

**STEEP PARISH COUNCIL**

**CHAIRMAN:** Jim MacDonald

**CLERK:** Jenny Hollington

**Minutes of a Parish Council Meeting held on Monday, 3<sup>rd</sup> September 2018 at 7.30 p.m. at Steep Village Hall**

**Present:** Cllrs. Jim MacDonald (in the Chair) Peter Cruttenden Kate Ashfield  
Chris Laycock Jenny Martin Jeff Graham  
Simon Bridger Terry Cook Nick Hurst

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

There were no members of the public in attendance.

Minute	Item	Action
18/117	<u>APOLOGIES</u> – Apologies had been received from County Councillor, Russell Oppenheimer.	
18/118	<u>MINUTES</u> – The Minutes of the Parish Council Meeting held on Monday, 2 <sup>nd</sup> July 2018 were approved and signed.	
18/119	<u>DECLARATIONS OF INTEREST</u> – The Chairman reminded Councillors of their responsibility to declare any interest in any matter on the Agenda - none declared.	
18/120	<u>PUBLIC COMMENT</u> – None	
18/121	<u>COUNTY COUNCILLOR’S REPORT</u> – In the County Councillor’s absence the report had been circulated and noted (the full report is appended to these minutes) - any questions will be e-mailed to the County Councillor after the meeting.	
18/122	<u>DISTRICT COUNCILLOR’S REPORT</u> – Cllr. Drew reported on the following items: <ul style="list-style-type: none"><li>• Planning - The planning application for the Cricketers has been withdrawn. As the pub is a valuable community asset, Cllr. Drew is willing to give input on an alternative application, if required.</li><li>• Speedwatch – Cllr. Drew said he is very aware of the speedwatch volunteers on Stoner/Bell Hill with whom he has engaged. He found the group to be very positive and asked to be kept informed of progress, especially if any problems are encountered.</li></ul>	
18/123	<u>SPEEDWATCH UP-DATE</u> – Mike Robinson, Speedwatch Co-ordinator, was welcomed to the meeting and thanked on behalf of the Parish Council for the effort and enthusiasm which he is putting into the role.	

Mike reported that currently, there are 11 volunteers with a further 3 volunteers having completed volunteer forms and awaiting health and safety training. Four more people have expressed interest and it is hoped they will also sign up to the scheme - 15-20 volunteers would ideal in helping to reduce pressure on the current regular volunteers.

Mike confirmed that speedwatch is having a noticeable impact on speed of traffic on Stoner Hill and Crees Corner with vehicles noticeably slowing down when volunteers in their hi viz jackets are present - base line figures (obtained by using the speedwatch camera but no volunteers) have proved this to be the case. However, so far, on Church Road, no offenders have been caught - Mike

is liaising with John Payne, the Community Police Officer, to find a different location further down the road to see if this makes a difference.

It was queried whether the newly painted white lines have impacted speed of traffic, but Mike said that it is too early to tell – the lines have only just been installed and there have been no speedwatch sessions on Stoner or Bell Hill since they went in. In addition, baseline data is proving time consuming to collect using the speedwatch equipment, so comparisons are difficult to make – real data is needed. Cllr. Graham reported that he has made some initial enquiries to determine options for achieving baseline data and there are various companies who will install banding across the road which records continuously 24 hours a day, measuring speed, flow and classification of vehicles. The cost of this is approximately £220, depending on data requirements. Councillors discussed this option and agreed that it was important to achieve the base-line data as soon as possible at the three speedwatch locations (Stoner Hill, Crees Corner and Church Road). Cllr. Drew offered to pay for one of the locations to be monitored via a grant from his District Councillor fund and it was suggested that Cllr. Oppenheimer might be willing to pay for another – the Chairman agreed to write to Cllr. Oppenheimer to ask him to consider this proposal. It was agreed that the Parish Council would pay for the third location and that it should be progressed as soon as possible.

Chair

It was noted that there continues to be a problem with the speedwatch equipment dropping signal occasionally, meaning a loss of data. Volunteers currently get around this, by downloading the data regularly – however, this issue needs to be chased with Traffic Technology.

Clerk

Stroud Parish Council are now ready to start their speedwatch sessions on the A272, meaning that the equipment will now be shared (they are to pay 50% of the cost of the equipment).

