

SHEET PARISH COUNCIL

CHAIRPERSON: Ron Dark

CLERK: Jenny Hollington

Minutes of a Meeting of Sheet Parish Council held on Tuesday, 14th July 2020 at Sheet Village Hall at 7.30 p.m.

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

In Attendance: District Councillor, Nick Drew
 Clerk, Jenny Hollington

There were no members of the public present

The Chairman welcomed everyone to the meeting and explained that it had been decided to hold the meeting at the Village Hall as a trial following consultation with all parish councillors. It had been agreed that if Councillors are not comfortable with the arrangements or guidelines change, the meetings will revert to on-line Teams Meetings. The meeting was moved to the main hall to enable social distancing and windows and doors remained open to provide good ventilation.

20/90 **Apologies** – Apologies had been received from Cllr. Glancy.

20/91 **Minutes** – The Minutes of the Parish Council Meeting held on 9th June 2020 were approved as a correct record of the meeting and signed.

20/92 **Declarations of Interests** – The Chairman reminded Councillors of their responsibility to declare any pecuniary interest on any item on the Agenda – Cllr. Biddlecombe declared an interest in Agenda item 20/96 (c) as a member of the Hampshire Monday Group.

20/93 **Public Comment** –

A resident had contacted the Parish Council in respect of the Giant Hogweed growing alongside the River Rother. The Chairman confirmed that the Hogweed is on private land and the owner is aware of the problem but has no legal obligation to remove it. Efforts to remove it have been made in the past, but it is growing profusely again now. The landowner has apparently confirmed that he has plans to curtail growth and seeding and will monitor the site and take action over the next growing season until eradicated.

20/94 **Coronavirus Up-date** – Things are currently quiet within the parish but EHDC advice is for parishes to retain Volunteer Groups in case they are needed during a second wave and for residents to remain alert.

20/95 **Planning** – Current planning applications were discussed as follows:

SDNP/20/015 87/HOUS	Porch to front	10 School Lane, Sheet, GU32 2AS	No Objection 20/96
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Finance

- (a) A grant application on behalf of the Sheet & Tilmore Allotment Association for £50 was approved
- (b) A grant application on behalf of Victim Support for £50 was declined.
- (c) The draft application for a grant from Hampshire towards grass cutting tools for use by the Hampshire Monday Group volunteers was discussed. The Hampshire Monday Group have been

working hard within the parish and it was agreed that an application for a grant towards equipment, up to the value of a £350 contribution from Sheet P.C., should be submitted to HCC.

- (d) Quarterly actual to budget figures (April – June 2020) had been circulated prior to the meeting and were discussed. It was noted that Village Hall income is down due to Covid-19 and the water rates at the Allotments are already higher than budget because of an undercharge during the previous financial year (as discussed at the June P.C. meeting). Apart from these two items the accounts are broadly on budget.
- (e) The June bank reconciliation has been circulated prior to the meeting and was approved and signed.
- (f) Cheques for July payment were approved as follows:

Chq No.	Amount	Payee	Service
301107	£1,074.00	E. Canterbury Ltd	New doors for shed
301108	£800.00	Bill Robinson	Grass cutting contract + horse chestnut
301109	£82.00	A.W. Clear	Compost, fertiliser and plants - V Hall
301110	£10.90	Hampshire Monday Group	Fuel costs – work at Sheet Common
301111	£60.00	Tom Morgan	Accessibility widget for website
301112	£72.00	DNE Services	Small maintenance jobs at Sheet V. Hall
301113	£35.00	Petersfield Window Cleaning	Sheet V. Hall
301114	£508.20	Petersfield Town Council	Installation of dog bin & litter contract
301115	£590.00	Sheet Music	Caretaking & cleaning - V Hall
301116	£83.78	HMRC	Tax & N.I. Clerk - July
301117	£733.05	Jenny Hollington	Clerk + expenses
301118	£50.00	Sheet & Tilmore Allotment Assoc	Grant application
Total	£4,098.93		

- (g) It was agreed that as there is no scheduled Parish Council Meeting during August, a list of cheques required for ongoing obligations will be circulated to Councillors during the second week of August for approval by cheque signatories – these will be formally approved in September.
- (h) Financial Regulations – It was proposed that Sheet Parish Council’s Financial Regulations should be amended to make it easier to get small jobs completed without the need for 3 quotes, which are often difficult to get for small jobs. Following discussion, it was agreed that the Regulations would be amended to reflect that a single quote for less than £500 can be approved, provided the information is circulated to Councillors in advance and they are happy with the quote.

