

Hartest Parish Council

Minutes of the Annual Parish Council Meeting held in the Institute on Wednesday 4 May 2016 at 7pm.

Present: Cllrs Chris Browning (Chair), David Burr, Neil Chappell, Jo Pask and Nick Price

In Attendance: Dist Cllr James Long, 1 Member of the Public and Parish Clerk

ACTION

- 16/001 Apologies for absence: Cllr Will Luttmann-Johnson and Co Cllr Richard Kemp.
- 16/002 Election of Chair and Vice Chair:
Nominations were sought for the post of Chair and Vice Chair
For the post of Chair, Cllr Browning was nominated by Cllr Burr and seconded by Cllr Pask. Cllr Browning was happy to accept the post.
Cllr Price was nominated for the post of Vice Chair and was seconded by Cllr Chappell. Cllr Price was happy to accept the post.
Members completed Declaration & Acceptance of Office Forms and were provided with Register of Members' Interest forms for completion and return to the Parish Clerk within 28 days. All
- 16/003 Approval of Minutes: The minutes of the meeting held on 13 April 2016 were approved and signed.
- 16/004 Matters Arising: None
- 16/005 Declarations of Interest: Cllr Burr declared a personal/pecuniary interest in Item 12(c); PA B/16/00405 – Stowe Hill.
- 16/006 Public Forum: Mr Geoff Morgan advised re the work he had carried out in respect of Parsons Walk (at Co Cllr Kemp's request) and what additional work he recommends to totally solve the drainage issues here. He presented his invoice (in the sum of £1.8k) in this regard (for which Cllr Kemp had provided locality funding to cover). Mr Morgan was asked to provide a quotation in respect of his recommended additional works for the PC's consideration. Cllr Burr suggested that a drain be installed alongside Parsons Walk, where there had previously been a ditch (since filled in). It was agreed that Paul Gant of SCC be asked to arrange jetting of Parsons Walk first. Clerk
- 16/007 Police Report: No report had been received.
- 16/008 County Councillor's Report: Co Cllr Kemp's May report had been circulated, and is attached, in which mention is made of the Enterprise adviser network, Help for Adults online information and guidance re Adult Social Care, and the Fire Service's 'Be Water Aware' campaign, which details the risks associated with being near water.
- 16/009 District Councillor's Report: Cllr Long advised that he had nothing further to advise following his recent APM Report, but reminded Members of the Police & Crime Commissioner elections being held the following day. Cllr Long also informed the PC that the Glebe Stores in Lawshall is closing down.
- 16/010 Finance & Administration
(a) Bank Balances as at 29 April 2016: Current: £8,750.64,

Savings: 20,370.24, Total: £29,120.24

- (b) Receipts:
First half Precept Payment: £5,316.50 (including a grant of £22.00)
Grant for NP from Groundwork UK Y/E 31.3.17: £3,750.00
VAT Refund 2015/16: 13.5.15-31.3.16: £470.47 (includes £250 to be reimbursed to Neighbourhood Plan). Clerk
- (c) Payments: None
- (d) Possible Co-Option: Mr Bob Miller had, unfortunately, decided not to pursue his initial co-option application (due to personal circumstances). Advertisements will be placed again.
- (e) Review of Councillors' Responsibilities: This will be pended forward awaiting a full complement of Members.
- (f) Amendments to Standing Orders and Financial Regulations: Clerk
These will be actioned in the near future.
- (g) It was reported that a review of the PC's authorisation/payment Clerk
procedures had been carried out and found to be satisfactory.

