

# HAWKLEY PARISH COUNCIL

## MINUTES OF THE MEETING HELD

WEDNESDAY MAY 8TH 2013 AT 7.30PM IN HAWKLEY PARISH HALL

**DRAFT**

PRESENT: Peter Cregeen (Chairman); John Scutt; Nick Davis; Susan Sinclair; Geoff Brighton; Charlie Butcher.

Sue Harwood (Clerk) was in attendance.

ALSO PRESENT: Tony Madeley, parish lengthsmen. No other members of the public

### **13/01 Apologies for Absence**

Parish Councillors Jilly Caesar and David Caukill, District Councillor Judy Onslow and County Councillor Vaughan Clarke

### **13/02 Election of Chairman**

Charlie Butcher nominated Peter Cregeen, seconded by Susan Sinclair. There were no other nominations and so Peter Cregeen was duly elected.

### **13/03 Election of Vice Chairman**

Peter Cregeen nominated Nick Davis, seconded by John Scutt. There were no other nominations and so Nick Davis was duly elected.

### **13/04 Election of Planning Committee and other officers**

It was proposed that John Scutt continue as Chair of the Planning Committee with Jilly Caesar and Geoff Brighton; that Geoff Brighton continue as Footpaths Officer; that the Staff Panel remain unchanged with Charlie Butcher, David Caukill and Nick Davis; that the Audit Review Committee continue to be made up of Susan Sinclair Geoff Brighton and Charlie Butcher; that Peter Cregeen continue as the Parish Council's representative on the Liss Greatham and Hawkley Friendship Fund and on the Coryton Trust; that Madeleine Allison continue as Tree Warden. All these appointments were resolved unanimously.

### **13/05 Approval of Minutes of Last Meeting**

The minutes of the meeting of February 6<sup>th</sup> 2013 were approved and signed as a true record.

### **13/06 Declaration of Interests**

Nick Davis declared a pecuniary interest in agenda item 9h) (minute 13/09h), the nature of that interest being that he is Chairman of the Hawkley Parish Hall Committee. Peter Cregeen declared a pecuniary interest in agenda items 9b) (minute 13/09b) the nature of that interest being that he is Chairman of the Parish Council, and agenda item 9g) (minute 13/09g) the nature of that interest being that he is a trustee of the fund. Both Councillors left the room for discussion on these items.

### **13/07 Report of District Councillor**

The Chairman read out a note from a resident thanking the Parish Council for their support of a recent planning application, which was given permission at a recent EHDC Planning Committee meeting.

### **13/08 Report of County Councillor**

Following the County Council elections, HCC is now made up of 45 Conservatives 17 Liberal Democrats 10 UKIP 4 Labour 1 Independent 1 Community Campaign. There are now just 14 women versus 20 previously. The new Leader of the Council is Roy Perry. HCC is now running Switch Hampshire, a collective energy switching service aimed at gaining greater purchasing power. Registration before June 3<sup>rd</sup> is free (01962 846828).

### **13/09 Finance**

a) The Clerk presented a financial summary for the period to May 2013 and cheque numbers 300112 - 113 -116 -117 were all authorised and signed. It was noted that cheque number 300109 had been signed by two Councillors at the recent APM due to the need to pay the contractor for the work to Upper Green without causing him unacceptable delay. For convenience, cheque number 300108 had been signed at the same time, to meet another outstanding payment. This information is detailed on the summary.

b) The Chairman left the room for this item. It was agreed to leave the allowance unchanged at £200.00. Cheque number 300110 was then authorised and signed.

c) The Clerk had earlier distributed copies of the Accounting Statements for examination. The Chairman confirmed that he had earlier verified the figures against the cashbook and the current bank statement. Councillors approved the statements. Document signed by the Chairman and the Clerk.

d) The Clerk had earlier distributed copies of the Annual Governance Statement. Councillors agreed all the individual clauses therein. Document signed by the Chairman and the Clerk.

e) The Clerk recommended that the insurance policy with Zurich be renewed as the premium remains extremely competitive. Councillors agreed to a 3 year term agreement for a further reduction. Cheque number 300111 was then authorised and signed.