The Chairman asked that the Parish Council's thanks are passed on to all the Speedwatch Volunteers for their work so far - it is much appreciated!

#### 18/124 DATA PROTECTION

- (a) Data Protection Policy – No feedback has been received on the draft data protection policy from Keith Budden. Cllr. Drew will chase this item.
- (b) P.C. specific e-mails – The Chairman will research the Microsoft option and report back to the October meeting.

Chair

#### 18/125 FINANCE

- (a) The bank reconciliations for July and August were approved and signed.
- (b) The following cheques had been approved for August payment by the cheque signatories as there was no parish council meeting over the summer break.

Chq No.	Amount	Payee	Service
100196	£14.99	Jeff Graham	Refund for padlock - Steep Common
100197	£3,612.00	Chris Budd	Footpath 22a (Taylors Copse)
100198	£1,200.00	Joe Jackman	Trees - Steep Common
100199	£16.80	Petersfield Town Council	Bins - Steep Common
100200	£216.00	HALC	New Councillor training (x 2)
100201	£7.40	HMRC	Tax and N.I. - Clerk
100202	£600.93	J. Hollington	Clerk - August payment
100203	£72.00	Mythic Beasts	Re-written cheque (original lost in post)
Total :	£5,740.12		

.(c) The following cheques were approved for September payment:

Chq No.	Amount	Payee	Service
100204	£594.99	Scotbark	2 x picnic tables
100205	£630.00	Sawscapes Play Ltd	Repairs to play equipment
100206	£60.00	Mythic Beasts	Website hosting
100207	£21.00	Petersfield Town Council	Bins - Steep Common
100208	£1,160.00	N. Rook Blackstone	Lengthsman - August
100209	£600.93	J. Hollington	Clerk - Sept payment
Total :	£3,066.92		

18/126 S.106 MONIES

- (a) Picnic Tables for Steep Common - The picnic tables have been installed. The Parish Council's thanks were expressed to the installation team for doing a great job – Jeff Graham, Steve Cook, John Martin, and Ben Robinson all helped to build and install the tables.
- (b) Bollards in Steep Marsh – Cllr. Hurst was asked to canvas opinion from Steep Marsh residents to find out exactly what is required to protect the grass area in front of the bungalows (e.g. bollards/wooden posts).
- (c) The Coach Road – Chris Budd has now completed the repairs to the Coach Road and has done an excellent job.
- (d) New pedestrian entrance to Steep Common – Feedback has been received from the EHDC Engineer facilitating this project indicating that the proposed new pedestrian entrance would be a safety improvement over the current arrangement. However, estimated costs for the project design is £1250, plus detailed safety audit £800, and HCC agreement, £300. It was agreed that Cllr. Graham should investigate whether these costs can be limited in any way and report back at the October meeting.
- (e) Environmental Projects – Lutcombe Pond – Feedback on the project to repair the leak and improve water levels at Lutcombe Pond has been received from SDNPA. It was agreed that the Chairman should liaise with Pete Durnell, Hampshire Ranger, to seek approval for this project to be progressed in conjunction with SDNPA.

NH

JG

Chair

18/127 TREE WARDEN – Drake Hocking, the parish Tree Warden, has resigned after 10-years in the role. This is a sad loss as Drake has always been very quick to respond to issues and has done an incredible job, for which the Parish Council is immensely grateful. It was agreed that the role should be advertised in the parish newsletter.

KA

18/128 B.T. PHONE BOX – The adopted B.T. Phone Box situated at the Village Hall and currently used as an information centre, requires refurbishment. The Clerk will continue to chase quotes for this work.

Clerk

18/129 WAR MEMORIAL – Initial enquiries to find someone willing to help maintain the planting at the War Memorial have drawn a blank. It was agreed that the role should be advertised via the parish newsletter (2 hours per month approximately and £12 per hour)

KA

18/130 NEW NOTICEBOARD FOR STEEP MARSH – The Steep Marsh Residents Association (SMRA) are keen to replace the old noticeboard with something slightly bigger and which has an open space for community posters, etc. (similar to the noticeboard at Church Road). The landowner has agreed to keep the hedge well cut to make sure there is enough room for a larger board. This item will be

progressed via the Clerk and SMRA.

