

## MEETING OF HAWKLEY PARISH COUNCIL

HELD WEDNESDAY 6<sup>th</sup> DECEMBER 2023 AT 7:30PM in the Parish Hall

### Minutes

Present: Cllr Caukill (Chair), Cllr Buckle, Cllr Butcher, Cllr Humphrey, Cllr Stewart, Cllr Sinclair and Cllr Large  
Also attending: K Horton (Clerk) and Cllr Louisson. No residents in attendance.

- 1) **Welcome.** Meeting opened by Cllr Caukill
- 2) **Apologies for Absence.** Received from Cllr Wallace due to personal commitments and Cllr Oppenheimer who was unwell.
- 3) **Declarations of Interest.** No declarations of interest in the agenda items.
- 4) **Approval of Minutes** - Parish Council Meeting held on 20<sup>th</sup> September 2023. Minutes accepted and signed.
- 5) **Public Participation** No residents in attendance.
- 6) **Report from County Councillor Oppenheimer.** Apologies received. Report to be circulated.
- 7) **Report from District Councillor Louisson.**
  - **Budget setting.** Challenging year. Limit of 3% from the Gvnt on what District Council can raise via Council Tax. Fees and charges are being reviewed ahead of budget – an average 10% increase is anticipated on non-statutory fees so that these services are paying for themselves eg green waste recycling and EHDC parking. Statutory fees are set centrally by Gvnt eg bin collection and planning.
- 8) **EHDC Community Camera scheme.**
  - a) **To note a report from the Clerk on the scheme particulars and to confirm that HPC will not sign up for the initiative based on the report's conclusions.** Report circulated ahead of meeting. No clarification sought. Cllr Caukill proposed that an application was not submitted for the reasons outlined in the report and attending Cllrs were in agreement.
  - b) **To consider the concerns that residents have raised about speeding on Stairs Hill (following two recent RTAs) and possible next steps.** Cllr Caukill provided an overview of the discussions that had been had with two Stairs Hill residents, HCC Highways and HPC. Lining and signage is planned for implementation by HCC Highways by March 2024. HPC have also enquired about the possibility of speed trap cameras but HCC have no budget for them - research shows the costs of such cameras are far beyond HPC's budget. The suggestion of a Community meeting has support from Cllr Oppenheimer and the Clerk is working to progress this. Cllrs in agreement of a meeting and Cllr Butcher suggested that the Police Commissioner be invited to attend.
- 9) **Road Closure. To note communication from Scottish & Southern Electricity Networks (SSEN) about proposed work on the B3004 between January and August 2024. The proposed detour routes non-HGV along the B3006 will increase traffic volume on Stairs Hill – and likely also unauthorised HGV Traffic. To confirm whether Hawkley PC will make representations in the related consultation specifically asking for a periodic enforcement presence or such other actions as are appropriate.**

Cllr Caukill proposed that HPC write to appropriate contacts in support of Selborne PC's circulated letter and include the PC's own concerns about Stairs Hill. Cllr Butcher seconded this proposal and all other Cllrs were in agreement.

**10) Hedges and Ditches. To note receipt of guidance from HCC on residents responsibilities on these matters and to approve a proposed email to residents communicating these details.** A draft email was circulated ahead of the meeting. Cllr Caukill proposed that the email be circulated to residents to remind them of responsibilities with the intent of encouraging any required action. Cllr Sinclair seconded and attending Cllrs in agreement.

**11) Ash die back. To discuss a possible survey of potentially dangerous ash trees around the parish and to agree next steps.** Cllrs were in agreement that the Parish Council are not qualified to carry out such a survey, which would involve some personal risk, and PC finances do not allow for a professional survey. Discussion on whether it is the responsibility of the PC to carry out such a survey concluded it is Highways' responsibility to ensure the accessibility and safety of the road network and landowners' responsibility to maintain their woodland in a manner that does not cause damage to others. Cllr Butcher proposed that guidance on how to log concerns about trees in the local area with either Highways and/or the Landowner could be included in the draft email of item 10.

