

**DRAFT**

**STEEP PARISH COUNCIL**

**CHAIRMAN:** Jim MacDonald

**CLERK:** Jenny Hollington

**Minutes of a Meeting of Steep Parish Council held on Monday, 7<sup>th</sup> November 2022  
at Steep Village Hall**

**Present:** Cllrs. Jim MacDonald (in the Chair) Terry Cook Charlotte Duthie  
Jeff Graham Nick Hurst Andrew Martin  
Jenny Martin Jonathan Turk

**In Attendance:** District Councillor, Nick Drew  
County Councillor, Russell Oppenheimer  
Clerk, Jenny Hollington

There were 2 members of the public present at the meeting.

<b>Minute</b>	<b>Item</b>	<b>Action</b>
22/166	<u>APOLOGIES</u> – Apologies had been received from Cllr. Freddie Holmes	
22/167	<u>MINUTES</u> – The Minutes of the Parish Council meeting of 3 <sup>rd</sup> October were approved as a correct record of the meeting and duly signed.	
22/168	<u>DECLARATIONS OF INTEREST</u> – The Chairman reminded Councillors of their responsibility to declare any pecuniary interest in any matter on the agenda. He also reminded Councillors of the Parish Council role as Sole Managing Trustee of the Village Hall and of the possible conflict of loyalties between the two roles. None declared.	
22/169	<u>PUBLIC COMMENT</u> – <ul style="list-style-type: none"><li>• A white van which had been badly parked in Church Road for a number of days has now gone – the damage caused to the opposite side of the road was noted and it was agreed to keep an eye on the situation.</li><li>• Cllr. Andrew Martin was thanked for his help in organising Bedales students to help plant the daffodil bulbs on the corner of Mill Lane/Church Road.</li></ul>	
22/170	<u>LAND AT CHURCH ROAD</u> – The Chairman noted that it had been a quiet month and there was nothing specific to report.	
22/171	<u>VILLAGE HALL TRUSTEE WORKING GROUP REPORT</u> - A report from the Working Group had been circulated to Councillors before the meeting and was read out to the meeting (Appendix A).	

Cllr. Duthie expressed concern about the proposal to move the car park to the rear of the Village Hall site, but the Chairman explained that there are currently no plans to make any changes – the Architect’s designs on display at the consultation event were simply ideas for improvements and are still at the discussion stage. The Trustees will fully consider all feedback from the consultation event before making decisions.

The full report from the Trustee Working Party is appended to the Minutes and can be found via the Parish Council website.

22/172 ASHFORD HANGERS

- **Lutcombe Pond** – Cllr. Oppenheimer reported that the HCC Rangers have agreed to meet with representatives from Natural England and SDNPA to discuss the condition of the pond and options for repair
- **Ash Die-Back** – The Chairman said he would chase Pete Durnell about a further meeting to discuss HCC's strategy for regeneration of the Hangers. Cllr. Cook expressed his serious concern especially since 3 Ash trees had fallen on Stoner Hill during the high winds causing the road to be closed. Cllr. Oppenheimer agreed that Hampshire County Council has a duty of care to protect the highway and will discuss the dangers posed by the Ash alongside Stoner Hill with the Rangers.

Chair

22/173 NEW P.C. WEBSITE – Two quotes have been received, but both are very different and will take time to evaluate. In the meantime, a couple of alternative website options have been noted and will be followed up. Cllr. Hurst offered his help in comparing options available. Mike Robinson, a resident with experience in this field, has also agreed to help advise the working party.

