

**DRAFT**

## **SOBERTON PARISH COUNCIL**

Minutes of the virtual Annual Meeting of Soberton Parish Council  
held on 4<sup>th</sup> May 2021

**PRESENT:** Mr J Hyland (Chairman), Mrs J Masterman (Vice Chairman),  
Mr D Salmon, Mr N Findlay, Mrs A Turner, Mr R Stranks  
Mr S Marland, Mr R Lunn

**IN ATTENDANCE:** Jenny Clarke, Clerk  
Mrs P Stallard, Mr F Pearson, Mrs L Gemmell

### **24/21 ELECTION OF CHAIRMAN OF THE COUNCIL FOR 2021/2022**

Mr J Hyland was elected Chairman of the Council for 2021/2022. Proposed by Mrs A Turner and seconded by Mrs J Masterman. No further nominations made.

### **25/21 CHAIRMAN'S DECLARATION OF ACCEPTANCE OF OFFICE**

The Council accepted the Chairman's Declaration of Acceptance of Office.

### **26/21 ELECTION OF VICE CHAIRMAN OF THE COUNCIL FOR 2021/2022**

Mrs J Masterman was elected Vice Chairman of the Council for 2021/2022. Proposed by Mr J Hyland and seconded by Mr N Findlay and Mr S Marland. No further nominations made.

### **27/21 EXISTING COMMITTEE AND WORKING GROUP MEMBERSHIP AND APPOINTMENT OF COMMITTEE CHAIRMEN**

As both of the Committees are new it was agreed to keep membership as is for 2021/2022:

Policy Committee – Mr N Findlay, Mrs J Masterman, Mrs A Turner, Mr K Lamport and Mr J Hyland. The Council appointed Mr N Findlay as Chairman of the Policy Committee.

Proposed by Mr J Hyland and seconded by Mrs J Masterman and Mrs A Turner

Actions Committee - Mr R Stranks, Mrs J Masterman, Mr D Salmon, Mr S Marland, Mrs W Prangnell, Mr J Hyland, Mr R Lunn. The Council appointed Mr R Stranks as Chairman of the Actions Committee  
Proposed by Mr J Hyland and seconded by Mr D Salmon and Mrs A Turner.

**28/21 POLICY COMMITTEE – TERMS OF REFERENCE**

The Policy Committee Terms of Reference which had been previously circulated were approved by the Council.

**29/21 ACTIONS COMMITTEE – TERMS OF REFERENCE**

The Actions Committee Terms of Reference which had been previously circulated were approved by the Council.

**30/21 APOLOGIES FOR ABSENCE**

Apologies were received from: Mr K Lamport, Mrs W Prangnell,  
District Councillor Mrs V Weston

**31/21 PARISH COUNCIL’S CODE OF CONDUCT**

A copy of the Parish Council’s Code of Conduct was previously circulated.  
No disclosures were made by members of the Council.

**32/21 PUBLIC PARTICIPATION**

There were no members of the public in attendance at the meeting.

**33/21 REPORTS FROM DISTRICT COUNCILLORS**

Verbal reports were received from Mr F Pearson and Mrs L Gemmell.

**34/21 MINUTES OF THE LAST MEETING HELD ON 16<sup>th</sup> MARCH 2021**

The Minutes of the last meeting having been previously circulated were taken as read and will be retrospectively signed by the Chairman.

**35/21 CHAIRMAN’S COMMENTS**

- **Lych Gate** – The Council approved a quotation of £600 for replacing the metal rainwater goods on the Lych Gate. JC
- **Roman Coffin** – the Clerk to report back to the History Society and the Church that the Parish Council will support an agreed way forward with the protection of the Roman Coffin. Also to contact the Church re relocating inside the Church. JC
- **Speed stickers for Rubbish Bins** – The Council approved the purchase of 10 of each of two types of speed stickers for residents wheelie bins.
- **Speed Cameras** - The Council approved the expenditure for the ground sockets and posts in Church Road. JC  
The Clerk to apply for the licence JC  
The Clerk to look at other locations in the Parish where there may be a need for the SID JC

**36/21 PARISH COUNCIL INSURANCE RENEWAL**

The proposed insurance renewal which was previously circulated to the Council was approved. Proposed by Mr J Hyland and seconded by Mrs A Turner. JC

### **37/21 EXTERNAL AUDIT 2020/2021**

- (a) The Year-End Cashbook which was previously circulated to the Council was approved. Proposed by Mr J Hyland and seconded by Mr N Findlay and Mrs J Masterman.
- (b) The Internal Audit Year End Report was approved by the Council. Proposed by Mr J Hyland and seconded by Mrs A Turner and Mr N Findlay
- (c) To receive the AGAR
  - i. Annual Governance Statement – reviewed and approved
  - ii. Accounting Statement – reviewed and approved
  - iii. Submission to PKF Littlejohn – approved
- (d) The Confirmation of the Dates of the Period for the Exercise of Public Rights was approved.

