

GREYWELL PARISH COUNCIL

Minutes of the Greywell Parish Council meeting
held in the Village Hall at 6pm on Wednesday 22 March 2023

In attendance: - Cllr M Barter, Cllr R Cole, Earl of Malmesbury, Cllr H Mogg and Cllr L Muir
Also in attendance-Beverley Bridgman (Parish Clerk), District Cllr J. Kennett and County Cllr J. Glen

Draft minutes subject to confirmation

1. Receive and accept apologies for absence

All Parish Cllrs present. Apologies received from District Cllrs Dorn & Hale

2. Receive and note any declarations of interest relevant to the Agenda

The Earl of Malmesbury declared a non pecuniary interest in item 16 on the Agenda

3. The Chairman to approve as a correct record the minutes of the Parish Council meeting held on 31 January 2023

Approved and signed

4. Open the meeting to members of the public

6 members of the public attended the meeting

5. Receive reports from County and District Councillors and the Parish Clerk

County Cllr Glen had provided a written report that was circulated ahead of the meeting and District Cllr Kennett provided a verbal report. The Parish Clerk had no report to submit.

All reports can be found in Appendix A

6. Discuss and agree renewal of membership to the Basingstoke Canal Society

Annual renewal papers had been received at an annual cost of £30. The Parish Clerk confirmed the 2022-2023 budget had allowed for this payment within Subscriptions and Donations

Agreed to renew membership at £30

7. Approve the Electronic Payment request for March 2023

Approved - The electronic payment request for March can be found below:

Greywell Parish Council March 2023 Electronic Payment Request

To	Item	Amount	Invoice number	Type
Staff	Salary March 2023	£299.00		
	Home Office Allowance March 2023	£15.00		
	Total	£314.00	03/23	SO
Village Hall Committee	Hall Hire for March meeting	£12.00	230005	EP
Basingstoke Canal Society	Annual Renewal (tbc agenda item 6)	£30.00	01779	EP
C Gallop	Grass cutting for 2023-2024 *	£200.00	2023-2024	EP
* to be paid on 1 April 2023				
Chairmans Signature and date:				

8. Note the current financial situation

Noted - The current financial situation can be found in Appendix B. The balances as at 16 March 2023 were:

Current Account: £396.80

Savings Account: £6237.82

9. Approve the bank standing orders for the 2023-2024 financial year

Approved and document signed by Cllrs Barter & Cole

10. Discuss and agree arrangements for the Internal and External Audits for the financial year 2022-2023

The Parish Clerk advised the Parish Council must have an internal audit each year. "Do the Numbers" have been employed by the Parish Council since 2017 and the Parish Clerk confirmed she is very happy with their service. "Do the Numbers" have confirmed they are happy to complete a remote audit and have not indicated an increase in their fee of £125 (no VAT charged)

As the Parish Council will not have income/expenditure of over £25,000 the Parish Clerk advised the Parish Council can choose to certify themselves as exempt from an external audit. The external auditors for the 2022-2023 audit are BDO-they have not yet released paperwork although this is expected to be publicised in March

Discussed and agreed to employ "Do the Numbers" for this years Internal Audit and agreed the Parish Council will certify themselves as exempt from an External Audit

11. Review and approve:

- **Asset Register**
 - **Data Protection Policy**
 - **Privacy Notice**
 - **Publication Scheme**
 - **Document Retention and Disposal Policy**
 - **Appendix A**
 - **Risk Assessment**
 - **Financial Regulations**
- Reviewed and approved.** Next review date will be March 2024

12. Approve and adopt:

- **Revised Standing Orders**
- **Revised Code of Conduct**
- **Complaints Procedure**

Approved and adopted. Next review date will be March 2024

13. Discuss and consider supporting the Civility and Respect Project

The Parish Clerk reported that throughout the sector, there are growing concerns about the impact bullying, harassment, and intimidation are having on local (parish and town) councils, councillors, clerks and council staff and the resulting effectiveness of local councils.

The National Association of Local Councils (NALC), One Voice Wales, the Society of Local Council Clerks (SLCC) and county associations have responded to this by setting up a Civility and Respect Working Group to oversee the Civility and Respect Project.

