

**SHEET PARISH COUNCIL**

**CHAIRPERSON:** Ron Dark

**CLERK:** Jenny Hollington

**Minutes of the Annual Meeting of Sheet Parish Council held on Tuesday, 19<sup>th</sup> May 2015 at 7.30 p.m. at Sheet Village Hall**

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

In Attendance: Clerk - Jenny Hollington

There were 11 members of the public in attendance throughout the meeting.

- 15/91 To Elect a Chairperson – Cllr. Dark was nominated for re-election as Chairman by Cllr. Clarke and seconded by Cllr. Forrest - this was unanimously agreed. Declaration to accept the Office of Chair was duly signed and witnessed.
- 15/92 Declarations to Accept Office – Declarations to Accept Office were duly signed by all Councillors and Members Interests forms passed to the Clerk.
- 15/93 To Elect a Vice-Chair – Cllr. Martin was nominated for re-election as Vice-Chair by Cllr. Dark and seconded by Cllr. Clarke – this was unanimously agreed.
- 15/94 Structure of the Parish Council and Councillor Responsibilities

Planning – Currently all planning applications are discussed by full Council at monthly Parish Council Meetings with Councillors taking it in turns to lead on applications. Additional meetings may be called if necessary to meet deadlines.

Councillor Responsibilities:

|  |   |
|--|---|
| Village Hall                               | Cllr. Martin, Cllr. Clarke and Cllr. Glancy |
| Recreation Ground                          | Cllr. Bird and Cllr. Forrest                |
| Old Billiard Room                          | Cllr. Glancy                                |
| Allotments, Millennium Field, Sheet Common | Cllr. Forrest and Cllr. Clear               |
| Finance                                    | Cllr. Dark and Cllr. Forrest                |
| Website                                    | Cllr. Glancy                                |

Cllr. Vaughan Clarke remains our Hampshire County Councillor and Cllr. Nicky Noble takes over the role of District Councillor from Cllr. Guy Stacpoole.

- 15/95 Vacancy for a Parish Councillor – Only 7 people stood for election to Sheet Parish Council, meaning that there is a vacant seat. In order to share the work load, it was suggested that it would be appropriate to consider co-option – this was unanimously agreed. The Clerk was asked to advertise the vacancy on the Parish noticeboards and website to encourage interest. In the event of more than one expression of interest, candidates will be asked to give a 2-minute address explaining what they can contribute to the Parish Council – this will take place in a separate meeting, immediately before the next P.C. Meeting.
- 15/96 Apologies – Cllr. Glancy
- 15/97 Minutes – The Minutes of the Meeting held on 14<sup>th</sup> April were approved. The council noted that a member of the public felt that his comments on the Sunnymede site were not given full weight.
- 15/98 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.

15/99 Public Comment –

- A member of the public who has taken a keen interest in the outstanding developer’s contributions for the Sunnymeade Estate said that he believed the developer was not obliged to make the contributions and has received a letter from the Inspectorate issuing guidance. The Chairman requested that this be taken up with EHDC who are dealing with the legal issues.

15/100 Annual Parish Assembly – The Annual Parish Assembly was held on Friday, 15<sup>th</sup> May at Sheet Village Hall and had been an opportunity to review the year and for members of the public to raise any issues during the public forum. No issues had been raised and the meeting had been well received by members of the public in attendance.

15/101 Up-date from Southern Water – No further information has been received from Dr. Dart. The Parish Council will continue to press S. Water to carry out the jetting of the sewers in Church Field - it is especially important that the work is carried out during the drier weather.

15/102 Finance –

- The Annual Return 2015/16 and figures for the year were discussed. There has been a total cash positive movement of £27,000 – £30,000 will now be held in reserve in case of major maintenance to assets such as the Village Hall. The Chairman pointed out that detailed figures are available to the public via the Clerk. The Annual Return was duly approved and signed appropriately.
- The governance statement confirming sound systems of internal control was reviewed, agreed and signed appropriately.
- The grant request for £400 towards a marquee was considered. Cllr. Bird queried whether it would be more appropriate for the Parish Council to buy, own and store the marquee (rather than SVCT as previously suggested) – the Clerk was asked to check whether this would be appropriate use of funds.
- The request by the Sheet Village Charitable Trust to waive hire fees for events held at the Village Hall was considered. It was felt however, that this would not be appropriate or fair to other organisations to effectively subsidise one, and confirmed that the Clerk should charge SCVT for all use of the hall going forward. It was noted that SCVT can apply for a grant if required.
- The following cheques were approved:

| <b>Chq No.</b> | <b>Amount</b> | <b>Payee</b>               | <b>Service</b>                    |
|----------------|---------------|----------------------------|-----------------------------------|
| 300317         | £4,968.00     | Sawscapes (S. Ward)        | Installation of new play equip    |
| 300318         | £4,422.00     | Broxap                     | New play equipment - Rec          |
| 300319         | £209.20       | Joules Electrical Services | Lighting - Sheet Rec              |
| 300320         | £25.14        | E-on                       | Village Hall                      |
| 300321         | £39.60        | C. Kates & Son             | Water leak - Allotments           |
| 300322         | £7.42         | W.V. Howe                  | Crockery - V.Hall kitchen (grant) |
| 300323         | £70.00        | EHDC                       | Premises Licence - V. Hall        |
| 300324         | £225.00       | S & W Internal Audit       | Internal Audit Fee                |
| 300325         | £7.90         | HCC (County Supplies)      | Replacement loo roll dispenser    |
| 300326         | £83.72        | Contract Natural Gas       | V. Hall                           |
| 300327         | £624.00       | Sheet Music Ltd            | Caretaking - V. Hall              |
| 300328         | £238.84       | Gail Martin                | Pots and Plants - V. Hall         |
| 300329         | £65.48        | HMRC                       | Tax and N.I.                      |
| 300300         | £646.62       | J. Hollington              | Clerk - Expenses (stationery)     |

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|         |            |                 |                             |
|---------|------------|-----------------|-----------------------------|
| 300331  | £120.00    | S. Warr         | Grass Cutting               |
| 300332  | £45.53     | Tampen & Tampen | Dishwasher Liquid - V. Hall |
| Total : | £11,798.45 |                 |                             |

15/103 Planning – Current planning applications were discussed –

|                    |  |  |                     |
|--------------------|--|--|---------------------|
| SDNP/15/01892/HOUS | <b>Listed Building – single storey side extension</b>  | Sheet House, Village Street GU32 2AQ   | <b>No Objection</b> |
| SDNP/15/01735/LIS  | <b>Listed Building Consent – Re-render of dwelling</b> | Bridge Cottage, Farnham Road, GU32 2AW | <b>No Objection</b> |

15/104 Developer’s Contributions for Sunnymead – The Chairman reported that he, (Cllr) Clive Shore and the Clerk had now met with EHDC representatives to discuss the non-payment of developer’s contributions for the above development. The key data of the case had been discussed and specific questions raised as to why the original unilateral undertaking/S.106 was so weak, and why the funds hadn’t been chased earlier. Mrs. Julia Potter (Executive Head of Economy and Planning at EHDC) confirmed that this is a unique case and that in 10-years, she has not come across anything similar. In this case the line between developer and landowner is unclear. The meeting had concluded with a promise by EHDC Executives to request the Legal Department to pursue the funds further and an undertaking to liaise with other planning authorities with regard to similar developments.

15/105 Network Rail – Sheet Crossing – The Sheet Level Crossing has now been identified as a priority for closure and Network Rail are keen to press ahead with their plans to close it. Representatives of Sheet Parish Council met with Ms. Bushill and the project team to discuss the public exhibition and subsequent Sheet parish referendum. Proposals for alternative footbridges, ramps, parking and turning circles had been available but not the implications for highway infrastructure (which will now be much further down the line if any occur). The Chairman had pointed out that Sheet Parish Council had held back from carrying out their referendum previously because they felt that this information was crucial to any decision, but Network Rail pointed out that the results of the temporary closure and traffic survey indicated that the impact on roads and traffic had been negligible.

It was agreed that an information session run by Network Rail will be held at Sheet Village Hall to inform parishioners ahead of the referendum and this will take place on Saturday afternoon, 13<sup>th</sup> June. Workshops will take place throughout the afternoon at 2.00 p.m., 4.00 p.m. and 6.00 p.m. Invitations will be hand delivered within the parish by Network Rail representatives, but because of limited numbers and safety, residents must book into a session in advance. If demand is high, consideration will be given to an extra session being run. Security at the event will be organised by Network Rail.

The Sheet Parish Council referendum will be co-ordinated so that the ballot paper is sent to arrive during the following week.

Concerns with regard to the result of the ballot and the weight it would carry were discussed - It was confirmed that the Parish Council will abide by the result which will be given to Network Rail and Hampshire County Council. The result will not be binding on Network Rail’s decision but will be taken into consideration, alongside other views. The Parish Council are using the Electoral Reform Society to carry out the ballot and will not be involved in any way.

