

Greatham Parish Council
Parish Council Meeting
Greatham Village Hall
Wednesday 9th February 2022 at 8pm

Dear Councillor,

You are hereby summoned to a meeting of Greatham Parish Council for the transaction of business set out below.

J Ives

Jane Ives, Clerk to the Council

3rd February 2022

AGENDA

- 1. Chair's Announcements**
- 2. Apologies for Absence:** To note any apologies received from Councillors
- 3. Declarations of Interest:** *Councillors are reminded of their responsibility to declare any disclosable pecuniary interest which they may have in any item of business on the agenda no later than when that item is reached. Unless dispensation has been granted, you may not participate in any discussion of, or vote on, or discharge any function related to any matter in which you have a pecuniary interest as defined by regulations made by the Secretary of State under the Localism Act 2011. You must withdraw from the room or chamber when the meeting discusses & votes on the matter*
- 4. Approval of Minutes:** To approve minutes from the Parish Council meeting held on 12th January 2022.
- 5. Update on previous actions arising from council meetings** (Appendix 1)
- 6. Report from District Councillors:** Report from Cllr Adam Carew/Cllr Phillip Davies
- 7. Report from County Councillor:** To note a report from Cllr Russell Oppenheimer (Appendix 2)
- 8. Public Question Time:** Adjournment of the meeting for 15 minutes to allow the public to raise questions
- 9. Parish Council Finances/Administration:**
 - a) **Clerk's Report** (Appendix 3)
 - b) **Finance Report & Payment Schedule:** To note the finance report & approve current payments (Appendix 4)
 - c) **Grant applications:** To consider grant applications received and agree any grants
 - d) **Asset Register:** To review and approve the current asset register (Appendix 5)
 - e) **Annual Parish Meeting:** To agree a date and consider arrangements for the Annual Parish Meeting (Appendix 6)
 - f) **Annual Meeting:** To note the change of date to 18th May
- 10. Village Gateways:** To approve final costs for village gateways to include 4 x 10cm oak posts & installation. Total cost of £2,280 funded from S106 contributions from SDNPA.
- 11. Parish Council trees:** To hear an update from the Clerk and agree costs/contractor to carry out a tree survey (Appendix 7).
- 12. To agree a response to the following application for tree works:**
SDNP/21/06098/TPO Land North of Benhams Lane (Response by 7th February 2022)
 - T1) Holly Tree - To be reduced in height to gain 2m safety clearance from around low voltage networks.
 - T2) TPO Oak Tree – To be pruned to gain safety clearance from around low voltage networks, cutting clearance 0.5m.
 - T3) Oak Tree – To be pruned to gain safety clearance from around low voltage networks, cutting clearance 0.5m.
- 13. Village Design Statement Working Group Terms of Reference:** To consider and agree terms of reference (Appendix 8).

- 14. Wildflower Verges:** To agree costs for wildflower verge and village green cutting. To consider applying for a HCC Cultivation Licence for the verge at the Longmoor Road/Petersfield Road junction and agree associated cutting costs (Appendix 9).
- 15. Old Church:** To consider the framework for the vision/strategy for the Old Church (*issued as separate appendix*). To appoint a working group to provide a strategy for the Old Church.
- 16. Donations for Old Church:** To consider adding a donate button to our website for online donations (Appendix 10).
- 17. Telephone box:** To hear an update from the Clerk regarding installing the phone box and agree any actions.
- 18. 20 is plenty campaign:** To consider a response to a letter received regarding asking Hampshire County Council to impose a 20mph speed restriction as the normal speed limit, and 30mph as the exception, in residential streets and in town and village centres (Appendix 11).
- 19. SDNPA Consultation Self Build and Custom Housebuilding Register:** To consider a response to the consultation ending Tuesday 8th March 2022. (Appendix 12)
- 20. To note reports from representatives of Organisations, Outside Bodies, Working Parties, Leads & Groups**
- 21. Items for next agenda**
- 22. Date of next meeting: Wednesday 9th March 2022, 8pm**

