

## **FOUR MARKS PARISH COUNCIL**

### **Minutes of the Meeting of the Full Council Held on Wednesday 21<sup>st</sup> June 2017, commencing at 7.30pm At the Village Hall, Four Marks**

**MEMBERS PRESENT:** Cllr Janet Foster (Chairman) Cllrs Karin Black, Tim Brake, John Davis, Davie Edgar, John Hammond, Dave Mills and Simon Thomas

**IN ATTENDANCE:** Mrs Sarah Goudie (Clerk), District Councillors Deborah Jackson and Ingrid Thomas, (2) member of the public

**APOLOGIES:** Cllrs Anne Tomlinson

#### **17.84 OPEN SESSION**

**The Chairman opened the meeting and welcomed members of the public and Councillors and invited questions for the Open Session.**

Anne Harrison from Age Concern spoke with reference to the role of Village Agents. Paul Turner, the Four Marks Village Agent, has expressed a wish to relinquish the role and is looking for an assistant with a view to taking over from him in the near future. Anne explained the role of the Village Agent, being a contact person for older people, working in conjunction with Age Concern, helping people stay at home and independent, and putting them in touch with local resources and contacts for assistance and guidance. Paul has also been organising get-togethers and attending and presenting at local clubs. She was asking if the Parish Council could help or know of anyone that would be keen to take on this voluntary but rewarding role. Ideally someone that is known locally and trusted, a good networker. It was suggested that she put an article in the Four Marks News and provide the Clerk with promotional material to publicise around the village, both on notice boards and on the website.

James Coles wished to speak about the change in Licence application but first wished to advise members that, referring to Agenda item 17.93.8, he was organising a re-direction to his home address for all pavilion mail as the last outside post box had been vandalised.

The Licence variation had been applied for following the loss of the local pub and an increase in social members of the Sports & Social Club. James detailed costs of the membership scheme and advised that there were currently 50 members.

The changes were primarily potential times for live music, amplified music, alcohol purchase, and consumption area (including off sales) and general opening hours, all of which were detailed on the application form.

Questions raised were:

Why had only a partial area outside the pavilion had been applied for? The reasoning behind this was the application was more likely to get approval for a smaller area and easier to apply for a full variation again for the whole Recreation Ground at a later date.

Had there been a full consultation with neighbours? The immediate neighbours had no issues, and it was considered that none of the other neighbours in the wider area were near enough to be affected by the changes, as the noise was unlikely to carry.

Are the sports clubs happy with the proposals? This had been discussed and all were aware of the proposals. It was clear that clubs would no longer have private use of the facility and should they wish to do so then this would need to be agreed at committee level, and was not a licensing issue.

There was some confusion over the limit to 8 events per year, and concern raised over off sales, however Mr Coles explained these and this was accepted.

The Clerk raised the concern over what would happen if Mr Coles, as the Licensee, could not open the bar for any reason, and he confirmed that there were back up bar staff to cover. She also raised the issue of hiring the venue for private parties and would they still be open to the public, and it was clarified as yes, people would still be allowed in the bar to drink.

Cllr Hammond requested an update on Festiwell from the District Councillor in her agenda report.

**The Open Session concluded at 8.05pm. Standing Orders were applied.**

#### **17.85 APOLOGIES AND APPROVAL OF ABSENCES**

Formal apologies for absence had been received from Cllr Anne Tomlinson, the Chairman and members RESOLVED to approve her apology.

#### **17.86 DECLARATIONS OF INTEREST**

There were no declarations of interest.

#### **17.87 COUNCILLOR CO-OPTION**

The Clerk reported that she had received two late applications and felt it was more appropriate to defer this item until Councillors had had time to peruse the applications prior to their deliberations, therefore it was agreed to defer this item to the next meeting.

