

STEEP PARISH COUNCIL

CHAIRMAN Mr Richard Coles

CLERK Mrs Bridget MacMillan
01730 261666

Minutes of a meeting held on Monday 6th September 2004, at 7.30pm at Steep Village Hall

Present: Richard Coles (in the chair) Terry Cook Charles Gibson
Peter Cruttenden Caro Robinson Maggie Owen
Philip Mileham

Bridget MacMillan (Clerk)
Jenny Gray (District Councillor)
John West (County Councillor)

There was 0 members of the Public

04/56 APOLOGIES

Apologies from Sue Onslow and Tony Struthers

04/57 DECLARATIONS OF INTEREST

Richard reminded the Councillors that any interests should be recorded.

04/58 MINUTES OF THE LAST MEETING

The minutes of the AGM dated Monday 5th July 2004 were agreed as an accurate record.

04/59 Richard informed the meeting that he had received the resignation of Sheila Fairley due to work commitments. The Councillors expressed their deep regret and praised Sheila for her enthusiasm. **Bridget** to advertise the casual vacancy.

04/59 MATTERS ARISING

Public Meeting on September 8th

The Councillors received a report from Philip and discussed the visit to Abbots Ann shop. It was praised for its design and management system from initial ideas to the running of the shop today.

Charles queried the boundary at the rear of the plot and Peter explained that the plans in the conveyance documents marked it clearly.

It was agreed that further negotiations with Petersfield Housing Association (PHA) were needed prior to final agreements. This includes air conditioning and heating systems.

Councillors were requested to help set up the public meeting at 4.30pm and be prepared to man the exhibition in a rota until the meeting begins.

04/60 **Shop & Affordable Housing Project**

With regard to the possible conveyance of the plot of land adjacent to the Village Hall site to Petersfield Housing Association, the Council considered the information made available following research at the Hampshire Records Office, examination of the Bedales archives and correspondence with the Charity Commission. Professional advice had also been taken from Mackarness & Lunt, solicitors of Petersfield.

The Council resolved that they were not aware of any restrictions on the sale of the land or of reasons why they should not dispose of it. In particular, they do not believe that the land is held as a permanent endowment of the Parish or that it is specie land (i.e. land that must be used for a specific charitable purpose). Accordingly, they concluded that no further permissions to dispose were required.

Peter has asked PHA to bear any legal costs incurred by the council and they are considering this. It will be their responsibility to register the land.

04/61 PUBLIC COMMENT

John West reported that his preferred boundaries for the district have been selected although the names of the districts are currently being suggested as 'The Hangers' and 'Butser.' It was agreed to email the preferred names of 'Petersfield The Hangers' and 'Petersfield Butser' to the commission as our recommendation. **Bridget** to action by 7/9/04.

John confirmed that verges should be cut twice outside the 30 limits and 8 times inside. He suggested the normal reporting channels were used if the parish were unhappy.

Jenny Gray reported that the Adhurst St. Mary planning application had been turned down.

04/62 RISK ASSESSMENT AND MEMBER'S INTERESTS FORMS

Bridget informed the meeting that EHDC has requested that Members update their forms annually. Councillors were asked to complete and return new forms to Bridget by next week

Members had received an updated risk assessment document prior to the meeting. After discussion it was agreed that Peter finalise the updated version for the files.

REPRESENTATIVES REPORTS

04/63 Common and Hangers

Terry reported that there were 3 matters he would like to take to the meeting at Queen Elizabeth Country Park on the 28/9 on the Council's behalf.

1. Silt in Ashford Pond + weed and fallen wood.
2. North of the pond – the wild clematis is pulling down the young beech trees.
3. Little shoulder of Mutton was cleared 7 years ago to return it grassland but this has not happened and the Ashford Hangers Preservation Committee would like it to be allowed to regenerate by fencing the sheep out of the top part.

He announced an Autumn Work day on October 10th.

The organisers of the village bonfire and fireworks have agreed to do so again. The Councillors agreed that the Parish Council should act as sponsors for insurance purposes.

Charles reported that he has had no response from Robin Ashford regarding the necessary quote for the play equipment. **Charles and Caro** agreed to start the process again to find an alternative provider and get quotes.

04/64 Footpaths

04/49 Island Farm Footpath. Bridget informed the meeting that a reply had been received in relation to the request to clear the footpath. **Sue** to action.

