

**Minutes of the Meeting of Selborne Parish Council held in
Selborne Village Hall on Wednesday 13th June 2007 at 8:00pm**

Present: Mrs. H Carter Chair
Mrs. M Palmer
Mr. N James,
Mrs. M Barnfield
Mr. P Dixon
Mr. P Ravenscroft
Mrs. A Luty
Mr. S Cabrol
Mr. S Goater
Mr. T McMeekan
Mrs. L Coney Clerk

Also present were 10 members of the public, District Councillor Mrs. Comber and 1 representative of the press.

Item 1 - Election of a Chair. Cllr Ravenscroft nominated Cllr Mrs. Carter; Cllr Mrs. Palmer seconded this. There being no other nominations, with the agreement of all councillors Cllr Mrs. Carter was elected to the chair.

Item 2 - To receive the declaration of acceptance of office from the chair. Received.

Item 3 – Co-option to the Parish Council. To fill any vacancies left unfilled at the election by reason of insufficient nominations (Blackmoor) and resignation (Selborne). There were no candidates. Deferred to next meeting.

Item 4 – To receive declarations of acceptance of office. There were none to receive.

Item 5 – Apologies for absence. None received.

On completion of item 1 the meeting recessed to allow members of the public to speak on any matter prior to the re-commencement of the meeting.

Julia Peberdy (resident) asked for clarification of the Plestor plans regarding access for disabled, funeral and wedding cars, maintenance equipment etc. She also asked if the disabled parking space is to be properly used. She has noted various cars parking on the disabled space, none of which have been displaying a disabled sticker. Cllr Mrs. Carter replied that there would be time to look at the Plestor plans later in the meeting and there is a byelaw being put in place regarding the proper use of the disabled space.

Sarah Broke (resident) said she had not seen the plans for the Plestor and had not been consulted upon them. She also wished to give her support to the resident who had allegedly encroached upon the Plestor by re-turfing an area which she felt is now improved as a result. She and her family have tidied and weeded and cut the Plestor when it looked untidy and no one has commented upon it before now. Cllr Mrs. Carter responded that she had personally put invitations to the follow up meeting, following the village hall consultation, through the door of every householder on the Plestor and apologised if Mrs Broke had not received hers. However, the plans would be available to look at during the appropriate point of the meeting.

Ted Yates (resident) wished to comment that he felt there should be time for public comment at the end of meetings as well as at the beginning. He also wished to ask for the seat to be put back on the Plestor and wished it to be noted that he felt the yellow paint on the road in Selborne has been a complete failure and until a 20mph limit is placed in the village the scheme will not succeed.

Item 6 – Approval of the Minutes of the Meeting of the Parish Council held on 9th May 2007.

With there being no amendments it was **AGREED** that these were accepted as a true record and signed accordingly.

Item 7 - Disclosure of Pecuniary and other interests.

The Chairman reminded members who had an interest to disclose, in relation to any item included in the agenda for this meeting, that it was their duty to do so at the appropriate agenda item. (As required to be disclosed by Section 94(1) of the Local Government Act 1972; and in accordance with the Parish Councils Order 2001)

Item 8) – Reports of Sub Committees.

i) **Traffic.** - Cllr Dixon reported that there had been a traffic subcommittee meeting following the last parish council meeting but another one was overdue, especially following the resignation of Cllr Mrs. Martin. Now the scheme is virtually complete the committee needs to formulate and distribute a questionnaire to every household for feedback. This was to be undertaken by HCC but given that the committee are acutely aware of the type of questions that need to be asked it was considered sensible for the committee to formulate the questionnaire. The speed and volume checks have been done and are being processed. A number of members of the public noted that they felt the scheme had been beneficial and had noticeably slowed traffic in the village.

The surface was noted by those living close by, to be quieter than previously and that drivers are keeping away from the pavements. Janet Egan asked if it were possible to have neon signs warning people of the speed limit and another crossing point / pinchpoint by the Selborne Arms. Cllr Mrs. Carter said that she had met with Mark Kemp Gee, and he is looking at getting funding for a feasibility study to look at a number of options for the future of the B3006 through Selborne, and these ideas will be considered as part of that study, as will the possibility of average speed cameras.