#### **17.88 COUNCIL MINUTES**

- The Minutes of the First Meeting of the Full Council held on Wednesday 17<sup>th</sup> May 2017, were proposed as a true record by Cllr Davis, seconded by Cllr Thomas, approved by members, and signed by the Chairman.
- Matters arising
  - Benjamin UK. A difficult and confrontational meeting had taken place at HCC. It was confirmed that there would be no further children from Hampshire in the homes currently. There had been an article on the front page of the Herald last weekend with a proposed follow up in the National newspapers. Following the very passionate concerns expressed at the last meeting, it was agreed that the letter to Ofsted should go without further delay. Cllrs Brake and Thomas agreed to draft a letter in preparation for the Clerk to send on her return the following week.
  - School issues. Cllr Thomas advised the members that there was a petition circulating to reduce the speed limit around the school to 20 mph. The issue is being discussed as a priority, but the warning signs have to be moved before legal traffic enforcements can take place, and any new sets of lines need a formal traffic order. The Chair of Governors is waiting for the joint meeting to be organised, but it was agreed to wait until directed as an internal meeting needs to take place first. However, most importantly, parents should take responsibility and park sensibly and adhere to the suggested one way route. It was also noted that the drains had been cleaned out again, possibly in preparation for forecasted flash floods, but being reminded that Lymington Bottom is a river bed, and that this is a historical problem, there is no long term solution. However we are pleased that HCC appear to be more on top of the situation, thanks to Cllr Mark Kemp Gee.
  - Alton Sports Centre. There had been a poor response to the petition and Alton Town Council consultation for people to have their say on the facilities that will be available in the new building. The Clerk agreed to re- circulate the survey email.
- The Minutes of the Annual Parish Meeting, previously circulated, were approved in principle.

#### **17.89 COMMITTEE MINUTES**

- Planning Committee, Wednesday 7<sup>th</sup> June 2017.  
Following the circulation of the Minutes, the Planning Committee chairman, Cllr Thomas, summarised the salient points from the meeting, as follows:
  - There were two applicants in attendance who spoke in the open session.

- There had been a good debate on the Ashdell Farm application. However a document had been sent to the clerk to circulate prior to the meeting on the day of the meeting, but due to her absence it this had not happened. However it was agreed that sending out documents the afternoon prior to the meeting was too late and a policy should be put in place only to accept documents up to a certain time. It was agreed this should be discussed at the next planning committee meeting. The application discussion divided the members, however it was agreed to object on policy grounds.
  - A third application for Land West of Brambles had also been received, and this was strongly objected to. There was no justification for the incremental travelling caravans, and concern had been expressed over the aggressive statements contained with the planning statement.
  - There had also been an application for a retrospective timber framed triple garage, which had been objected to, due to size and concerns over commercial usage.
- Open Space Committee Meeting, Wednesday 7<sup>th</sup> June 2017.  
Following the circulation of the Minutes, the Open Space Committee in the absence of the chairman, members of the committee summarised the following points from the meeting, as below:
    - The Cricket square is still to be maintained
    - The maintenance/groundsperson had now been appointed, and was to start at the beginning of July. A number of jobs had already been identified as a priority, including refurbishment of the Recreation Ground sign at Uplands Lane.

Cllr Hammond, acknowledging that there could not be a blanket TPO awarded for all the trees in the village agreed to continue identifying trees that may warrant being awarded protection.

It was also agreed to take and re-word the trees/hedges guidance from the Village Design Statement to try and re-publicise to try prevent the continual loss of hedges and trees with the parish. The Clerk agreed to raise this again in her article in the Four Marks news.

#### **17.90 CHAIRMANS REPORT**

The Chairman reported on the topics discussed at the EHAPTC meeting also held on Wednesday 7<sup>th</sup> June in Four Marks.

- All Parish Councils had been urged to respond to the ward boundary commission consultation
- All councils had been warned about giving donations to the CAB as they were funded by EHDC, and had been unaware that they were asking for funds from each Parish Council, their contract was to be put out to tender in due course.
- The Parish Charter is to be launched on 20<sup>th</sup> July at Penns Place to formalise the relationship between the parish councils and EHDC.
- The next meeting will be on 6<sup>th</sup> September at either Beech or Hawkley and would be confirmed in due course. Notice. £190,000 + £20,000 to up.
- Concern had been expressed over the S106 monies not being released.
- HCC had also been asked to give more notice of road closures.

