

**DRAFT**

**SHEET PARISH COUNCIL**

**CHAIRPERSON:** Chris Wilton

**CLERK:** Jenny Hollington

**Minutes of the Meeting held on 12<sup>th</sup> December 2023 at Sheet Village Hall at 7.00 p.m.**

<u>Present.</u>	Cllrs. Chris Wilton (in the Chair)	Alan Biddlecombe	Brian Bird
	Robin Forrest	Liz Hartley	Gail Martin
	James Plant	Craig Stevens	

In Attendance: District Councillor, Nick Drew (for part of the meeting).  
Clerk, Jenny Hollington

There were 2 members of the public present during various parts of the meeting.

23/209 Apologies – Apologies had been received from the County Councillor, Russell Oppenheimer.

23/210 Declarations of Interests – Councillors were reminded of their responsibility to declare any pecuniary interest on any item on the agenda – none declared.

23/211 Co-option of a Parish Councillor – Three expressions of interest in the role had been received – all very worthy candidates. Two candidates were present at the meeting and introduced themselves to those present (the third candidate had been unable to attend but was well known to members of the Council). After much discussion and a close vote, it was agreed to co-opt Liz Hartley to Sheet Parish Council – the Acceptance of Office was signed and witnessed and Cllr. Hartley was welcomed on board.

23/212 Minutes – The Minutes of the Meeting held on 14<sup>th</sup> November were approved and signed.

23/213 Public Comment – None

23/214 Parish Priority Statement – Response to SDNPA – The Chairman reported that the Community Meeting held on Saturday, 25<sup>th</sup> November had been well attended and there had been positive feedback to the conclusions drawn from the parish survey. Following the meeting, a summary of the views of respondents on their parish priorities had been circulated and was approved to be sent to SDNPA. The excellent work carried out by Dave McKinney at the start of the process was gratefully acknowledged.

23/215 Anti-Social Behaviour – A resident drew the attention of the Council to the steady escalation of anti-social behaviour/vandalism being experienced by himself and his neighbours in School Lane – including egging, items being thrown at windows, damage to cars, and materials such as ketchup/fanta/mayonnaise being emptied through letterboxes. He confirmed that he has now installed a CCTV camera and the situation has improved, although his car and neighbours are still being affected. It appears that there is a pattern of activity occurring late on Thursday, Friday and Saturday evenings and Cllr. Drew and the Parish Council undertook to follow this up with the Police and request extra patrols in the village at these times. Cllr. Drew also noted that the issues are not unique to Sheet – he is aware of issues in Church Road, Steep which may be connected.

23/216 County Councillor's Report – Cllr. Oppenheimer was unable to attend the meeting, but his report had been circulated and was read to the meeting. The following items were noted:

- The consultation on Pulens Lane traffic-calming scheme is open until 7<sup>th</sup> January – residents are urged to take a look at the plans on-line and respond.  
<https://www.hants.gov.uk/transport/transportchemes/petersfield-pulens-lane>
- A new lead contact for Highways queries, Senior Engineer Tracey Webb, was noted following the transfer of Ian Janes to another department at Hampshire Highways. Sheet Parish Council is sorry to lose Ian Janes but looks forward to working with Tracey Webb on future projects/issues.

- HCC launches OurHants mobile app and new website – see attached report for details.
- BOATs update – This issue remains high on Hampshire’s agenda and a review of Byway Operating Procedures is to be undertaken in the New Year which should enable closer working with Parish Councils.
- Roads – Hampshire Highways are prepared for winter with 42 gritter trucks on standby day and night.
- Christmas at QECP – HCC Countryside Service has teamed up with Petersfield Christmas Trees to offer a selection of Nordmann Fir and Spruce trees sustainably grown in the heart of Hampshire.

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

23/217 District Councillors Report – Cllr. Drew spoke on the following items:

- Lanzante – A new Planning Officer, Katherine Pang, has taken over the application which is still under review.
- Road and drain clearance – Cllr. Drew has requested a schedule of works and will share the information with the Parish Council once it is received.

