



Minutes of a meeting of Sandleheath Parish Council (SPC) held on Thursday, 20th March 2014 at 7-30pm St Aldhelm's.

PRESENT: Chairman Mr S. Daykin
 Councillors Mr B. Martin, Mr J.P. Stockton, Mr G Maynard and
 Mr D. Wright
 Clerk to the Council Mrs V Eden

Also in attendance were District Councillor Ann Sevier, District Councillor Roxanne Bellows and County Councillor Edward Heron. There were 7 village residents in attendance

13.130 Apologies for absence

Received from Vice Chairman Fenn

13.131 Any declarations of interest by any councillor on any agenda item

There were no declarations of interest registered.

13.132 Minutes of Previous Parish Council meeting (20th February 2014)

The minutes of the meeting held on 20th February 2014 were read. It was noted that agenda point 13.123(g) should be amended to reflect that the cycle path is the Parish Council's top priority for use of the allocated 106 funds. The minutes were then approved and signed.

13.133 Matters Arising

a) Community Speedwatch

Cllr Stockton provided a short report. There was little to report as the team had not been out although it was noted that the police van had been present in the village on 12th March 2014.

b) Highways

Due to the absence of Vice Chairman Fenn, an update was not provided. However, County Cllr Heron reiterated the importance of notifying Hampshire County Council (HCC) as soon as possible in the event of any potholes and concerns relating to highways, ideally via their website using the following address:

<http://roadenquiries.hants.gov.uk/roadproblems/highwaydefect/pothole.aspx>

It was requested that the Clerk display this information on the parish noticeboard.

c) The Common

It was confirmed that the clearance work relating to Bonfire Night was now done and the Chairman thanked the members of the Sandleheath Community Association (SCA) for organising this. The Clerk also advised that the most appropriate dates in relation to the cutting of the Common had now been forwarded to NFDC.

Cllr Stockton then advised that electrical contractors had damaged the entrance to The Common whilst working on one of the poles - it seemed that they were cutting off the power for one villager whilst tree work was being done. Tracks from the vehicle were clearly visible and daffodil displays had been unnecessarily damaged. Cllr Stockton confirmed that he had forwarded an email detailing his complaint to

Scottish and Southern Power.

The Clerk asked if there were any jobs that the parish lengthsman could undertake for the village. Several ideas were suggested: cutting back growth on the back of Alderholt Road; clearing a blocked drain in Scats Lane; clearance of a ditch in Spring Lane and to cut back the foliage on the sign opposite the industrial estate. It was agreed that Cllr Stockton would forward an email to the Clerk reflecting full details relating to suitable tasks for the Parish Lengthsman.

There was then a discussion relating to signage around the village. It was questioned as to whether the Trout Farm sign at the Crossroads was an official sign as it did not appear to be well sited. The Clerk was asked to contact Nick Hunt at NFDC to confirm. It was also felt that lorries misjudged the sign situated by the Scout Hut for the industrial estate and then had to do dangerous three point turn manoeuvres. The Sandleheath sign on the Rockbourne Road was felt to be in the wrong place. These concerns would be discussed with the highways official during his future walkabout around the village.

d) Village Design Statement

Cllr Stockton advised that there was nothing to report at present.

e) Future of St.Aldhelm's

Chairman Daykin provided a short report. The steering group was now in place and plans for the initial phase are now ongoing. As yet there has been no formal feedback from the Church. County Cllr Heron advised that he would forward information relating to Community Grants to the Clerk, which would be forwarded to the SCA accordingly.

f) Developers' Contributions

Cllr Wright provided an update in relation to the proposed cycle track which is the council's top priority for use of the allocated S106 funds. Progress has been slow but it does appear that the scheme is now going ahead. Cllr Wright has spoken to Dean Brunton at NFDC and he has confirmed that there is nothing in principle to prevent the proposed offset of S106 contributions due from the landowners for future development of the industrial estate in return for their agreement to extend the use of the footpath to cycles. A meeting is scheduled between the landowners and HCC on 21st March 2014 and Cllr Wright confirmed that he will also be attending. This meeting should address any ongoing concerns relating to liabilities, maintenance and cost. Cllr Wright will report back to the Parish Council at the next meeting. It was felt that progress was now being made in relation to this matter.

g) Traveller's Site at Marl Lane

A short report was provided by District Cllr Sevier. A new mobile home had now appeared on the field and two enforcement notices have been served, although planning permission is now being sought. It is thought that a senior planning inspector may now get involved.

