

HAMBLEDON PARISH COUNCIL MINUTES

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Hambledon Parish Council meeting on 6th October 2020 via Zoom conference call at 18.30 hours.

Present

Cllr John Anderson (Chairman), Cllr Stewart Payne (Vice Chairman), Cllr Philip Underwood, Cllr Robin McKeith, Cllr Mary Grove, Cllr Mike Parry, Cllr Sean Sinnott, Julie Flenley (Clerk), Cllr Jan Floyd-Douglass (WBC) (for part of the meeting).

AGENDA

1. Questions from members of the public - No members of the public logged in.
2. Apologies for Absence – Cllr Trevor Sadler (WBC).
3. Draft Minutes of the Parish Council Meeting held on Tuesday 1st September 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.

Cllr Floyd-Douglass reported that Surrey County Council's bid to become a Unitary Authority has been shelved and an announcement from the Leader, Tim Oliver was expected soon. Waverley Borough Council have also issued a press release on COVID-19, issuing advice to be alert, not alarmed as cases were rising in the borough. Waverley is currently amber, on the concern list but the council wants to remind people to keep distances, wash hands and wear face masks.
7. Update from the Emergency Committee regarding the current situation.

Cllr Payne noted that there were no updates at present.
8. Finance
 - Verbal update on monthly finances, month 7 budget update

The Clerk ran through the half year expenditure and forecast for the final half year. Confirmation over forecasting was received from Councillors with portfolios. Underspend in some budget codes

was predictable due to Coronavirus and there was likely to be some money in the budget for maintenance works or transferring to Reserves for next years Hambledon Village Festival which was not spent this year.

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

Current Account – £13,560.85
Reserves Account - £9,845
Henry Smith Account - £816.52

- Draft Budget 2021/22 initial review

The Clerk recommended that the precept be increased due to rising costs and the likelihood that services may be cut in the Borough due to Coronavirus and the significant budget deficit at Waverley this year, inflation and contract costs increasing. The Clerk also informed Councillors that we have only just got the recommended minimum of 6.5 months in reserves where we are required to have between 6 and 12 months in Reserves in the event that unexpected expenses arise.

Councillors however, after discussion, felt that keeping the precept at the current rate was acceptable, and general costings were broadly agreed with the Clerk to make a number of minor amendments to version 1 of the draft 2021/22 budget.

- Cloud

The Clerk noted that she was close to completing the file transfer and uploading of 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.

- CIL Update

The Clerk notified Councillors that no funds were available in the Neighbourhood section of CIL, but Waverley Borough Council had extended the bidding process to January 2021. The Clerk noted that a separate bank account would be required for Neighbourhood CIL, and this would need to be audited accordingly so paper trails would be needed for any applications. Cllr Anderson noted that a meeting was to be confirmed with Waverley's CIL Team to discuss the process.

Action: Clerk to set up new account.

- Payments to be approved

- Nigel Jefferies invoice no. 12898 for £235.20 (August grasscutting)
- Nigel Jefferies invoice no. 12973 for £235.20 (September grasscutting)
- Colin Rapley invoice 1805 for £1,677.60
- Tim Coleman invoice 473 for £220.00
- SSALC invoice no. 2258 for £249.14

All invoices approved for payment.

- Henry Smith Charity verbal update

The Clerk reported that the Parish Council were to refund a number of vouchers for Hambledon Village Shop and voucher recipients.

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

Action: Clerk to amend budget to reflect Councillors wishes.

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 for comments in order to respond.

Cllr Anderson also reported that there was nothing further to report on Tigbourne Farm tree felling.

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

10. New Planning Applications

- **WA/2020/1400** MEADOW COTTAGE, LANE END, HAMBLEDON, GU8 4HD. Alterations to detached outbuilding to form self-contained annexe. Councillors registered no objections.
- **WA/2020/1393** FEDWAY, PETWORTH ROAD, WORMLEY, GU8 5TR. Erection of extension. Councillors registered no objections.
- **WA/2020/1342** 7 NUTBOURNE COTTAGES, ROUNDALS LANE, HAMBLEDON, GU8 4EA. Erection of extension and alterations to elevations including dormer windows. Councillors registered no objections.
- **WA/2020/1328** ORCHARD FARM, WORMLEY LANE, HAMBLEDON, GU8 5TS. Erection of extension and alterations to elevations and associated works. Councillors registered no objections.

Action: Clerk to send out letters to Waverley Planning.

