

HAMBLEDON PARISH COUNCIL MINUTES

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Hambledon Parish Council meeting on 1st September 2020 via Zoom conference call at 18.30 hours.

Present

Cllr John Anderson (Chairman), Cllr Stewart Payne (Vice Chairman), Cllr Philip Underwood (for part of the meeting), 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 Mary Grove, Cllr Jan Floyd-Douglass, Cllr Trevor Sadler (WBC).
3. Draft Minutes of the Parish Council Meeting held on Tuesday 7th July 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 the Sunday Reflections which had been in place since the start of lockdown had now finished, which were successful and well received. Jane Woolley is going to archive them. Cllr Payne also noted that we are no longer in an emergency but Hambledon is geared up if necessary for the future as all organisations in the village have made their own arrangements with regards to Coronavirus. Cllr Anderson thanked Cllr Payne and the respective village organisations for their endeavours during these difficult months.
8. Finance
 - Verbal update on monthly finances, month 6 budget update

The Clerk confirmed that finances were on track for the year to date and that a draft budget was in progress and should be agreed by November in time for the precept application for 2021/22.

The Clerk also confirmed that Government guidance was updated with regards to Parish Assemblies where there was no legal requirement to have one under current lockdown guidance. The law has also been extended in relation to external meetings until May 2021.

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

Current Account – £14,392.47
Reserves Account - £9,845
Henry Smith Account - £1,330.52

- Payments to be approved
 - Julie Flenley Q3 Expenses - £65.40
- Henry Smith Charity verbal update

The Clerk reported that the Parish Council were on track to expend their funds for the year and Councillors authorised the payment which was due.

- Cloud next steps update

The Clerk reported that the Cloud storage had been purchased and was ample to store all the current files held electronically by the Parish Council. The Clerk noted that she was about one third of the way through the process of uploading documents and that passwords would be issued once all was satisfactorily completed. This would enable all Councillors to access all electronic documents held by the Council and ensure that records were safe going forward.

Action: Henry Smith & HPC Invoices agreed, Clerk to pay.

Action: Clerk to complete Cloud upload and provide Councillors with access.

9. Planning Matters Update

Cllr Anderson noted the new Government document on planning and asked Councillors to read and comment on it. Date for comments is 3rd October 2020.

Cllr Anderson also noted villagers concerns regarding the tree felling at Tigbourne Farm. An application had been made for a felling licence from the Forestry Commission, which had allegedly been breached. Witley Parish Council and Cllr Jan Floyd-Douglass had been advised, and both parties registered their concerns regarding the situation. Agreed that Hambledon Parish Council would support any representations going forward from Witley Parish Council and Cllr Floyd-Douglass.

Action: Councillors to send comments to Cllr Anderson for Hambledon's response to the Government consultation.

10. New Planning Applications

- **DW/2020/0025** 2 Knowles Cottages, Wormley Lane GU8 4EZ. Erection of single storey extension. PRIOR APPROVAL IS NOT REQUIRED. Councillors noted this for the record.
- **WA/2020/1074** Hydon Farm Garage. Erection of outbuilding (Kit Form) following Demolition of brick garage building. Councillors noted letters on the Waverley website objecting to the proposals. Councillors noted and agreed the draft letter of objection to the application.
- **WA/2020/1143** Tigbourne Farm, Witley. Erection of American Barn, Exercise Track and Round Pen, with associated works and change of use to Equine/Agricultural. Councillors noted the points and agreed to write a letter of objection.

Action: Clerk to send out letters to Waverley Planning.

11. Recent Planning Applications

- **WA/2020/0778** 1 Knowles Cottages, Wormley Lane, Hambledon, GU8 4EZ. Erection of extensions and new vehicular access. FULL PERMISSION GRANTED
- **WA/2020/0777** - 1 Stanes Cottages, Woodlands Road, Hambledon, GU8 4HN. Erection of detached outbuilding following demolition of existing. FULL PERMISSION GRANTED
- **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. APPLICATION WITHDRAWN
- **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). Applicant has appealed due to non-determination. Application now to be considered by Planning Inspectorate in Bristol.
- **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 temporary. APPLICATION REFUSED. Councillors noted that the application was due to be reheard –at the end of September due to the applicant appealing on procedural issues.

12. Village Matters

- Maintenance, highways, hedges/ditches and rights of way
Councillors noted the past flooding on Vann Lane and that drainage issues were ongoing. Awaiting a response from Oliver Caroe of Vann on how to move forward. Cllr Parry also reported that the ditches at Lane End have been investigated and that although water was flowing satisfactorily at present, a vegetation cut back was required in the future. The property owner has agreed to carry this out.

Cllr Parry noted that CJ Dozers were due to carry out the annual village vegetation clearance of ditches which is due in September. A date was to be agreed.

