

DRAFT

SHEET PARISH COUNCIL

CHAIRPERSON: Chris Wilton

CLERK: Jenny Hollington

Minutes of the Meeting held on 12th March 2024 at Sheet Village Hall at 7.00 p.m.

Present. Cllrs. Gail Martin (in the Chair) Alan Biddlecombe Brian Bird
 Robin Forrest Liz Hartley James Plant
 Craig Stevens

In Attendance: County Councillor, Russell Oppenheimer
 District Councillor, Nick Drew
 Clerk, Jenny Hollington

There were 12 members of the public present during the meeting.

24/35 **Apologies** – Apologies had been received from Cllr. Chris Wilton.

24/36 **Declarations of Interests** – Councillors were reminded of their responsibility to declare any pecuniary interest on any item on the agenda – Cllr. Biddlecombe declared an interest in item 24/46a (1) as a member of the Hampshire Monday Group - he left the room for the discussion of this item.

24/37 **Minutes** – The Minutes of the Meeting held on 13th February were approved and signed.

24/38 **Public Comment** – All comments received from the members of the public present related to the revised plans for SDNP/23/02795/FUL – Lanzante Ltd, 23 London Road – and were recorded as follows:

- Objections sent in response to the original plans still stand because questions and concerns have not been answered via the revised plans.
- The proposals do not appear to be in any way aligned to the SDNPA Local Plan.
- The current restrictions to working hours are not adhered to, so the statement about limited working hours in the future cannot be believed – ***the resident who made this comment was advised to report any breach of conditions via EHDC Compliance Office as and when they are noted.***
- 21 Shear Hill - Change of use appears to have already taken place as Lanzante vehicles are already in and out of the property – ***the resident who made this comment was advised to report this potential breach of planning to EHDC Compliance Office.***
- The plans appear to show a footpath from the campus onto Shear Hill which is a privately maintained road.
- In the paperwork, Lanzante have stated that McLaren would not support their business if it were sited on an industrial estate, but other McLaren workshops can be found on industrial sites – ***the resident will follow this up with McLaren to clarify.***
- It should be a condition of approval that the speed on that stretch of the London Road is reduced from the current 40 mph because of the danger posed by large vehicles accessing the site.
- This potential development within a village setting is so significant that it should be called in to either SDNPA or EHDC Planning Committee – ***Sheet Parish Council will liaise with the appropriate authorities about this process.***

24/39 **Planning** – Current planning applications were discussed:

SDNP/2 3/02795/ FUL	Amended Plans – Extend the existing vehicle workshop westwards over 3-levels (one subterranean) creating a new main entrance to the building, equipment storage area, additional workshop and office space and a new on-site	Lanzante Ltd., 23 London Road, Sheet GU31 4BQ	Objection - Sheet P.C. sees no significant changes in the amended plans for this application
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	vehicle storage unit with capacity for 10 vehicles. Associated change of use of a portion of No 21 London Road's garden, demolition of No 21's rear garage and existing extension to the front elevation, front extension to No 21, blocking up of No 21's existing access and creation of a new access and associated staff car park, creation of parking bays for No 21, associated change of use of a portion of No. 19 Shear Hill's garden. Demolition of No. 19 and erection of a replacement C3 dwelling. Hard and soft landscaping and associated works.		and therefore the Council reiterates its unanimous opposition to the suggested development as totally inappropriate to a village in the South Downs National Park. Please see the already detailed objection which has been posted after a well-attended public meeting.
SDNP/2/4/00682/TCA	2 x Sweet Chestnut, 1 x Oak, 3 x Sycamore – trim trees to allow 5.3m head room to meet Hampshire Highways requirements.	Land to the rear of 7-9 Broadlands Cottages, School Lane, Sheet	No Objection

