

Hawkley Parish Council Meeting
Wednesday 3rd November 2021 at 19:30
Held at Hawkley Village Hall

Minutes

Present: Cllr David Caukill (Chair), Cllr Jo Humphrey, Cllr Geoff Brighton, Cllr Simon Dixon, Cllr Susan Sinclair, Cllr Charlie Butcher, Cllr David Large, Cllr Oppenheimer and Cllr Charles Louisson.

One resident attended (late arrival)

Attending: Katherine Horton (Clerk)

- 1) Chair's Welcome and introductions. Meeting opened
- 2) Apologies for Absence: Apologies received and accepted from Cllr Buckle
- 3) Declarations of Interest: None made
- 4) Public Question Time: No residents present at the opening of the meeting
- 5) **Approval of Minutes:** To approve minutes from the Parish Council meeting held on 25th August 2021 and the minutes of the Planning Advisory Committee meetings held on 6th and 20th October 2021. Minutes confirmed as accurate records and duly signed.
- 6) Update on actions arising from Minutes of the Parish Council Meeting held as above
 - a) **Verges** – Cllr Caukill. Service is not provided by HCC and so Hoare will be cutting parish verges to ensure sightlines are clear for winter.
 - b) **Phone Booth adoption** – Cllr Caukill. Mobile phone mast is operational providing signal to areas of high ground and for emergency calls. Phone booth on Upper Green could now be adopted. The Box is Listed Grade 2, and our ownership would require HPC to fund its maintenance for the foreseeable future. Attendees were nonetheless in agreement this should proceed.
 - c) **Play-area replacement** – Cllr Dixon. Play Group Committee is continuing their work with project narrowed down to three contractors. Initial quotes have been reduced from £60,000 to £40,000 through offers of help from locals. A fundraising calendar has been drawn up with events every couple of months. Work is also due to start on grant applications.
 - d) **Asset Register: Greens and Ponds** – Clerk. No record of the Parish Council having ownership of the ponds or green spaces in Empshott has been found and as such these items should not appear on the Asset Register. The refreshed register was approved by those present and will be posted on the PC website.
 - e) **BOATS** – Clerk. Confirmation received from Cllr Davenport (Chair of East Meon PC) that feedback from Hampshire parish councils has been consolidated and shared with Chair of SDNPA, Chair of Executive at HCC and Damian Hinds MP. Clerk will keep Cllr informed of any further updates.
 - f) **Hawkley Hill** – Cllr Caukill. Articulated lorries are still getting stuck on Lower Green; four last week with damage to the green and trees. Hampshire Highways has been chased for an update on the new signage but is unable to provide a timeline for the work. Cllr Oppenheimer offered to follow up with Highways.
- 7) **Report from County Councillor Oppenheimer**
 - a) Retro fitting advice to improve energy efficiency at home is available from PECAN (National Energy foundation supporting).

- b) Bus service improvement plan has been approved and HCC is now able to fine for misuse of bus lanes
- c) Impact of Budget – will know more in December when figures are confirmed.
- d) BOATS and motorcycle noise – meetings taking place to discuss what action might be possible.
- e) £6 million ‘Trees Call to Action Fund’. Grants of £250,000 to £500,000 will be awarded to projects across England to create woodlands at a large scale and improve people’s access to nature.

Cllr Caukill asked for clarification on the funding of the Lengthsman service. Cllr Oppenheimer’s confirmed that from April 2023 cost will sit with the Parish Council. The PC will need to make a decision on staying with its current cluster or making individual arrangements. Cllrs raised concerns about insurance provision for private individuals to complete the work and Cllr Oppenheimer confirmed he would raise this when the funding is discussed.

8) Report from District Councillor Louisson

- a) Local Plan – Michael Gove has been written to raising issue of national park limitations and seeking clarification re no building in green sites.
- b) Consituencies consultation completed.
- c) Waste collections issues ongoing re HGV driver recruitment but generally on track by prioritising refuse/recycling.
- d) COP26 presentation in Alton was well received

9) Report from Planning Chair:

- a) **Approval of Minutes.** Minutes of the Planning Advisory Committee meetings held on 6th and 20th October 2021 confirmed as accurate records and duly signed.
- b) **To confirm the actions the Clerk has taken under the scheme of temporary delegation following meetings of the Planning Advisory Committee on 6th and 20th October 2021.** Cllr Brighton updated attendees on recent planning applications and confirmed what response had been agreed and then actioned by the Clerk.

