

## HAMBLEDON PARISH COUNCIL

### MINUTES

of the meeting of the Parish Council held on 14 November 2017 in the Village Hall

Present: John Anderson (Chairman), Mary Grove, Mike Parry, Paul Pattinson, Stewart Payne and Philip Underwood; Jane Woolley (clerk); and three members of the public

#### QUESTION TIME

In response to questions the Chairman stated

- that, to the knowledge of the Parish Council, there was no further activity relating to Orchard Farm;
- that the Parish Council's proposed co-option process was as set out in the attachment to the agenda for the meeting and would be considered under agenda item 3.

A paper on the loss of small dwellings in the village( attached to these minutes) was circulated. The Chairman reiterated the Parish Council's long-term concern that there should be an adequate supply of small/affordable housing in the village and various ideas for taking the matter forward were noted, including making it an agenda item for the next meeting.

Thanks were expressed to the Clerk, on her impending retirement, for her tireless work and the contribution which she had made to the village.

#### FORMAL BUSINESS

##### 1. MINUTES

The minutes of the meeting held on 3 October 2017 were **agreed** and signed.

##### 2. DECLARATIONS OF INTEREST

Chairman: Director, Hambledon Village Shop; Trustee, Hambledon Almshouses;  
Trustee, Hambledon Football Club

Mike Parry: Trustee, Hambledon Almshouses

Paul Pattinson: Trustee, Hambledon Almshouses

Stewart Payne: Trustee, Hambledon Nursery School

Mary Grove: Member, Village Hall Committee; Trustee, Hambledon Football Club.

##### 3. CO-OPTION OF COUNCILOR

Noted and **agreed** the process for co-opting a Councillor as set out in the paper attached to the agenda; noted that there had been six expressions of interest; and confirmed that applications would be discussed in open session.

##### 4. APPOINTMENT OF CLERK

Noted that there has been four applicants; that good references had been received in respect of the preferred candidate; that the appointment would be confirmed on receipt of the signed contract of employment; and that it would subsequently be announced in the Parish Magazine and on the village website.

##### 5. FINANCE

#### Financial statement

Noted that the current account was in credit.

#### Cheques for signature

Tim Coleman – October maintenance	£180.00
Nigel Jeffries – cricket green cutting, September	£117.60
CPRE – annual subscription	£ 36.00
SSALC – clerk: recruitment assistance	£240.00
Mary Grove/St John Ambulance – pads for Parish Council defibrillator	£ 60.40

#### Budget, 2018-19

Noted the (previously circulated) first draft; **agreed** that it would be prudent to include £60 pa in future years for maintenance of the defibrillator; noted that a requirement for Parish Council funds to top up SCC highways work was almost a foregone conclusion; noted that it was by no means certain that grants would have to be cut but that, if they were, all the supported village organisations were now able to stand on their own feet thanks to their own fund-raising efforts; noted that snow clearance, if required, was undertaken on a voluntary basis; **agreed** to defer further consideration until the following meeting; and noted that, if necessary, approval of the final budget could await the January meeting.

#### Henry Smith Charity: annual grant

On consideration of the (previously circulated) paper **agreed** that three shop vouchers should be issued as suggested, together with a further voucher for £50 as one-off assistance to a villager who was now receiving a salary (paid monthly in arrears) in place of benefits (paid weekly). Also **agreed** the principle of expanding payments to the other areas set out in the paper (and so to inform the Almshouses) and to consider actual projects for approval once these had emerged as a result of the Clerk's further discussions; and noted that the 2017 grant could be disbursed throughout the following year.

### 6. PLANNING

#### Planning applications

**Confirmed** responses in respect of WA17/1885 (Farm Cottage) and WA17/1882 (10 The Hydons). Noted that the Chairman had declared an interest, as an adjacent landowner, in WA17/1936. **Agreed** the response in respect of WA17/1936 (barn at Hambledon House) as set out in the previously circulated paper. [Note: all responses attached to the file copy of these minutes.]