- 24/40 Anti-Social Behaviour – There have been no further reported incidents - the Parish Council will continue to monitor the situation and residents are urged to continue to report any further issues to them and to the Police.
- 24/41 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.
- 24/42 Mill Lane Sewage Issues – The meeting with S. Water representatives - Beth Hughes, County Customer Officer and Sam Cooper, Sewer Network Manager – was productive and encouraging. Damien Hinds has also agreed to write to S. Water in support of this issue being accelerated for resolution.
- 24/43 County Councillor's Report – Cllr. Oppenheimer's report had been circulated prior to the meeting and the following items were highlighted:
- The creation of a New Growth and Skills Boards for each district
 - A 2024/25 Budget Update incorporating a Council Tax increase of 5% to ensure services for vulnerable people are not put at risk.
 - Approval of a New School Streets Policy to enable a temporary closure of certain roads around a school entrance to encourage walking and cycling.
 - A new strategy for HCC Broadband roll-out – HCC are taking on a strategic leadership role in the Digital Place strategy.
 - New Local Transport Plan for Hampshire – The plan has now been formally adopted by HCC.
 - County Councillor Grants Awarded during 23-24 – These include a grant of £1000 to the Friends of Sheet School to provide laptops for the children.

The County Councillor's full report is appended to the minutes and can be found via the website www.sheetparishcouncil.gov.uk

- 24/44 District Councillors Report – Cllr. Drew spoke on the following items:

- **Planning** – Cllr. Drew explained that he can put forward a request for a planning application to be considered by the Planning Committee on receipt of an e-mail from the PC giving the planning reference number and reasons for requesting this step, quoting SDNPA policy.
- **Speed Cameras** – Cllr. Drew was very pleased to see that Sheet Parish Council has been allocated 2-Autorspeedwatch cameras for London Road from EHDC. It is hoped that further funding will be available if the PC wish to apply again for cameras for Pulens Lane.
- **Sheet Winter Warmer Café** – Cllr. Drew confirmed that he tries to attend the weekly cafe as often as possible to talk to residents about any issues they might have.
- **Grants** – The District Councillor grant scheme has changed slightly this year with a larger green grant availability.
- **Council Tax** – EHDC has approved a small rise in Council Tax for 2024/25.

24/45 Roads and Traffic

- (a) **Speed on London Road** – The response from Nick Adams-King to concerns raised about speed on the London Road had been both disappointing and patronising. Cllr. Oppenheimer advised that he was willing to support a campaign to reduce speed through the village but suggested that it might be necessary for Sheet PC to employ a consultant to assess the road before changes would be considered. He recommended a Teams Meeting with Nick Adams-King would be more beneficial than an e-mail exchange.
- (b) **Speed Indicator Devices** – The purchase of an additional SID in the sum of £3,234.34 for the London Road was approved. Funding for the solar panels will be sought via Cllr. Drew's new green grant.
- (c) **School Lane/Farnham Road Junction** – A meeting is to be arranged with Alistair MacAdam, HCC Highways Engineer, to discuss concerns about visibility at this junction – no date has yet been confirmed.

24/46 Finance

- (a) **Grant Applications** –
 1. Hampshire Monday Group Volunteers - Cllr. Biddlecombe left the room for this item as he is a member of the group. A grant application from HMG for £758 towards the cost of a service for their trailer, first aid supplies and tool parts, was considered and, following discussion, approved. The HMG volunteers carry out regular clearance work on Sheet Common and the Millennium Field.
 2. Sheet Village Charitable Trust - The grant application from the Village Association for £500 towards costs involved in organising a community event in the summer was approved to be paid in the new financial year.
 3. Citizen's Advice Bureau – A grant towards the cost of their work was discussed and a donation in the sum of £250 was agreed.
- (b) **Bank Reconciliations** – The Clerk advised she had not had time to finalise the accounts before the meeting – the bank reconciliation will therefore be circulated in the next couple of days for approval at the March meeting.
- (c) **Cheque Payments** - March payments were approved as follows:

Chq No.	Amount	Payee	Service
301635	£1,080.00	Sequoia Tree Services Ltd	Tree work - 3 Oak trees on the Common
301636	£199.30	ALE Fire Systems Ltd	Safety checks & replace fire blanket - V. Hall
301637	£234.00	DNE Services	Repairs to tap, hand drier & handles - V. Hall
301638	£81.00	Inspired-IS	E-mail licence costs + support costs
301639	£726.00	Michael Smith Ltd	Grass Cutting contract
301640	£520.00	Sheet Music	Cleaning and caretaking - V. Hall
301641	£928.58	Jenny Hollington	Clerk + payment to Mythic Beasts Ltd.
301642	£547.56	Petersfield Town Council	Bin contract (Jan, Feb & March)
301643	£758.00	Hampshire Monday Group	Grant Application

