

MINUTES OF THE MEETING OF SELBORNE PARISH COUNCIL
HELD IN OAKHANGER VILLAGE HALL
ON WEDNESDAY 10th JANUARY 2024 AT 7.30 PM



Present: Cllr D Ashcroft (arrived at 7.51pm)
Cllr S Bennett (Chair), Cllr C Bridger
Cllr S Heaselgrave, Cllr C McMeekan
Cllr M Turner
Cllr D Webster-Jones (arrived at 7.33pm)

Absent: Cllr G Earney, Cllr H Grosvenor, Cllr C Joyce, Cllr N O'Donnell
Cllr W Megeney

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

23.190 Apologies for Absence

It was **RESOLVED** to accept apologies from Cllrs Earney, O'Donnell and Megeney (proposed by Cllr Bennett and seconded by Cllr Heaselgrave with all voting in favour).

23.191 Chairman's Announcements

The Chair wished all a Happy New Year and asked Councillors to note the advice on the declaration of interests which had been included in the agenda notes. Cllr Bridger declared a pecuniary interest (for details see under 23.193).

Cllr Webster-Jones arrived at the meeting

The Chair reminded Councillors to declare an interest if they used contractors which were under consideration for a Parish Council contract and in the event of any query of whether an interest should have been declared Councillors were advised to err on the side of caution to avoid any perception of bias. Finally it was noted that the Clerk would make a recording of the meeting.

23.192 Executive Officer's Summary

The Clerk provided a summary of the work carried out since the last meeting.

23.193 Declarations of Interest

Under a previous item (minute 23.191) Cllr Bridger had declared a pecuniary interest in planning application SDNP/23/05311/NMA on account of working in the Jubilee Tap Room (part of the Queens building) and would leave the meeting while the item was discussed (see min. 23.197).

23.194 Approval of Minutes

It was **RESOLVED** to approve the minutes of the meeting on 13th September 2023 (proposed by Cllr Bennett and seconded by Cllr Turner with all voting in favour).

It was **RESOLVED** to approve the minutes of the meeting on 14th December 2023 (proposed by Cllr Bennett and seconded by Cllr Heaselgrave with all voting in favour. Cllr Turner and McMeekan abstained on account of not having attended the meeting).

23.195 Public Questions

It was RESOLVED to adjourn the meeting for public questions (proposed by Cllr Bennett and seconded by Cllr Turner with all voting in favour)

A resident reported on how increasing traffic levels were causing extreme difficulty in living on the High Street in Selborne village. This was with respect to road safety; the inconsiderate behaviour and abusive language of drivers to pedestrians who were trying to cross the road; the loss of amenity for occupants of historic properties fronting the highway and the property damage resulting from traffic vibration and vehicle impacts.

A second resident asked why the Parish Council had not continued with the application for the EHDC speed cameras and did not agree with the information provided by the Clerk.

One of the applicants for the planning application ref. 55869/002 presented information on the proposed development.

Cllr Ashcroft arrived at the meeting

A second applicant for the planning application ref. 55869/002 presented further information on the proposed development.

It was RESOLVED to reconvene the meeting (proposed by Cllr Bennett and seconded by Cllr McMeekan with all voting in favour. Cllr Ashcroft abstained).

It was decided to bring consideration of the planning application ref. 55869/002 forward to this point in the meeting (see minute 23.197).

23.196 Financial Report:

a) The bank balances and earmarked reserves were noted as:

Bank Balances as at 1st January 2024 (current) and 31st December 2023 (deposit)

Current Account		1,897.10	
Deposit Account		106,516.93	
Total at bank		108,414.03	
Earmarked Reserves			
Village Projects		3,000.00	
Traffic Projects		11,000.00	
Play equipment		-	
CIL		20,803.26	
CIL Selborne Village Shop		5,000.00	
Elections		2,000.00	
Total EMR		41,803.26	
Total General Fund		66,610.77	

b) To approve bank reconciliations

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

c) To approve the proposed schedule of payments

It was **RESOLVED** to approve the schedule of payments below (proposed by Cllr Bennett and seconded by Cllr McMeekan with all voting in favour).

