

STEEP PARISH COUNCIL

CHAIRPERSON: Mrs. Caroline Robinson

CLERK: Mrs. Jenny Hollington

Minutes of the Parish Council Meeting held on Monday, 4th July 2011 at Steep Village Hall at 7.30 p.m.

Present: Jenny Martin (in the Chair) Nick Hurst Terry Cook
Graham Banks Suzi Openshaw Jim MacDonald
Simon Bridger Charles Gibson

In Attendance: Vaughan Clarke (County Councillor)
Nicholas Drew (District Councillor)
Jenny Hollington (Clerk)

There were 2 members of the Public present.

11/63 APOLOGIES: - Caroline Robinson

11/64 TO AGREE MINUTES - The Minutes of the AGM held on Thursday, 19th May and the Planning Meeting held on 6th June were agreed and signed as correct records of the meetings.

11/65 DECLARATIONS OF INTEREST - The Chairman reminded Councillors that any interests should be recorded as necessary

11/66 PUBLIC COMMENT

- Comments were received with regard to Planning Application No. SDNP/27675/013, 1 Steep Marsh Cottages, Pratts Lane, Steep Marsh. The comments were noted.
- Comments were received with regard to Planning Application No. SDNP/24385/010, Steep Marsh Farm, Rockpits Lane, Steep Marsh. The comments were noted.

11/67 COUNTY COUNCILLOR COMMENT - Vaughan Clarke said that from the latest health profile published, East Hampshire comes out better than average in most categories apart from road injuries and deaths. Current priorities in East Hampshire include cancer and healthy ageing. A new library scheme enables care homes to take out 100 books!

11/68 DISTRICT COUNCILLOR COMMENT - Nick Drew spoke about the new format for the Community Forums. He said that the District Council is keen to capture information with regard to what is important in the Village. Community funding is available and he strongly recommended that Steep Parish Council give some thought to possible projects for consideration by the Forum.

The Conservation & Design Award is again being organised by EHDC and Nick encouraged Councillors to put forward nominations for any projects within the Village. He also offered the services of EHDC's P.R. Department in helping to promote and share information on things happening in the Village so that people's good work is recognised.

11/69 UP-DATE ON LAND HELD IN TRUST -The Clerk reported that the Trustees had met for the first time and discussed background information/history relating to the Trust. The new Trustees agreed that a short article should appear in the next Newsletter so that parishioners are kept up to date and informed as to who the new Trustees are and the current situation. They are now looking into whether the original purposes of the Trust can be achieved and once they have this information will look at the way forward. The Trustees will meet again at the end of July to visit the sites and discuss any up-date.

Councillors agreed that the Newsletter article had been very good and to the point. It was queried whether the transfer of money from the Parish Council to the Charity could now take place. The Clerk said that she would raise this issue at the next Trustee Meeting.

- 11/70 TO REVIEW AND DISCUSS THE ANNUAL INSPECTION REPORT FOR THE PLAY EQUIPMENT
This item was discussed in conjunction with the training attended by Jim MacDonald on Playground and Open Space Risks. Jim said that this had been an interesting and worthwhile Forum consisting of three presentations on risk management and the need to mitigate risk.

The Annual Report by Nick Adams is part of the mitigation of risk and anything hi-lighted must be addressed. Jim pointed out that, as the report states, the Parish Council should also be carrying out its own regular checks. Jim proposed that the Parish Council should undertake to inspect the Play Equipment on a fortnightly basis (initially) – possibly on a Monday (after a weekend). A physical report should be made and it should be reported back to the Parish Council that this has been done. It will be necessary for records to be kept for up to 21 years (if a youngster is injured on the play equipment they have until they are 21 to seek compensation).

Graham suggested that he approach the Outdoor Department at Bedales to see whether they would be able to take a look at the report and the playground equipment and possibly it could be a partnership/collaborative agreement. Councillors agreed that Jim and Graham should take this forward and report back to the Parish Council at the next meeting.

Suzi pointed out that the Report recommends notices regarding dog control/ban and said she has spoken to the Dog Warden Patrols who are sending out notices which can be installed. They have also promised to step up patrols in the area. Nick Drew undertook to look into the provision and emptying of dog poo bins at EHDC.

It was suggested that it might be appropriate to write a “campaign” letter for the next Newsletter and that perhaps one of the Governors of the School might be willing to write this – Suzi offered to follow this up.

- 11/71 TO DISCUSS CORRESPONDENCE RECEIVED REGARDING THE FINGERPOST AT ASHFORD LANE - A letter received from Norman Beaumont who has repaired the damaged fingerpost was read and circulated at the meeting. The ideal position for the signpost is on the bank where it originally came from, although this is currently unstable. It is felt that if it is positioned on the opposite side of the road it will get knocked. H.C.C. has installed a kerb to try to protect the bank – however, this isn’t effective enough and heavy vehicles ride over it and the situation is getting worse. It was agreed that Graham should write to Chris White at H.C.C. regarding the problem and explain that the bank needs to be shored up in order for the post to be re-positioned on it.

