

HAMBLEDON PARISH COUNCIL MINUTES

Julie Flenley (Clerk) Tel: 01428 683 903 Email: clerkofhpc@outlook.com

Hambledon Parish Council meeting on Tuesday 9th July 2019 at Hambledon Village Hall at commencing at 20:00 hours.

Please note that the September meeting has been moved to 10th September to avoid the end of August bank holiday.

Present

Cllr John Anderson (Chairman), Cllr Robin McKeith, Cllr Sean Sinnott, Cllr Mike Parry, Cllr Philip Underwood, Cllr Jan Floyd-Douglass (WBC), Julie Flenley (Clerk).

AGENDA

1. Questions from members of the public – none present.
2. Apologies for Absence – Cllr Trevor Sadler, Cllr Mary Grove and Cllr Stewart Payne.
3. Draft Minutes of the Parish Council Meeting held on 11th June 2019 were agreed and signed by the Chairman.
4. Declaration of Interests.
Cllr John Anderson: Trustee, Hambledon Almshouses; Trustee, Hambledon Football Club
Cllr Mary Grove: Member, Village Hall Committee; Trustee, Hambledon Football Club
Cllr Sean Sinnott: Member of the Management Committee, Hambledon Village Shop;
Member of the Management Committee, Hambledon Festival Association
Cllr Mike Parry: Trustee, Hambledon Almshouses
Cllr Phillip Underwood: Parish Council representative of the Parochial Church Council, Hambledon Parish Church
Cllr Stewart Payne: Trustee and Parish Council representative, Hambledon Nursery School
5. Brief Verbal Report from the County Councillor on matters from Surrey County Council affecting this Parish. Cllr Victoria Young was not present at this meeting.
6. Waverley Borough Councillor Jan Floyd-Douglass thanked Councillors for welcoming her to the July meeting. Cllr Floyd-Douglass spoke about her wishes as a newly installed Borough Councillor, where she and Cllr Sadler wished to engage with their constituents to understand local issues and opportunities for their further involvement within the community. Cllr Floyd-Douglas and Cllr Sadler as new Waverley Borough Councillors stated that they would jointly represent both parishes. Cllr Floyd-Douglass also confirmed that she would evaluate sources of funding if there were possibilities and inform the Clerk and Councillors.

7. Finance

7.1 Verbal update Hambledon Parish Council: The Clerk and RFO stated that the balance in Hambledon Parish Council's 3 accounts were as follows:

- Treasurers account £13,470.58
- Reserves account £8,345
- Henry Smith's Charity £1,655.72

7.2 Payments approved:

- Nigel Jefferies invoice no. 11941 for £235.20 – cutting cricket outfield
- Tim Coleman invoice no. 416 for £100 for grass cutting at village shop/play area.
- Tim Coleman invoice no. 417 for £75 for strimming and cutting Deans and Paddock Close.
- Tim Coleman invoice no. 418 for £220 for grass cutting at shop, cricket pitch, school.
- Tim Coleman invoice no. 419 for £120 for grass cutting at shop, cricket pitch, school.
- Information Commission Subscription (for certificate) ICO Z8013009 for £35 taken by Direct Debit on 26th June 2019
- Welcome Packs expenses (Cllr Grove) for printing, etc. £38.71
- Clerks expenses for stationary (ink) £65.99

7.3 Henry Smith Charity

It was agreed to pay the proposed amounts to recipients. The Clerk highlighted the fact that she was in the process of completing the Annual Return to the Charities Commission for the Henry Smith Charity monies and would update at the next meeting when it was completed.

Hambledon Parish Council agreed with our auditor that we should set up a separate bank account to that of Hambledon Parish Council.

The issue of bank accounts had been highlighted by the Auditor. At present the Clerk has to transfer monies from the Henry Smith bank account through the Treasurers Account to pay grant awards. The Clerk notified Councillors that she had been in touch with both the Charity Commission and Lloyds bank to discuss the possibility of opening an account which fulfils the criteria of the Charity Commission. A solution is being discussed and once agreement between Councillors has been reached, an appropriate account will be opened.

Action: Clerk, Cllr Grove and Cllr Sinnott to agree on an appropriate bank account and Clerk to open one accordingly.

Action: Clerk to notify Auditor and Henry Smith Charity of new details.

8. Planning Policy Update on Planning enforcement items

- Barn in field adjacent to Hydon's Farm – no updates at present. It was confirmed in correspondence that Cllr Payne had spoken to the agent of the site and sent a letter and will inform Councillors once he has received a response.