Payments to be approved at Council Meeting 10/1/24					
Already paid					
4/12/23	Unity Trust Bank	Bank charges 4 Sep to 4 Dec 23	18.00	-	18.00
13/12/23	ICO	annual registration fee to 16/12/24	35.00	-	35.00
			53.00	-	53.00
Future payments					
5/11/23	E Donovan	Amended Drama Club Invoice No. 1 for Sept/Oc	250.00	-	250.00
18/12/23	Parish Council Websites	Inv 2539 website & email 8 Jan 23 to 7 Jan 25	228.00	45.60	273.60
21/12/23	J Clay	Refund for St Thomas Day Bread loaves	81.20	-	81.20
4/1/24	SLCC	membership payment for Clerk	188.00	-	188.00
10/1/24	E Donovan	Drama Club Invoice No 2 for Nov/Dec	110.00	-	110.00
10/1/24	Selborne Recreation	Pavilion Hire for Nov.Dec drama classes	80.00	-	80.00
	Ground Committee		937.20	45.60	982.80

23.197 Planning Applications: To consider and agree a response to the following planning application(s):

SDNP/23/05188/TCA, Dowlings, Huckers Lane, Selborne

Field Maple - Crown reduction, reduce height by 2.5 metres leaving finished height of 7 metres. Reduce spread by 2.5 metres leaving a finished spread of 7 metres. Sycamore - Pollard back both trunks as it is twin stemmed. The finished pollard of height will be in keeping with the hedge height of 3 metres as the Sycamore is part of the hedge. Mulberry - Crown reduction, by 2.5 metres leaving a finished height of 7 metres. Reduce spread by 2.5 metres leaving a spread of 7 metres. Ash - Reduce height by 15 metres leaving a finished height of 20 metres. Remove diseased lateral limbs and remove limbs showing signs of rot from previous work. Leaving finished width of 12 metres

The application was discussed and it was **RESOLVED** to submit the comment to support the application but also ask the EHDC Tree Officer to look again at the felling of the field maple following the comment from the neighbour and the potential of groundwater pollution from sewage ingress following damage to sewage piping potentially being cause by the tree roots (proposed by Cllr Bennett and seconded by Cllr Bridger with all voting in favour. Cllr McMeekan abstained. Cllr Ashcroft abstained on account of also being a District Councillor).

SDNP/23/05138/TCA, Lythe House, Selborne Road, Selborne. GU34 3JA

Ash Tree. Fell. Replacement tree to be discussed with case officer.

The application was discussed and it was **RESOLVED** to submit the comment to support the application (proposed by Cllr Bennett and seconded by Cllr Turner with all voting in favour. Cllr McMeekan abstained. Cllr Ashcroft abstained on account of also being a District Councillor).

55869/002, Tudor Thatch Cottage, Oakhanger Road, Oakhanger. GU35 9JE

Subdivision of existing plot to construct a new dwelling with separate access

This application had been discussed after the Public Questions session.

The application was discussed and it was **RESOLVED** to submit the comment to support the application (proposed by Cllr Bennett and seconded by Cllr McMeekan with all voting in favour. Cllr Ashcroft abstained on account of also being a District Councillor).

SDNP/23/05311/NMA, The Queens Hotel High Street Selborne

Non-material Amendment to Planning Application SDNP/20/04118/FUL - Amended Description to allow phased delivery of development and addition of CIL Phasing Plan to list of approved plans.

Cllr Bridger left the meeting having declared a pecuniary interest in the application (see minute 23.193)

The application was discussed and it was **RESOLVED** to submit the comment that the Parish Council would like the community to receive its share of the CIL payable on the development and to ask the planning officers to determine if the implementation of the planning permission ref. SDNP/20/04118/FUL had already been commenced, including in light of the rooms in the main building having already been let out as a commercial operation, demolition of the toilet block understood to have taken place and works on the parking areas (proposed by Cllr Bennett and seconded by Cllr Turner with all voting in favour. Cllr Heaselgrave abstained. Cllr Ashcroft abstained on account of also being a District Councillor).

Cllr Bridger returned to the meeting.

