

Annual Parish Assembly – 6.5.16

**CHAIRMAN:** Ron Dark

**CLERK:** Jenny Hollington

**DRAFT**

**MINUTES OF THE SHEET ANNUAL PARISH ASSEMBLY**  
**FRIDAY, 6<sup>th</sup> MAY 2016 AT 7.30 P.M. AT SHEET VILLAGE HALL**

**PRESENT:** Ron Dark (in the Chair) Vaughan Clarke Gail Martin  
Robin Forrest Will Glancy

**IN ATTENDANCE:** Jenny Hollington (Clerk)

There were 2 members of the public present throughout the meeting

**APOLOGIES:** Parish Councillors: Brian Bird, Alan Biddlecombe, Tony Clear and District Councillor, Nicky Noble

APM16/01 **MINUTES – ANNUAL PARISH ASSEMBLY 2015** – The Minutes of the Annual Parish Assembly held on Friday, 15<sup>th</sup> May 2015 were approved and signed.

APM16/02 **CHAIRMAN'S REPORT** – The Chairman welcomed members of the public to the Sheet Annual Parish Assembly and gave a report of the year's activities as follows:

**Co-option of a Parish Councillor** – Following the elections in 2015 there was a vacancy on Sheet Parish Council - two very strong candidates came forward for co-option and, because of geography within the parish and contacts within the National Park, Alan Biddlecombe was co-opted to Sheet Parish Council.

**Sheet Level Crossing** – Network Rail had made clear their wish to close Sheet Level crossing to vehicles and install a pedestrian crossing bridge with steps and ramps instead. Because of the strong feelings of residents, Sheet Parish Council held a referendum through the Electoral Reform Service. Following a 74% turnout, two thirds of Sheet residents voted in favour of retaining the crossing. Following this, and discussions with, and pre planning advice from SDNPA, Network Rail wrote to the Parish Council to say that they would not pursue plans to close the crossing and install the bridge, and that full barriers will instead be installed in due course.

**SDNPA SHLAA (Strategic Housing Land Availability Assessment)** – Landowners interested in developing their land were asked to put the land forward to be assessed for suitability as part of the SDNPA SHLAA process. Following this assessment, two parcels of land were approved as suitable for development in Sheet – land behind School Lane and land behind Pulens Lane. SDNPA indicated that out of an allocation of 100 houses to be built in outlying villages, 20 new houses were to be allocated to Sheet (possibly because of proximity to Petersfield facilities). Since then, permission has been given for 11 houses on the land behind School Lane, 4 of which will be affordable and a planning application for 5 houses on the site behind Pulens Lane is currently being considered.

Plans have also now been proposed for one house on Church Field (with the remaining land being gifted to the parish).

**Broadmeadow** – The Parish Council continues to monitor the on-going planning issues at Broadmeadow.

**Sunnymeade** - This development was granted on appeal in late 2008 and, to date, the developer's contributions remain unpaid. The matter is now in the hands of the Legal Team at EHDC and Sheet Parish Council awaits a response.

**The Lengthsman Scheme** – Sheet Parish Council has been offered a place on this scheme for 2016/17 whereby £1000 is allocated from HCC to each parish within a cluster (currently 6 local parishes led by Steep P.C.) who then employ a Lengthsman to carry out such work as maintaining ditches, minor repairs and cleaning of signage, cutting back vegetation, strimming, sweeping, litter picking etc.

**Contracts** – On-going contracts were put out to tender during 15-16 – Caretaking and cleaning at Sheet Village Hall is to be continued by Sheet Music Ltd. – At a recent meeting of regular hirers, a very positive response to the service was provided. With regard to the grass cutting contract – a few issues had been raised last year and,

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consequently, a new contractor has been appointed for 2016-17 - the standard has already improved dramatically.

**Roads Signage** – White lines at the junction of Mill Lane and Village Street have, at last, been repainted and safety is much improved. In addition, two new signs have been installed on the main road, as well as double signage at the entrance to Village Street and new signs at the Village Green to alert drivers of large vehicles that it is a very narrow lane and to deter them from entering.

**Sewage** – In response to on-going sewage problems in Mill Lane, Southern Water installed flap valves to the cottages and these appear to have been a success. In addition, the sewer across Church Field was surveyed and no damage found. However, in recent heavy rain, the sewer continues to cause problems - the Parish Council will monitor this situation and liaise with Dr. Dart at Southern Water until this matter is resolved.

