

# HAMBLEDON PARISH COUNCIL

## MINUTES

of the meeting of the Parish Council held on 22 September 2015 in the Village Hall

Present: John Anderson (Chairman), Mary Grove, Karen Jones, Paul Pattinson and Philip Underwood; and Jane Woolley (clerk)

Apologies: Mike Parry, Stewart Payne and Cllr. Nicholas Holder

### 1. MINUTES

The minutes of the meeting held on 12 August 2015 were **agreed** and signed.

### 2. MATTERS ARISING

There were none.

### 3. REPORTS BY WAVERLEY BOROUGH COUNCILLORS

None received.

### 4. TRANSPARENCY CODE FOR SMALLER AUTHORITIES

Noted that this had come into force on 1 April; that the Parish Council already complied with all requirements as regards information that had to be published annually; but that, as regards some of the information that had to be published more often, it would be helpful to receive advice. Noted that this could be provided by the Sussex and Surrey Association of Local Councils (SSALC) providing the Parish Council were a member; that, if it were, the Assistant Chief Executive of SSALC would be happy to meet Parish Councillors; and that, as the Parish Council would be joining half way through the financial year, a half-year subscription of £109.14 would be payable. **Agreed** therefore to join SSCLA forthwith, with the cost of the subscription being met from reserves, and to set up an early meeting between the Chairman, Paul Pattison, the Clerk and Mrs Bott with a view to ensuring compliance with the Code by the date of its next meeting.

### 5. FINANCE

#### Cheques

**Confirmed** the following

- Peter Woolley: second cut, Hambledon Hurst grass	£ 72.00
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**Agreed** and signed the following

- Norris & Gardiner: cricket green cutting, August	£205.94
- Tim Coleman: August maintenance	£190.00
- Peter Woolley: third cut, Hambledon Hurst grass	£ 72.00
- Colin Rapley: hedge cutting and verge trimming (localism initiative)	£840.00

## 6. PLANNING

### Planning applications

WA15/1425 – The Bungalow, Feathercombe Lane: extensions. **Confirmed** the Planning Committee's decision not to object

WA15/1603 – Court Farm, Church Lane: erection of porch and loggia. **Confirmed** the report of the Planning Committee which had noted the support in principal of Waverley's conservation officer and that the Design and Access Statement argued that the proposal met relevant local plan policies; but had asked that consideration be given to the facts that Court Farm was a landmark property in Hambledon, a listed building and situated in a conservation area.

### Decisions on recent applications

**Agreed** that it would be useful to receive regular reports on these and noted the following

WA15/0726 – Hazels, Vann Lane: certificate of Lawfulness for proposed extensions refused; decision appealed.

WA15/0973 – 6 Hydestile Cottages: Certificate of Lawfulness for use of land to station mobile home (occupied 'incidental' to the residential use of the main dwelling house) granted.

WA15/1167 – Nightingales, Vann Lane: full permission for erection of a dwelling and garage following demolition of existing dwelling and outbuildings.

WA15/1397 – Hambledon House: application for Certificate of Lawfulness for the use of an outbuilding ("The Greenhouse") as an independent dwelling withdrawn.

WA15/1383: The Old Rectory, Hambledon Road: full permission for erection of roof extension including dormer windows and alterations to existing integral garage to provide habitable accommodation and alterations.

### Orchard Farm

Noted developments that had occurred since the last meeting including the revised lay-out; the meeting which members of the Planning Committee had had with the representative group of Hambledon Park residents at the end of August; and further ideas for ownership/management of the land to be gifted to the whole village.

Noted that ERHA expected to give the Parish Council sight of the plans/documents that would accompany an outline planning application during October; that they would thereafter be on display for the information of all villagers at a drop-in session which ERHA would organise in the Village Hall during the first half of November; that the purpose of their forthcoming availability was to help everyone to formulate comments to Waverley on the outline planning application rather than to prolong the consultation process; and **agreed** that the representative group of Hambledon Park residents should be advised of the foregoing on receipt of the plans/documents by the Parish Council.

Also **agreed** that, following the drop-in session, the Parish Council should host a public meeting to listen to villagers' views on planning issues as these would need to be reflected in the Parish Council's comments on the outline planning application; and that dates for both events should be publicised in the November Parish Magazine, on the village web site and via individual letters to all villagers.

