

STEEP PARISH COUNCIL

CHAIRMAN: Cllr. Jim MacDonald

CLERK: Mrs. Jenny Hollington

Minutes of a Parish Council Meeting held on Monday, 11th January 2016 at Steep Village Hall at 7.30 p.m.

Present: Cllrs. Jim MacDonald (in the Chair) Terry Cook Peter Thackrey
Nick Hurst Jenny Martin Simon Bridger
Peter Cruttenden

In Attendance: Assistant Highways Manager East, HCC, Mike Pillans
County Councillor, Vaughan Clarke
District Councillor, Nick Drew
Clerk, Jenny Hollington

There was one member of the public in attendance during the course of the meeting.

The Chairman welcomed everyone to the meeting and wished them a happy New Year. He thanked Mike Pillans, Hampshire Highways, for attending the meeting to discuss parish highway related issues.

Minute	Item	Action
16/01	<u>APPOLOGIES</u> – Apologies had been received from Cllrs. Fairley and Spurdle.	
16/02	<u>MINUTES</u> – The Minutes of the Parish Council Meeting held on 2 nd November 2015 were approved and signed.	
16/03	<u>DECLARATIONS OF INTEREST</u> – The Chairman reminded Councillors of their responsibility to declare any interest in any matter on the Agenda.	
16/04	<u>PUBLIC COMMENT</u> – There were no comments from the public.	
16/05	<u>MATTERS ARISING FROM THE NOVEMBER P.C. MEETING</u>	
	<ul style="list-style-type: none">• Water Leaks – There have been very few dry days, so it is hard to tell whether the water leak adjacent to the Cricketers in Church Road has been repaired. There is now also a very large puddle (which reaches halfway across the road and covers the kerb) on the opposite side of Church Road which causes problems for pedestrians and the BT Engineers, currently working at the BT Box, when passing vehicles cause the water to splash over them. Mr. Pillans said he would send someone from the Highways Department out to take a look at the problem.• Flooding – Elmwood Corner in Steep Marsh is flooded again and the road only just passable. The problem is caused by sand/silt blocking the soakaway. In addition, the culvert in Ashford Lane is not coping with the amount of rain water coming off the Hangers, causing Ashford Lane to flood. Mr. Pillans said he will ask someone from the Highways Department to contact Cllrs. Cook/Bridger and to look into these issues.• Blocked Culvert in Mill Lane – the planned work has been postponed until 18th January because of the wet weather!• Hedge Cutting on Stoner Hill – The Clerk has contacted residents on Stoner Hill, but there was little interest in organising a combined cut by the local farmer who cut back the hedges last year, and splitting the cost. Mr. Pillans said he was under the impression that	MP MP MP

letters have been sent to residents whose trees and hedges are overhanging the carriageway on Stoner Hill – he will check this and liaise with the Clerk.

MP

16/06 REPORT/UP-DATE FROM HAMPSHIRE HIGHWAYS - Mr. Pillans reported on recent changes to office structure at the Petersfield Depot. Andrew Wood is now the Principal Engineer with Connor Morris, the new Local Highway Engineer, covering Steep and surrounding areas.

The Lengthsman Scheme - Mr. Pillans confirmed that the Lengthsman Scheme is to be continued in the next financial year. HCC Countryside Department are now also contributing to the Scheme, which means that parishes can use the Lengthsman to carry out footpath repairs. Steep Parish Council, and several other local parishes including Sheet, Stroud and Froxfield, are on the waiting list and it is Mr. Pillans' understanding that this cluster will be included on the scheme from April 2016. If so, the parishes will need to decide upon a lead parish to administer the scheme on behalf of the cluster - the lead parish in each cluster is allocated an additional sum to the £1000 contribution from HCC, to cover the extra administration. It was suggested that the Clerk should contact the Clerk at Grayshott, the lead parish for their cluster, to explain the admin work involved.

Clerk

It was agreed that The Lengthsman Scheme should be an Agenda item for March to be discussed further, and a list of priority work compiled.

