

**Greatham Parish Council**  
**Draft Minutes of Council Meeting**  
**held on Wednesday 10<sup>th</sup> March 2021, 8pm (virtual meeting)**

**Present** Cllr T Butler (Chair), Cllr A Cheesman, Cllr A Crick, Cllr M Rodbert, Cllr O Rook

**Also present** Jane Ives, Clerk to Parish Council  
5 members of the public

- 20.258 Chair's Announcements:** The Chair welcomed everyone to the meeting and noted that the meeting was being recorded for minute taking purposes.
- 20.259 Apologies for absence:** Cllr Driver, Cllr Harris
- 20.260 Approval of apologies for absence:** It was **RESOLVED** to accept Cllr Driver's apologies for absence from meetings since November 2020.
- 20.261 Declarations of Interests:** None
- 20.262 Council Meeting Minutes:** It was **RESOLVED** to approve the minutes of the Parish Council meeting held on 10<sup>th</sup> February with one amendment to public questions.
- 20.263 Update on actions arising from previous meetings:**
- i) Bridleway 11 funding** – Hampshire Countryside Services investigating funding opportunities
  - ii) HCC Traffic Study** – Clerk to ask HCC to wait until lockdown is over before further studies
  - iii) Telephone Box** – Clerk to liaise with relevant organisations/neighbours
  - iv) Defibrillators** – Electrician visiting this week; will be on next agenda
  - v) Bench in churchyard** – Application approved by diocese so installation can be arranged
  - vi) Parking on Longmoor Road** – Building work causing increase in parked vehicles. Traffic Working Group will review at a later date
  - vii) HCC Local Transport Plan** – Response has been submitted
- 20.264 District Councillor's Report:** No report this month
- 20.265 County Councillor's Report:** Cllr Oppenheimer had provided a report (Appendix 1) which was noted. The Clerk will raise awareness of the census and write to Cllr Oppenheimer about Active Travel relating to bridleway 11.
- 20.266 Report from Planning Chair:** Cllr Rodbert noted updates to recent planning applications (Appendix 2). The Liss Forest Nursery site application is being considered by the SDNPA Planning Committee tomorrow and Cllr Rodbert and two residents will be speaking. The Planning Officer is recommending refusal.
- 20.267** The Chair **adjourned** the meeting for **Public Questions:**  
A member of the public asked for details of who was speaking at the SDNPA Planning Committee meeting and thanked everyone for their work on the Liss Forest Nursery site application.  
A member of the public raised a question about 2 stiles in poor condition and whether the Active Travel scheme could help fund replacement. The Clerk has reported these stiles.
- Meeting reconvened***
- 20.268 Clerk's Report:** The Clerk reported that local organisations had been contacted inviting them to apply for grant funding. She further reported that current legislation means that remote meetings will not be permitted after 7<sup>th</sup> May 2021.
- 20.269 Financial Report:**  
The financial records as at 28<sup>th</sup> February 2021 are as follows:

**Receipts 1<sup>st</sup> February to 28<sup>th</sup> February 2021**      £      0

**Balances as at 28<sup>th</sup> February 2021**

Current Account	£13,119.68
Deposit Account	£25,044.68
<b>Total at bank</b>	<b>£38,164.36</b>

**Earmarked Funds held**

CIL fund	£ 8,229.00
Community Engagement	£ 500.00
NDP	£ 1,000.00
Election costs	£ 500.00
Tree works	£ 40.00
S106 project	£ 4,802.00
CFI Scheme	£ 1,000.00
<b>Total Earmarked Funds</b>	<b>£16,071.00</b>

**General Reserves Balance** £22,093.36 (total at bank less earmarked funds)

**20.270 Payment Schedule:** It was **RESOLVED** to approve the following payments:

Invoice Date	Payee	Description	Net Total	VAT	Total
		<b>PAYMENTS MADE</b>			
26/02/21	Clerk	Salary month 11	£809.37	£0.00	£809.37
26/02/21	HMRC	Tax/NI liability month 11	£14.15	£0.00	£14.15
		<b>TOTALS</b>	<b>£823.52</b>	<b>£0.00</b>	<b>£823.52</b>

**20.271 Asset Register:** It was **RESOLVED** to approve the asset register at Appendix 3.

**20.272 Grass Cutting:** It was **RESOLVED** to continue the contract with Petersfield Town Council to provide grass cutting at the playground and the Old Church in 2021/22 with no increase in costs. The playground costs are £25 per cut and the Old Church £120 per cut.