#### **17.91 EAST HAMPSHIRE DISTRICT COUNCIL**

District Councillor Thomas circulated her report prior to the meeting, attached as Appendix 1. Cllr Hammond requested a Festiwell update as there has been some general misunderstandings in the terms and conditions which had left to general concerns. Cllr Thomas confirmed that the issues had been resolved and all people affected were being contacted.

District Councillor Jackson reported on the latest Friars Oak Liaison meeting. There were fewer residents in attendance but felt there would be more once the work actually started. There had been a request for some phasing changes, but none that would have much impact. No out of hours contact had been provided, and this was being resolved. The next meeting was due to be held on 7<sup>th</sup> August.

The Lymington Bottom Road developments' next liaison meeting was on 30<sup>th</sup> June, where the Parish Council's concerns over the dirty bus stop would be raised again. They would also be chasing vehicle movements, as there had been no notifications.

The proposed increase in Car Parking charges in Alton had been called in, all appropriate procedures had been followed, but there had been no re-traction in the decision.

The waste contract was under consultation and the main recycling site (Veolia) was being upgraded.

The review of the Settlement Policy Boundaries, which had not been done district wide since the LP2 in 2006 LP2. This was currently a desktop review with proposed site visits, then consultation. This has to be carried out.

Although this is a district wide consultation, the review of the Medstead and Four Marks SPB has caused real consternation, as it is believed this area should be silent because it has already been revised and agreed in the preparation of the now 'made' Neighbourhood Plan, which has been passed by the Inspector, and adopted at referendum, and this subsequent review is being challenged. Although acknowledged that the Local Plan needs to be continually updated, and reviewed every 5 years or it becomes silent which will allow developers to build on green fields sites, the parish councils and Neighbourhood Plan steering group will be contesting the review.

## 17.92 FINANCIAL ISSUES

17.92.1 It was RESOLVED, following proposal by Cllr Thomas and seconded by Cllr Brake, to approve the list of payments made in May 2017, as **detailed below.**

Date Paid	Payee Name	Reference	Amount Paid	Authorized Ref	Transaction Detail
01/05/2017	South East Water	DD	132.65		Water Rates - Allotments
02/05/2017	Vita Play Limited	2028	31,514.84		Fencing - Tennis Cts
02/05/2017	Vita Play Limited	2028	11,828.52	DCs	MUGA Equipment- Markings
03/05/2017	Hampshire Playing Fields Assoc	2029	40.00		Annual subscription HPFA
03/05/2017	British Gas	DD	0.46		Gas - BP - closing balance
03/05/2017	British Gas	DD	0.46		Balance due on closed a/c
03/05/2017	British Gas	DD	-0.46		Duplicate entry - credit
05/05/2017	Keep Britain Tidy	2030	336.00		Posters - dog fouling camp.
06/05/2017	Talk Talk Business	DD	22.79		Office phone/broadband
10/05/2017	SSE Southern Electric	2033	383.41		Qtr Electric bills
10/05/2017	Semrah Landscape Management	2031	1,728.00		April Grass Cutting
10/05/2017	Farnham Castle Newspapers Ltd	2032	329.00		Maintenance person Ad.
17/05/2017	Nat. Assoc. of Local Councils	2034	90.00		Dig. Coms Trng -ST
17/05/2017	Centrewire Ltd	2035	246.00	IT - Grant	Gate for play area
17/05/2017	RS Fencing & Agriculture	2036	4,128.00	DCs	Fencing Rec. Grd, boundary
17/05/2017	RS Fencing & Agriculture	2037	360.00		Gate works - Rec. Ground
17/05/2017	Eddie Hodkin	2038	192.00		April Oak Green Maint.
17/05/2017	Vincent Hire Ltd	2039	54.00		Roller hire for cricket pitch
17/05/2017	Vita Play Limited	2040	504.00		Netball court linings MUGA
17/05/2017	Four Marks Village Hall	2041	57.00		April Village Hall hire
17/05/2017	Farnham Castle Newspapers Ltd	2042	65.80		Advert, maint. ,balance
17/05/2017	1&1 Internet Limited	DD	25.16		Quarterly website domain fee
31/05/2017	Auditing Solutions	2043	192.00		Final Internal Audit Fee16-17
31/05/2017	Four Marks Festival Committee	2044	500.00	Minute 17.79	Grant for Village Sign
31/05/2017	Aaron Friend	2045	180.00		Installation of play area gate
31/05/2017	FM01	2046	32.40		Travel expenses - May 17
31/05/2017	Veronic Lockey	2046	24.00		Office cleaning - May
31/05/2017	Wildly Upbeat Printers	2046	7.30		Copying of Oak Green plans
31/05/2017	Tesco Stores Limited	2046	21.24		Stamps
31/05/2017	Brother Online Supplies	2046	20.39		Yellow print cartridge
31/05/2017	Tesco Stores Limited	2046	1.75		Office supplies
31/05/2017	Sainsbury's	2046	4.30		Office supplies
31/05/2017	FM02 - LC	2047	196.08		May Net Salary - FM02
31/05/2017	HM Revenue & Customs	2048	447.14		May 2017 PAYE & NI
31/05/2017	FM01	SO	1,422.79		May net salary - FM01
31/05/2017	Hampshire Pension Fund	SO	377.01		May Pension Contributions
		<b>Total Payments</b>	<b>55,464.03</b>		

