

## **STEEP PARISH COUNCIL**

**CHAIRMAN** Mr Richard Coles

**CLERK** Mrs Bridget MacMillan  
01730 261666

Minutes of the Annual General Meeting held on Wednesday 14<sup>th</sup> 2003, at Steep Village Hall

Present: Richard Coles (in the chair) Terry Cook Charles Gibson  
Peter Cruttenden Sue Onslow Sheila Fairley  
Caro Robinson

Bridget MacMillan (Clerk)

John West (County Councillor)

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

John Lancaster- Community Action Hampshire

03/16 **APOLOGIES**

Jennifer Gray and Lynne Croker (Housing Development Manager at EHDC) sent their apologies.

03/17 **ELECTION OF OFFICERS**

Terry proposed that Richard should be elected as Chairman of Steep Parish Council and Sue seconded the proposal. Councillors were unanimous in supporting the proposal and Richard was duly elected Chairman of Steep Parish Council.

Peter proposed that Terry should be elected as Vice-Chairman of Steep Parish Council and Charles seconded the proposal. Councillors were unanimous in supporting the proposal and Terry was duly elected Vice-Chairman of Steep Parish Council.

03/18 **MINUTES OF THE LAST MEETING**

The minutes of the last meeting dated Monday 3rd March 2003 were agreed as an accurate record.

03/19

**MATTERS ARISING FROM THE LAST MEETING:**

03/10 Bridget informed the meeting that the current insurance policy does not cover any property damage i.e. the proposed bus shelter but has a quote to include this when it has been put in place.

03/12 Bridget informed the meeting that following the item in the Parish Newsletter the allotment next to the village hall has now been rented.

03/20 MATTERS ARISING FROM THE ANNUAL PARISH MEETING:

There were no matters arising from the annual parish meeting.

03/21 PUBLIC COMMENT

There was no Public Comment.

03/22 REPORT OF STEEP TRAFFIC MANAGEMENT WORKING GROUP

Councillors were given a copy of the report given by Tony Struthers calling for more County involvement in Steep Traffic issues and stating that the community needs to be kept informed by the County regarding the work and initiatives involved.

In response to part one of the report: Traffic Management Plan, Peter informed the meeting that he had received information from Bedales relating to their ‘master plan’ of development, which included traffic issues and developments for the benefit of the community rather than the school itself.

John West informed the meeting that money, which had been specified for the Steep Traffic Management Plan, had now been put into a general pot due to Government directives and new priorities were in place.

Peter said that having been told there was money in the programme the Council had not been told anything else to suggest otherwise. It was agreed that **Tony** and **Bridget** would draft a letter regarding the lack of information and progression to the relevant people and departments. **John West** to give Bridget a list of these.

In response to the problems in Church Road John West informed the meeting that it was the landowners responsibility to maintain the ditches at the front of their properties and whilst the County had permissive power to do so they had no duty. It was the Highways Authority’s duty to maintain the pipe under the road. Terry suggested that it was the Highways responsibility to ensure that vehicles didn’t push the ditches in. Tony insisted that the problem for him had been the lack of communication from the County and the delays over the work being carried out.

John West suggested that a further review be carried out after the work had been completed and that this is sent to the relevant people also.

03/23 REPORT FROM JOHN LANCASTER RE: HOUSING NEEDS SURVEY

John Lancaster formally presented the Parish Council with the results from the Housing Need Survey. He made himself available for any discussion or progression at a later date. He highlighted the key features as;

1. The highest response rate of any Parishes so far at 44% which is a good rate upon which to make decisions.
2. Shop. Very high level of support in theory with 60% saying they would use it weekly/daily. I.e. 250 people as a minimum level. He suggested that it may be worth contacting VIRSA (Rural Shops Alliance) to ask about the financial implications and model suited to these findings. John would be willing to liaise if requested.
3. Site. There was a high level of support for the proposed site with only a minority suggesting a mobile shop on the main road.
4. Housing. Only 10% were against new housing in any development. High levels of support from those not in need themselves but recognising the needs of others.
5. Future needs. John recommended the number of new homes needed was 21 based on the survey and those already on the register with EHDC with connections to Steep.
6. Savings and Capital. It has been shown that young people do have savings behind them, but not enough for the price of homes in the area. This suggests a need for shared-ownership, and a consideration of a mix of shared ownership to buy and homes for rent.

John recommended that the next stages would be to decide whether the Parish Council wanted to do anything at this time. Then to appoint a housing association, discuss the type and number of units wanted and then to discuss the shop. He gave the Councillors information relating to Odyssey, which is a rural housing initiative model for consideration.

Peter Cruttenden thanked John Lancaster for his work and patience, and for his clear report. He expressed surprise to the response rate, size of need and lack of negativity towards the idea. He suggested we consider John's recommendations and then engaged the help of others. Richard reminded the meeting that a public meeting was promised to discuss the survey. It was decided that a dedicated meeting was needed to discuss the report and how the Council wanted to progress and a meeting should follow that. Lynne Crocker to be invited to the first part of that meeting to discuss the size of the development.

### 03/24 REPRESENTATIVE'S REPORTS

It was decided that responsibilities would be shared out as follows;

Allotments - Richard

Common – Terry and Charles

Footpaths – Sue and Sheila

Roads - Caro

The Hangers - Terry

Steep Village Memorial Club –Richard

Housing Needs development – Peter to be contact point.

