

HAMBLEDON PARISH COUNCIL

The annual meeting of the Parish Council took place on Tuesday 15 May at 20.00 in the Village Hall

DRAFT MINUTES

FORMAL BUSINESS

1. WELCOME AND APOLOGIES

Prior to the election of the Chairman and Vice-Chairman, The Clerk welcomed everyone to the meeting.

Apologies from Mike Parry and Nicholas Holder were noted.

2. ELECTION OF CHAIRMAN AND VICE-CHAIRMAN

Philip Underwood proposed John Anderson for position of Chairman, this was seconded by Stewart Payne. John Anderson was duly elected.

John Anderson proposed Philip Underwood for Vice-Chairman, this was seconded by Mary Grove. Philip Underwood was duly elected.

QUESTION TIME

Paul Osborne.

FORMAL BUSINESS (contd.)

3. The draft minutes of the meeting held on 17th April were agreed and signed by the Chairman.

4. REGISTERS OF MEMBERS' INTERESTS

Members handed their completed registers of interests to the Clerk who will update the website and retain them securely.

5. CONFIRMATION OF STANDING ORDERS AND FINANCIAL REGULATIONS

Members noted an addition to the Financial Regulations to allow for on-line payments of invoices by the RFO.

6. APPOINTMENT OF REPRESENTATIVES TO SERVE ON THE FOLLOWING OUTSIDE BODIES:

- two Trustees of the Hambledon Almshouses (note: the Chairman serves ex officio)

Mike Parry and Paul Pattinson

- one Trustee of Hambledon Nursery School

Stewart Payne

- one member of the Village Hall Committee

Mary Grove

7. MEMBER PORTFOLIOS

Were agreed

8. FINANCE

-Financial Statement – The Clerk gave a verbal report on the status of the current account and reserves noted at 31st March 2018 and the present situation. Both in credit.

-2017/2018 Accounts were agreed.

-Invoices for payment – The Clerk will chase an invoice from the Village Shop for the Village Meeting costs and any other outstanding invoices.

Clerks' Expenses – Sean Sinnott and Paul Pattinson to agree Clerk's expenses from Q1 for payment.

-Henry Smith Charity – Agreed to the change in provider as requested.

9. VILLAGE MEETING; VILLAGE CLEAN-UP

It was reported that the clean-up went well and lots of rubbish was collected. The Clerk was thanked for organising the clean-up effectively. Sincere thanks were extended to a very efficient service from Waverley and Veolia in collecting the rubbish and carrying out a follow-up visit to the lay-by on the A283, which contained dangerous rubbish.

The Clerk will circulate the Minutes of the Village Meeting to all and there will be a write up will be in the June issue of the Parish Magazine.

10. PLANNING

WA/2017/2354: Land opposite The Merry Harriers – *change of use and erection of ablution block* – decision pending, target date was 13th Feb.

It was noted that amendments have been made to the current application. The ablution block will not be going ahead. The application is now for 6 permanent shepherd's huts, each with mains power and drainage. There are some questions that we need answers to before we can support the application. These are around the actual designated use of the site, parking, which is considered inadequate for the scheme, and drainage. The Clerk will contact the Planning Officer following this meeting to formulate a response by the deadline.

11. GENERAL DATA PROTECTION REGULATIONS

There are policies that need to be drafted and steps that need to be taken to ensure compliance. The Clerk is in discussion with SSALC to ensure that efficiency and effectiveness prevail.

12. NEIGHBOURHOOD WATCH

Paul Osborne was welcomed to the meeting and thanked for putting together a report proposing an enhanced way of communicating with all the co-ordinators in the village. It was agreed that this is a good way of using the internet and social media for cohesive communication. Stewart Payne, as the link from the Parish Council will communicate with Waverley Police to advise them of our thoughts and will link up with the current and potential Neighbourhood Watch (NHW) Co-ordinators and report back. It was considered important to include the traditional methods of communicating as well for those not so reliant on the internet.

It was noted that Ron Vickery is no-longer the Parish Council representative for NHW as reported in the Parish Magazine, this information needs updating in the public domain. Stewart Payne agreed to take that role on.

13. VILLAGE MATTERS

Highways – There is a meeting taking place on Thursday 17th May with SCC Cllr Victoria Young. Funds have been allocated via local councillors for highways and vegetation projects. The Clerk thanked Mike Parry for his work in getting together quotes from local providers. We will apply for money to erect roadside posts and to reinstate the bank, adjacent to the carriageway in a) Malthouse Lane and in b) Upper Vann Lane. We will also apply for funds for verge cutting and ditch clearance as a vegetation project under the Lengthsman Scheme.

Speed Limits – It was noted that complaints have been made to councillors about the speed of traffic through the village. It was asked whether we should consider applying for a 20mph limit through the village. Mary Grove and The Clerk will pursue this through SH AONB in the first instance.

Parish Plan Update – The Chairman asked for Councillors to feedback to the Clerk on what needs considering for the annual update of the plan.

14. VILLAGE ORGANISATIONS

Almshouses - The Automist Fire protection systems for the two properties were serviced on Thursday 26th April. Some further landscape planting has been done.

Nursery School – A new headteacher has been appointed.

Village Hall – Quotes are being sought for replacement of the stage curtains.

Village Shop – Councillors reiterated their support for the vital service that the shop provides to the village. The accounts for 17/18 are now published, which show the higher cost of the paid staff.

The Village Fete was discussed, and members sought confirmation of the recipients of the funding from the events within the Festival Weekend. Philip Underwood agreed to speak with the organisers.

Village Pond – A temporary pond that was created is still full of water and fish and causing flooding. Philip will take this item forward and report back.

15. FORTHCOMING OUTSIDE MEETINGS

Meeting with Cllr Victoria Young on highways funding – Thursday 17th May

Village Fete meeting – Tuesday 22nd May

New Clerk Training – Wednesday 23rd May

Presentation by WBC on Local Plan Part 2 – Monday June 4th at 7pm Stewart Payne and John Anderson to attend.

Surrey ALC Information evening – Wednesday 13th June – Mary Grove and Caroline White to attend.

16. CORRESPONDENCE

A letter received from Kent, Surrey, Sussex Air Ambulance asking for a grant of £150. The Clerk was asked to check the legality of granting money to charity before we reply.

Noted the contents of a letter received from Nigel Jeffries Landscapes.

17. OTHER BUSINESS

It was noted that a verbal review of the contract of Clerk took place after 12 weeks and a formal review is being set up with the interview panel.

Dates of next meetings

Tuesday 12th June – Apologies noted from Paul Pattinson

Tuesday 10th July

Tuesday 4th September

Tuesday 2nd October

Tuesday 6th November

Tuesday 11th December