JT  
Chair/  
NH

22/174 ROADS AND TRAFFIC –

- (a) Phase 2 Traffic Management Scheme – The speedwatch team has agreed to gather new data from the spot outside Owen's Cycles and provide feedback of average speed to Hampshire to enable consideration of a pedestrian crossing within the CFI – however, they have not been able to collect the data yet due to the recent bad weather.
- (b) Speed Indicator Device (SID) – The SID has been repaired and is back in action in a new position close to Hayes Cottages. Ground sockets have been installed at Hayes Cottages and Stoner Hill to enable the device to be moved around but the volunteer who moves the device has reported that it is quite difficult to manoeuvre the post and SID between the sockets - it was agreed to find out whether another post could be provided to make this easier. In the meantime, it was suggested that the Lengthsman could help with moving SID.
- (c) Speedwatch Hi-Viz Jackets – Cllr. Graham reported that more volunteers have come forward to help with speedwatch and will need Hi-Viz jackets – Cllr. Drew said that he would be happy to consider a further grant application from the team.
- (d) Village Gates – Joe Folland has confirmed that the new village gates will be funded by SDNPA and are to be installed when HCC carry out the signage review on Stoner Hill.
- (e) Church Road Traffic Management – A proposal for a working party to consider options for traffic management on Church Road will be included on the December agenda.
- (f) Road Signage – The signage which has been left around the village by Highways has been reported and will be cleared in the next couple of weeks.

JG

Clerk

22/175 COUNTY COUNCILLOR'S REPORT – Russell Oppenheimer's monthly report had been circulated prior to the meeting and the following items noted:

- Hampshire Forest Partnership – Details of this collaboration between HCC and key stakeholders including parishes, community groups, landowners, farmers, and residents to ensure the target of one million trees planted in Hampshire by 2050 were noted. There is now a dedicated tree planting officer who can offer help and advice - [treeplanting@hants.gov.uk](mailto:treeplanting@hants.gov.uk) – Cllr. Duthie undertook to contact the new tree planting officer and discuss potential funding for the Hangers.
- Local Warm Hubs – HCC is keen to support communities host warm hubs and are offering grants to support creative ideas and concepts that deliver support.
- Supporting Farmers in Hampshire – Cllr. Oppenheimer is working hard to support the 30 County Farms in Hampshire and will continue to lobby Government for a better deal for farmers.

CD

- Waste Prevention Community Grants – Grants of up to £5,000 are available for community organisations and groups to come up with projects to help reduce waste.
- BOATS – To be discussed later in the meeting

Cllr. Oppenheimer’s full report will be appended to the minutes and made available via the website -www.steep-pc.gov.uk

22/176 DISTRICT COUNCILLOR’S REPORT - Cllr. Drew reported on the following items

- Speed and Noise – Cllr. Drew is keen to receive an up-date from the local group - he will chase and report back
- Planning Training – EHDC promised to make this available some time ago – Cllr. Drew has chased a date for delivery and will report back at the December P.C. meeting.
- Cllr. Drew still has a small amount of grant funding remaining in his 22-23 “pot” and urged community groups to contact him if they had a project with requires funding.
- Cllr. Drew said that he is looking forward to joining members of Steep P.C. at Steep War Memorial on Armistice Day.
- Flooding – Sandbags are available from EHDC for any resident impacted by flooding.
- Recycling – Cllr. Drew confirmed he would share a graphic with the P.C. illustrating what can and can’t currently be recycled

22/177 FINANCE –

- Actual to Budget Figures (April – September) – Figures had been circulated prior to the meeting and there were no areas of concern.
- Budget 23-24 – A very preliminary draft budget had been circulated prior to the meeting for discussion – it was agreed that a grant of £5000 to support the Village Hall should be included in the budget 23-24, and a contingency of 10% will also be incorporated into the figures. The Finance Committee will meet again in the coming weeks to produce a more detailed recommendation and, in the meantime, Cllr. Turk was asked to research the impact an additional £5000 grant to the Village Hall would have on residents.
- Precept 23-24 – This will be discussed in detail at the December meeting, once the budget has been approved.
- Bank Reconciliation – The October bank reconciliation had been circulated prior to the meeting and was approved.
- Cheques for November payment were approved as follows:

Clerk  
Finance  
Comm.

