

HAWKLEY PARISH COUNCIL

MINUTES OF THE ANNUAL GENERAL MEETING
WEDNESDAY MAY 18TH 2016 AT 7.30PM IN HAWKLEY PARISH HALL

DRAFT

PRESENT: Peter Cregeen (Chairman); Charlie Butcher; David Caukill; Susan Sinclair; Jilly Caesar; Jo Humphrey; Geoff Brighton and Robin Crittenden.

Sue Harwood (Clerk) was in attendance.

ALSO PRESENT: County Councillor Vaughan Clarke and five residents.

16/01 Welcome

The Chairman welcomed everyone present.

16/02 Apologies for Absence

None

16/03 Election of Chairman

Peter Cregeen stated that after 9 years in the post, which he had thoroughly enjoyed, he was ready to stand down. He thanked all his fellow councillors for their consistent hard work and support. Nominations were sought for a new chairman. Susan Sinclair nominated David Caukill, seconded by Jilly Caesar. There were no other nominations and David Caukill was duly elected. He signed the Declaration of Acceptance of Office and took over the chair.

16/04 Election of Vice Chairman

David Caukill proposed Jo Humphrey, seconded by Peter Cregeen, there were no other nominations and Jo Humphrey was duly elected.

16/05 Appointment of Planning Committee and Chairman

It was unanimously agreed that the current post holders would continue, namely Geoff Brighton as Chairman with Jilly Caesar and Jo Humphrey.

16/06 Appointment to other posts

It was unanimously agreed that the current post holders would continue, namely Geoff Brighton as Footpaths Officer, Charlie Butcher David Caukill and Robin Crittenden to comprise the Staff Panel, Susan Sinclair Geoff Brighton and Charlie Butcher the Audit Review Committee with Peter Cregeen to continue as the Parish Council's representative on the Liss Greatham and Hawkley Friendship Fund and on the Coryton Trust. It was agreed that no individual representative be appointed to attend EHAPTC meetings but that these be attended on a rotational basis. The first will be attended by Susan Sinclair and Jilly Caesar.

16/07 Approval of minutes of last meeting

The minutes of the meeting on January 13th 2016 were approved and signed as a true record.

16/08 Declaration of interests

Jilly Caesar declared a non-pecuniary interest in agenda item 12d) minute item 16/14d) the nature of that interest being that she is an immediate neighbour to the applicant, and she declared a pecuniary interest in agenda item 12e) minute item 16/14e) the nature of that interest being that her spouse is agent to the application. She played no part in either matter.

16/09 Public Forum

No matters were raised that were not covered elsewhere in the agenda.

16/10 Report of County Councillor

Councillor Clarke's report is attached as an appendix to these minutes.

The clerk to investigate changing library arrangements.

16/11 Finance

a) The Clerk presented a financial summary for the period to May 2016 and cheque numbers 300213- 300215 were authorised and signed.

b) The annual governance statement previously distributed for examination and consideration was approved in full on the recommendation of all three Audit Review Committee members. The clerk explained that the VAT refund should not have been included in the end of year financial statement distributed at the APM as it was received in this financial year. She apologised for the oversight. The former and current chairmen confirmed that they agreed with the figures presented in the accounting statements and that the figures tallied with the quarterly financial statements presented at all council meetings by the clerk. The chairman and the clerk signed and dated both statements. The chairman also verified and signed the year end bank reconciliation.

The Clerk explained that due to the unexpected indisposition of the internal auditor, a new internal auditor was required for 2016 and had been found. She sought the approval of the council for the arrangement and this was forthcoming and the chairman signed the contract.

c) The Clerk proposed that with the expiry of the 3 year insurance agreement, the parish council renew the policy with the same insurer. Premiums and other aspects were discussed. It was proposed that the council enter into a 5 year agreement and this was resolved upon by all present. Cheque number 300216 was then authorised and signed.

d) The chairman proposed that the current limit of £300 in the parish council's financial regulations, over which 3 quotations had to be sought for any work, was inefficient as it is too low. An increase to £1000 was proposed and this was unanimously agreed. The clerk proposed that all financial regulations and the standing orders should be reviewed by councillors as this had not been done since October 2013. This was agreed.

e) Charlie Butcher explained that he had now completed all documentation relating to the clerk's pension arrangements and that it would be subject to a review in 3 years. The council is obliged to offer the clerk a suitable pension, this had been done and the clerk had declined the opportunity to participate.

f) The chairman reported that Unity Trust has announced the introduction of a monthly charge of £6 on the account from June 2016. The clerk had investigated alternative accounts. After discussion it was agreed to stay with Unity Trust on account of their excellent service, although the charges are a matter of regret.