20/97 Roads and Traffic

- (a) Junction of School Lane/Farnham Road – As reported at the last meeting, HCC have instigated the formal TRO process – unfortunately, this process can take 6-12 months and Cllr. Martin has written to Ian Janes and Russell Oppenheimer to request that this is expedited. The question of construction materials has been resolved with the more expensive “village-like” materials having been agreed.
- (b) Community Funded Initiative for Narrowing Village Street – There has been no feedback on costings for kerb edging as opposed to grass edging at the London Road end of Village Street or on plans for narrowing the top end of the street. Cllr. Martin will chase this again at the end of August.
- (c) Receding Riverbank in Mill Lane – Cllr. Martin has been in touch with Chris Brown from the West Sussex Environment Agency who is able to authorise work to take place on the Riverbank. Cllrs. Martin and Biddlecombe will draw up a detailed plan of the work required which will be carried out by the Hampshire Monday Group volunteers and send this on to Mr. Brown for consideration/approval.

20/98 Website – A new website accessibility tool has been installed on the Sheet Parish Council website (www.sheetparishcouncil.gov.uk) in accordance with Government regulations which come into force in September. Every webpage now has an accessibility button at the top right. This enables users to alter such things as text size and colour contrasts, to suit their circumstances.

20/99 County Councillor's Report – The County Councillor's monthly report had been circulated prior to the meeting and was noted. Items highlighted include:

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The County Councillor's full report will be appended to the Minutes and made available via the Parish Council website.

20/100 District Councillor's Report - Cllr. Drew reported on the following items:

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20/101 On-Going Issues

- (a) **Sheet Recreation Ground** – Government guidance on re-opening play equipment had been circulated prior to the meeting. The Clerk was asked to produce a poster from the example sent, to be placed adjacent to the play equipment. New shed doors have been installed at last and the old ones disposed of. The new gate between the Half Moon and the Recreation Ground, installed by the Landlord, was noted.
- (b) **Sheet Allotments** – In general, plots at Sheet are in good condition, despite lockdown. Currently there are approximately 8 people on the waiting list -most of whom are waiting for small plots (note – Adhurst Allotments have recently created new plots to help with extra high demand during lockdown).
- (c) **Sheet Common** – The problems of litter were noted - the PTC litter contractors have been very good about taking away excess rubbish and keeping the area tidy. The recent hard work by the Hampshire Monday Group Volunteers in continuing to clear the bracken was noted.
- (d) **Millennium Field** – The further incidents of anti-social behaviour reported by members of the public were noted – Community Police Officers are aware of the problem and the area has been included in their rounds but it appears there is not much more they can do to help catch perpetrators.. It was agreed that when meetings return to normal, CPSO Philip Shore should be invited to a Parish Council meeting to talk about the problems. In the meantime, the Parish Council is extremely grateful to residents who have been clearing the rubbish up. The new dog bin has been installed and the situation will be monitored. Cllr. Forrest will investigate the cost of additional signage.
- (e) **Sheet Village Hall** – The quote from DNE Services in the sum of £598 to re-paint the large windows at the rear of the hall was approved. This was a single quote as access is required via Lion House for this work to take place, and approval of the owners to the contractors was required. The 1-off use of the Village Hall by the School was noted – this had been a last minute request due to adverse weather conditions and was a good will gesture since the Village Hall is not being used at the current time. Guidelines for re-opening the Village Hall have been received from ACRE and the Village Hall Management Committee will meet within the next few days to review guidance and agree procedures for re-opening the hall.
- (f) **Village Green** – The Horse Chestnut is showing signs of canker and Cllr. Forrest has contacted Michael Honey, the Arboriculturist who surveyed the tree a few years ago. Michael Honey has recommended that an ultrasound is carried out as fungal growth may have penetrated through to the heart wood and could make it weak. This is a highly specialist area and it was agreed that the ultrasound should be carried out as soon as possible without further quotes. The problems with the amount of litter on the Village Green have been resolved with the addition of a large bin by the landlord of the Queens Head. The Pub garden is open again now and this has also helped resolve problems.

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20/102 Lengthsman – Sheet Parish Council has very nearly used up their grant for the year, and only have 3 hours funding remaining. Work still required to be carried out includes - grass cutting around the Millennium Field Car Park, hedge cutting the footpath between Pulens Lane and Old Mill Lane and clearance of the bridleway at Steep Common. It was agreed that the work should go ahead and, if necessary, will be paid for by Sheet P.C. In the meantime, the Clerk will check whether any of the parishes who have a large amount of grant remaining would be prepared to transfer funds.

20/103 Correspondence

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20/104 Date of Next Parish Council Meeting – The next meeting of Sheet Parish Council is due to be held on Tuesday, 8th September 2020 at 7.30 p.m. Details to be confirmed.

The Meeting closed at 8.40 p.m.