## **12) Parish Council Finances/Administration**

### **a) Clerk's Report inc**

i) **To note Staff Panel's recommendation to increase the Clerk's salary (from 1 April 2024) in line with the NJC pay settlement for 2023.24.** No questions raised

ii) **Planning.** To note responses submitted by the Clerk, under clause 21e of the Standing Orders, since the last meeting. No Objection was noted in response to the following applications:

- SDNP/23/04100/TCA.
- SDNP/23/04479/TCA.

iii) **EHTPC attendance.** Further to an email from Hampshire Association of Local Councils (HALC) to confirm that a representative from Hawkley PC will attend the meetings. Clerk noted the request and Cllr Caukill highlighted the benefits of attending such meetings in person.

iv) **Parish website.** An update on the plans to develop a new website ahead of the current Webmaster's retirement.

### **v) Correspondence:**

- Trees on private land mentioned at the July meeting re electricity supply. SSEN are now in progress of assessing trees and will carry out works as necessary. Thanks to Landowner for working with PC on actioning this.
- BOAT damage. Reported by Cllr Sinclair and has been shared with Hampshire Countryside Services
- Brickfields. Residents have raised concerns about activity at the site and these have been escalated to Enforcement at EHDC
- Scheduling APM. Cllrs reminded to complete Doodle poll to identify date for APM
- Electoral register. Latest version received from EHDC

### **b) Financial summary for September 2023 to December 2023 and in addition:**

- i) Notification of Payments made under Item 14 of the Financial Regulations since the last meeting
- ii) Notification/authorisation of other payments

**c) To note a report from the Clerk on the projected financial position of the Parish Council at ye 2023.24 (Ref document: Budget vs Actual 23.24 LIVE). No questions raised**

**13) Ponds. To receive an update from Cllr Buckle on the ponds project: the work completed at Uplands Pond, the proposed works clearing Jolly Robins Pond and the possible next steps. To approve further related expenditure of £3,250 plus fencing work.**

- Uplands Pond has been cut back and non-native Parrots Feather has been removed. Thanks to Uplands team.
- Thanks to Lower Green team for their work on the pond there
- Jolly Robins - to improve the health of the pond, the under storey behind the pond needs to be removed to provide sunlight. Work previously has been trimming/strimming rather than substantial removal. Several old tree roots create an uneven surface making maintenance harder- Propose to remove them and reduce verge height to make pond more accessible. Quotes from N Brown (£2,000) and Arbormar (£3,200) but latter quote includes much more extensive and permanent removal of the understory/growth and using mechanical work. Latter also drew attention to boundary fence needing to be replaced. Second quotation for feature fence with the intent that this would be PC's. Landowner will give either quote permission to access land.
- Planning application to be made. Clerk will work with Cllr Buckle on this.
- Cllr Buckle proposed that additional spending of £3,250 be approved. Cllr Humphrey seconded and all attending Cllrs in agreement.
- Cllr Caukill highlighted need to budget for maintenance in future years if this significant work is carried out. Cllr Louisson advised that grant funding may be available.

**14) Fingerpost. To consider and if thought fit approve expenditure of £2,450 on the refurbishment of the last remaining finger post sign outstanding from our Traffic Project: at the junction with the road to Oakshott at the bottom of the hill - opposite Doscombe Cottage.**

- Cllr Caukill reminded attending Cllrs of the traffic management project in the village which included the introduction and refurbishment of traditional signage.
- Cllr Caukill proposed that work is completed, seconded by Cllr Butcher and other Cllrs in agreement.

**15) 2024.25 Finances. To note a report from the Clerk on the projected financial position of the Parish Council at 31 March 2024 (which has been prepared on the assumption/basis that the expenditure contemplated on agenda items 13 and 14 will be approved) and a review of anticipated financial commitments for 2024.25**

Cllrs discussed and reviewed the budget proposal and considered it against projected costs, historic years finances and other parishes

- a) To agree the Budget for 2024.45.** Cllr Caukill proposed the budget be accepted in its proposed format, Cllr Stewart seconded and all in agreement.
- b) To agree the Precept for 2024.25.** Cllr Caukill proposed the precept for 2024.25 be £17,000. Cllr Humphrey seconded and all in agreement.

**16) Date of next meeting – Wednesday 7<sup>th</sup> February 2024, 7:30pm**

Meeting closed 9:27pm

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Signed, Councillor Caukill, Chair HPC

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Date