

HAWKLEY PARISH COUNCIL

THURSDAY MAY 17TH 2018
AT 7.30PM IN HAWKLEY PARISH HALL

Draft

PRESENT: David Caukill (Chairman); Jo Humphrey; Susan Sinclair; Jilly Caesar; Simon Dixon; Charlie Butcher; Robin Crittenden. Sue Harwood (Clerk) was in attendance.

4 members of the public were present.

18/01 Welcome

The chairman welcomed everyone to the meeting. He reported on the planning committee's recent objection to the latest application for permanent permission from Half Acre, which has been joined by objections from 14 residents. The clerk confirmed that Keith Budden has been asked to request that the application goes to committee. The new barrier at the Oakshott junction is welcomed, with thanks to HCC. There does not appear to be any honey fungus present and so the current plan is place the new Beech tree in the same spot although some residents have suggested that no tree at all is preferable. Notices condemning dog fouling have been placed in noticeboards and in the parish magazine. Minor repairs to the play area have now been completed, ahead of the annual external inspection, there is more work to be done.

18/02 Apologies for Absence

Parish Councillor Geoff Brighton was away on holiday and both District Councillor Keith Budden and County Councillor Russell Oppenheimer were absent due to other meeting commitments.

18/03 Election of Chairman

Cllr Charlie Butcher nominated Cllr David Caukill, seconded by Cllr Robin Crittenden. There were no other nominations and Cllr David Caukill was duly elected, approved by all present. He signed the Declaration of Acceptance of Office.

18/04 Election of Vice Chairman

Cllr David Caukill proposed Cllr Jo Humphrey, seconded by Cllr Jilly Caesar. There were no other nominations and Cllr Jo Humphrey was duly elected, approved by all present.

18/05 Election of Planning Committee and Chairman

It was unanimously agreed that the current post holders would continue, namely Cllr Geoff Brighton as Chairman with Cllr Jilly Caesar and Cllr Jo Humphrey.

18/06 Appointment to other posts

Similarly, it was unanimously agreed that the current post holders would continue, namely Cllr Geoff Brighton as Footpaths Officer, Cllrs Charlie Butcher David Caukill and Robin Crittenden to comprise the Staff Panel, and Cllrs Susan Sinclair Geoff Brighton and Charlie Butcher the Audit Review Committee. Peter Cregeen having agreed to do so, he will continue as the parish council's representative on the Liss Greatham and Hawkley Friendship Fund. Finally, Simon Dixon agreed to take over the role of Play Area Monitor.

18/07 Minutes of meeting

The minutes of the meeting on January 25th 2018 were approved and signed as a true record.

18/08 Declarations of Interest

None declared

18/09 Public Forum

One resident reiterated his expressed wish that the parish council consider the rural beauty of the village when discussing traffic calming measures.

18/10 Report of District Councillor

18/11 Report of County Councillor

Councillor Oppenheimer's report is included as an appendix to these minutes.

18/12 Finance

a) The clerk presented a financial summary for the period to May 2018 and cheque numbers 300250-300254 were authorised and signed.

b) The clerk read out the internal audit report. The council had passed the audit but 3 minor matters were raised, all concerning documents uploaded to the website. The clerk reported that two of these were already in place and would act on the third.

c) The Statement of Internal Control had been previously distributed for examination. It was discussed and approved in full on the recommendation of the chairman of the Audit Review Committee. The chairman then signed the document.

c) The Accounting Statements and the Annual Governance Statement had been previously distributed for examination and consideration by the full council. The chairman confirmed that he had checked all figures and testified to their accuracy. Both documents were then signed by the chairman and the clerk.

d) The standard external audit documents were then examined completed and signed. The 'Certificate of Exemption' was also signed by the chairman and the clerk, consequently most of the former are not required but will be uploaded to the website.

18/13 Planning: Hawkley Place, Pockocks Lane, Hawkley, LBC – modifications to various windows, internal alterations

No objection.

18/14 Lengthsman

A list of tasks was agreed. The chairman reported that he has created a spreadsheet of regular tasks by time of year, in order to make most efficient use of the lengthsman's time.

18/15 Notice board on Lower Green

Cllr Simon Dixon reported that the current board is in a very poor state. A very reasonable quote for a like for like replacement has been obtained. All present agreed that it is very much used by the village and it must be replaced. Cllr Dixon to arrange.

18/16 GDPR

The chairman has spent a great deal of time studying the forthcoming legislation and considering its impact on the parish council. He had previously distributed two documents to all, a Councillor Briefing document and an Action Plan. All present confirmed that they have read both. The latter is a work in progress. The Chairman explained the Briefing document and the actions expected of each Councillor. It was agreed that a Data Protection Officer should be appointed. The chairman proposed Charlie Butcher and this met with unanimous approval. The Privacy Notice destined for the website was noted.

18/17 Traffic working party proposals

Cllr Jo Humphrey had previously distributed a very detailed report for discussion. All feedback received has now been considered. The overall amount of feedback as a percentage of residents is disappointing and it is clear that views are divided, with a majority appearing to be content with the status quo. However, Pockocks Lane is generally recognised as a special case due to the higher level of activity on it. The working party's proposals were discussed in great detail. Eventually it was agreed to defer a decision for the moment while further possibilities are explored.

18/18 Reports of Representatives

Footpaths

Hawkley Parish Hall

These two items were deferred in view of the late hour.

18/19 Date of next meeting

July 4th 2018 at 7.30pm in Hawkley Parish Hall

There being no further business, the Chairman closed the meeting at 10.00pm.

Chairman

Date