**20.273 Annual Meeting:** It was **RESOLVED** to hold the Annual Meeting of the Council on Wednesday 5<sup>th</sup> May remotely.

**20.274 Annual Parish Meeting:** It was **RESOLVED** to hold the Annual parish Meeting on 19<sup>th</sup> May if Covid restrictions allow and if the Village Hall can be used safely. If the meeting cannot go ahead then the Council will arrange a public meeting later in the year. In this instance, annual reports will be produced and available online.

**20.275 SLR Costs:** It was **RESOLVED** to ask Highways to carry out work to accommodate the SLR at Petersfield Road near Eurotec and at Selborne Road. The total cost of work will be £400.

**20.276 Neighbourhood Development Plan:** Cllr Rodbert provided an update following a meeting of the working group. The group will arrange to speak with other parish councils who have done or are doing NDPs and will also speak to potential consultants on a non-binding basis. A feasibility study would come back to council at a later date.

**20.277 Vision/Strategy for Old Church:** This item was **DEFERRED** until next month.

**20.278 Information Security Policy:** It was **RESOLVED** to adopt a new policy (renamed from Data Management Policy). Councillors would meet to discuss and understand how the policy affects them.

**20.279 SDNPA Camping & Glamping Technical Advice Note:** It was **RESOLVED** to submit the following response to the consultation:

Greatham Parish Council consider that the SDNPA should consider setting a maximum density of pitches to avoid overcrowding and adversely impacting biodiversity.

We understand “camping and glamping” to include tents and temporary structures such as pods, yurts, shepherd’s huts or sheds. Roadgoing caravans, campervans and mobile homes are not specifically mentioned in the document. We consider that these vehicles should not be included within the SDNPA’s definition of camping and glamping and that the document should explicitly make this point.

Greatham Parish Council would welcome a stronger approach to Policy SD48 perhaps a stipulation that new sites applying for permission should be entirely carbon neutral through the use of renewables, rainwater harvesting, carbon offsetting etc. It may be sensible to reference the SDNPA Sustainable Construction SPD in the TAN as new applications will presumably be assessed against this anyway.

Greatham Parish Council feel that the description of Policy SD8 in the document could be expanded to make it clearer that different areas are afforded different levels of dark skies protection and that new applications must conform with SD8 in its entirety.

**20.280** **Costs to residents of telephone calls:** In response to a question raised by a member of the public at the last meeting, the Council **RESOLVED** not to adjourn the meeting to allow members of the public to dial back in for the following reasons: remote meetings are likely to only continue until 7<sup>th</sup> May; residents may dial in to meetings at varying times so one adjournment may not suit all; residents will likely have different calling plans with varying degrees of free minutes and we therefore cannot accommodate everyone; and ending a call and dialling back in should only take a minute or two at most so it is far easier for a resident to do this than for the Council to adjourn the meeting.

**20.281** **Reports from representatives of Organisations, Outside Bodies, Working Parties, Leads & Groups:** The Council noted the latest set of meetings from Greatham Allotment Charity. Cllr Cheesman asked the Clerk about adding additional signage to the playground regarding social distancing as some had fallen down.

**20.282** The date of the next meeting is Wednesday 14<sup>th</sup> April 2021, 8pm, and the Planning Committee meeting is on Monday 22<sup>nd</sup> March 2021, 8pm.

The Chair closed the meeting at 9.25pm.

**Signed:** ..... **Chair**

**Date:** .....

## **Appendix 1: County Councillor Report**

### **1. Supporting the Census this month**

Census day for England and Wales is 21st March 2021. I would be very grateful for Councillors' support with raising awareness of the Census and encouraging participation. By accurately recording our population in East Hampshire we can ensure that we get a fair allocation of resources in a wide range of areas, from school places to mobile signals.

Every 10 years the census gives us a picture of all the people and households in England and Wales. For the first time, there is a "digital first" approach. This means people can complete their census where and when they want to online. Paper forms are available for those who need them.