Clerk

18/131 LENGTHSMAN WORK

- (a) Works completed – Hedge cutting has been undertaken on various footpaths – the Clerk was asked to request that, in future, brambles are cleared from the paths in future, as dogs have problems walking on the thorns!
- (b) Works required – Concerns have been raised about the footpath along Bell Hill from the Dunhurst entrance, where vegetation has encroached and narrowed the path. It was agreed to establish whose responsibility this is - the Chairman will liaise with the Bursar at Bedales and the County Councillor.

Chair

Items for the Autumn worksheet were agreed as follows.

- Clear vegetation around camera sign on Bell Hill
- Re-coat play equipment (Clerk to e-mail details of product to be used)
- Hedge cutting – Steep Common
- Cut back vegetation around grit boxes
- Cut back vegetation around speed signs in Ridge Common Lane

18/132 ROADS AND TRAFFIC

- (a) Phase 1 Traffic Management Scheme – White lines to narrow the road have been installed – however, the dragon's teeth and extended lines at Ridge Common Lane are still to be carried out.
- (b) Liaison Meeting with Bedales School re traffic in Church Road – The Chairman will liaise with the County Councillor regarding this item, as Cllr. Oppenheimer is leading on this item
- (c) Village Drive-Through – The Clerk was asked to chase Joe Lait, the local Engineer, as it is imperative that drains are cleared before the bad weather sets in.
- (d) Sandy Lane – No further feedback has been received.
- (e) Sight lines at Haste Ltd. – The Clerk has written to Haste Ltd., but no response has yet been received.

Chair

Clerk

18/133 FOOTPATHS

- (a) Taylor's Copse – Chris Budd has done an excellent job and users of the footpath are very pleased with the improvement.
- (b) HCC Cutting List – The Chairman has written to the County Councillor, but there has not yet been a response.
- (c) Future Works – Footpaths 13 and 18 – The Clerk will liaise with Elliott Rowe and Abby Sullivan, HCC, RoW, about the grant funding process.

Clerk

18/134 STEEP COMMON

- Play Equipment – The necessary repairs have now been completed by Sawscapes Ltd., who have done a good job.
- Wood Treatment - Play Equipment – It was agreed that Sadolin "light oak" is the most appropriate wood treatment (as recommended by Brewers), to treat the play equipment. The Lengthsman will be asked to do this job as soon as possible and to liaise with the School about timing, as the equipment will be out of use for a few days whilst it dries.
- Tree Audit – The most urgent work has been undertaken over the summer, as per the Tree Survey carried out by Joe Jackman. Competitive tenders for the less urgent work will now be sought. Cllrs. Cook and Graham will walk the boundary and will advise adjoining

Clerk

landowners if any of the trees that require work are on their land.

JG/TC

- 18/135 UP-DATE FROM PRESS OFFICER – Cllr. Ashfield reported that visitor numbers to the Steep P.C. Facebook Page are growing. A report on Parish Council activities over the summer and items discussed above will be submitted to the parish newsletter for the October edition.

KA

18/136 CORRESPONDENCE

- Petersfield Museum – Parish Icons – Correspondence about the design of the new courtyard at the Museum and the use of various icons to represent surrounding villages, had been circulated prior to the meeting. The icon the Museum are intending to use for Steep is of the Poet Stone and/or an image of Edward Thomas. Following discussion, it was agreed that an alternative image depicting the Hangers or the Shoulder of Mutton would be preferred - the Chairman undertook to liaise with Doug Jones, Trustee at the Museum.
- Press Release from Lasham Gliding Club – Lasham Gliding Club is to take legal advice on the CAAs decision to grant a large area of controlled airspace around Farnborough Airfield as they consider that the decision has not been justified and will create a choke point. This is an issue that will affect many of the small rural parishes in the area and it was agreed that the Chairman should write to Damian Hinds to question the power of the CAA.

Chair

Chair

- 18/137 DATE AND TIME OF NEXT MEETING – The next meeting of Steep Parish Council will be held on Monday, 1<sup>st</sup> October at 7.30 p.m., in the meeting room at Steep Village Hall

The meeting closed at 9.30 p.m.