

DRAFT

SHEET PARISH COUNCIL

CHAIRPERSON: Ron Dark

CLERK: Jenny Hollington

**Minutes of a Meeting of Sheet Parish Council on 9th June 2022
at Sheet Village Hall at 7.00 p.m.**

Present. Cllrs. Ron Dark (in the Chair) Alan Biddlecombe Brian Bird
Robin Forrest Gail Martin Chris Wilton

In Attendance: District Councillor, Nick Drew (for the first part of the meeting)
Clerk, Jenny Hollington

There were 4 members of the public present at the meeting.

22/91 Apologies – Apologies had been received from Cllr. Tony Clear and County Councillor, Russell Oppenheimer.

22/92 Minutes – It was pointed out that Minute 22/67 District Councillor’s Report should read £500 not £5k. With this amendment the Minutes of the AGM held on 10th May 2022 were approved as a correct record of the meeting and duly signed.

22/93 Declarations of Interests – Councillors were reminded of their responsibility to declare any pecuniary interest on any item on the agenda – none declared.

22/94 Public Comment –

- Contact has been established with PCSO Will Ives who has responsibility for Sheet. He was unable to come along to this meeting but hopes he will make the next P.C. meeting.
- The pre app for Stocklands (land behind Pulens Lane) has been noted but it appears to have been submitted by a potential purchaser and there is no detail at this stage.
- Councillors and residents were reminded that if they see any small highways related work that needs doing around the parish it might be an appropriate job for the Lengthsman to do – please contact the Clerk to report.
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22/95 District Councillor Report – Cllr. Drew reported on the following items:

- Platinum Jubilee Street Party – Cllr. Drew paid tribute to all those involved in organising the Street Party to commemorate the Queen’s Platinum Jubilee – he felt it had been a great success.
- Grass Cutting Service – Cllr. Drew reported that EHDC are working with the provider to find out why the contract has not been fulfilled following complaints about the lack of grass cutting on the London Road and Village Street

22/96 Annual Parish Assembly 2022 – The Assembly had well attended with over 40 residents present to hear Deputy PCC, Terry Norton and Chief Inspector Habib Raman talk about their roles. Both were very interesting and engaged fully with those in attendance to respond to local issues.

22/97 The Queen’s Platinum Jubilee – As already mentioned by Cllr. Drew, the Street Party to celebrate the Queen’s Platinum Jubilee had been a great success and had been very well organised – the Parish Council’s sincere thanks were extended to all involved. Funding for the event had been contributed from EHDC (Cllr. Drew’s grant pot) and Sheet Parish Council.

22/98 Vacancy for a Parish Councillor – EHDC has confirmed that no election has been requested and that Sheet Parish Council can co-opt a new Councillor. An advert will be posted on the website and noticeboard

informing residents how to express their interest. The co-option will take place at the July meeting, although if there are several candidates it may be necessary to meet slightly earlier than the normal 7.00 p.m. to speak to candidates beforehand.

22/99 Finance – The Internal Audit has been completed for 21-22 and the Annual Governance and Accountability Return (AGAR) 2021/22 circulated prior to the meeting.

- (a) **The Governance Statement 2021-22** – There were no queries, and the Statement was duly approved and signed by the Chairman and the Clerk.
- (b) **Accounting Statements 2021-22** – The Accounting Statements 21-22 had been checked by both the Chairman and the Internal Auditor and circulated prior to the meeting – the Accounting Statement 2021/22 were approved and duly signed by the Chairman and Clerk.
- (c) **Electors’ Rights** – The Clerk confirmed that details of elector’s rights to view the accounts would be advertised via the website and noticeboards from 20th June 2022.
- (d) **Grant Application** – The grant application received from Victim Support was considered but it was agreed that it should be declined on this occasion as it was not felt to be of specific benefit to Sheet residents.
- (e) **Bank Reconciliations** – The bank reconciliations for April and May had been circulated prior to the meeting. They had been checked by the Chairman and were duly approved and signed.
- (f) **Cheques** - Cheques for June payment were approved as follows:

Chq No.	Amount	Payee	Service
301335	£1,000.00	Matthew Weaver	Exterior decoration - Village Hall
301336	£1,000.00	Matthew Weaver	Exterior decoration - Village Hall
301337	£1,605.00	Matthew Weaver	Final instalment - Exterior decoration - V Hall
301338	£19.27	HCC	County Supplies - Village Hall
301339	£121.04	Mrs. G. Martin	Planting up pots - Village Hall
301340	£840.00	Mainline Scaffolding	Exterior decoration - Village Hall
301341	£76.32	Elite Playground Inspections	Play equipment - Rec and BMX track
301342	£144.00	ALE Fire Systems Ltd	Fire safety checks - Village Hall
301343	£660.00	Michael Smith Ltd	Grass Cutting contract
301344	£115.00	Fair Account	Completion of Internal Audit
301345	£176.00	A.W. Clear	Planting - V. Hall and V. Green
301346	£520.00	Sheet Music	Caretaking and cleaning the V. Hall
301347	£90.60	HMRC	Tax - Clerk
301348	£726.23	Jenny Hollington	Clerk - June
301348	£72.00	SDNPA	Pre App advice - OBR
Total	£7,093.46		

It was noted that two interim payments for Matthew Weaver (cheque nos. 335 and 336) had been approved prior to the meeting and were within the price quoted. Some additional work had been required to that quoted, and this had been checked and approved by Cllr. Bird and covered within the final payment.

The Locum Clerk, Rachel Gorvin, had declined payment for her work in the Clerk’s absence – it was agreed that flowers should be sent to express the Council’s appreciation to her for stepping in at the last minute.

22/100 Planning Application – To discuss a current application

SDNP/22/02585/CEP	Application for the abstraction of water from two additional points within SDNP	River Rother, Sheet	Content to defer to SDNPA Officers
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22/101 Church Field – Nothing further has been heard from the landowner – the Clerk was asked to chase an update.

22/102 Mill Lane –

Sewage – There has been no further feedback – the Clerk was asked to check the current situation with affected residents.

Riverbank – There was further discussion around provision of access to the river from parish land in Mill Lane following concerns raised by one of the SDNPA Ranger that this may encourage deterioration of the Riverbank. A compromise was agreed in that the Clerk would liaise with Zurich about public liability and, if appropriate, the E.A. form will be completed. Sheet Parish Council will then discuss the subject again and decide whether to proceed.

22/103 Roads and Traffic

Traffic Regulation Order for Long Road/School Lane – Details of a proposed TRO had been circulated which would replace the white lines each side of the level crossing with yellow. Sheet P.C. had no objection to the consultation.

Consultation on Phase 2 CFI plans to narrow the Farnham Road/Village Street junction – Following the May Parish Council meeting, a letter had been delivered to residents and businesses most impacted by the proposed changes to the junction to seek their views. Eight responses had been received and Cllr. Martin and the Chairman had also had a productive meeting with the 3 residents living closest to the junction to discuss their concerns. Responses had been broadly supportive with some residents requesting further narrowing of the junction to prevent the current practice of vehicles doing a 3-point turn at the junction. There had also been a request for disabled parking to be included close to the junction to protect the parking spaces of elderly residents living nearby, and a request for the traffic to be made 1-way around the Green and another asking if a wider pavement to the Church could be included to enable pushchair/wheelchair access. There had also been a query about whether there was any intention to restrict parking opposite the junction as it was not clear from the plans - Cllr. Martin undertook to follow up on these issues with Ian Janes and Alastair MacAdam and report back as soon as possible.

CFI to reduce speed on the London Road – Cllr. Martin is awaiting feedback on the request for further information on future works to the Pulens Lane junction and the potential for a mid-point “island” in the proposed crossing on the London Road.