23/218 Planning – Current applications were discussed:

23/00794/ REVPP	<b>Variation of Condition 2 (aircraft movements) and 6 (aircraft weight), replacement of conditions 7 (1:10,000 risk contour and 8 (1:100,00 risk contour) of planning permission 20/00871/REVPP</b>	Farnborough Airport	Objection in respect of the lack of information on environmental impact of air and noise pollution
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23/219 Millennium Field Tree Planting Project – The wording of the flyer and the cost of printing by Petaprint (£160) for delivery to all residents in the parish was approved - Parish Councillors will hand-deliver the flyer between them before Christmas. Cllr. Biddlecombe confirmed that EHDC has approved the grant towards tools for the volunteers. The whips are to be stored at a resident’s property prior to the volunteers planting them. Cllr. Biddlecombe was authorised to arrange for a lorry load of mulch to be delivered to the site at an approximate cost of £100.

23/220 Scribe – The Clerk has attended an initial on-line training session on the Scribe accounts package, and these are now up and running. She will concentrate on the allotments and village hall bookings systems in the New Year.

23/221 Finance –

- (a) Budget 24- 25 – A draft budget 24-25 had been circulated prior to the meeting and the Chairman outlined the main points for consideration – 10% has been added to all cost centres to cover inflation with a higher percentage increase for electricity and gas contracts at the village hall. A 15% increase has been included for the Clerk, due to increased workload, as well as the Village Hall caretaking role. Total costs are predicted to be £44,692.
- (b) Precept 24-25 – It was unanimously agreed that the Precept request for 24-25 should be £45,000 – which will equate to an approximate 10% increase for residents on 23-24.
- (c) Interim Audit – Paul Reynolds from Fair Account has carried out an interim audit to end of November – there are a couple of minor items to be followed up on by the Clerk (uncashed cheques, etc).
- (d) Bank Reconciliations – The October and November bank reconciliations had been circulated prior to the meeting and were approved and signed.
- (e) Cheque Payments - The following cheques were approved for December payment:

Chq No.	Amount	Payee	Service
301598	£80.40	Elite Playground Inspections	BMX Track and Sheet Recreation Ground
301599	£69.42	Castle Water	Water rates - Village Hall
301600	£726.00	Michael Smit Ltd	Grass Cutting contract- November
301601	£2,043.60	Starboard Systems Ltd.	Scribe on-line accounting/booking/allotment package
301602	£300.00	Fair Account	Interim Audit - 23-24
301603	£30.75	Sheet & Tilmore Allot. Ass	Transfer - payments made to PC in error
301604	£900.00	London Hearts	Match funding - new defibrillator for Rec
301605	£75.00	Tom Morgan	Website Management - Oct - Dec
301606	£520.00	Sheet Music	Venue Management - Village Hall
301607	£929.31	J. Hollington	Clerk - December + expenses
301608	£160.00	Petaprint	Printing - 400 Flyers Tree Planting Project
<b>Total</b>	<b>£5,834.48</b>		

23//222 .Gov. e-mail Provision - Cllr. Stevens outlined details of options for provision of a new .gov e-mail system following the decommissioning of the current .hants.gov.uk service at the end of the month. He noted that unfortunately, one of the suppliers, recommended by Parish Websites, has not yet replied to his e-mail in respect of whether there would be additional costs for on-going support – it was therefore agreed that because of the time pressure, a final decision on a new supplier would be made outside of the meeting, once details of any additional costs had been received.

22/223 Mill Lane Sewage Issues – The Parish Council has contacted Sam Cooper, Sewer Network Manager at Southern Water, who has taken over Stephen Dart’s caseload who has promised an update as soon as they have looked into the matter more fully.

23/224 Love Lane – Pavement and Lighting Issues – Cllr. Martin reported that she had walked along Love Lane to investigate the lighting issues reported by residents. There are 8 lampposts, and this is thought to be adequate for the road, although problems might be being exacerbated by overhanging greenery which will need to be cut back by landowners - Cllr. Martin and the Clerk will meet in the coming weeks to note which houses will need to be contacted about this and to look more specifically at pavement issues.