16/12 Planning

a) Minutes of previous four meetings were agreed and then signed by the planning committee chairman.

b) 16/01608/HOUS Pocock Cottage, Pocock Lane

Single storey rear extension

No objection.

c) 16/01395/CND Froggats, Snailing Lane

Variation condition to permit change in materials used

No objection.

d) 16/01765/FUL Oakshott Farm, Middle Oakshott

Retention of entrance track gate and brick piers

Objection. The parish council is disappointed by the retrospective nature of this application and regrets that permission was not sought before the work took place. The new driveway, highly visible from the road, is considered to have greatly altered the setting of the property without justification - the safety issues cited in the accompanying documentation are not recognised, the previous driveway being known to have provided a very satisfactory arrangement in the past. Further, councillors object to the effective transfer of agricultural land into the residential curtilage and believe this constitutes an unacceptable change of use.

e) 16/02133/HOUS Churchfield, Vicarage Lane

Raise roof to create 1st fl accom, dormers, 2 st rear ext

No objection

16/13 Street lighting on Upper Green

A suggestion has been received that the road and walkway outside the entrance to the village hall and opposite the church lychgate is a comparatively busy area of the village and particularly used by pedestrians accessing the village hall and the church. It is presently unlit and is extremely dark in the winter. This is not only inconvenient but also dangerous. While a minimalist approach to street furniture and clutter is favoured, it was agreed that an exception could be justified in these circumstances and that HCC should be approached to investigate how the lighting might be improved with minimum impact on the rural character of the village.

Local residents to be consulted.

16/14 Lengthsman

Several tasks, mostly strimming and litter picking across the parish were put forward, Clerk to report these to the lengthsman for action. More will be required over the summer.

16/15 Footpath 16/ Pockocks Lane

It is evident that the path is still being used as a bridleway. Following a further complaint from a resident, councillors were in agreement that regrettably action must now be taken. Quotations for various options (stile or a gate) will be sought and a decision taken at the next meeting as to whether these might be preferable to a simple post.

16/ 16 BOAT 25 (Snailing Lane)

Several councillors have walked the route and confirmed that it is in an appalling state. Use by 4x4s has destroyed several sections and rendered it unusable by anyone, including themselves. This is a matter of very much regret. An initial quotation has suggested costs for repair are likely to exceed £25000. It was felt that this was a waste of money without HCC action to restrict use of the BOAT by 4x4s which would risk extensive destruction once more. County Councillor Vaughan Clarke reported that he is pursuing the matter with officers at HCC. The parish council would like to see access to walkers and those on horseback restored. The situation will continue to be monitored.

16/17 Unrecorded rights of way

The chairman reported that further investigation had led him to the conclusion that this matter was not worth pursuing further.

16/18 Parish Plan review

Parish councillors are grateful to the adjacent landowner for his preparedness to reinstate the ditch on Church Lane. Posts to prevent future encroachment and damage were discussed. It was agreed that these may be necessary in the future but are unlikely to be funded by Hampshire Highways.

Councillors discussed the very limited available parking on Pockocks Lane in the vicinity of the increasingly successful Hawkley Inn. Parked cars are daily encroaching further onto the verge degrading the roadside. The Council has previously considered traffic movements through this congested area as a hazard to pedestrians, both residents and patrons of the Hawkley Inn. It was agreed that there is little that can be done to alleviate this in the near term but both issues were raised as matters for concern in the parish plan and a watching brief will continue to be maintained.

The forthcoming tennis court is to be welcomed as an additional sports and recreational facility in the village.

There has been variable progress with broadband speed and the outlook is generally not encouraging.

Seasonal strimming where it has destroyed wild daffodils must be discouraged in future and a note will be placed in the parish magazine next year.

Charlie Butcher and Susan Sinclair will liaise on updating the relevant pages on the parish plan before the next meeting.

16/19 Reports of Representatives

Footpaths

Nothing further to report

Coryton Trust and LGHFF

Nothing to report.

16/20 Dates of next meetings

Wednesday July 6th 2016, Wednesday November 9th 2016, Wednesday January 25th 2017, Wednesday April 19th 2017 (APM) and Wednesday May 17th 2017 (AGM) all at 7.30pm excepting the APM which will commence at 7pm.

There being no further business, the Chairman closed the meeting at 9.30pm.

Chairman

Date