

Draft Minutes

Greywell Parish Council Meeting

Wednesday 8th March 2017 at 6.00 pm in the Village Hall

1	<p>Present:</p> <p>David Millard (Chairman), Nick MacAndrew (Vice Chairman), Earl of Malmesbury, Sue O'Neill, Jules Stanley (outgoing Clerk), Elizabeth Ford (incoming Clerk), County Councillor Jonathan Glen, District Councillor John Kennett and candidate for co-option to fill Casual Vacancy, Henri Mogg.</p> <p>Apologies:District Councillors Ken Crookes and Stephen Gorys.</p>	
2	<p>Minutes of last meeting:</p> <p>The minutes of the meeting on Wednesday 14th December 2016 were approved and signed.</p>	
3	<p>Declarations of interest relating to this agenda:</p> <p>Lord Malmesbury declared an interest in the Kissing Gates item (item 5 (d)).</p>	
4	<p>Appointment of New Parish Councillor</p> <p>Henri Mogg left the meeting. Following the resignation of Jane Butler after the last meeting and advertisement of the resulting Casual Vacancy, there had been no request for an election and the vacancy would be filled by co-option. The single candidate was Henri Mogg; her co-option was proposed by Nick MacAndrew, seconded by Lord Malmesbury, and she was voted unanimously onto the Parish Council. Henri Mogg returned to the meeting and signed a declaration of acceptance of office. The Chairman thanked Jane Butler for her service to the Council.</p>	
5	<p>Matters Arising:</p> <p>a. Appointment of new clerk and handover of responsibility Elizabeth Ford had been appointed as the new Clerk with effect from the 1st March 2017. She acknowledged Julian Stanley's well-organised handover. It was resolved that Sue O'Neill and Henri Mogg would be added as signatories to the bank account. Nick MacAndrew noted that Parish Council regulations for the use of electronic banking did not now require two signatories. The Clerk advised that the bank mandate required two signatories for online authorisation of electronic payments set up by the Clerk. David Millard would contact the Film Club regarding the storage of the archives and projector equipment in the Film Club cupboard in the village hall and would deposit the old minute book with the County Records Office.</p> <p>b. Village Improvement Projects</p> <p><i>i. Pavement opposite F & G</i> This had been explored but due to unclear ownership, lack of room, risk of damage to tree roots and near-end of footway location, it was resolved not to proceed. Cllr Glen advised that County Councillor devolved budget grant monies would be available for Village Improvement Projects from 1st June 2017.</p> <p><i>ii. Footpath between Stancliffe/Millards/MacAndrews</i> This was periodically cut by Hampshire County Council. Laying of a hard surface similar to the footpath by the canal was considered beneficial and the grant monies mentioned above could be used for that purpose.</p>	EF DM

