

# HAMBLEDON PARISH COUNCIL MINUTES

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Hambledon Parish Council meeting on Tuesday 10<sup>th</sup> March 2020 at Hambledon Village Hall commencing at 20:00 hours.

## Present

Cllr John Anderson (Chairman), Cllr Stewart Payne (Vice Chairman), Cllr Mary Grove, Cllr Philip Underwood, Cllr Robin McKeith, Cllr Mike Parry, Cllr Sean Sinnott and Julie Flenley (Clerk).

## AGENDA

1. Questions from members of the public – None present.
2. Apologies for Absence –Cllr Trevor Sadler (WBC) and Cllr Jan Floyd-Douglass (WBC).
3. Draft Minutes of the Parish Council Meeting held on 11<sup>th</sup> February 2020 were agreed and signed by the Chairman.
4. Declaration of Interests.

Cllr John Anderson: Trustee, Hambledon Almshouses; Trustee, Hambledon Football Club, Member of Hambledon Community Fund

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; Member, Hambledon Community Fund

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. Brief Verbal Report from the Waverley Borough Councillors on matters from Surrey County Council affecting this Parish. None present but noted that our Waverley Borough Councillors would like to hold another surgery in September or October for villagers. Dates and location to be advised.
7. Finance  
7.1 Verbal update on monthly finances – 12 monthly forecasts to the annual budget  
The Clerk presented the net forecasts for the remainder of the financial year, and Councillors agreed to grant £100 each to village causes, including the Village Hall, Cricket Club, Football Club and Village

Church. Councillors agreed the underspend in the maintenance budget could be put forward to replacing the pipe in a culvert on Vann Lane in 2020/2021.

The Clerk stated that the balance in Hambledon/ Parish Council's 4 accounts were as follows

- Hambledon Parish Council Treasurers account £3,244.09
- Hambledon Parish Council Reserves account £8,345
- Henry Smith Treasurers Account £1,076.07
- Henry Smith's Charity (BB Business Online Account) £NIL – To be closed via letter

#### 7.2 Payments approved:

- Julie Flenley Q1 2020 Expenses - £92.40
- Mike Parry, ancillary expenses for repairing the bench by the village shop £25.72
- Hambledon Football Club Grant - £100
- Hambledon Cricket Club Grant - £100
- Hambledon Village Hall Club Grant - £100
- Hambledon Church Grant - £100

Action: Clerk to organize payments as above & close HSC Business online accounts.

#### 7.3 Henry Smith Charity

The Clerk confirmed that the December 2019 grant application had been made and the safeguarding policy for children and vulnerable adults has been drafted. The Clerk confirmed the remainder of the budget for the 2018 year and figures were agreed by Councillors with regards to how the remainder was to be distributed.

#### 8. Planning Matters Update

Cllr Anderson confirmed that a planning meeting had been arranged with Waverley Borough Council's Head of Planning, Zac Ellwood, to review Planning policy. Cllr Floyd-Douglas would be in attendance via video link.

Orchard Farm: Waverley Borough Council confirmed that the Section 106 and documentation had all now been agreed and the granting of Planning was imminent.

Councillors also noted that the application for an extension to Bermonde (WA/2019/1709) has been referred through to Appeal.

#### 9. New Planning Applications

- **WA/2020/0104** Sawmill Cottage, Salt Lane, Hydestile, GU8 4DH. Erection of a dwelling following demolition of existing dwelling and outbuilding. Cllr Anderson had queried the areas with Waverley Borough Council and noted the complex history of the site. The issue of area calculations for extensions has been a constant concern regarding recent Planning applications, and WBC are aware of these issues.

- **WA/2020/0151** Sawmill Cottage, Salt Lane, Hydestile, GU8 4DH. Erection of extensions and alterations. See above comments for WA/2020/0104.

Action: Cllr Anderson to update the Parish Council once he has had his meeting with Waverley Planning Department

Clerk to write to Waverley Borough Council accordingly once letters have been agreed.

## 10. Recent Planning Applications

- **WA/2019/2129** 3 Warren Lane, Hambledon, GU8 4HQ. Erection of an attached garage and store. PENDING

- **WA/2019/1180** Nutbourne Brickworks PENDING

- **WA/2019/1747** – Hydon Farm, Hambledon Road, Hambledon, GU8 4DL. Alterations to existing detached garage/store to form ancillary habitable accommodation - PENDING

- **WA/2019/1996** – 2 Jasmine Cottage, Warren Lane, Hambledon GU8 4AS. Erection of an outbuilding. PENDING.

- **WA/2019/1985** – Hambledon Lodge, Vann Lane, Hambledon, GU8 4HW. Erection of a dwelling car port and stables following partial relevant demolition of existing unlisted dwelling within a conservation area (revision of WA/2019/0470). PENDING.

## 11. Village Matters

### 11.1 Maintenance, Highways, Hedges/Ditches and Rights of Way

Cllr Parry informed Councillors that flooding from Upper Vann Lane and along Vann Lane is becoming a major problem as the ditches are full of silt, which needs to be removed to allow the water to flow and drain away.

Councillors discussed the need for a comprehensive solution to stop silt buildup and water run off with no ditches in place. A meeting was needed with Waverley and Surrey County Council Highway Departments to discuss issues.