### Hambledon House "event", 25-26 July

Noted that whether or not this constituted an event for family friends or one for which an event licence should have been obtained was still under review by Waverley which expected to reach a decision whether or not to proceed further by the end of the week.

## 7. COMMUNITY PLAN AND VILLAGE DESIGN STATEMENT (VDS)

Noted that

- a steering group would be needed to supervise detailed work on the Plan/VDS and that Philip Underwood would be a useful contributor of photographs;
- volunteers in the village had offered to create a questionnaire and to handle the subsequent data input and analysis;
- Liz Bourne, the independent planning consultant from whom the Parish Council had already taken advice, had suggested an application to the Big Lottery Fund to meet other associated costs (eg public meetings, printing) and that any application would have to be submitted four months in advance of the anticipated project start date;
- Waverley was not expected to confirm its preferred spatial strategy and associated strategic sites for its forthcoming Local Plan until October/November;
- in the meantime, further assurances had been received that Hambledon would not be included in either category and that a Hambledon Community Plan and associated Village Design Statement would be regarded as material consideration by Waverley in dealing with planning issues.

**Agreed** therefore formally to launch the Community Plan at the April 2016 Parish Assembly and to invite Liz Bourne to be the guest speaker and, in the meantime,

- immediately to submit an application to the Big Lottery Fund with a view to the outcome being incorporated in the 2016-17 budget (to be approved in January);
- to meet from reserves costs of up to £300 that might be incurred in 2015-16 on professional advice/attendance at meetings;
- to canvass expressions of interest in joining the steering group/otherwise getting involved with the Plan/VDS via an article in the December Parish Magazine and the village web site, with the article again reiterating the reasons for producing a Community, as opposed to a Neighbourhood, Plan
- that the steering group should undertake preparatory work as from the start of the new year so as to be ready for the formal launch of the Plan/VDS in April.

## 8. VILLAGE MATTERS

### Police

Noted that the latest monthly crime statistics included one assault in Hambledon.

### Highways (localism initiative)

Noted that Colin Rapley had cut back hedges and verges along the Hambledon Road, Vann Lane and the top of Wormley Lane on 17/18 September and that he would shortly be checking gullies at the top of Wormley Lane.

### Superfast broadband

Arising from the suggestion that the Parish Council support a campaign on behalf of residents on the Wormley exchange who were not benefitting from superfast, despite BT's installation of fibre at the Lane End cabinet, noted the results of an initial trawl of selected residents, some of whom would shortly be taking advice from those who were engineering the introduction of superfast broadband for the Hydestile area.

### Dog fouling

Noted that this was a problem at the Hambledon Common as well as the Church car park and their associated footpaths and **agreed** to put up laminated notices in both areas asking people to remove their dog waste from the footpaths.

## 9. VILLAGE ORGANISATIONS

### Almshouses

Congratulated the Trustees on a very successful opening of the second Almshouse on 20 September and made especial mention of Andy Falk, Audrey Monk and Mike Parry who had taken particular responsibility for fund raising and project organisation.

Noted that there could well be a future need for more Almshouses in the village and **agreed** that this should be addressed in the forthcoming Hambledon Community Plan.

### Village Hall

Noted that professional advice was being obtained regarding replacement of the windows and that the Quiz night would be on 14 November.

Noted that Tim Coleman would be asked to clear the gutters as well as the eaves as part of his village maintenance contract.

### Village Shop

Noted the success of the presentation by the Deputy Lord Lieutenant for Surrey of the Queen's Award for Voluntary Service to the shop volunteers on 19 September.

Noted that sales figures and turnover continued to rise but were being carefully monitored.

### Village Fete, 18 June 2016

Noted that the Busbridge and Hambledon Church Community Building project (in Busbridge) would be the beneficiary of the ball on the evening of Saturday 18 June; that it would be organized by Sue Blackman with Julie Llewelyn shadowing her with a view to taking over the organisation of the 2018 ball; and that the Church would also be using the marquee on Sunday 19 June.

Noted that Philip Underwood would be holding a meeting in November to identify participating organisations in the fete and that several outside attractions had already been booked.

## 10. CORRESPONDENCE

### Surrey Community Action seminar, writing funding applications, 14 October

Noted that the Clerk planned to attend.

## 11. OTHER BUSINESS

There was none.

The Chairman closed the meeting at 21.30

**Date of next meeting: Wednesday 28 October**