

## **STEEP PARISH COUNCIL**

**CHAIRMAN** Mr Richard Coles

**CLERK** Mrs Bridget MacMillan  
01730 261666

Minutes of a meeting held on Monday 10<sup>th</sup> January 2005, at 7.30pm at Steep Village Hall

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

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

There were nine members of the Public

- 05/01 APOLOGIES  
Jennifer Gray, Charles Gibson and Sue Onslow sent their apologies.
- 05/02 Welcome and Acceptance of Office  
Richard welcomed Fran Box onto the Parish Council as a Co-opted member and Fran received the declaration of office, which she signed as acceptance on to the Council. Bridget also gave her the Members Interests forms.
- 05/03 DECLARATIONS OF INTEREST  
Richard reminded the Councillors that any interests should be recorded.
- 05/04 MINUTES OF THE LAST MEETING  
The minutes of the previous meeting dated Monday 1<sup>st</sup> November were agreed as an accurate record.
- 05/05 PUBLIC COMMENT  
Questions and comments were received relating to the proposals for a shop and affordable housing development in Church Road. The Parish Council listened to the opinions and concerns of those present and there was some discussion on the matters raised. It was announced that the Parish Council would be holding a further public consultation meeting related to the project on Friday February 11th, prior to any planning application submission to EHDC. More details of this meeting would be forthcoming nearer the time.
- John West wished members a Happy New Year but had nothing to report at that time. Peter expressed his gratitude for all the help John had given the Parish Council on their proposals to HCC for a pavement from Bedales to the Church and informed him that progress had been made. The Parish Council agreed.
- 05/06 MATTERS ARISING  
Bridget informed the meeting that Longparish PC had won the Web Awards. She added that Phil Morris was due to return at the end of January and the Steep Website should be returning to his care when he was ready.

05/07 STANDARDS COMMITTEE REPORT

Caro reported that she had attended a meeting in Petersfield with Michael Lawther, Legal and Democratic Services, EHDC. The problem of being a Parish Councillor and a trustee of the village hall (or other body) was discussed. Councillors were reminded to declare a personal interest as a trustee when these were discussed. However, they should declare a personal and prejudicial interest in any finance request and leave the room. As this creates a problem when any village hall request for finance is raised, as all Parish Councillors are trustees, this is not possible and so the Parish Council should continue to act as before. It should be remembered that any decision made in favour of the village hall should be clearly demonstrable and open that it is in the interest of the village hall and not for any personal gain by a trustee.

Michael Lawther had sent Caro a copy of the Standard Board's guide titled 'Lobby groups, dual-hatted members and the code of conduct', which is available to Councillors. She asked **Bridget** to read the guide and keep it for further advise as necessary.

Richard thanked Caro for attending the meeting.

05/08 REPRESENTATIVES REPORTS

Common and Hangers

Terry reported that Bonfire Night had been successful and the Committee had some money left over which they would like to use to reinforce the entrance into the common further. It was suggested that the spread of the concrete blocks could be widened meaning that cars didn't have to approach at the same angle and thus cause less damage. **Terry** to discuss with **Charles** and form proposal for the next meeting.

Philip asked if the Hawthorn tree by the New School Hall would be removed or reduced. Terry to investigate with Charles.

Terry reported that the New Year's Day Hanger Walk was also a great success. He said that he would report from the Hangers Committee at the next meeting.

Footpaths

Bridget reported that she had now received the long awaited replacement set of maps should anyone need to have access to them. Terry expressed his interest.

Roads

Caro reported that the roads were in a poor state. She had continued to report problems as requested but that debris was also building up due to the weather. Terry reported that rotary brushing should be taking place in rural areas. Richard reported a large hole in the road outside Aldersnapp Farm. **Caro** to follow up.

Steep Village Hall

Bridget requested any ideas for a replacement internal auditor for the village hall accounts. It was suggested that James Plant, Accountant, might be approached in the first instance or Jane Lovett, Public Finance Accountant should he not be interested. A fee of £50 was agreed.

Bridget requested that Monday March 7<sup>th</sup> Meeting be moved to Wednesday 9<sup>th</sup> as the hall has a potential regular user for 10 Mondays. This was agreed for **8pm** on that date.

Bridget also informed the meeting that the hall had been booked for Friday 11<sup>th</sup> February for a public meeting relating to the shop/housing proposals.