By signing this Pledge, the Parish Council will be agreeing that the council will treat councillors, clerks, employees, members of the public, and representatives of partner organisations and volunteers with civility and respect in their roles and that it:

Has put in place a training programme for councillors and staff

Has signed up to the Code of Conduct for councillors

Has good governance arrangements in place including staff contracts and a dignity at work policy

Will seek professional help at the early stages should civility and respect issues arise

Will commit to calling out bullying and harassment if and when it happens

Will continue to learn from best practices in the sector and aspire to be a role model/champion council through for example the local Local Council Award Scheme

Supports the continued lobbying for change in legislation to support the Civility and Respect Pledge including sanctions for elected members where appropriate

Agreed the Parish Council support the Civility and Respect Pledge. The Parish Clerk will sign the Pledge on behalf of the Parish Council and will write both a training programme for Councillors and staff and a Dignity at Work Policy for approval at a future meeting

14. Road Safety in Greywell

- **Outcome of the Road Safety Group Meeting on 7 February 2023 and proposed solutions**

Cllr Cole presented the outcome and proposed solutions from the Road Safety Group meeting held in February 2023. Details of this meeting can be found in Appendix C *** ATTACH***

- **Discuss proposed solutions, costs and next steps (if any)**

Cllr Cole confirmed he has now stepped down from the Road Safety Group.

The proposed solutions of village gates and the installation of an SID (speed indicator device) were discussed and some concerns were raised regarding the positioning of both items and questions over who would download data

from an SID and move from place to place — positioning and design would need to be approved by HCC and the Highways Department at which point the Parish Council would discuss further.

A question was raised as to whether white lines in the village could be moved to make the roads narrower — this would need to be discussed with HCC and the Highways Department.

It was noted that positioning and design of either item would need to be agreed with Hampshire County Council (HCC) and the Highways Department.

With regard to funding of these items, the Parish Clerk advised the Highways Development Planning Team at Hampshire County Council have confirmed that S106 funds of £8000, from the planning application at The Old Dairy (21/02002/FUL), could be used towards the purchase of village gates and an SID.

The Village Hall Committee has indicated they would also be prepared to contribute. However, until such time as discussions have taken place with HCC and further information and quotes have been sought the true cost of village gates and an SID is not known.

Agreed that before a decision can be made to proceed with the purchase and installation of village gates and an SID further information needs to be gathered.

Agreed the Parish Council will set up a Working Group whose role will be to communicate with HCC, research designs and costs and report back to the Parish Council.

Agreed Cllr Cole will lead this group and will put together terms of reference for the group in preparation for approval at the May meeting of the Parish Council.

Noted that the Working Group will not be able to make decisions on behalf of the Parish Council; their role will be to research, be the point of contact and to report back to the Parish Council. The Parish Clerk will be cc into all communication.

Agreed the Parish Clerk will give Cllr Cole contact details of those responsible for S106 funds at HCC.

The report from the Road Safety Group meeting indicated a charge of £250 for a HCC consultation regarding positioning of village gates and an SID. The Highways Development Team have advised the Parish Clerk that their Design Engineer will be contact to discuss design and positioning so it could be that a £250 charge will not apply. The Parish Clerk advised there will be £350 remaining in the maintenance budget for the 2022-2023 period, and, this could be used to cover the £250 consultation fee if necessary.

Agreed that in the instance a consultation fee is applicable the Parish Council will cover this cost from the maintenance funds remaining from 2022-2023

15. Speedwatch update

Cllr Mogg confirmed that since the last Parish Council meeting in January three Speedwatch sessions have taken place. The police have approved specific sites in the village for Speedwatch sessions, the most effective place and time in the recent sessions was between 8.30am-9.30am on Hook Road when 7 or 8 people were registered as going over 30mph. There was quite a lot of traffic and parked cars outside the village hall so cars were slowing down in that area and no speeding was registered. Cllr Mogg confirmed that people do generally slow down when they see the Speedwatch volunteers. Unfortunately the Speedwatch equipment, which belongs to Hart District Council, is now quite old and doesn't always work so an SID in the village would be perfect timing

16. Discuss villagers request for a glass recycling bin on Hook Road

The Parish Clerk advised that a villager (under 18) has contacted the Parish Council to advise that they have won a £500 grant to install a glass re-cycling bin on Hook Road "*on the right-hand side of the road when driving to the A287.*" This area is regularly littered with glass bottles and the proposal is for a bin to include "*signage for help with alcohol problems*"

The Parish Clerk confirmed that this agenda item is to lay out the facts of this request and to note the Parish Council has no control over the installation of such a bin; this is a matter for the villager and Hart District Council and such discussions are already taking place via Cllr John Kennett.

