

DRAFT

STEEP PARISH COUNCIL

CHAIRMAN: Jim MacDonald

CLERK: Jenny Hollington

Minutes of the Parish Council Meeting held on Monday, 13th January 2020 at 7.30 p.m. at Steep Village Hall

Present: Cllrs. Jim MacDonald (in the Chair) Terry Cook Peter Cruttenden
Chris Laycock Jeff Graham Nick Hurst
Jenny Martin

In Attendance: Jenny Hollington, Clerk

There was 1 member of the public present through the course of the meeting.

Minute	Item	Action
20/01	<u>APOLOGIES</u> – Cllrs. Kate Ashfield and Simon Bridger, Russell Oppenheimer, County Councillor And Nick Drew, District Councillor	
20/02	<u>MINUTES</u> – The Minutes of the Parish Council Meeting held on 2 nd December 2019 were approved and signed.	
20/03	<u>DECLARATIONS OF INTEREST</u> – The Chairman reminded Councillors of their responsibility to declare an interest in any matter on the Agenda - none declared.	
20/04	<u>PUBLIC COMMENT:</u> <ul style="list-style-type: none">• It was queried whether the P.C. would be addressing the Open Letter re housing on the agenda under correspondence? The Chairman confirmed it would be discussed.	
20/05	<u>COMMUNITY MEETING</u> – <ul style="list-style-type: none">(a) Status of the Working Party – The Chairman confirmed that the working party is an informal, non-decision-making group, set up to make recommendations to the P.C. in respect of community engagement on the land at Church Road.(b) Content and Format of Community Meeting on 21st January 2020 – This Question and Answer session had been arranged in direct response to members of the public who didn't feel they had a voice at the previous community meeting. The Chairman confirmed that it is intended that majority of the evening will be given over to questions and answers from members of the public. However, from feedback and letters received, it appears that residents are keen to see an independent Chair for the meeting. Following discussion, it was agreed that the Parish Council would be accommodating of this proposal to have an independent facilitator for the meeting. The Parish Council will seek a suitable person for this role.(c) Responses to questions from the November Community Meeting – The Chairman thanked all Councillors for their input in responding to the questions, especially Cllr. Cruttenden who has drawn the document together. It was agreed that the questions should be reformatted into a word document and published to the website as soon as possible. A dozen paper copies of the questions and answers will be made available via the information kiosk in the Village Hall Car Park (BT Phone Box) for those residents who don't have access to the website. The Clerk was asked to advertise this via the February newsletter.	Clerk Chair Clerk
20/06	<u>COUNTY COUNCILLOR'S REPORT</u> - Cllr. Oppenheimer was unable to be present at the meeting, but his report had been circulated prior to the meeting and is appended to the Minutes.	

The report was discussed and noted – residents should be aware of the changes to the system for use of Hampshire’s Waste Recycling Centres from April 2020 after which they will be controlled by Automatic Number Plate Recognition. The Clerk was asked to ensure this information is included in the February parish newsletter.

Clerk

20/07 DISTRICT COUNCILLOR’S REPORT – Cllr. Drew was unable to be present at the meeting and no report had been received.

20/08 FINANCE

- (a) **December Bank Reconciliation** – The December bank reconciliation, circulated prior to the meeting was approved and signed.
- (b) **Budget 20-21** – As agreed at the December meeting, the initial budget assessment for 20-21 had been revised to incorporate suggestions from the meeting in respect of proposed project costs. The revised budget proposal had been circulated prior to the meeting and was reviewed. Following discussion, the revised budget 20-21 was approved.
- (c) **Precept 20-21** – Following approval of the budget 20-21, it was recommended that the precept request for 20-21 should be increased to £19,000 (from £16,000) – It was noted that this represented a 19% increase, meaning a cost per band D household of £37. The meeting was reminded that Steep remains one of the lowest precepts amongst neighbouring parishes. Following discussion, the precept request of £19,000 was approved.