	<p><i>iii. Footpath repairs along the Street</i> It was resolved that the Clerk write to HC Highways (address to be supplied by Nick MacAndrew) to request repairs for the footpath along the Street from Cedar Tree House to the Lychgate.</p> <p><i>c. Helicopter flight paths over Greywell</i> Julian Stanley had spoken to Mike Barter(ex Station Commander) who advised that Greywell Parish Council should monitor the flight activity. It was resolved to invite a representative of RAF Odiham to the Parish Assembly. Although recently flights had been fewer there had been flights three evenings of the previous week.</p> <p><i>d. Kissing Gate Installation</i> Lord Malmesbury reported that two kissing gates had been installed on the footpath to the rear of the houses on Hook Road (FP2). A third gate (when all parts supplied) would be installed at the bottom of the footpath adjacent to the Village Pub (FP11a).</p> <p><i>e. Village Archives</i> This had been covered under item 5 a.</p> <p><i>f. Standing Orders</i> The revisions to the Standing Orders were adopted. In addition it was resolved to add a clause which delegated the Clerk to submit responses to planning consultations when these could not be decided at a meeting. Additional planning meetings would still be held between ordinary Parish Council meetings in the case of contentious planning applications.</p>	<p>EF NM</p> <p>GPC EF</p> <p>EF</p>
6	<p>Greywell Planning Applications at 8th March 2017:</p> <p><i>a. Current applications (see Appendix A)</i> Planning permission (ref. 16/00399/FUL) for a new dwelling attached to No. 4 Dorchester Way had been granted on appeal on 18th October 2016. It was noted that the Parish Council had objected to this application.</p>	
7	<p>Ongoing issues:</p> <p><i>a. Local Planning Matters</i></p> <p><i>i. The Onward Plan.</i> The Odiham Neighbourhood Plan had been accepted by Hart DC and its referendum was proposed for 4th May. An important recommendation of the examiner's report was the dropping of the North Warnborough-Greywell settlement gap. The Greywell request to be included in the referendum had also been rejected by the examiner.</p> <p><i>ii. Deptford Lane.</i> Pending the adoption of the Neighbourhood and Local Plans it was agreed that the planning status of the site would continue to be monitored.</p> <p><i>iii. Hart Local Plan.</i> The plan currently included three main strategic housing sites (Murrell Green for 1,800 houses, Hartland Park for 1,500 and Sun Office Building, M3, for 1,200) and various small sites in most villages except Greywell. The next consultation stage was expected to start in April. Hook and Odiham were receiving significant development relative to their size. Adoption of the plan was predicted to be Easter 2018. Cllr Kennett advised that exclusion from the plan did not necessarily prevent development as applications could be submitted for any site. It was suggested that the Steering Group mobilise villagers to write to Hart District Council in support of the North Warnborough- Greywell settlement gap when the draft plan is published for consultation. It was resolved to write to Hart DC (Daniel Hawse, Planning Policy Manager) to obtain the programme for the development of the Local Plan.</p>	<p>GPC</p> <p>NM EF</p>

	<p><i>b. Hampshire Devolution</i> Devolution was no longer a priority in government circles due to Brexit. Cllr Glen reported that Sajid Javid MP (Secretary of State for Communities and Local Government) had replied “No” when asked at a recent conference whether he wanted his legacy to be the breaking up of the shires. No current promotion was evident for previous devolution approaches in Hampshire e.g. the Solent Combined Authority and Heart of Hampshire. A recent proposal by Basingstoke and Deane Borough Council to be a standalone unitary authority was not considered likely to be approved by Government.</p> <p><i>c. Speedwatch project</i> The January Speedwatch had been cancelled and more volunteers were needed (contact Henri Mogg). The next date was proposed for the end of April - most speeding was at 7.30am and 5pm so would need to be targeted when it was a bit lighter.</p> <p><i>d. Phone box – defibrillator</i> Approval of a grant to fund a community defibrillator had been obtained from Scottish and Southern Electricity. The grant also provided insurance cover for public liability and theft, training in maintenance and use, counselling and two years costs (with subsequent years available at £200 per year). The equipment required a weekly check, registration on a website and approval of its location by the Ambulance Service. It was resolved to house the defibrillator in the telephone box and a combined use of the box for a plant/book exchange would be explored. Painting of the telephone box was discussed and a notice would be needed. The defibrillator had a video screen so was readily usable by anyone without training. Sue O’Neill would take the lead in maintenance with back-up by Henri Mogg.</p>	<p>HM</p> <p>SO</p> <p>SO & HM</p>
8	<p>Parish Assembly and AGM:</p> <p>The Assembly would have the normal format and it was resolved to invite a representative from RAF Odiham and the County and District Councillors as speakers. See item 16 for date.</p>	<p>EF</p>
9	<p>PC Newsletter:</p> <p>It was decided that David Millard and Nick MacAndrew would prepare the initial drafts of articles. Henri Mogg would design the document and be forwarded information on the previously used desktop publishing software and printing by the Clerk.</p>	<p>DM & NM</p> <p>HM</p> <p>EF</p>
10	<p>Dog Waste Bin:</p> <p>The Parish was entitled to 1 public bin being emptied by Hart DC. This was located by the bridge at Deptford Lane. Cllr Kennett would check the cost of another bin and whether the existing bin could be moved to besides the Lychgate.</p>	<p>JK</p>
11	<p>Website and Transparency Code:</p> <p>The Parish Council was required to publish information on a website to comply with the Transparency Code. Grants were available through the Transparency Fund to support compliance with the Code. If obtained, a grant would fund the setting up of a Parish Council website to replace the old village website and/or cover costs of publicising the necessary information on the website. It was resolved to apply for a grant. David Millard would contact the Village Hall re. future need of the existing website to confirm availability of the domain name for a new website. Following award of the grant Henri Mogg and the Clerk would organise the setting up of the new Parish Council website.</p>	<p>EF</p> <p>DM</p> <p>HM & EF</p>
12	<p>Parish Lengthsman Scheme</p> <p>Greywell Parish Council would join the Newnham cluster of the Hampshire County Council Parish Lengthsman Scheme if funding for 2017-2018 was confirmed. This would provide £1K of time of a centrally employed Parish Lengthsman to carry out maintenance tasks</p>	