Everyone will receive a 16-digit code in the post which they can use to submit their Census response at [www.census.gov.uk](http://www.census.gov.uk). There is a process for requesting a new code in the event that someone does not get a letter for whatever reason. The new code can be sent by text. It would be great to ensure that everyone in our community knows that they need to look out for their code, go online and complete the questionnaire in the week ending 21 March.

### **2. Consultation on Walking and Cycling improvements to Petersfield**

In January of this year HCC was awarded £3.8m for Active Travel measures and they are proposing to spend some of that in Petersfield. A consultation is underway which invites public comment on the proposals. Here is a link:

<https://www.hants.gov.uk/News/22022021PetersfieldATFPR>

I am very conscious that Parishioners from across Petersfield Hangers Division use the shops and markets in Petersfield on occasion, and so I hope that the current consultation will be of wide interest. The consultation ends on 21 March 2021.

### **3. Supporting Families programme receives funding boost**

The Ministry of Housing, Communities and Local Government awarded £2m of funding to HCC on 12 February which will ensure that our successful Supporting Families programme continues for another year. The funding announcement from MHCLG is particularly significant this year, when the adverse impacts of the coronavirus pandemic are being keenly felt, especially by families who were already struggling to cope under normal circumstances.

The HCC Supporting Families programme brings together a wide range of Hampshire agencies including local councils, the Police, voluntary sector, Health and Criminal Justice. Between January 2015 and December 2020, the Programme engaged with 7,696 vulnerable families with multiple and complex needs. To date, positive outcomes have been recorded for 1,923 families, who have accepted and engaged with support and achieved sustained changes within the family as a result, such as sustained employment or improved school attendance. Independent evaluation by Solent University demonstrated that between 2015-19, the support given to families to get back on their feet successfully translated into savings of £27million to the public purse.

### **4. Revamp of the South Downs Partnership**

Following the launch of its new Partnership Management Plan for the period 2020-25, the South Downs National Park Authority is relaunching its South Downs Partnership. If you are interested, or anyone you know is interested, please could you let me know by 3 March 2021 so that I may put your name forward.

In line with the Glover Review of Protected Landscapes, the SDP will have a crucial role to broaden and deepen the participation of individuals, communities and organisations in in the National Park and to bring its benefits to a much wider audience. As Julian Glover said in his report:

"We need to reignite the fire and vision which brought this system into being in 1949. We need our finest landscapes to be places of natural beauty which look up and outwards to the nation they serve. More must be done for nature and natural beauty. More must be done for people who live in and visit our landscapes."

The diverse membership of the new SDP will increase the breadth of experience and skills available to the SDNPA and help to expand and develop the networks which will be needed to make the long-term outcomes of the National Park a reality. Members of the South Downs Partnership will:

- Be champions and advocates for the National Park,
- bring with them, or rapidly build up, strong networks in particular sectors or parts of the community – both inside and outside the Park
- use their own expertise and their networks to broaden and deepen the participation in the NP and help deliver its Partnership Management Plan,
- provide constructive advice and feedback to the Authority and to the rest of the SDP.

SDP Members will be expected to attend at least four meetings a year plus sub-groups. This will require preparation beforehand and follow through afterwards. Members will receive payments for all reasonable expenses incurred in delivering the role. Members will be appointed for a three or four-year term, at the end of which they may be considered for reappointment.

**RUSSELL OPPENHEIMER**

**County Councillor for Petersfield Hangers**

**Appendix 2: Planning Applications as at 3<sup>rd</sup> March 2021** (decisions since last meeting highlighted in yellow)