Mr. Thompstone asked when will we get the right surface and why did we not get the right surface in the first place. Cllr Mrs. Carter, for the benefit of the audience, reiterated the possibilities for correcting the surface (as per last meeting report) and said the reply coming from HCC as to why the colour was not as shown at the public exhibition, was that it is an experimental colour and had not been used before. As a result it did not come out as planned. With the fact that the surface is an untried one the parish council wished to wait to see how the colour settled down before asking HCC for remedial action, in case the colour improved. Mr. Shirlaw added that he wished the council to be aware that if drivers stick to the black surface when coming round the bend after Gracious Street, they can easily meeting another car head on coming the other way and felt it may well lead to a serious accident.

Cllr Goater asked what was happening in Oakhanger as a result of his questions at the last meeting. The clerk replied that she had reported to highways the misplaced bollard on the pavement and the missing/broken bollard on the pinch point but was sure a remedy would not be immediate as there is usually a long lead-time with highways maintenance. Cllr Goater replied that he had met with Alan Todd and walked through the issues with him. Mr. Todd felt the Pinch points may well have been put in the wrong place and was going to go out with a pinch point designer to have a look to see if it can be improved.

Cllr Goater was also concerned about HGVs going through the village. Cllr Mrs. Carter and the clerk recommended taking the registration numbers and reporting the lorries to either PC Dear or PC Warwick to come out and follow up. Cllr Mrs. Carter asked the clerk to get PC Warwick to come back and talk to the PC again for the benefit of new councillors.

ii) **The Plestor** - Cllr Mrs Carter produced the maps for the Plestor and explained to new councillors and the audience the details of the Plestor project including the planting scheme and confirmed that permission will be given for those who need it to drive up to the top of the Plestor to park during services. It was confirmed that the Lottery grant had now come through, although the EHDC grant had been for the last financial year. Cllr Mrs Carter will speak to EHDC to see if the grant can still be accessed or whether she will have to reapply as the fund is still open.

iii) **South Downs Joint Committee** - Cllr Mrs. Palmer reported that the AONB Management Plan is currently being revised in light of the public consultation and will be adopted on 19th October this year. Regarding the SDNP designation, the Minister, Barry Gardiner, has recently stated that "DEFRA will shortly be inviting further representations on matters that were not able to be addressed by the South Downs Public Inquiry. In the light of responses received, Ministers will consider whether it is appropriate for the inquiry to be re-opened. If the inquiry is re-opened, an announcement on the decision whether to create a South Downs National Park is expected no later than autumn 2008. If it is not re-opened, an announcement early in 2008 will be possible." However, it is possible that there may be a "Minded to approve in principle" decision sooner than that.

iv) **Blackmoor Recycling Liaison Panel Meeting.** No report.

v) **Selborne Brickworks Liaison Panel Meeting.** Cllr Ravenscroft reported that there had been an extra meeting held this morning to report that the hole had been filled and landscaped although the landscaping was not as good as hoped for. With regard to the permission to make bricks and tiles for the next 25 years - this had a condition that work had to be done, i.e. the permission implemented, within 3 years. This expired last week. The legal opinion of HCC is that under minerals & waste legislation, implementation means the excavation of clay for making bricks. But they cannot lawfully do this until the haul road is completed. Much work has been done on the haul road but there has been no contact with HCC Road Department or attempt to enter into a Section 278 agreement so it is even possible that some of the work will turn out to be nugatory. Therefore in HCC's view the permission has lapsed and a fresh application would be necessary if they want to make bricks. New regulations mean that when they apply for a new permit, because brickmaking has ceased, they will need to upgrade facilities which may include either a higher chimney or sophisticated filtering machinery at the bottom. It is believed that the applicant would like to extract the complete allowance of clay in one go and create 7m high piles, thus creating a large hole, which could be infilled with building materials, which is more profitable.