22/104 County Councillor’s Report - Cllr. Oppenheimer’s monthly report had been circulated prior to the meeting and in his absence the following items were noted:

- New Leader for HCC - Cllr. Rob Humby has been elected as the new Leader and in the reshuffle, Cllr. Oppenheimer has been moved to Cabinet Lead for Parish and Town Council relations and is also responsible for the Countryside Service, Country Parks, the Registration Service, the Scientific Service and the Library Service.
- Grants available to help with the cost of living – Local groups can apply for grants to help support those in most need. A total of £300,000 is being made available.
- Ukraine Refugee Update – HCC has announced free bus pass travel for all Ukrainian refugees this summer. Communities can also apply for grants of up to £5,000 from HCC for projects to help Ukrainian arrivals to access the support they need.
- Hampshire Records Office – The Records Office in Winchester has been awarded listed status by the Department of Digital, Culture, Media and Sport.
- Our South Downs – This is a new business initiative from SDNPA and has been created to provide a network for businesses and organisations to connect with each other.

Cllr. Oppenheimer’s full report is appended to these Minutes and can be found on the Parish Council website – www.sheetparishcouncil.gov.uk

22/105 Sheet Assets

Sheet Common –

- The meeting with the BMX User Group will be organised as soon as Cllr. Clear is fit and well. In the meantime, any specific safety concerns will be raised immediately with the Group by Cllr. Biddlecombe
- The review of the Risk Assessment will also be carried out when Cllr. Clear has recovered.

Millennium Field – Sheet P.C. has been made aware of a rope swing which has been hung from one of the trees - the Clerk was asked to check liability cover with Zurich.

Sheet Recreation Ground – The Parish Council has been advised that one of the shed roof panels is missing – Cllr. Bird offered to order and fit a new panel. It was also noted that the gate to the Recreation Ground is not being locked. Cllr. Forrest will investigate and, if necessary, a new padlock will be installed.

Village Green – It was agreed that the posts around the Village Green should be painted – the Clerk was asked to get a quote from Matthew Weaver who has just completed the exterior of the Village Hall.

Sheet Village Hall – The outside of the hall now looks very smart - Sheet Parish Council expressed appreciation to Matthew Weaver - especially as it had been possible to take the scaffolding down before the Street Party.

The Old Billiard Room – Cllr. Dark confirmed that the paperwork for pre-app advice would be submitted to EHDC shortly.

22/106 Correspondence – None received

22/107 Date of next P.C. Meeting – Thursday, 14th July 22 – 7.00 p.m. at Sheet Village Hall

Meeting finished 8.15 p.m.

**COUNTY COUNCILLOR REPORT
TO
ALL PARISH COUNCILS
IN PETERSFIELD HANGERS**

1 JUNE 2022

1. New Leader for Hampshire County Council

On 19 May 2022 the County Council elected Cllr Rob Humby as the new leader of HCC. Cllr Humby said:

“It is truly an honour to be the new leader of Hampshire County Council – I am Hampshire through and through, and am passionate about doing the best for the people and businesses that make Hampshire great.”

In the reshuffle I have moved to a new role as Executive Member for Recreation, Heritage and Rural Affairs. This means I am Cabinet Lead for Parish and Town Council relations, which I am very pleased about. I am also responsible for the Countryside Service, Country Parks, the Registration Service, the Scientific Service and the Library Service.

2. Grants available to help with cost of living

HCC is urging local groups to apply for grants that will help them support those in most need in their communities. A total of £300,000 is being made available for projects that will help families and individuals facing food and fuel poverty, particularly in rural areas, between now and September 2022. The deadline for applying for a community grant is 29 July 2022. Organisations wishing to find out more should go to the [connect4communities website](#) for the full guidance and application form.

The rising cost of living is a challenge for most people, but it is especially difficult for low-income families with children, as well as pensioners, who might be struggling with food and utility bills. The latest community grants are funded by the £7.12million Household Support Fund, provided to Local Authorities by the

Department for Work and Pensions to support vulnerable households, especially with the cost of food and energy bills.

In addition to the grants, the County Council is using the funding to develop a suite of supportive measures that aim to help residents who are struggling financially. These include:

- Food vouchers for individuals receiving pension credit or council tax support distributed through district and borough councils.
- Funding for schools, colleges and early years settings to provide discretionary grants to vulnerable households with children.
- Additional funding and support for [Community Pantries](#).
- Support via the local [Citizens Advice](#) for households struggling to meet the cost of their utility bills.
- Emergency housing support from district and borough councils.