- 11/72 TO RECEIVE FEEDBACK ON MEETINGS/TRAINING ATTENDED

Community Forums – The Clerk reported that she and the Chairman attended a meeting to discuss the future format of the Community Forums (as previously mentioned by Nick Drew). Each cluster of villages will be represented at the Community Forum by a nominated Councillor - Caroline Robinson has agreed that she will represent our cluster of Steep, Stroud, Froxfield, Hawkley and Colemore, and Chris Snow, Chairman of Stroud Parish Council, will be her deputy if she is unable to attend. Enquiries have been made with regard to the amount of Developer’s contribution available to Steep and the figures are - Open Space - £8,650.00, Environmental Improvements £1,500, Transport £5,619. The Parish Council can ask to use these contributions to fund/part fund local projects within each contribution category.

Playground and Open Space Risks – See agenda item on playground equipment

- 11/73 REPRESENTATIVE REPORTS

Common and Hangers: Terry is unable to attend the Consultative Hangers Meeting on 17th October. It was agreed that Simon and Jim will attend in his place.

The Chairman has unveiled the two new information boards on Steep Common at an event organised by Drake Hocking to mark the completion of the Biodiversity Project.

Footpaths – A Small Grant Application has been submitted by Jenny Martin for two kissing gates, one at each end of the footpath behind Hayes Cottages.

No progress has been made as yet on BOAT 31 which runs from the top of Lythe Lane to Ridge Top Lane.

Work on Bridleway 16 is now nearly complete and it is a lovely walk. Scalpings will be used to re-instate the lower footpath which has been ruined as a result of the work.

Footpath 15 which runs behind the Church to Tilmore Gardens was discussed in conjunction with the letter received from Celia Storey. It was thought that it would not be ideal to have this designated as an official Cycle Route, but no-one would object to children cycling to school along it. It was agreed that the project is too large for Bedales' students to take on as part of their community weekend and that Suzi should seek estimates in order to apply for a grant (either from the Small Grant Scheme which closes 7th September, SDNP or the Community Forum).

Roads and Traffic - It was pointed out that it appears that there are considerably more cars and less minibuses travelling to and from Bedales. Graham said that the number of minibuses depends on demand. He also mentioned that the minibus company used by the School went into receivership during the Spring which had caused a few problems. A new company is now being used. It was agreed that the situation should be monitored and that it might be appropriate to invite Richard Lushington to a meeting later in the year for an up-date on the Bedales Traffic Plan.

Whilst it is considered a good and positive thing that EHDC are advertising outdoor pursuits, concern was expressed that the village's roads are being used as a cycle route and cyclists are not being considerate of other road users in their efforts to beat their personal bests. During a recent event organised by "Wiggle" a dog had been knocked over and the cyclist had not even bothered to stop. Jim said that he would write to "Wiggle" and EHDC and ask them to ensure that cyclists are courteous to road users.

A complaint regarding a parent of a child at Steep School speeding in Church Road had been addressed via an article in the School Newsletter.

Village Hall – The Fieldfare/Leader grant application has been submitted to Winchester. It was agreed that the Clerk should put in a claim for the extra 15 hours it had taken to prepare the application. Charles, Terry and the Clerk were thanked for their efforts.

It was suggested that EHDC and SDNP should be approached to advertise the use of the Village Hall Car Park for walkers/visitors as opposed to them leaving their vehicles along the roads. The possibility of a proposal to extend and improve the car park as a project for the Community Forum Grant was discussed. It was agreed that Jim, Simon and Terry should meet during the day and look at the possibilities. This item will then be discussed at the next meeting of the Trustees of the Village Hall.

I.T. - The electronic storage of the proposed risk assessments for the play equipment was discussed. Nick said he would investigate whether the new e-mail system has capacity for storage. It was felt that it may be more suitable to store the paper copies in the filing cabinet at the Village Hall in the short term.

E-mail disclaimers were discussed – the Clerk to action. The current Data Protection Policy needs to be up-dated – the Clerk to forward this to Nick for action.

Parish Plan - The closing date for the return of the Parish Plan Questionnaire has now passed – numbers returned are not known yet.

11/74 CURRENT PLANNING APPLICATIONS

Simon Bridger declared an interest in planning application SDNP/24385/010

SDNP/27675/013	1 Steep Marsh Cottages, Pratts Lane, Steep Marsh, GU32 2BL	Part two-storey/part single-storey extension to side, single storey and first floor extension to rear following removal of existing garage and rear single storey area.	Comments
SDNP/24385/010	Notification of Pre-Decision Amendment Steep Marsh Farm, Rockpits Lane, Steep Marsh, GU32 2BN	Four affordable dwellings and two market dwellings following demolition of farm building	Objection
SDNP/27491/004	Lupton Cottage, Cockshott Lane, Froxfield GU32 1BB	Single storey garden room to rear (following demolition of conservatory)	No Objection

11/75 FINANCE - The Clerk reported that the balance of the current account as at 3rd June is £7,626.13. The following cheques were agreed and signed - Hampshire County Council (100142) £261.48 for advertising the closure way of Bridleway 16, Ray Street Ltd. (100143) £120 Parish Council website, and Nick Adams (100144) Play Equipment Annual Inspection and Report £44.40.

The Clerk said that she had been unable to register with HMRC in time to sort out her salary - Councillors agreed that a cheque could be issued between meetings on this occasion as long as all three cheque signatories were consulted.

11/76 CORRESPONDENCE - The Clerk said that most of the correspondence now arrives electronically meaning that she is able to forward it on directly to Councillors.

11/77 DATE AND TIME OF NEXT MEETING – Planning Meeting – Monday, 1st August. The next full meeting of the Parish Council will be held on Monday, 5th September 2011.

The Meeting closed at 10.15 p.m.