Appendix 1: Action List

Minute ref	Action	Who
2020/21	Bridleway 11 funding – discuss funding improvements at a council meeting potentially sourcing from Parish Partnership Fund	Clerk/All
2020/21	HCC Traffic Study – ask HCC to continue study after lockdown 02/02 HCC Strategic Transport Team are reviewing study	Clerk
2020/21	Telephone box – liaise with neighbours & relevant organisations such as EHDC to see if planning permission is required. Services underground need to be investigated and marked up. The panes in the telephone box need to be replaced. 05/01 no planning permission required. 02/02 SE Water offered to set plinth; waiting for Highways approval.	Clerk
21.39 07/21	Bench in Bakers Field is rotten and needs work/replacement	Clerk
21.39 07/21	The school had emailed the Council seeking help with parking as the pub car park could no longer be used. The Traffic Working Group will contact the school to see if any assistance can be given with their park and stride scheme.	Traffic WG
21.39 07/21	A member of the public commented that parking spaces for the school drop off are available at Eurotec. She also commented that some parents park in Bakers Field but can cause a nuisance by parking near the junction of Petersfield Road.	Traffic WG
21.39 07/21	Concerns raised about school parents parking on the no parking area in the village hall car park. Cllr Harris reported that lines would soon be painted in the car park.	Traffic WG
21.39 07/21	A member of the public informed the council of a recent accident at the Longmoor roundabout where a car had overturned. Cllr Rook noted this was in Whitehill & Bordon parish and not Greatham. Cllr Cheesman was aware of a second accident and would forward details to the Clerk. The Council will report their concerns to Highways.	Traffic WG
21.39 07/21	Concerns raised about the parking at Bakers Field near the bungalows. The Traffic Working Group would investigate.	Traffic WG
21.42 07/21	FOI - Councillors recommended that a disclosure log containing information that was in the wider public interest should be published.	Clerk
21.42 07/21	Councillors recommended that a working group is formed consisting of the Clerk, Cllr Crick and Cllr Harris to clarify how the disclosure log will work and to make decisions on future freedom of information responses and whether they should be published.	Clerk/Cllr Crick/Cllr Harris
21.48 & 21.100 07/21	Village gateways – source oak posts and advise supplier that design B had been selected. Get costs for installation and bring back to Council. 30/11 Contractor will be in contact to arrange site meeting. 02/02 Feb agenda item	Clerk
21.51 07/21	Tree survey outstanding works – OCWG to complete works by end of September 30/11 no further update from working group, 02/02 no further update	Clerk/OCWG
21.87 09/21	A member of the public raised a question about an email from the parish council relating to management of the Old Church and interaction between the PC and the working group which he didn't feel is working well. The Chair advised that the council will respond in writing and will liaise with the working group. 30/11 waiting for dates for a meeting	Clerk/Council
21.99 09/21	Seek quotes for required works following Julian Livingstone's report.	Clerk
21.138 10/21	Old Church trees:	Clerk

	<ul style="list-style-type: none"> a) To check with the working party if all ivy removal is complete Work not done b) To source additional mulch for the yew tree 02/02 Feb agenda item c) To consider newly planted trees as part of the Old Church strategy d) To obtain costs for a new tree survey including a separate survey on the yew tree 02/02 Feb agenda item 	
21.139 10/21	Playground: Arrange zip wire survey and get quotes for any other work identified in inspection report. Liaise with volunteer group regarding any work they could do.	Clerk
21.167 11/21	Transport & Traffic WG to approach landowners re permissive footpath/right of way 08/12 TB has approached landowner and will report back	Cllr Butler
21.172 11/21	The Clerk to provide code of conduct training for all councillors 08/12 dates to be arranged after Christmas	Clerk/All
21.207 12/21	Reapply for CIL funding for renewal of playground 05/01 Playground WG to action by end February	Playground WG
21.220 01/22	Report issues to Highways with grass verge on corner of Church Lane and posts outside a property on Petersfield Road.	Clerk
21.225 01/22	Add Cllrs Crick & Godby to the bank mandate	Clerk
21.226 01/22	To carry out the outstanding actions on the Risk Management Schedule	Clerk

Appendix 2: Report from County Councillor

1. Government response to Landscapes Review

I usually put National Park items at the end of my report; but this month something very important has happened so I am putting it at the front! The Government published its response to the Glover Review of Protected Landscapes on 15 January 2022. The response can be read at this link:

<https://www.gov.uk/government/publications/landscapes-review-national-parks-and-aonbs-government-response/landscapes-review-national-parks-and-aonbs-government-response>

Of particular interest to Parish Councillors in Petersfield Hangers Division is a long section in the Government response relating to the protection of Green Lanes in National Parks. I was very pleased about it and hope you will also be pleased. I have included it in full below:

Some country public rights of way and unsealed unclassified roads known as ‘green lanes’ allow for the legal recreational use of motor vehicles. Whilst many users make use of these rights in a responsible way, we have become increasingly aware of damage and disturbance caused by excessive use of off-road motor vehicles on some unsealed routes. This can result in impacts on local wildlife, the special qualities of an area e.g., tranquillity, and make the route less accessible for other users such as those on foot, bicycles, horseback, or in vehicles used by disabled people. In protected landscapes, these impacts could undermine the statutory purposes of the area.

