

**SHEET PARISH COUNCIL**

**CHAIRPERSON:** Ron Dark

**CLERK:** Jenny Hollington

**Minutes of a Meeting of Sheet Parish Council held on Tuesday, 10<sup>th</sup> March 2015 at 7.30 p.m. at Sheet Village Hall**

Present: Cllrs. Ron Dark (in the Chair) Gail Martin Vaughan Clarke  
Clive Shore Will Glancy Brian Bird

In Attendance: Clerk - Jenny Hollington

There were 6 members of the public in attendance throughout the meeting.

15/49 Apologies – Cllr. Robin Forrest

15/50 Minutes – The Minutes of the Parish Council Meeting held on 10<sup>th</sup> February 2015 were approved and signed.

15/51 Declarations of Interests - Councillors were reminded of their responsibility to declare any pecuniary interest which they may have in any item on the Agenda as they go through the meeting.

15/52 Public Comment – None

15/53 Planning – Current planning applications were discussed –

SDNP/15/00732/HOUS	<b>1<sup>st</sup> floor side extension, double detached garage with storage above and conversion of the 2 dwellings into 1.</b>	3 Love Lane, GU31 4BU	<b>Objection - size of garage and overlooking</b>
SDNP/15/00920/TCA	<b>Trees – Reduce height of Ginko and Scotch Pine</b>	Stonewalls, Village Street GU32 2AQ	<b>No Objection</b>

15/54 Finance –

- (a) Internal Auditor’s Report – this had been circulated prior to the meeting. A concern had been raised that the Clerk’s salary is being paid in arrears rather than in the month in which it is due. It was agreed that in order to conform to normal practise, the Clerk should be paid for both February and March this month and going forward paid in the month for that month’s work.
- (b) Village Hall Income - The Chairman reported that he had met with the Clerk to go through invoices raised on the Village Hall following a concern raised that income from hires have dropped. Only a couple of minor errors had been found and it is thought that the fall in income is due to the fact that a regular Friday evening dance class no longer runs during term time. It was agreed that the Village Hall would benefit from extra marketing to encourage hires during the summer holidays and weekends in particular and that once the main hall has been refurbished the Petersfield Post should be asked to run a small article.
- (c) Financial Regulations - These had been circulated for review prior to the meeting and were discussed and considered appropriate to the current requirements of Sheet P.C.
- (d) Grant applications:
  - Lords Farm Allotments – A request for £1,800 for improved wheelchair access was considered but not felt an appropriate use of funds as the Parish Council owns its own

allotments. The Clerk was asked to let Mr. Petche know that disability specific grants are available via EHDC.

- Sheet Film Festival – the request for £100 towards this year’s Festival was withdrawn.

(e) The bank reconciliation for February, circulated prior to the meeting, was approved

(f) The following cheques were approved:

Chq No.	Amount	Payee	Service
300295	£52.00	HALC	Clerk Training
300296	£65.89	E-on	Village Hall
300297	£147.58	CNG	Village Hall
300298	£37.72	S.E. Water	Village Hall
300299	£1,100.00	Myers Tree Services	Horse Chestnut - V. Green
300300	£18.19	R. Forrest	Refund - posters re. parking
300301	£293.13	HMRC	Tax - Clerk/Employer Contr
300302	£938.55	J. Hollington	Salary - Feb and March
300303	£631.20	Sheet Music	Caretaking - V. Hall

Total : £3,284.26

(g) Rental Agreements and Charges:

- Sheet Village Hall – It was agreed that the current rental charges should be maintained although figures should be rounded up/down to make it easier for calculations (original figures had been inherited from PTC).
- Sheet Scouts – It was agreed that the income received from the sub-let to Stepping Stones Playgroup should remain at 5%.
- Old Billiard Room – It was agreed that the current rent should be maintained in view of the fact that improvements have now been made to the property by the Lion & Unicorn Players.

15/55 Southern Water – An up-date had been received from Dr. Dart to say that he is monitoring the ground conditions at Church Field to see when they can carry out the jetting of the public sewer. With regard to flooding in Mill Lane, new flap valves are to be installed, but design issues need to be addressed.

Frustration was expressed at the length of time this is taking to sort out – it was agreed that Cllr. Bird should look into the cost of obtaining a second opinion and report back at the April Meeting.