301644	£250.00	Citizens Advice Bureau	Grant Application
Total	£5,324.44		

24/47 Audit 23-24 – The following documents had been circulated to Councillors prior to the meeting for review:

1. Financial Regulations – Whilst appropriate for 23-24, these now require up-dating for 24-25 to enable the Council to start using internet banking – the Clerk to action.
2. Standing Orders – The Chairman is in the process of up-dating Sheet Parish Council's Standing Orders in line with the NALC Model Standing Orders – this item will be discussed further/approved at the April Meeting.
3. The Risk Register – Outstanding actions remain in place for setting up internet banking, approving a change of responsibility at the BMX track, and proposals for the Old Billiard Room – these items will be addressed as soon as possible in 2024-25.
4. The Statement of Internal Controls 23-24 – There have been no changes during the year - the Statement was approved and signed.
5. The Asset Register – This has been updated for 23-24 to include three new Village Gates (two on the London Road and one at the Farnham Road/Village Street junction), £7500, two new Speed Indicator Devices for the London Road and Pulens Lane, £3980, and the defibrillator and cabinet at the Scout Hut in the Recreation Ground £1500.00.

24/48 Sheet Assets

The Old Billiard Room – EHDC has indicated that a decision will be made by 18th March – this item will therefore be discussed at the April Parish Council meeting.

Millennium Field –

- **Lighting Request** – Following a request for low level lighting in the car park from a resident, it appears that most other Mill Lane residents are opposed to the idea - this item will therefore be put on the back burner.
- **Byelaw to Prevent Illegal Occupation of the Car Park** – Cllr. Plant will draft and circulate the clauses required for the byelaw, for approval at the April PC meeting.

Sheet Common –

- **BMX Track - Change of Councillor Responsibility** – Cllrs. Hartley and Stevens agreed to take on responsibility for the BMX track from Cllr. Biddlecombe.
- **Legal Advice** – Cllr. Hartley has initiated contact with the User Group members and with the other local track at Milland to liaise with them about insurance, policies, and risk assessment. She will find out more in the coming weeks and report further at the April meeting.

Sheet Recreation Ground – The use of the Recreation Ground for the Sheet Summer Olympics on Saturday, 22nd June was approved.

Sheet Allotments – A quote for a new pedestrian access gate from MJS Fencing in the sum of £450 was approved.

Sheet Village Hall – The Clerk confirmed that fire safety checks have been carried out. Cllr. Biddlecombe will obtain quotes for prints of historic views of the village to create artwork for the walls of the hall.

24/49 Sheet Annual Parish Assembly – Tim Slaney, CEO South Downs National Park, has been invited to speak at the meeting – date to be confirmed.

24/50 Forthcoming Meetings – The following meetings and dates were noted:

- SDNPA Parish Meeting – Wednesday, 13th March.
- HALC Annual Conference – Wednesday, 20th March.
- EHAP&TC – Wednesday, 8th May – Speaker - Cllr. Nick Adams-King (HCC Lead Cabinet Member for Highways).

24/51 Correspondence

- HALC – County Policy Forum Survey – The survey details had been circulated.
- Charity Fundraising event – Notification had been received of a nude walk via Sheet (by two members of the public raising money for prostate and breast cancer) – to take place on 2nd June.

24/52 Date of Next Meeting – The next Parish Council Meeting will be held on Tuesday, 9th April** 2024 at 7.00 p.m. at Sheet Village Hall.

**** Due to unforeseen circumstances, the date of the next meeting later had to be changed to Thursday, 11th April.**

24/53 Confidential Items – Members of the public were excluded from the meeting (Public Bodies – Admission to Meetings – Act 1960) to enable Councillors to discuss the following items:

- (a) Village Hall Cleaning and Caretaking Contract – An increase in payment for the caretaking and cleaning service at the Village Hall (Sheet Music) was discussed and approved.
- (b) Parish Clerk's Contract – An increase in the contracted hours and the hourly rate of the Parish Clerk was discussed and approved. The Clerk was also encouraged to claim a petrol allowance to cover work-related journeys.

The meeting closed at 9.30 p.m.