

## **HAMBLEDON PARISH COUNCIL**

Draft Minutes of the Meeting of the Parish Council held on Tuesday 17 April at 20.00 in the Village Hall.

**Present:** John Anderson, Mary Grove, Paul Pattinson, Stewart Payne, Mike Parry, Sean Sinnott, Nicholas Holder, Caroline White

John Anderson welcomed everyone to the meeting  
Apologies were received from Philip Underwood

QUESTION TIME – there were no members of the public in attendance.

### FORMAL BUSINESS

1. DRAFT MINUTES of the meeting held on 20 March were agreed as a true record and signed.

2. DECLARATIONS OF INTEREST

John Anderson: 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.

Sean Sinnott: None

3. FINANCE

A cheque for the Village Shop for the final Henry Smith voucher of £25.00 was signed.

Invoices for SSALC and NALC annual subscriptions of £236.12 and the LCR magazine subscription of £17.00 were authorised for online payment by the Clerk.

Henry Smith Charity The grant of £2000 for 2017/18 has been entirely spent, with the major portion going to the Almshouses. (£1925.00). It has been agreed that The Almshouses will not be in receipt of a grant from the Charity via the Parish Council in 2018/19 as we are looking at other causes.

### Audit requirements

It was noted that the submission of the Annual Governance and Annual Returns (AGAR) will be done on-line from now on. We are exempt from a review and need only submit our AGAR, an exemption certificate and relevant contact details form by 11<sup>th</sup> June. The 2017/18 accounts need to be finalised as part of this process. They will be submitted for agreement at the next meeting. The final deadline for publishing of the returned signed forms is 30<sup>th</sup> September 2018.

#### 4. PLANNING

##### Planning applications

**WA/2018/0355 Farm Buildings, Hambledon House – Erection of 5 dwellings** following demolition of existing commercial buildings.

It was noted that HPC has objected to the application and the reasons therefore. Nicholas Holder agreed to speak to the planning office about her recommendation. It was noted that we are pursuing a meeting with a senior officer to discuss concerns with procedure.

**WA/2018/0370 1 Malthouse Cottages, Malthouse Lane – Erection of a single storey extension** – It was noted that support has been given to the application from HPC.

##### Recent applications

**WA/2018/0022: St Dominic's School – Erection of a performing arts building and a storage building –**

Councillors gave a verbal report following a site visit on 21<sup>st</sup> March. During said visit a point was raised about the lodge house, which has been empty for 8 years. It has been damaged by a water leak in the bad weather. Orchard Hill College Academy Trust (OHCAT) are new owners of the school buildings. It was agreed that a letter from the Parish Council encouraging them to maintain/improve the building would be a positive outcome. The Clerk will draft this and circulate if for agreement.

##### Orchard Farm

Councillors noted that an appeal has been lodged by English Rural Housing Association. There was a discussion about the drainage works taking place on Petworth Road by SCC.

We agreed to re-submit our support for the scheme by ensuring that a copy of the address made by the Chairman at the Waverley planning committee meeting in April 2017 has been sent to the Inspectorate.

##### Dunsfold Park

Noted that the Secretary of State announced his decision in favour of the Dunsfold Park planning application. It was noted that there are three legal challenges being mounted.

#### 5. GENERAL DATA PROTECTION REGULATION (GDPR) REQUIREMENTS

It was noted that the new regulations, which come into place on 25<sup>th</sup> May are designed to protect one's personal data. There are several tasks arising from the new regulations which must be carried out for HPC. In the first instance it was agreed to add a note on the Risk Register and engage the recommended company Satswana as our Data Protection Officer. This will cost just over £100 a year.

#### 6. VILLAGE MATTERS

##### Highways

Mike Parry is due to meet Stuart Copping next week to discuss outstanding items on the maintenance list and some other incidental items. The Clerk will chase up Victoria Young for a meeting to check on SCC plans for next year and whether any funding could come to the Parish Council for maintenance and improvement works.

##### Rights of Way

The Clerk will also follow up with Hannah Gutteridge to see whether she has had any updates on budget allocations for 2018/19.

### Annual Village Meeting

The list of representative attendees so far was shared with the councillors. The Clerk will arrange the refreshments and logistics for the planning of the village clean-up

### Village Fete

Nothing more to report

### Other village matters

Neighbourhood Watch was discussed.

## 7. VILLAGE ORGANISATIONS

### Almshouses

It was noted that the Air Source hearing system has been recently serviced.

### Nursery School

Mrs Nicola Collett is leaving as Headteacher. The vacant post is being advertised. John Anderson asked for sincere thanks to be expressed to Mrs Collett from the Parish Council.

### Village Hall

It was reported that 50 chairs are to be replaced and the remaining ones are to be recovered. New stage curtains and a replacement kitchen window are also being arranged.

### Village Shop

The shop continues to be a valuable village asset, they are always seeking to recruit more volunteers to the organisation.

## 8. FORTHCOMING OUTSIDE MEETINGS

SSALC New Clerk Training 23rd May

## 9. CORRESPONDENCE

It was noted that in response to the letter to WBC about Potters Hill, James Newman, new secretary at West Surrey Golf Club had contacted the Clerk and wished to attend the village meeting to introduce himself and say a little about their plans.

The following e-mails have been sent to all councillors for information since the last meeting:

- SALC March/April Bulletin
- Surrey Playing Fields Newsletter

The following publications were distributed by the Clerk

- LCR The magazine of the National Association of Local Councils
- Countryside Voice CPRE publication for Spring 2018

## 10. OTHER BUSINESS

Surrey Hills meeting on roads and decluttering took place on 11<sup>th</sup> April 2018. It was attended by 2 representatives from HPA.

### **Date of next meetings:**

(Thursday 26 April  
Tuesday 15 May

*Annual Village Meeting 7:30 for 8pm)*  
annual meeting of the parish council

Tuesday 12<sup>th</sup> June  
Tuesday 10<sup>th</sup> July  
Tuesday 4<sup>th</sup> September  
Tuesday 2<sup>nd</sup> October  
Tuesday 6<sup>th</sup> November  
Tuesday 11<sup>th</sup> December

Meeting closed at 21:40