Reference	Address	Proposal	Consultation Expiry Date	Determination Date	GPC Comments	Decision
SDNP/21/00667/APNB	Land off Church Lane, Greatham	Application to determine if prior approval is required for agricultural barn	19/02/21	05/03/21	Objection	
SDNP/20/05587/TEL	Street Record, Mill Lane, Hawkley	Prior notification- 9m medium pole and 8m light pole	28/12/20	08/01/21	No objection	No objection
SDNP/20/05065/FUL	Land off Church Lane, Greatham GU33 6HB	New stable block attached to existing barn following demolition of existing stable building	05/01/21	08/03/21	Comments re materials and construction	
SDNP/20/05028/HOUS	1 Oak Tree Cottages, Petersfield Road, Greatham GU33 6EZ	Single storey extension to rear following removal of sunroom	24/12/20	14/01/21	No objection	Approved
SDNP/18/06111/FUL	Liss Forest Nursery, Petersfield Road, Greatham GU33 6HA	Development of 37 dwellings (including affordable homes), alterations to existing access onto Petersfield Road, hard and soft landscaping, drainage and all other associated works	17/12/20	21/03/19	Objection	
SDNP/20/05707/APNB	Land off Church Lane, Greatham	Application to determine if prior approval is required for an agricultural barn	01/01/21	14/01/21	Comments re prior approval being required	Prior approval refused
SDNP/10/04605/HOUS	Heath Cottage, Stairs Hill, Empshott GU33 6HR	Erection of a garden building to comprise a family/gym room, office & bathroom	26/11/20	22/12/20	No objection	Approved
SDNP/20/02705/FUL	The Coach House, Greatham Moor, Forest Road GU33 6HE	Conversion of existing integral double garage & store into home office. Detached triple garage, log store & general garden store	24/11/20	21/12/20	No objection	
SDNP/20/04367/TPO	84 Newfield Road, Liss GU33 7BW	Oak (T1) - 17m in height, remove 7m height leaving 10m. Crown spread to 12m, remove 1.5m on each aspect	19/11/20	15/12/20	No objection	Approved
SDNP/20/03813/CND	Copse House, Church Lane, Greatham GU33 6HB	Variation of condition 2 of SDNP/19/05129/FUL to allow substitution of plans showing minor changes to windows/doors and material finishes to elevations	19/10/20	03/11/20	No objection	Approved
SDNP/20/02768/HOUS	Manor Cottage, Petersfield Road, Greatham GU33 6HF	Detached outbuilding for use as office	19/10/20	12/11/20	No objection	Approved
SDNP/20/04149/HOUS	New House, Longmoor Road, Greatham GU33 6AG	Single storey wrap around extension following demolition of flat roof porch	03/11/20	27/11/20	No objection	Approved

SDNP/20/04230/FUL	Land off Church Lane, Greatham	Retrospective application for a replacement mobile home, one skid-mounted stable and two skid-mounted field shelters.	10/11/20	01/02/21	Objection	Refused
SDNP/20/03362/HOUS	April Cottage, Longmoor Road, Greatham GU33 6AE	Detached garden shed	07/10/20	28/10/20	No objection	Approved
SDNP/20/03908/OHL	Land at Ham Barn roundabout, Farnham Road, Liss GU33 6LB	Installation of new pole for transformer	12/10/20	23/10/20	No objection	Approved
SDNP/20/03691/HOUS	2 Greatham Green Cottages, Forest Road, Greatham GU33 6HD	Proposed 2 storey side extension and single storey rear extension following demolition of existing pitched and flat roof extensions and demolition of existing concrete garage	15/10/20	10/11/20	No objection, request local brick used	
SDNP/20/03198/HOUS	Pilgrims Way, Church Lane, Greatham GU33 6HB	Replacement garden shed following removal of existing shed	22/09/20	19/10/20	No objection	Approved
SDNP/20/03070/CND	5 Bakers Field, Greatham GU33 6EX	Variation of Condition 2 of permission SDNP/19/05738/FUL to allow external walls to be built with facing brickwork	02/09/20	21/09/20	No objection, comment re solar panels	Approved
SDNP/20/02763/TCA	The Hermitage, Petersfield Road, Greatham GU33 6HA	Row of Leyland Cypress (G1) - fell row of trees (approx 12) as they add little in environmental and amenity value and their removal will allow the planting of more beneficial species.	06/08/20	19/09/20	No objection	Approved
SDNP/20/02417/FUL	West Fork, Farnham Road, Liss GU33 6LA	Creation of new access road and use of existing access road for additional caravan storage, relocation of building and 2 additional holiday pods.	10/08/20	02/09/20	Objection	
SDNP/20/02812/HOUS	Willow Lea, Church Lane, Greatham GU33 6HB	Two-storey rear extension, enlargement of the front porch and removal of the timber shed.	20/08/20	15/09/20	No objection	Approved
SDNP/20/02572/HOUS	Longmoor Lodge, Longmoor Road, Greatham GU33 6AP	Clad only the existing red grey brickwork on the right hand side of the front elevation and right side elevation to match the cladding at the rear extension.	21/08/20	10/09/20	No objection	Approved
SDNP/20/02282/HOUS	Darley, 1 Longmoor Road, Greatham GU33 6AE	Relocation of an existing garden storage shed to an existing concrete hardstand forward to the front façade of the main dwelling	09/07/20	05/08/20	No objection	Approved