We are also aware that these unsealed routes often provide essential vehicular access for local residents and businesses, and recognise that many people enjoy using motor vehicles responsibly on green lanes without causing damage or disturbance. Vulnerable groups such as disabled or elderly people are also likely to be particularly reliant on vehicular access in rural areas including via community transport.

We therefore would like to explore the options available for protecting our green lanes while maintaining most public and private access rights, particularly for residents or businesses. This could be achieved by giving greater discretion for National Park Authorities and local highway authorities to use existing powers to restrict use on a case-by-case basis. Alternatively, the government could consider restricting the use of certain motor vehicles on unsealed roads through legislation, but only if this could carefully balance the needs of all users including motorised vehicle users, horse riders, cyclists and walkers, whilst also protecting private access rights.

The response goes on to say that the Government will consider giving National Park Authorities enhanced powers to make Traffic Regulation Orders and Public Space Protection Orders. This would be welcome.

I believe that the Government plans to strengthen the statutory purposes and create a National Landscapes Partnership are also to be welcomed.

There is now a public consultation on the response which runs until 9 April. I would encourage Parish Councillors to consider making collective PC responses as well as individual responses to the Government. We have an opportunity here to highlight the damage done to our byways by vehicles and to encourage the government to make good on its intention to give NPAs more powers to protect green lanes. You can respond to the consultation at this link:

<https://consult.defra.gov.uk/future-landscapes-strategy/government-response-to-the-landscapes-review/>

2. BOATs

Following on from the above, Members of the National Park Authority discussed BOATs at a workshop on 27 January. This was an important milestone. The specific problems in East Hampshire (chalky lanes, population density) have been understood and acknowledged. The relevance of this issue to the SDNPA's statutory purposes (to conserve the park and to safeguard access) have been explained. The relevance to the duty to communities has also been appreciated.

I spoke about BOATs in the morning because I had to depart for a Decision Day but I believe my contribution had an impact. The key points I made were the SDNPA can act: it has the power to make TROs and it has the right skills to ensure that the correct admin procedures are followed and that the signage and gate features installed are appropriate to the setting. I also explained why the County Council does not have the resources to fix this issue due to funding demand pressures in social care and children's services and inflation.

The outcome of the workshop was that a paper would come to a public meeting of the SDNPA either in March or May. I look forward to having a full, transparent discussion on this issue with other Members and will report back again after that.

3. Motorbike Noise and Nuisance Parish Forum – reporting back

On 13 January Police and Crime Commissioner Donna Jones hosted a Parish Forum to set out the plans to tackle motorbike noise on roads in East Hampshire. Thank you to all who attended. The two key measures to report on are;

- Two sets of Average Speed Cameras will be placed on the A272 and A32 at the approach to the Meon Hut.
- During the Summer season, prominent signs saying "Meon Valley – Keep Noise to a Minimum" will be displayed along the length of the A272 and A32.

In addition, the police will be undertaking enforcement across East Hants using new tactics such as unmarked police bikes with cameras to record offending. There will also be publicity campaigns on social media to improve compliance.

It is hoped that this package of measures will start to reduce the attractiveness of the area to inconsiderate bikers and will encourage more responsible driving by those bikers that do continue to come here. At the meeting it was agreed that District Councillors will explore the use of Public Space Protection Orders to tackle noisy bikers in our area. We will be taking this forward.

4. Non-crete bollards

I was surprised and pleased by the national coverage for my non-crete bollards initiative. Instead of ghastly concrete, the bollards are made from an eco-friendly sugarcane-based plastic. This reduces carbon emissions involved in concrete production. Carbon is also captured by the sugarcane as it grows. This is a UK first and it was picked up by the Times, the Telegraph, Daily Mail and BBC. We are trialling the bollards across Hampshire.

5. Mast in Hawkley

The new EE mobile phone mast in Hawkley has been commissioned. I believe that this has improved mobile phone coverage in the Hangers area for both the EE and O2 networks. It also means that mobile broadband over the 4G network may become a good option for those rural houses awaiting better fibre broadband.