#### Decisions on recent applications

- WA17/0829: The Old Coal Yard , Hambledon Road - erection of two Class B1 buildings. Full permission
- WA17/1582/3: Potters Barn, Potters Hill (South West Surrey Golf Club) – change of use from storage barn to dwelling/amenity space; demolitions/extensions. Decision pending
- WA17/1644: 9 The Hydons – extension to garage. Full permission
- WA17/1722: Hambledon House workshops – increase in internal headroom to proposed replacement dwellings. Full permission
- WA17/1731: Peony Cottage Woodlands Road – erection of single storey extension. Full permission.

#### Orchard Farm

Noted that there were no further developments.

#### Waverley Local Plan/Dunsfold Park

Noted that there were no further developments.

### 7. VILLAGE MATTERS

#### Highways: verge maintenance

Noted that an SCC gang has been booked for vegetation cutting during the winter and that the actual work to be done would be discussed in advance with Mike Parry.

#### Highways: gully cleaning

Noted that, Mike Parry was now able to access the website giving full details of Flowline's gully maintenance schedule (on behalf of SCC); that some gullies had not been cleaned for at least two years; and that this would be pursued at the pre-vegetation cutting meeting mentioned above.

#### Right of Way maintenance

On consideration of the (previously circulated) paper and photographs of the work currently being carried out to improve BW185, noted that the total cost of the work was still awaited from SCC but **agreed** to maintain the offer to contribute approximately £500.

#### Other village matters

- Defibrillator. **Agreed** that the Clerk should pursue the possibility of more training with the Treasurer of the PCC and that instructions as to how to deal with a heart attack whilst waiting for an ambulance should be published in the Parish Magazine and on the village website, as well as in the telephone box by the Village Shop.

- Village Fete, noted that progress with its organisation would be reported in the December issue of the Parish Magazine and further discussed at a public meeting in January.

### 8. VILLAGE ORGANISATIONS

#### Nursery School

Noted that a replacement Church-nominated Trustees was needed for Catherine McBride and that the School would be applying to the Hambledon Community Fund for grants for some identified small projects.

#### Village Hall

Noted that replacement chairs were being investigated.

#### Oakhurst

On consideration of the (previously circulated) paper, **agreed** that the advisory committee established by the Trust Deed executed between the Parish Council and the National Trust to enable Oakhurst to be run as a cottage museum could be put into abeyance and that a formal letter to this effect should be sent by the Chairman to the National Trust. Thanked the Clerk for having chaired the advisory committee; **agreed** the arrangements for maintaining on-going liaison; and thanked Camilla Edmiston for agreeing to act as the link between the Trust and the Parish Council.

### 9. OUTSIDE MEETINGS

#### Surrey Hills Quiet Lanes and Decluttering Working Group, 21 November

Noted that Mary Grove and Stewart Payne hoped to attend.

#### Godalming Town Council re Citizens Advice, 21 November

Noted this invitation to Town/Parish Councils in Waverley to discuss financial support for Citizens Advice; that contributions from all the Parishes other than the largest four currently averaged approximately 16.5 pence per head; and that Hambledon's contribution of £100 pa averaged 16p per head. **Agreed** that Godalming be so informed and that the invitation to attend the meeting could be declined.

#### Waverley Housing Strategy Consultation, 21 November

Noted that this had been postponed until the new year.

#### Waverley Town and Parish Planning Forums

Noted that dates for forums to be held in 2018 had been notified.

### 10. DATES OF FUTURE MEETINGS

Noted meetings dates listed on the agenda for 2017-18, including the date of the Annual Village Meeting; and **agreed** that the meeting to co-opt the new Parish Councillor should be held at 19.00 on Friday 24 November.

The Chairman closed the meeting at 21.45

**Date of subsequent meeting: Tuesday 12 December 2017**