13.134 Planning

a) Planning applications

APPLICATION NO: 14/10218
TYPE: Full Planning Permission
SITE: OLD WELL COTTAGE, ROCKBOURNE ROAD, SANDLEHEATH
SP6 1QE
DESCRIPTION: Conservatory

APPLICANT: Mrs Roome

After a short decision, it was unanimously agreed that this application be supported.
The Clerk will advise NFDC accordingly.

APPLICATION NO: 14/10153
TYPE: Reserved Matters
SITE: UNIT 17B, SANDLEHEATH INDUSTRIAL ESTATE, OLD
BRICKYARD ROAD, SANDLEHEATH SP6 1PA
DESCRIPTION: Commercial development for B1, B2, & B8 use (Details of
appearance, amendment to approval 11/98065)
APPLICANT: Read & Bailey

After a short decision, it was unanimously agreed that this application be supported.
The Clerk will advise NFDC accordingly.

- b) Decisions taken by NFDC Planning Authority
No new decisions had been taken by NFDC Planning Authority.
- c) Other Planning Matters
There were no other planning matters.

13.135 Finance

- a) Current situation
Current account 4617.70
Deposit account 1308.17
The Clerk advised that, following the retirement of the previous Clerk, she would close down the Treasurers Trust Account and any outstanding balance would be paid to the previous clerk as the account was set up in lieu of a pension for him. The Clerk informed the Council that she was looking into joining the Local Government Pension Scheme and was currently waiting to hear from Hampshire Pension Services at HCC.
- b) Other financial matters (including outstanding invoices)
The following invoices were approved and cheques drawn up accordingly:
 - i. Victoria Eden: the sum of 333.29 to cover Clerks fees for the remainder of the fourth quarter and expenses relating to postage costs.
 - ii. SLCC membership renewal: the sum of 64 - this body provides advice, training and support for the Clerk and will also enable the Clerk to undertake CiLCA training in due course

The following cheques were forwarded to the Parish Council:

- i. Victoria Eden: the sum of 30 to cover the missed Minute Taking training (HALC Invoice 11018)
- ii. Simon Daykin: the sum of 35 which reflects the Chairman's donation

The Clerk advised that she would like to attend further training and informed the Council that the dates and costs were as follows:

- i. Basic Planning for Parish Councils: 27th March 2014 - 30 + VAT
- ii. Local Council Finance: 3rd April 2014 - 50 + VAT

The Council unanimously agreed to this training.

The Clerk also informed the Council that Kevin Rose from IAC had now been appointed as the internal auditor for the 2013-2014 audit. This internal auditor was also auditing other local parish and town council accounts and the fees for his service would be approximately 150. The Clerk had been made aware that all invoices and cheque stubs should be signed by two parish councillors who have the

necessary authorisation. This procedure will be followed going forwards and two relevant parish councillors will check the invoices and cheque stubs for the current financial year.

Following the death of Cllr Dean, the Council was made aware that a new signatory was required for the bank account. It was unanimously agreed that this should be Cllr Wright. The Clerk will forward the necessary documentation to Cllr Wright so that he is added as a signatory.

13.136 Update relating to casual vacancy

The Clerk advised that a poster relating to the casual vacancy had been displayed on the noticeboard since 13th March 2014 but as yet no names had been forwarded.

