

STEEP PARISH COUNCIL

CHAIRMAN Mr Richard Coles

CLERK Mrs Jenny Hollington

Minutes of a meeting held on Monday, 1st March 2010 at 7.30 p.m. at Steep Village Hall

Present: Richard Coles (in the Chair) Caroline Robinson David Llewellyn
Fran Box Terry Cook Nick Hurst
Jenny Martin

In Attendance: Christopher Napier, CPRE
Ray Street (Webmaster)
Jenny Hollington (Clerk)

There were 15 members of the Public and 1 member of the press present during the course of the meeting.

10/28 APOLOGIES – Charles Gibson, Jo Bell, Jennifer Gray

10/29 MINUTES OF THE LAST MEETING – The Minutes of the Meetings held on Monday, 11th January and the Extraordinary Meeting held on Monday, 8th February 2010 were agreed as an accurate record of the meeting and signed by the Chairman.

10/30 DECLARATION OF INTERESTS - Richard reminded Councillors that any interests should be recorded.

10/31 PUBLIC COMMENT

- Mark Taylor said that this would be his last attendance at a Steep Parish Council Meeting. He confirmed that Bedales are keen to engage with the community in a joint venture and suggested that, if allotment provision is to be made, they would be happy to provide staff and a tractor to help prepare the land. The Chairman thanked Mark for his in-put over the last 8 years and wished him well in his new venture.
- A query arose as to whether there had been any progress with the search for alternative land for affordable housing. The Chairman replied that he was not aware of anything further at this stage.
- A statement was read aloud to the meeting setting out concerns with regard to the way the Parish Council has dealt with the issues surrounding the proposed affordable housing project for the land held in Trust in Church Road and their response to the requests for allotment provision.
- It was pointed out that the Trust was set up to make provision for the **labouring poor**.

10/32 FLY-TIPPING PROJECT – Christopher Napier, Chairman, CPRE gave a short report on this pilot project being managed by CPRE in conjunction with NFU, CLA, Environment Agency and EHDC. He said that the plan is to create a voluntary network of reporters who will report incidents of fly-tipping, seen when out an about in the normal course of activity, direct to the Environment Agency via a pre-printed postcard or an e-mail address. He asked for Parish Council support in identifying and setting up the volunteer reporter network and to recruit a co-ordinator to be the first point of contact. The project will also be promoted via the newsletter and website. It was agreed that the Parish Council would give full support to this project and that anyone interested in volunteering should contact the Clerk who will forward the information to CPRE.

10/33 DISTRICT COUNCILLOR COMMENT – Vaughan Clarke spoke about the problems experienced during the snow and explained Hampshire's policies and procedures for gritting and clearing the roads. Free salt bins are to be offered to all Parishes but it was pointed out that the salt would need to be regularly stirred and the bins kept locked. Temporary repairs are being carried out on the pot holes caused by the bad weather – a full survey on Hampshire's roads will then be carried out followed by permanent repairs. It was confirmed that the village's roads would be gritted regardless of whether or not the Parish were in possession of a salt bin.

- 10/34 LEGAL ADVICE REGARDING LAND AT CHURCH ROAD – The Chairman explained that legal advice received so far had been inconclusive and that the Solicitor has advised that Counsel should be sought at a cost of £1,250 + VAT. It had therefore been agreed at the Extraordinary Meeting held on Monday, 8th February, that a public exhibition of the proposed plans should be held to enable the public to decide whether or not the scheme should be progressed before committing more public money to the legal fees. If the public are behind the scheme, then further advice will be sought.

It was pointed out that it is also important to note that the Parish Council has been advised that they have done nothing wrong with regard to their discussions with Hyde at this stage.

- 10/35 ALLOTMENT PROVISION – A letter circulated prior to the meeting with regard to allotment provision on the Church Road site was considered. The wording of the terms of the Trust “to provide allotments for the labouring poor” was discussed. It was pointed out that the words “labouring poor” had been superseded by an Act in 1919 which opened use up for the community in general.

It was noted that allotments are provided as part of the brief for the Church Road site along with the affordable housing and village green area, and it is hoped that the use of the land will be decided within the next couple of months – however this does mean that the provision of allotments on this site will not be this year.

Following discussion it was proposed that the Ridge Common Lane site be offered to those on the waiting list who lived nearby or were prepared to drive to the outskirts of the village. This was agreed – 5 in favour. The Clerk was therefore asked to write to everyone on the list and ascertain whether they would be interested in an allotment at the Ridge Common Lane site.

It was also agreed that the Clerk should reply to Susie Openshaw asking for her patience for another couple of months with regard to a decision regarding the use of land at the Church Road site or to take an allotment at the Ridge Common Lane site in the interim.

- 10/36 PUBLIC EXHIBITION – This item had been agreed at the meeting of 8th February and was discussed further. Various dates were considered, taking into account the Easter holidays, Bank Holidays and Village Hall bookings and it was agreed that the Exhibition take place over 3 days from the evening of Thursday, 22nd April – Saturday, 24th April.

It was proposed that a sub-committee be set up to organise and co-ordinate the Exhibition to consist of Caroline Robinson, Richard Coles, Terry Cook, Nick Hurst (and potentially Charles Gibson and/or Jo Bell) – this was agreed.

