

Draft Minutes

Greywell Parish Council Meeting

Monday 12th March 2018 at 6.00 pm in the Village Hall

1	<p>Present: David Millard (Chairman), Earl of Malmesbury, Sue O'Neill, District Councillor John Kennett, Elizabeth Ford (Clerk).</p> <p>Apologies: County Councillor Jonathan Glen, District Councillor Stephen Gorys, Nick MacAndrew (Vice Chairman) and Henri Mogg.</p>	
2	<p>Minutes of last meeting The minutes of the last meeting on Wednesday 17th January 2018 were approved and signed.</p>	
3	<p>Declarations of interest relating to this agenda: None</p>	
4	<p>Parish Council Elections on Thursday 3rd May All places on Greywell Parish Council would be up for election on Thursday 3rd May. The Clerk would provide hard copies of nomination forms to all Councillors after 13th March with these to be returned to DM by Tuesday 3rd April and delivered by the Clerk to the Returning Officer of Hart DC on Wednesday 4th April. The final closing date for submission of nomination forms to Hart DC was 4pm Friday 6th April. A statement of names of the candidates would be displayed on the Village Hall notice-board by 18 working days before the poll. Voting would only take place if there were more than 5 candidates for the five seats on the Council. District Council elections would also be taking place on 3rd May but for only 1 of the 3 District Councillor seats in the ward.</p>	Clerk
5	<p>Planning:</p> <p><i>a. Applications to be considered at meeting</i> There were no applications to be considered at the meeting.</p> <p><i>b. Update on previous applications.</i> This is included in in full Appendix A.</p> <p><i>i. 17/02583/PREAPP, The Old Dairy White Lane</i> Change of use of agricultural building into a day health spa facility Validated: Wed 22 Nov 2017</p> <p>The formal response from Hart DC was made on 8th February 2018 and is available under the above application reference on the Hart DC website planning pages. No further information on the proposed development was available by the time of the meeting, but it was understood that a planning application would be submitted by the end of March.</p> <p><i>c. Local planning matters</i></p> <p><i>i. Consideration of the Parish Council response to the Hart Local Plan consultation</i></p> <p>This was discussed. Any comments made would not result in a change to the form of the Local Plan to be submitted to the Plan Inspector and it was expected that a significant number of developers would submit comments at this stage. Comments should only be on the process implemented in developing the Plan (see Hart DC guidance) and this included the soundness and deliverability of the Plan. Areas for possible comment included support for the idea of preserving the rural nature of Hart, inclusion of local gaps and the inclusion of a new settlement within a specified search area. Projections indicated that by 2023 Hart would have built 2K more houses than currently required but updates to the housing targets would be made during the life of the Plan based on the number of houses already built.</p>	

	<p>The proposed numbers for the new settlement were 2.5 to 3K, but it was considered that in planning terms 3K could readily expand to 5K. The justification for the new settlement was to facilitate HCC allocating a new secondary school to the west of the Hart District rather than relying on the further expansion of the existing two schools. Comment was made that it would be regrettable if large scale development was planned at Murrell Green as this was greenfield, would strain existing infrastructure and was likely to result in the merging of Hartley Wintney with Hook.</p> <p>It was resolved that the Clerk and DM would prepare the draft of the comment to be submitted on behalf of the Parish Council and circulate to Councillors.</p> <p><i>ii. Organisation of support for individual responses by parishioners to the above</i></p> <p>It was resolved that DM would prepare a list of bullet points to be emailed to residents as guidance on the consultation and as support for any resident comments. It was emphasised that comments had to be in each individual's own words as duplicate comments would be discounted.</p> <p>Finally JK advised that the Plan was expected to be approved and the timescale for approval, which provided for hearings etc., was late summer.</p>	<p>DM&Clerk</p> <p>DM</p>
6	<p>On-going issues</p> <p>a. <i>Speedwatch</i> – deferred</p> <p>b. <i>Website</i>– deferred</p> <p>c. <i>Phone box – Defibrillator, CPR training, Village Emergency Telephone System</i></p> <p>The training session on the 17th January had been very successful. SO'N would identify more parties to sign up to the VETS (currently five and a maximum of 10) and decision on whether to join the scheme was deferred to the next meeting. The initial cost to join the VETS scheme was £45, then £100 per year with the first year free. The cost of the defibrillator maintenance was £126 per year. The first two years was paid for by the grant from SSE.</p> <p>d. <i>Parish Lengthsman</i></p> <p>It was proposed that the Clerk would circulate the agreed work schedule to Councillors and advise when the Parish Lengthsman team would be working in the village so that the standard of work could be supervised. DM would discuss supervision of the work with the organisers of the Village Clean-up events.</p> <p>Ongoing problems with highway flooding in the village were discussed and HC Highways was reported to be waiting for the contractor to carry out scheduled maintenance works.</p> <p>e. <i>Waste bin</i></p> <p>It was resolved that the Clerk would write to Hart DC to check whether a move of the existing bin at the Deptford Lane bridge to a new location at the entrance to the canal by The Old Wharf House on Deptford Lane was acceptable and what would be the cost to the Parish Council.</p> <p>f. <i>South East Water pipeline works</i></p> <p>Dates for the road closures in the new twin water mains installation were:</p> <ul style="list-style-type: none"> • Deptford Lane next to Waterworks Cottages, from 11 May to 22 May – temporary road closure with a signed diversion; • Bidden Road south of the junction with Deptford Lane, from 1 June to 7 June - traffic lights; • West Street between Bidden Road and The Firs, from 11 July to 23 July – traffic lights; • Dunleys Hill opposite Wendover Cottages, from 10 August to 20 August – traffic lights; • Dunleys Hill west of the junction with Western Lane, from 18 October to 29 October – traffic lights. 	<p>SO'N</p> <p>Clerk</p> <p>DM</p> <p>Clerk</p>
7	<p>Report from County Councillor</p> <p>No report.</p>	

