

HAMBLEDON PARISH COUNCIL MINUTES

Julie Flenley (Clerk) Tel: 01428 683 903 Email: clerkofhpc@outlook.com

Hambledon Parish Council meeting on 6th July 2021 at 8pm in Hambledon Village Hall.

Present

Cllr Stewart Payne (Chairman), Cllr Mary Grove (Vice Chairman), Cllr Philip Underwood, Cllr Robin McKeith, Cllr Ali Scott-Bishop, Cllr Sean Sinnott, Julie Flenley (Clerk).

1. Questions from members of the public – None present.
2. Apologies for Absence –Cllr Trevor Sadler (WBC), Cllr Jan Floyd-Douglass (WBC), Cllr Kevin Deanus (WBC & SCC).
3. Draft Minutes of the Parish Council Meeting held on Tuesday 1st June 2021 were agreed and were signed by the Chairman.
4. Declaration of Interests:
 - a) Cllr Mary Grove: Member, Village Hall Committee; Trustee, Hambledon Football Club.
 - b) Cllr Sean Sinnott: Member of the Management Committee, Hambledon Village Shop; Member of the Management Committee, Hambledon Festival Association; Member, Hambledon Community Fund, Trustee, Hambledon Almshouses.
 - c) Cllr Alison Scott-Bishop: Chair of Management Committee, Hambledon Village Shop.
 - d) Cllr Phillip Underwood: Parish Council representative of the Parochial Church Council, Hambledon Parish Church.
 - e) 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 Kevin Deanus 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 Trevor Sadler were not present at this meeting.
7. Update from the Emergency Committee regarding the current situation.
Cllr Payne noted that restrictions were scheduled to lift and that there were no specific issues to report on.
8. Finance
The Clerk noted that she was looking at working with the Finance Committee on reporting going forward. Cllr McKeith agreed to look at the accounts offline to evaluate the best options for presenting and liaise with the Clerk with the premise of keeping it as simple as possible. Cllr Grove requested that account summaries be added to the website and for the Register of Interests be updated and added to the website.

- Verbal update on monthly finances, month 4 budget update

The Clerk confirmed that forecasts would take place from month 5 and that the funds held at the bank were as follows:

Current Account – £19, 337.58
Reserves Account - £10,845.00
Henry Smith Account - £ 1,261.76

- Payments to be approved:
 - Nigel Jefferies invoice no. 13499 - £240
 - Nigel Jefferies invoice no. 13614 - £240
 - Nigel Jefferies invoice no. 13739 - £360
- Henry Smith Charity verbal update
 - Hambledon Village Shop £30 food vouchers
 - Hambledon Village Shop Godalming Foodbank donation - £99.47
- Audit update

The Clerk confirmed that the annual internal audit was completed satisfactory and that the audit paperwork had been sent to the external auditor. All legalities were on the website and the period of exercise of public rights to view accounts was open for the statutory 30 working days. Clerk to report when confirmation of the audit process had concluded externally.

- Henry Smith Charity verbal update

Cllr Grove reported that she was looking at funding options going forward and requested that the above payments be made to Hambledon Village Shop. The Clerk noted that a donation, as previously agreed, had been paid to Milford and Villages Day Centre to assist in staff training costs, the Day Centre being available and used by Hambledon residents.

Action: Clerk to process payments and to report on external audit progress.

9. Planning Matters Update

- Tuesley Farm

Cllr Payne noted that Waverley Borough Council had received amended plans. A meeting had been held on 28th June at Clock Barn Farm on the proposals which was attended by the Case Officer Alex Inglis and the Head of Planning, Zac Ellwood. Cllr Payne confirmed that Hambledon Parish Council's position had remained unchanged however, also noted that Busbridge Councillors had changed in the interim and their position had changed. Witley Parish Council were not present at the meeting.