	requested by the Parish Council. A wide range of tasks were included such as ditch clearance and vegetation removal from the roadside and footways.									
13	<p>Finance:</p> <p>a. Bank reconciliations as at 8th March 2017 were approved and signed as correct. Account balances were noted as follows:</p> <table style="margin-left: 40px;"> <tr> <td>i. Treasurer's account</td> <td style="text-align: right;">£17,998.73</td> </tr> <tr> <td>ii. Business 30 day account</td> <td style="text-align: right;">£12.26</td> </tr> <tr> <td>iii. Less un-presented cheques</td> <td style="text-align: right;">£311.89</td> </tr> <tr> <td>iv. Reconciled total</td> <td style="text-align: right;">£17,699.10</td> </tr> </table> <p>The precept payment of £4K would be received in late April and payment of a VAT refund of £668.13 was expected.</p> <p>b. Cheques were approved and/or signed as per the schedule below.</p> <p>c. A precept request of £4,000 for 2017-2018 had been submitted to Hart District Council.</p> <p>d. It was resolved to engage Eleanor Greene as the internal auditor for 2016-2017 at an estimated cost of £155.</p> <p>e. It was resolved to register Greywell Parish Council with the Information Commissioners Office at a cost of £35 per annum.</p> <p>f. It was resolved to adopt the revised Parish Council Risk Assessment.</p> <p>g. It was resolved to adopt the revised Financial Regulations.</p> <p>h. It was resolved to renew the Basingstoke Canal Society Membership at £15 per annum and to join the Whitewater Valley Preservation Society at £25 per annum. The AGM of the latter would be at 6.30pm on Friday 17th March in Heckfield Village Hall with Nick Measham (Salmon and Trout Conservation UK) as guest speaker.</p> <p>i. Three mandate variation request forms were signed to add the new Clerk as contact, add Sue O'Neill as a signatory and to remove the previous Clerk. A form to add Henri Mogg as a signatory was yet to be completed.</p>	i. Treasurer's account	£17,998.73	ii. Business 30 day account	£12.26	iii. Less un-presented cheques	£311.89	iv. Reconciled total	£17,699.10	EF
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14	<p>Clerk's Report</p> <p>There was no Clerk's Report.</p>									
15	<p>Any Other Business:</p> <p>a. It was resolved to allocate half the specified contingency in the budget to a Chairman's Allowance which would be used for minor expenditure such as the provision of a Village Christmas tree.</p> <p>b. The Village Spring Clean would be on Saturday 29 April and would be publicised at the beginning of April.</p> <p>c. The Clerk's new email address would be put on the website.</p> <p>d. The co-option of Henri Mogg as the new Councillor and the appointment of the new Clerk would be publicised in the village.</p> <p>e. Councillors Kennett and Glen reported that Hart District Council was increasing the Council Tax by £5 for a Band D property with proportionate adjustments to other Bands. Hampshire County Council was increasing its component of the Council Tax by 4.99% with the majority of the increase being for social care. The County Council was making savings of £200M over the next two years and had given up all non statutory duties.</p> <p>f. Finally David Millard presented a leaving card and gift to Jules Stanley and thanked him on behalf of the village for his 4 years as a fantastic Clerk, his exceptional diligence and for leading the biodiversity project at Deptford Lane.</p>	EF NM DM & EF DM								