6. Highway Code Changes

The changes to the Highway Code, which came into effect last Friday, are good news for our area. Many of our country lanes are regularly used by pedestrians and cyclists. It is welcome that these road users will now be at the top of the hierarchy and motorists will be obliged to give way to them. To avoid confusion and confrontation it is important that motorists understand the changes and adjust their driving habits.

Parish Councils may wish to consider publicising the changes to the Highway Code in their newsletters to raise awareness. The full changes can be read here.

<https://www.gov.uk/government/news/the-highway-code-8-changes-you-need-to-know-from-29-january-2022>

7. Queen's Golden Jubilee celebrations

Hampshire County Council is putting in place plans to celebrate the Queen's Platinum Jubilee this year. These will provide opportunities for residents across the county to participate, including through schools, libraries, care homes, and outdoor sites. The primary focus is during the extended bank holiday weekend of Thursday 2 to Sunday 5 June 2022. Two initiatives I would like to highlight are:

- The Queen's Green Canopy in Hampshire – a £0.5million initiative to support tree planting in line with the County Council's wider climate action plan. Advice, guidance, and practical support will be made available to assist schools, organisations, and communities to plant successfully – with the right tree in the right place across Hampshire, and during the planting season (October-March). Activity will include a new woodland at River Hamble Country Park. Commemorative trees will also be planted at Queen Elizabeth Country Park.
- Licoricia statue in Winchester – a life-size bronze statue of Licoricia, an influential medieval Jewish woman, will be unveiled outside The Winchester Arc (formally Winchester Discovery Centre) on 10 February marking the start of Hampshire's Platinum Jubilee programme. This will be a major interfaith event, a key theme of the Jubilee. The County Council is supporting the Licoricia of Winchester Appeal Trust to develop educational materials about Winchester's medieval Jewish community, its role in society and its royal connections, and to promote religious tolerance and understanding.

RUSSELL OPPENHEIMER

County Councillor for Petersfield Hangers

Appendix 3: Clerk's Report

EHDC grants for Old Church

As agreed at the last Parish Council meeting, I have contacted EHDC to seek funding of £1,000 towards maintenance of the Old Church.

I approached Cllr Davies and he has agreed an amount of £1,000. Additionally, I approached Cllr Carew for a grant for the same and he has very kindly set aside £800 as he had previously promised monies towards the wildflower interpretation boards and these have since been funded by the SDNPA from S106 contributions.

The grants are subject to agreement by EHDC as they are for maintenance of the Old Church and not capital spend but I am working with them to seek approval.

If successful we will therefore be awarded £1,800.

Whitehill Traffic Management Study 2013

The council have previously been made aware of this study that was carried out in 2013 in response to the impending large scale development of Whitehill. The study looked at all the surrounding villages to assess traffic impacts and mitigation proposals were put forward I have written to the Clerk at Kingsley PC as they have recently had traffic calming measures installed to the value of £80,000. She has confirmed this was fully funded by Hampshire Highways using CIL funds associated with the Whitehill development.

I have since written to Hampshire Highways and Cllr Russell Oppenheimer to try to establish whether Greatham could apply for funding for additional traffic calming. Highways have not yet responded to me directly but Cllr Oppenheimer has provided the following response:

The Travel Planning Team has informed me that HCC's position has not changed since their response to the email received from me, following your email dated 7 October 2019 in which I raised traffic issues on your behalf.

I am informed that, since Covid-19, traffic counts have shown a reduction in traffic numbers on the A325 south of Whitehill & Bordon below pre-Relief Road and development occupation levels. Given the societal changes in travel patterns anticipated, HCC predict lower traffic numbers in general, although it is likely to be a couple of years or so before they can identify a pattern. Furthermore, the intention of the TMS is to focus traffic onto the most appropriate roads i.e. the main A and B roads, hence the reason for works on the B3004 Kingsley which has been in development for some time. HCC will continue to take an evidence-based approach, as mentioned previously, to selecting the communities / routes where the focus will be on directing funding to actual impacts associated with Whitehill & Bordon and not residual issues already evident in local communities.

The Traffic Planning Team point out that, unlike Kingsley, Greatham has a number of traffic measures, such as build outs and give-ways along Petersfield Road which have an impact on driver behaviour and our records show that the Greatham area suffers no proven injury accident problems along Petersfield Road itself.

In addition, Joe Folland, whom I am informed has recently been contacted by the yourself, is currently working on the development and delivery of a CFI scheme in the village in which further traffic measures are proposed. The scheme is still in its relatively early stages, although funding (£10,000) has been agreed with SDNPA for this scheme.

