

STEEP PARISH COUNCIL

CHAIRPERSON: Mrs. Caroline Robinson

CLERK: Mrs. Jenny Hollington

Minutes of the Parish Council Meeting held on Monday, 3rd September 2012 at Steep Village Hall at 7.30 p.m.

Present: Cllrs. Caroline Robinson (in the Chair)
Charles Gibson

Jenny Martin
Jim MacDonald

Terry Cook
Graham Banks

In Attendance: County Councillor, Vaughan Clark
District Councillor, Nick Drew
Clerk, Jenny Hollington

There was 1 member of the Public present.

12/121 APOLOGIES: Cllrs. Nick Hurst, Suzi Openshaw and Simon Bridger

12/122 DECLARATIONS OF INTEREST - The Chairman reminded Councillors that any interests should be recorded as necessary.

12/123 PUBLIC COMMENT – There were no comments from the public.

12/124 MATTERS ARISING FROM THE LAST MINUTES

(a) Brickyards Industrial Estate – There was no feedback available at the meeting as to whether or not there is a case for the Ombudsman to investigate in relation to the planning application for 3 industrial units. With regard to rural traffic calming measures, it was agreed that it is traffic management that is required in Steep Marsh rather than traffic calming – and especially a need for improved, properly identified, passing places, to ensure that cars and vans are not constantly driving up verges. Information relating to traffic counts and optimum car/van numbers for country lanes was requested from HCC via the County Councillor and a name/number for a Hampshire Highways contact with whom the Steep Traffic Management Group can liaise.

(b) The joint training session run by HALC for Steep, Stroud and Froxfield Parish Councils has been arranged for Saturday, 13th October from 11.00 a.m. and will cost £10 per person to include lunch. Steep Parish Council will cover the cost of this training.

12/125 COUNTY COUNCILLOR'S REPORT

Cllr. Clark reported on how well Hampshire's athletes had fared in the Olympics with East Hampshire being the most successful District in the County (1 Gold and 2 Bronze medals). He also gave a breakdown of the latest unemployment figures in this section of East Hampshire showing Froxfield and Steep at 0.7%.

A number of proposals are being investigated in relation to Hampshire's 26 Household Recycling Centres, to explore ways of improving overall recycling in the County and realising efficiency savings. While some authorities in the UK have taken the decision to close some of their facilities, this is not one of the options being looked at in Hampshire. At present over 90% of all waste in Hampshire is either recycled or used to generate energy.

12/126 DISTRICT COUNCILLOR'S REPORT

Cllr. Drew reported on the following items:

- Fly-tipping is an on-going problem – please report any cases a.s.a.p. via EHDC. Cllr. Drew said that, as yet, there have been no incidents caught on camera at the top of Stoner Hill;
- Steep Cricket Club – a newsletter item sharing the success of Steep Cricket Club’s Annual President’s Match has been circulated throughout Hampshire;
- Planning Issues – Cllr. Drew advised that any issues which are constantly repeated (e.g. highway issues), should be incorporated into the Parish Plan. This will ensure that the Parish Council has the relevant information and enables pro-active reports;
- Stolen Letter Boxes – there have been several incidents of stolen letter boxes reported recently – these are highly collectable items!

12/127 TO ADOPT NEW CODE OF CONDUCT

It was AGREED that the Draft Code of Conduct, circulated prior to the meeting (EHDC model), be adopted by Steep Parish Council.

The Clerk collected the new Register of Interest Forms which had been completed. Some reluctance was expressed, this information having already been given (on the old form). The Clerk was asked to check with EHDC whether it was essential for the new form to be completed.

12/128 TO AGREE FORMATION OF A NEW PLANNING COMMITTEE, TERMS OF REFERENCE AND TO DELEGATE POWERS

The formation of a new Planning Committee had been discussed at previous meetings and draft Terms of Reference had been circulated prior to the meeting. Councillors discussed the Terms of Reference and the following amendments agreed:

- that there will be 5 members of the Planning Committee with a quorum of 3;
- that 2 Councillors will agree whether a planning application is contentious and therefore put forward for consideration by full Council;
- that the Chair and Vice-Chair of the Parish Council will share a place on the Planning Committee and be entitled to vote;

Cllr. Cook’s reservations with regard to the formation of a Planning Committee were noted.

Following discussion it was AGREED that a Planning Committee should be formed and trialled for 6 months (to be reviewed at the Annual Meeting), that the Terms of Reference for the Planning Committee be adopted subject to the above amendments and that Council’s Powers be delegated to the Planning Committee.

Cllr. Martin proposed Cllr. MacDonald as Chairman of the Planning Committee. This was seconded by Cllr. Robinson and AGREED.

The following Councillors were nominated to be members of the Planning Committee – Cllr. Robinson/Cllr. Martin, Cllr. Cook, Cllr. Hurst, and Cllr. Bridger – AGREED.

Councillors were reminded that the Planning Committee Meetings will be held in public (at the Village Hall if possible), and the Agenda advertised appropriately. The Clerk was asked to identify possible dates and liaise with Cllr. MacDonald.

12/129 TO AGREE A NEED FOR FURTHER WORKING PARTIES

Councillors discussed whether there was a need for further working parties to enable a faster response to Parish Plan comments. It was suggested that Councillors would be approached to head up Working Parties for the future, so that they could start recruiting volunteers and liaising with the appropriate groups/people. It was proposed that Cllr. Hurst should be asked to head up the Communications Working Party to incorporate the website, newsletter and broadband. Cllr. Cook, and/or Cllr. Bridger would be asked to lead the Community Working Party incorporating, the village centre, Steep Marsh and visitor

management. Cllr. Martin agreed to head the Recreation Working Party next year, and this will incorporate the Hangers, footpaths, Steep Common, the Village Hall and the War Memorial.

