

STEEP PARISH COUNCIL

CHAIRMAN: Jim MacDonald

CLERK: Jenny Hollington

Minutes of a Parish Council Meeting held at 7.30 p.m. on Monday, 2nd October 2017 at Steep Village Hall

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

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

There was 1 member of the public in attendance.

Minute	Item	Action
17/139	<u>APOLOGIES</u> – No apologies had been received	
17/140	<u>MINUTES</u> – The Minutes of the Meeting held on Monday, 4 th September 2017 were approved and signed.	
17/141	<u>DECLARATIONS OF INTEREST</u> – The Chairman reminded Councillors of their responsibility to declare any interest in any matter on the Agenda - none declared.	
17/142	<u>PUBLIC COMMENT</u> – A resident of Steep Marsh raised the issue of the terrible condition of Rockpits Lane just below Coldhayes Lodge where the ditches have been compromised by tractors driving into the field, causing rainwater to run along the side of the road and eroding the edges. The Parish Council agreed to take this forward with Hampshire Highways as a matter of urgency.	Clerk/ TC
17/143	<u>PARISH COUNCIL VACANCY</u> – An expression of interest in the vacant position had been received from Mr. Jeff Graham, a long-term resident of Steep. Following introductions and discussion, it was unanimously agreed that Mr. Graham should be co-opted to the vacant position on Steep Parish Council and the declaration to accept office was duly signed and witnessed. Cllr. Graham was welcomed and thanked for stepping forward.	
17/144	<u>FINANCE</u>	
	(a) The completion of audit for 2016-17 was noted. No matters of concern had been raised by BDO and notice of completion is in place on noticeboards and via the website.	
	(b) The bank reconciliation for September was approved and signed.	
	(c) The following cheques for October payment were authorised and signed:	

Chq No.	Amount	Payee	Service
100146	£120.00	BDO	Audit
100147	£160.80	HCC	Artwork for mapboard
100148	£16.80	PTC	Bins (August)
Total :	£297.60		

(d) Accounts spreadsheets – The quote from New Tricks for new accounts spreadsheets and

training for the Clerk in the sum of £350 was discussed – however, it was felt that this was overcomplicating the issue and the spreadsheets should be set up in the same way as Sheet Parish Council's. It was agreed that initially Cllr. Hurst would look at what is required, and/or (depending on time involved and complexity) consideration be given to approaching Cllr. Dark at Sheet P.C. to seek his help. This item will be discussed further at the November meeting.

Clerk/
NH

17/145 ROADS AND TRAFFIC

- (a) Traffic Management Scheme, Stoner Hill/Bell Hill – A meeting between Joe Folland, Traffic Management Engineer and members of the Parish Council Roads and Traffic Sub-Committee had been held to discuss Phase 1 of the plans from Hampshire Highways. The plans had been circulated to members of the Parish Council prior to the meeting and were discussed. Cllr. Laycock explained that initially HCC want to prioritise the area which will have most effect on traffic speed as cars approach the 40mph zone at the Island from Stoner Hill. Here it is proposed to remove the central white lines and paint white lines down the side of the road to give the perception of narrowing and slow the traffic. The 30mph zone will be highlighted by dragon's teeth and colour banding. Village Gates will be installed at both ends of the road at the entries to the village (the Chairman will engage with residents at the Island to discuss the possibility of one of the gates being sited on land at the entry to the Island). The estimated cost of the initial Phase 1 traffic management scheme is £2500 – grant funding will be sought towards these costs. In addition, and in conjunction with the above works, the junction at Ridge Common Lane is to be pulled out by 500 mm to improve the sight lines – this alteration won't fall under the Community Funded initiative, and will be carried out by Hampshire Highways as it is a safety issue. The Phase 1 proposals have been sent to the HCC Safety Audit team for assessment and feedback. It was stressed that the Parish Council aim is for a long-term scheme for the whole of the C18 (Stoner Hill/Bell Hill) and it is intended that a further scheme will be carried out to resolve issues at the top of Stoner Hill (Cllr. Cruttenden suggested Nature Reserve signage) and Crees Corner.
- (b) Traffic Meeting with Bedales' representatives – This item was deferred until the County Councillor was present (discussed later in the meeting under County Councillor report).
- (c) EHDC Leaf Sweeping – Nothing further has been heard from EHDC. The Clerk was asked to chase them to ensure that the lanes would be swept following leaf fall at the end of November.
- (d) White lines in Mill Lane – The Parish Council has been advised that the newly painted white lines in Mill Lane and at Rockpits Lane junction are to be removed.
- (e) Water Leak in Pratts Lane – Samples of the water leak have been taken and sent to ALS for analysis.

