

**SHEET PARISH COUNCIL**

**CHAIRPERSON:** Ron Dark

**CLERK:** Jenny Hollington

**Minutes of the Annual General Meeting of Sheet Parish Council on 10<sup>th</sup> May 2022  
at Sheet Village Hall at 7.00 p.m.**

<u>Present.</u>	Cllrs.	Ron Dark (in the Chair)	Alan Biddlecombe	Brian Bird
		Tony Clear	Robin Forrest	Gail Martin
		Chris Wilton		

In Attendance: District Councillor, Nick Drew  
Locum Clerk, Rachel Gorvin

There was 1 member of the public present at the meeting.

- 22/72 Apologies – Apologies had been received from the County Councillor, Russell Oppenheimer, and Jenny Hollington, Clerk and RFO/
- 22/73 Election of Chair - Cllr. Ron Dark had previously indicated his willingness to continue in the role - Cllr. Forrest proposed that Cllr. Dark be re-elected as Chairman of Sheet Parish Council - this was seconded by Cllr. Wilson and unanimously agreed. The Declaration to accept Office was signed by Cllr. Dark and witnessed by the Locum Clerk.
- 22/74 Election of Vice Chair – Cllr. Gail Martin indicated that she was prepared to continue unless another Councillor was interested. Cllr. Dark Proposed that Cllr. Martin be re-elected as Vice-Chair of Sheet Parish Council – this was seconded by Cllr. Forrest and unanimously agreed.
- 22/75 To confirm Parish Councillor Roles - The Chairman went through the Councillor roles and the following responsibilities were agreed:
- Governance; Cllrs Dark and Wilton  
Finance: Cllrs Dark, Biddlecombe and Wilton  
Planning: Cllr Wilton  
Roads and Traffic; Cllr Martin  
Village Hall: Cllrs Martin, Wilton and Bird  
Allotments: Cllr Forrest  
Common: Cllrs Biddlecombe and Clear  
Grounds: Cllr Clear  
Recreation Ground: Cllrs Bird and Forrest  
Old Billiard Room: Cllrs Dark and Forrest  
Play equipment: Cllr Forrest  
BMX track: Cllr Biddlecombe
- 22/76 Minutes – The Minutes of the Meeting held on 20<sup>th</sup> April 2022 were approved as a correct record of the meeting and signed accordingly.
- 22/77 Declarations of Interests – Councillors were reminded of their responsibility to declare any pecuniary interest on any item on the agenda – none declared.
- 22/78 Public Comment – None received

22/79 Vacancy for a Parish Councillor – The meeting noted that the notice of vacancy was posted on 3<sup>rd</sup> May 2022, so deadline for electors claiming an election is 23<sup>rd</sup> May 2022. If no or insufficient requests for Election are received, then the Parish Council will co-opt a councillor.

22/80 Finance

(a) **End of financial year actual to budget figures** – Cllr. Dark gave a report on the end of year actual to budget figures 21-22. He noted that the year was broadly on budget with these exceptions:

Village Hall – Income at £11.5K is £3K higher than budget. However, the original budget was half that of previous years because of the uncertainties surrounding Covid. The provision for repair and repainting of the exterior woodwork was not used but the works are now scheduled for summer 2022.

Capital Expenditure – Capital expenditure was well below budget. Road improvements to the London Road end of Village Street cost £9K rather than the £12K budgeted. The works at the Church end, budgeted at £7K have not been started by Highways. A £10K budget for work on the junction of School Lane and the Farnham Road was not needed as developer's contributions covered the costs of the revised scheme.

Reserves – Funds are at a high level because of the shortfalls in expenditure as explained above and because of earmarked reserves as follows:

£6270	Funds due to 3 <sup>rd</sup> parties (deposits)
£50,000	Asset refurbishment
£30,000	Church Field
£20,000	Old Billiard Room
£27,000	Capital projects budgeted 22-23
£47,122	General reserve

**In the absence of the Clerk items (b), (c), (d) and (e) were deferred until the June P.C. Meeting.**

(f) **Cheques** - Cheques for May payment were approved as follows:

Chq No.	Amount	Payee	Service
301330	£1,320.00	Michael Smith Ltd	Grass Cutting Contract - March and April
301331	£36.00	Business Stream	Waste Water - Village Hall
301332	£390.00	Sheet Music	Cleaning and Caretaking - V. Hall
301333	£90.60	HMRC	Clerk
301334	£748.89	Jenny Hollington	Clerk plus expenses (postage stamps)
<b>Total</b>	<b>£2,585.49</b>		

(g) **Water rates** - The correspondence from Love Energy re water rates for the Village Hall and the Allotments was discussed but it was decided a more detailed explanation was required from the Clerk to enable full understanding. A decision was deferred to the next meeting.

22/81 Planning appeal hearing – AA/Y9507/W/21/3275512 – Rural workers dwelling and retention of farm track – Broadlands Meadows Farm, Town Lane, Sheet GU32 2AF -- Cllr Dark reported that the Appeal Hearing is on 25<sup>th</sup> May, 10am, and it can be joined by Teams or telephone only, there is no physical access to the hearing. Parish Council comments remain as per the original application.

22/82 Church Field – Cllrs Dark and Martin previously reported that they had a meeting with the owner and were awaiting feedback from the agent, Henry Adams. As nothing has been received the Clerk will be asked to chase a response.