The issue of Rights of Way was raised in terms of an application Under Section 31(6) Highways Act 1980 by Feathercombe Farm to ensure that existing Rights of Way were being used appropriately by walkers. Councillors had no objection to the proposal but it was felt that Cllr McKeith could make contact with Mr. Jim Parker to see what the Parish Council could do.

Cllr Payne also reported that the bus shelter at Hydestile Crossroads was noted as a heritage bus shelter by Waverley Borough Council who has granted a sum of money to fix the roof and replace the bench inside the shelter.

The Clerk raised the fact that she had been contacted by the occupant of 5 Hydestile Cottages with a complaint about having to bear the cost of the crossover from Hambledon Road into her property. It was reported by Cllr Grove that Surrey County Council were still dealing with it but that the Clerk would write when the situation had been clarified.

*Action: Cllr McKeith to contact Mr Jim Parker of Feathercombe Farm to see what Hambledon Parish Council could do.*

*Action: Cllr Parry to look at long term resolution to the situation at Vann Lane with costings.*

*Action: Clerk to contact Stuart Copping at Surrey County Council to arrange site visit and meeting for Vann Lane.*

*Action: Clerk to write to resident at 5 Hydestile Cottages to update her on the situation.*

### 11.2. Traffic and Speedwatch

Cllr Grove reported that there were several Speedwatches in the last month but it was hard to secure volunteers. It was felt that this could be reinvigorated at the Parish Assembly in April. Cllr Grove also reported that she had a meeting arranged with Inspector Gary Smith of Surrey Police on 27<sup>th</sup> March.

### 11.3 Parish Plan and Neighbourhood Plan

Councillors agreed that a joint Neighbourhood Plan with Busbridge was not feasible, and that a Neighbourhood Plan would not be drafted for Hambledon as it was not necessary. Cllr Anderson agreed to contact the Chairman at Busbridge to discuss our decision. Councillors also agreed to discuss the need for an updated Parish Plan at the Parish Assembly and that content for the Parish Assembly would be discussed at the April meeting.

Action: Cllr Anderson to contact Busbridge Chair to discuss our position on a joint Neighbourhood Plan.

### 11.4 Risk Analysis.

Cllr McKeith has completed the risk analysis and has sent to the Clerk to circulate accordingly. He reported that a Surrey County Council officer had walked through Hambledon to survey for Ash Dieback. It was agreed that Cllr Parry would contact the tree engineer at Surrey County Council to look at the other village trees and that Hambledon Parish Council would contact Surrey when trees looked perilous.

Action: Clerk to circulate Risk Analysis to Councillors and send to SSE and Surrey County Council.

Action: Cllr Parry to organise SCC Tree Engineer to visit the village

### 11.5 Annual Parish Assembly and Litter Pick

The Clerk confirmed invites for the Annual Parish Assembly had been sent out, with the agenda to follow. Councillors voiced concern over the current Coronavirus and the fact that government guidance was erring towards limiting large gatherings. The provision of hand sanitiser for attendees would be looked at. The village litter pick had been organised but that Waverley Borough Council could only provide 8 litter pickers due to demand. Councillors asked the Clerk to investigate the cost of purchasing some for the village.

Action: Clerk to monitor situation with regards to the Parish Assembly and litter pick and make Councillors aware of the situation if government guidance changes.

### 6. Other village matters

Councillors extended their thanks to Martin Grove with regards to all the help he has given with regards to both the village pond and the village hall. The Parish Council agreed to send a letter with our gratitude to Martin to thank him for his endeavours.

Action: Clerk to draft letter for agreement.

## 12. Village Organisations

-Hambledon Almshouses - Cllr Parry reported a heating issue in No. 1 and engineers will be in attendance.

-Hambledon Nursery School – All reported well.

-Hambledon Village Hall – New roof tile repairs are currently being costed.

-Hambledon Village Shop – Electrical work has been completed.

-Hambledon Village Church – Nothing to report.

-Hambledon Fete Committee – Jazz Night Tickets are almost sold out and organising is going really well. The Theatre Tickets are also selling well but volunteers are still required for clearing up in the intervening time between the fete finishing and the Ball commencing.

## 13. Reports from outside meetings - None.

14. Forthcoming outside meetings – Future surgery to be held by Waverley Councillors. Dates to be advised but likely to be towards the end of the year. Planning meeting with Waverley Planning team to discuss policy on 12<sup>th</sup> March 2020.

15. Correspondence – the Clockhouse are holding their AGM. Councillors are invited to attend. Please let the Clerk know.

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

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| 14 <sup>th</sup> April 2020                            | 2 <sup>nd</sup> December (Wednesday, proposed) 2020    |
| 23 <sup>rd</sup> April 2020 Parish Assembly (Thursday) | 5 <sup>th</sup> January 2021                           |
| 5 <sup>th</sup> May 2020                               | 2 <sup>nd</sup> February 2021                          |
| 3 <sup>rd</sup> June 2020 (Wednesday)                  | 2 <sup>nd</sup> March 2021                             |
| 7 <sup>th</sup> July 2020                              | 6 <sup>th</sup> April 2021                             |
| 2 <sup>nd</sup> September 2020 (Wednesday)             | 22 <sup>nd</sup> April 2021 Parish Assembly (Thursday) |
| 6 <sup>th</sup> October 2020                           | 4 <sup>th</sup> May 2021                               |
| 3 <sup>rd</sup> November 2020                          |  |

**MEETING CLOSED AT 10.13 PM**