Hedges – The Chairman had been in correspondence with Mr. Pillans with regard to finding a strategy of dealing with landowners who allow their hedges to become an obstruction to either traffic or pedestrians. Mr. Pillans confirmed that HCC are preparing to pilot a scheme whereby the Parish Council monitor hedges. Where there is a problem, the Parish Council will photograph, measure up and cost the necessary action and send out a letter to the landowner. If the landowner fails to take action then it is referred to HCC for further action. This new scheme enables a faster response to problems (enforcement is possible within 7-weeks).

It was agreed that Mr. Pillans would ask the Highways Support Team in Winchester to contact the Chairman/Clerk with regard to Steep Parish Council joining the pilot scheme. Information on the scheme will be included in the parish newsletter, so that it doesn't come as a shock to residents.

**MP/
Clerk**

Encroachment – Encroachment issues (Mill Lane/Church Road hedge and Pratts Lane sleepers) were discussed. Mr. Pillans undertook to pursue these further and provide feedback to the Clerk

MP

Road Cleaning – Mr. Pillans confirmed that EHDC are now responsible for road sweeping. The Clerk was asked to liaise with EHDC via Cllr. Drew to request that the smaller lanes (Ashford Lane, Elmwood Lane and Pratts Lane) are included in a programme of works for clearing, in order to help prevent problems with leaves blocking drains.

**Clerk
ND**

Cast Iron Sign – Mr. Pillans said that HCC can no longer help with funding refurbishment of the cast iron signs (reference the sign at the Cricketers Crossroads). However, they do have a contract with a local company who will provide an estimate for Parish Council consideration. Grant funding may be available if necessary. Mr. Pillans undertook to obtain an estimate for painting and fixing new arms to the post. He also recommended that the Parish Council consider moving the signpost to a more appropriate location.

MP

Mr. Pillans was thanked profusely for his help in addressing all of these issues.

16/07 COUNTY COUNCILLOR'S REPORT – The County Councillor's monthly report for January 2016 is appended to the Minutes. In addition, Cllr. Clarke confirmed that there has been no further development with regard to Network Rail's proposed closure of Sheet Level Crossing. Work to create a footpath at Kingsfernsden Lane is due to start within the next week, and the widening of the islands at the junction of Inmans Lane/Pulens Lane has been started.

16/08 DISTRICT COUNCILLOR’S REPORT – The District Councillor reported on the following items:

- District Councillor Funding – Cllr. Drew confirmed that he has approved a grant request for the Steep and Stroud Newsletter
- Sports Awards – there is still time to nominate an individual or coach from Steep for these awards.
- Litter Enforcement – the scheme is proving very successful and EHDC are considering extending it to dog fouling. The Chairman queried the current scheme’s targeted areas and Cllr. Drew undertook to provide a breakdown of figures.
- Floods – Sandbags are available via EHDC (see EHDC website).
- Leader Grants – Local farmer, David Ashcroft, has been bought in to advise small businesses on the application process.

ND

16/09 FINANCE

- (a) CAB Grant Application – the request for a donation of £700, and the background information provided, was discussed. It was agreed that £500 (being the budgeted amount) should be sent along with a covering letter saying that the Parish Council would be prepared to consider an increased amount in the following financial year, providing similar requests are being sent to neighbouring parishes.
- (b) The current account balance stands at £11555.57 as at the end of December 2015. The following cheques for January payment were approved and signed:

Chq No.	Amount	Payee	Service
100060	£288.00	S. Bridger	Installation of Kissing Gate
100061	£1176.00	Chris Budd	Improvements to F/P 18
100062	£60.00	J. Street	Website
100063	£1075.00	J. Hollington	Clerk (salary Nov/Dec + exp)
100064	£500.00	CAB	Donation
TOTAL	£3099.00		

- (c) Correspondence received from HALC with regard to the future of smaller authority external audit was discussed. It was agreed that Steep P.C. did not want to opt out of the scheme proposed by NALC.

16/10 PLANNING & DEVELOPMENT – SITE ASSESSMENT WORKING PARTY – Cllr. Fairley had sent a report on the group’s progress which was read out. Four meetings have now been held and the group are making good progress. The site evaluation criteria have been applied to the original list of 19 potential sites and there is now an interim list of 10 “feasible” sites. Over the next month the group will be approaching landowners of these sites and will remove from the list any sites which the landowner does not wish to be considered. This will leave a shorter list to review with SDNPA. Following this review, the list of remaining sites will be presented to the Parish Council along with a recommended final shortlist and a plan for public consultation.