16/011 Planning

- (a) Decisions Received: None
- (b) Withdrawn Applications: None
- (c) New Planning Applications:
B/16/00405: Stowe Hill, Brockley Road: LB Consent Application: Internal alterations including removal of external stair to rear elevation and new internal partition walls to provide en suite facilities (revisions to PA B/12/00978). Since Cllr Burr has a personal/pecuniary interest in this PA, he played no part in the decision making of the other Members. The PC was happy to support this PA. Clerk
- (d) New planning applications received since the date of this notice: None
- (e) Tree Preservation Order/Tree Conservation Area applications:
B/16/00497: Curates House, The Green: To prune 1 no Beech tree (T1) protected by TPO BT 216/T1 from the garage roof and house by 10' and BT wire by 3'. Members were minded to support this application (following consultation with Michael Feather). (It was subsequently ascertained that approval had already been granted by BDC.)
- (f) Appeals: None
- Other Planning Matters
- Neighbourhood Plan: Cllr Price advised that this Group is due to meet at the end of the month. A further grant has been received towards Ian Poole's fees. NP
- Village Shop: Cllr Price advised that it is hoped to obtain a grant towards the possible renting of part of the BT Exchange as a potential village shop; information is awaited from BT.
- Affordable Housing: The expected proceeds from the sale of this property in Banhams Yard (some 12-18 months ago) of £84,342.62, have yet to be collected from the developer by BDC. It was agreed that this should be followed up very closely, as these funds should have already been secured. NP
- Cllr Long suggested that this matter may need to be brought to the attention of the Scrutiny Committee. JL
- S106 Money: Cllr Burr reported that the project to use the land behind the School as a playing field will not be progressing in the foreseeable future as SCC considers there are insufficient pupils to warrant it.
- The following suggestions for the use of some/all of the £10.5k available were put forward:
- Play area or Fitness Trail on the Green
 - Possible use of School Pool during the Summer Holidays. No parents of school pupils wished to train/act as Lifeguards.

Cllr Burr is to ask the School Governors re the possibility of finding a life guard for the pool, which the PC could finance from s106 funds.

DB

Cllr Price offered to liaise with Stephanie Osborne, BDC's new Locality Officer.

NP

16/012 Green, Cemetery and Churchyard

(a) Cemetery

Extension Layout

Cllr Pask provided copies of a draft layout for this area providing 157 plots (in accordance with current dimension requirements), which had kindly been prepared by Ian Leigh of Hillbank House. Members approved this plan, from which a full working copy will be produced and held pending requirement.

JP

Cllr Pask was asked to thank Mr Leigh in this regard.

(b) The Green

Ditch near Parsons' Walk: See Min 16/006 above.

Water Pump: Cllr Pask reported that she hopes this will be ready For the Queen's 90th Birthday.

16/013 Highways and Footpaths

Resurfacing/Shared Space: Cllr Price reported that he is meeting with Steve Merry of SCC and Richard Kemp the following day to finalise works to be done along The Row and changes to the footpath at Blind Lane end. It was noted that the policy now is not to have a centre line if a highway is narrower than 5.5m. Cllr Price advised that, having side lines along the road would give an "urban look". The query was raised as to whether, if it was decided to go with minimal lines initially, could additional lines be provided, if found necessary? It was noted that, at the moment, there are no lines (and a 30mph limit), which was considered to look very good. Cllr Burr said he would be happy to see a single line from Coppy Meadow to Hartest Place, which would help keep traffic away from properties and footpath (and some indication during fog). It was considered necessary to have side lines from Blind Lane to halfway along The Row. Cllr Price felt that it is important to have a surface change at Blind Lane and the Institute. Discussions followed including the best position for the bus stops and a suggestion that a diagonal pedestrian crossing could be situated from the Village Sign to the PC Notice Board.

NP

Outstanding Repairs: Paul Gant of SCC had recently provided an update in this regard. One item to be added is a large pothole by Charity Farm, Somerton Road.

Clerk

16/014 Correspondence: None

16/015 Matters of Report Only: Cllr Pask advised that, to mark the Queen's Birthday on the 11/12 June, there would be the following activities:
On the Green: bunting, barbecues (own),
In the Church: Organ music, flower festival and bell tower open.
Commemorative medallions will also be available.

16/016 Matters for Consideration at the next meeting:

Consideration/Approval of PC Accounts 2015/16
Updated Standing Orders and New 2016 Financial Regulations

Clerk

16/017 Date of next Meeting: Wednesday 1 June 2016 at 7 p.m. in the Institute

The meeting closed at 2050 hours.

Signed: (Chair)

Date: 1 June 2016