The reservoir: The Inspector ruled that the bund round the reservoir must be taken away, but he didn't say where to. It could be (a) back into the reservoir, (b) anywhere within the farm or (c) exported from the farm. The District Council is still considering whether the reservoir was lawfully erected: if they say no, the bund will have to be put back. Meanwhile Health & Safety have forbidden work on removing the bund until they consider it safe to do so, which it is not at the moment!. The removal of the clay bund to outside the farm is not allowed. (The brickworks is a separate unit.)

EHDC had not sent a representative to the last meeting as they felt they were unnecessary but have said they will attend the next meeting in September.

Cllr Goater had written to DEFRA regarding the destruction of the hedgerow near the haul road, near the entrance to Oakhanger village. DEFRA replied that they felt this was a planning issue. Cllr Goater will forward this letter to the clerk for submission to EHDC.

Item 9 – Matters arising from these and previous minutes.

- a) **Parish Plan.** Cllr Goater reported on behalf of the councillors that attended. He felt there had been a lot of contradictory advice given. For example that you should be implementing actions from the plan within 3 months, yet traffic and highways issues, which form part of any plan, can take 5-10 years to implement. Parishes are certainly being pushed to do parish plans yet many of the actions which would result, villages like Oakhanger have already done. However, Oakhanger will still

undertake the plan and the next step will be to have a public consultation to start evidence gathering. Liss was pointed out as a parish that had completed a good plan. The Clerk was asked to invite Liss to a parish council meeting to tell the council how they went about their plan and their Community Landscape Character Statement (CLCS).

- b) Selborne Village Initiative.** Most of this had been covered in the subcommittee report. However the clerk read out a proposed resolution which stated that the Parish Council had considered the contents of the email dated June 1 from Miss Russell. "It is satisfied that the article in the Parish Magazine is a fair reflection of the situation and has decided that no further action need be taken." Cllr Mrs. Palmer added that maybe it should be pointed out to Miss Russell that Parish Councils are the first tier of local government; they are statutory bodies with certain powers and duties not the least of which is to negotiate with the Highway Authority, which in turn has a statutory duty to negotiate with Parish Councils and no statutory duty to negotiate with individuals or any other self-appointed pressure groups. Perhaps she might like to look up the website for the National Association of Local Councils which can be found at <http://www.nalc.gov.uk/> There are other links within that website that may prove useful to her. This was agreed by all councillors. The clerk was asked write to Miss Russell and also to Mr Selwyn, who had expressed similar concerns to Miss Russell's, but beyond that to take no further action on the subject.

Item 10 - The Plestor.

i) **Request From Natalie Mees to use the Plestor for a fair on Bank Holiday Monday 27th August.** The clerk was asked to write to Natalie to say that this was fine – the council will first check the dates for the Plestor project but would try to work around this.

ii) **Alleged encroachment upon the Plestor.** The clerk read out a letter from a resident concerned at the apparent appropriation of part of the Plestor." The eastern fillet of land between the east side-wall of East Plestor Cottage and the west wall of the Vicarage garden has recently been subject to complete, freelance, re-turfing. As an associated action, all the plants along the outside of the Vicarage garage wall have been ripped out. They may have been largely unexceptional, but did include some rare arums, which it is a great shame to have lost. I am, of course, aware of the Parish Council's medium term plans to undertake substantial work on the Plestor. The intemperate re-turfing is to be regretted for several reasons. First, it indicates a degree of appropriation of property rights by an individual householder over land which was given to the village. Second, the grass-type used may well be at variance with that eventually to be employed by the Parish Council and/or that currently in place. Third, the cavalier destruction of the bordering plants is a regrettable act of casual vandalism, and they deserve reinstatement. Fourth, it is surely profoundly insensitive, if not downright illegal, to have destroyed another's property without due consultation."