- Planning enforcement FS125389942 Hambledon House Hammerhead – the history of the site was discussed. It was noted that Waverley Borough Council’s rubbish trucks could not exit the site facing forward as was required by Waverley Borough Council’s policy. It was also noted that the designated bin site on the plan was in breach of Waverley’s bin strategy. Cllr Anderson confirmed that he had a meeting with the Enforcement team to discuss the problems of the lack of a hammerhead is causing. The Enforcement team confirmed they had evaluated the applications in relation to the site and deemed the hammerhead had been outside the red line area so there was no breach of planning. It was agreed to contact Waverley Borough Council Planning and Enforcement teams to see if a satisfactory solution could be agreed.

Action: Clerk to draft a letter to Paul McKim, Head of Planning and Beth Howland-Smith detailing our concerns.

- 5 Hydestile Cottages – Confirmed that the tenant has now moved. Further comment received from Neighbour at No 2. Waverley Borough Council are aware of our comments. Cllr Grove will update further once Waverley Enforcement are in contact again.

9. New Planning Applications

- **WA/2019/0858** Hydon’s Farm House Certificate of Lawfulness under S. 192 for erection of a two-storey rear extension (revision of WA/2019/0313). Letter agreed by Councillors. It was noted that Hambledon Parish Council agreed with Waverley Borough Council that it did not meet the criteria for permitted development but left it to WBC to advise.

- **WA/2019/0948** Hydon’s Farm Garage. Certificate of lawfulness under section 192 for use of existing domestic storage building to use as ancillary habitable accommodation together with changes to fenestration. Letter agreed by Councillors. It was noted that Hambledon Parish Council had not considered the original change of use to residential to be appropriate as per our letter to Waverley Borough Council on 1st April 2019. This should now not be considered a separate dwelling but is for Waverley Borough Council to advise. The Parish Council also felt that the two applications WA/2019/0948 and WA/2019/0858 should be considered together.

- **WA/2019/0978** 3 Hydestile Cottages. Certificate of lawfulness under section 192 for erection of a two storey rear extension. Letter agreed by Councillors. No objection.

Action: Clerk to send draft letters to Waverley Borough Council.

10. Recent Planning Applications

- **WA/2019/0671** Orchard Farm update – English Rural in their letter of 4th July to the Clerk with documents from Surrey County Council and Haworth McCall which are now on Waverley Borough Council’s Planning Portal. A letter from Surrey County Council dated 2nd July to Waverley Borough Council confirmed that they were satisfied the proposals detailed in the Drainage Consultant updated report document Haworth McCall provided would resolve drainage issues on the Orchard Farm site, and quoted “We are now satisfied that the proposed drainage scheme meets the requirements set out in the aforementioned documents and are content with the development proposed”.

Councillors evaluated the Haworth McCall drainage document. After discussion, it was agreed that the concerns highlighted by Hambledon Parish Council with regards to drainage on the site have been suitably addressed. This, in conjunction with the fact that the adjacent land issue has been addressed by English Rural resulted in an agreement amongst Councillors that the two issues of the land and the drainage had been satisfactorily resolved. It was agreed that Hambledon Parish Council would write to Waverley Borough Council accordingly.

Cllr Floyd-Douglass confirmed that alongside the draft Affordable Housing Supplementary Planning Document (SPD) for which comments has been asked for by 12th August, there is a meeting planned for 18th July to discuss affordable housing in the region which she would duly report back on.

Action: Clerk to write to ERHA and Waverley Borough Council commenting in support of the scheme.

- **WA/2019/0671** Hambledon House – confirmed that a letter has been sent to Waverley Borough Council Planning Department with our comments supporting the house design and its rebuilding, which is of course to be welcomed, but expressing concerns as to the future end use as a bed and breakfast or a hotel, which was raised by both local residents and the Parish Council.

11. Maintenance Update Report Update and budget alterations from Cllr Parry were updated. Accordingly, the budget was again closely looked at and it was agreed that some costs had to be cut further to keep within budget. It was also agreed that the Clerk would approach Cllr Victoria Young once more to evaluate whether an allocation could be made from her personal allowance for much-needed maintenance works which would ease the budgetary strain.

Conversely, Cllr Parry confirmed that he had spoken to Surrey County Council who reported that instead of offering a budget for ditching and clearance work within the village, that instead they would provide a ‘gang’ of workers for a pre-ascertained number of days to carry out such maintenance. Cllr Parry would review this with Surrey County Council.

It was confirmed that Cllr Grove had spoken to the Village Hall Committee who have agreed to cover the cost of clearing their own gutters, which has saved £75 from the overall budget. Cllr Underwood also confirmed that a £50 saving could be made from the allocation for the village pond where volunteers could be used in order to assist with clearing works.