12/130 FINANCE

- (a) The following cheques were approved: 100180 (A.G. Coles – topping of Allotment Land), 100181 (Information Commissioner, 100182 (Mythic Beasts – domain renewal)
- (b) Cllrs. were informed that the audit is now complete and notice of completion is in place. The Annual Return can be viewed on the website;
- (c) Consideration was given to request from Steep P.C.C. for a contribution towards the running costs of the Village Newsletter (£605) and Churchyard Maintenance (£218). These amounts were approved but Cllrs. felt it would be appropriate to see the Newsletter Accounts – the Clerk to action. It was also suggested that the Communications Working Party, once established, should work with the Editors to consider making the Newsletter less Church orientated.
- (d) Information Kiosk – no costs for signage available at the moment. Now that the hedge has been cut back the Kiosk is more visible from the road – the Clerk was asked to make another sign to go at the top of the box behind the word “telephone”.
- (e) The Clerk left the room while Councillors discussed her hourly rate following her pass in the CiLCA qualification. A new hourly rate of £12 was AGREED.

12/131 PARISH COUNCIL INPUT INTO PARISH PLAN LAUNCH EVENT

The launch of the Parish Plan on 20th October is intended to be a celebration of Steep Village and will incorporate as many Village groups as possible. Parish Council representation is essential and the Chairman said she would organise a stand to promote Parish Council achievements – e.g. footpath working parties, renovation of the war memorial, etc. Fran Box is co-ordinating the event and has requested photographs of Councillors to help residents identify who is who – these can then be used on the website. All Councillors were asked to provide an up to date photo and short biography to Cllr. Robinson before 10th October.

12/132 FEEDBACK FROM WORKING PARTIES

Cllr. MacDonald said that it had been quiet over the summer, but that he would report back in November.

12/133 FEEDBACK ON DESIGN AND COST OF NOTICEBOARDS

Cllr. Banks said that he had received information from Stebbings and Stephen Lamont Furniture. Steve Lamont is a Craftsman based in East Tisted and Cllr. Banks has visited the workshop and was impressed with his work. Prices from Stebbings and Steve Lamont were comparable. Steve Lamont is prepared to offer a discount for multiple sales (Clerks at Froxfield, Stroud and possibly Sheet are also interested). Following discussion, it was AGREED that Steve Lamont should be asked to make the noticeboards as per his drawings – one large noticeboard for outside the Village Hall and one small noticeboard for outside the small Church in Ridge Common Lane (the Steep Marsh Noticeboard still has a few years left in it). The Clerk was asked to investigate Grant funding to enable these purchases.

12/134 VILLAGE CHRISTMAS EVENT

Councillors AGREED that a Christmas Carol/Social event should take place at the Village Hall this year. The Clerk was asked to write to the Bursar at Bedales and request the donation of their Christmas tree (and lights?) once the winter term has finished. The Clerk was also asked to liaise with the Women’s Institute and P.C.C. Social Group to organise the event.

12/135 REPRESENTATIVE REPORTS

Common and Hangers – Permission for the annual bonfire event on 5th November was sought from the Parish Council. This was AGREED provided the bonfire is moved so that no damage is caused to the

Oak Tree. The Clerk was asked to write to Came & Co. regarding insurance and to organise the Risk Assessment.

The Guides and Scouts have requested permission to use the Common in November – they are both responsible groups and have their own insurance – permission was approved.

A volunteer work day at Lutcombe Pond is to be organised for either Sunday, 18th November or Sunday, 25th November – Cllr. Martin to action.

Councillors agreed that a letter should be sent to H.C.C regarding the new signage on the Hangers.

Footpaths - Footpath 15 – the re-surfacing work to be carried out by Bedales as part of their Badley weekend is all set to go ahead on the weekend of 15th/16th September.

BOAT 31 – A Small Grant Scheme has been approved for 50% of this work and EHHBAG raised a fabulous £600 at their coffee morning in August as part of the match funding. Mr. & Mrs. White have very generously made this up to £1,000. Cllr. Martin has now written to the Trail Riders Group and Chris White to see if they will make up the difference.

Roads and Traffic – being covered by the Traffic Management Group

Village Hall and War Memorial - It was noted that the hedges have been well cut back and sight lines improved – thanks were expressed to Cllr. Bridger for undertaking this work.

The Clerk was asked to change the code of the Security Box outside the Village Hall because of a broken digit.

Cllr. Cook has arranged for a Solar Panel Company to look at the Village Hall on Thursday, 6th September at 2.30 p.m. to give an idea of how much power it could generate.

Rosemary Lilley has requested weed killer for the paved area at the Village Hall. The Chairman offered to see if she has some at home which could be used – if not, the Parish Council will pay for Rosemary to buy some.

I.T. – No report available

Parish Plan – Covered previously on the Agenda.

12/136 CORRESPONDENCE

- E-mail from Chris Monk (Austin Builders) – it was agreed that Mr. Monk should be asked to attend the next Parish Council Meeting on 1st October.
- Planning Training Session – Cllr. MacDonald will attend on Saturday, 20th October and Cllr. Cook on Friday, 19th October;
- Letter regarding Village Agent – the Clerk was asked to forward this to the organisers of the Welcome Club;
- Consultation on Model Financial Orders – the Clerk was asked to forward this item to Councillors again;
- Consultation on Council Tax – the Chairman to action
- Letter from HCC regarding the boundary extension to SINC at Northfield Copse – Cllr. MacDonald to liaise with the Tree Warden about this and the work to the trees and the bonfire site.

12/137 DATE AND TIME OF NEXT MEETING – Monday, 1st October 2012 at 7.30 p.m.

The Meeting closed at 9.50 p.m.