



**Minutes of the Meeting of the Parish Council
Held at East Meon Church Hall on Monday 13th November 2017 at 1900**

Present: Councillors Susan Davenport (Chair), Richard Bartlett (Vice Chair)
Marc Atkinson (from 19.27), Dominic Carney, David Cooke, Sharon
Sillence and Philippa Tyrwhitt-Drake.

District/County Councillor Rob Mocatta and no members of the public.

1 APOLOGIES FOR ABSENCE

These were received and accepted from Councillors Pamplin and Ridgeon.

2 To receive any declarations of personal or prejudicial interest

None.

3 To approve the minutes of the meeting held on 18th September 2017

The minutes were approved as read.

4 Review of Standing Orders and Policy Documents

The following policies as previously circulated and dated were approved *en bloc*:
Amended Standing Orders, Council Records Management Policy and Model Publication
Scheme. The Responsible Officer went on to outline the other policies in situ and their
review dates which were set out in a document circulated to Councillors.

The Chair advised that she was proposing a Vexatious Policy which would be sent to
Councillors in draft to ratify at the next meeting.

SD

5 Matters arising from last meeting

a) Neighbourhood Plan

The Chair advised that the Neighbourhood Plan had been passed after the Referendum.
The results were very impressive 83.9% in favour and 16.1% against. The turnout was also
high at 37% (the average turnout for Neighbourhood Plans is 30-32%.)

The Parish Council expressed their official thanks to Alan Redpath, Steve Ridgeon and
George Thompson who masterminded the project and all the other volunteers, too many
to mention who put in a huge amount of work on the Neighbourhood Plan. Cllr Mocatta
advised that there would be some costs and additional work in the monitoring of the
Neighbourhood Plan going forward.

b) Stiles

Cllr Carney advised that Elliott Rowe – Senior Countryside Access Ranger is assisting with
this project and that it was on-going.

DC

c) ICO

The Chair referred Councillors to the latest email from Mr Collett dated 1st November 2017 requesting information under the Freedom of Information Act. A copy of which had been sent to all Councillors. It was noted that Councillors have been privy to all emails and responses in this respect over the last 11 months.

A motion was unanimously agreed by all Councillors to respond to Mr Collett as follows:

“Dear Mr Collett,

Your email was discussed at the Parish Council meeting on 13th November 2017.

A motion was passed unanimously that Councillors believe that they have provided everything that is required and is relevant.

Yours sincerely, Sarah Cowlrick, Parish Clerk”

d) Signs

Cllr Sillence advised that she had made some progress with the disappearance of the signs by the Church. Cllr Tyrwhitt-Drake advised that the quotes for sign refurbishment as previously reported were still valid but as agreed no further action until funds allowed.

e) The Green

The Chair advised that the Parish Council had instructed Ken Woodhouse to tidy the path across The Green to widen it. The bollards are being sourced by Mr Woodhouse and Mr Lague and they will be erected to stop cars driving on to The Green.

The Glebe Strip will be cut by Bereleigh and the ditch along Workhouse Lane will be cleared out by our current grass contractors.

**PTD
MA**

f) Frogmore Car Park

The Chair advised that she continued to research the possibility of selling Frogmore Car Park to residents who she would envisage would form a Company to oversee its maintenance and regulation. It was pointed out that the facility to park at the rear of the cottages in question considerably increased their value. The Chairman reported that her initial canvassing had not been overwhelmingly in favour of the suggestion. The cost to the Parish Council of maintaining the car park was discussed and the possibility that the annual fee of £50 per household might not in the future cover the maintenance and admin costs associated with its upkeep. Concern was raised about the legality of selling parish assets at less than their market value and that it could create a complicated legal issue, however it was understood that it might be possible to transfer this community asset for a nominal sum. Encroachment was raised regarding the use of the car park to build sheds.

It was agreed to maintain the £50 levy for the 2018 year and The Chair would continue to pursue the possibility of selling the car park to the residents.

SD

g) Cycling Events

Cllr Mocatta reported that there was no further news on this yet but was hopeful that a shortly awaited SDNP report would include regulation relating to Cycle events.

h) Play Area

It was agreed to install farm tyres under each end of the see-saws to reduce the “bump” mechanism and also to research the possibility of buying a replacement see-saw. It was noted that the ROSPA inspection recorded the risk of using the existing see-saw as Low. **PTD**

It was agreed to replace the age restriction sign next to the major piece of equipment on the Recreation Ground. **PTD**

i) Speed Reductions

Cllr Carney reported on his investigations to date. Langrish advised that their temporary speed restriction signs were working well. It was agreed to purchase one sign which could be moved to any entry point of the village. The estimate cost was £895 for the box plus £92 for the solar panel and batteries plus £220 for the USB which allows the collection of data which it was agreed would provide useful evidence. In addition £250 for the trolley plus delivery. **DC**

Cllr Carney advised that he would be attending a CANS (Campaign against Noise and Speed) meeting. **DC**

j) Tree Warden

The Chair advised that John Mackinlay had agreed to take on the responsibility of Tree Warden and advise the Parish Council accordingly.

