

# HAMBLEDON PARISH COUNCIL MINUTES

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Hambledon Parish Council meeting on Tuesday 11<sup>th</sup> June 2019 at Hambledon Village Hall at commencing at 20:00 hours.

## Present

Cllr John Anderson (Chairman), Cllr Robin McKeith, Cllr Mary Grove, Cllr Sean Sinnott, Cllr Stewart Payne, Cllr Mike Parry, Cllr Trevor Sadler (WBC), Julie Flenley (Clerk).

## AGENDA

1. Questions from members of the public – none present.
2. Apologies for Absence – Cllr Victoria Young, Cllr Jan Floyd-Douglass and Cllr Philip Underwood.
3. Draft Minutes of the Parish Council Meeting held on 14<sup>th</sup> May 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

All Councillors also completed their Declarations of Interest in accordance with Council procedures and Cllr Anderson and Cllr McKeith completed their Acceptance of Office forms.

Action: Clerk to register the declarations and add to the Hambledon Village website.

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 Trevor Sadler reported that control of Waverley Borough Council had changed and was now under the control of the Farnham Residents Group, Independents, Greens and Labour, and that it was no longer under the Conservatives control. Cllr Sadler also advised Hambledon Parish Council that he would duly inform Councillors if there were any future changes to policies.

Cllr Payne also noted that with the power shifting from Conservatives, and the biggest party after the Conservatives being the Farnham Residents which may alter the way housing allocations are

looked at. That the new Council may shift housing allocations away from Farnham as the schemes there are controversial. Cllr Payne asked that Cllr Sadler kept Hambledon Parish Councillors updated with any changes, particularly in light of the Dunsfold New Town.

## 7. Finance

7.1 Verbal update Hambledon Parish Council: The Clerk requested that the Chairman sign the Annual Governance and Accountability Return (AGAR) 2018/2019 as per instructions. The Parish Council financial regulations were also agreed.

The annual accounts for 2018/2019 were evaluated by Councillors and agreed that the Chairman could sign off alongside the Annual Governance and Accountability Return.

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

- Treasurers account £14,709.54
- Reserves account £8,345
- Henry Smith's Charity £2,010.72

## 7.2 Payments approved:

- Nigel Jefferies invoice for £235.20 for cutting cricket outfield (invoice no. 11873)
- BHIB village insurance premium £470.26 (over budget by £10.26)
- Clerks expenses for work mileage and homeworking costs (January to March 2019) £88.50
- Clerks expenses for stationary (ink) £20.00

## 7.3 Henry Smith Charity

It was agreed to pay the proposed amounts to recipients. A list of potential recipients has been proposed and the Clerk is awaiting instructions and invoices to issue payment. Instructions to process the monies were agreed.

Two cheques were issued from the Treasurers account, one for £200 to a grant recipient and one for £155 to cover 31x £5 Hambledon Village Shop Vouchers which were issued at Christmas 2018 and now being recouped by the Village Shop.

Action: Cllrs Grove and Sinnott to liaise with the Clerk to allocate spending as agreed.

## 8. Planning Policy Update on Planning enforcement items

- **5 Hydestile Cottages (WA/2019/0171)** Tenant who lives at the address and carried out the initial works is moving out. Waverley BC Enforcement say that they will pursue the tenant to reimburse costs of correcting work.

- **Barn at Hambledon House (WA/2017/1936 – original application and WA/2018/0355 associated application)** The initial application contained a 'hammerhead' for goods and refuse lorries to turn around in order to prevent them from reversing into Vann Lane. It now appears that the 'hammerhead' has been subsumed into the renovated barn car parking space and now constitutes part of the driveway for the property. This we believe is contrary to the original planning

application. The Clerk was asked to contact Waverley Borough Council Planning Department to ask for an explanation and confirm the details.

Cllr Payne noted that lorries and large vehicles turning was a major safety issue and that parking and vehicular access was raised by Hambledon Parish Council when the application was submitted.

*Action: Clerk to notify Waverley Borough Council Planning and Enforcement departments of the situation and request that they investigate.*

#### 9. New Planning Applications

**- WA/2019/0671 Hambledon House – Erection of a house following the demolition of a house.**

Councillors noted that the size of the proposed property was broadly similar to the original building which contained 8-9 bedrooms. Councillors agreed that the house needed rebuilding also that Surrey Hills AONB were complimentary about the proposed scheme's design.

However, residents had brought to the attention of the Parish Council that the proposed house could be used as a hotel or bed and breakfast. The application was for 11 bedrooms and had been described as a family dwelling and had two separate wings and a bedroom on the ground floor. It also referred to an adjoining building as staff quarters.

It was agreed that Hambledon Parish Council would contact Waverley Borough Council to note the house redevelopment as a residential and family dwelling but raise concerns of the use and see if this could be restricted to a family dwelling by means of a covenant or conditions. It was further noted that weddings had been held in the grounds previously which had caused a considerable nuisance in the summer of 2016, and that the house had been used as a bed and breakfast in the past.

*Action: Clerk to draft a letter to Waverley Borough Council highlighting concerns with regards to future use of the property one built.*

#### 10. Recent Planning Applications

**- Barn adjacent to Hydon's Farm –** Cllr Payne stated that the land was regarded as an asset by a company listed in Jersey and that Ashfield Group managed the land on behalf of the owner.

Increased activity was noted in the barn at May's Parish Council meeting which Cllr Payne was investigating. Cllr Grove reported that a caravan had appeared on the site and it was possible that it could be used for accommodation.

Cllr Payne reported that he had received an email from Ashfield Group which stated that the land is not being used commercially but that they will investigate. Councillors noted that the long-term use of the land needs to be understood in the event of applications for change of use of planning.

**Orchard Farm –** Cllr Anderson reported that he had spoken to the new Case Officer at Waverley Borough Council, Graham Speller. Drainage issues were in the process of being discussed between English Rural Housing Association and Surrey County Council to answer the queries that had been raised.

*Action: Cllr Anderson to remain in contact with Waverley Borough Council to monitor actions on the drainage.*

11. Maintenance Update Report Update and budget alterations from Cllr Parry were updated, and it was noted that it was important to keep to the overall budget.

It was agreed that Cllr Grove would speak to the Village Hall committee who would arrange to have their own gutters cleared, which would save £75 from the overall budget and that Cllr Parry would speak to Tim Coleman to negotiate a reduction of £16 on the wooden posts. This broadly corresponds with the overall budget but maintenance would be continually reviewed in order to try to make savings.

Furthermore, cutting the cricket outfield was looked at. At present the budget for this financial year is £1,400, a total of £117.60 per cut, which equals 11 cuts for the year at a total cost of £1293.60. It was agreed that expenditure on this item would need to be reduced to 11 cuts in line with other maintenance items to ensure we meet our budget obligations this year. It was proposed that Hambledon Cricket Club could look at the potential of maintaining the outfield themselves with some grant help from the Parish Council. They may wish to approach the Community Fund for a grant for a lawn mower. It was also agreed that the Clerk would speak to the cricket club to see where they were at in terms of cuts for the remainder of the cricket season.

It was also noted that Cllr Young had not yet responded to an email from the Clerk requesting funding for some culverting work on Vann Lane from her personal allowance and this was being followed up.

It was noted that all maintenance works needs to be costed out and contracted accordingly in order to keep to budget allocations.

Cllr Parry reported that works were also proposed for Bridleway 186; railway sleepers had been obtained and a van arranged to transport them and that secure storage was required due to their value.

Bridleway 197 also requires investigatory works; some trees require removal after the recent inclement weather and other clearance work is required. Cllr Parry envisages that this will require in the region of 10 volunteers.