#### 23/225 Roads and Traffic

- (a) Speed on London Road – As reported at the last meeting Cllr. Martin wrote to Nick Adams-King, Lead Cabinet Member for Highways at HCC, about the concerns of speeding traffic but unfortunately his response was not very helpful. The Parish Council feeling is that Hampshire Highways will not want to consider further speed restrictions on London Road until after the changes have been made to Pulens Lane and the impact of these on speed of traffic on the London Road can be seen. However, a policy statement on 20 mph speed restrictions through Hampshire’s villages is due in the New Year. Sheet Parish Council will wait until the Policy is available before taking any further action. It was noted that the Lengthsman has done an excellent job of opening up the sight lines adjacent to the crossing.
- (b) Pulens Lane Traffic Calming Scheme – The plans are now available on-line and residents are encouraged to take part in the consultation. Following discussion, the Parish Council’s response was agreed as follows:
  - It is unreasonable for Sheet residents to have to wait until the last phase of the works for improvements to be made to the very dangerous London Road/Pulens Lane junction – these works should be given the same priority level as the Durford Road crossing, which is Phase 1.
  - More traffic calming measures are required between Love Lane and the London Road

- The piecemeal approach to traffic speed is not logical – a consistent speed policy along the whole of Pulens Lane is required.
  - The speed limit on London Road should be set at 30mph to add extra safety to the remodelled junction.
  - The proposed bench at the Durford Crossing is in a dangerous position and should not be considered.
- (c) **Speed Indicator Devices (SIDs)** – The rotation schedule will be approved at the January meeting but in the meantime the SIDs will be moved to new locations. Consideration will be given to purchasing the more expensive Lithium batteries and/or solar panels as the current batteries only last for a week – Cllr. Stevens will research the best option and feedback at the January PC meeting.
- (d) **Speedwatch Camera** – The cost (£176) for the HCC licence application was approved. Cllrs. Stevens, Biddlecombe and the Clerk will decide which location is most appropriate for the speedwatch camera and complete the licence application.
- (e) **School Lane Access Issues** – East Hampshire report that the refuse lorry is unable to access School Lane due to the parked cars and have suggested that installation of double yellow lines would resolve this issue. However, Sheet PC is concerned that this would cause difficulties for residents who would be unable to park close to their homes. This will be followed up further with EHDC.

#### 23/226 Sheet Assets

**Mill Lane Riverbank** – The Clerk has still to follow up on registered ownership.

**The Old Billiard Room** – Nothing has been heard from EHDC in response to the Planning Application.

#### **Sheet Common** –

- **BMX Track** – The Clerk will obtain a quote for a legal agreement to be drawn up between the BMX User Group and the Council, to give the User Group more responsibility for the use of the track. The quarterly inspection report was noted.
- **Tree Work** – Cllr. Forrest will obtain quotes for the work required on the Oak tree which is overhanging a resident's garden.

#### **Millennium Field** –

- **FOSS Bonfire & Firework event 2023** – The condition of the field has been checked following clear up after the event and it was confirmed that it is in good condition and the bonfire site is ready for re-seeding.
- **Car Park – Prevention of Illegal Occupation** - Cllr. Plant will circulate a draft by-law for approval at the January meeting.
- **Millennium Bench** – Cllr. Forrest is in contact with the resident to move things forward.

#### **Sheet Recreation Ground** –

- **Community Accessible Defibrillator** – The match funding for the community accessible defibrillator to be installed at the Scout Hut has been approved by DHSC.
- **Quarterly Inspection Report** – The report had been circulated prior to the meeting and details were noted. There are only a few very minor issues reported.
- **Access issue via the Half Moon Gate** – A resident has reported difficulty using the gate. Cllr. Bird has investigated but reported that the issue will be difficult to resolve and therefore may have to be lived with.

**Sheet Allotments** – Cllr. Forrest confirmed that the open space adjacent to Plot 67 has been cleared and the small trees removed to encourage tenants to park there. It was also noted that a plot holder has very kindly filled some of the potholes in the track with left over “type 2” and this is much appreciated.

23/227 Correspondence (circulated prior to the meeting) – The details of the SDNPA re-naturing grant was noted and an application will be considered for bird and bat boxes at the allotments.

23/228 Meetings Dates 2024 – Sheet Parish Council meetings will continue to be held in the small meeting room at the Village Hall at 7.00 p.m. on the second Tuesday of each month. An updated list of dates had been circulated prior to the meeting and will be uploaded to the website ([www.sheetparishcouncil.gov.uk](http://www.sheetparishcouncil.gov.uk))

23/229 Date of Next Meeting – The next Parish Council Meeting will be held on Tuesday, 9<sup>th</sup> January 2024 at 7.00 p.m. at Sheet Village Hall.

The meeting closed at 9.35 p.m.