I understand a year or two ago, Ian Janes, HCC Traffic Management had some correspondence/discussions with the Parish Council regarding Speed Limit Reminders (SLRs) in the village which included a number of sites along Petersfield Road. I look forward to discussing the traffic issues with the Parish Council at a future meeting.

At the same time, I have written to Hampshire Highways about the previous ad hoc traffic study that took place in 2019 and asked whether the additional surveys could take place. I am awaiting a response but would suggest that this is the subject of a future council meeting so that these matters can be taken forward.

Village Gateways

I met with the contractor, JK Engineering, who is supplying our village gateway signs to look at sizes and posts. Cllr Harris and Godby kindly attended and we reviewed the mock up sign that the contractor brought along and agreed that it was suitable. It matches the size of the Hawkley sign. We agreed that 10cm oak posts should be used and the signs should be mounted on posts that were 110cm height above ground.

The agenda item this evening is to agree the additional costs of the oak posts. The design was agreed previously so we can proceed if the costs are now signed off.

Appendix 4: Financial Report as at 31^s January 2022

The financial records as at 31st January 2022 are as follows:

Receipts 1st January to 31st January 2022 £0

Balances as at 31st January 2022

Current Account £ 5,197.93
Deposit Account £30,248.84
Total at bank **£35,446.77**

Earmarked Funds held

CIL fund £ 8,229.00
Community Engagement £ 500.00
Tree works £ 500.00
S106 project £ 4,802.00
CFI Scheme £ 1,000.00
Total Earmarked Funds **£15,031.00**

General Reserves Balance **£20,415.77** **(total at bank less earmarked funds)**

Payment Schedule

Invoice Date	Payee	Description	Net Total	VAT	Total
		PAYMENTS MADE			
21/12/21	HMRC	Tax/NI liability mth 9	£188.62	£0.00	£188.62
21/12/21	Clerk	Salary month 9	£676.76	£0.00	£676.76
24/01/22	HMRC	Tax/NI liability mth 10	£188.62	£0.00	£188.62
24/01/22	Clerk	Salary month 10	£676.76	£0.00	£676.76
19/01/22	Nest	Pension contributions month 9	£60.06	£0.00	£60.06
27/01/22	Nest	Pension contributions month 10	£60.06	£0.00	£60.06
		TOTALS	£1,850.88	£0.00	£1,850.88

Signed by Chair of Meeting:

Date:

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Appendix 5: Asset Register

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			Cllr Butler	CA Traffic	£2,258.40	07/09/15	£2,258.40	£2,258.40
31/03/21	Defibrillator & Cabinet	AED Plus		Village Hall	Donated by Farnham Lions pre 2016 (purchase price = market price). 10/06/21 new cabinet purchased @ £465	£1,670.00	10/06/21	£1,670.00	£1,670.00
14/11/21	Litter pickers x 8			Cllr T Driver	Amazon	£24.43	14/11/21	£24.43	£24.43
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
31/03/21	Mobile phone	Nokia 1.3		Clerk		£89.00			£89.00
31/03/21	Webcam	Logitech		Clerk		£24.99			£24.99
26/07/21	Water bowser	Tanks Direct		Cllr Harris		£239.00			£239.00

						Sub Total		£19,461.72	
	<u>PLAYGROUND EQUIPMENT</u>								
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
						Sub Total for Playground Equipment		£54,769.25	
	<u>STREET FURNITURE</u>								
	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 Redman		£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
						Sub Total for Street Furniture		£19,285.52	
						£93,516.49		£93,516.49	£115,361.48

Appendix 6: Annual Parish Meeting

The Annual Parish Meeting is a meeting of parish electors and must take place between 1st March and 1st June. We have not currently set a date for this. Due to the Covid-19 pandemic, the parish has not had an Annual Parish Meeting since 2019, and this set of councillors have never held one because of this.

The council may wish to consider the format of the meeting and how to encourage residents to attend.

The meeting could include the following:

1. Update from the chairman of the council summarising the council's activities over the previous year
2. Information/display on the CFI and potential future traffic calming initiatives
3. Information/display on the Village Design Statement
4. Information/display about the Old Church including old photos/archives
5. Village Awards
6. Speaker to give a talk of local or topical interest
7. Local groups showcasing their interests/work
8. Simple refreshments/opportunity to socialise

Appendix 7: Trees

The last tree survey on parish council owned trees was carried out in November 2019 with the associated works being completed at the end of 2020. The parish council should now carry out a new tree survey as the previous advice recommended the trees were inspected in 24 months.

