

STEEP PARISH COUNCIL

CHAIRMAN Mr Richard Coles

CLERK Mrs Bridget MacMillan
01730 261666

Minutes of a meeting held on Monday 3rd March 2003, at 7.00pm at Steep Village Hall

Present: Richard Coles (in the chair) Terry Cook Charles Gibson
Rollo Wicksteed Sue Onslow Caro Robinson

Bridget MacMillan (Clerk)

John Venning (District Councillor)
John West (County Councillor)

Tony Struthers (Co-ordinator of Steep Traffic Management Group)

There were three members of the Public (Film Club Committee)

03/08 APOLOGIES

Peter Cruttenden sent his apologies.

03/09 MINUTES OF THE LAST MEETING

The minutes of the last meeting dated Monday 12th January 2003 were agreed as an accurate record.

03/10 MATTERS ARISING FROM THE LAST MEETING:

02/65 Following letters from Caroline and Bridget requesting the number of Councillors be increased from 7 – 9 and also a letter from John Venning it was decided to hold this issue over until after the election when the case for the increase would be made.

03/05 Tony Struthers reported some preliminary work had been carried out in Church road, either side of Mill lane, to alleviate the problems excess water was causing, particularly in the recent freezing weather. The Highways Authority at HCC is going to jet under the road outside the White Cottage to try to clear the drainage pipes. To the East of Mill Lane the Authority say they need to cut back the foliage on the north side of the road in order to clear the ditch. **Tony** to ask them to attend a site meeting in order to talk to member of the council to explain exactly what will happen and who is responsible for its funding. **Richard, Terry** and **Rollo** expressed intent to attend. **Rollo** to then approach the house owner to explain the work required.

03/05 Bus shelter has been agreed with Bedales and will be going ahead shortly. **Bridget** to contact insurance company to check it will be covered when it becomes the Council's responsibility.

03/07 John West informed the meeting that there are two possible schemes for the new divisions due to be in place for the next County Council Elections. Due to expansion East Hampshire will become seven divisions, rather than six, and these are to be of approximately equal electorate. The Parish Council will be asked to comment on the preferred scheme in August.

John West also informed the meeting that the County Council has reluctantly increased its Council Tax by 15% due to Government spending plans. John Venning added that EHDC had kept its increase to within the rate of inflation.

03/11 PUBLIC COMMENT

There was no Public Comment.

03/12 REPRESENTATIVE'S REPORTS

Allotments

Rollo to contact Kay Bennet regarding the available allotments for publication in the Parish Newsletter.

Common

No Comment

Footpaths

Richard reported that he had mended several styles and fences as discussed at the last meeting, but a new finger post was needed at Medstock. **Rollo** to deal with this.

Roads

Caroline reported that she has continued to push for maintenance. Some potholes have now been marked in Ridge Common Lane and by the Tennis Club but now there is a new one on Church Road to the East of Mill Lane. In Steep Marsh some tarmac has been thrown at the problem but Caroline to continue to monitor.

Steep Traffic Management Plan:

Tony reported that the Survey done with the school is completed and with EHDC for analysis. A plan for the school can then be drafted and forwarded to Winchester.

Steep Village Memorial Club

Film Club. Following a meeting prior to January's Parish Council Meeting Terry and Maggie reported that the group has met twice to set up the film club and a comprehensive bid for £15,300 had been made to the Millennium Commission for equipment and seating. Also Arts Council Great Britain has been supportive and more applications for grants through them are to be made.

The film club are hoping to name the club after Sir Alec Guinness.

Terry asked that the Parish Council lend its support to the film club, including financial backing and the use of the money left by Sir Alec Guinness if required, in recognition to the continuing hard work by the members of the film club. The Council unanimously agreed.

John Venning suggested that the film club approach Liz Panton who is the Community and Arts Development Manager at EHDC for advice on other sources of money, which may be available, and for help with application forms.

Bridget to find Community Issues information and pass on to the film club.

