

HAMBLEDON PARISH COUNCIL

MINUTES

of the annual meeting of the Parish Council held on 9 May 2017 in the Village Hall

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

Apologies: Karen Jones and Stewart Payne

1. ELECTION OF CHAIRMAN AND VICE-CHAIRMAN

On a proposal by Philip Underwood, seconded by Mike Parry, John Anderson was elected Chairman.

On a proposal by John Anderson, seconded by Paul Pattinson, Philip Underwood was elected Vice-Chairman.

2. STANDING ORDERS AND FINANCIAL REGULATIONS

These were **reconfirmed**

3. REGISTERS OF MEMBERS' INTERESTS

Noted that these remained unchanged.

4. APPOINTMENT OF REPRESENTATIVES TO SERVE ON OUTSIDE BODIES

- to the Trustees of the Hambledon Almshouses: Mike Parry and Paul Pattinson
- to the Trustees of Hambledon Nursery School: Stewart Payne
- to the Village Hall Committee: Mary Grove.

5. MINUTES

The minutes of the meeting held on 18 April 2017 were **agreed** and signed.

6. 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

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

7. FINANCE

Financial statement

Noted that the current account was in credit.

Cheques and other payments

Agreed and signed the following

- Mary Grove: Village Hall heating (Parish Assembly); defibrillator battery £ 7.49
- AON UK Ltd: annual insurance premium £517.63
- Abbey Bookbindery: binding earlier minutes £ 85.00

Agreed to query the HVS bill for the Village Clean-up refreshments and to delegate authority to two Councillors to sign the cheque for this and the Parish Assembly refreshments once the cost of the former had been satisfactorily resolved.

Annual accounts, 2016-7

Noted the internal auditor's memo that the minutes of 30 August 2016 had approved a payment of £72 for grass cutting but that the relevant cheque, for two invoices, had been for £144; that, as two signatories were required for all cheques the payment had been approved in line with financial regulation 6.3; but that there had been a breach with regards to reporting. **Agreed** that the memo should be attached to the file copy of these minutes.

Signed off the accounts following completion of the internal audit and completed the annual governance statement.

Confirmed that the internal audit had been carried out in accordance with Audit Commission criteria.

Noted the enhanced level of fidelity guarantee and the requirement to review this annually; noted that the maximum cash assets held at any one time were c.£16,500 and that these were never held anywhere other than in one of the two Parish Council accounts with Lloyds; and **agreed** that, as two Councillors' signatures were required before any funds could be withdrawn from either account, the cost of any extra insurance would be disproportionate to the risk involved and could not be justified as a charge against the precept.

8. PLANNING

Planning applications

WA17/0708: Hambledon House – revised application, with full ecological surveys, for the erection of five dwellings on the site of demolished commercial buildings. **Agreed** to inform Waverley that the Parish Council had noted the further information provided in amplification of WA16/0820; that it must be for Waverley to decide whether this would enable it to assess the possibility of adverse effects on legally protected species; and that, in all other respects, Hambledon Parish Council stood by its comments dated 8 June and 24 August 2016.

Orchard Farm

Noted that the application for the erection of 17 dwellings, including 12 affordable, would be considered at a meeting of Waverley's Central Area Planning Committee on 17 May; that the application was subject to public speaking; that the Officer's report recommended, subject to the completion of S.106 agreements and conditions, that permission be granted; and that the Officer's report appeared satisfactorily to have addressed the concerns previously expressed in comments submitted to Waverley on 7 October 2016 10 February 2017.

Accordingly **agreed** that the application could now be supported by the Parish Council.

Agreed that the Chairman should speak on 17 May on behalf of the Parish Council.

Agreed that all Councillors would endeavour to read the Officer's report (copies tabled at the meeting) and advise the Clerk by 12 May if they had any particular comments or points which they felt should be included in the Chairman's presentation; and noted that a draft of the presentation would be circulated prior to 17 May.

Waverley Local Plan

Noted the (previously circulated) report citing matters and issues for examination that had been submitted by the consultants acting on behalf of the Joint Parishes in advance of the Examination in Public starting on 27 June.

Dunsfold Park

Noted receipt of the Statement of Case submitted by the consultants acting on behalf of the Joint Parishes for the Public Inquiry starting on 18 July and **agreed** that this should be circulated to all Councillors.

