

**MEETING OF HAWKLEY PARISH COUNCIL  
HELD WEDNESDAY 12<sup>th</sup> JULY 2023 AT 7:30PM**

**Minutes**

**Present:** D Caukill, D Large, G Stewart, J Humphrey, C Butcher, I Wallace and Cllr Louisson

**Also attending:** K Horton (Clerk)

- 1) **Welcome.** Meeting opened
- 2) **Apologies for Absence.** Apologies received from Cllr S Sinclair and Cllr L Buckle. Apologies also received from Cllr Oppenheimer.
- 3) **Acceptance of Office.** Further to the 2023 Parish Council elections, it was confirmed that all the Councillors for Hawkley Parish Council have completed the required paperwork: Acceptance of Office, Expenses and Register of Interests.
- 4) **Declarations of Interest.** None made
- 5) **Approval of Minutes** - Parish Council Meeting held on 17<sup>th</sup> May 2023. Meetings confirmed as accurate record and duly signed by the Chair
- 6) **Appointment to Committee roles**
  - a) Resignation of the Chair. Cllr J Humphrey stood down as Chair.
  - b) Appointment of Chair and signature of Acceptance of Office. Cllr Humphrey proposed Cllr Caukill for Chair and Cllr Wallace seconded the proposal. All Cllrs voted and Chair Declaration signed. Chair thanked Cllr Humphrey for chairing.
- 7) **Public Participation.** No residents present.
- 8) **Report from County Councillor Oppenheimer.** Apologies received and written report for July circulated ahead of meeting.
- 9) **Report from District Councillor Louisson.** Lots of training taking part given large number of new Cllrs in EHDC. Waste collection running fairly well though a few issues getting repair parts for vehicles. Tough year anticipated given the economic situation.
- 10) **Play area.** To note completion of the refurbishment project. Confirmation that Rospa inspection has taken place. Village Hall is responsible for the insurance of the play area
  - a) Routine maintenance costs. Cllr Caukill advised that historic commitment by HPC will be continued.
  - b) Play area monitor: Chair of Village Hall Committee following up with a resident to take on the role. Cllr Stewart would be willing to take on role if necessary.
- 11) **Parish Ponds**
  - a) Further to the report from Arcadian, to agree who will produce and coordinate a maintenance plan for the parish's three ponds. Cllr Buckle considering how to prepare annual schedule from the report. Resident owning land adjacent to Jolly Robins has been approached re works to the pond and supports any tree works. Removal of plant from Uplands Pond is recommended.
  - b) To agree how to engage residents in completing the work of the maintenance plan for the three ponds with specific help needed at Jolly Robins. It was agreed that an appeal for a work party be placed in the village magazine.

## 12) Phone Boxes

- a) To approve funding for the purchase of paint for the Lower Green phonebox. Cllr Caukill proposed the paint invoice be reimbursed and attending Cllrs were in agreement
- b) To agree next steps for any maintenance works at Upper Green phonebox. Cllr Large confirmed he is attending to the refurbishment and outlined the plan to action. Timing would be Sept. Budget £500. It was agreed that residents be informed of the project through the village magazine and as well as helpers, kit could be requested. Cllr Large will also speak with the resident who lead the Lower Green refurbishment for advice.
- c) To agree how to engage local residents in deciding the purpose of the Upper Green phonebox. Discussion about possible uses. Cllrs were reminded that a change of use would likely require planning permission given the listed provision on the phone box. It was agreed that residents' opinion be garnered via magazine

**13) Drainage channels and gulleys** – to receive an update from the Clerk on actions taken to date. Clerk will be contacting the residents again further to initial contact as there are documents confirming where the property boundary falls.

## 14) Ash Die Back around Hawkley.

- a) Trees on the roadside. One recent example being an ash falling across Upland Lane at the top of the hill. This has been reported to Highways by the nearest landowner. Cllr Louisson was not able to confirm a clear way of confirming responsibility for trees on verges. Cllr Louisson agreed to engage with HCC to get clarity.
- b) Power lines. Cllr Wallace had raised concerns about Ash near power line. SSE. Power supply was impacted for the majority of the village. Advice from SSE is that the distance of trees from the power line is deciding factor on whether action is taken. It doesn't appear to take into account overhang issues. Action: PC to approach SSE with photo evidence.
- c) Footpaths. Also being impacted with 7 trees down along Hangars Way (outside of parish boundary) this calendar year. To date only 3 of the 7 have been cleared.

## 15) To consider a response to the following planning application(s):

- a) **SDNP/23/02414/LIS.** Mabbotts Farm, Standfast Lane, Hawkley, GU33 6NR  
Proposal: Listed building consent - Remove redundant stored materials, water tank, dirt debris and nesting materials. Repair the existing timber roof structure with traditional carpentry techniques and detailing and in accordance with the structural engineers details and specification. Lay new non-combustible breathable insulation between/over existing ceiling joists. Improve natural roof void cross ventilation. Rake out and repoint the brickwork chimneystack with lime mortar. Fix new stainless-steel bird-proof mesh to openings. Refix/bed existing stone slab capping. Remove the existing chicken wire and the outer layers of the existing thatch covering to the roof and re-thatch with wheat-straw to match existing on a like for like basis. Replace/renew the existing leadwork flashings around the base of the brickwork chimneystack at the junction with the thatch roof covering. Carry out traditional carpentry repairs to exposed timber rafter feet at eaves level (underside of the thatch at eaves) to match existing on a like for like basis. Repair and/or renew existing rendered soffits to eaves (underside of the thatch at eaves) with new lime render on new oak riven lathes to match existing on a like for like basis.
- b) **SDNP/23/02639/LIS.** Mabbotts Farm, Standfast Lane, Hawkley, GU33 6NR

Proposal: Listed building consent - Below ground drainage and associated works. Install new below ground drainage to reduce ground water saturation and divert ground water around the farmhouse to reduce rising and penetrating damp through the walls and floor to the cellar. Connect new ground water drainage pipework to a new soakaway.

**c) SDNP/23/02646/LIS** Mabbotts Farm, Standfast Lane, Hawkley, GU33 6NR

Proposal: Listed building consent - Internal and external repairs, and internal alterations. Minor alterations to bathroom facilities and circulation to improve the building's existing use as private residential accommodation. Necessary and essential repairs to the existing external and internal structure and fabric, improve the existing cellar to bring it in to use, refurbish windows and external doors, update building services and to redecorate.

Planning Advisory Committee attended site and believe proposed works are maintenance to allow continued use. No Objections raised and this will be recorded with Planning Dept at EHDC.

**16) To note an update from EHDC Planning Inspectorate re Empshott Farm and to agree any response.** Clerk will acknowledge receipt of Letter to EHDC and confirm it will be circulated to Empshott residents. Cllrs were not in agreement that the matter is necessarily closed but will revert to EHDC having taken advice.

**17) Parish Council Finances/Administration**

- a)** Financial summary for May to July 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. Approved for payment
- b)** To review and then accept the following policies/documents for 2023/24:
  - i) Temporary Scheme of Delegation to the Clerk. Proposed by Cllr Caukill and Cllr Wallace seconded and no objections.
- c)** To note that the arrangement for mowing Upper Green will cease this season and the cutting for 2024 will need to be arranged. Cllr Caukill is discussing possible alternative arrangements with residents.

**18) Items for future agendas.** Agenda item to be removed

**19) Date of next meeting –** Wednesday 20<sup>th</sup> September, 7:30pm

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Signed, Councillor Caukill, Chair HPC

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Date