

HAMBLEDON PARISH COUNCIL MINUTES

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Hambledon Parish Council meeting on 7th July 2020 via Zoom conference call at 18.30 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, Julie Flenley (Clerk).

AGENDA

1. Questions from members of the public - No members of the public logged in.
2. Apologies for Absence – Cllr Jan Floyd-Douglass, Cllr Trevor Sadler (WBC).
3. Draft Minutes of the Parish Council Meeting held on Tuesday 2nd June 2020 were agreed and will be signed by the Chairman at a later date.
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, Member of the Village Website Team.
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 Borough Councillors on matters from Waverley Borough Council affecting this Parish. Cllrs Floyd-Douglass and Sadler were not present at the meeting.
7. Update from the Emergency Committee regarding the current situation.

Cllr Payne noted that there has recently been a relaxing of the restrictions and that the Merry Harriers had opened once more. All necessary social distancing measures are in place. There has also been weekly 'reflections' from various village organisations during lockdown, including Cllr Underwood on behalf of the Ramblers and Camilla Edmiston on behalf of the Book Club which have been received well. Cllr Anderson thanked everyone for their endeavours.
8. Finance
 - Verbal update on monthly finances, month 4 budget update

The Clerk confirmed that finances were on track for the year to date. Expenditure was slightly down on the same point as the last financial year, but that was to be expected. The Clerk also confirmed that her salary payment date had been moved to the 25th of the month as requested in

order to ensure that her salary was paid in the month it was due. The ICO renewal subscription for Data Protection had been renewed. The Clerk confirmed that it was an annual insurance payment.

The Clerk confirmed that funds held at the bank were as follows:

Current Account – £15,346.79
Reserves Account - £9,845
Henry Smith Account - £1,830.52

- Audit update

The Clerk confirmed that Liz Scannell, the Auditor, had signed off the HPC Accounts for 2019/2020. The Accounts and Annual Governance and Accountability Return (AGAR) form was with PKF Littlejohn for the completion of the external audit and confirmation will be expected in due course. The Clerk and Chairman both thanked Liz Scannell for her assistance with the audit.

- Payments to be approved

- Google Cloud Registration 2020/21 £24.99 annually (Paid by Julie Flenley)
- Nigel Jefferies invoice no. 12714 for £235.20
- ICO Renewal Subscription £35 (Already paid by DD)
- Tim Coleman invoice no. 240 for £140

- Henry Smith Charity verbal update

The Clerk reported that funds had been committed going forward and that another notice was in the Parish Magazine report, advising people in need to contact the HPC or the Clerk.

Action: Clerk to circulate AGAR.

Action: All invoices agreed, Clerk to pay.

Action: Clerk to forward ICO information to Cllr Anderson and Cllr McKeith.

9. Planning Matters Update

None

10. New Planning Applications

- NMA/2020/0084 - GLEBE HOUSE, HAMBLEDON ROAD, HAMBLEDON, GU8 4DR. Amendment to WA/2017/0552 to fenestration to approved refurbishment of modern annexe. No letter required as it was determined by Waverley Borough Council.
- WA/2020/0921 - WHITE WARREN, VANN LANE, HAMBLEDON, GU8 4DY. Erection of store building; replacement stable block following demolition of four outbuildings. Noted that the application was not on the same footprint as the existing building. Proposed that Hambledon write to confirm that we have no objection.
- WA/2020/0915 - THE HYDONS, SALT LANE, HYDESTILE, GU8 4DD. Erection of summerhouse. Councillors noted that the building was far enough back from the road. Agreed to write with no objection.
- WA/2020/0832 - THE OLD RECTORY, HAMBLEDON ROAD, HAMBLEDON, GU8 4DR. Erection of roof extension including dormer windows and alterations to existing integral garage to provide habitable accommodation and alterations. Cllr Anderson discussed with other Councillors and noted that it was a repeat of a previous application so the parish Council had no comment.

Action: Clerk to write to Waverley Borough Council regarding White Warren & The Hydons.

11. Recent Planning Applications

- **WA/2020/0778** 1 Knowles Cottages, Wormley Lane, Hambledon, GU8 4EZ. Erection of extensions and new vehicular access. DECISION PENDING

- **WA/2020/0777** - 1 Stanes Cottages, Woodlands Road, Hambledon, GU8 4HN. Erection of detached outbuilding following demolition of existing. DECISION PENDING
- **WA/2020/0655** - Meadow Cottage, Lane End, Hambledon, GU8 4HD. Certificate of lawfulness under section 192 for change of use of an existing outbuilding as ancillary residential accommodation. DECISION PENDING
- **WA/2020/0585** Sage Cottage, 5 Warren Lane, Hambledon, GU8 4HW. Erection of extension and associated works. FULL PERMISSION
- **WA/2019/1180** - Nutbourne Brickworks FULL PERMISSION
- **WA/2019/1747** – Hydon Farm, Hambledon Road, Hambledon, GU8 4DL. Alterations to existing detached garage/store to form ancillary habitable accommodation – FULL PERMISSION
- **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). DECISION PENDING.
- **WA/2019/0796** – Land South of Dunsfold Road and East of High Loxley Road, Dunsfold . Consultation on a county matter; the construction operation and decommissioning of a well site for the exploration and appraisal of hydrocarbon minerals from one exploratory borehole (loxley-1) and one side - track borehole (loxley - 1z) for a temporar. APPLICATION REFUSED

Cllr Payne also noted the IGAS application at Burgate Farm which was previously discussed.

Action: Clerk to see if any application has been registered at Surrey County Council for drilling and update Councillors.