9. PARISH ASSEMBLY; VILLAGE CLEAN-UP

Noted the (previously circulated) Parish Assembly minutes.

Arising from Arthur Blackman's query regarding the parking of cars on the verge alongside the Cricket Green, **agreed** that a partial solution might be for the Cricket Club to ask all those associated with Juniors' training to park on the Cricket Club parking area rather than outside the Village Shop on Saturday mornings/Monday evenings; that it might help if the Trustees of the Cricket Green were to extend the verge-side posts up to the 30mph repeater sign along their part of the verge; but that other solutions such as levelling off the road opposite the pond, laying honeycomb mesh along the verge or piping the ditch/creating hard standing alongside the verge were probably impracticable.

10. PARISH PLAN

Agreed that the 2003 Parish Plan, regularly reviewed and up-dated, continued to provide a good overview of Hambledon: what needed to be preserved, what development would (or would not) be appropriate and what improvements were being (or needed to be) made to its facilities and services.

Noted the (previously circulated) most recent up-date; **agreed** that up-dates should be reviewed at least annually; and noted that it would be appropriate for the up-dates to include a reference to the need for small work spaces in the village.

11. VILLAGE OF THE YEAR 2017

Noted that the (previously circulated) application had been submitted to the organisers and that this appeared to have resulted in two telephone calls to villagers requesting further information.

Agreed that, if appropriate, the Parish Council would take receipt of the winning cash prize.

12. VILLAGE MATTERS

Highways and footpaths

- Noted that, despite substantial cuts to SCC's budget, repairs to the Greensand Way between the Ashlands Reservoir and Maple Bungalow remained a possibility; that all of the Greensand Way would continue to get two vegetation cuts but that no other paths would be considered for cutting by SCC unless a case could be made on account of substantial grass/nettle growth; and that the Parish Council could commission its own vegetation cuts providing the contractor had public liability insurance. **Agreed** to ask SCC to continue to cut the path from Horsehatches to the entrance to the Hydon Ball woodland and to endeavour to maintain the others using local resources.

- Noted that the public hearing, arising from objections to SCC's Definitive Map Modification Order to add a public footpath in Coleman's Copse (which had been supported by the Parish Council) had started on 3 May and would continue on 26 July, possibly for two more days.

- Noted that a jetter had recently attempted without success, due to its size, to clear gullies in Malthouse Lane but that it had cleared three (and overlooked a further three) in Vann Lane.

Informal play area

Noted that the ground had been sprayed; that materials were on order; and that work would be carried out in the near future.

School places

Noted that requests for changes to admission arrangements to facilitate access to local schools by children from Hambledon would have to be made direct to the Grayswood and Chiddingfold primary schools and to SCC in respect of Busbridge, Milford and Witley schools. Noted that admission arrangements would next come up for consultation in October 2017; that knowing how many primary school places were from 2018-19 might be required for children living in Hambledon would determine whether or not a case needed to be made for a rethink; and **agreed** to research numbers, inter alia via the village web site and the Parish Magazine. Also **agreed** to make it known that Plaistow primary school had places available for entry in September 2017.

Village fête and ball

Noted that a meeting of the fête's new organising committee would be held on 10 May and that organisation of the ball was also in hand; **agreed** to maintain the arrangement whereby the Parish Council hired the marquee and contributed £1,000 towards the hire costs; and noted the importance of ensuring its maximum use during the four days it was in situ.

Defibrillator at the Village Shop

Noted that this was checked on a weekly basis by Mary Grove, had recently been moved and had required a new battery.

13. VILLAGE ORGANISATIONS

Almshouses. Noted that work continued on the hedge and that plants had been purchased to enhance the landscaping

Nursery School. Noted that classroom lighting would be up-graded during the summer holiday, that numbers were likely to be down in 2017-18, that fees had been restructured, that a small across-the-board staff pay rise had been agreed and that advance notice would be required of any filming undertaken at the school arising from the Village of the Year competition so that parental permissions could be obtained.

Village Hall. Noted the need for secondary glazing and **agreed** that, if no cash support for air-source heating was forthcoming from the Village of the Year competition, its heating, which was essential for the preservation of its fabric, should perhaps be the village's next fund-raising village project.

14. OUTSIDE MEETINGS

None to report.

15. CORRESPONDENCE

None to report.

The Chairman closed the meeting at 21.05

Date of next meeting: Tuesday 13 June 2017