Reference	Address	Proposal details	Date Considered	Decision	Decision communicated
SDNP/21/04361/HOUS	Wisteria Cottage 11 Upper Green The Hollow Hawkley Liss Hampshire GU33 6NA	Proposal: Two storey extension to side	06-Oct-21	No objection	06-Oct-21
SDNP/21/04545/FUL	Home Farm, The Woodshed, Mill Lane, Hawkley, Liss, GU33 6NU	Proposal: Extension to provide utility/wash down area, wet room and small spare room. Insertion of 2 windows and change to entrance.	06-Oct-21	No objection	06-Oct-21
SDNP/21/04905/TEL	Church Lane, Empshott, Liss, Hampshire	Proposal: Prior under Regulation 5 - Installation of 1 Pole	06-Oct-21	Object	07-Oct-21
SDNP/21/04618/HOUS	Middle Oakshott Farm Middle Oakshott Farm Lane Hawkley Liss GU33 6LP	Proposal: Side Porch extension and minor amendments to windows and doors	20-Oct-21	No objection	20-Oct-21
SDNP/21/05049/PNTEL	Outside Brook Cottage Empshott Green Lane Hawkley Liss Hampshire	Proposal: Installation of 1 pole	20-Oct-21	Object	20-Oct-21

- c) **To consider and confirm any comment in relation to applications SDNP/21/04375/LIS and SDNP/21/04374/HOUS** Location: Flat 3 Hawkley Hurst Standfast Lane Hawkley Liss GU33 6NS
Proposal: Listed Building Consent - Internal alterations for removal of part of existing floor to allow for insertion of a staircase. Access is currently via a shared staircase and application would provide internal access to the owners’ own property. No Objection

- d) **To consider and confirm any comment to be recorded in relation to the Addition Information about Alton Materials Recovery Facility, A31, Alton GU34 4JD.** Previous comments lodged by Hawkley PC were based on concerns about traffic increase to B3006. Very little comment on traffic generation from official sources so concerns remain. Objection to be reiterated.

10) Parish Council Finances/Administration:

a) Clerk's Report including Financial Report

- i) Clerk's Report: Bank statements seen by Chair ahead of meeting. Financial summary for August to November circulated ahead of meeting. No questions raised. Chair signed summary.
- ii) Correspondence
 - Hawkley Sports Club – letter of thanks for grant towards community event
 - Rotherfield Park Estate - Notification of forestry management in relation to Ash dieback. Posters about the work have been posted on PC noticeboards and in the village hall.
 - Road Closures – Manor Farm Lane and Cheesecombe Farm Lane will be closed to allow Openreach to install telegraph poles. Details shared with Cllrs should they receive any queries.
 - HALC AGM – Clerk will attend to represent Hawkley PC but does not have voting rights. Two resolutions proposed: legislation to allow for virtual/hybrid meetings and to adopt 20mph as default speed limit in residential areas.
- iii) To agree the Grant application process. Cllrs wish to keep application process as straightforward and accessible as possible. Clerk will use formal template to log request details to ensure audit requirements are satisfied. Clerk advised Cllrs that requests must come from recipients.
- iv) Budget. Clerk will be drafting budget ahead of next meeting. Cllrs will consider whether there are any projects or pieces of work that will need to be completed next year to ensure costs are captured.

b) Payment Schedule: Following payments approved

- i) Clerk's salary for Q3
- ii) Verge Cutting
- iii) Upper Green mowing

11) Policies

- a) To review and then accept the Financial Regulations for 2021/22. No questions raised so regulations accepted. Cllr Caukill will review HALC's model regulations with the Clerk and make recommendations for Audit working group to consider ahead of May meeting. Review of Financial Regulations will return to being in May.

12) Items for next agenda. Wednesday 19th January 2022, 19:30

- a) Annual Parish Meeting – consideration of speakers and themes
- b) Planning.
 - i) Review of Parish Plan and actions
 - ii) Local Plan training
- c) Update from HALC AGM

Meeting closed at 20:57

Chair

Date