

STEEP PARISH COUNCIL

CHAIRMAN: Jim MacDonald

CLERK: Jenny Hollington

Minutes of a Parish Council Meeting held at 7.30 p.m. on Monday, 6th February 2017 at Steep Village Hall

Present: Cllrs. Jim MacDonald (in the Chair) Jenny Martin Terry Cook
Peter Cruttenden Christopher Laycock Nick Hurst

In Attendance: Jenny Hollington - Clerk

There were no members of the public in attendance throughout the meeting.

Minute	Item	Action																				
17/18	<u>APOLOGIES</u> – Apologies had been received from Cllrs. Graham Fairley, Simon Bridger and Luke Spurdle																					
17/19	<u>MINUTES</u> – The Minutes of the Parish Council Meeting held on Monday, 9 th January 2017 were approved and signed.																					
17/20	<u>DECLARATIONS OF INTEREST</u> – The Chairman reminded Councillors of their responsibility to declare any interest in any matter on the Agenda - none declared.																					
17/21	<u>PUBLIC COMMENT</u> – There was no public comment																					
17/22	<u>FINANCE</u> (a) The bank reconciliation was not available for approval as the bank statement had not been received. (b) The following cheques were approved for February payment: <table><thead><tr><th>Chq No.</th><th>Amount</th><th>Payee</th><th>Service</th></tr></thead><tbody><tr><td>100110</td><td>£240.00</td><td>Nick Rook-Blackstone</td><td>Lengthsman - January</td></tr><tr><td>100111</td><td>£31.00</td><td>Petersfield Town Council</td><td>Dog Bin emptying - Common</td></tr><tr><td>100112</td><td>£665.88</td><td>J. Hollington (salary + yews)</td><td>Salary - Jan</td></tr><tr><td>Total :</td><td>£936.88</td><td></td><td></td></tr></tbody></table> (c) The Clerk reported that unfortunately Ken Abraham, the Internal Auditor, is still very unwell and not able to return to his auditing work for 16/17. Enquiries have therefore been made from alternative companies and a new Internal Auditor will be appointed at the next Parish Council meeting. (d) Clerk’s Remuneration - The Clerk was asked to leave the room while this item was discussed. An increase in the hourly rate was approved with effect from 1 st April 2017 from £12.00 to £12.50.	Chq No.	Amount	Payee	Service	100110	£240.00	Nick Rook-Blackstone	Lengthsman - January	100111	£31.00	Petersfield Town Council	Dog Bin emptying - Common	100112	£665.88	J. Hollington (salary + yews)	Salary - Jan	Total :	£936.88			
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17/23	<u>LUTCOMBE POND</u> – Cllr. Martin has contacted Pete Durnell, HCC Ranger, to hi-light the Parish Councils concerns with regard to the condition of the pond. However, Pete reported that an assessment by Aquascience last year found that the pond is structurally sound which means that																					

other work has taken priority. It remains on the HCC “to do” list and the intention is to employ a hydrological engineer to ascertain what works are actually required. It was agreed that the Parish Council would keep the pressure on, to ensure that this work is followed up.

JM

17/24 ROADS AND TRAFFIC

- (a) Cllr. Cook reported that he had driven around the parish with the new Highways Engineer, Joe Lait, to explain all the areas of concern raised by the Parish Council. Mr. Lait has since confirmed via e-mail, the actions to be taken by HCC to address these issues and approximate time scales.
- (b) HCC Community Funded Initiative – The information sent through by Ian Janes in response to concerns raised with regard to traffic management on Stoner Hill was discussed. The initiative is aimed at providing minor highway and transport improvements that are of a high value to the community but which cannot be currently funded by HCC (i.e. not led by a road casualty reduction need). HCC offer a scoping and detailed design service, but costs will fall to the Parish Council with the possibility of grant funding from various sources. Community support is vital to the success of any application via this initiative. It was agreed that a Roads and Traffic Working Party, consisting of Cllrs. Spurdle, MacDonald, Cruttenden and Laycock, would meet to discuss requirements for Stoner Hill in more detail. Cllr. Laycock was asked to arrange a meeting of the group.
- (c) Community Speed Watch – This scheme, whereby community volunteers work alongside Hampshire Constabulary officers to identify vehicles which exceed the speed limit, could potentially be of interest and will be kept on the back burner – enquiries will be made of other local parishes that have trialled the scheme to see how they’ve got on.
- (d) EHDC Leaf Sweeping – The lanes still remain un-swept. This issue will be chased up via the District Councillor.