Richard reported that Rachel was in the process of getting quotes for the redecoration programme.

05/09

PLANNING**Decisions Made** (November 2004 – January 10<sup>th</sup> 2005)

F.20228/012	<b>Elmwood, Steep Marsh</b>	Variation of condition 2 of planning permission F.20228/005	No Objection	Permission
F.26264/006	<b>Natterjacks, Steep Marsh</b>	Change of use of land (part stable yard) to tennis court with 2.75m high chain link fence.	No Objection subject to conditions	Refusal
F.28205/002	<b>18, Hays Cottages</b>	Two Storey Rear Extension	No Objection	Permission
F.39501	<b>Oakdale, Ridge Common Lane</b>	Two storey extension to rear (after demolition of existing single storey)	No Objection	Permission
F.34504/001	<b>Upper Ashford Lodge</b>	Front Porch	No Objection	Permission
F.36287/002	<b>1, Collyers Cottage, Ridge Common Lane</b>	First floor extension	No Objection	Permsion
F.36372/004	<b>The Lodge, Adhurst St. Mary</b>	Two Storey Extension. Dormer window to front elevation	No Objection	Permission
F.29402/003	<b>Corner House, Ridge Common Lane</b>	Two storey extension (after demolition of two storey extension) Porch to front.	No Objection	Permission
F.39270/001	<b>23, Church Road</b>	Pre-decision amendment.2 storey rear extension and single storey side extension	No Objection	Permission
F.39551	<b>The Bungalow, Steep Marsh</b>	Two storey extension to north west side incorporating double garage, increase in roof height and alterations to roof to provide accommodation at first floor. Conservatory to south east side.	Objection	Refusal
F.39564	<b>The Birches, Steep Marsh</b>	Certificate of lawful use – Continued use of dwelling for non agricultural worker.	No Objection	Permission

F.22339/002	<b>The Dell, Durford Wood</b>	Single storey extension to side. 2 storey extension to rear. Garden Shed/store.	No Objection with conditions	Permission
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**Decisions Pending**

F.30928/020 F.30928/021	<b>Adhurst St Mary</b> – Listed building application as below	Alterations to existing building to create a hotel, 12 new dwellings and garage block. Leisure facilities and associated parking	Objection
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**New**

F.25511/004	<b>Cobblers, Mill Lane</b>	Conservatory to rear. Detached home office. Conversion of loft for habitable accommodation including dormers to front and rear and porches to front entrances.	No Objection with Comments
F.31954/004	<b>Oakridge, Mill Lane</b>	Two storey extension to front.	
F.32024/003	<b>Redmayes, Steep Marsh</b>	Conservatory to rear	

05/10

FINANCE

Bridget reported that she had received the new Terms and Conditions for Clerks along with the new salary scales from NALC. She asked for these to be studied and a proposal made for consideration before the March meeting in order that these are taken onboard by April 1<sup>st</sup> if desired. **Peter** accepted responsibility for this.

Bridget had distributed the annual budget prior to the meeting. Councillors commended her for the clear presentation of the figures.

It was agreed unanimously that the precept remains at £7000.00 for the forthcoming year.

Peter Cruttenden declared a personal interest in the following item and took no part in the decision made.

A donation request from Victim Support East Hampshire was considered and Councillors agreed a donation of £50.00.

The following cheque was approved prior to the meeting:

800205                      B. MacMillan (salary and expenses)      £727.37

The following cheques were approved at the meeting:

800206                      B. MacMillan (travel Expenses)      £20.98  
800207                      SLCC (Subs)                                      £69.00  
800208                      Victim Support East Hampshire      £50.00

05/11 CORRESPONDENCE

Bridget reported that the following correspondence had been received

Voluntary Action for East Hampshire – Raising cash for community projects – A meeting for volunteers to discuss how to apply for funding. **Terry** to discuss with shop management committee.

Freedom of Information Act – Bridget reminded Councillors that the final phase of the Freedom of Information Act 2000 came into force on January 1<sup>st</sup> giving a general rights of access to all types of recorded information held by public bodies such as the Parish Council. Peter asked if the Parish Council was able to charge for this provision. **Bridget** to check.

05/12 **Next Council Meetings –**

**Wednesday March 9<sup>th</sup> –8pm**

**Wednesday 4<sup>th</sup> May**

Monday July 4th

Monday September 5th

Monday November 7<sup>th</sup>