The wording of the Questionnaire to be sent to the public following the Exhibition was discussed – it was agreed that it should just be a simple YES/NO vote and sent to each eligible voter. It was also agreed that a professional company should be used to co-ordinate the postal vote to avoid any conflict of interest.

It was pointed out that if the majority of residents are not in favour of the use of the Church Road site for affordable housing this will force EHDC to consider other sites.

- 10/37 WEBSITE AND E-MAIL SOLUTION – A proposal prepared by Ray Street, Webmaster, in conjunction with Robin Hollington, data security consultant, had been circulated prior to the meeting for consideration. The options were discussed and it was agreed that Option 4 – to separate the Parish Council content from www.steeptillage.com to a new website with an adequate number of e-mail addresses and hosted on a separate, UK based, hosting service, with a .gov.uk domain, was the most appropriate. The cost of this would be approximately £100 per annum plus initial set up cost (£100) and on-going up-date and management/maintenance costs of £20 per month. This was agreed 5 in favour, 1 against. It was also pointed out that the Data Protection Policy was in need of up-dating – the Clerk to action.

10/38 THE HANGERS WAY OAK TREE – An e-mail from the Tree Warden regarding the breach of contract and a possible claim for damages was discussed. It was agreed that the Clerk should forward the information to Chris Napier, CPRE, and ask him if he thinks it might be viable.

10/39 POLICIES AND PROCEDURES

- Complaints Procedure – a draft had been circulated prior to the meeting and was agreed.
- Model Standing Orders – It was agreed that a sub-committee consisting of Caroline Robinson, Nick Hurst and David Llewellyn should meet to discuss/progress this item further and report back at the next Parish Council Meeting.
- Freedom of Information – The Clerk suggested that the cost of photocopying and printing information be increased to 10p a sheet and this was agreed.

10/40 LAND REGISTRATION – Land to be registered was agreed and hi-lighted on the maps provided by the Land Registry who will then check that the land has not already been registered and advise what documents are required from the Hampshire Records Office. It was pointed out that the Parish Council will be registering land held in Trust, as Trustees.

10/41 PARISH PLAN – Four “conversations” have been held so far and others are planned – these have been very useful. There is to be an Open Meeting at the Village Hall on Saturday, 13th March.

10/42 ADOPTION OF B.T. PHONE BOX – The phone box has now been adopted. Consideration will be given to moving it to the Village Hall site in due course.

10/43 REPRESENTATIVE REPORTS

Common and Hangers: The volunteer work morning on Sunday, 7th March was hi-lighted.

Footpaths: The new map board was admired and will be installed when the weather improves. A quote of approximately £18,000 has been received for the duck-boarding of the Hanger's Way footpath – in view of this, further quotes for filling with hard core will be sought.

Roads: Concern has been raised with regard to Ashford Lane – it was confirmed that Hampshire County Council will re-instate the lane, not the Contractor.

The worst of the pot holes have now been temporarily filled.

The Village 30 Scheme was discussed – this is a good starting point and can be built upon.

Steep Village Hall and War Memorial: The Clerk confirmed that the Alec Guinness bequest is in the Village Hall Accounts.

Sketches of the proposed Village Hall extension are being prepared.

The War Memorial is looking very tidy, although concerns were raised that flooding was re-occurring - the Clerk was asked to write to the new owners of the adjacent house and ask if the ditch on their side of the fence is blocked.

10/44 UP-DATE ON PLANNING APPLICATIONS

Decisions made

28656/002	18.1.10	New porch, conservatory and extension to side, single garage and studio following demolition of double garage	The Dell, Ridge Common Lane, Stroud, Petersfield, GU32 1AX	No Objection	Permission
35044/008	19.1.10	Conversion of existing garage to habitable space	Rose Cottage, Rockpits Lane, Steep Marsh, Petersfield GU32 2BN	Objection	Refused

Decisions pending

23548/003	11.3.10	Conversion of loft to habitable space with three velux windows	Fox Hollow, Ridge Common Lane, Stroud GU32 1AS
30928/024	17.3.10	Variation of condition 28(ii) of 30928/022 to amend the number of bedrooms from 40 to 22	Adhurst St. Mary, London Road, Sheet, GU31 5AD.

It was agreed that in future planning will be the last item on the Agenda and current applications discussed within the meeting.

10/45 FINANCE – The Clerk reported that the balance in the current account is £2,547.18 as at the end of January 2010.

The following cheques were agreed:

J. Hollington (Salary and Expenses)
 HALC (CiLCA sessions)
 H.C.C. (Machine Hire and Limestone Scalpings)
 R. Lilley (War Memorial planting)
 J. Martin (Laminating)

10/46 CORRESPONDENCE RECEIVED:

- Salt bins – concern was expressed that these could be a liability and it was agreed not to progress this proposal at this stage;
- EHAPTC AGM – There were no volunteers to attend this meeting;
- The HALC Training Calendar and Survey were discussed – the Clerk to action.

It was agreed that the Clerk should e-mail Tony Hanlan and thank him for his observations (as per the statement read out in Public Comment) – his concerns will be discussed at the next Parish Council meeting.

10/47 DATE OF NEXT MEETING – The Annual Parish Meeting and Annual General Meeting - Tuesday, 11th May 2010 at 7.15 p.m.

The meeting closed at 10.10 p.m.