**Community Resilience** – Cllr. Martin and the Clerk are to attend a Community Resilience Seminar on 23<sup>rd</sup> May to consider setting up a Flood Alert Group as part of a Community Resilience Plan. Following the meeting they will re-engage with members of the community to discuss the way forward.

### **Community Assets –**

- The Millennium Field – As in previous years, Friends of Sheet School held their annual bonfire and firework display in the Millennium Field and this was a lovely, successful event. However, the clearing up of the field afterwards was not carried out as agreed and it has since been decided that a security deposit will be levied for future years. More recently, Cllr. Biddlecombe obtained a donation of wild flower seed from South Downs National Park and these have been sown in various parts of the field.
- Sheet Common – A barbeque has been installed in an effort to stop people from lighting bonfires – it is a lovely venue for a family barbeque and is to be used on a first come, first served basis. Wooden steps have been installed on Footpath 28 where it narrows and recedes – the work was carried out by South Downs National Park volunteers and was part funded by HCC.
- Sheet Recreation Ground – The play equipment has been replaced and a new outdoor table tennis table installed. A shed for storing the large amounts of community equipment has been built at the far end of the recreation ground and is being well used. The two benches have been refurbished. The refurbishment of the Scout Hut should still go ahead but, unfortunately, REME are no longer able to do the work - as yet, there is no date set for the work to be carried out.
- Sheet Village Hall – The main hall has been redecorated, the ceiling and lights have been replaced and the curtains refurbished. Village groups have welcomed the improvements. Internet has also been installed and a defibrillator is to be installed on the outside wall once the outcome of a grant application is decided.
- Sheet Allotments – Unfortunately, plans to devolve management of the allotments to a user group came to naught in September. The Parish Council had been holding back on expenditure at the request of the group, but since plans fell through has been catching up with much needed maintenance of the site – trees and hedges have been cut back, the track improved and new signage has been bought for the entrance. Plots have now been cleared ready for new tenants and the site is looking much improved.

### APM/16/03 **FINANCE REPORT**

The Chairman explained that due to an administrative error at EHDC, householder bills showed a 13 ½% drop for the forthcoming financial year 2016-17 when in fact the amount per householder had been calculated to remain the same. EHDC have confirmed that they will not attempt to correct the error this year and that they will make up the loss of income from Sheet parishioners from other sources. Next year, however, householder bills will show an increase of 13 ½% (assuming the precept is kept at the same level as 2016-17).

Copies of the budget and actual expenditure were circulated to those in attendance and the Chairman went through the salient points in the accounts, as follows:

Costs had been higher than anticipated at the Village Hall because of the decision to refurbish the main hall. However, income was higher due to an increase in regular hirers through the year.

Maintenance at the Old Billiard Room is currently being carried out by the tenants to maintain their current rent so there was no expenditure for the year for Sheet P.C.

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No costs had been budgeted for the Allotments as it was thought the new management group would be taking over. Instead costs were £2000 over income because of catch up with maintenance on the site, following the disintegration of the management group.

Costs for Sheet Common, the Millennium Meadow, Old Mill Lane and the Recreation Ground were all as expected.

Capital expenditure was higher than anticipated (£13,000 instead of £2,000) but included the new play equipment, the cost of the planning and the concrete base for the new shed, the Village Hall ceiling, a new village marquee, the barbeque for Sheet Common and the new fox proof litter bin for the Village Green.

Income was higher than anticipated following receipt of £10,000 developer's contributions towards the play equipment and increased income at the Village Hall.

A reserve of £30,000 has been transferred to a deposit account in case of significant maintenance requirements to village assets.

APM16/04 **COUNTY COUNCILLOR REPORT** - County Councillor, Vaughan Clarke's, annual report for the year 2015/16 is attached.

APM16/05 **DISTRICT COUNCILLOR REPORT** – No report was received.

APM16/06 **OPEN FORUM**

- The Vicar queried whether it would be possible to install a brown road sign for Sheet Church – Cllr. Martin said she would look into this via Ian Janes at HCC
- The Sheet Film Festival is to be held on 27<sup>th</sup>-29<sup>th</sup> May – all are welcome.
- The community/charity Duck Race is to be held on Saturday, 7<sup>th</sup> May – all are welcome.
- The possibility of creating extra car parking on land behind the Village Hall, to prevent parking problems around the Village Green, was discussed. However, it was thought this possibility was a long way off and that access would be a problem.
- The Church is celebrating 150 years and it is intended to organise a fund raising event as the organ needs replacement.

The Chairman thanked everyone for coming to the Sheet Annual Parish Assembly and invited them to stay for refreshments.

The meeting closed at 8.40 p.m.