

**DRAFT**

**SHEET PARISH COUNCIL**

**CHAIRPERSON:** Chris Wilton

**CLERK:** Jenny Hollington

**Minutes of the Meeting held on 11<sup>th</sup> April 2024 at Sheet Village Hall at 7.00 p.m.**

Present. Cllrs. Chris Wilton (in the Chair)      Alan Biddlecombe      Brian Bird  
Robin Forrest      Liz Hartley      James Plant

In Attendance: District Councillor, Nick Drew  
Clerk, Jenny Hollington

There were 4 members of the public present during the meeting.

24/54 Apologies – Apologies had been received from Parish Cllrs. Gail Martin and Craig Stevens and the County Councillor, Russell Oppenheimer.

24/55 Declarations of Interests – Councillors were reminded of their responsibility to declare any pecuniary interest on any item on the agenda – None declared.

24/56 Minutes – The Minutes of the Meeting held on 12<sup>th</sup> March were approved and signed.

24/57 Public Comment –

- Cllr. Drew was thanked for his assistance with problems being experienced by a resident in respect of their garden waste collection.
- A resident gave a short review of the Petersfield Town Council Annual Meeting at which Donna Jones the Police and Crime Commissioner had been present.
- Three residents were present to discuss the Appeal for Studio Cottage – it was agreed that their comments and representations could be taken when that agenda item was reached.

24/58 Planning – Current planning applications were discussed:

SDNP/23/00893/CND	<b>Reduction of the approved scheme (SDNP/23/01723/HOUS)</b>	52 Pulens Lane, GU31 4DD	No Objection
SDNP/24/00941/HOUS	<b>Construction of chimney to south elevation, first floor canopy extension to front elevation following demolition of porch and first floor balcony and reinstating original windows to south elevation</b>	33 Pulens Lane GU31 4BZ	No Objection
SDNP/24/01286/PA18	<b>Prior Approval for works to the highway at Sheet Level Crossing</b>	Land at Sheet Level Crossing, School Lane, Sheet	No Objection although it would be appreciated if work could be timed for the school holidays
SDNP/24/01290/PA18	<b>Prior Approval for works to the highway at Kingsfernsden Level Crossing</b>	Kingsfernsden Lane, Sheet GU32 2AU	No Objection

24/59 Planning Inspectorate Appeal – Studio Cottage, 23 Pulens Lane GU31 4BZ – Sheet P.C. agreed to re-iterate the original objection, focussing on the fact that the property could not have been lived in for 4-years as this would have been during lockdown when neighbours would have seen someone living in the building, and concealment of the more recent occupation by the planting of tall hedges. Residents in

attendance at the meeting confirmed that as soon as occupation of the property had been noticed (approximately 12 months ago), it had been reported to EHDC Enforcement Officers.

- 24/60 Anti-Social Behaviour – Sadly, it appears that the anti-social behaviour experienced over Christmas and the New Year, is on the rise again. Residents should continue to report any incidents to the Police and let the Parish Council know. The Clerk was asked to find out who the new Community Support Police Officer for the parish is.
- 24/61 School Lane Access Issues – EHDC have forwarded Sheet Parish Council's request for a meeting to discuss the access problems to the Refuse Team – to date no response has been received. It was noted that there has been a lot of building work taking place in the lane recently which could be exacerbating problems.
- 24/62 Mill Lane Sewage Issues – Damian Hinds has now written to S. Water in support of this issue being accelerated for resolution, however, there has been no feedback from S. Water to date.
- 24/63 County Councillor's Report – Cllr. Oppenheimer's report had been circulated prior to the meeting and in his absence the following items were noted:
- Highways – The A272 Winchester Road through Stroud is to be resurfaced during the current financial year.
  - Local Nature Recovery Strategy – The survey results are now available on-line [Survey Results Map](#) [Local Nature Recovery Strategy for Hampshire \(arcgis.com\)](#)
  - Community Transport – A guide is available for Parish Councils on how to set up a regular minibus or taxi bus service.
  - BOATs Update – HCC is developing a new Byways Operating Procedure
  - Election Purdah – As elections are taking place in many parts of Hampshire this May, HCC is in a pre-election purdah – this means that there will be no press releases or policy announcements in April. Councillor Oppenheimer's next report will therefore be in June.