8	<p>Report from District Councillor</p> <p>The Hart DC budget had been agreed and would involve a 3% increase in the DC portion of the Council Tax. This equated to a £5 increase for a Band D property. Hampshire County Council would increase its portion of the Council Tax by 6%. The contribution to the Fire and Police Services was expected to increase by 3%. There would be District Council elections in May which could influence the control of the Council.</p> <p>There had been problems in some of the areas of the contract shared with 5 other Councils. Capita was the contractor for a lot of the shared contract areas but had given assurances that Local Authority services were an important part of its business. Hart DC would resume the sending out of neighbour letters for planning applications from April.</p>													
9.	<p>Finance:</p> <p><i>a. To note current financial situation and sign bank statements</i> Bank reconciliations as at 12th March 2018 were approved and signed as correct. Account balances were noted as follows:</p> <table data-bbox="379 678 943 801"> <tr> <td>i.</td> <td>Treasurer's account</td> <td>£19,895.72</td> </tr> <tr> <td>ii.</td> <td>Business 30 day account</td> <td>£12.26</td> </tr> <tr> <td></td> <td>Less un-presented cheques</td> <td>-£342.47</td> </tr> <tr> <td></td> <td>Reconciled total</td> <td>£19,565.51</td> </tr> </table> <p>The Clerk would obtain information on the interest to be gained from a 6 month deposit of monies with the NS&I.</p> <p><i>b. To renew membership with the Whitewater Valley Preservation Society</i> It was resolved to renew membership of the Whitewater Valley Preservation Society and make a donation of £25.</p> <p><i>c. To renew membership with the Basingstoke Canal Society</i> It was resolved to join the Basingstoke Canal Society at a cost of £15.</p> <p><i>d. Payments and cheques for signature.</i> Cheques were approved and/or signed as per the schedule below.</p>	i.	Treasurer's account	£19,895.72	ii.	Business 30 day account	£12.26		Less un-presented cheques	-£342.47		Reconciled total	£19,565.51	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
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10	<p>To confirm appointment of internal auditor It was resolved to appoint Eleanor Green to carry out the internal audit at a cost of £155.</p>													
11	<p>To decide whether to request or opt-out of an external audit (limited assurance review) It was resolved to decline an external audit (limited assurance review) as it was deemed unlikely that the Council would be seeking grant funding (for which external audit is a pre-requisite) this year.</p>	Clerk												
12	<p>To adopt revised governance documents A proposal for revisions to the Standing Orders, Financial Regulations, Risk Assessment and Code of Practice had been circulated prior to the meeting. It was resolved to adopt the revised documents.</p>													
13	<p>To consider requirements for the new General Data Protection Regulations Compliance with the new regulatory requirements was required by 25th May 2018. It was resolved that the Clerk would prepare a draft policy for consideration at the next meeting.</p>	Clerk												