13.137 Village Sign

Cllr Wright provided a short report as he had been asked to obtain some indicative costings for a Village Sign at the previous meeting, based upon the draft designs forwarded at that time. He had tried to source a local firm that could produce a sign in wrought iron but with no success. District Cllr Bellows advised the Council that her father was a blacksmith in Godshill and it was agreed that Cllr Wright would get in contact with him for a further quote. Cllr Wright then circulated a comparative document reflecting national firms that produce village signs with costs starting from 1500 and rising to 2400. Metal or wooden posts would be an added expense. In relation to the regulations to erecting village signs, Cllr Wright had contacted Hampshire County Council and was waiting to hear back from them.

There then followed a short discussion. It was felt that the sign should be double-sided and not one-sided. It was also questioned as to whether the village sign was something that the Parish Council wished to spend its money on, even with the potential 1000 grant which may be provided via County Cllr Heron. It was agreed to explore the possibility of sponsorship by local businesses towards the costs of the sign and the Clerk will draft a letter to potential sponsors prior to the next meeting.

13.138 Annual Parish Assembly 17th April 2014 - Final Agenda

The Clerk had drafted a Final Agenda for the Annual Parish Assembly and asked the Council if they wished to add any further items. It was felt that a speaker with ties to the local community should attend and the Clerk is to investigate this further.

13.139 Correspondence

The Clerk advised that matters of correspondence had been forwarded to parish councillors via email although a recent notification from NFDC relating to the Chairman's Charity Dinner (1st May 2014) would soon be displayed on the parish noticeboard.

13.140 AOB

County Cllr Heron advised the Council on his position relating to the possible closure of the mobile library service in Sandleheath. He did not believe that it was a service worth fighting for due to the following reasons:

- A low number of villagers use the service
- Fordingbridge library is a relatively short distance away
- People with mobility issues would find it difficult to use either library service
- High costs involved in maintaining a mobile library service

At the current time, there are four library services offered by Hampshire County Council:

- Local libraries e.g. Fordingbridge
- Mobile library service
- Free online library service
- Home lending service (which would use neighbours and volunteers)

County Cllr Heron believed that the home lending service should be promoted within the local community and will forward posters promoting this service in the near future so that potential users are informed.

Chairman Daykin said he had been asked by Richard Farr on behalf of the Scouts Club based in Sandleheath as to whether there were any ideas for Scouts Community Week (2nd - 8th June 2014). The Scouts have teamed up with B & Q and are looking for suitable DIY projects in the local community. After a short discussion, the following ideas were proposed:

- Further planting - particularly near the Scout Centre to the polytunnel
- Renovating the bus shelter - particularly the roof
- Refurbishing the seats on The Common and near Elms Close

The Chairman thanked the Council and villagers for their ideas, and would advise Richard Farr accordingly.

The Clerk advised that she had attended the Police Liaison Meeting on 11th March 2014 and the following matters had been discussed:

- The new desk in Provost Street was not yet open. As yet, still no date has been agreed.
- There had been some non dwelling burglaries and people were asked to ensure that their outbuildings and sheds were secure as powertools were being targeted. As yet no arrests but investigations are still ongoing
- Regular monthly speed enforcements are to be done on an ongoing basis
- Trading Standards also gave a short presentation in relation to doorstep scams. The speaker advised that he would be happy to attend a future parish council meeting if required.

The Clerk also advised that she was preparing for her first audit and had been informed at recent training that a thorough Risk Assessment should be undertaken, then signed and approved by the full council (ideally this should have been completed by 31st March 2014). However, due to the short time frame, the Clerk will prepare a risk assessment and forward to the parish councillors via email for their input. The Risk Assessment will then be signed and approved at a future meeting. The Asset Register is also in the process of being updated and will be circulated to the parish councillors by email prior to being signed and dated.

13.141 Date of Next Meeting

Annual Parish Assembly
Thursday 17th April 2014 at 7-30pm in St.Aldhelm's.

AGM
Thursday 22nd May 2014 at 7.30pm in St Aldhelm's

The Chairman closed the meeting at 8.29 pm