04/65 Roads

Richard reported that the roads from Steep Church to The Harrow had been marked. The pot holes and permanent wet state of the road outside Fair Rising was also reported. **Caro** to action.

04/66 Steep Memorial Village Hall

Richard reported that an alternative electrician had been found and had started the necessary work including the outside light, which now worked manually with the switch inside the curtain.

Richard informed the meeting that Bridget would take over the administration work of the Hall at the beginning of October.

Charles asked whether the step ladders had been purchased. **Richard** to follow up.

04/67 Steep Village Liaison Group

Peter reported that the group had met with the construction manager who now attended the meetings. He had not had any complaints concerning the construction traffic.

Following concerns relating to the chosen consultants for the overall site assessment, access options and Master Plan development, Bedales are currently considering other firms with advice from Tony Struthers.

04/68 PLANNING

Decisions Made (July - September 2004)

- F.33708/005 **Harrow Field** Monopole, 16.7m high. 3 Antennae, radio equipment, post and rail compound - Objection - Refused
- F.20324/018 **Dunannie School** Single Storey Extension to provide one classroom - No Objection - Permission
- F.26740/002 **33 Church Road** Single Storey Extn. to north elevation. Single Storey Extn. for storage and chimney to West Elevation. Porch to front after demolition of family room - No Objection - Permission
- F.39183 **2, Collyers Cottages, Ridge Common Lane** Detached double garage - No Objection - Permission
- F.20877/002 **Marshlands, Steep Marsh** Detached garage following demolition of existing - No Objection - Permission
- F.39270 **23, Church Road, Steep** Two storey extension to rear and pitched roof single storey extension to side - Withdrawn
- F.39164 **Island House, Steep** - Rear Conservatory - Permission
- F.31965/002 **Kips Field, Church Road** - Detached Outbuilding - Refused

Decisions Pending

- F.31241/10 **Bowyers, Steep Marsh** Certificate of lawful use for continuing use of stable block and horse walker - No Objection

New

- F.38917/002 **4, Nine Acres, Steep Marsh** -Two Storey extension to side -No Objection - Permission
- F.28205/0001 **18, Hays Cottages**-2 Storey Rear Extension -No Objection - Refused
- F.27898/01 **Mill Meadow Farm** -Relief of condition 3 of F.27898/005 to enable commercial use of the sand school -No Objection, subject to conditions – Committee October
- F.30928/020 **Adhurst St Mary** – Listed building application as below
- F.30928/021 **Adhurst St. Mary** - Alterations to existing building to create a hotel, 12 new dwellings and garage block. Leisure facilities and associated parking – Objection
- F.29509/003 **The Cricketers** - 2 storey rear extension for an internal staircase – in addition to the permitted scheme - No Objection
- F.39270/001 **23, Church Road** - 2 storey extension - Objection
Pre-decision amendment – Reduction in size of extension - Objection

04/69 FINANCE

Bridget informed the meeting that the Portman Account stood at £7102.44. Total Payments so far this year at the 5 month stage are £1821.75. Receipts stand at £3740.00.

Bridget informed the meeting that she had received notification of the 2004/5 National Salary Award for Local Council Clerks. This raises the rate of pay from £7.205 to £7.403 per hour.

She asked Council to decide whether her service had been satisfactory and therefore she be entitled to the salary scale increment to SCP 16 (at £7.581 per hour) as laid out in the contract of employment. Councillors agreed unanimously.

The following cheques were approved at the meeting:

800174	B. MacMillan Salary +expenses	£745.84
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04/70 CORRESPONDANCE

The following correspondence has been received:

HAPTC – Data Protection. Letter informing all Parish Councils that they need notify the Information Commission for the Data Protection Register. Bridget has applied to the Commission to do this. A payment of £35 will be needed when the forms are returned. This is an annual charge.

HAPTC – Highways Superhighway – HCC has launched a new website to keep residents informed about highway repairs and maintenance. Problems can also be reported via the website or phone. Caro to hold information.

Lord Lieutenancy – The Queens’ Award for Voluntary Service – Councillors were informed that groups in the community or voluntary sector could be eligible for nomination to receive this award.

CPREE Rural roads survey – Tony to be asked to consider.

David Llewelyn – Richard reported receiving a letter concerning the Parish Council’s response to Mill Meadow Farm’s recent application. Bridget to respond.

HAPTC - Bulletin – Sept. has been received

South Downs Focus – Sept. Issue has been received

04/71 **Next Council Meeting** – Monday 1st November at 7.30pm.