The clerk presented the June payments schedule to date, which would be formally approved at the next meeting.

17.92.2 It was RESOLVED, following proposal by Cllr Thomas and seconded by Cllr Brake to approve the bank reconciliation and trial balance as at 31<sup>st</sup> May 2017, previously circulated.

17.92.3 It was RESOLVED to approve the corporate governance statement for the year ended 31<sup>st</sup> March 2017, as previously circulated.

17.92.4 It was RESOLVED to approve the year end accounts and annual return for the year ended 31<sup>st</sup> March, as previously circulated.

### **17.93 INTERNAL COUNCIL MATTERS**

17.93.1 The request for a contribution towards a project at Heydeys pre-school was discussed, but as there was little information or detail, it was agreed to ask them to attend the next meeting and explain about themselves and what they are looking for.

17.93.2 It was RESOLVED to pay the annual grant of £250 to Streetwatch, however it was agreed that they should give the parish council an annual review, or provide an annual report.

17.93.3 It was RESOLVED to approve the annual grant to Victim Support. Following proposal by Cllr Brake, seconded by Cllr Edgar, it was unanimously agreed to increase the grant this year to £100.

17.93.4 Licence applications:

#### **FFF Brewery Shop.**

The Parish Council agreed to fully support this application, particularly for the economic benefits it will bring.

#### **Benians Pavilion.**

There was a query over the 8 events, and it was agreed that approval for any events should be sought and approved through and by the Parish Council. Private parties would not need approval, however any event involving the Recreation Ground and car park area would need approval.

It was agreed that the licence did need to be updated as it was the original licence, and the parish council acknowledge that this is a community asset and the application should be fully supported. However it was to be noted there was a concern as to the extent that the current sports clubs usage could be compromised by the new arrangements.

17.93.5 Community Plan funds. There was a balance remaining in the Community Plan fund which had now been transferred back to the Parish Council. A request had been made as to whether this money could be put towards the new Speedwatch equipment. However it was agreed that these funds were given for a specific purpose, and the Parish Council did not feel that, for reporting purposes, they could be reallocated, and should be used for a similar purpose. It was suggested that the police were contacted as they may be able to assist with funding for the new equipment.

17.93.6 It was RESOLVED, following proposal by Cllr Foster, and seconded by Cllr Black and unanimous approval to adopt the Parish Council Equality Policy with immediate effect, to be reviewed annually.

17.93.7 It was agreed to defer the discussion on adopting a Drone Policy to the Open space committee to come back to Full Council for approval of the policy, if appropriate.

17.93.8 Post box at Pavilion. This item had been discussed in the open session and the Council had been advised that an outside post box would be vandalised, and James Coles confirmed he had set up a redirection for all pavilion mail to his home address.

17.93.9 Clerk's Update. The Clerk asked the Council if they would agree to fly the Merchant Navy flag, this was declined due to a former decision of only flying local and saints days flags.