CL

Clerk

Clerk

17/25 STEEP WAR MEMORIAL – The hedges behind the War Memorial have been cut back hard and look much improved. The new yew hedge has been planted alongside, on the corner of Mill Lane/Church Road. No concerns have been raised and a complimentary message has been received from the Vicar.

17/26 FOOTPATHS –

- (a) Coach Road – It was agreed that Cllr. Martin should make contact with Froxfield Parish Council about the condition of this by-way, as the worst half lies within their Parish. In the meantime, an estimate will be obtained from Chris Budd for work to improve the surfacing.
- (b) Footpath 26 (stiles) – A complaint about the condition of the stiles will be followed up at the March Meeting.
- (c) Footpath 1 – The Clerk was asked to chase Elliott Rowe with regard to the provision of membrane and scalplings to enable the Lengthsman to carry out improvements to the surfacing of this path.

JM

JM

Clerk

17/27 MAP BOARD – There has been no feedback yet from HCC with regard to the SGS application for funding towards a new map board. It was agreed, however, that careful thought needs to be given to the position of the new map board and levelling of the area, if funding is approved.

TC/PC

17/28 THE LENGTHSMAN – A Spring work schedule was discussed. It was agreed that clearing the blocked gully alongside fields in Ridge Common Lane should be a priority. However, before this work can go ahead the hedges need to be cut back - the Clerk was therefore asked to contact the landowner to request this work is carried out as soon as possible. Councillors were asked to notify the Clerk if they noticed any other areas in need of attention by the Lengthsman.

Clerk

17/29 STEEP COMMON – It was agreed that Nick Adams should be asked to carry out the Annual Inspection as per previous years.

Clerk

- 17/30 OPTIONS FOR CLERK’S PHONE CONTACT – The pros and cons of two alternative options for contacting the Clerk were discussed – either the purchase of a mobile phone dedicated to Steep Parish Council/Village Hall which can be switched off as required, or a telecom/internet package whereby a new number is purchased for a small amount each month and calls to that number are directed to whichever phone is nominated. An option for calls to only be received during office hours means that during non-working hours, calls are recorded and a message sent via e-mail to the lap top. It was agreed that the Clerk should consider these alternatives and decide which she would feel most comfortable with in time for the March meeting. Clerk
- 17/31 TRAINING – The Clerk attended the Transparency Code training session organised by HALC and will circulate the list of information recommended for publication to the website to Councillors for info. Clerk
- 17/32 FORTHCOMING MEETINGS
- EHAP&TC Meeting – Wednesday, 8th March at Greatham Village Hall – Simon Jenkins, Head of Planning at EHDC, will be in attendance to address issues raised at the last meeting. Members of the Planning Committee were urged to attend if possible.
 - HALC – Annual Conference for Local Councils – 22.7.17 – Councillors were encouraged to attend if possible as this would be a very useful and informative day.
- 17/33 CORRESPONDENCE
- Community questionnaire response summary – Steep School – The issues raised by the children relating to Steep were discussed. The Chairman will respond. Chair
 - EHDC – Consultation on Revised Gypsy & Traveller Accommodation Assessment – No action required.
 - EHDC - Great British Spring Clean – It was agreed that this campaign should be supported as there are areas of concern within the parish. However, the dates proposed (weekend of 3rd March) was considered to be too short notice to recruit volunteers. An alternative date of Sunday, 19th March, was agreed to be more appropriate. The Clerk was asked to contact EHDC to ensure the use of their equipment and to write an article for the Newsletter. Clerk
Volunteers will be asked to meet at the Village Hall at 9.30 a.m.
- 17/34 DATE OF NEXT MEETING – The next meeting of Steep Parish Council will take place on Monday, 6th March 2017 at 7.30 p.m. at Steep Village Hall.

The meeting closed at 9.30 p.m.