**COUNTY COUNCILLOR REPORT
TO
ALL PARISH COUNCILS
IN PETERSFIELD HANGERS
1 JULY 2020**

1. HWRCs

Early in June it became necessary to implement a booking system at HWRCs due to problems with queueing. The queues were disrupting local businesses at a time when many were trying to reopen. This was an unacceptable situation.

The booking system successfully reduced the queues but has had teething problems. I am aware that many residents have been frustrated that they cannot always book when they want to, with slots only released 48 hours in advance. I have been passing on all feedback I have received, which has been taken on board.

I am pleased to report that HCC is poised to increase the number of slots each day to 5,000 in total across Hampshire's network of 24 sites. This will be done by allowing more people to book in during each half hour slot. We are also increasing advance booking slot availability to allow people to book up to seven days in advance. These changes take effect next week.

We would continue to urge people to think about how they might waste less such as by composting food and garden waste, or upcycling or donating unwanted items.

Bookings for HWRCs can be made online at:

www.hants.gov.uk/wasteandrecycling/recyclingcentres/book-appointment

2. Children's social care

I wanted to make Parishes aware of recent pressures on children's social care services which have the potential to impact communities, schools and the Council.

Throughout the Covid-19 pandemic, Children’s Services has continued to support children, young people and their families. The service has responded to all contacts about vulnerable or at-risk children, through the ‘front door’ (the Multi Agency Safeguarding Hub and the Out of Hours Service). During the first few weeks of lockdown the number of referrals was lower, but by May referrals were back to normal levels for the time of the year. In June, there has been a significant rise over and above what would normally be expected, and there is no evidence yet to suggest this is reducing. Between 1-8 June, there was an increase in referrals of around 30%.

For the 14 months prior to lockdown there had been a slow but sustained reduction in the numbers of looked after children, due to Children’s Services’ well-regarded transformation programme. However, the number of children in care has increased since April. This is primarily due to the lockdown measures which have been in place and the pressure that this has placed upon vulnerable families. Children’s Services reasonably expects the number of children in care to increase as more return to school and nursery and become more visible to professionals. The complexity and severity of the cases has increased significantly in the last two months – and it is anticipated that more children will require urgent help and protection and to need to come into care for their own protection.

3. Hampshire Highways uses lockdown to ramp up repairs

The Hampshire Highways teams have used the time well over the past three months, carrying out maintenance work across the county, and changing schedules so that planned work near schools and businesses was completed when there was less traffic on the roads, thereby keeping disruption to a minimum. Our teams have also been working closely with utility companies to reschedule works that could otherwise have caused significant disruption during busier times.

Between March and May 2020, Hampshire Highways completed:

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As well as highways maintenance, highways teams have been supporting Hampshire through Covid-19 in a number of ways, including helping set up a warehouse used for the distribution of PPE and other essential equipment. Once we started to move into the stabilisation phase of recovery, after the initial lockdown, Highways teams have been helping manage the traffic demand at HWRC sites and also installing ‘pop-up’ measures for sharing road space, allowing people to safely carry on with the walking and cycling habits they had developed over the past three months.

4. Lockdown restrictions to ease for libraries

As the lockdown eases we will be putting in place the necessary measures at libraries to ensure staff and public safety – similar to those in shops now. All libraries will be Covid-secure, with hand sanitiser available and distancing measures in place. We would ask people to use the self-service kiosks as far as possible and expect to wait sometimes, as there will be reduced capacity in the buildings due to social distancing.

Changes in Hampshire libraries from 6 July include:

Ready Reads: We Select You Collect

Library staff will handpick a selection of books for customers who complete an online form or call 01962 454747. These can be collected without queuing.

Book Lending and Short Visits

To reduce wait times and allow as many people as possible to visit our libraries, people are asked to limit their visits to a maximum of 30 minutes and to keep browsing to an absolute minimum. Reserved items can also be collected at this time. Newspapers and magazines won't be available for the time being.

Self-service including new library app

Customers are asked to use self-service machines to borrow or return items where possible or download the new Spydus Mobile app to check out books by mobile phone.

Finally it is worth mentioning that we have seen an enormous increase in our digital services during lockdown, which is a small positive. As I have reported previously, the BorrowBox app contains books and audiobooks available for free to all Hampshire Library card holders.

5. South Downs Chairman Margaret Paren stands down after 10 years

Many Parishes will be aware that Margaret Paren led the successful campaign to establish the South Downs National Park, and subsequently has led the National Park Authority as Chairman since its formation in 2011. Margaret has now come to the end of her term as a Secretary of State Member and stood down yesterday during an emotional Zoom call with all Staff and Members. Margaret has been thanked for her outstanding service and achievements and was presented with a glass display ornament representing the curves and colours of the South Downs.

The National Park Authority will formally elect its new Chairman Ian Philips at a meeting on 7 July.

RUSSELL OPPENHEIMER
County Councillor for Petersfield Hangers