16	<p>Dates of next meetings:</p> <p>Tuesday 16th May 2017, 6.00pm Parish Council Annual Meeting (AGM) and 7.00pm Parish Assembly</p> <p>Wednesday 19th July 2017 at 6.00pm Wednesday 13th September 2017 at 6.00pm Tuesday 14th November 2017 at 6.00pm</p>	
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The meeting closed at approx. 8.20pm

Schedule of cheques and payments for approval/signature on 8th March 2017

Serial	Payee	Services/Goods	Amount	Cheque No	Dated
1	J Stanley	Clerk's salary	£231.46	453	28-Feb-17
2	HMRC	TAX	£57.80	454	28 Feb -17
3	Upper Bridge Enterprises	Email Hosting	£7.63	455	08-Mar-17
4	Basingstoke Canal Society	Membership	£15.00	456	08-Mar-17
	Total		£311.89		

Appendix A

Planning Applications for Consideration and Update on Progress

PARISH COUNCIL NOT COMMENTED

1) Weeping Willow: Reduce by 3-4m to clear power lines. 2) Leyland Cypress Hedge- Fell to ground level 3) Walnut- Crown Lift by 2m. 4) Purple Plum: Crown Lift by 2m.

Royal Oak House Hook Road Greywell Hook Hampshire RG29 1BU

Ref. No: 17/00221/CA | Validated: Mon 30 Jan 2017 | Status: Registered

Determination deadline Monday 13 March

AWAITING DECISION

Addition of bathroom to single-storey modern extension. Alterations to external brick wall at rear of existing modern extension and replacement of timber French doors. New conservation roof light to modern extension. Removal of modern plasterboard suspended ceiling.

Old Wharf House Hook Road Greywell Hook RG29 1BT

Ref. No: 17/00050/HOU and Ref. No: 17/00051/LBC | Validated: Thu 12 Jan 2017 | Status: Registered

Discharge of conditions 2 - door details - and 3 - making good - pursuant to 16/02340/LBC Removal of downstairs WC (not original) and reinstate external door to form original entrance hall.

Old Wharf House Hook Road Greywell Hook RG29 1BT

Ref. No: 16/02340/CON | Validated: Tue 01 Nov 2016 | Status: Registered

Creation of new L-shaped extension to existing modern element at rear of property with hipped and pitched clay tile roof, to include new kitchen, with an additional timber-framed lean-to addition to provide utility room, boot room and porch. Etc. Reinstatement of previously removed timber sash window at 1st floor level at rear of modern extension. Introduction of traditional clay tile-hanging on section of front elevation between Southfields and The Old Vicarage. Etc.

Southfields The Street Greywell Hook RG29 1BZ

Ref. No: 16/02837/LBC | Validated: Mon 24 Oct 2016 | Status: Granted 18 January 2017

Ref. No: 16/02836/HOU | Validated: Mon 24 Oct 2016 | Status: Awaiting decision

DECIDED

Discharge of condition 3- materials- pursuant to 16/00399/FUL- Erection of a new 3 bedroom dwelling (attached to No.4) with parking and first floor rear extension to existing house (submission of 15/02649/FUL)

4 Dorchester Way Greywell Hook RG29 1BX

Ref. No: 16/00399/CON | Validated: Fri 25 Nov 2016 | Status: Decided = Condition discharged 15th Feb 2017