SDNP/20/01023/HOUS	Lindisfarne, Longmoor Rd, Greatham GU33 6AG	Single storey rear extension following demolition of existing conservatory	13/04/20	08/05/20	No objection	Approved
SDNP/20/01507/HOUS	Bower Cottage, Longmoor Rd, Greatham GU33 6AQ	New vehicular access, widen pedestrian kerb and single storey side extension	15/05/20	11/06/20	No objection	Approved

**Appendix 3: Asset Register as at 10<sup>th</sup> March 2021**

Asset Details					Purchase Details		Payment		Insured value
Date entered on Register	Item	Make	Serial Number	Location	Supplier	Purchase Price (ex VAT)	Invoice Date	Sub Totals	
14/08/06	Greatham Old Church			Petersfield Rd		£1.00		£1.00	£1
14/08/06	War Memorial			St John the Baptist Church		£14,060.69		£14,060.69	£16,619.75
30/03/20	Village Green			Petersfield Rd/Forest Rd		£1.00		£1.00	
20/03/18	Speedwatch equipment			Elly Butler	CA Traffic	£2,258.40	07/09/15	£2,258.40	£2,258.40
	<b><u>OFFICE EQUIPMENT</u></b>								
14/03/12	Cupboard			Village Hall	Surrey Office Supplies	£85.00	06/01/12		£85.00
14/03/12	Laminator	Fellowes Mars A3	110909vd0065685	Clerk	Viking Direct	£53.49	15/03/12		£53.49
14/03/12	Projector Screen	Metroplan Budget Tripod Screen 240x240 ET1005		Village Hall	AV Partsmaster Ltd	£116.75	05/03/12		£116.75
20/03/18	Colour printer/scanner	Samsung C480FW Colour Laser Printer	08GRB8KJGB026VW	Clerk	Amazon	£209.99	07/11/17		£209.99
20/03/18	External hard drive	Bipra 1TB 2.5" USB 2.0 FAT 32	BOOP81QTJ	Clerk	Amazon	£54.95	16/01/18		£54.95
30/03/20	Laptop computer	Lenovo S340 1415BL		Clerk	Currys PC World	£479.00	11/03/20		£479.00
30/09/20	HDMI cable			Clerk	Amazon	£26.21			£26.21
30/09/20	Extension cable			Clerk	Amazon	£11.68			£11.68
30/09/20	Post Box			Village Hall	Amazon	£24.19			£24.19
30/09/20	Fire extinguisher/blanket			Old Church	Fire Safety Store	£31.95			£31.95

						<b>Sub Total for Office Equipment</b>		<b>£1,093.21</b>	
	<b><u>PLAYGROUND EQUIPMENT</u></b>								
14/08/06	Village Playground (including playsurfaces)			Recreation Ground		£47,156.21			£51,779.32
07/09/15	Zipwire			Recreation Ground	GB Sport & Leisure	£7,613.04	07/09/15		£11,055.42
						<b>Sub Total for Playground Equipment</b>		<b>£54,769.25</b>	
	<b><u>STREET FURNITURE</u></b>								
	Flagpole			Village Green		£421.79			£421.79
	Bench			Village Green		£389.90			£1,193.82
03/12/12	Bench			Bakers Field	Donation	£400.00			£400.00
03/03/21	Bench			Old Church	Hemington Rustics	£250.00	06/06/20		£250.00
	Fences			Playground		£2,785.59			£2,785.59
2011	Telephone box			D Rudd		£1.00			
14/08/06	Bus Shelters x 3			2 @ Greatham Inn, 1 @ Digby Way		£14,581.48			£25,000.00
14/08/06	Litter Bins			Bakers Field, bus shelter, playground, school, Hopeswood	Trevor Iles Ltd	£455.76	20/03/06		£455.76
						<b>Sub Total for Street Furniture</b>		<b>£20,089.44</b>	
						<b>£92,272.99</b>		<b>£92,272.99</b>	<b>£113,314.06</b>