12. Village Matters

- Maintenance, highways, hedges/ditches and rights of way
Cllr Parry attended a meeting on 3rd June with Stuart Copping and Dan Payne of SCC at Vann to discuss possible drainage works to alleviate future flooding along Vann Lane and Upper Vann. The short term and most immediate cost-effective solution will be to dig a wide, shallow flood relief channel along the frontage thus avoiding roots of existing trees and buried utility services. This will need to extend southwards from opposite Vann Cottages to beyond the second driveway and will require two drive crossings to maintain access. Other associated short-term works will also be needed.

Cllr Parry also reported that Surrey County Council are providing land ownership and Utilities services information and this will allow a more detailed scheme to be prepared and estimated costs to be obtained for Vann Lane & Upper Vann.

Councillors discussed the ditch at Lane Ends. Tim Coleman has been asked to quote for the works and silt disposal will need to be considered.

It was also noted that since the last meeting volunteers have carried out further improvement works to Bridleway 186 from the Merry Harriers to Buss's Common. More materials especially timber sleepers are now needed for more works to continue.

Action: Cllr Parry to report progress at September's meeting.

- Traffic and Speedwatch
Cllr Grove reported that she had been in touch with Cllr Peter Martin regarding speeding along the A283. Cables are to be installed on the road opposite King Edwards's school to monitor traffic. It was also reported that the village Speedwatch was due to restart in mid-July and Surrey Police were intending to be present. The village green was discussed as a Speedwatch location, as speeding was noted alongside the village green. Cllr Grove is in

the process of drafting a letter to Surrey County Council to discuss Hambledon's traffic issues and speeding. Once a response has been received Cllr Grove will report back.

- Risk Analysis

Nothing further to add. Insurance was going to be evaluated alongside the Data Protection fee.

- Parish Plan and Neighbourhood Plan

The Clerk circulated the most recent copy of the Parish Plan and Councillors agreed to update it. Cllr Anderson asked for comments from all.

- Other village matters

Councillors noted and confirmed their support for the Urgent Treatment Centre to be located at Milford Hospital.

In relation to the request for the UTC to be located at Milford Hospital and local transport, Cllr Payne contacted Mr Laurie James, Bus Services Manager for SCC, who reported as follows.

"We have paused our re-tendering of certain bus services (including 503/523) planned for 1 September start, as the pandemic has thrown the financial stability of bus contracts and operators into chaos, due to huge drops in revenue being taken in fares, due to the lock-down and government advice to people to only use a bus if they have no other choice.

Our proposal (to be confirmed) is to extend the existing contracts for a further period from 1 September, until such time as operators are better able to take stock of likely on-bus revenue streams, based on the reduced patronage that will be experienced in the next year or so at least. With revenue now down to 5%-10% of normal levels, prices submitted in the short term by operators for contracts would have been very unhelpful for the public purse.

Thus we do not envisage any change to the 503/5232 and cannot offer any ability to increase them to a level that would be useful for people attending appointments at the new Treatment Centre. Also, we cannot guarantee the same level of council support for buses post-Covid, due to intense future budgetary constraints."

Surrey Police changes in PCSO's were also noted, and we are awaiting an update from Surrey Police in terms of new contact details.

Cllr Payne has also looked at replacing the Parish Council notice board at the Hydestile Crossroads bus shelter and has costed a number of options which were discussed with Councillors. It was agreed that a single glazed unit was the best option and that the unit should remain on the outside of the bus shelter where it could be clearly seen. Further cost estimates on similar units were to be obtained by Cllr Payne.

Cllrs also noted the new website for the Coal Yard Businesses, which includes other village organisations.

Action: Cllr Payne to obtain further estimates for the Notice Board.

13. Village Organisations

- Almshouses - The Trustees are in the process of repaying the outstanding loan from CAF Bank used to partly finance the refurbishment of Almshouse Number One. This will then only leave a minor interest free loan to be repaid to The Almshouse Association in due course.

- Nursery School – Cllr Payne reported that everything was going well and that a meeting was planned for the following Thursday. Nothing further to report.

- Village Hall - Hambledon Village Hall's upkeep and maintenance is progressing well, having had a full agenda of repairs, including refilling potholes in the car park. The Hall is due to open in the near future, with Coronavirus measures being implemented which include installing hand sanitisers, removing air driers and self-closing door handles. Events are restarting, including a virtual art exhibition currently being 'shown' and was a success.

- Hambledon Festival – The festival weekend which was due to be held in June this year has been moved to June 2021. Those that had purchased tickets were given options to either have their money returned to them, have their tickets rolled over to next year or donate the funds to a charity. The vast majority of ticket holders have rolled their ticket over to next year with a good number also donating the proceeds to a charity.

The association has used its remaining float generated from the 2018 Festival proceeds to make the following donations to assist our local clubs as a result of them not receiving funding from this year's cancelled festival weekend as follows, which have been well received by the recipients:

- £250 Hambledon Football Club
- £250 Hambledon Cricket Club
- £300 Hambledon Cricket Green Trust

- Village Shop - The village shop has started providing a deli service once again and is following government guidelines. Customers are still not allowed in the shop. The tables outside the shop have now be reinstated for customers to use. The food delivery service is still in operation however delivery demand has dropped off considerably and there has been an increase in in-shop trading. The Post Office continues to be open 3 mornings a week. The annual accounts for 2019/2020 are being reviewed and will be distributed to shareholders in due course for approval.

- Village Church – Church is open for private prayer in accordance with Government guidance, and streaming services continues.

14. Reports from outside meetings – None.

15. Forthcoming outside meetings – None.

16. Correspondence – None.

17. Date of next meetings:

- 1st September 2020

- 6th October 2020

- 3rd November 2020

- 1st December 2020

- 5th January 2021

- 2nd February 2021

- 2nd March 2021

- 6th April 2021

- 22nd April 2021 Parish Assembly

- 11th May 2021

THE MEETING WAS CLOSED AT 19.37