11. Recent Planning Applications

- **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 (as amplified by ecology report dated 25/08/2020). 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). PENDING – APPLICATION WITH THE PLANNING INSPECTORATE FOR ADJUDICATION.
- **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 AND LIKELY TO BE REHEARD BY THE END OF THE YEAR.
- **WA/2020/1074** - HYDON FARM, HAMBLEDON ROAD, HAMBLEDON, GU8 4DL. Erection of a detached outbuilding to provide ancillary accommodation following demolition of existing garage/store. PENDING DECISION.
- **WA/2020/1143** – TIGBOURNE FARM, NEW ROAD, WORMLEY, Erection of an American barn and construction of an exercise track and round pen and associated works including change of use to mixed use of agricultural/equine use. PENDING DECISION – CALLED IN BY WBC COUNCILLORS FOR DETERMINATION AT PLANNING COMMITTEE.

Action: Clerk to resend letter to Surrey County Council regarding Loxley Oil.

12. Village Matters

- Maintenance, highways, hedges/ditches and rights of way

Cllr Parry noted that there had been no developments on drainage at Vann Lane, and that the vegetation at Lane Ends had been cut back to clear silt from the ditch. Colin Rapley had been in attendance in Hambledon and completed a vegetation cutback and ditch clearance. One further visit would be required around Christmas time to complete the works.

Bridleway 186 was walked after a period of heavy rain and it looks to be bearing up well, but the sleepers now need to be installed where wet is evident. Surrey County Council have replaced a number of fingerpost signs. Some footpath signs need to be fixed in the future.

Cllr Payne updated on options for a new notice board at Hydestile crossroads. Agreed for an oak notice board to be erected on the wall of the bus shelter, which would be lockable and emblazoned with Hambledon Parish Council on the top. Budget agreed for £800.

Action: Cllr Payne to instruct notice board providers.

- Maintenance Budget Update

Updates from Cllr Parry were noted by Councillors and Clerk.

- Traffic and Speedwatch

Cllr Grove reported that speed recording cables had been placed on A283 near King Edwards School and lower down Wormley Hill for a brief period at end of September and had heard nothing further at present.

There had been three 2hr sessions of Speedwatch since the previous parish council meeting and it was noted that the majority of cars were over limit but not by enough to report to Surrey Police.

Jo Kirkland's suggestion and organisation of Scarecrow competition has engaged many villagers and has had plenty of coverage on BBC Television South Today and Radio, and in the Surrey Advertiser. Surrey County Council have commented on radio item and a transcript will be provided in due course. Scarecrow judging should have taken place by this evening and the winner will be announced. The scarecrows will remain in situ for a while.

Cllr Grove has also drafted a letter which is intended to be forwarded to other local villages and our local MP and Surrey Highways to request that speeding limits are reviewed in rural areas.

Cllr Anderson noted an email from Hascombe Parish Council requesting a donation of funds towards HGV signs along Markwick Lane. Councillors agreed that clarity was needed on the nature and placings of the signs and a notional donation of £500 from Parish funds would be given once clarity was received on the signs. Cllr Payne is also to review signage details.

- Risk Analysis

Has been updated and will be added to the Cloud once Clerk gives access details.

- Parish Plan

No updates, but appropriate action would have to be reviewed once people can meet up once more. A4 insert into the current formal Parish Plan would be updated by the end of the year by Cllr Payne.

- Other village matters

Cllr Underwood noted that the vegetation around the village pond would need to be addressed, along with the tree in the centre before the Spring. Volunteers have been secured which is a cost benefit to the Parish.

Action: Cllr Anderson to clarify HGV signs with Clrk at Hascombe.

Action: Cllr Payne to update A4 insert on current Parish Plan.

Action: Cllr Underwood to coordinate the volunteers for the village pond maintenance.

Action: Clerk to send out letter on speeding limits.

13. Village Organisations

- Almshouses – Annual service of the fire prevention system has been carried out and nothing further to report.
- Nursery School – Trustees meeting tomorrow, and submisison from the Headteacher had been noted by Councillors.
- Village Hall - Hall has been opened, and used by Hambletots, plates and bowls. Maintenance work is ongoing.
- Hambledon Festival – Postponed until 2021.
- Village Shop – Statutory work has been completed and AGM held. A new Chairman has been voted in for the Management Committee. Business as usual.
- Village Church – Church is open for services and has had the maximum number of attendees. Services continue to be streamed.

14. Reports from outside meetings – None.

15. Forthcoming outside meetings – None.

16. Correspondence – Cllr Anderson reported that he had received a letter of resignation from Cllr Parry who wished to stand down from Hambledon Parish Council after 8 years of service. Councillors accepted his resignation with regret and thanked him for his hard work over the course of his term in post. The procedure for seeking a new parish councillor was to be started.

17. Date of next meetings:

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|---------------------------------|---|
| - 3 rd November 2020 | - 2 nd March 2021 |
| - 1 st December 2020 | - 6 th April 2021 |
| - 5 th January 2021 | - 22 nd April 2021 Parish Assembly |
| - 2 nd February 2021 | - 11 th May 2021 |

THE MEETING WAS CLOSED AT 20.20