14	Arrangements for the Parish Assembly and Parish Council Annual Meeting (AGM) It was resolved that the Parish Assembly and Parish Council Annual Meeting (AGM) would be held on Wednesday 9 th May. The AGM would start at 6pm followed by drinks before the start of the Parish Assembly at 7.15pm. It was decided that suggestions for guests were forwarded to the Clerk who would then circulate.	All Clerk
15	Parish Newsletter DM circulated a proposed contents list for the 2018 newsletter with the author for each section allocated. The draft version to be prepared within two weeks.	All
16	Any other business and items for agenda of next meeting Grass cutting in the area outside the waterworks was discussed. It was proposed that a cut be made in May with up to two more cuts in the growing season. DM would make contact with possible contractors to carry out the work at a likely cost of £140/day. A request to cut the hedge along Hook Road between Water Lane and the Fox and Goose was made. Some of the lengths of the hedge had been cut last year and, although this should have been repeated already, regulatory requirements meant no further cuts could take place between 1 March and 1 September. Cabling to provide Superfast Broadband had now been installed in the village apart from Deptford Lane. DM and EoM would enquire whether changes to existing accounts were required to access faster broadband speeds. DM was in discussion with BT regarding superfast broadband for Deptford Lane.	DM DM&EoM
17	Dates of next meetings The next meetings (all in Greywell Village Hall) were confirmed as: Wednesday 18 th April 2018 at 6pm – Full Council Meeting Wednesday 9 th May – Parish Council Annual Meeting (AGM) at 6pm and Parish Assembly at 7.15pm	

The meeting closed at 7.20pm

Schedule of cheques and payments for approval/signature on 12th March 2018

Serial	Payee	Services/Goods	Amount	Cheque No	Dated
Retrospective			nil		
Current					
23	Greywell Village Hall	Hall hire meetings 8/3, 10/5, 19/7, 8/11 2017	£ 65.00	508	12.3.18
24	E Ford	Clerk's salary&exp (Feb&Mar)	£321.98	509	12.3.18
25	Whitewater Valley Preservation Society	Annual Membership	£25.00	510	12.3.18
26	The Basingstoke Canal Society	Annual Membership	£15.00	511	12.3.18
		Total	£426.98		

Appendix A Planning Applications for Consideration and Update on Progress

PARISH COUNCIL YET TO COMMENT

No new applications to be considered at meeting.

DECISIONS SINCE LAST MEETING

17/02979/HOU and 17/02980/LBC, Dorchester Cottage Hook Road

Dorchester and Holly Cottage. Removal of C20 single storey flat roof extension to rear and erection of two storey extension in its place together with single storey extension to rear to form day room. Parish Council comment to support the application. Status: Application withdrawn.

17/02868/HOU and 17/02869/LBC, The Old Forge Hook Road

Removal of corrugated Asbestos roofing material to outbuildings 1 & 3, and replacement with traditional hand-made clay roofing tiles. Demolition of Building 2 and reconstruction as an annexe for additional guest accommodation ancillary to the main house. Building 2 to be clad in traditional oak cladding. Building 1 to be clad in oak on the south side only. Installation of conservation roof-lights to rear facing roof slopes of Buildings 1 & 2. Parish Council comment to support the application. Status: Granted

17/02583/PREAPP, The Old Dairy White Lane

Change of use of agricultural building into a day health spa facility

Validated: Wed 22 Nov 2017

The formal response from Hart DC made on 8th February 2018 and is available under application reference on planning pages of the Hart DC website. No further information on the proposed development was available by the time of the meeting but it was understood that a planning application would be submitted by the end of March.

17/01800/FUL & 17/01801/LBC. Manor Farm Barns, The Street, Greywell.

Proposal: Conversion and extension of farm buildings to create five dwellings, etc.(pursuant to previous permission/consents) etc.

Parish Council comment no objection. Status: Application ongoing

17/03487/FUL. Land Adjacent to Junction 6 M3 Basingstoke Hampshire.

Proposal: Construction of a new Motorway Service Area to comprise an amenity building, lodge, drive thru coffee unit, associated car, coach, motorcycle, caravan, HGV and abnormal load parking, and a fuel filling station with retail shop, together with alterations to the adjoining roundabout on the M3 and slip roads to form an access point and works to the highway. Provision of landscaping, infrastructure and ancillary works. Validated 2 November 2017.

Parish Council comment to object. Status: Application ongoing

16/00109COU3, P.I. Ref. APP/N1730/C/17/3176640, 8 Dorchester Way

Appeal against: Unauthorised change of use of private land to form garden land and erection unauthorised structures.

Interested party comments due 24 Nov 2017

Appellant/LPA Final comments due: 15 Dec 2017

Status: Appeal undecided