16/11 STEEP VILLAGE HALL – MANAGEMENT COMMITTEE REPORT

The Avenue Pre-School at Steep – Trustees have agreed a revised start date of 7th March with the owner - an Open Day will take place at the Village Hall during the afternoon of 6th February and all are welcome to attend.

Caretaker/Cleaner – With the loss of the help provided with bookings and weekend hires by Mrs. Goodchild, Trustees have agreed that a new, combined role, of Weekend Caretaker/Cleaner should be advertised locally, with a view to someone starting at the beginning of April. Details of the role will be made available via the parish newsletter, website and noticeboards

16/12 STEEP COMMON –

- (a) **Bonfire & Firework Night** – The Chairman reported that because of the awful weather on 5th November, numbers were down by half. This meant that the measures put in place to prevent parking in Church Road weren't tested. It was noted, however, that the road had remained clear. The same measures to prevent parking alongside the Common will be put in place for 2016.
- (b) **“No parking” sign for gate** – The Clerk will continue to liaise with Signs Express in Portsmouth and circulate a proposal to Councillors for final approval.

Clerk

16/13 FOOTPATHS

- (a) **Footpath 12** – One of the kissing gates has been installed. The second gate will be installed once the weather improves.
- (b) **New footpath at Steep Common** – The EHDC Environment Grant has been approved, but the Clerk has not heard back from Mr. Tweddle at East Hampshire regarding the use of developer's contributions as match funding. As soon as this is confirmed, work will commence.
- (c) **Condition of stiles on footpaths 10, 11 and 2** – The middle stile on Footpath 10 has now been repaired. However, there has been no up-date from Jim Hobson on the number of kissing gates available from HCC – the Chairman undertook to follow this up.
- (d) **Vegetation Priority Cutting** – it was agreed that Cllrs. Martin, Cruttenden and MacDonald would meet separately to discuss footpath vegetation cutting priorities and respond to HCC. This meeting would be combined with a discussion on the proposed new Footpath Excellence project for the new financial year.

JM/
Clerk

Chair

JM
PC
Chair

16/14 MEETINGS ATTENDED

- HCC Economy, Transport and Environment Meeting – due to personal circumstances, the Chairman had not been able to make the meeting.
- EHAP&TC – The Chairman had attended this meeting and circulated a note on the items covered to Councillors.

16/15 CORRESPONDENCE

- Local Government Boundary Commission – Cllr. Clarke said that under the new proposals, his division would grow from 9 parishes to 12 and reach as far as Ropley and Tistead. Unfortunately, the response deadline for comments had just closed, so no response was possible.
- NALC Policy Consultation – The proposed changes from S106 to CIL were discussed, but no response felt necessary.
- Library Service Review – Concern for the Steep Marsh mobile service was discussed. The deadline for responses is 16th January and because of the difficulty in reaching a Council consensus at the meeting, it was agreed that Councillors should respond individually.
- EHDC – Councillor Flooding Guide – Cllrs. Thackrey and Fairley will meet separately to discuss Community Resilience and report back at the next meeting.
- EHDC – Tree Warden Training – Drake Hocking will attend this session.

ALL

PT
GF

16/16 FORTHCOMING MEETINGS

- HCC Parish Devolution Workshop – the Chairman said he would do his best to attend this meeting, as no-one else was available.

Chair

16/17 PROPOSALS FOR THE ANNUAL PARISH ASSEMBLY 2016

Following discussion, it was agreed to hold the Annual Parish Assembly on 24th May at 7.00 p.m. in the Village Hall. This meeting will be followed, after a short refreshment break, by the Annual Meeting of the Parish Council. It was agreed that the Clerk should ask the helicopter team from RAF Odiham to come and talk to residents about the low flying training exercises in the local area. **Clerk**

16/18 DATE OF NEXT MEETING – **Monday, 7th March 2016 at 7.30 p.m. at Steep Village Hall**

The meeting closed at 9.45 p.m.