

DRAFT

SHEET PARISH COUNCIL

CHAIRPERSON: Ron Dark

CLERK: Jenny Hollington

Minutes of the Meeting of Sheet Parish Council held on Tuesday, 9th October 2018 at 7.30 p.m. at Sheet Village Hall

Present: Cllrs. Ron Dark (in the Chair) Robin Forrest Will Glancy
 Tony Clear Vaughan Clarke Gail Martin,
 Brian Bird Alan Biddlecombe

In Attendance: County Councillor, Russell Oppenheimer
 Clerk, Jenny Hollington

There were 5 members of the public present at the meeting.

18/165 Apologies – Apologies had been received from District Councillor, Nicky Noble

18/166 Minutes – The Minutes of the Parish Council Meeting held on 11th September 2018 were approved and signed.

18/167 Declarations of Interests – The Chairman reminded Councillors of their responsibility to declare any pecuniary interest on any item on the Agenda – none declared

18/168 Public Comment

- Representatives of the W.I. queried the letter they had received about arrangements for setting up tables and chairs and clearing away for their monthly meeting. The Chairman confirmed that setting up tables and chairs is not part of the caretaking contract and that all groups are expected to set the room up themselves and leave the hall as they found it, when they leave.
- W.I. representatives also expressed concern about the lack of access to the W.I. cupboard during meetings as the room is being used by the yoga group - they asked whether a locked kitchen cupboard could be made available to resolve this issue? Cllr. Martin said that this had been investigated, but there is currently no available space within the kitchen cupboards. The Chairman confirmed that the use of the upstairs room on a Thursday evening is being trialled for a 6-week period, after which feedback will be sought from all parties.

18/169 Planning – To discuss current planning applications:

SDNP/18/041 04/TCA	Various Tree Works	Sheet Mill House, Mill Lane, Sheet GU32 2AJ	No Objection
-----------------------	---------------------------	---	---------------------

18/170 Audit 17-18 – No concerns had been raised by the external auditor and the notice of completion of the Audit is currently being advertised via the website and noticeboards.

18/171 Finance

- (a) The actual to budget figures for April-September had been circulated prior to the meeting and were discussed. The only anomaly was the S.106 monies received for Village Hall improvements (new flooring, tables and chairs) £14,873 - this amount will be shown as capital expenditure rather than as maintenance, as currently.
- (b) The bank reconciliation for September, circulated prior to the meeting, was approved and signed.

(c) The grant application on behalf of Stepping Stones Playgroup for £750 towards improvements for their outside area was discussed and approved.

(d) Cheques for August payment were approved as follows:

Chq No.	Amount	Payee	Service
300875	£33.57	Contract Natural Gas	Gas - V. Hall
300876	£134.40	Petersfield Town Council	Bins - August
300877	£111.21	SSE	re-written chq - original lost in post
300878	£40.00	Information Commissioner	Data Protection
300879	£664.00	Hillarys	Blinds for upstairs studio
300877	£111.21	SSE	re-written chq - original lost in post
300878	£40.00	Information Commissioner	Data Protection
300879	£664.00	Hillarys	Blinds for upstairs studio
300880	£52.58	Castle Water	V. Hall
300881	£224.20	Castle Water	Allotments
300882	£520.00	Sheet Music	V. Hall management
300883	£37.86	HMRC	Tax and N.I. - Clerk - Oct
300884	£666.31	J. Hollington	Clerk - Oct
300885	£60.00	A. Kidd	Allotment deposit refund (Plot 71)
300886	£85.00	Mrs. G. Martin	Compost & Plants - V. Hall
300887	£750.00	Stepping Stones	Grant Request
Total	£2,629.13		

18/172 Use of S.106 monies

Benches and picnic tables – The new bench and picnic table for Sheet Common is to be installed on 10th October. Cllr. Clear confirmed he would be able to meet them and help if required.

Play Equipment for Sheet Recreation Ground – A further proposal has been received from Hand Made Places and Cllr. Bird has arranged to meet with a representative of Wicksteed Play Equipment in the next day or two. Once the final quote is received, all the proposals and quotes will be circulated for consideration at the November meeting.

18/173 Use of CiL monies – A quote to re-clad the storage shed in the Recreation Ground in the sum of £3800 has been received from the company that refurbished the Scout Hut – this will ensure that the structure is much stronger and secure. However, it was agreed that, in view of the cost, alternatives should be considered – Cllr. Bird will investigate further.

18/174 Roads and Traffic

EHDC Feasibility Study for Farnham Road/School Lane – EHDC are continuing to work on designs for the scheme. However, there is a hold up as there is a utility pole directly within the middle of their proposed scheme and they are investigating whether the utility pole can be relocated.