There was various comments from the public but Cllr Mrs. Palmer noted that at the end of the day, whether it had been done out the best motivation to repair some damage done, or not, the person who did the re-turfing should have asked first, because it has been done illegally and makes the area look like a piece of private garden and people should not interfere with parish council land without seeking permission first. The work done may have been an improvement but the clerk said the concern was that this should not be seen to set a precedent to allow people to encroach upon the Plestor as they wish. The resident responsible for the re-turfing said that the work had been done to repair damage created and was done as a courtesy but he did note the concerns of the council who wished to draw a close to the matter.

Item 11 - Selborne Recreation. Proposed play area on the Recreation Ground. The clerk showed councillors a drawing created by one of the companies quoting for the playground to show what the playground might look like. She had now received three quotes for the work and had received details of funding which was now ready to be given to a Recreation Ground Subcommittee so that they could meet with the Recreation Ground, and maybe Cindy Groves and some parents to move the project forward. The clerk was asked to arrange the first meeting and Cllrs Dixon, Barnfield and James volunteered to be on the committee.

The clerk had no update on Goslings grasscutting and fencing but had asked David Ashcroft to let her know the cost of the fencing which the previous council had asked him to erect to tidy up Goslings. It was then hoped that the grass could be harrowed and rolled so that it is a playable surface for ball games.

Item 12 – Finance

a) Current Financial Position. The Clerk confirmed that the Parish Councils current financial position as of Monday 11th June 2007 was

i) Lloyds Account	£1298.16cr
ii) Alliance & Leicester Account	£36,054.41cr

b) It was agreed that the following payments which had been requested since the last meeting be APPROVED:

i)	£ Xxx.xx Mrs. L Coney (Clerks wages May)
ii)	TBC Chairman's Allowance (allowance to Auditor)
iii)	£240.00 A J Ward (Grasscutting - Plestor)
iv)	£1,373.92 EHDC (Elections costs)
v)	£59.42 Mrs. L Coney (Clerks Expenses)
vi)	£5.00 Selborne village Hall (Traffic committee projector hire)
vii)	£20.00 HAPTC (Training Cllr Barnfield)
viii)	£60.00 HAPTC (Training x 3 councillors)
ix)	£20.00 HAPTC (Training Cllr Luty)

c) Accounts 2006/07. To approve the accounts for 2006/07 (see appendix A) and to approve the statement of assurance for the audit. To note the comments internal auditor that the accounting system should advance next year to include a balance sheet. The internal auditor also commented that he would rather not see grant monies which have not been claimed still sitting in the accounts. As a rule of

thumb, if monies have been allocated towards a project and are not spent within three years, they should be reallocated and spent on other projects. There being no questions the accounts were APPROVED by all councillors and the statement of assurance completed.

d) Clerks request for a replacement accounts programme (Cashflow Manager) cost £120.00 + VAT. This was AGREED by all present.

e) Grant requests.

i) **The Plestor project.** Cllr Mrs. Carter explained that the Plestor project was just over £7000 short and asked if the council would consider allowing the release of £2000 from the Developers Contributions Fund and £5000 from the Parish Council Project fund to enable the project to go ahead without further delay. This would however exclude the reinforced surfacing for the grass, which would be done at a later date when finances allowed. This was **AGREED** by all present.

ii) **Oakhanger Village Hall.** The clerk read out the letter form Oakhanger Village Hall who have accepted a quotation of £32,000 + VAT for the building of the new storage area. The work will commence next month. The parish council had allowed £7,500 in the budget for this year for this project and it was **AGREED** to allow this amount to be given as a grant. The clerk suggested that if the contractor billed the parish council directly for the portion of the work the council is paying for then some of the VAT may be able to be reclaimed. Councillors were concerned as to whether this was allowed. Clerk to ask HAPTC.

iii) **Alton Counselling Service.** There was no supporting evidence given that this would directly benefit the parish and there was concern that if given to one group many more would ask for money. Councillors therefore declined to give a grant to this organisation.

Item 13 – Correspondence. The Clerk listed in the agenda all items of correspondence received since the last meeting.

Item 14 – Any other Business. There was no further business.