f) A letter requesting grant funding had been received from Victim Support. The clerk reported that according to the charity no known residents of the parish had directly benefited from their help during

the year however some may have done so through the courts system. A grant of £100.00 was agreed. Cheque number 300114 was authorised and signed.

g) A grant of £250.00 to the Liss Greatham and Hawkley Friendship Fund was agreed. Cheque number 300115 was then authorised and signed.

h) The Parish Council discussed a proposal from the Parish Hall committee to introduce an annual fee of £150 (2013/4) for the Parish Council's use of the parish hall, to save on administrative arrangements for both sides. This was accepted.

### **13/10 Stairs Hill**

It is hoped that this fence will be installed shortly.

### **13/11 Planning**

#### **SDNP/13/01344/HOUS Heath Cottage, Stairs Hill, Empshott**

*Two storey extn to side, extn to rea, extn to shed*

No objection provided that the planning officer is content that the 50% rule has not been exceeded in this case.

#### **SDNP/13/01805 Quarry Farm, Empshott Green**

*Creation of hard-standing*

No objection.

#### **13/001745/FUL Coltsfoot, Old Litten Lane, Froxfield**

*Consultation neighbouring parish, replacement agricultural building, new field gate access*

No objection.

### **13/12 Parish Plan**

The Chairman thanked Councillors Susan Sinclair and Jilly Caesar for their hard work on the plan to date and he commented on the undoubted success of the public consultation event held after the Annual Parish Meeting, at which more than 60 residents were present. Photographs were discussed, Nick Davis to circulate a selection for Councillors to indicate their preferences. While the content was approved so far as it goes, it was agreed that more needs to be made of the ponds and of the need to update the Empshott hut. While it had originally been intended to present the parish plan at the July Community Forum at East Hants, it was agreed to postpone this until the October meeting.

The costs of the project were revisited and it was agreed to increase the Parish Council contribution to £450 and to seek match-funding for the same amount from EHDC.

### **13/13 Child Protection Policy**

This having been previously circulated by the clerk, the wording was agreed and the document signed by the Chairman.

### **13/14 Wild flower meadow on Lower Green**

John Scutt reported on the residents of Lower Green's desire for an experiment of this nature and no objections were raised.

### **13/15 Tree planting on Upper and Lower Green**

This proposal, which had been introduced at the last meeting, was discussed further. Although it was agreed that there was merit in giving consideration to planting native trees where appropriate, these two locations did not meet with Councillors' approval. It was felt that the beauty of the two Greens lies in part in their open and uninterrupted nature and that further trees would not enhance either of the areas.

### **13/16 Proposed stile for Footpath 16**

At the recent Annual Parish Meeting a resident reported that continued use of this footpath by horse riders has meant that at times the path surface has become very boggy underfoot. The reinstatement of the former stile was proposed as the small signs do not appear to be working. Instead, the clerk was asked to write to livery yards in the area and to place a mention in the parish magazine in the hope that the infringements can be stopped that way.

### **13/17 Proposed works to Lower Green Pond**

The resident who has kindly looked after the pond for many years has suggested that major works are shortly going to be necessary if the pond is to thrive into the future. Clerk to seek second opinion, and if appropriate, quotations for the work from three suitable contractors.

### **13/18 Reports of Representatives**

#### **a) Hawkley Parish Hall**

Nick Davis reported that all continues to operate smoothly.

#### **b) Footpaths**

Geoff Brighton proposed that posts needed to be driven into the ground on either side of the bollards on Standfast Lane to deter those determined to flout the law during the closed season. This was agreed to be a good idea. In accordance with financial regulations, a quote is to be sought from a local contractor who is known to have the materials to hand and the clerk will seek permission from HCC.

#### **c) Lengthsman**

Nothing to add beyond points already raised.

#### **d) LGHFF**

Several small grants have been awarded.

e) **Coryton Trust**

Nothing to report.

**13/19 Date of next meetings**

Wednesday July 10<sup>th</sup> at 7.30pm.

There being no further business, the Chairman closed the meeting at 9.45pm.

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Chairman

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Date