Additionally, there are outstanding works from the previous tree survey that the Old Church working group agreed to carry out which have not yet been completed and which are on our action list. This was to remove/sever ivy from some of the trees in the churchyard.

I recently met with a Senior Arboricultural Consultant to discuss the mulch around the yew tree. His advice is that the current mulch should be removed and replaced with a more composted mulch and ideally it would come from arisings from the site or from the yew tree itself (from naturally falling twigs/branches etc). He noted that the yew tree is in good condition but we must be mindful of the spread over Forest Road and the fact that the site is open to the public.

He recommended that the tree is fenced off to keep any arisings within the spread of the tree but to also stop any footfall under the tree as access currently means that the soil is being compacted which is not good for the health of the tree. The fencing could have a gate so that residents can still get up close to the tree but it would stop regular footfall near the tree. His advice also said that the mulch should spread right out to the drip line of the tree and should not be placed all in one go but in sections – this is to avoid shocking the tree. He will be providing his report in writing and, at the same time, will be quoting for a tree survey for all of our trees. I hope to have this in time for the PC meeting.

Village Design Statement Working Group

Terms of Reference

1. The Working Group will consist of [insert no.] councillors, determined by the Council. Membership is to be determined by the parent body at its Annual meeting or at a normal full Council or Committee meeting.
2. The working group may invite members of the public to attend meetings in an advisory capacity on an ad-hoc usually temporary basis.
3. At its first meeting of the working group members shall appoint an elected member as Lead Member who should ensure the entire working group's members are kept informed and involved with progress and act as the primary reporting channel back to the parent body.

In line with the task set by the Council the purpose and remit of the working group is to:

- a. Produce a draft Village Design Statement to recommend to council for adoption
 - b. Ensure that the draft VDS complies with the policies of the SDNPA
 - c. Carry out any necessary consultations with residents to gather information/evidence
 - d. Members of the working group may consult with any outside bodies, including the South Downs National Park Authority, to provide assistance to them in compiling the VDS
 - e. Liaise with the South Downs National Park Authority to ensure that the draft VDS complies with policies and would be acceptable as a Supplementary Planning Document
4. The group does not have delegated powers to make decisions on behalf of the [Council nor should exceed its purpose and remit (above) without the parent body's sanction to a change to this Terms of Reference
 5. The working group does not have delegated authority to incur any expenditure and must seek permission from the council in advance for any proposed spend
 6. The group reports to the council
 7. The group shall provide timely reports to the parent body in the following manner:
 - a. Progress should be reported either verbally or by way of a report on a monthly basis
 8. Meetings of the working group are not usually but may be public meetings

Appendix 9: Wildflower Verges

Project 1

The parish council recently planted 4 wildflower areas – the village green, the nursery verge, the verge outside the and the verge opposite the Old Church. We applied for, and received, a cultivation license from Hampshire County Council for the two verges that we do not own which means we are now responsible for their upkeep. We are already responsible for the upkeep of the Village Green and the verge outside the Old Church.

These areas will now need to be cut twice a year, in March and September. I have asked Petersfield Town Council to provide a quote for cutting and clearing these areas at the same time as they carry out the twice yearly cut at the Old Church. They have quoted a cost of £200 per cut i.e. £400 per year. However, I am currently waiting for their confirmation as to whether their quote includes the Old Church.

Project 2

Additionally, Cllr Harris has proposed that the parish council now apply for a cultivation licence for the verge opposite the entrance to Longmoor Road where the contractors have recently been carrying out works to the highway. This would be an ideal time to plant wildflowers seeds. The cost for the licence would be £133 and there would be an additional cost for cutting twice yearly.

Alternatively, a resident has previously scythed the village green free of charge but would be able to do this again at a cost of £15 per hour with the job estimated to take 3-4 hours. Total cost £60 (annual cost £120 for village green only). I have asked the same resident to quote for the verges and am awaiting his response.

Decision required:

Project 1

Approval of costs of cutting verges/village green

- a) £400 per year (pending confirmation of village green inclusion in quote).
- b) Scything costs @ £120 per year plus cost of verges (to be confirmed)

Option (a) would include removal of cuttings. Option (b) would require volunteers to remove cuttings.

Project 2

Approval of costs of additional HCC Cultivation Licence at £133 plus cutting costs (estimate £100 per year).