Once it has been decided by Hart if a bin can be installed in the required area and they have some agreement with the villager regarding the type of bin and how/when it will be installed, the Parish Council may then have a decision to make regarding waste collection. But this can't be discussed until the facts are available.

Until this point communication and decisions rest with Hart District Council, and the villager (who should have a representative who is over 18)

Noted and agreed that if appropriate a discussion regarding waste collection from this bin will be added to a future agenda

17. Confirm the date and time of the next meeting (6pm on Wednesday 24 May 2023)

Confirmed the next meeting will be held in the village hall at 6pm on Wednesday 24 May. This will be the Annual Meeting of the Parish Council

There being no other business the meeting finished at 7pm

www.greywell.info

Email: parishclerk@greywell.info

Appendix A

District Cllr J. Kennett March Report

The recently received Council Tax letters for 2023-2024 showed an incorrect percentage increase. The billed amounts were correct.

The audit of the Shapley Heath Garden Community project is still in the background.

District Cllrs have been allocated grant funding to give towards community Coronation projects. The grants can be awarded for a minimum of £100 and a maximum of £1,000 and will be allocated on a first come, first served basis.

The closing date for applications is when all funds have been allocated or Friday 31 March 2023, applicants should hear whether their grant request has been successful mid April

County Cllr J. Glen March Report

2023/24 Budget Approved

Hampshire County Council's £2.6bn spending plans for 2023/24 have been approved. I outlined these plans in my report last month. Its council tax precept for the financial year beginning 1 April 2023, will increase by a total of 4.99%, of which 2% will go specifically towards adults' social care, in line with Government policy. This equates to an annual charge of £1,460.25 for a Band D property – an increase of £69.45 per year or approximately £1.34 a week.

Leader of the County Council, Councillor Rob Humby, said: "Each year, the County Council is tested to the limits in continuing to deliver a balanced budget, which is required by law. Planning for this upcoming financial year has been no different, and we have had to navigate further intense pressures resulting from the cost-of-living crisis, inflation and workforce pressures which are pushing up costs, and growing demand in key areas such as social care for the most vulnerable children and adults in our communities – which far outweighs available Government funding.

We are also acutely aware of the very difficult decisions Hampshire residents face in their own household budgets to make ends meet, but reluctantly, in order to help deliver a balanced budget for 2023/24, we have no other choice but to increase the council tax precept. This is a decision we have not taken lightly. But even after this increase, we are still left with a £50.8 million shortfall in our revenue budget which we will have to fill using our reserves – built to buffer this and next year's anticipated budget shortfalls."

The increase will generate £37m of vital extra income towards the delivery of crucial, high performing services to the people of Hampshire in 2023/24, and still means that Hampshire has one of the lowest council tax precepts of any county in England

Schools

More than 97 per cent of parents in Hampshire have been offered a place for their child at one of their three preferences for a secondary school in September 2023, with 90 per cent offered a place at their first preference school. The County Council received 15,400 on-time applications this year – an increase of 418 applications compared to the number received for places in September 2022 (14,982).

Parents and carers who have not secured a place at one of their preferred secondary schools this year are urged to please visit HCC's [website](#) for advice and guidance on their options. The Admissions Team is busy processing primary school applications with school place offers due to go out to parents on 17 April 2023.

An interesting point to note - at the time of the implementation of the SEN Reforms in 2014, Hampshire County Council was supporting around 5,000 children with special educational needs. Since the reforms, this figure has risen to over 15,000 children. Such increases do place significant pressure on local authorities' ability to provide support

Parish Lengthsman Scheme

The County Council's parish lengthsman scheme has been maintained for the coming financial year. The term 'lengthsman' dates back to the 1800s, referring to workers who were responsible for keeping a particular length of road neat and tidy. The modern role of Parish Lengthsman was reintroduced in Hampshire in 2010, in order to give communities more say in how their local area is maintained.