Chq No.		Payee	Service
100479	£75.00	T. Morgan	Website Manager
100480	£87.54	The Play Inspection Co	Steep Common - Annual Play Inspection
100481	£111.00	Petersfield Town Council	Dog Bin (April - June)
100482	£746.90	Jenny Hollington	Clerk
100483	£35.00	The Royal British Legion	Donation for wreath
100484	£750.00	Hartland Tree and Landscaping	Lengthsman
100485	£19.50	Fran Box	Daffodil bulbs for grass verges
	£1,824.94		

22/178 STEEP COMMON –

**Bonfire & Firework Event 2022** – Cllr. Cook reported on the success of this year’s bonfire and firework display, which he felt had been extremely well organised. He expressed grateful thanks to all who had been involved including: Bedales for the use of their car park and for sweeping the road

beforehand, and the speedwatch team for people and traffic management. Steep School parents had taken over catering for the event and had done a superb job, raising approximately £2000 towards School funds. Cllr. Cook said that he is now standing down from the bonfire committee and reminded the Council that it will be important to ensure Council representation is continued. Paul Garstin is also standing down as Chairman (although will still be involved in an advisory capacity to support the Committee). James Rush and Matt Gearey will be heading up the Team for the 2023 event.

**Annual Play Inspection Report** – Cllr. Graham had reviewed the report - there are approximately 20 very low, or low risk, recommendations which he will prioritise for work to be carried out. JG

However, he noted that it is important to consider disabled access – currently wheelchair/pushchair access is not possible unless the gates are open. A firm surface to the play equipment from a disabled/pushchair friendly access is also required. It was suggested that this would be an ideal project for CIL funding and/or a grant application and the Clerk was asked to include this item on the December agenda for further consideration. Clerk

22/179 FOOTPATHS – Cllr. Jenny Martin confirmed that the HCC Rangers are aware of the problems on Bridleway 21 and hope to install more run-offs. Further complaints have also been received about the stile on Footpath 10 which is falling apart and very dangerous – furthermore the ground beneath the stile is a quagmire. It was agreed that the Clerk should write to the landowner and ask him to address the problem. Clerk

22/180 COMMUNITY PROJECT – The Chairman confessed that he has not yet chased EHDC for feedback on the application for grant funding for the swings at Hayes Cottages. Chair

22/181 STEEP WAR MEMORIAL – The Chairman expressed sincere thanks to Robin Ashfield who has replaced the oak slats on the benches either side of the memorial in time for Armistice Day. Cllr. Andrew Martin confirmed that a student from Bedales will be present to sound the last post – the Clerk will organise a small token of appreciation. Clerk

22/182 VACANCY FOR A PARISH CLERK – Cllrs. Duthie and Graham offered to assist the Chairman in interviewing candidates for the role of Parish Clerk at the end of November (date to be agreed). Chair CD/JG

22/183 ELECTIONS 2023 – The Chairman noted the end of the current term of Office for Councillors in May 2023. He is keen to encourage anyone interested in standing for election to come along to Parish Council meetings, or to contact himself or the Clerk for further information. A note about this will be included in the next newsletter report. Clerk

22/184 MEETINGS ATTENDED -

**SDNPA Committee** – The Chairman explained that he had attended this meeting in his role as Chairman of EHAP&TC and had addressed members on the issues being experienced across East Hants parishes in respect of the condition of BOATs. Disappointingly however, despite a 2-hour debate, SDNPA had decided not to adopt powers to address these issues, but to leave the situation as it is currently.

**HALC AGM** – Cllr. Duthie had attended the AGM and reported that it had been very interesting and informative – she had been impressed with the support available to parish councils.

**SDNPA Workshop** – The Chairman and Cllr. Holmes had attended this event which had focussed on the review of the Local Plan. The Chairman also noted that SDNPA now advise parishes not to undertake a neighbourhood plan as they can no longer offer financial support. They will instead be encouraging parishes to do a parish priority statement which will be given planning status.