The County Councillor's full report is appended to the minutes and can be found via the website [www.sheetparishcouncil.gov.uk](http://www.sheetparishcouncil.gov.uk)

- 24/64 District Councillors Report – Cllr. Drew spoke on the following items:
- Planning – No decision on the planning application for Lanzante has been reached.
  - Sheet Summer Olympics – Cllr. Drew is happy to be supporting this community event via a grant.
  - Garden Waste – If residents are experiencing any problems with this service, please contact Cllr. Drew – [nick.drew@easthants.gov.uk](mailto:nick.drew@easthants.gov.uk)
  - Autospeedwatch Cameras – Further EHDC funding is available and a second application from Sheet PC would be welcome.
- 24/65 The Lengthsman Scheme – Sheet P.C. were pleased to note that a new 2-year contract has been signed for the scheme to continue.
- 24/66 Roads and Traffic
- (a) Speed on London Road – It was agreed to respond to Nick Adams King's e-mail to thank him for his views and invite him to meet with Councillors with responsibility for roads and traffic to discuss the issues raised further. In the meantime, it would be useful to understand the pattern of speed of vehicles through the village and it was agreed to try to re-engage with Steep speedwatch members to see if they could assist with the download of data from the SIDs.
- (b) Autospeedwatch Devices – Councillors discussed a proposal for a further 2 autospeedwatch cameras for Pulens Lane. There is a concern that the length of road within Sheet Parish is insufficient to measure average speed and therefore one of the cameras would need to be sited within the Petersfield boundary at the Durford Crossing. It was agreed that Petersfield Town Council should be asked to

apply for one of the cameras and Sheet PC for the other to avoid complication, and to work together to collect the data.

- (c) Pulens Lane Junction – SDNPA has indicated that no further funding for the traffic calming scheme will be made available. Sheet PC will therefore need to consider applications for funding from other sources for this work to be progressed.
- (d) School Lane/Farnham Road Junction – Cllr. Martin and the Clerk met with Alistair MacAdam to discuss the problem of limited visibility at the junction. The possibility of changing the priority for traffic was discussed but Mr. MacAdam confirmed that this would not be an option. In addition, HCC would not approve the use of a mirror sited opposite the junction.
- (e) HCC 20 mph Policy – Cllrs. discussed the new policy and whether it would be appropriate/achievable for the village – there are several criteria which would need to be fulfilled, including public support. It was agreed that Cllr. Biddlecombe should investigate further for discussion at the May meeting.

24/67 Sheet's Emergency Community Plan – It was noted that the plan is now a few years old and in need of updating– the Clerk will review and update where necessary for approval at the May PC Meeting.

24/68 Standing Orders – The NALC Model Standing Orders have been adapted for Sheet PC and were circulated to Councillors prior to the meeting – the amended Standing Orders were approved.

#### 24/69 Finance

- (a) Unity Trust – The Clerk reported that Unity Trust are in the process of changing supplier of their cheque books and are unable to provide a new cheque book until the end of the month. It was therefore agreed to pay the following invoices with the last remaining 6 cheques:

Chq No.	Amount	Payee	Service
301645	£746.00	Michael Smith Ltd.	Grass Cutting contract
301646	£75.00	Thomas Morgan	website management
301647	£102.86	Tampen & Tampen Ltd	Bulk order - dishwasher supplies
301648	£156.28	Hampshire County Council	County Supplies - Sheet V. Hall
301649	£404.00	Hampshire County Council	S178 Licence Application (autospeedwatch)
301650	£600.00	Sheet Music	Cleaning and caretaking - V. Hall

Direct debits were approved to be set up with Castle Water (water rates at the Allotments £158.66);and Inspired-IS (e-mail licenses £81.00). The three remaining invoices for the Clerk, HALC and a grant for SVCT will be paid as soon as a cheque book comes through or, if there is any delay, a letter will be written to Unity Trust asking them to make the payments on-line.