Planning

Planning Decisions (January 2003 – March 2003)

- F.37081/001 Westmark Cottage – 2 storey extension and barn – No obj - Permission
F.35044/003 Rose Cottage, Steep Marsh – Pitched roof porch to side – No Obj. - Permission
F.23875/001 Downgate Villa, Steep Marsh – Conservatory - Withdrawn
F.27994/022 Upper Downgate Farm – Change of use – sand School – No Obj. with comments - Permission
F.30820/004 Maewood, Steep – 2 storey extension – No Obj - Refusal
F.20461/003 Applewood, Steep – Conservatory to rear – No Objection - Permission
F.25494/003 Woodbourne, Steep - Single storey Extn+Glazed link – No Obj. - Permission
F.25494/004 Woodbourne, Steep – Replace garage doors with glazed doors- No Obj - Permission

Decisions Pending

- F.26264 Natterjacks – 2 storey extension – Refused – Appeal received
F.34291/008 Ashford Farm – Detached agricultural dwelling – Objection – awaiting legal agreement
F.37453 Meadowlands, Steep Marsh – Garage conversion – No obj
F.29509/002 The Cricketers, Steep – Two-storey side extension – No objection with comments (discussed at meeting).
F.21792/014 Ashjay Barn, Steep Marsh – Triple garage with Accom. over, conversion of current garage to accomm. + glazed walkway – No Obj. with comments.
F.30928/019 Adhurst St Mary – New hotel – No Obj with Comments -Consent

New

No new Planning Applications.

03/13 FINANCE

Bridget reported that we had been requested to complete an intermediate audit rather than the basic one as was thought and further work had been necessary to fulfil this. Paul Kennedy has written an Action Plan for the Council with two items. The first relating to V.A.T. which needs to be written off during this financial year and the second regarding the need for a review of the Portman Building Society account to make sure a substantially better return can not be found for our money. However, he had added that at this time it was unlikely as the interest rates were so low.

Bridget reported that part of the intermediate audit relates to evidence of Risk Assessment, and any action taken on risk assessment. Peter has worked on a Risk Assessment and risk management plan and these were considered at the meeting. It was resolved unanimously to accept these documents as our Risk Assessment And Management Plan and they are to be reviewed, as planned, in May.

Bridget reported that she has received an invitation to have a ROSPA playground check, but following advice from EHDC it was felt that this was not necessary. **Terry** to continue to monitor the Common including the playground equipment, seating and trees.

Bridget informed the meeting that the balance of the Portman account as at 27/01/03 (the latest statement she has in the file) stood at £18,604.02

The following cheques were approved at the meeting:

800132	Paul Kennedy (internal audit)	£100.00
800133	South East Water	£ 7.50
800134	Haptc Local Council Review	£ 11.59
800135	Haptc (Annual Subs)	£164.00
800136	B MacMillan (Salary + Expenses)	£825.89
800137	SLCC (Books)	£ 53.50

03/14 CORRESPONDENCE

Bridget informed the meeting that she had received the following correspondence for the attention of the Councillors.

Contract Guidance notes

The Standards Committee has approved some guidance notes to ensure the interests of council members are protected from potential criticism.

Procedures for complaints re: councillors conduct are also in place and available if required

Bridget to distribute these to Councillors with the draft minutes.

Housing Strategy Seminar

An invitation to the annual housing strategy seminar. **John Venning** will be attending and will report any details as necessary.

Draft Regional Transport Strategy for the South East

Views have been invited relating to the Strategy and supporting statement. **Bridget** to ask **Tony** to consider these documents in the light of his work on the Steep Traffic Management plan and to liaise with members of the council as necessary should a reply be relevant.

EHDC – East Hampshire Community Partnership

Invitation to the next meeting of the partnership. No action required.

Surveys:

Community Action Survey - Questionnaire relating to whether the housing scheme at Hays Cottage is thought to have been successful. **John Venning** in consultation with **Charles** to complete and return.

SLCC – Council Clerks’ Survey – Richard to help Bridget complete.

HCVS – Information of any groups for 13-19 year olds in the parish. No voluntary groups thought to be running at this time.

Open Space Provision

Developers’ contribution to open space provision (usually playing fields, children’s play facilities and informal open spaces) is now worth £1003.00.

03/15 DATE AND TIME OF NEXT MEETINGS

Wednesday 14th May 2003 – 7.15pm – AGM and Annual Parish Meeting.

Monday 7th July – 7.30pm

Monday 8th September – 7.30pm