Item 15– Date and Place of next meeting. The next meeting will be held on Wednesday July 11th at Oakhanger Village Hall at 7:30pm

Item 16 - Closed Session. To discuss and/or approve an increase in clerks hours. The finance committee had corresponded over e-mail following the last parish council meeting at which it was suggested, after the close of the meeting, that the clerk’s hours should increase by 3 per week. This was agreed by the finance committee. Cllr Ravenscroft however pointed out that as public money will be paying for the increase, he would wish to see written evidence to the finance committee that the increase is required before allowing it to be approved. The clerk was asked to supply the required details.

The meeting closed at 10:47pm

Date.....

Chairman.....

Appendix A

SELBORNE PARISH COUNCIL
Audited Accounts for the Year Ended 31 March 2007

2005/06		2006/07
£	RECEIPTS	£
24,310	Precept	26,510
493.37	Bank Interest	968.57
100.99	VAT Refunds	349.73
8.20	Sundry Income, inc parish plan grant	879.00
24,912.56	Total Receipts	28,707.30
	PAYMENTS	
428.55	Insurance	414.24
551.10	General Administration (Information comm.)	35
850.00	Section 137 Grants (churchyard Maintenance)	540
1126.00	Other grants S 142, S133 etc	14081.51
319.00	Subscriptions (HAPTC etc.)	316.00
3873.65	Staff Wages	6050.27

560.37	Running Costs	634.27
4008.50	Parks and Open Spaces	740.00
0	Capital equipment	384.78
886.94	Provision of Facilities	85.00
120.00	Audit Fee	250
349.72	VAT Recoverable	494.25
110.49	Training and Conferences	70.00
0	Legal Fees	305
0	Chairman's allowance	124.49
13,183.32	Total Payments	24,524.81

Summary

Balance Brought Forward at 1 April 2006	23,678.16
ADD Total Receipts	28,707.30
LESS Total Payments	24, 524.81
Balance Carried Forward 31 March 2007	27,860.65

These Cumulative Funds are represented by: -

Balance at Lloyds TSB A/c 0159744	404.00
Business Instant Access A/c 776830	162.78
Alliance & Leicester deposit A/c	27,833.87
Less: Outstanding Cheques as per list	540.00
	27,860.65

SELBORNE PARISH COUNCIL

SUPPORTING STATEMENT/NOTES ATTACHED TO THE RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDED 31 MARCH 2007

This Statement will become an integral part of the year-end accounts and as such will require the signature of both the Chairman and RFO.

Assets

The Council owns: -

Playground equipment (one basket ball hoop) on 1 site insured for £1000.00. Playground equipment on another site, 3 Village maps and frames. The condition of the equipment is poor, so as such it has no current re-sale or insurable value. The council also owns Selborne Recreation ground, The Lions Mouth and a small piece of land, gifted in perpetuity to the people of Selborne (named as The Plestor) Under the terms of it's gift, none of the land owned by the council can be sold, and therefore is valued at the nominal rate of £1.00

Borrowings

At the close of business on 31 March 2007 there were no outstanding loans or other borrowings.

Debts

At the year end there was one debt of £494.25 outstanding and due to the Council in respect of VAT to be refunded for the current year only.

Tenancies

The Council has entered into 1 tenancy as a Landlord with Selborne Recreation Ground.

Section 137 Payments

Section 137 of the Local Government Act 1972 enables Parish Councils to spend up to the product of £5.44 per elector for the benefit of the people on activities or projects not specifically authorised by other powers.

The limit for this Council in the year of account was:-

1041 x £5.44 = **£5,663.04**.

The following payments were made during the year:

Grant to Selborne PCC £300.00

Grant to Blackmoor PCC £240.00

Superannuation

Under existing requirements, the Council, having no pension or other retirement scheme is obliged to provide for a 3.75% gratuity payable on leaving for their Parish Clerk. A liability of £403.47 in this respect existed at 31 March 2007.

Signed.....

Chairman

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Responsible Financial Office

Date.....