

STEEP PARISH COUNCIL

CHAIRMAN: Jim MacDonald

CLERK: Jenny Hollington

Minutes of a Parish Council Meeting held at 7.30 p.m. on Monday, 9th April 2018 at Steep Village Hall

Present: Cllrs. Peter Cruttenden (in the Chair) Kate Ashfield Terry Cook
Simon Bridger Jeff Graham Nick Hurst
Chris Laycock Jenny Martin

In Attendance: District Councillor, Nick Drew
County Councillor, Russell Oppenheimer (later in the meeting)
Ray Street, Steep web manager
Jenny Hollington, Clerk

There were no members of the public in attendance.

| Minute | Item | Action |
|---------------|--|----------------|
| 18/50 | <u>APOLOGIES</u> – Apologies had been received from Cllr. Jim MacDonald | |
| 18/51 | <u>MINUTES</u> – The Minutes of the Meeting held on Monday, 5 th March 2018 were approved and signed. | |
| 18/52 | <u>DECLARATIONS OF INTEREST</u> – The Chairman reminded Councillors of their responsibility to declare any interest in any matter on the Agenda - none declared. | |
| 18/53 | <u>PUBLIC COMMENT</u> – <ul style="list-style-type: none">Litter – It was reported that there is a constant litter problem in Pratts Lane, Steep Marsh, and queried whether the Parish Council could organise another litter pick? The Clerk was asked to look into this possibility.Shipwright’s Way – The sculpture situated opposite The Harrow is looking rather jaded and could do with a clean. The Clerk was asked to find out who’s responsibility it is to maintain it. | Clerk Clerk |
| 18/54 | <u>DISTRICT COUNCILLOR REPORT</u> – Cllr Drew reported on the following issues: <ul style="list-style-type: none">Local Government Boundary Commission – Final recommendations have been published which propose changes to the current Steep ward, to exclude Stroud, Priors Deane and Colemore, but include Sheet. The aim is to improve levels of electoral equality for local voters and is subject to Parliamentary approval. If approved, the changes will be implemented in May 2019.Transparency – Concerns raised by Steep Parish Council over transparency of EHDC’s property investment portfolio have been forwarded to the relevant officers who have been asked to provide a full response.Litter – Zero tolerance to litter is applied vigorously in urban areas and this now needs to be applied in rural areas. If residents are aware of any problem areas within the Parish, they should report issues via 0300 300 0013 – calls will be logged and trouble spots identified.Leaf Clearance – Cllr. Drew has discussed Steep Parish Council’s concerns about the lack of leaf sweeping within Steep’s sunken lanes with the Leader of EHDC. An options | |

appraisal to decide the future of the current contract, especially around rural lane sweeping and how this is carried out, is currently underway. There is no indication of timescale for a response at this point.

18/55 DATA PROTECTION – A recommendation arising from the new GDPR regulations which come into effect in May is that Councillors should be using a Parish Council focussed e-mail address rather than personal e-mail addresses. Ray Street, web manager, had been invited to the meeting to discuss issues experienced with the current p.c.-orientated system. Currently the Parish Council uses roundcube which is free of charge but very clunky and consequently only used by 2 parish councillors. A more user-friendly solution is required and various options were discussed. Office 365 was suggested but this is expensive at approx. £600 per year. Other local parishes are using .hants.gov.uk e-mail addresses via HCC but the Clerk has enquired and it is no longer available to new users. It was agreed that this subject should be raised at the GDPR training to be attended by Cllrs. Ashfield, Hurst and Laycock to see how other parishes are dealing with this. In the meantime, Ray offered to sit with Parish Councillors struggling with the current system to explain how to get the best use from it.

18/56 FINANCE

- (a) The bank reconciliation for March, circulated prior to the meeting, was approved and signed.
- (b) A grant request on behalf of the Petersfield Shakespeare Festival was discussed - the event is a much-loved village hi-light and the sum of £150 was therefore approved. Cllr. Ashfield was asked to promote this event and the donation via the press office at EHDC.
- (c) The following cheques for April payment were authorised and signed:

KA

| Chq No. | Amount | Payee | Service |
|---------|-----------|----------------------------------|--------------------------|
| 100175 | £330.00 | HALC | Affiliation fees |
| 100176 | £150.00 | HALC | HR Consultancy Service |
| 100177 | £880.00 | N. Rook Blackstone | Lengthsman - March |
| 100178 | £601.13 | J. Hollington | Clerk + Lengthsman admin |
| 100179 | £8.40 | PTC | Dog bin |
| 100180 | £150.00 | Petersfield Shakespeare Festival | Grant |
| Total : | £2,119.53 | | |

18/57 HALC MEMBERSHIP – The membership document for this financial year was reviewed and approved.

18/58 LENGTHSMAN SCHEME – East Meon have been given permission to join the Lengthsman Scheme. As the Steep cluster is their nearest (and the Lengthsman lives in East Meon so knows the parish well), they have asked to join the Steep cluster. Both the Lengthsman and the Clerk are willing to include E. Meon within the group, but there is a concern that the cluster is becoming rather unwieldy and that the workload will become too onerous. Following discussion, it was agreed that E. Meon should be allowed to join the cluster, but the cluster should now be capped and no more parishes allowed to join. In addition, a meeting will be arranged between Steep P.C., representatives, the Lengthsman and the Clerk, to ensure that the Lengthsman has a clear idea of the number of hours required in each parish, especially as there is a backlog of work caused by the recent bad weather.

