

**DRAFT**

**STEEP PARISH COUNCIL**

**CHAIRMAN:** Jim MacDonald

**CLERK:** Jenny Hollington

**Minutes of a Parish Council Meeting held on Monday, 7<sup>th</sup> January 2019 at 7.30 p.m. at Steep Village Hall**

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

**In Attendance:** Nick Drew, District Councillor  
Russell Oppenheimer, County Councillor (later in the meeting)  
Jenny Hollington, Clerk

There were 4 members of the public in attendance.

<b>Minute</b>	<b>Item</b>	<b>Action</b>
19/01	<u>APOLOGIES</u> – Apologies had been received from Cllr. Kate Ashfield	
19/02	<u>MINUTES</u> – The Minutes of the Parish Council Meeting held on Monday, 3 <sup>rd</sup> December were approved and signed	
19/03	<u>DECLARATIONS OF INTEREST</u> – The Chairman reminded Councillors of their responsibility to declare an interest in any matter on the Agenda - none declared.	
19/04	<u>PUBLIC COMMENT</u> – <ul style="list-style-type: none"><li>• A resident raised a concern in respect of the EHDC decision process on a recent planning application. Cllr. Drew confirmed he is aware of the situation and is working to resolve the issue.</li><li>• A resident drew attention to a campaign to “Save our Village Green”, referring to the land at Church Road, and to the allocation of the land within the settlement boundary in the SDNPA Local Plan. He pointed out that this had originally been designated as Open Space and was concerned that it hadn’t been protected by the Parish Council.</li><li>• It was queried whether the Parish Council had considered doing a Neighbourhood Plan and pointed out that there is a new round of funding available. The Chairman confirmed that a Neighbourhood Plan had been considered in consultation with SDNPA, but that it had not been considered a high priority for the village as there is very little scope for development. It is also a very lengthy and time-consuming undertaking.</li></ul>	
19/05	<u>COUNTY COUNCILLOR’S REPORT</u> – The County Councillor’s report had been circulated prior to the meeting and is appended to the Minutes. The report was discussed in detail once Cllr. Oppenheimer arrived.	
19/06	<u>DISTRICT COUNCILLOR’S REPORT</u> – Cllr. Drew spoke on the following items: <ul style="list-style-type: none"><li>• Traffic Calming – Cllr. Drew commended the work carried out via Steep Parish Council</li><li>• Planning – Cllr. Drew confirmed that if any residents or the Parish Council feel that their concerns are not being taken into consideration, he would ensure that this is followed up with the relevant Case Officer.</li><li>• Leaf Sweeping – It was pointed out that there has still been no sign of a leaf sweeping lorry</li></ul>	

in the parish - Cllr. Drew promised to chase this again.

19/07 RESIGNATION OF WEBSITE MANAGER – After many years of supporting the Parish Council, Ray Street has given notice from end of March (although he will continue to manage the Steep Village community website). It was agreed that an advert should be placed in the parish newsletter to see if anyone would be interested in taking on this role. Chair

19/08 P.C. SPECIFIC E-MAIL – The Chairman will action this via the website manager as soon as possible. Chair

19/09 FINANCE

- (a) Budget 19-20 – The draft budget proposal, which had been circulated prior to the meeting, was discussed and approved.
- (b) Precept 19-20 – It was proposed that the precept should be increased to £16,000 for the coming year to enable the Parish Council to work to a break-even budget (as discussed under the previous item) – This represents a 14.3% increase (or £3.87 per Band D household) but Steep Parish Council’s precept remains one of the lowest of neighbouring parishes. Following discussion, a precept of £16,000 for 2019-20 was unanimously agreed.
- (c) Bank Reconciliation – The bank reconciliation for December was approved and signed.
- (d) Cheque payments - The following cheques were approved for January payment:

Chq No.	Amount	Payee	Service
100225	£16.80	PTC	Dog Bin
100226	£60.00	Ray Street	Website management Oct-Dec
100227	£100.10	J. Graham	Refund - Hawthorn for Common
100228	£1,207.94	J. Hollington	Jan (new rate + backpay to April)
Total :	£1,384.84		

19/10 LENGTHSMAN – The Clerk confirmed that there had been 5 applications so far (closing date 25.1.19). It was agreed that a meeting with a representative of each parish in the cluster should be organised to discuss and agree the interview process and the scheme in general. Clerk

19/11 ROADS AND TRAFFIC –

Stoner Hill/Bell Hill - A meeting with Joe Folland, Traffic Management Engineer, has been organised for 16<sup>th</sup> January to discuss ATC results for Stoner Hill and Bell Hill and consider further options to address continuing speeding issues. CL/JG  
TC/  
Chair

Another village “drive-through” will be arranged with Joe Lait, Assistant Highways Engineer, to highlight on-going parish roads issues including surfacing and flooding. TC

19/12 LUTCOMBE POND – The condition of Lutcombe Pond continues to get worse and it was agreed that this now needs to be addressed. Managing and co-ordinating the project will be difficult as various parties will need to be involved, and engineering knowledge will be required, as well as funding. It was pointed out that a survey had been carried out by HCC in the past couple of years – Russell Oppenheimer offered to speak to the relevant people within HCC Estates Department and feedback at the next meeting. A meeting with SDNPA representatives to ask for in-put will also be organised. JH

19/13 FOOTPATHS –

Resurfacing of part of Footpath 18 has been completed, but an access issue has delayed work on Footpath 13 - it has now been agreed that the kissing gate will be taken out and then replaced to

resolve this.

Chris Budd has suggested various options to improve the condition of BOAT 33 and it was agreed that he should be asked to clear the ditches to carry rain water away from the BOAT, and supply scalplings at the bottom where the track is worst. Once this work has been carried out, Chris Budd recommends that the Lengthsman could be asked to keep them clear on a regular basis to prevent the situation recurring. JM

Footpath 12 – The loose drain cover in front of the kissing gate has been reported to the Water Company twice now and each time they have promised to action an urgent repair. It was agreed that if this is not carried out shortly, the Clerk should write to the Head of Customer Services as the loose cover is in a very dangerous position and someone will injure themselves. A cone has been placed over the problem temporarily – HCC RoW are aware.

Clerk

19/14 STEEP COMMON –

It was agreed to action the advice received from Ian Janes, Senior Engineer at HCC, to improve the sight lines at the entrance to Steep Common. Mr. Janes has agreed that the extension of the white lines will be added to the schedule of works at no cost to the parish. Cllrs. Bridger and Cook will cut back the hedges hard and repair the broken fence.

SB/TC

Mrs. Benson-Colpi, the new Parish Tree Warden, will meet at the Common with Cllr. Graham to acquaint herself with the Common, review the tree survey and consider options for the second phase of works, as recommended by Joe Jackson

JG

19/15 ON-GOING ISSUES IN STEEP MARSH

- Bollards – No feedback has been received so far because of the Christmas/New Year break – To be followed up
- Water Leak at Pratts Lane – The Chairman will take this forward
- Noticeboard – This is in hand and quotes are being sought.

NH  
Chair  
Clerk

19/16 UPCOMING MEETINGS:

- HCC Highways and Transport Town and Parish Council event – Wednesday, 13<sup>th</sup> March – Cllrs. Laycock and Cook will attend on behalf of Steep P.C.

CL/TC

19/17 DATE AND TIME OF NEXT MEETING – The next meeting of Steep Parish Council will be held on Monday, 4<sup>th</sup> February 2019 at 7.30 p.m.