15/56 Sheet Neighbourhood Plan – It was agreed that Mr. Platt and 2 or 3 members of the Steering Group should meet with Chris Patterson, SDNPA, to discuss the decision not to proceed with a Neighbourhood Plan for Sheet.

15/57 Developer’s Contributions – Sheet Parish Council’s request to meet with members of EHDC Planning and Legal Departments to discuss the non-payment of developer’s contributions (amounting to approximately £15,000) for the Sunnymeade Estate has met with no response. A letter to EHDC from the Hampshire Association of Local Councils has also drawn a blank.

Mr. Tweddle, the Developer’s Contributions Monitoring Officer, has said that the new CIL regulations will tighten up the process going forward, but acknowledges that this does not help the current situation.

It was agreed that the Clerk should write again to the Chief Executive at EHDC and request a face-to-face meeting to resolve the situation once and for all.

- 15/58 Network Rail – Sheet Crossing – No further up-date on the date of the Public Exhibition has been received.
- 15/59 Road Signage – The new street sign for Mill Lane has yet to be installed (because of HCC concerns over liability for the wall).
- 15/60 Sheet Recreation Ground – The planning application for the new storage shed is on-going. The new play equipment is due to be installed at the end of March.
- 15/61 Allotments – Mr. Mogg has initiated the process for setting up the new management company.
- 15/62 Village Green – The pruning of the Horse Chestnut has been carried out and the tree is looking much better. Thanks were expressed to all residents who moved their cars from around the green to enable the work to go ahead.
- 15/63 Village Hall
- (a) Three quotes from Bowline Technical Services, DNE Services and Canterbury Builders for redecoration, new lighting and new ceiling tiles in the main hall were discussed and compared – all 3 quotes were competitively priced but it was agreed to go with DNE Services' quote of £6369 + VAT which included new lights, as opposed to replacing the current fluorescent lights and new ceiling tiles as opposed to painting existing. The Clerk was asked to liaise with DNE with regard to timing of the work.
  - (b) An amended quote in the sum of £3200.82 + VAT had been received from the Fabric House (this follows comparison of 3 quotes at a previous meeting) to include re-lining the meeting room curtains with blackout lining, re-lining the curtains hanging at the large window in the hall, re-lining the curtains on the opposite wall as you walk in and supplying 3 new pairs of lined curtains for the near wall, and altering the stage curtains. This quote was approved. A cost for providing curtains for the back of the stage to hide the stacked table and chairs at £1561.90 was not considered essential at this time, and will be reconsidered at a later date if thought necessary. Estimates for cleaning the curtains which are to be re-lined and re-hung had also been obtained and were discussed. The quote from Ambassador in the sum of £430 + VAT was approved.
  - (c) Research into options for broadband connection to the Village Hall shows that Virgin Broadband at a cost of £35 per month would be the best option. Cllr. Glancy was asked to follow this up for the next meeting and demonstrate that broadband would add value to the Village Hall.
- 15/64 Church Field – A meeting is to be held with Mr. Wake and his Architect on 17<sup>th</sup> March and outcomes discussed at the April meeting.
- 15/65 Sheet Link Roundabout – Following the enquiry from a kitchen company about advertising on Sheet Roundabout, EHDC estimates that the rates for signage would be in the region of £350. It was agreed that this should not be pursued further at this stage.
- 15/66 County Councillor's Report – The County Councillor's report is appended to these Minutes.
- 15/67 Elections – There will be at least two vacancies on the Parish Council at the May elections. An advert encouraging residents to consider becoming a Parish Councillor has been included in the Sheet News. Nomination packs are available via the EHDC website and information on what is involved is available via the Parish Council website or the Clerk.

15/68 Correspondence - The survey from HALC regarding broadband services within the parish was discussed and answered.

15/69 Exclusion of members of the public and the press by reason of the confidential nature of the business to be discussed (Public Bodies (Admission to Meetings) Act 1960)

It was agreed in accordance with the above act to exclude members of the public and the press in order to discuss the grass cutting contract and the caretaking contract.

(See confidential Minutes)

15/70 Date of Next Meeting – **Tuesday, 14<sup>th</sup> April 2015 at 7.30 p.m. at Sheet Village Hall.**

The meeting closed at 9.18 p.m.