

DRAFT

STEEP PARISH COUNCIL

CHAIRMAN: Jim MacDonald

CLERK: Jenny Hollington

Minutes of the Parish Council Meeting held on Monday, 2nd March 2020 at 7.30 p.m. at Steep Village Hall

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

In Attendance: Russell Oppenheimer, County Councillor (later in the meeting)
Nick Drew, District Councillor
Jenny Hollington, Clerk

There were no members of the public present

Minute	Item	Action
20/32	<u>APOLOGIES</u> – Cllr. Kate Ashfield had sent apologies.	
20/33	<u>MINUTES</u> – The Minutes of the Parish Council Meeting held on 3 rd February 2020 were approved and signed.	
20/34	<u>DECLARATIONS OF INTEREST</u> – The Chairman reminded Councillors of their responsibility to declare an interest in any matter on the Agenda - none declared.	
20/35	<u>PUBLIC COMMENT</u> - None	
20/36	<u>PLANNING COMMITTEE</u> – The resignation of Cllr. Cook from the Planning Committee was noted with regret. It is hoped to recruit a new Councillor to the Committee as soon as possible, in order to keep it at full strength – to be discussed again at the April meeting.	
20/37	<u>COMMUNITY MEETINGS</u> – It was agreed to hold two drop-in sessions to encourage residents to start thinking about and put forward ideas for use of the new community space on land at Church Road. The drop-in sessions will be held on Tuesday, 24 th March (evening) and Saturday, 4 th April (a.m.). The Working Party were asked to design a poster to advertise the events, and a feedback form to collate ideas from the sessions.	Work Party
20/38	<u>DISTRICT COUNCILLOR’S REPORT</u> – Cllr. Drew reported on the following items: <ul style="list-style-type: none">• Coronavirus – The EHDC website will be regularly up-dated to provide current information for residents https://www.easthants.gov.uk/• Enforcement – Residents can now report concerns via a new on-line form. https://www.easthants.gov.uk/planning-enforcement-enquiry-form• Flood Support Team – Support for residents whose properties are at risk of flooding is available, and sandbags can be provided.• Budget – EHDC have approved a 2% increase in Council Tax – the increased revenue will be going towards welfare to benefit those who most need it.• “Green” Initiatives – £50,000 has been allocated for green initiatives, and each District Councillor now has an extra £1,000 to support green initiatives within the community.• Crime – A number of incidents have been reported in the Petersfield area and EHDC are in contact with the local community police to monitor the situation• EHDC Templates – If Councils need of appropriate wording for policies and procedures,	

EHDC are happy to share.

- 20/39 COUNTY COUNCILLOR’S REPORT - Cllr. Oppenheimer’ report had been circulated prior to the meeting and was discussed.

In addition, concern was raised about the condition of the bank at Ashford Lane/Mill Lane and the lack of clarity of ownership. Cllr. Oppenheimer agreed to follow this up via Andrew Wood and Colin Cottell at the Petersfield depot, and to establish whether it would be possible to shore up the bank. Steep P.C. reiterated that a meeting with both road engineers would be very welcome to ensure joint working on all road issues within the parish.

Cllr. Oppenheimer’s full report is appended to the Minutes.

- 20/40 AUDIT 19-20 – The following documents, circulated prior to the meeting, were discussed and approved:

- (a) Financial Regulations – The amendments proposed in March 2019 had been checked for accuracy with the Internal Auditor and incorporated into the current regulations – no further changes were felt necessary.
- (b) Standing Orders – The current document is appropriate to the Parish Council’s requirements. An in-depth review will be carried out in 20-21 Chair/
KA
- (c) Risk Register 19-20 – The current document is appropriate to the Council’s needs, but will be reformatted to provide more detail during 20-21 JG/
NH
- (d) Asset Register – With the inclusion of the new noticeboard for Steep Marsh, the Asset Register was approved. It was noted that for insurance purposes, replacement values are required.
- (e) Statement of Internal Control 2019-20 – The Statement was approved and signed.

- 20/41 WEBSITE –New website accessibility regulations mean that measures must be put in place to enable a wider range of people to use the Parish Council’s website by September 2020. It was agreed that a review of options should be carried out by Cllrs. Nick Hurst and Kate Ashfield – their findings will be discussed at the next meeting. NH/KA

- 20/42 FINANCE

- (a) The bank reconciliations for January and February, circulated prior to the meeting, were approved and signed.
- (b) Cheques – The following cheques for March payment were approved:

Chq No.	Amount	Payee	Service
100304	£42.00	GeoXphere Ltd	Parish on-line mapping
100305	£350.00	Frank & Bill	Lengthsman
100306	£72.00	DNE Services	Repair - broken glass BT box
100307	£55.00	T. Morgan	Archiving Minutes
100308	£64.00	Kate Ashfield	Refund - printing costs - comm mtgs
100309	£931.41	Jenny Hollington	Salary + extra hours for F.o.I
Total :	£1,514.41		