### **38/21 POLICY COMMITTEE ITEMS**

Policy Committee Chairman to provide a report to Full Parish Council meetings.

- **Planning Applications** – see attached.
- **Emergency Plan** – the council agreed to providing an Emergency Box. The Clerk to look at contents and location of the box. JC
- **VDS** – Mr J Hyland reported on a positive meeting with Winchester and SDNPA . Focus Groups now to be set up. JH

### **39/21 ACTION COMMITTEE ITEMS**

Actions Committee Chairman to provide a report to Full Parish Council meetings.

### **40/21 REPORT FROM COUNTY COUNCILLOR**

The Council received a verbal report from Mrs P Stallard our County Councillor

### **41/21 FINANCE**

Payments	-	Clerk's salary, Clerk's Expenses £96.34, Lych Gate repairs £1,350, SPC Insurance £1,416.51 Internal Auditor £500
Expenditure	-	Proposed by Mr J Hyland and seconded by Mrs J Masterman and Mr S Marland
Finance Update	-	C/A £61,897.39 Less £ 32.00 Lengthsmens Grant remaining Actual £61,865.39

### **42/21 ACTION LIST AND ITEMS FOR THE NEXT AGENDA**

Usual Items

**43/21      DATE OF NEXT MEETING**

Tuesday 19<sup>th</sup> October 2021 at 7.30pm. Venue to be confirmed

The meeting closed at 20.31pm

## Planning Applications – 4<sup>th</sup> May 2021

Date recd	Description	No. & Response Due	NF Response & date sent & other comments	Parish meeting decision	Authority
19/3/21	May Cottage Heath Road Single storey side orangery to replace existing & Single storey and part 2 storey rear extension.	21/01602/HOUS	NF & JH 19/3/21 No comment.	Agreed	SDNP
31/3/21	Strawberry Fields Hambledon Lane, Single and First floor Extensions and detached Garage Block	21/00928/HOUS	NF 1/4/21 Significant size but design good, no comment	Agreed	SDNP
31/3/21	Rookesbury Park Caravan Club Hundred Acres Road, installation of a new Waste Point on existing layby.	21/01405/FUL	NF 1/4/21 No comment, subject to WCC checking design and management of waste	Agreed	SDNP
13/4/21	Tricklebank Stud Lodge Hill Newtown, Removal of Condition 6 limit of 8 stables	21/00967/FUL 7/5/21	NF & JH No comment	Seek condition on waste & require sufficient parking	WCC
20/4/21	Selhurst Farmhouse Heath Road, Agricultural Barn	21/00571/FUL 13/5/21	NF 28/4/21 Object. Location likely increase in farm vehicle movements in the vicinity of CPA.  If recommended add condition:  Prior to construction the applicant should seek an alternative access to avoid using the track across the CPA.	Agreed	WCC
23/4/21	South Downs Trekking, Extension and conversion of barn to form holiday cottage	20/01710/FUL	NF 26/4/21 Detailed reply requesting clarification on numerous details	Agreed	SDNP

	utilising the southern access on Station Road for parking area only for holiday cottage				
30/4/21	Felicite Liberty Road Convert existing garage & workshop, to ancillary office and gym.	21/00836/HOU 25/5/21	NF No comment		WCC
4/5/21	Jodies Acres Maybush Lane. A non mobile structure continuously occupied for a period in excess of 4 years (C3)	21/00959/LDC 24/5/21	NF 4/5/21 Object, it is creation of permanent dwelling contrary to MTRA4. If WCC approve then any consent is temporary and limited to a restricted number of years		WCC

### Summary of Enforcements & Other Ongoing Issues

Date Recd/Initiated	Description	Authority	Comments
	South Downs Trekking – Enforcement against mobile home	WCC enforcement	Need to monitor No further action by WCC - 16/3/21
	Long Road	WCC enforcement	Court hearing adjourned to April21.
	Village Pond Chapel Road	WCC enforcement	WCC not pursuing due to definition of hedgerow in the legislation - 16/3/21
8/3/21	Land North of Dradfield Lane	WCC / PINS	Appeal against enforcement notice on change of use was successful Appeal on gated entrance not successful Conclusion – Entrance gates need to be removed. Non-agricultural activity needs to be monitored Requested what action from WCC 16/3/21
9/3/21	Lower Paddock Bent Lane Hambledon Hampshire	WCC/PINS	Appeal against refusal for change of use of land to use as residential caravan site for two gypsy/traveller families. Appeal date: 24 March 2021 commencing at 10:00am.

			<p>Suggested comment: <i>We note that the date for this Appeal is 24 March which is to be a hearing. We have reviewed the Appeal documents and maintain our objection to the proposals and support WCC's case.</i></p> <p>Appeal dismissed 9/4/21</p>
23/3/21	West Dene Heath Road	WCC Enforcement	Hardcore delivered for roadway. Case no. SDNP/21/00151/OPDEV