### **17.94 COUNCIL REPRESENTATIVE REPORTS:**

- **Allotments;** Cllr Davis advised that there was currently a waiting list of 7, some plots had been served warnings and were likely to be repossessed. The composting had now been stopped. .
- **Benians Committee;** there was nothing to report as there had been no meeting.
- **Festival Committee,** Cllr Hammond confirmed that they were currently awaiting planning permission to install the village sign at Lymington Bottom Green. The wreaths at the war memorial had now been removed, and a new name was due to be added to the memorial that had been missed off the original

list. It was agreed that an email should be sent to COGS to check that they were also on the wall in the Church.

- **Community Buildings Committee.** Cllr Thomas confirmed that an email had been circulated and it was hoped that a meeting would be organised soon.
- **Village Hall;** Cllr Mills confirmed that Chris Lake was struggling to co-ordinate everything, and that the maintenance job needed to be separated out of the cleaning role. A small committee was being formed to do a hand over.
- **Footpaths;** Cllr Mills confirmed there were several overgrown paths that would need to be cleared before the 10k and 4k runs, particularly the Alton lane to Willis Lane Footpath.
- **Oak Green;** Cllr Foster confirmed that the work was progressing, Malcolm Seal was overseeing the technical aspects. The car park was due to be closed first week in July, and hopefully would be finished within 5 weeks. All shops to be notified of the full closure.
- **School Governor.** Cllr Black will be formally appointed at the next meeting.

#### **17.95 EHDC BOUNDARY REVIEW**

Cllr Thomas gave a detailed presentation on the proposed East Hampshire ward boundary commission consultation outlining the current situation with statistics and explained how Four Marks and Medstead, should in theory qualify for a third Councillor.

It was agreed that the consultation should be responded to, and Councillors were asked to get their thoughts back to the clerk within the next 10 days.

For consideration:

Should there be a third councillor or should the parish boundaries be changed to even out the numbers?

Would there be any financial benefit? Yes potentially more money available in grants. There would also be a representational benefit.

#### **17.96 EHDC SETTLEMENT POLICY BOUNDARY AND GAPS METHODOLOGIES**

This was discussed in detail under the District Councillors report, and it was agreed to prepare a letter on behalf of the Parish Council to send to East Hampshire District Council.

As the Clerk was due to be away from the office, Cllr Thomas asked the Clerk to re-circulate the original email and agreed to prepare a draft in her absence to be sent out by the end of the following week. Cllr Thomas would the draft for comment prior to final copy being prepared and sent.

#### **17.97 SCHOOL TRAFFIC/PARKING ISSUES**

This item had been discussed under matters arising, no further discussion was had.

#### **17.98 NEXT MEETING:**

Wednesday 19<sup>th</sup> July 2017, 7.30pm, Village Hall

#### **17.98 The Chairman closed the meeting at 22.35pm.**

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**CHAIRMAN**

## APPENDIX 1

### District Councillor report 15th May to 15th June 2017

Ingrid Thomas

Water is definitely the subject of the month, either excessive rain ( which the newly cleared ditches at Four Marks school seemed to deal with quite well) or the plans of two water companies to dig up the roads.

The works by South East Water are well underway with digging planned in Boyneswood Road, Redhill and Five Ash Road that will continue for several months. The main pipes are being upgraded but there is no guarantee we will get better water pressure, we will just wait with fingers crossed.

I had an interesting conversation with the engineer who was supervising the spraying coloured paint on the road around the Boyneswood Road junction with the A31. He was there to survey a possible route to install a sewer pipe over the railway bridge, his comment was - the job was more complicated than expected. It does look as if the sewer will be going over the bridge to provide service to the Friars Oak site. He explained that the sewer pipe would be laid inside a metal pipe to give it strength so that it was not damaged when lorries drove over it as they drove over the bridge. I was told that Thames water would not be back on site again until at least the 10th of July when they would again need to put traffic lights on the A31.

Whilst on the subject of Friars Oak we have had another residents liaison meeting with Bellway homes who have now taken over the site. They have demolished Boyneswood Lodge which was done very carefully as reported by neighbours, it was lovely to hear something positive about a developer, lets hope it continues during the works that are about to begin. The next residents liaison meeting is at 7pm on 7th August at Four Marks village hall.