- 20/43 LUTCOMBE POND – Interested parties from Steep Parish Council, Hampshire, County Council and Countryside Services, the Monday Volunteer Group and a contractor met to discuss the leak at Lutcombe Pond. The contractor has a plan to fix the leak using minimum intervention and puddled clay, keeping costs as low as possible. There was a huge amount of enthusiasm from all parties to work together in resolving the problem, but many complications remain which need to be resolved. As things stand, the project is back in the hands of HCC Countryside Services to progress, but the Parish Council are keen not to lose momentum. Cllr. Oppenheimer will continue to liaise with Pete Durnell from Countryside Services and the Parish Council to find the best way forward.
- 20/44 STEEP COMMON –
- (a) The request to site an Oak memorial plaque on the Common will be followed up by Cllr. Cook TC
- (b) The SDNPA Woodland Management Report is in the final stages of preparation and should be received in the next few days. It is anticipated the report will provide a clear way forward.
- (c) Duke of Edinburgh Volunteer – An offer of volunteer help has been received from a family whose son is completing his Bronze Award - the parents have confirmed that they are willing to supervise all activities. It was therefore agreed that Cllr. Graham should co-ordinate a list of jobs to be undertaken, e.g. planting hawthorn whips, making nesting boxes, treating the play equipment and play equipment, etc. JG
- 20/45 FOOTPATHS – The fallen trees on Footpath 13 have now been cleared and the path is safe to use. Concerns raised about access on Footpath 5 will be followed up Chair
- 20/46 ROADS – A meeting with Joe Folland<HCC, on 12th March will focus on the new plans for the CFI Traffic Management Proposal for Stoner/Bell Hill. Chair Clerk
- The Clerk has contacted Andrew Wood at the Petersfield Depot to arrange a meeting to discuss Steep’s roads issues.
- 20/47 ANNUAL PARISH ASSEMBLY 2020 – It was agreed to ask Laura Tong, the SDNPA Ranger, to talk about local wildlife projects on Tuesday, 19th April at 7.00 p.m.
- 20/48 CORRESPONDENCE
- A second letter, requesting information on land at Church Road, has been received from Olephant Solicitors and will be dealt with by the Clerk via Surrey Hills Solicitors.
 - V.E. Day – There have been a couple of enquiries about plans for V.E. Day – The Parish Council confirmed they would be happy to support any resident who wanted to organise an event – however, they don’t have plans of their own.
- 20/49 DATE AND TIME OF NEXT MEETING – The next meeting of Steep Parish Council will be on Monday, 6th April 2020 - Steep Village Hall at 7.30 p.m.

**COUNTY COUNCILLOR REPORT
TO
ALL PARISH COUNCILS
IN PETERSFIELD HANGERS**

2 MARCH 2020

1. Weather impacts Hampshire Highways

February saw the arrival of two storms in quick succession – Storm Ciara and Storm Dennis – which resulted in an extra 2,000 reports for Hampshire Highways to deal with over two consecutive weekends. Intense rainfall and strong winds caused widespread debris (fallen trees, mud, branches) and surface water on the roads, and highways teams worked round the clock to keep Hampshire’s roads clear.

Throughout the year, Highways teams carry out a programme of gully cleansing, cutting and cleaning grips (channels that run between the highway and roadside ditches) and new drainage schemes in preparation for wet weather. Around £2 million is earmarked annually for maintaining Hampshire’s 900km of highway drains and roadside gullies, but there are many watercourses on private land which can become blocked without regular maintenance. All landowners are urged to make sure ditches and drains on their land are kept clear of leaves, vegetation and other debris as blockages can lead to flooding on local roads after heavy rainfall. Surface water or fallen trees and debris on the highway can be reported direct to the County Council at

www.hants.gov.uk/transport/roadmaintenance/roadproblems

We also advise residents to keep themselves informed and to be prepared by signing up to the Environment Agency flood alert system:

<https://flood-warning-information.service.gov.uk/warnings>

2. Coronavirus preparedness

Hampshire County Council and health partners continue to keep a close watch on the development of the Coronavirus outbreak – with processes in place to respond, if and when required.

Although a small number of cases have been recorded in the UK, there have been no confirmed cases in Hampshire. The Government's Chief Medical Officer continues to advise that the risk to the public is moderate, with risks to individuals remaining low.

Hampshire residents can stay up to date with the latest information and guidance at www.nhs.uk/coronavirus

One of the best ways to minimise the spread of any virus is to adopt good hand hygiene and to follow the Catch it, Bin it, Kill it advice if you have a cold or cough (see this link: <https://www.england.nhs.uk/south/wp-content/uploads/sites/6/2017/09/catch-bin-kill.pdf> which can be printed and placed in washrooms and kitchens).

3. New "Business Hampshire" service launched

Previously known as Invest in Hampshire, the new service has been created to showcase all that is great about Hampshire with the aim to attract new business investment into the county and to support the growth and success of our existing local businesses, large and small.

Hampshire faces strong competition from other areas of the UK. We need to make sure that we make Hampshire stand out, and bring all Hampshire has to offer as a business location to the attention of potential investors.

The new website offers information about the Hampshire economy, key business sectors, business news and how the Business Hampshire team can support businesses.

Also featured is a new interactive property and development portfolio, showcasing the key commercial and mixed-use development, investment and occupier opportunities available across the county and Isle of Wight. Here is a link:

<https://businesshampshire.co.uk/>

A Hampshire place-making strategy is also being undertaken to support this initiative. This strategy will involve consultation with stakeholders and the public across Hampshire.

4. Winner announced in annual South Downs photo competition



As ponies gathered around a tree at sunset at Cissbury Ring, near Worthing, budding photographer Joe James snapped away – and the result can be seen above.

This blissful photograph has won the People’s Choice Award in the National Park’s Annual Photography Competition. Joe, a 38-year-old security manager from Horsham, wins a £100 prize.

Joe, who is a well-known local advocate for autism awareness through his own Facebook page, has been taking images for the past two years and has been honing his talent.

“I’m autistic and proud,” said the dad-of-two, who has never entered a photo competition before. “Being autistic allows me to hyperfocus on photography to really hone this skill so I can get the perfect image. Taking pictures is my version of mindfulness – I find it calms me and relaxes me.”

RUSSELL OPPENHEIMER
County Councillor for Petersfield Hangers