Parking Restrictions in School Lane and surroundings – Nothing further has been heard but it is understood that Mr. Jevons from HCC is in the process of liaising with the School and the EHDC Transport Team.

Speed on London Road – Cllr. Martin has been in contact with Ian Janes at HCC regarding speed on the London Road and he has clarified HCC Policy re. speed indicators - there are two types of temporary

speed signing available – speed limit reminders (SLRs) & speed indicator devices (SIDs); their use is limited to 2 to 3 weeks per site with no return to the same site within 8 weeks. There is a small range of standard traffic signs which can be used in the form of permanent vehicle activated signs (VAS). However, in accordance with central government guidance, these signs are used only by the County Council's Safety Engineering team at sites with recurring injury accident problems and cannot therefore be considered for the London Road.

It was agreed that Cllrs. Martin and Biddlecombe should arrange to meet with Ian Janes to discuss the possibility of siting a speed indicator device on the London Road in more detail.

18/175 County Councillor's Report – The County Councillor's report had been circulated prior to the meeting and was discussed. Cllr. Oppenheimer flagged up the new working party on plastic recycling which he has initiated – he hopes to put Hampshire at the forefront of action to reduce plastic waste. He also highlighted the crowdfunding campaign to repair the South Downs Way. The full report is appended to these minutes and will be made available via the Parish Council website.

18/176 Open Spaces

Sheet Scout Hut Lease – A detailed lease has now been drawn up and sent to the Scouts for their consideration.

Millennium Field Grass Cutting - Although the grass has now been cut, it has been left lying on the ground and not been used to make hay, as was thought would happen. Cllr. Clear will chase this one more time.

Firework Event – 3.11.18 – The use of the Millennium Field for the annual bonfire and firework event was approved. A deposit of £260 will be requested, being £60 to re-seed the bonfire area and £200 to be refunded to FOSS once the Millennium Field has been returned to its original good condition.

Additional Footpath Signage – It was suggested that the remaining signpost, refurbished by the Parish Council, should be sited on the Millennium Field footpath, as the signpost is currently unused. Cllr. Clear will follow this up.

18/177 Sheet Allotments – The annual rent renewal letter has now been sent out to all plot holders. It was noted that the allotment rental at Sheet Allotments has been kept at the same level since Sheet P.C. took over from Petersfield Town Council and, because a year's notice of any rent increase is required, it was agreed that this should be discussed further at the November Meeting.

18/178 Sheet Village Hall

Bookings – The policy for setting up rooms for hire and clearing away at the end of each hire was discussed and it was confirmed that this should be the responsibility of the hirer - the booking form will be reviewed by the Management Committee to ensure this is clear.

Repairs to Disabled W.C. – It was agreed that rather than just a repair of the tap and the water heater, a total refurbishment of the disabled W.C. is required. The Clerk was asked to seek quotes for the work for consideration at the November meeting.

Winter Planting Scheme – The budget of £85 for the winter pots at the front of the Village Hall was approved.

18/179 Lengthsman Scheme – The Clerk reported that the Lengthsman funding for Sheet P.C. has now been used. However, Mike Pillans has confirmed that any leftover funding from the other parishes in the cluster can be re-allocated if it can be used on HCC projects in other parishes. Therefore, if towards the end of the financial year there are parishes that can't use their funding, it may be possible to allocate the funds to Sheet to enable the re-surfacing of the footpath from Pulens Lane to Old Mill Lane to go ahead.

18/180 Remembrance Day – Cllrs. Forrest and Biddlecombe will represent Sheet P.C. and lay the wreath on behalf of Sheet Parish Council at the Remembrance Day Service.

18/181 Correspondence

- SDNPA Workshop – 19th November – it was agreed to wait for an Agenda to be issued before deciding who should attend.
- HCC Licence Fee Increases – The details of the increases were noted.
- EHDC National Takeover Day with Sheet School – 20th November - Cllrs. Martin (and possibly Cllr. Glancy) will attend this event on behalf of Sheet P.C.
- EHDC - Review of Polling Districts and Polling Places – Consultation – Sheet Parish Council is content with the current arrangements.
- E-mail correspondence re. Millennium Field Car Park – Concerns raised by a local resident about the use of the car park and the type of rubbish being left behind were noted. The situation will be monitored over the next couple of months.

18/182 Date of next P.C. Meeting – Tuesday, 13th November 2018 at 7.30 p.m. at Sheet Village Hall.

The Meeting closed at 9.15 p.m.