Approval of costs of wildflower seeds. Estimated cost £50.

Any additional costings will be sent to councillors prior to the council meeting.

Appendix 10: Old Church donations

We would like to add a PayPal button to the website to receive online donations to help us fund/support The Old Church maintenance and repairs.

As we are not a charity we are unable to use sites such as GoFundMe. We are also unable to claim any gift aid on donations made.

PayPal is a safe and fast payment tool that can accept payments from everyone. You do not need to have a PayPal account in order to complete a transaction - you are able to pay on card like any other online payment system.

There are no subscription costs to use PayPal but there are % costs associated with each payment received, plus a fixed fee of £0.30p.

Paypal to Paypal - 1.2% + fixed fee. On this basis a £10 donation would cost £0.42p PayPal fee which is deducted at source.

Card payment to Paypal - 1.2% + fixed fee

QR code transactions over £10.01 - 1.5% + fixed fee

QR code transactions under £10.00 - 2% + fixed fee

I would suggest we don't use the PayPal QR codes. Instead we can create our own QR code that will take the user straight to The Old Church web page with the PayPal button displayed clearly at the top of the page on all mobile devices. This would cap the charge at 1.2% + fixed fee.

The Old Church currently has a donation box for visitors but we could also display a QR code inside/outside the Church for visitors to make donations whilst they are there.

Cllr Susie Harris, 03/02/2022

Appendix 11: 20 is Plenty campaign

The following email was received on 7th January 2022:

Dear Parish Councillors,

Campaign for lower speed limits on our streets

I am writing to ask you for your support for a proposal for Hampshire County Council to set 20mph as the normal speed limit, and 30mph as the exception, in residential streets and in town and village centres – in other words in those places where people work, learn and play. HCC has recently announced that it will review its 20mph policy early this year. Donna Jones PCC has already expressed her support for, and her intention to enforce 20mph.

In all areas of Hampshire, traffic speed impacts the safety and quality of life of our residents. Current HCC policy has made it very difficult to seek speed limit reduction on a case-by-case basis. Standardisation of speed reduction over a wide area is more effective and simplifies implementation; it also increases compliance.

Reduction to 20mph has been shown to be:

- **Important for wellbeing** – the UK Department for Transport estimates that casualties fall by 5% for every 1mph of speed reduction; 20mph schemes typically lead to 20% fewer casualties overall.
http://www.20splenty.org/20mph_casualty_reduction

HCC currently has 9% more than the national average of KSIs (numbers killed and seriously injured on the roads).

20mph leads to significant reduction in emissions (-25%) and noise pollution (-50%).

Equal opportunity is increased by making roads safer for vulnerable users, and community cohesion is boosted. Active travel increases by at least 20%, rising over time. Mental and physical health are improved.

- **Cost effective**- it works out at approximately £3-5 per capita. Wide area 20mph limits are seven times more cost effective per mph speed reduction than isolated zones with physical calming.

http://www.20splenty.org/20mph_limits_vs_isolated_20mph_zones

- **Popular** across all demographics (70% popularity with 10% unsure) <http://20splenty.org/why20mph> Phil Jones, cabinet member for transport in Camden said “20mph is the most popular decision I ever made”.

A default speed limit of 20mph has already been accepted as normal by UK local authorities with a total population of 26m, including the whole of Wales, Lancashire, Cheshire West and Chester, and (soon) in Scotland, Cornwall and Oxfordshire. A speed limit of 20mph/30kph is recognised as international best practice wherever people and motor vehicles mix.

Implementation costs of these measures are typically under 1% of yearly casualty and physical inactivity costs.

http://www.20splenty.org/casualty_and_physical_inactivity_costs

With all these benefits, councils that support the proposal can better serve their residents. They can deliver significant improvements while making huge financial savings - savings which accrue year on year.

Thank you for reading this letter, but please also take the time to watch a very clear and concise 7-minute video at your next Parish Council meeting:

<https://www.youtube.com/watch?v=efYkYXWPIx8>

I attach a further briefing document which contains a draft motion for your Parish Council to consider at its next meeting. Please support this motion and join forces across Hampshire to deliver the reduced road speeds that our communities need by sending it to HCC.

Yours sincerely,

Sir Charles Cockburn Bt.