Chair
Clerk

Clerk

17/146 SPEEDWATCH SCHEME – Application forms have now been sent to all the volunteers for completion. Once these have been received by the Speedwatch Team, the roads for "speedwatch" will be checked for safety and volunteer training arranged.

17/147 COUNTY COUNCILLOR REPORT – The County Councillor's full report is appended to the Minutes.

Traffic Calming in Church Road – With respect to the proposed meeting with Bedales' representatives to discuss traffic issues in Church Road, County Councillor Russell Oppenheimer confirmed that he has spoken to the current Head Teacher and the Chair of the Parents Association, who have indicated their willingness to engage with the Parish Council to resolve problems. However, he queried whether it would be better to have a firm proposal for discussion before engagement takes place? The Chairman agreed that any solution for Church Road needs to be coherent and inclusive and currently there is a certain amount of uncertainty over the land next to the Village Hall and the impact this will have on traffic in Church Road. In addition, the proposed Speedwatch Scheme may give an initial indication of the scale of the problem. It was agreed to defer this issue until a better picture is obtained.

Serving Hampshire Consultation – A summary of submissions will be published in November.

South Downs Local Plan Consultation – The County Councillor urged the Parish Council to ensure they comment on the policies they like as well as those they didn't like!

17/148 DISTRICT COUNCILLOR'S REPORT – District Councillor, Nick Drew, highlighted the following items:

- EHDC Volunteer Awards – Members of the Parish Council were urged to nominate Steep residents who put time and effort into the community for these awards;
- Petersfield Community Forum – 10th October – It was noted that unfortunately this meeting clashes with HALC's 70th Anniversary celebration in Winchester so it is unlikely that a P.C. rep will be able to attend.
- Steep School Eco Garden – Steep School are seeking support to create an Eco Garden. Cllr. Drew has pointed them in the direction of the Parish Council as he is unable to fund the School direct. This item will be discussed further at the next meeting.
- Parish Charter – The Parish Charter was approved and signed at Full Council and sets out the commitment between EHDC and Parish and Town Councils to work together and is a very positive step forward.
- News – Cllr. Drew urged the Parish Council to engage with the press to ensure their hard work and achievements are recognised.
- Rural Crime – Crime in East Hampshire is significantly lower than other areas. However, statistics show that domestic abuse is more prevalent in countryside – communication packs are available which outline the warning signs to look out for.
- Remembrance Day – A wreath will be laid at Steep Church on behalf of EHDC
- Speedwatch – Stroud Parish Council are also pushing forward with this scheme and are happy to work in conjunction with Steep P.C. and to share the cost of equipment

17/149 FOOTPATHS –

Footpath 1 – Correspondence has been received from HCC which indicates that they believe that the path was incorrectly shown on the definitive map in 1955 and that they will make an order to correct the situation - they are currently in the process of consulting on the matter. It was agreed that this solution appeared to be very sensible. Surface improvements are to be carried out by the Lengthsman on 4th October.

Footpath 22a – The contractor is ready to start the re-surfacing work once the weather improves!

Stiles on Footpath 26 – The Chairman and Cllr. Martin will meet on-site to discuss actions required.

Chair/
JM

The Coach Road – The Clerk has been advised of the need to seek approval for the work from Pete Durnell, Hampshire Ranger, and Natural England before submitting the grant application. Froxfield Parish Council are also progressing an application for their end of the BOAT.

Clerk

17/150 WAR MEMORIAL – Arrangements are in hand for a short service to take place to commemorate Armistice Day at the War Memorial on 11.11 followed by coffee and cake at the Village Hall.

