

HAMBLEDON PARISH COUNCIL

MINUTES

of the meeting held on 30 April 2013 in the Village Hall

Present: John Anderson (Chairman), Karen Jones, Paul Pattinson, Stewart Payne, Peter Spall, Philip Underwood; Jane Woolley (clerk); and Cllr. Elizabeth Cable

Apologies: Mike Parry

1. MINUTES

The minutes of the meeting held on 19 March 2013 were agreed and signed.

2. MATTERS ARISING

There were none.

3. FINANCE

Cheques

Agreed and signed the following:

Workstation – ink and photocopies	£ 54.24
NALC – annual subscription, Local Council Review	£ 30.00
Hambledon Village Shop – Parish Assembly refreshments (S.137)	£ 35.55
Philip Underwood – Village Clean-up refreshments (S.137)	£ 56.50

Hoppa

Noted that the Chairman of Waverley Hoppa Community Transport had asked if Hoppa could have a presence at the village fete as a means of promoting the service. Noted that, as there was no fete this year, this would be an opportune moment to give Hoppa its Parish Council grant for the current year and **agreed** to inform Hoppa's Chairman of the date of this year's St Dominic's fete and, in due course, of next year's Hambledon village fete. **Agreed** and signed a cheque for £100 (S.137).

Insurance

Agreed to renew the policy for the next three years and noted that the consequential offer of a five per cent discount should apply to all three years.

Agreed to delete the litter bins and the oak paling gate from Section 2A (property damage) of the policy and to seek advice regarding the value of the H Sutton Palmer painting (Philip Underwood to provide a photograph).

Authorised payment of the premium, revised by the insurers to take account of the above points. [£553.84 less five per cent: £526.15]

Agreed to see whether cost-effective repairs could be made to the damaged slats in the seats outside Hambledon Hurst and adjacent to the village pond.

Annual accounts 2012-3

Agreed and signed off the final accounts for 2012-13 (attached to the file copy of these minutes) and thanked Raymond Smith for having carried out the internal audit.

Confirmed and completed the annual governance statement forming part of the annual return to the external auditor.

Noted the requirement of the Accounts and Audit (Amendment) (England) Regulations 2006 for a review of the effectiveness of the system of internal audit and once again **agreed** that it would be appropriate for this to be carried out by the Parish Council. As suggested by the External Auditors, reviewed the internal auditors' report, **confirmed** that audit planning and reporting and the scope of last year's internal audit had been carried out in accordance with the Audit Commission, **confirmed** that the internal auditor was independent of and had no relationships with any member of the Parish Council or the Clerk; and **confirmed** that he was a Chartered Accountant.

Noted the enhanced level of fidelity guarantee and the requirement to review this annually; noted that the maximum cash assets held at any one time were c.£16,500 and that these were never held anywhere other than in one of the two Parish Council accounts with Lloyds TSB; and **agreed** that, as two Councillors' signatures were required before any funds could be withdrawn from either account, the cost of any extra insurance would be disproportionate to the risk involved and could not be justified as a charge against the precept.

4. PLANNING

Planning applications

Confirmed decisions of the planning committee as follows:

- WA13/0367: 2 Malthouse Cottages, new garage/workshop – no objection
- WA13/0398: Ram Ally Cluns, Petworth Road, construction of pond (amended application) no objection

WA13/0472: Hambledon Football Club new pavilion, increase in ridge roof height – no objection.

Upper Tuesley Farm: outline planning application

Arising from oral reports on the meeting that had taken place between Barry Lomax (Waverley planning), Richard Cooper (SCC highways), Cllr. Elizabeth Cable, John Anderson and Stewart Payne on 26 April

- noted that in the six weeks that had elapsed since deferral of the decision on the application, and despite assurances to the contrary, little progress appeared to have been made in negotiating an increased developer contribution or improving traffic mitigation measures;
- noted various ideas put forward on 26 April, viz. that money proposed for additional Hoppa bus services should not be ring-fenced; that a peak-hour commercial shuttle bus service should be considered; and that, even if a road connection to the A3100 had to be ruled out, the connecting footpath should be upgraded to make it suitable for bicycles and buggies;
- noted that Cllr. Cable would be meeting Barry Lomax and the portfolio holder for planning, Cllr. Bryn Morgan, within the next two weeks to try to drive matters forward and would take soundings of Cllr. Morgan regarding the possibility of including Hambledon Councillors in further discussions, including with HCA.