Cllr Payne reiterated HPC's concerns about HGV's to Waverley representatives on traffic traversing Hambledon's narrow country roads – they agreed to contract Surrey County Council Highways team who were attending the Committee Meeting on 14th July.

Councillors motioned to write to Waverley to reiterate our comments from 11th February 2021. Clerk to write.

Action: Clerk to write to WBC regarding Tuesley Farm

10. New Planning Applications

- **WA/2021/01023** – Hambledon Village Nursery School. Erection of a detached open fronted building for educational and recreational purposes. Councillors noted that the application was within a Conservation Area, AGLV and within the Surrey Hills AONB. However, the benefit of the additional classroom space would be hugely beneficial to the village and have a limited impact on statutory designations. Councillors motioned no objection to the application and offered support to the Nursery School's work and vital role within Hambledon.
- **NMA/2021/01290** - Orchard Farm, Wormley Lane, Godalming, Hambledon, GU8 5TS. WA/2019/0296 a phased permission for the purposes of CIL and the implementation of enabling works. Councillors noted the application and had no objection.

Action: Clerk and Cllrs Payne and Grove to liaise over response and send letter to Waverley Borough Council.

11. Recent Planning Applications

- **WA/2021/0323** - Bermonde, Hambledon Road, Hambledon, GU8 4DR. FULL PERMISSION
- **WA/2020/2037** – Sawmill Cottage, Salt Lane, Hydestyle, GU8 4DH. FULL PERMISSION.
- **WA/2020/1989** – Sawmill Cottage, Salt Lane, Hydestyle, GU8 4DH. FULL PERMISSION.
- **WA/2020/2055** – Tuesley Farm, Tuesley Lane, Godalming, GU7 1UG. PENDING

Councillors noted for the record.

12. Village Matters

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

Cllr McKeith noted that numerous areas around the village had been strimmed back and that the village green had commenced regular cuts by Nigel Jefferies. Further reported that there were a number of roadworks coming up, including:

- Malthouse Lane from 26th – 28th July (Thames Water)
- Rock Hill on 10th August
- Vann Lane from 24th-26th August

Agreed that Cllr McKeith would update on roadworks going forward on a monthly basis and that roadworks would be added to the village website as a news item to update residents.

Cllr Grove also reported that the trees by the wall at Rock Hill had overgrown and could be a future risk to the wall, and that the laurels further up Hambledon Road needed cut back. Cllr McKeith to evaluate.

Cllr McKeith reported that Waverley were planning to flush through the sewage at Paddock Close on 7th June in order to solve the issue but could not due to wet weather. Cllr McKeith is keeping in touch with WBC in order to keep up the pressure in order to solve the issue.

Cllr Grove reported fly tipping garden waste at Lane End which has been there for some time. Clerk to report to WBC. It was also reported that there was a water leak on Malthouse Lane which was being investigated by Thames Water. Cllr Grove has given the matter number to the Lane End Whatsapp group for information.

Cllrs Grove and Payne also discussed the ditches in Church Lane, following a request by Mr Blackman and Mr Miller who are concerned that they are becoming silted. Cllr McKeith agreed to inspect the area and possibly arrange for our contractor to clear. Cllr McKeith to update at next meeting.

Cllr Payne enquired as to whether more work was planned for bridleway 186; works completed to date included the installation of railway sleepers on the wetter parts but the path required monitoring and consistent general maintenance. Hydon Farm permitted development was also noted by Councillors which had been checked with WBC Planning by Cllr Payne.

Action: Clerk/Cllr Payne to report roadworks as news item on the village website.

Action: Cllr McKeith to update on Paddock Close sewage issues.

Action: Cllr McKeith to update on inspection of site and the Church Lane junction with Hambledon Road.

Action: Clerk to report garden waste fly tipping at Lane End.