I attended an interesting health and wellbeing forum to discuss rural isolation we were looking for ideas on how to improve the problems of loneliness. In our villages we are very lucky to have so many enthusiastic and able groups who run lunch clubs, care groups and work very hard to help people who might otherwise be extremely lonely. Loneliness can have the same effect as smoking 15 cigarettes a day, so it really falls to us all to keep an eye on any members of our community who may be feeling isolated and alone. If you know of somebody who may be suffering in this way please do something about it, talk to them or phone community services at East Hampshire nobody wants to be a busybody but we don't want somebody to suffer.

We have had a change of Leader at East Hampshire, Richard Millard is now leader of the council. He has changed how cabinet portfolios are arranged, all the departments at the council have an elected councillor who as a portfolio holder looks after their allocated department or group of tasks. I have become portfolio holder for affordable housing and troubled families. It was good to hear at Medstead Parish Council meeting last night that the first eight affordable homes on the Miller Homes site have been allocated, to local families, 3 with a Medstead connection, 2 with a Four Marks connection and 2 with a Chawton connection, the only house that has been allocated to a family from slightly further away has gone to somebody from Grayshott. Its good to see the policy of local homes for local people in action.

My second portfolio area is to work with various enforcement sections of East Hampshire. I hope that this connection is going to be of good use to our villages. We often hear complaints about dog fouling and litter dropping which inconvenience our residents and are antisocial activities. It is intended to expand the zero tolerance fines system already in place for littering to include fines for people who allow their dogs to foul and do not pick up the deposit. There are plenty of bins please use them or there could be a fine, something that would probably be very popular with the majority of the population.

Part of the enforcement brief also covers parking. There was serious disquiet about the rise in parking fees recently and I will be closely monitoring the effect that has on businesses and streets in the towns. The other aspect of the parking problem will be to look carefully at the problems caused to both our villages around the schools. The lack of consideration for the safety of others shown by some people dropping off their children at school is an increasing problem, it really is not that difficult to set off a little earlier so that due care can be taken. Please consider others, I would really like to hear your suggestions on how the problem could be improved. All ideas that might help would be very welcome so please contact me.

I have spent a considerable amount of time again this month working on the disturbances caused by the children homes that have appeared in our villages. We had a meeting for all affected residents to listen to problems that are occurring.

I took the points raised to a meeting at HCC offices in Winchester, Hampshire children services, Mark Kemp Gee and myself discussed the issues with the company involved, Benjamin UK. A major issue was rubbish. We explained carefully to the company how the rubbish collection service in our district works, including what should be recycled and what should be put in the green general rubbish bins. The company said they would try harder. Noise and behaviour were discussed but no real progress was made, Benjamin UK would like complaints to be made by email when disturbances happen so that they can tackle them. The email to use is [complaints@benjaminuk.co.uk](mailto:complaints@benjaminuk.co.uk) please could you copy [ryan.gulliver@easthants.gov.uk](mailto:ryan.gulliver@easthants.gov.uk) and myself so that we can follow up any complaints made.

At the residents meeting several people volunteered to come along to meet company representatives in an effort to improve communications which may help the situation, I am in the process of setting up those meetings.

It is not long until Festiwell, please come along on Sunday 9th July between 11 and 4 to Four Marks recreation ground, there will be lots to try, taste, and think about - plenty of ideas on how we can all look after ourselves a little better. There are ideas for everyone covering all levels of fitness, from people who do no exercise at all to those who already train regularly. Many local activity providers and clubs will be there to show what they do.

Please enter the fun run before the day, actually enter soon as places are filling up! FULL DETAILS - [www.fourmarksvillage.co.uk](http://www.fourmarksvillage.co.uk) - ENTRY FORMS ARE AVAILABLE TO DOWNLOAD.

A wide range of hobbies and pastimes are represented along with mainstream and alternative therapies so please come along and find out more. We have an inflatable assault course and bouncy castle amongst other attractions for children and why not make your own smoothie with the smoothie bike?

The amount of work put in by our Parish Clerks and others to make this new event a success has been tremendous and we are looking forward to a great day.

As ever if I can be of any assistance to you or your family on any East Hampshire issue please contact me.

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