23.198 To consider an update on the planned closure of the B3004 for SSEN cabling works

A reply had been received from County Cllr Adams-King to the letter sent by the Council at the end of November. The reply included traffic figures which indicated the potential for a very significant increase in traffic along the B3006 Selborne/Alton road on closure of the B3004.

Prior to the meeting the Clerk had circulated a report on the HCC/SSE/stakeholder progress meeting earlier that day: SSEN Works had started again after the Xmas break. In Alton, from 9th January a lane closure was in place at Caker Lane with 4-way traffic control. The Mill Lane full closure would be in place on 10th January once signage has been checked. Full closure of the B3004 was still planned to be from March but SSE were looking at the feasibility of carrying out works along the B3004 using single lane rather than full road

closure for the school exam period (6th May until end of June). There was still no confirmation of whether alternative school transport provision would be in place on the closure of the B3004. There would be HCC works at Stairs Hill on the B3006 to provide road safety measures in February/March 2024 with lane closure and traffic light control during the works.

The update on the road closure was discussed and key actions agreed:

- A request to HCC for traffic light controls.
- Better signage including more signs advising of the 7.5T HGV limit;
- HCC to advise on measures to facilitate HGV's turning back after mistakenly committing to a turn onto the B3006;
- The Parish Council to liaise with commercial entities between Selborne and Alton to request again that HGV deliveries left the site in the Alton direction;
- Request a temporary reduction in the speed limit for Selborne village and its periphery

23.199 To consider a grant application for £700 towards the maintenance of St Mary's churchyard, Selborne

The application was discussed and it was **RESOLVED** to make a grant of £500 to St Mary's PCC towards the maintenance of the churchyard (proposed by McMeekan and seconded by Cllr Ashcroft with all voting in favour. Cllr Turner abstained).

23.200 To consider a requested increase in the cost of the clearing of the Selborne village footpaths

Cllr Heaselgrave left the meeting having declared a pecuniary interest on account of using the contractor under discussion

PJ Grace had already agreed to carry out the January 2024 clearance of the Selborne village footpaths at the cost agreed for 2022. The requested increase for the April, July and October works was discussed and it was **RESOLVED** to agree the cost increase as specified below for 2024 on account of ensuring the safety of the workmen and to carry out a tender process for a new contract starting in January 2025 for the clearance of the footpaths and the grass cutting (proposed by Cllr McMeekan and seconded by Cllr Ashcroft with all voting in favour).

Requested increase in cost to clear up pavements and pinch points from Ketchers Field to Goslings Croft & removing the waste from site (3 rather than 2 men)

April 2024 – For each visit labour & waste removal £450 + VAT

July 2024 – For each visit labour & waste removal £450 + VAT

October 2024 – Labour & waste removal £450 + VAT

This was to include clearance and removal of leaves from the Plestor.

Cllr Heaselgrave returned to the meeting

23.201 To consider a new format for the Parish Councillor email address

To facilitate future management of email accounts by the Clerk, it was **RESOLVED** to adopt a new format for the Parish Councillor email address using the @selborneparishcouncil.gov.uk domain (proposed by Cllr Bennett and seconded by Cllr McMeekan with all voting in favour).

23.202 To consider Terms of Reference for a Transport Working Group

A draft Terms of Reference for a Transport Working Group was discussed and it was **RESOLVED** to agree the TOR as included in Appendix A (proposed by Cllr Bennett and seconded by Cllr Webster-Jones with all voting in favour).

It was **RESOLVED** to extend the meeting by half an hour (proposed by Cllr Bennett and seconded by Cllr Heaselgrave with all voting in favour. Cllr Turner abstained).

23.203 To agree up to three tasks to be carried out by a Transport Working Group

The Clerk advised that EHDC had confirmed that further information could still be submitted in support of the application for a grant of speedcameras but that the proposal would need to be approved by Council before submission.