Planning – All members, as required

#### Allotments

Bridget informed the meeting that all the allotments are taken and paid up to date.

#### Common

Terry informed the meeting that it has been suggested that the play equipment on the Common needs replacing. It is also a chance to consider moving it from its current position, as this is the wettest corner of the Common although there is limited space to site a new play area and a proper surface will need to be put down. The money from the developers open space provision is available and a bequest was made last year to the Council. It was agreed to move forward on this.

#### Footpaths

No comment

#### Roads

Caro informed the meeting that she continued to be in regular contact with Brian Jackson regarding the potholes in the Parish but felt that people were not contacting her as they can not see anything being done. **Caro** to follow up potholes with white markings that are still not mended

#### The Hangers

Terry informed the meeting that following a meeting concerning Ashford Hangers several months ago he had been up on the Hangers to check whether work had been carried out as agreed.

The sheep were not eating the dogwood on Junipers as had been suggested but of the two test spray areas, the blue area had seemed to have controlled the dogwood. It would be his opinion that wipe-weeding would be acceptable.

Butterfly walk had had the top half extended, the bottom half had been strimmed and it was looking well cared for.

On the Shoulder of Mutton all yews on the left hand side had been removed as agreed except two and the scrub bush was not yet cleared. **Terry** to pursue this.

On Little Shoulder the beech seedlings had been ‘tubed’ with tree-guards.

Terry has not yet checked on the seat at the viewpoint but reported that the lower lay-view had been dealt with.

**Terry** and **Richard** to attend the next meeting

#### Steep Village Memorial Club

No comment following a recent meeting of the trustees.

#### Planning

##### **Planning Decisions (March 2003 – May 2003)**

- F.21792/014 Ashjay Barn, Steep Marsh – Triple garage with Accom. over, conversion of current garage to accomm. + glazed walkway – No Obj. with comments.- Withdrawn
- F.23875/002 Downgate Villa, Steep Marsh – Conservatory and single storey side extension –No obj. - Permission
- F.30820/005 Maewood, Steep – 2 storey front extn. Porch extn. And 2 dormers – No Obj. – Permission

##### **Decisions Pending**

- F.26264 Natterjacks – 2 storey extension – Refused – Appeal in June
- 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.30928/019 Adhurst St Mary – New hotel – No Obj with Comments –awaiting amended plans

##### **New**

- F.21792/015 Ashjay Barn – Triple garage and glazed link - Objection
- F.37138/001 Steep Marsh Farm – Replacement industrial units – Objection
- F.37453/001 Meadowlands – Garden Shed – No. Objection
- F.36372/002 The Lodge. Adhurst St. Mary – New Garage – No Objection
- F.23490/033 The Folly House – Variation of condition 1 – Commencement of time. – No Objection.

#### 03/25 FINANCE

Bridget informed the meeting that the balance of the Portman account as at 23/04/03 stood at £21,145.54 following the receipt of £210.00 from allotment tenants.

The Audit of Accounts for the year ended 31<sup>st</sup> March 2003 has been concluded. The annual notice of right to inspect will be placed tomorrow.

It was agreed to purchase an update for the Governance and Accountability file.

The renewal notice for insurance (due 1<sup>st</sup> June) has been received with a quote of £189.26. An additional premium would be payable for the bus shelter. It was agreed to renew the insurance and amend as necessary when the shelter was in place and valued.

Bridget informed the meeting that following the change of terms in 2001 no interest has been earned on the money in the Portman. The Councillors expressed dissatisfaction with this. Bridget informed the meeting that a large proportion of the money could be invested through the County loans department and the average 7 day rate less ¼% It was decided that £15,000.00 would be invested in this way. **Peter** and **Bridget** to discuss the changing of bank accounts and the investment of the £15,000.00

The following cheque was approved prior to the meeting:

800139	HAPTC (Standing Orders)	£ 6.00
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The following cheques were approved at the meeting:

800138	Richard Coles (present for Paul Kennedy)	£ 24.00
800140	SLCC (Accounts update)	£ 11.99
800141	Insurance renewal	£189.26
800142	C.A.B. (Donation)	£120.00
800142	Richard Coles (gift for Rollo)	£ 42.00

03/26 CORRESPONDENCE

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

Open Space Provision

Our last letter regarding this was incorrect and EHDC are requesting us to set out our priorities and a timetable for its use. **Bridget** to write informing them that plans were underway to do this.

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

South East Regional Assembly has sent three consultations documents for discussion

1. Waste management Strategy
2. Tourism policies
3. Energy efficiency and renewable energy

No comment was felt necessary on these documents.

Schedule of Parish activities. No parish activities are planned for this summer.

The following training opportunities are offered

- 1.Seminar for New Councillors. **Bridget** to pass this on to **Sheila** for consideration.
- 2.Planning enforcement and Community strategies. **Bridget** to pass this on to **Caro** for consideration.

A notice of intention to apply for transfer of justices' licence relating to the Cricketers Pub has been received.

03/27 DATE AND TIME OF NEXT MEETINGS

Monday 9<sup>th</sup> June – Housing Needs Meeting – 7.30pm

Monday 7<sup>th</sup> July – 7.30pm

Monday 8<sup>th</sup> September – 7.30pm