There has been no further works to Bridleway 186 from the Merry Harriers to Buss's Common, but the Parish Council has purchased a further 10 sleepers (through Hambledon Festival Funds) in readiness for more improvement work when the wettest areas needing improvement can be identified in the autumn. The cost of the sleepers being £300 for which a donation of £150 has been kindly donated. It is proposed that the Parish Council pay the outstanding £150, a provision for this is in the current maintenance budget. Cllr Parry also noted that Tim Coleman's hourly rate was being increased to £23 per hour from £20.

- Maintenance Budget Update
Councillors discussed the maintenance budget and confirmed 10 cuts of the village green had been agreed at the start of the budgetary year, this had subsequently been amended in earlier Maintenance Budget Updates to 12 cuts.

Cllr Parry to confirm this with Hambledon Cricket Club. Agreed to insert a further two budget headings for a new notice board at Hydestile Crossroads and Bridleway 186 by The Merry Harriers. Underspend from other budgets would be spent to top up the VAT refund for the noticeboard and to fund repair works to the bridleway.

- Traffic and Speedwatch
In Cllr Grove's absence, Cllr Anderson reported that 8 Speedwatches held since 21st July, lasting 2 to 3 hours each. Approximately 17 letters have been issued to offenders. Cllr Grove has suggested that the letter to Surrey County Council regarding speeding is

circulated. There is also a Speed Scarecrow competition in the process of being organised by Jo Kirkland (prizes/entries are required), to highlight the need to reduce speed in the Village.

Councillors shared the concerns from ~~a~~the letter which Cllr Grove drafted regarding speeding in the village and are considering liaising with other local villages to collectively object to speeding on rural roads and the A283.

Action: Clerk to liaise with Councillors to compile a letter to other Parish Councils, Borough Council and Surrey County Council portfolio holders.

- Risk Analysis

Nothing further to add but for a telephone/electricity pole which is splitting, which has been reported to SSE. Cllr Parry asked about mitigating works on other items on the current Risk Analysis. Cllr McKeith confirmed that with the exception of the informal play park nothing was required from the Parish Council.

Action: Cllr McKeith to update when progress has been made.

- Parish Plan

Cllr Payne confirmed that to undertake revision of the existing plan will require a considerable level of community involvement and has been agreed that this was not possible at this time. Cllr Payne will review the 2017 Update of the Parish Plan..

Action: Councillors to report to Cllr Payne and Cllr Payne to update the current Parish Plan.

- Other village matters

Councillors noted and congratulated the Hambledon Football Club that had won an award for groundsmaintenance. Cllr Anderson reported that the Clerk had received email correspondence from Hambledon Football Club requesting support for an application for Strategic CIL funding from Waverley Borough Council for pitch irrigation.

Councillors briefly discussed CIL and S106 funding in Hambledon and noted that two applications for CIL were coming up. The Clerk noted that the trigger points for neither had been reached yet and that it was unlikely to be imminent due to current COVID restrictions.

Councillors noted that the new noticeboard by the Hambledon Bus Shelter was work in progress.

Action: Clerk to write to the Club confirming support for the application and the proposals.

Action: Clerk to contact WBC to ask if an application for CIL money can be made before funds are available or paid by the developers.

Action: Cllr Payne to progress noticeboard.

13. Village Organisations

- Almshouses - The annual service of the fire prevention system is to be carried out to both properties on Thursday 17th September. Nothing further to report.

- Nursery School – Meeting to be held on 7th October 2020. Nursery school is reopening in full this month and it was noted that opening in limited form for older children worked well. Cllr Anderson thanked staff and volunteers at Hambledon-Nursery School for their endeavours.

- Village Hall - In Cllr Grove's absence, Cllr Anderson noted that Ruth Canham (Hambledon Village Hall Committee Chairman) has worked incredibly hard to provide all the necessary information to allow for the Hall to be reopened in a COVID safe manner. Martyn Grove has supported her by acquiring/installing all the necessary equipment to ensure compliance is

maintained. Bowls and Hambletons and Pilates will be some of first users. It was noted that the entrance lobby floor had now been renewed and that there was soon to be a Committee meeting at the hall where roof quotes will be discussed.

- Hambledon Festival – Cllr Sinnott reported that the Festival was cancelled this year as was a proposed BBQ.

- Village Shop - The HVS continues to operate in a post pandemic fashion whereby shoppers are served outside the shop with the exception of post office customers who need to transact within the shop. Food deliveries continue to be made within the area. Shop hours are now more consistent throughout the week with all shop details to be found on the Hambledon website. The bunting around the seated area was to advertise the fact that the shop had joined the Eat Out to Help Out scheme to attract customers back to supporting their local food businesses. The shop sends it thanks to all those that have participated in the scheme. Due to current circumstances the shop has notified it's shareholders that there will not be the usual AGM this year however the shareholders have been contacted in order to formalise the annual procedures such as the financial accounts.

- Village Church – Church services are resuming and streaming continues. Nothing further to report.

14. Reports from outside meetings – None.

15. Forthcoming outside meetings – None.

16. Correspondence – None.

17. Date of next meetings:

- 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 20.25