- (b) On-line Banking - It was agreed that as soon as a cheque book has been received and the Minutes of this meeting approved and signed, an application for on-line banking will be submitted to Unity Trust Bank. The current account signatories – Cllrs. Alan Biddlecombe, Robin Forrest, Gail Martin, and Chris Wilton - will be the authorised users of the on-line banking service along with the Clerk who will set up the payments for approval each month. Approval of the payments will be made by any two authorised Councillors.
- (c) **Grant Applications** – The grant application submitted by the Winton Players for £212.00 towards a cabinet for their defibrillator to be installed on the outside wall of their hut on the London Road was approved. Cllr. Drew agreed to match fund this amount from his District Councillor grant pot. The payment will be authorised as soon as a cheque book is available.
- (d) **Bank Reconciliations** – The February and March bank reconciliations were approved and signed.
- (e) **Cheque Payments** – Payments were approved as above.

24/70 Sheet Assets

**The Old Billiard Room** – Planning permission for a change of use of the building to a 1-bedroom dwelling has been approved and the was discussed. Points considered included:

- the high cost of renovation
- what the income could be used for if the property were sold (a car park was suggested).
- if the property were to be rented out, the use of a housing association would be necessary as the Parish Council would not wish to become landlords.

It was agreed that for the time being the property should simply be made watertight and safe, and no further action in respect of the change of use will be taken. Quotes for clearing the frontage of the property will be sought.

**Millennium Field** – Cllr. Plant reported that the process for creating a byelaw is a lot more complicated than first thought. Following discussion of the requirements, it was agreed not to progress with the creation of a byelaw to prevent illegal occupation of the car park and to resolve any issues in an alternative way.

**Sheet Village Green** – A proposal to buy hanging baskets to be hung on the branches of the remains of the old Horse Chestnut tree was approved up to £250 – Cllr. Bird to action.

**Sheet Common** – The BMX User Group are keen to engage with Sheet Parish Council representatives with a view to them taking more responsibility for the track. A meeting will be arranged to discuss this in more detail and to agree the necessary conditions.

**Sheet Recreation Ground** –

- A request from a Village Street resident to be able to put a skip on the Recreation Ground at the rear of their property was approved for when the ground has dried out.
- The Parish Council had been made aware of an incident at the Recreation Ground involving some scaffolding which had been left alongside the shed – the scaffolding will be removed as soon as possible.

**Sheet Allotments** –

- The Clerk will seek quotes for clearance of a plot which has been left in extremely bad condition.
- The cost of Scribe inputting the allotment data was approved (£100).

**Sheet Village Hall** –Cllr. Biddlecombe will obtain quotes for prints of historic views of the village to create artwork for the walls of the hall for discussion at the next meeting.

24/71 Sheet Annual Parish Assembly – The APA will be held on Wednesday, 29<sup>th</sup> May at 7.00 p.m. Tim Slaney, CEO South Downs National Park, has agreed to speak at the meeting. All Sheet residents are welcome to attend.

24/72 Correspondence

- SDNPA Planning Policy – Renewable Energy Study - the information will be recirculated.

24/73 Date of Next Meeting – The Annual Meeting of the Council will be held on Tuesday, 14<sup>th</sup> May 2024 at 7.00 p.m. at Sheet Village Hall.

The meeting closed at 9.30 p.m.

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

**2 APRIL 2024**

1. Highways update

I was delighted to see that the A272 (Winchester Road) through Stroud has been included in a recently published list of 19 resurfacing projects which have been funded by Network North funding. This is basically funds released from the cancellation of HS2. The works will make the surface more resilient and improve drainage. The works will take place in the new financial year 2024/25 (i.e. before March 2025).