I am really glad that HCC is doing everything it can to help people through this challenging inflationary period. I know that Parish Councils will want to consider whether there is a scheme which they can develop to access these funds for the benefit of their Parishioners.

3. [Ukraine: Refugee Update](#)

The County Council has announced free bus pass travel for all Ukrainian refugees across Hampshire this Summer. The Local Authority is in the process of finalising arrangements with the county's three major bus operators - Stagecoach, First Bus and Bluestar – with the scheme due to launch shortly. Full details of the scheme will be shared with Homes for Ukraine sponsors and guests in due course.

Communities can now apply for grants of up to £5,000 from Hampshire County Council for projects that will help Ukrainian arrivals to access the support they need. Applications for grant funding can be made by Parish and Town Councils, or any constituted community organisation. There is a need for English language tuition programmes and this would be especially useful in this area.

More information is available on Hampshire County Council's website [Leaders Community Grants | Hampshire County Council \(hants.gov.uk\)](#) or by contacting ccbsgrants@hants.gov.uk.

4. Hampshire Record office awarded listed status

Hampshire's Record Office in Winchester is one of six landmark sites across the UK that have been awarded listed status by the Department of Digital, Culture, Media and Sport on the advice of Historic England to commemorate Her Majesty The Queen's 70-year reign. The award-winning building, designed by the County Council, was opened by Queen Elizabeth II in 1993.

Hampshire Record Office is the newest of the six extraordinary sites across the country that have been [listed in honour of their connection to Her Majesty The Queen](#), and in recognition of their architectural merits. The Record Office was designed by the County Council's in-house architect's team, led in those days by the eminent County Architect Sir Colin Stansfield Smith, to include pioneering techniques that supported the preservation of fragile documents, whilst offering a welcoming and practical space for visitors.

Hampshire Record Office is the home of 1,000 years of history and comprises Hampshire Archives and Local Studies and Wessex Film and Sound Archive. It is a service that is open to anyone - whether undertaking research into their family genealogy or pursuing academic work. The archives are a unique collection of stories from the past, including letters by Florence Nightingale and Jane Austen. You can find out more including opening hours, events, and collections by visiting: www.hants.gov.uk/archives

5. "Our South Downs" – a new business initiative from SDNPA

Our South Downs has been created to provide an innovative network where businesses and organisations can connect with each other, share services and products, and work together towards sustainability.

The initiative has been launched by the South Downs National Park Authority's Enterprise Team and is open – and free to join – to all businesses in and around the National Park.

The initiative has a number of key elements to help businesses:

- Launching this autumn, businesses will be able to join an internationally-recognised "Green South Downs" certification scheme that champions

sustainability. The National Park is partnering with Green Tourism, which helps businesses adopt greener ways to operate, such as reducing single-use plastics, reducing carbon footprint, making it easy for employees to recycle and creating a green outdoor space to boost biodiversity. This will be open to both tourism and non-tourism businesses.

- Free business mentoring session from the Association of Business Mentors.
- Members can access a free downloadable toolkit of business resources provided by Sussex Innovation Centre.
- A regularly-updated online portal with information for businesses to help with planning, tourism and land-based schemes, as well as search for and connect with other like-minded businesses.
- Advice and support around maximising energy efficiency and creating stronger supply chains.
- Information on new funding opportunities when they become available.
- Discounted venue hire at sites run by the National Park Authority.

I hope that local businesses in and around Petersfield (including farms, shops and restaurants) will consider joining this free scheme. To find out more about joining Our South Downs visit the brand-new website at oursouthdowns.co.uk

I have finished my five-year stint as a Member of the SDNPA. The new HCC nominee is Cllr Debbie Curnow-Ford who is the Councillor for Liphook, Headley and Grayshott. I will continue to report to you on SDNPA matters and I will maintain close links with the SDNPA Members and Officers in my new role.

RUSSELL OPPENHEIMER
County Councillor for Petersfield Hangers