6

PARISH MATTERS

a) Clerking/Proper Officer and Responsible Finance Officer

As previously advised The Chair had reluctantly accepted the resignation of Sarah Cowlick for the clerking side of the job due to expansion of her own business. Whilst Councillors totally understood the reason for this decision, they commented that Sarah would be missed and not easily replaced. They wished their gratitude and thanks to Sarah for many years of professionalism and dedication to the Parish Council to be recorded.

It was unanimously furthermore agreed to accept Sarah Cowlick’s offer to continue as The Responsible Finance Officer under Contract for a fee of £4,000 plus VAT per year. Councillors agreed with the Chair that Sarah’s continued input in this regard and her availability to support a new clerk would be most valuable. The job description for both roles was read out.

The role of Proper Officer/Clerk will be advertised in the Notice Board and on the website and a copy of the Advertisement will be circulated to Councillors.

b) Website, Facebook and use of personal Emails

Cllr Atkinson outlined plans to expand the parish website for the purposes of the main information channel for East Meon and to give local businesses exposure. The Neighbourhood Plan would remain in the historic section. Cllr Atkinson hoped that the new website would be live by the spring.

The Chair suggested that the Parish Council should consider having a Facebook page but after discussion it was agreed not to pursue this.

The Chair advised that all Councillors should use their official eastmeon.org emails and Cllr Atkinson would assist in this regard by sending out a protocol of how to set them up.

c) Kew's Meadow Pavilion – future use

Cllr Bartlett reported on a meeting of a sub group (Cllrs Bartlett, Ridgeon, Pamplin and Sillence) looking at the future use of the Pavilion. Cllr Bartlett outlined various options that were being explored to enhance the asset and provide a viable future. A commercial valuation was being undertaken to assist with the debate on the issue which would be considered further at the next meeting.

d) River Meon

The Chair reported that the river had been cleared of rubbish and vegetation by the SDNP Volunteer Rangers and that they planned to tackle this job each Autumn.

7 COUNTY / DISTRICT COUNCILLOR REPORT

Cllr Mocatta encouraged people to elect to sign up to the new Broadband facility.

PLANNING

8. Cllr Bartlett reported on applications considered by the Parish Council since the last meeting. All responses by the Parish Council are on the SDNP website.

SDNP/17/04299/HOUS	23 The Green	Log Cabin
SDNP/17/04431/TCA	The Court House	Various Tree reductions
SDNP/17/04596/HOUS	Woodlands 5 Leydene	Single Storey Ext and gar
SDNP/17/05055/TCA	Holly Cottage High Street	Various Tree reductions
SDNP/17/05054/TPO	3 Leydene Park	Oak T1
SDNP/17/05333/FUL	East Meon Primary School	Modular Classroom
SDNP/17/05392/HOUS	4 The Green	Conversion Gar to Kit and exit

9. OPEN FORUM

No members of the public were present.

10. FINANCE

(a) Approval of actual v budget accounts for the current year

The Clerk presented the income and expenditure for the financial year to date highlighting appropriately any differences which included the Football Club contribution which was yet to be received. All other income was in line apart from the Allotment Rents which were being sent out this week. All costs were close to budget apart from spend on capital improvements as previously advised. The closing bank balance stood at £23,883.

Councillors unanimously approved all expenditure to date and the report dated 13th November 2017.

(b) CAB

Councillors unanimously agreed to donate £400 to the Petersfield Citizens Advice Bureau. Previous correspondence had been circulated illustrating that people from East Meon had extensively utilised the service that the CAB provides.

(c) CILS/S106 Payments

To be deferred to next meeting but in the meantime consideration be given to appropriate projects that might be funded by S106 monies.

11. ANY OTHER BUSINESS: CORRESPONDENCE OF NOTE

On requested from Councillors it was agreed to start the January meeting (Monday 29th January 2018) earlier at 6.00pm and consider future winter meetings at this earlier time.

There being no further business the meeting was closed at 9.44pm

Signed:

Date: