

STEEP PARISH COUNCIL

CHAIRPERSON: Mrs. Caroline Robinson

CLERK: Mrs. Jenny Hollington

Minutes of the AGM held on 19th May 2011 at Steep Village Hall after the Annual Parish Meeting

Present: Caroline Robinson (in the Chair) Nick Hurst Jenny Martin
Terry Cook Graham Banks Suzi Openshaw
Jim MacDonald Simon Bridger

In Attendance: Vaughan Clarke (County Councillor)
Nicholas Drew (District Councillor)
Jenny Hollington (Clerk)

There were 12 members of the Public present.

APOLOGIES: Charles Gibson

11/46 **TO ACCEPT THE OFFICE OF CHAIRMAN**

Caroline Robinson was proposed, seconded and unanimously agreed as Chairman. Jenny Martin was proposed, seconded and unanimously agreed as Vice Chair. There was a vote of thanks to Caroline for all her hard work during the previous year. The declaration to accept the Office of Chairman was signed by Caroline Robinson.

11/47 **TO SIGN DECLARATIONS AND RECEIVE MEMBERS' INTEREST FORMS**

Declarations to accept Office were signed and Members' Interest forms were collected by the Clerk.

11/48 **TO ASSIGN RESPONSIBILITIES**

These were agreed as follows:

Common	Charles Gibson and Jim MacDonald
Hangers	Terry and Jim MacDonald
Footpaths	Jenny Martin and Suzi Openshaw
Roads and Traffic	Caroline Robinson, Graham Banks and Suzi Openshaw
I.T.	Nick Hurst
Village Hall and War Memorial (Extension and Grant)	Caroline Robinson and Simon Bridger
Parish Plan Representative	Charles Gibson Jim MacDonald

11/49 **MINUTES**

The Minutes of the Planning Meetings held on 4th April and 20th April 2011 were agreed as an accurate record and signed accordingly.

11/50 **DECLARATION OF INTERESTS** – The Chairman reminded Councillors that any interests should be recorded as necessary.

11/51 **PUBLIC COMMENT**

An up-date on sites for affordable housing was requested – The Chairman said that one or two sites are being considered but, as yet there has been no up-date from East Hampshire.

11/52 MATTERS ARISING FROM THE ANNUAL PARISH MEETING

There were no matters arising from the APM.

11/53 LAND HELD IN TRUST

The Chairman reported that new Trustees have been appointed and will meet for the first time in June. The Clerk and the Chairman will also attend the meeting to facilitate the handover.

11/54 CLOSURE OF THE LEVEL CROSSING IN SHEET

This scheme is being considered by H.C.C. to alleviate traffic problems in Sheet. Approximately 150 people attended a meeting to debate the issue - most were opposed to the closure. It is proposed that the crossing be closed for half an hour morning and night to coincide with children travelling to school as an initial trial measure. Councillors agreed that a letter should be written to Hampshire County Council setting out concerns with this proposal and that Nick would circulate a draft via the Clerk.

11/55 REPRESENTATIVE REPORTS

Common and Hangers:

- The Party on the Common to celebrate the Royal Wedding had been a resounding success and very well attended.
- A letter has been received from two representatives of Steep School Council requesting litter and dog poo bins – it was agreed that the Clerk should find out what the criteria for these are.

Footpaths –

- Work has now started on Bridleway 16 in the Hangers.
- Access to the footpath at Hayes Cottages and the possibility of a 50% grant from H.C.C. towards kissing gates to resolve the issue was discussed – Jenny Martin to follow up.
- BOAT 32 – a quote will be obtained to re-do the whole path which is currently impassable for horses because of the deep rutting. Jenny Martin is investigating funding for this project via a SDNP grant and Small Grant Scheme.
- Concern was raised at the very muddy conditions of footpath 5 as it crosses land at Broadmeadow where horses have been overwintered – it was pointed out that this would be the responsibility of the landowner.
- Footpath 15 (Steep Church to Tilmore Gardens) – it was queried whether the Parish Council could apply for this to be designated for dual use to enable it to be used as a cycle path for children riding to School. Improvements and staggered posts at the end would also be needed – Jenny M to write to Alison Perry.

Village Hall

- The Clerk is currently in the process of completing a grant application form towards the proposed extension and she and the Chairman had attended a meeting in Winchester for this purpose and Equality and Diversity Training.

War Memorial

- It was agreed that a small token of appreciation should be sent to Rosemary Lilley to thank her for all her hard work.

11/56 FINANCE

The audited accounts for the year 2010/11 had been previously circulated. There were no questions. It was therefore unanimously agreed that the accounts should be adopted and the Governance statement was duly signed.

Signatories for the Parish Council Co-operative Account were agreed – Caroline Robinson, Terry Cook and Jim MacDonald.

The Insurance Quote from Came & Co. and the current schedule from Aon Insurance were compared and discussed. The Clerk pointed out that the Internal Auditor had recommended that the amount of fidelity cover be increased if staying with Aon. It was agreed that because of the lower price and increased cover, the Parish Council would switch to Came & Co. for insurance protection as from June 2011.

The Clerk also reported that the Internal Auditor had recommended that internal weekly checks be carried out by the Parish Council on the play equipment on the Common – Jim MacDonald undertook to draw up a document for this purpose. Suzi Openshaw offered to help carry out the inspections.

The following cheques were approved and signed: Ken Abraham (Internal Audit), H.C.C. (2 x signboards for the Common), Hampshire Association of Local Councils (postage – Good Councillor Guide), Jenny Hollington (expenses), Came & Co. (insurance).

A letter from Victim Support requesting grant aid was considered – it was agreed to keep all unsolicited requests for grants until the end of the financial year so that they could be considered against the budget.

11/57 CURRENT PLANNING APPLICATIONS

A letter to East Hampshire District Council from a local resident was also considered alongside this application.

SDNP/21242/026	Pre Decision Amendment – Single storey office/workshop	Brickyards Industrial Estate, Rockpits Lane, Steep Marsh GU32 2BN.	Objection
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11/58 CORRESPONDENCE – The following items of correspondence were discussed:

- EHAPT Meeting – 15th June at Liss Village Hall – Suzi said she hoped to be able to attend this meeting.
- Annual County Civic Service – Sunday, 19th June at 9.45 a.m. – no-one is available to attend this service – the Clerk to send apologies.
- Armed Forces Day – Fly a Flag – the Clerk to look into the possibility of flying a flag within the village (possibly at the small church in Ridge Common Lane)

11/59 DATE AND TIME OF NEXT MEETING – Monday, 6th June 2011 at 7.30 p.m. at the Village Hall (short Planning Meeting), Village Hall AGM Monday, 13th June. The next full meeting of the Parish Council will be held on Monday, 4th July.

The Meeting closed at 9.30 p.m.