Chair
Clerk

18/59 COUNTY COUNCILLOR’S REPORT – Cllr. Oppenheimer reported on the following items:

Weather damage to roads – The recent snow and ice has caused much damage to the roads and the process of fixing the roads is on-going. HCC has been allocated £3 million pounds from a national

fund but it is estimated that HCC needs around three times as much to restore the roads to the condition they were in beforehand. Potholes should be reported via www.hants.gov.uk/transport/roadmaintenance/roadproblems

BOATs Campaign – A roundtable meeting of politicians and officers has been set up for 31st May in Winchester and Cllr. Oppenheimer is hoping to get agreement for a pilot scheme involving SDNPA and HCC officers.

Cllr. Oppenheimer was asked whether anything could be done about the atrocious condition of Steep’s lanes caused by mud being washed down from the hill slopes and accumulating. A HCC lorry has been out to clear the drain, but the mud has simply been left. Cllr. Oppenheimer agreed to chase this.

RO

18/60 ROADS AND TRAFFIC

- Phase 1 Traffic Management Scheme - Stoner/Bell Hill – The agreed works have been booked in with Skanska and are due to take place at the end of May/beginning of June.
- Speedwatch – Volunteers will be undertaking risk assessment training on Wednesday, 11th April. The demonstration speedwatch equipment is due to be delivered in the next week or so. Once the purchase of equipment has been approved, speedwatch will be able to get underway.
- Phase 2 Traffic Management Scheme – Cllr. Laycock is to meet with a representative of the Island Resident Association to progress plans for Village “gates” (it is hoped to install one of the gates on land just outside Island. Once the impact of the speedwatch scheme is understood, speed indicator devices will be researched more thoroughly if considered necessary.
- Water Leak at Pratts Lane – S.E. Water have now analysed a water sample and concluded that it is not their water - Cllr. Hurst will write to them and ask them to explain the chlorine content. In addition, there is now a blockage in the ditch and water is running down the road – this has been reported to Hampshire Highways.
- Sandy Lane – Correspondence has been received from a concerned resident about the lack of passing places on Sandy Lane. This is a very narrow lane with a deep ditch on one side and a bank on the other – there is also a farm/business premises at the top of the lane so the lane is often used by industrial sized traffic. The resident has approached Hampshire Highways to request a site visit but unfortunately this has been refused. Cllr. Oppenheimer said he would look into this issue on behalf of the Parish Council. The Clerk was asked to forward on the correspondence.
- Leaf Sweeping – See earlier item (District Councillor’s report).

Clerk

CL

NH

NH
RO

18/61 FOOTPATHS – A report had been circulated prior to the meeting and was discussed. It was agreed that Footpath 22a and BOAT 33 would remain priorities. Both these projects should have been completed within the 17-18 financial years but Footpath 22a was held up because of the very wet conditions and BOAT 33 has been held up because of the need for a Habitat Survey to be completed – Cllr MacDonald has this item underway. Another item of incomplete work is the installation of the kissing gate at Footpath 12 – the kissing gate was purchased by the Parish Council with a HCC grant - the Clerk was asked to write to the landowner to chase this.

Chair

Clerk

The bad weather has taken its toll on the parish footpaths in general and focus will need to be given to repairing the most popular routes. The Lengthsman will be asked to look at the broken fingerpost on Footpath 26 to see if it can be repaired and re-installed.

Clerk

18/62 STEEP COMMON

- Play Equipment – An estimate of £114 has been received from Wood Themes for a

replacement of a piece of the slide but other comparison quotes have been hard to obtain. Cllr. Ashfield will forward relevant contact details to Cllr. Graham to see if they can help. KA
JG

- Tree Audit – Joe Jackman has been unwell and has been unable to complete the tree audit – the Clerk was asked to chase this item. Consideration may need to be given to asking another contractor if necessary. Clerk
- Steep School – The Parents’ Association have asked for permission to hold a table top sale on the Common and this request was discussed. The Common policy does not allow for activities such as car boot sales and it was felt that this would be more appropriate for the School Hall so the request will be declined.
- Entrance – Previous play inspection reports have highlighted the poor sight lines at the entrance to the Common and for this reason consideration has been given to creating an entrance nearer to the School. The Playground Inspector has offered to meet Councillors at the Common to discuss this further when he comes to do this year’s inspection. Cllrs. will be advised when this is likely to be (usually in May) JG
Chair
TC

18/63 CORRESPONDENCE

- Saving Lives Together – A letter received from this newly formed group about out of hospital cardiac arrest was discussed. It was agreed to actively support the running of a training session. The Clerk will liaise with the group to organise this. Clerk

16/64 FORTHCOMING MEETINGS

- Risk Assessment Training for Speedwatch Volunteers – 11th April – 6.00 p.m., Steep Village Hall
- GDPR Training – 17th April, 7.00 p.m. at Penns Place - Cllrs. Hurst, Laycock and Ashfield
- HCC Town and Parish Councils’ Event – 16th May – 6.00 p.m. Ashburton Hall – Cllr. MacDonald

16/65 ANNUAL PARISH ASSEMBLY – The Annual Parish Assembly is to be held on Monday, 21st May at 7.00 p.m. at Steep School. Dr Broadmeadow from the Forestry Commission will talk about the effect of climate change on Ashford Hangers. Refreshments will be served and the meeting will be followed by the Annual Parish Council Meeting.

18/66 DATE AND TIME OF NEXT MEETING – The next meeting of Steep Parish Council will be on Monday, 21st May (details as above).

The meeting closed at 9.15 p.m.