Clerk

17/151 STEEP COMMON –

Annual Play Inspection – The Chairman and Cllr. Cook met to discuss the issues raised in the inspection report and actions required:

- The post and rails at the entrance need to be replaced
- The bare area behind the goal needs to be re-turfed
- The climbing frame and swing need to be power washed and given a coat of preservative
- Climbing Frame - the trip hazard in the corner requires more turf
- The area around the seat would benefit from being re-turfed
- The wooden edge of the swing needs to be replaced.

It was agreed to ask the Lengthsman to carry out the work required (there will obviously be an additional cost for materials).

Chair/
Clerk

Whilst at the Common it was noted that the Ash Tree in the corner nearest to the School and play equipment is suffering from Ash die back, the TPO Beech tree has some dead growth and requires surgery and the TPO Oak appears to have suffered some damage from the bonfires in previous years. It was agreed to ask Joe Jackman to assess these trees and advise the Parish Council on actions required. In the meantime, the Chairman along with Cllrs. Laycock and Graham will meet with representatives of the Bonfire Committee to discuss the possibility of the bonfire being moved further from the Oak, to prevent further damage.

Chair/
CL/JG

Tree Warden Correspondence – The Tree Warden has suggested that a safety audit is carried out on the trees in the woodland as was done approximately 5 years ago (cost then approximately £200). It was agreed to ask Joe Jackman to carry out the safety audit as previously.

Annual Bonfire & Firework Display – Arrangement are in hand for this annual event taking place on Sunday, 5th November.

TC/
Clerk

17/152 **LENGTHSMAN** – In addition to the work on Steep Common, the Lengthsman has been asked to level the ground and install the new map board at the top of Mill Lane. Cllr. Cook will also liaise with the Lengthsman about the ditch problems in Mill Lane to see if this can be resolved whilst a digger is available. The Clerk was asked to follow up on the position of the water hydrants in the village.

TC/
Clerk

17/153 **MAP BOARD** – The art work has been approved and the Clerk is waiting for confirmation of date of delivery of the completed map board.

17/154 **CORRESPONDENCE** –

- SDNPA Local Plan Consultation – The deadline for consultation is 21st November and it was agreed that a response would be discussed in detail at the November Parish Council meeting. The consultation will also be highlighted in the November parish newsletter as there is a significant change for Steep in respect of the settlement boundary and the allocation of 10-16 houses.
- HCC – National Highways and Transport public satisfaction survey – the deadline for consultation responses is 20th October – the Chairman will draft a response and circulate it to Councillors for comment.
- HCC Superfast Broadband Community Match Funding Scheme – Cllr. Hurst confirmed that residences in Steep Marsh have now got access to superfast broadband.
- Rural Services Network – On-line survey – No action required

Chair

17/155 **MEETINGS ATTENDED**–

- EHAP&TC – Cllr. Cruttenden attended this meeting which focussed on the perceived increase in drug use within East Hampshire and also included an update on the newly procured advice service for East Hampshire. Cllr. Rob Humby will be attending the next EHAP&TC meeting at the end of November to address communication issues.

- SDNPA Parish Workshops – The Chairman, Cllr. Cruttenden and Cllr. Hurst attended this meeting at which details of the Local Plan and CIL funding had been discussed in detail.

17/156 FORTHCOMING MEETINGS:

- Ashford Hangers Meeting – Wednesday, 4th October, Queen Elizabeth Country Park – The Chairman and Cllrs. Jenny Martin and Simon Bridger will attend.
- Volunteer Day – Sunday, 19th November (10.00 a.m. – 12.00 noon) – meet at Ashford Farm

17/157 MEETING DATES 2018 – A list of dates for next year’s Parish Council Meeting had been circulated prior to the meeting. The date, time and venue of the APM and AGM as well as the Steep Marsh Meeting will be confirmed nearer the time. These dates will be advertised via the website and noticeboards

17/158 DATE OF NEXT PARISH COUNCIL MEETING – The next Meeting of Steep Parish Council will be held on Monday, 6th November at 7.30 p.m.

The meeting closed at 9.50 p.m.