A range of tasks to be carried out by the Transport Working Group was discussed and it was **RESOLVED** that a Transport Working Group comprised of Cllrs Earney, Heaselgrave and Webster-Jones, plus any Councillors not at the meeting who wished to join, worked on the following three tasks (proposed by Cllr Bennett and seconded by Cllr McMeekan with all voting in favour):

- Preparation of an overall review of how speed cameras could be used in the Parish – looking at a combination of VAS/SID, averaging cameras to add to the VAS in use already and the work of the Community Speedwatch Groups;
- Report on public transport;
- Prepare list of commercial entities in the 7.5T limit zone to provide to HIOW Constabulary

23.204 To request Councillors to put forward ideas for new tree planting in the Open Spaces and other areas of the Parish

The CaN, Climate and Nature, Working Group had made a request for Councillors to put forward ideas for new tree planting in the Open Spaces and other areas of the Parish. Cllr Webster-Jones asked that any proposals also included the cost implications of planting and managing in the long term any new tree areas. Councillors should forward ideas to the CaN WG so that a proposal could be prepared for discussion at the February Council meeting.

23.205 To consider a change of Parish Council meetings from the second Wednesday of the month to the third Wednesday of the Month from the next meeting, to be on 21st February 2024

It was **RESOLVED** that Parish Council meetings would generally be on the third Wednesday of the month starting with the next meeting on February 21st 2024 (proposed by Cllr Bennett and seconded by Cllr McMeekan with all voting in favour. Cllrs Ashcroft and Bridger abstained).

23.206 To consider Clerk report on the Council response to the SDNPA Validation List consultation

The Clerk had circulated a report on the Council response to the SDNPA Validation List consultation prior to the meeting and this was discussed. It was **RESOLVED** that where there is a Working Group preparation of a draft for a consultation response, the resolution will clearly specify that the draft will be reviewed by the Council prior to submission, unless the resolution states that the draft will only be reviewed by the Clerk (proposed by Cllr Bennett and seconded by Cllr Heaselgrave with all voting in favour).

23.207 Date of next meeting: The next meeting would be on Wednesday 21st February 2024 at 7.30pm in the Pavilion, Selborne Recreation Ground.

The meeting closed at 9.58pm

Signed	
Chair of Selborne Parish Council	
Date	

Appendix A

Selborne Parish Council Transport Working Group – Terms of Reference

Purpose of the Working Group

The Working Group is an advisory group of Council members and members of the public to research and advise the Council on the specified transport issues in the Parish as agreed at the Council meeting on 10th January 2024.

Terms of Reference

1. The Working Group will consist of at least four Council members, determined by the Parish Council. Membership is determined at the annual meeting of the Council, or at a full Council meeting.
2. The Working Group may invite up to two members of the public to join the efforts of the group at one time and to attend meetings in an advisory capacity only.
3. Members of the Working Group, including non Councillor members, must respect the General Obligations of the Council Code of Conduct (these are to be copied to all members of the Working Group).
4. Quorum for a meeting of the Working Group will be three Councillor members.
5. At the first meeting of the Working Group, members shall:
 - a. Ensure that they are familiar with this TOR
 - b. Appoint a Council member as Lead Member who will ensure all members of the working group are included in all correspondence, kept informed and involved with progress. The Lead Member will act as the primary contact to the Council
6. In line with the purpose set by the Council, the remit of the working group is to:
 - I. Preparation of an overall review of how speed cameras could be used in the Parish – looking at a combination of VAS/SID, averaging cameras to add to the VAS in use already and the work of the Community Speedwatch Groups;
 - II. Report on public transport;
 - III. Prepare list of commercial entities in the 7.5T limit zone to provide to HIOW Constabulary
7. The Working Group does not have any delegated powers to make decisions for or on behalf of the Council and must not exceed its purpose or remit without the Council's permission.
8. The Working Group reports to the Council and any recommendations made should be submitted to the Clerk not later than one week before the Council meeting at which the business is to be discussed.
9. Meetings of the Working Group are informal and therefore do not need to be held in public and may be held remotely.
10. Meetings of the Working Group do not need to be minuted, but minutes are considered best practice to allow for accurate reporting to the Council.
11. Once the purpose of the Working Group tasks has been fulfilled, the group will be disbanded.

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12. Even if tasks are outstanding the Annual Meeting of the Council will consider whether the Working Group should be disbanded.

The Working Group is an informal advisory group and any decisions made by the group cannot bind the Council. The Council will consider the advice provided by the Working Group but are under no obligation to accept the advice as a basis for any decisions made by full Council.