- Traffic and Speedwatch

Cllr Grove reported that the A283 petition regarding speeding between KES and Chiddingfold had been progressing; Cllr Dale from Witley Parish Council, Cllr Jane Devlin from Chiddingfold Parish Council, Adrian Selby from Surrey Highways and Graham Cannon from Surrey Police had been in attendance at a meeting. It was reported that they looked at the possibility of the installation of vehicle activated signage (VAS) from KES travelling south to Chiddingfold and it was confirmed that it was now possible and would cost circa £15,000. The junction sight lines at New Road were checked once more and confirmed to be fine.

Cllr Grove noted that she and Cllr Dale wished to pursue the possibility of overall speed reduction to 40mph with a change of speed signs and the removal of road narrowing signs on the A283 from KES through to Phillips Garage.

It was also noted that Paul Osborne was trying to get a speaking slot at the Waverley Borough Council Committee Meeting on 16th July (not yet confirmed), on trying to reduce HIG usage on Salt Lane/Markwick Lane.

- Risk Analysis

Cllr McKeith reported that he would visit Coleman's Copse to identify any potential risks. Cllr Grove noted that The Pound may also need to be checked as a parish council asset.

- Parish Plan

Councillors noted no action was required.

- Co-option process

Cllr Payne reported that there had been no requests for election with Waverley Borough Council's Democratic Services and that the process of co-option had been started.

It was agreed to open the process of application for a position as parish councillor on 2nd August 2021 with the deadline for application being 31st August 2021. There will be an announcement on the village website (with link to criteria/eligibility), parish notice boards and parish magazine. A submission will need to be emailed to the Clerk and Cllrs Payne and Grove which will be evaluated and discussed at the September meeting.

- Other village matters

Cllr Grove requested that the parish council starts to think of ideas to celebrate the Queen's Platinum Jubilee, with the suggestion of a bench on the opposite side of the road from the village shop under the willow tree. Requested as an item for next agenda.

Cllr Payne noted that the Boundary Commission is reviewing ward boundaries within Waverley and that the deadline for comment was 19th July 2021. Cllr Payne to write and circulate a letter for councillors comments.

Action: Cllr McKeith to add Coleman's Copse to Risk Analysis and conclude a site visit.

Action: Clerk and Cllr Payne to initiate the co-option process.

Action: Cllr Payne to draft letter to the Boundary Commission for England.

13. Village Organisations

- **Almshouses** – Cllr Sinnott noted that there was lots of ongoing maintenance issues which were being dealt with and surveys were being carried out.

- **Nursery School** – Cllr Payne reported that the planning application had been submitted and that there was a committee meeting on 7th July.

- **Village Hall** – Cllr Grove noted that work on the installation of uPVC windows had been agreed and would be commenced shortly.
- **Hambledon Festival 2021** –Cllr Sinnott noted that the first planning meeting had taken place last week to discuss plans. The next meeting is scheduled for the coming weeks and it was all going well.
- **Village Shop** – Cllr Scott-Bishop reported that the shop AGM was scheduled for 28th July over Zoom. The shareholder list was in the process of being tidied up and the finalised accounts for the year and AGM formalities were being undertaken. The shop remains busy and works were planned, including a new window. The shop was looking forward to welcoming in customers when regulations allowed.
- **St Peter's Church** – Cllr Underwood reported that a churchyard working party had been organised. Sadly, coffees arranged in the village had to be cancelled due to bad weather.

14. Reports from outside meetings – None.

15. Forthcoming outside meetings – Surrey Hills AONB and SALC on 29th July 2021.

16. Correspondence – None.

17. Dates of next meetings:

- | | |
|----------------------------------|---|
| - 7 th September 2021 | - 1 st March 2022 |
| - 5 th October 2021 | - 5 th April 2022 |
| - 2 nd November 2021 | - 21 st April 2022 (Parish Assembly) |
| - 7 th December 2021 | - 10 th May 2022 |
| - 4 th January 2022 | |
| - 1 st February 2022 | |

THE MEETING WAS CLOSED AT 21.40