Cllr Grove had reported that local farmer had approached her regarding hedges in Malthouse Lane were becoming problematic and required cutting back. The hedgerows would be cut back in September by Colin Rapley.

Cllr Grove had also reported that there had been complaints regarding a number of potholes within the parish, in particular, the reoccurring one by Pound House which has since been repaired, and one on the A283 by the junction of New Road and Petworth Road. Cllr Grove reported it to Surrey Highways and has since been told that it is not enough of an issue to warrant action. Furthermore, Cllr Grove has been approached about the quality of the road surface on Station Road. Cllr Parry informed the meeting that it is due to the side of the road not having a proper ‘bed’ and the tarmac at the top of the road is being worn away by traffic continually driving over it, as it is not sufficiently underlaid. Cllr Parry agreed to monitor the situation.

Parking by Hambledon Village Shop was also discussed; there has been a continuing issue with regards to parking on the roadside which has disrupted traffic flows along Vann Lane, effectively in some instances closing it to oncoming traffic, particularly large lorries and farm vehicles. Several options were discussed amongst Councillors, including traffic cones and double yellow lines. It was agreed that the Clerk would write to the Chairman of Hambledon Village Shop to raise the issue and look at ways to ease congestion.

Grasscutting on the village green was also considered; Cllr Parry has spoken to Hambledon Cricket Club with regards to how best to go forward with the situation. Cllr Parry mentioned the possibility of the cricket club obtaining a grant for a lawn mower in order for them to facilitate their own cutting which was welcomed by the club and would be further explored.

Cllr McKeith reported that the prearranged lift to collect railway sleepers had to be cancelled. However, it will be rearranged and the sleepers will now be obtained alongside some ballast which will assist in the drainage of Bridleway 186. It was also noted that a significant amount of ballast would be required to assist in obtaining a long-term solution to the issue. In light of this, Cllr McKeith proposed that a number of local businesses be approached in the event that they might wish to make a donation of ballast to Hambledon's bridleways and footpaths.

Action: Clerk contact Cllr Victoria Young with regards to obtaining potential grant ditching works.

Action: Clerk to write to the Chairman of Hambledon Village Shop to discuss ways to ease congestion.

Action: Cllr Parry to update Clerk on budget estimates for the incoming financial year and report to the Clerk on numbers.

12. Hambledon Parish Council

- Parish Plan – it was noted that the Parish Plan was still in the process of being updated and would be available as soon as practicable.
- St. Dominic's – no update.
- Portfolios – need to be redistributed

Action: Clerk to update and circulate portfolios.

13. Village Matters Update on:

-Village Speed Limits and Traffic Calming – Cllr Grove reported that there were two training dates for Community Speed Watch, 23 and 31 July both to be held in Guildford. 14 of the 16 volunteers are able to attend, and Mr David Munro, the Police and Crime Commissioner for Surrey, will be attending on 31 July to meet volunteers. Cllr Grove also reported that Colin Davis, a highway/traffic engineering specialist and consultant for the Surrey Hills Working Group, has put forward some ideas which need to be presented in terms of traffic calming.

Paul Osborne's note with regards to oil drilling in Dunsfold was also considered and it was agreed that a letter would be written to object on planning grounds, but ensuring the objection was on traffic grounds.

- Public footpath at the Hydon's – No further updates.

14. Village Organisations

-Hambledon Almshouses - Cllr Parry reported that the air source heating had been fixed, and there was a service due.

-Hambledon Nursery School – Nothing to report.

-Hambledon Village Hall – Very successful professional Art Show was held last Saturday, which was well attended by the public with approximately 180 people. The day was dedicated to Mic Coleman, and his children and grandchildren had their art on display too. Sales of £3.4K were recorded on the

day. The next event is a film night 1st August which is Stan and Ollie, followed by a Fashion Show, another film, a play and Quiz night during remainder of year. Plans are afoot to replace kitchen window.

-Hambledon Village Shop – Nothing to report.

- Hambledon Village Church – Rev. Simon Willetts is moving into Merville Bottom on 27th August with a 2 weeks induction. There will be an instillation service on 15th September which all are invited to attend.

15. Reports from outside meetings - Nothing to report.

16. Forthcoming outside meetings

17. Correspondence – SPD to be signed off by 12th August 2019.

18. Date of next meetings at 8pm in the Village Hall:

10th September 2019

8th October 2019

12th November 2019

10th December 2019

14th January 2020

11th February 2020

10th March 2020

23rd April 2020

12th May 2020

MEETING CLOSED AT 10.38 PM