The scheme funds a local 'lengthsman' to carry out straightforward and low risk maintenance activities on footways, highways, and rights of way. The work mainly involves jobs that can have a big impact, such as ditch clearing, hedge cutting and sign cleaning. The scheme has since been successful in giving 186 local parish and

Appendix A

town councils an opportunity to prioritise and deliver their own small scale highway maintenance works that will be of high value locally

Grants to Fight Rural Crime

The Police and Crime Commissioner for Hampshire and the Isle of Wight, Donna Jones, has announced a fund to award grants to help tackle rural crime, supporting initiatives to reduce rural crime or support victims. The application window closes at 2pm on Friday 21 April 2023 and successful applications will be announced in mid to late May 2023. Applications can be made on the [Hampshire PCC website](#)

Consultation on Post-16 Transport Policy

The County Council has launched its annual consultation on the Post-16 Transport Policy. This policy outlines the provision of transport for young people over the age of 16 with special needs or disabilities, who require additional support to access education or training suitable to their needs.

The consultation includes an opportunity to comment on the proposed increase in the parental contribution by 27.1%, in line with the increased costs of running the service. This increase is being driven by national driver shortages, a limited number of transport operators on the market, and an increase in fuel prices. Families in receipt of income-based free school meals and certain means-tested benefits will not be required to pay an annual charge.

The consultation will run for a period of six weeks until 11:59pm on Sunday 2 April, please visit the [Hampshire County Council website](#) for details

Coronation Grants

A new grant window for Hampshire County Councillors will open from 1st to 21st April. 'Member's Grants for the Coronation' will offer grants up to £1k to support local events. You can see details on the [Hampshire County Council website](#)

Greywell Parish Council Monthly Sheet for March 2023 (Appendix B)

Lloyds Current Account

Balance as at 25 January 2023

£1261.30 (agrees statement dated 31 January 2023)

Payments

Date	To	Amount
30 January 2023	Staff Salary & Home Office Allowance January	£314.00
1 February 2023	Staff Expenses January	£189.00
1 February 2023	Campaign to Protect Rural England (annual renewal)	£40.00
3 February 2023	Greywell Village Hall Invoice 230001	£7.50
28 February 2023	Staff Salary & Home Office Allowance February	£314.00

Balance as at 16 March 2023

£396.80 (agrees on line statement dated 16 March 2023)

Lloyds Savings Account

Balance as at 25 January 2023

£6231.70 (agrees statement dated 7 March 2023)

Receipts

Date	From	Amount
9 February 2023	Bank Interest	£3.18
9 March 2023	Bank Interest	£2.94

Balance as at 16 March 2023

£6237.82 (agrees on line statement dated 16 March 2023)

Total Balance as at 16 March 2023

Lloyds Current Account	£396.80
Lloyds Savings Account	£6237.82
Unpresented cheques	Nil
Cancelled cheques	Nil
Net Bank Balance	£6634.62

Chairmans Signature and date:

Appendix C

About the Greywell Road Safety Group

The Greywell Road Safety Group was established in early 2022 by Nick Kavanagh, Jennie McFarlane, Richard and Anita Cole to see what might be done to help make the village safer for us all to enjoy.

A survey was undertaken in mid 2022 by 71 respondents to 19 questions with very positive support: 97% agreeing that speeds of or above 30mph in our village are inappropriate and 91% supporting a 20 mph speed limit.

84% said they would like to attend a meeting in the village hall to discuss what might be done.

In September, Hampshire County Council undertook their own survey with the potential to introduce a 20mph limit in villages across Hampshire. The results were expected in December but this has now been deferred to March this year.

We have decided to not wait any longer and hold the meeting as requested in the village hall on 7th February at 7.30pm.

The intention is to review the results of the survey, provide information on the options we have and to present proposals of the way forward.

Our objective is to improve the safety of village in an affordable way whilst maintaining the current village character.