22/83 Mill Lane –

**Sewage** – No further update (the suspected blockage in the garden at Sheet Mill House is still being investigated)

**Riverbank** – There was a discussion around provision of access to the river from parish land in Mill Lane. The Environmental Agency (EA) have agreed that it is possible to put steps in. Some concern was voiced around potential environmental impact issues and the impact on neighbours, however numerous local dog owners are known to be in favour. The meeting felt it is impractical to prevent access to the river here and it would be safer to have something solid so children and dogs could get out, as the bank is eroded and soft. Steps would help shore up the bank. Cllr Martin reported that the EA require a flood risk exemption form if the Parish Council decides to proceed. The Parish Council has public liability cover but agreed that the Clerk should check insurance implications. Meeting agreed to install access, subject to insurance cover being confirmed and consent from the EA.

22/84 Roads and Traffic

Community Funded Initiative to narrow Village Street/Farnham Road junction – Cllr Martin provided feedback from the meeting with Ian Janes and Alastair Stewart. Three proposals for traffic calming schemes had been circulated prior to the meeting.

- Scheme 1. Cost of £6600 - Church end of Village Street. -Local consultation recommended by Highways as this project is Community funded and will involve the loss of 2 parking spaces. The meeting agreed to proceed with this scheme subject to local consultation.
- Scheme 2. Cost of £7400 - London Road Crossing to Sheet Common – installation of dropped kerb area with tactile paving and reflective sleeved bollards on both sides. Some concern was expressed around having a crossing with no island in the middle of the carriageway. Cllr Martin will raise this with HCC but the meeting agreed to proceed with the scheme.
- Scheme 3. Cost of £5600 - London Road from Village Street to Ramshill roundabout. Re-marking of the road and installation of Dragon's teeth, 40mph Roundels to be marked on road and relocation of some existing signage with Gateway fencing - the intention being to prevent speeding. Cllr. Martin will check with Hampshire Highways representatives about how this scheme would relate to a future programme of works arising from development on Pulens Lane.

22/66 County Councillor's Report - Cllr. Oppenheimer's monthly report had been circulated prior to the meeting and the following items were noted:

- Ukrainian Refugees – Hampshire County Council's response (see Russell's report for details).
- Street Lighting – Energy consumption has reduced but costs have doubled because of rising prices.
- Weed control trial – alternative methods to Pesticides for weed control being piloted in the Petersfield area for evaluation.

Cllr. Oppenheimer's full report is appended to these Minutes and can be found on the Parish Council website – [www.sheetparishcouncil.gov.uk](http://www.sheetparishcouncil.gov.uk)

22/67 District Councillor's Report – Cllr. Drew reported on the following items:

- Planning – Shear Hill and 31 Inmans Lane are being discussed with Planning department.
- Grants – Cllr. Drew has approved a grant to Pecan for £500, their area includes Sheet.- details of an additional grant request from an external body will be circulated by the Clerk.

22/68 Sheet Assets

**Sheet Common** –

- Feedback received from Zurich Insurance on cover for the BMX track was that there is no standard for BMX tracks, but the Parish Council should have a current Risk Assessment and take reasonable

steps to ensure the site is well maintained. It was recommended the track needs more than quarterly inspections and these should be logged, and photographs taken to record detail. Cllr Biddlecombe agreed to undertake weekly visual checks going forward. The Chairman suggested a meeting is arranged with BMX users to review what they are doing and whether it is acceptable to the Parish Council. Cllrs Dark, Biddlecombe and Clear to meet on site with the BMX user group and identify potential hazards and the impact of excavations and drainage on adjacent trees.

- The meeting agreed to review and up-date the current Risk Assessment for the BMX track. Cllrs Dark, Biddlecombe and Clear to action.
- Clearance of scrub on other areas has allowed more wildflowers to appear.

**Millennium Field** – The saplings planted last spring were watered and are still surviving despite the dry conditions. The fencing in the top right-hand corner by the railway needs some attention and some rotten posts need replacing.

**Sheet Recreation Ground** – The trees that were planted are doing well. Stag beetles have been seen here, so the verges on the driveway have been left uncut to provide habitat. The budget for the proposed Keep Fit equipment, has been agreed but the Council are still awaiting feedback from a Sheet resident who is looking into options.

**Village Green** – A proposal for a bench to commemorate Will Glancy to be sited on the Village Green was discussed. The Meeting agreed that the unused bike rack should be removed, and a paved area with a bench installed in its place. The Parish Council to fund the bench as this is for public use, however individual contributions required for memorial plaque. Cllr Bird to take forward and discuss with Clare Glancy.

**Sheet Village Hall** – The exterior decoration has started. The Clerk will monitor the contractor's recommendations and cost on extra works required. Cllrs Martin and Bird to discuss colour with Contractor.

**The Old Billiard Room** – Feedback from EHDC on change of use - deferred to future meeting.

22/69 Correspondence – None received

22/70 Annual Parish Assembly – 12<sup>th</sup> May – Speaker - Deputy Police and Crime Commissioner, Terry Noble.

22/71 Date of next P.C. Meeting – Thursday, 9<sup>th</sup> June 22 – 7.00 p.m. at Sheet Village Hall

Meeting finished 20:22