22/185

CORRESPONDENCE – Receipt of the following correspondence, circulated prior to the meeting, was noted:

- E-mail correspondence re loose dogs in the parish and an aggressive dog walker – anyone who experiences problems is asked to contact the local dog warden for advice.
- SDNPA – Call for CIL projects 22-23 – Projects for consideration were discussed briefly – Swings at Hayes Cottages, Village Hall access, Lutcombe Pond – the Clerk was asked to re-circulate the information and include this as an item on the December agenda. Clerk
- NALC - DLUHC Committee Funding Review – No response to be submitted CD
- EHDC – Tree Planting Projects – As previously noted, Cllr. Duthie will follow up.
- HCC – Landowners’ Annual Flood Risk Management – Link to this information to be made available to residents via the website Clerk
- HCC Warm Box Library Services – Already noted under the County Councillor’s report
- CPRE - Hedgerow Community Funding – Cllr. Andrew Martin will look at this in more detail. AM
- CAB Conference – Details of the conference on the rising cost of living in East Hampshire on 18<sup>th</sup> November at the Alton Maltings were noted.

22/186

DATE AND TIME OF NEXT MEETING –The next meeting of Steep Parish Council will be held on Monday, 5<sup>th</sup> December 2022 at 7.30 p.m. at Steep Village Hall

The meeting closed at 9.26 p.m.

**COUNTY COUNCILLOR REPORT  
TO  
ALL PARISH COUNCILS  
IN PETERSFIELD HANGERS  
1 NOVEMBER 2022**

1. Hampshire Forest Partnership



At Hampshire County Council we are serious about planting one million trees in Hampshire. The Hampshire Forest Partnership is a collaboration between HCC and key stakeholders including Parishes, community groups, landowners, farmers and local residents, to ensure we meet that target of one million trees planted in Hampshire by 2050. We now have a dedicated tree planting officer at HCC and she can help with the following:

- Where they have land available (approx. tennis court sized), parishes can submit Expressions of Interest to trial the creation of mini-forests and share ideas for tree planting in their area.
- We can help with sharing best practice, joining up work with our partners and sourcing trees.
- Parishes that are interested can develop “community tree plans” with us – looking at opportunities for tree planting and mapping of them.

To get in touch with the team, please email: [treeplanting@hants.gov.uk](mailto:treeplanting@hants.gov.uk)

Trees make our towns and villages more beautiful. Trees are also good for biodiversity, carbon sequestration, flooding prevention and providing shade/shelter for people and animals.

## 2. Opportunity to create Local Warm Hubs

As the colder months approach, we at HCC want to do what we can to support our local communities. We are therefore now inviting voluntary and community organisations to apply for a grant of up to £5,000 to develop and host warm hubs where people can gather together. This might be in the form of a regular coffee morning, or the provision of a shared activity. We welcome creative ideas and concepts that will deliver support especially to our most vulnerable residents.

Applications are open for the financial year 2022/23. Those wishing to apply can find more information and guidance on [the Leader's Community Grants web page](#). Any organisation wishing to apply for a grant to deliver a warm hub will also need to confirm that they will register on the Warm Welcome website.

## 3. Supporting farmers in Hampshire

Since May I have been responsible for 30 County Farms in Hampshire. I have visited five already and I have five more visits in the diary for this month. I've heard first hand from our County Farm tenants how rising costs are having a major impact on their businesses, whilst this year's weather conditions have also created challenges with a couple of unprecedentedly dry and hot months.

I want to let farmers across the Hangers area know that I am on their side. I would like to thank them for their tireless work in the face of a year of challenges. Their work is sincerely appreciated – not just the production of our food but also their enormous contribution to enhancing our landscape and wildlife.

Through our farm estate, we at HCC have a direct insight into the difficulties currently facing our agricultural sector which is such a vital part of Hampshire's economy. We have lobbied Government regarding the urgent need to offer much-needed financial assistance to our farmers. We will continue to lobby Ministers and MPs for a better deal for farmers.