East Hampshire co-ordinator – 20's Plenty for Us

20's Plenty for Us is asking Parish and Town Councils in Hampshire to pass a motion to support the campaign for 20mph where people live, work and play in order to:

- 1) Achieve a 20mph speed limit on roads which are currently 30mph, with exceptions where a higher speed limit is demonstrably safe, particularly for vulnerable road users.
- 2) Demonstrate to the Highways Authority the demand for 20mph county-wide, making it both cheaper and easier to implement across the county and achieving better driver compliance.

Speed limits are set by Hampshire County Council as the Highway Authority, which also makes Traffic Regulation Orders to erect signs or change other road features like paint roundels or remove centre lines. Demonstrating widespread local community support is critical to securing the County's agreement to implement 20mph widely. Other counties, such as Oxfordshire and Lancashire in England, have agreed 20mph for every settlement, as have counties throughout Wales. Scotland has promised to offer 20mph widely and places like Warrington have 20mph in all their satellite villages.

Motion

[Your Parish or Town council name]:

- 1) Supports the *20's Plenty for Hampshire* campaign;**
- 2) Calls on Hampshire County Council to implement 20mph in [your place]; and**
- 3) Will write to Hampshire County Council to request that the county:**
 - a) makes 20mph the default speed limit on streets throughout Hampshire in places where people live, work, shop, play or learn, leaving 30mph as the exception on those roads, where full consideration of the needs of vulnerable road users allows a higher limit; and**
 - b) allocates a ring-fenced amount from public health, sustainability and transport budgets to enable 20mph to be implemented county-wide within 5 years.**

Appendix 12: SDNPA Consultation Self Build and Custom Housebuilding Register

Consultation – opportunity to comment on proposed local connection test for the Self-Build and Custom Housebuilding Register

The South Downs National Park Authority (SDNPA) is proposing a local connection test (see below) for those wanting to record their interest in building their own home by applying to be included on the Self-build and Custom Housebuilding Register (the “Register”).

Consultation on the proposed local connection test is being carried out for eight weeks between Tuesday 11 January 2022 and Tuesday 08 March 2022.

All responses to the consultation must be received **before midnight on Tuesday 08 March 2022**.

Please let SDNPA know your comments on the proposed local connection test as set out below. Further details about the Register and the local connection test are also set out below. If you have questions regarding this consultation please telephone 01730 814810 and ask to speak to Kevin Wright in the Planning Policy team or email planningpolicy@southdowns.gov.uk

Responses to the consultation must be made in writing and can be sent to the SDNPA in the following ways:

By email to planningpolicy@southdowns.gov.uk

By letter to Planning Policy, SDNPA, South Downs Centre, North Street, Midhurst, West Sussex, GU29 9DH

Proposed Local Connection Test

Any person that meets at least one of the following criteria when applying to be entered on the Self-build and Custom housebuilding register, is considered to have met the Local Connection Test and will be entered into Part 1 of the Register:

- a) Have lived (as only home or principal residence) in the National Park (or in a split Parish, part of which is inside the National Park) continuously for at least the last two years; or
- b) Have lived (as only home or principal residence) in the National Park (or in a split Parish, part of which is inside the National Park) continuously for three out of the last five years; or
- c) Have immediate family* who have lived continuously in the National Park (or lived in a split Parish, part of which is inside the National Park) for at least the previous five years; or
- d) Have been employed in the National Park for a minimum of 16 hours per week continuously for the last two years; or
- e) You are a member of the armed forces, or an ex-member of the armed forces whose service ended within the last 5 years.

* Immediate family is defined as parents, adult siblings and adult children.

Further details

The SDNPA is required by law to keep a Self-build and Custom Housebuilding Register. The Register provides evidence of demand for self-build and custom housebuilding within the National Park. Anyone seeking land to build their own home can apply to be on the Register providing they are at least 18 years of age and they are a British citizen, or a national of a European Economic Area State or a national of Switzerland. The criteria can also include a local connection test.

The effect of the local connection test is to separate the Register into Part 1 and Part 2.

Those applicants entered on Part 1 of the Register will meet the eligibility criteria and the local connection test. SDNPA has a duty to permit sufficient plots to meet the demand evidenced by the entries on Part 1 of the Register.

Those on Part 2 will meet the eligibility criteria only.

The entries on Part 1 and 2 of the Register will be taken into account by SDNPA when making planning decisions in the National Park.

Those on Part 2 of the Register can still build their own home in the National Park.

Being on Part 1 of the Register provides no entitlement to receive any plot permitted by the SDNPA.

Further information on the Self-Build and Custom Housebuilding Register can be found at <https://www.southdowns.gov.uk/planning-policy/self-build-custom-build/>