County Councillor, Vaughan Clarke, confirmed that the planning application will ultimately be considered by the HCC Regulatory Committee, who will attend the site and treat the application very seriously and in great depth. Consultees will be able to attend the hearing and have a chance to speak.

15/106 Allotments – The FCA application has now been made, sponsored by NSALG, in the name of Sheet Allotments Ltd. The appropriate Committee members – Chairman, Treasurer and Secretary – are in place. As soon as the application is approved, the Parish Council will encourage Sheet Allotments Ltd (SAL) to take over the running of the site.

With regard to the request for more scalplings to fill in the pot holes in the track, Cllr. Forrest has been made aware of the availability of scalplings by the trailer load and will get a quote as this will make delivery much easier.

15/107 Village Green – There has been a problem with vermin getting into the bins on the Village Green and scattering rubbish. Details of a suitable lidded replacement bin from Earth Anchor at £300 (similar to the ones in Sheet Recreation Ground) were discussed and it was agreed to go ahead and order one which Councillors will install on the pub side of the green.

15/108 Village Hall

- (a) Broadband – The Clerk has contacted Virgin and is waiting for information.
- (b) Planters – These have now been potted up and are in position at the front of the Village Hall. Cllr. Martin was thanked for doing this. The W.I. would also like to donate a planter to the Village Hall to commemorate their 80<sup>th</sup> Anniversary.

15/109 Sheet Recreation Ground –

**New Play Equipment** – this is now in place and being very much enjoyed by local children and groups. The run back behind the table tennis table needs to be extended to prevent erosion of the grass area - it was agreed that Cllr. Bird should get a quote for wet pour to resolve this issue.

**Storage Shed** – DNE Services will be asked to install the shed in June.

**Ground Source Heat Pump** – An e-mail has been received from the Scout Group Leader explaining that if plans to use REME to up-grade the Scout Hut go ahead, there may be money left in the pot to install a ground source heat pump. This would, of course, involve the recreation ground being dug up and out of action for approximately a week and it was queried whether the Parish Council would approve this in principle. It was agreed to wait until the Scout's plans are known, when more detail will be required before a decision can be made.

15/110 The Old Billiard Room – In the past the Parish Council has asked for proposals for alternative uses for the Old Billiard Room – however, no suitable ideas have been forthcoming and in the meantime the current tenants, the Lion & Unicorn Players, have carried out maintenance to the property to improve the facility.

A suggestion that the Old Billiard Room could be used as a “Centre for the Arts” whereby a local artist would act as resident caretaker and use the back of the building as his studio, with the front forming a flexible space for classes and exhibition, was discussed. It was agreed that it was a nice idea which should be kept in mind for the future if the current tenants move on.

15/111 The Parish Lengthsman Scheme – the Chairman explained the principle of this Scheme which is being sponsored and trialled by HCC, and is based on the principle of the Lengthsmen deployed in Hampshire until the late 1960s. The County Council has recognised the importance of working closely with parishes to improve local responsiveness and the environment within these communities. The trial involves clusters of parishes who employ a Lengthsman between them, funded by HCC (£1000 to each parish) to carry out routine maintenance of parish highways with a lead Council to administer the cluster (who receives extra funding for this purpose). The types of duties which can be undertaken by the Lengthsman include clearing drainage, cleaning road signs, cutting back vegetation, clearing footways, grass strimming on highways, etc. It was agreed that although the scheme seems interesting, the Clerk should

find out more about the type of work allowed and how the funding is allocated/worked out and report back at the next meeting.

- 15/112 Pubs as Assets of Community Value – Correspondence received from Damien Hind’s Office with regard to pubs being registered as assets of Community Value was discussed further in relation to both parish pubs – the Queen’s Head and the Half Moon. It was agreed that if there is nothing to be lost, both pubs should be registered.
- 15/113 Church Field – The Parish Council awaits further plans from the landowner. No details of the 10-year lease of the land for market gardening are yet available at Land Registry.
- 15/114 Training – The Planning Training sessions being organised by EHDC clash with the Village Film Festival and the June Parish Council Meeting. The Clerk was asked to contact EHDC and PTC to see if alternatives are going to be offered in the near future.
- 15/115 County Councillor’s Report – The County Councillor’s report is appended to these Minutes.
- 15/116 Date of Next Meeting – **Tuesday, 9<sup>th</sup> June - 7.30 p.m.**

The meeting closed at 9.15 p.m.