcroft with all voting in favour).

22.267 To Consider report on the Lionsmouth and Wellhead

A report had been circulated to Councillors prior to the meeting. The Lionsmouth involved the major flow of the stream being diverted through a pipe to the side of headwall, with outfall to the side of the headwall and a lesser flow directed through settlement tank and then discharging out of Lionsmouth. In addition, further uphill was hydraulic ram. The problem currently seemed to be limited to blocked pipes resulting in no flow through the Lionsmouth and overflowing surface waters flowing through and around headwall and into the chamber behind Lionsmouth. It had been proposed to carry out a phased approach to investigate the pipework and stop blockages leading to overflow as follows:

- a) clear the sediment immediately upstream of the settlement chamber and the adjacent pipe inlet to enable better inspection of these structures.
- b) to design and source a grating for placement over the inlets to both the settlement chamber and the main flow divert pipe. The grating is to minimise materials entering and blocking the pipes. Also place a second cover over the grill lid of the settlement chamber
- c) Remove the sediment along the streambed for a length of approximately 10-15m upstream of the settlement chamber

Both vegetation clearance and the felling of some saplings along the stream bank would be required to allow inspection of the area and allow access for 1) and, if carried out, 3). Blackmoor Estate had kindly agreed for vegetation (but not as yet sediment) to be deposited on its adjacent land. Any machine access to the area would be made from the roadside by the removal of a post and wire fence and the stile structure. Works would be alongside/across a wellused set of paths including a Public Right of Way and PRW permission will be required.

The report was discussed and it was agreed that further information on the Lionsmouth would be required before any of the above could be carried out.

It was unanimously agreed to extend the meeting for a further half hour

22.268 To Consider Re-use/disposal of the existing play equipment at the children’s play area at the Selborne Recreation Ground

It was **RESOLVED** that, subject to identification of the user and written agreement to all the proposed conditions, to sell the existing play equipment at the Selborne Recreation Ground for £1,600 (proposed by Cllr Grosvenor and seconded by Cllr McMeekan. Cllrs Ashcroft, Irwin-Brown and O’Donnell abstained).

22.269 To Consider Parish Commemoration of the Reign and Legacy of HM Queen Elizabeth II

A proposal to re-surface the Plestor was made but not agreed upon. A second proposal to plant a tree in each of the three villages was raised and would be investigated. A third proposal to install stained/engraved windows in each of the three village halls would also be investigated.

22.270 To Consider Parish events for the King’s Coronation

Cllr Clay advised that there would be a 10am service on the Sunday at St Mary’s church, Selborne. On the Monday a volunteer day to spring clean the church would be followed by tea and cakes on the Plestor. Cllr Roberts was in discussion with several village groups regarding other joint/parallel events in Selborne village.

22.271 To Consider Arrangements for Parish Council Elections on Thursday 4th May 2023

Cllr Masson and the Clerk would distribute posters in the villages of the Parish to encourage residents to stand as candidates for the Parish Council elections on 4th May.

22.272 To Note East Hampshire District Council candidate briefing (online at 10am on Wednesday 1st March) for District Councillor Elections, 4th May 2023

This was noted.

22.273 To Consider Council Response to the Government Consultation on the National Planning Policy Framework – Closing date 2nd March 2023

The Clerk would provide a list of key questions to address on Monday 20th March and Cllr Masson would submit a response on behalf of the Council by the closing date of 2nd March 2023.

22.274 To Consider Update on the SDNPA Local Plan Review

Cllrs Clay and Irwin Brown would look at the Settlement Facilities and Open Spaces assessments in time for submission of a Parish Council response by the closing date of 6th April 2023.

22.275 To Consider Council response to Consultation on South East Water's Draft Water Resources Management Plan (supply of drinking water up to 2075) - closing date 20th February 2023

The importance of public education to minimise water use and re-use grey water was discussed.

22.276 To note reports received from council representatives on working groups/outside bodies

Cllr O'Donnell encouraged attendance at a talk on gardening to promote wildlife which would be carried out by a noted expert and would take place at 7.30pm on Wednesday 22nd March in Buriton Village Hall.. Attendance was free but a retiring collection would be made.

22.277 Action list: to note actions from previous meetings.

The updated Action List had been circulated to Councillors prior to the meeting and was noted.

22.278 District Councillor Report

Cllr Ashcroft advised that there were ongoing problems with domestic waste collection in some areas. This was due to a lack of spare parts delaying repairs to vehicles.

22.279 Date of next meeting:

The next meeting would be on Wednesday 15th March at 8.15pm in Selborne Village Hall. The provisional date of the next Planning Committee meeting was Wednesday 1st March 2023 (since the meeting it has been confirmed there would be no Planning Committee meeting on 1st March).

The meeting closed at 10.02pm

Appendix A – Financial Report Presented to the meeting.

Bank Balances as at 31st January 2023	£
Current Account	1,367.92
Deposit Account	116,329.58
Total at Bank	<u>117,697.50</u>

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
TOTAL EMR	<u>70,072.95</u>

General Fund **47,624.55**

Receipts since 18th January 2023 nil

PAYMENT SCHEDULE FOR APPROVAL

Payments since 18th to 31st January 2023	Net	VAT	Gross	Approval Date
Bank date				Date
30/1/23 Parish Council websites	228.00	45.60	273.60	18/1/23
30/1/23 ID Verde, bins Oct to Dec inc	139.23	27.85	167.08	18/1/23
30/1/23 PJ Grace, Selborne paths & Plestor	460.00	92.00	552.00	18/1/23
30/1/23 J Clay, St Thomas Day Bread	66.80	0.00	66.80	18/1/23
30/1/23 As-Inns Ltd Xmas buffet	138.50	27.70	166.20	18/1/23
30/1/23 Clerk receipted expenses	6.00	1.20	7.20	15/2/23
30/1/23 Staff Costs	1824.24	-	1,824.24	staff
	<u>2,862.77</u>	<u>194.35</u>	<u>3,057.12</u>	

Bank Transfers 5,000.00

30/1/23 Deposit to Current Account 5,000.00

Payments to be Made				Approval Date
Inv date				Date
26/2/23 Mulberry & Co, Councillor Training	70.00	14.00	84.00	15/2/23
2/2/23 NALC, Clerk training	64.76	12.95	77.71	15/2/23
2/2/23 SLCC, Clerk training	30.00	6.00	36.00	15/2/23
2/2/23 SLCC, Clerk training	30.00	6.00	36.00	15/2/23
10/2/23 Greenplay Projects Ltd, 1st payment	28,198.40	5,639.68	33,838.08	15/2/23
	<u>28,393.16</u>	<u>5,678.63</u>	<u>34,071.79</u>	

Total Payments since 18th January 2023 **37,128.91**