Clerk

(d) **January cheque payments** – these were approved as follows:

Chq No.		Payee	Service
100294	£16.80	Petersfield Town Council	Dog bin
100295	£75.18	J. Graham	Refund - hi vis jackets and hawthorn whips
100296	£762.09	J. Hollington	Clerk + expenses
100297	£30.00	Petersfield Museum	Grant – Buy a Brick Campaign
Total:	£884.07		

20/09 LUTCOMBE POND –

- (a) **Leak** - Cllr. Oppenheimer has arranged for the Parish Council to meet with Dave Edney ((local contractor) and interested parties at 9.30 a.m. on 14th February. Hampshire Monday Group Volunteer representatives, Russell Cleaver and Alan Biddlecombe, will also be invited to the discussion.
- (b) **Condition of Hard-Standing (small parking area)** – The blocked culvert and the condition of the hard-standing will be discussed with Pete Durnell at the above meeting.

Clerk

20/10 RESILIENCE PLAN – A request for an out of hours contact no from EHDC has prompted Steep P.C. to renew efforts to complete a Resilience Plan for the parish. The Clerk was asked to circulate the model document to Councillors for info. In the meantime, it was agreed that Cllrs. MacDonald and Graham’s mobile numbers could be used.

Clerk

20/11 STEEP COMMON –

- (a) Report from SDNPA Woodland Officer – The more detailed report has not yet been received.
- (b) Ash Die-Back – Steep P.C. await the above report before a decision is made on the Ash trees.
- (c) SSE – It was agreed that SSE should be asked to attend the Common to assess the work to

cut back branches close to power cables.

20/12 ROADS AND TRAFFIC –

- (a) Speedwatch Signage – Cllr. Graham reported that 2 signs (as agreed at December meeting) will cost £56 each (as opposed to £37 each if 10 are ordered) – he will therefore liaise with neighbouring parishes to see if they are interested in purchasing signage to keep cost down. However, if other parishes are not interested, it was agreed to go ahead with two signs at £56. JG

20/13 FOOTPATHS

Footpath 20 – Hampshire County Council have agreed to repair the very muddy stretch of path at the bottom of the Common, as it is part of the Hangers Way.

20/14 LENGTHSMAN UP-DATE – Steep P.C. have been advised that there is potentially to be a change of personnel at Frank&Bill - however, Bill has assured the P.C. that he has a solution (if necessary) and the current high standard of work will be continued.

In the meantime, the Clerk has been approached by another Parish asking to join the cluster from April 2020. In view of the above, concern was expressed about adding to the Lengthsman and Clerk's workload. However, it was agreed that since the current Lengthsman is keen to continue to build the business, Steep P.C. would consider accepting a new parish if agreed by HCC. Clerk

20/15 TREE WARDEN – Cllr. Graham reported that he and Cllr. Cook had met with Simon Hawes at Steep Common to discuss the role of Tree Warden and were happy to recommend his appointment as Tree Warden. The Clerk was asked to write to Simon to confirm. Clerk

20/16 STEEP MARSH ON-GOING ITEMS

- (a) **Steep Marsh Noticeboard** – A new position for the noticeboard has been agreed further towards the Brickyards. SDNPA will be re-approached for the S.106 funding towards it. Clerk

20/17 CORRESPONDENCE

- Buy A Brick Campaign – Petersfield Museum – It was agreed to support the “Buy A Brick” Campaign at Petersfield Museum.
- Open Letter – An anonymous Open Letter received from a Liss resident about the land adjacent to the Village Hall was discussed. The Parish Council agreed that it was not appropriate to respond to the points contained within the letter as they are to be addressed in the community up-date sessions, and because the letter is (a) anonymous, and (b) not from a parish resident.

20/18 PRESS OFFICER UP-DATE –

- An article about the land in Church Road has been sent to the Petersfield Post
- Residents will be advised that paper copies of the questions and answers will be made available via the Information Kiosk in the Village Hall Car Park for those that don't have access to the website, via the February newsletter. Clerk
- The County Councillor's report will be sent to the Editor of the Newsletter for inclusion in the February edition. Clerk

20/19 DATE AND TIME OF NEXT MEETING – The next meeting of Steep Parish Council will be on Monday, 3rd February 2020 - Steep Village Hall at 7.30 p.m.