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Greywell Road Safety Group Meeting 7 February 2023

Many thanks for all those who came to the road safety meeting on Tuesday in the village hall. We had a total of 32 attending on a cold and frosty night which was a great turn out. We are aware that a significant number of villagers would have liked to attend but were unable to do so.

Nick and Richard provided background information, options and recommendations on the night. The slideshow is on the [Greywell website](#) for those who would like to see the detail but in summary 3 proposals were made:

- 1.** That the village supports the 20 mph policy of the Parish Council and would like Parish Council to lobby Hampshire County Council (HCC) to accept an application from Greywell to change the limit.
Background ... A sub-committee of HCC has issued a report recommending 20mph be adopted on all new developments and large regeneration projects. It is however silent on existing communities and streets. A final decision is planned for July 2023 and there is a brief period of time where we can try broaden the recommendations. The “20’s Plenty for Us” has asked Parish Councils to do this and our Parish Clerk has indicated she will re-iterate support provided in February 2022.
- 2.** That the village would like to replace the entry signs to the village with more attractive gateways to make it clearer that speed should be moderated.
- 3.** That the village would like to procure a Speed Indicator Device (SID) to be sited at various locations in the village to encourage compliance of speed limits and to provide data to help identify where the hotspots are.

30 out of 32 attendees supported the 20 mph proposal; All 32 attendees supported the gateway and SID proposal.

There was a brief discussion on moderate pinch points and whilst a majority indicated support there was also a significant number who had concerns. It was agreed that this should be considered at a future time and not form part of the supported proposals at this time.

To progress any of these initiatives, we will need to request a HCC consultation which will cost £250 and expected to take place within 6-8 weeks after request.

Richard confirmed at the meeting that he and Anita will now step down from the group so that Richard, as a Parish Councillor, can represent this issue without any conflict. The Road Safety Group will now look to discuss the outcome of this meeting with the Parish Council to discuss how best to take things forward.

Appendix C

THOSE
WHO
AGREE

GREYWELL ROAD SAFETY GROUP SURVEY RESULTS: MAY/JUNE 2022

1	Do you think something needs to be done to make drivers more aware that they are driving through a village?	91%
2	Have you ever felt intimidated by traffic passing close by you on Greywell's roads, or experienced aggression from drivers when you ask them to slow down?	79%
3	Do you agree that the speed of vehicles at or above the 30mph speed limit is inappropriate for our village roads?	97%
4	Does your home have a blind access on to The Street, Hook Road or Deptford Lane?	71%
5	If so, does moving out into the road in your car often feel like an accident waiting to happen?	78%
6	As a pedestrian, have you had any close calls with vehicles?	66%
7	With no street lighting, and little in the way of pavements, do you feel walking down village roads at night can be dangerous?	71%
8	Are you concerned about the size and weight of large vehicles coming through the village?	91%
9	Do you think vehicles use Greywell as a cut-through to and from the M3	83%
10	With the majority of vehicles driving through the village fuelled by petrol or diesel, would you agree that reducing speed would also reduce emissions?	79%
11	Much of London and many residential areas now have a 20mph zone. Is it time to make 20mph the norm through villages like Greywell?	91%
12	Would picket fence 'gates' and 20mph signs at the three entrances to the village make it clearer that drivers are now entering a village environment?	88%
13	Would you agree that appropriately placed pinch points in the village would help drivers moderate their driving to suit a small village?	72%
14	Do you think introducing a 20mph limit in the village would also reduce road noise?	84%
15	Would having a 20mph limit give us a greater right to ask speeding vehicles to slow down?	81%
16	Village Speed Watch volunteers can report speeding vehicles to the police. Would you like to see an effective response from the police?	84%
17	Would an electronic speed indicator encourage drivers to control their speed?	90%
18	Do you think we should be allowed to put up 'dummy' camera speed check signs if it will help slow down vehicles?	62%
19	Would you like to come to a meeting in the Village Hall to hear a report from the Road Safety Group when we submit our case to Greywell Parish Council?	84%
20	Do you have any ideas or suggestions that will strengthen our case?	
	28 villagers took the trouble to develop their views further.	