March was almost as rainy as February, which was the wettest February on record. In March it was very noticeable that the unusually high water table led to a lot of surface flooding every time it did rain. Inevitably, this has had a negative impact on highways surfaces with more defects appearing.

I acknowledge that it is very frustrating when this deterioration happens so quickly. Hampshire Highways will get on top of the issues over the coming month as we see drier weather. The £7.5m extra funding we have put in is making a difference. Please continue to report defects on the website. It does not hurt to report substantial defects more than once. I appreciate the patience of Councillors and residents. I am always happy to chase up problems if you wish to forward me the Issue Reference number.

2. Local Nature Recovery Strategy

I thought it would be helpful to update Councillors about the Local Nature Recovery Strategy process on which HCC is taking the lead. On 14 December 2023 we launched a public survey to find out what Hampshire's residents and workers felt about nature recovery - what was important to them and what they felt should form our strategy. We were overwhelmed with the response; over 1500 areas which would benefit from improvement for nature recovery were identified across Hampshire.

The survey results map can be found here: [Survey Results Map | Local Nature Recovery Strategy for Hampshire \(arcgis.com\)](#)

Over a nine-week period starting at the beginning of January 2024 we held a series of 20 workshops - 10 community workshops which were hosted by the Hampshire & Isle of Wight Wildlife Trust and 10 thematic workshops which were aimed at organisations and specialist groups. Over 450 attendees representing over 100 organisations attended the mix of online and in person sessions.

We now have a wealth of information which we will analyse to help shape the draft Local Nature Recovery Strategy for Hampshire. The next milestone in our timeline will be to consult on the draft Strategy in the Summer. The exact timeline and more information on the project can be found here: [Timeline of actions | Hampshire County Council \(hants.gov.uk\)](https://www.hants.gov.uk/timeline-of-actions)

I would like to mention that Local Nature Partnerships (LNP) still exist in the UK and HCC continues to be a Board Member and active participant in Hampshire's LNP which is chaired by Alison Potts of Natural England.

### 3. Community Transport toolkit

I know that a couple of Parish Councils in Petersfield Hangers already organise community transport. For those that do not I would like to invite you to give it some consideration.

I can recommend the Community Transport webpages on the HCC website. At this link there is a very clear guide for Parish Councils in how to assess transport needs and set up a regular minibus or taxibus service.

<https://www.hants.gov.uk/transport/transportoperators/community-transport-kit>

Locally organised community transport has many advantages over public transport. There is a community cohesion element because people meet regularly with other villagers. The journeys can be timed to coincide with market days or cultural events. I also feel that there is a health and wellbeing benefit because it reduces isolation and encourages moderate exercise.

I am optimistic that HCC will be able to retain funding for Community Transport following the Future Services Consultation. At this time East Hampshire does not take full advantage of the opportunities. In many other parts of Hampshire there is much greater usage of weekly minibuses. It would be great to increase the number of villages operating a regular minibus scheme around here.

#### 4. BOATs Update

HCC is continuing to develop a new Byways Operating Procedure (BOP) for BOATs. A second meeting with East Hampshire parishes will take place in the coming month or so. HCC is also submitting bids for CIL funding to SDNPA in order to continue the roll-out of more gates and noticeboards.

The deadline for the lifting of winter closures was originally set for 1 April 2024. Due to the wet weather, winter closures have been extended for a month. As a consequence of the extra monitoring requirements officers will not be ready to produce their BOP update report in time for my May Decision Day. This issue is still a high priority for me and I am pushing for the update report to be brought forward as soon as possible.

#### 5. Election Purdah

There are district elections taking place in many parts of Hampshire this May, as well as two County Council by-elections (Meon Valley and Fareham Sarisbury) and the Police and Crime Commissioner Election. Consequently, HCC is currently in a pre-election purdah. This means that there will not be any press releases or policy announcements happening in April and so my next report after this one will be in June 2024.

I look forward to seeing many of you during April.

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