Cllr Parry also reported that the smell from the sewage works around Paddock Close was investigated by Surrey County Council's environmental team in order to get it resolved and that this inspection took place on 5<sup>th</sup> June 2019 and that the council would update accordingly once he had an answer.

Action: Cllr Grove to speak to the Village Hall Committee to request that they deal with the Village Hall gutters from their own budget.

Action: Cllr Parry to speak to Tim Coleman to negotiate a reduction of £16 for the wooden posts.

Action: Clerk to speak to the cricket club regarding the maintenance of the outfield and contact Cllr Victoria Young with regards to obtaining potential grant for the Vann Lane culvert which needs replacing.

Action: Cllr McKeith to confirm storage for the railway sleepers.

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

Action: Cllr Parry to update on the sewage situation in Paddock Close.

## 12. Hambledon Parish Council

- Colemans Copse - no official approach has been made regarding the use of the land from the Festival Committee to the Parish Council with regards to a proposed BBQ for children and adults in the Copse. After consideration, Hambledon Parish Council feels that as there is no public access to the land it would be inappropriate to use the Copse but adjacent land has permitted access and could be used.

- Parish Plan – it was noted that the Parish Plan was completed in 2003 and had been updated each year up to 2017. It was agreed to carry out the annual review of the Parish Plan and update for 2019.

Action: Cllrs Sinnott, Payne and McKeith to look into updating the Parish Plan addendum.

Action: Clerk to arrange to forward a copy of the Parish Plan to the new Waverley Councillors, Cllr Sadler and Cllr Floyd-Douglass.

## 13. Village Matters Update on:

-Village Speed Limits and Traffic Calming – Cllr Grove reported that the Community Speed Watch is being organised and apologised for her delay in effecting this. It was also reported that PC Milford was to hold a multi-agency meeting in July/August. There would be a meeting on 13<sup>th</sup> June in Hambledon from the Surrey Hills Working Group with a site visit in Hambledon to discuss inherent issues.

Action: Cllr Grove update on Surrey Hills AONB meeting on 13<sup>th</sup> June and report back when she hears from Inspector Milford.

- Welcome Packs – 1 new family requires a Welcome Pack.
- Dog Fouling – no updates.
- Public footpath at the Hydon's – No further updates.

## 14. Village Organisations

-Hambledon Almshouses - Cllr Parry reported that the air source heating had had problems and had not been resolved but it was a work in progress.

-Hambledon Nursery School – Nothing to report.

-Hambledon Village Hall – Cllr Grove informed Councillors that there was a film evening on 16<sup>th</sup> June and tickets were almost sold out. It was also noted that there was a professional Art Fair scheduled for 5<sup>th</sup> July and that professional display boards had been generously donated.

-Hambledon Village Shop – Cllr Sinnott reported that all was well and that Alex, the new manager was settling in well. Further, that the shop had received funding for new benches from the Community Fund.

- Hambledon Village Church – Nothing to report.

- St. Dominics School – Cllr Payne confirmed that he had written to the school in 2018, and again more recently to the Principle with regards to the Lodge House. Cllr Payne confirmed that funding is an issue within the school and they had asked for leads regarding sources.

Action: Councillors to consider any new sources of additional funding.

15. Reports from outside meetings - Cllr Anderson attended the Traffic Meeting arranged by Surrey Police Neighbourhood Team on June 10<sup>th</sup>. They were to work with the community and build up better relationships and help to support them. Cllr Anderson also circulated a leaflet he received from attending.

16. Forthcoming outside meetings

– Surrey Hills Working Group on 13<sup>th</sup> June (see item 14 on Speeding and Traffic Calming).

17. Correspondence – St. Dominic's has been in touch regarding the empty buildings they have on site, see item 14.

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

9nd July 2019

3rd September 2019

8th October 2019

12th November 2019

10th December 2019

7th January 2020

**MEETING CLOSED AT 10.45 PM**