Noted that none of problems associated with the application was likely to prevent its eventual approval and **agreed** that it was therefore essential to negotiate the best possible improvements to the financial contribution and the transport mitigation measures and to ensure that the whole local community, and not just residents on the new development, benefitted from these improvements.

Agreed to investigate the possibility of the Parish Council liaising with the residents groups from Eton and from Busbridge which had already made representations on the scheme; and noted that Stewart Payne would make contact with Nick Holder (Witley Parish Council, who had spoken at the Waverley planning committee meeting).

Noted the tabled papers prepared by the Chairman and Stewart Payne taking forward Hambledon's ideas for increased financial contributions and for a peak-hour shuttle bus and **agreed** that these might usefully be shared with others in due course. Thanked Cllr. Cable for her support and for her commitment to doing everything possible to effect improvements to the scheme.

5. PARISH ASSEMBLY; VILLAGE CLEAN-UP

Agreed that these had both been extremely successful; congratulated team Llewellyn on its professional presentation and video; and noted that the video could be viewed again via the Hambledon village web site. Also noted that villagers had signed up to every area listed in the village clean-up schedule and that there had been a record attendance at the ensuing barbeque.

6. VILLAGE MATTERS

Highways maintenance

Noted that all repairs had been carried out to the pipe running under the road down School Lane; that the drain leading into the pipe from the ditch in the rectory field had also been cleared; and that water from that field which had hitherto been flowing over the road was now running through the pipe. Noted that some additional jetting had been carried out along the Hambledon Road and that SCC hoped to do more in the near future.

Noted that Colin Rapley would now be asked to clear the ditches opposite Rock Hill Farm and to the immediate south of Hydon Farm Cottages; and that his further work programme would be finalized in the light of (i) what additional work SCC was able to carry out and (ii) the outcome of the Parish Council's application to the local highways initiative funding scheme.

Waverley Community Cleaning Team

Noted that the next clear-up would take place during May and that the team had been specifically asked to litter-pick cans and other debris along Vann Lane

7. VILLAGE ORGANISATIONS

Almshouses

Noted that the fund-raising appeal remained on-going.

Village Hall

Noted that the committee would be providing teas at Vann when the garden was open on the May day bank holiday Monday.

Village Shop

Noted that some of the ideas emanating from the volunteers meeting in March were beginning to take shape; that the meeting had resulted in additional custom; that letters were being sent to those who were not regular users; that an increase in sales of at least £500 pm was being sought; that the annual turnover needed to increase from £140k to £160k; and that a Surrey Wildlife Trust walk was being planned during the summer which would start and finish at the shop.

Noted that the grant-funded freezer had now been installed and that a small ice-cream freezer was being purchased.;

Noted that the AGM would be held on Saturday 29 June and that the annual accounts would be posted in the shop beforehand.

8. OUTSIDE MEETINGS

Waverley Planning Forum. Noted that this had been deferred to 21 May and that the Chairman and Clerk planned to attend.

9. CORRESPONDENCE

SCC Community Improvement Fund. Noted that information about seeking bids for capital costs (£10k - £50k) had been sent to the Cricket Club, the Football Club, the Village Shop and the Nursery School.

“Openness and Transparency on Personal Interests – a Guide for Councillors”. Noted that this was available via e-mail from the Clerk.

Hambledon Heritage Society Viewpoint. Noted the proposal to site this on Hambledon Common and **agreed** to provide a letter of support in the event of planning permission having to be obtained.

10. OTHER BUSINESS

There was none.

The Chairman closed the meeting at 21.25

Date of next meeting: Wednesday 29 May 2013