## 4. Waste Prevention Community Grants

Now in its fifth year, Hampshire County Council is again offering grants of up to £5,000 for community organisations and groups to come up with projects to help Hampshire's residents reduce waste by making items last longer. This might include Repair Cafes, Swap Events, Upcycling classes, Community Composting,

Reusable nappy libraries, “Library of Things” (I believe this is basically a directory of items available for borrowing in the Parish) and Community Fridges. The deadline for applications is 5pm on Tuesday 10 January 2023.

Over the past four years we have seen how this funding has kickstarted many local businesses and launched several community-based innovative projects, helping us all to waste less. Thanks to grant funding in previous years, over 66,000 items have been swapped, repaired, or reused; 190 waste prevention events have been held; 2,000 volunteer opportunities created; and over £300,000 savings have been generated by residents through reusing, repairing or buying second hand.

Potential applicants are asked to discuss their ideas first with the Waste Prevention Team before applying. Please contact the team by emailing: [waste.prevention@hants.gov.uk](mailto:waste.prevention@hants.gov.uk) to arrange an informal discussion.

Organisations and community groups can find out more on the County Council's [waste and recycling webpages](#) including [how to apply for a waste prevention grant](#).

5. Request for grant applications

I still have funds available in my HCC County Councillor pot, but it all needs to be allocated by February otherwise I lose it. I would be grateful for some more applications from Parishes please! The ideal amount to apply for is £700 as this means I can ensure a good spread of projects. Please email me with ideas.

6. SDNPA discussion on BOATs

The SDNPA discussed BOATs at its meeting on Thursday 20 October 2022. Following a long discussion, the Authority decided to continue with the current arrangements whereby they do not get involved in the management of BOATs and the responsibility is left to HCC. I respect the decision of the Authority and I will be considering how we take forward the campaign to preserve our byways for people who wish to enjoy the tranquillity of the National Park.

**RUSSELL OPPENHEIMER**  
**County Councillor for Petersfield Hangers**



## **Steep Parish Council**

Report from Trustee Working Group to Parish Council  
November 2022

The generally encouraging feedback from the consultation events raised some interesting and valuable points for trustees to consider. There were important reminders of the need for a proper business plan and greater clarity around the parking places required at the Hall. There was also significant interest in the planning application process to be followed if any changes are to be made. Following a detailed analysis of all the feedback, it was agreed at the 17/10 Trustee meeting that a report should be published for the community. The trustees are working on this.

At the October Parish Council meeting, it was agreed that members of the trustee working group should meet informally (and free of charge) with a planning consultant, to explore the processes required leading to a planning application. That advice was very useful and gave the group considerable food for thought in terms of the many processes involved and the likely cost.

As the proposed new layout for the Hall requires moving the entrance, the planning consultant recommended that Trustees consider testing the feasibility of this (in planning terms) before proceeding any further. Advice was to be sought on whether layout 2 was worth pursuing by means of a pre-app to the HCC Highways. A highways planning consultant was contacted on an informal (no cost) basis by a member of the working group and provided with a written brief on the proposals.

The response based on the layout proposals and SDNPA guidance, was that the proposed change – whilst not ideal - represents an improvement on the current unsatisfactory situation in terms of sight lines. He felt that it would be reasonable to expect a positive response from the highways department to a formal pre-app submission. Such a submission would need a consultant to be appointed to guide us through the process.

This was reported to trustees at their last meeting and it was agreed, that in the first instance, an informal approach should be made to Joe Folland at HCC Highways to seek his opinion before trustees decide whether to go ahead with appointing a highways consultant. A decision will be made on this at the next trustee meeting on 21<sup>st</sup> November.

Also on 17<sup>th</sup> October, Nick Hurst agreed to begin working with members of the trustee working group, to develop a three-year business plan for the Hall. This work has commenced and it is hoped that an initial draft will be ready for the next meeting of the trustees on 21<sup>st</sup> November.

Councillor Jenny Martin