



Minutes of the meeting of Lynchmere Parish Council held

On Tuesday 7th October 2014 at 8pm in Camelsdale School

Present: Cllr. S. Bennett, Cllr. E. Chant, Cllr. E. Hackett, Cllr. D. Pappa (Cllr. S. McCallum (Chairman)
Cllr. S. Moore (Vice-Chairman) Cllr. D. Sellar, Cllr. A. Thornhill.

In attendance: Clerk- K. Bain, District Cllr. H. Caird; 3 visitors – H. Adair, L. O'Sullivan, J. Mayers.

1. Apologies: Cllr. C. Duckworth, Cllr. H. Elliott, County Cllr. M. Brown.

2. Visitors questions

J. Mayers noted that she worked a smallholding on land neighbouring Network Rail land. She explained that the railway company had not cut or managed their land for some time and as a result her land had become overgrown from the seeding of unmanaged plants. She asked for support in requesting that the Railway company cleared the land infested with the weeds and put a regular maintenance programme into place; it was agreed that a letter will be sent asking Network Rail to manage their land in Lynchmere Parish.

She also noted that vehicles were speeding up Sandy Lane with no regard for horses or pedestrians; it was recommended that any incidents should be reported to the police and agreed that the Council will raise it with Highways.

H. Adair noted that footpath no. 1236 is blocked by fallen trees in several places; she has reported this to Cowdray, but no action taken as yet; the Council will contact the footpath officer and Cowdray.

ACTION: CLERK

3. Code of conduct – Declarations of interests -E. Chant noted that she is no longer a board member of Haslemere Hockey Club. And also noted under item 8(Planning) that although she has taken a preliminary look at application no: LM/14/02864/DOM she is unable to comment as she is a friend of the applicant.

4. Minutes - To agree and sign the minutes of the meeting held on 2nd September 2014

Amendments made as follows: Pg.2. The signs are 'on Linchmere Road', by the no-entry turning to Copse Road. -Pg. 3 – 'Nutbourne'. **The minutes were approved: Proposed by S. McCallum, seconded by S. Bennett.**

5. Matters Arising - Matters arising from the minutes - not included on the agenda

It was noted that a response had been received (and circulated) from the manager at Highways; it is hoped that some of the necessary works will now be actioned; the B2131 is part of this as the review has still not happened.

6. County Councillor's report (Michael Brown) – None received.

7. District Councillor's report-H. Caird

~ The Local plan is undergoing examination at present; there is some concern over the housing numbers stated in the plan and whether these will be approved.

~ The Sport in the Community events held over the summer were all very popular.

~ A scheme is running in local schools to educate children about healthy eating

~ Environmental health have dealt with two recent issues of bad food hygiene – a mobile van in Chichester and the Chinese in Petworth.

~ There have been only 19 unlawful encampments by travellers this year; this is far fewer than last.

S. Bennett thanked N. Graves for the response regarding Electoral Registration – which confirmed that forms would be sent out in the future, rather than automatic re-registration.

A. Thornhill asked for an update on the 'Council tax scam office in Nutbourne'; H. Caird will follow this up.

D. Pappa noted that a number of the Hyde properties in Hammer Hill were in disrepair and the residents too elderly to undertake the work themselves; H. Caird will follow this up with Hyde. **ACTION: H. CAIRD**

8. Planning

(i) Applications and decisions – 02/09/14-07/10/14

Applications

<u>APP NO</u>	<u>PROPERTY</u>	<u>DETAIL</u>
SDNP/14/04361/HOUS	Okehurst , Linchmere	Alterations and single-storey rear extension.
LM/14/02864/DOM	20 Camelsdale Road	Single storey front extension.
Planning Inspectorate Ref APP/Y9507/A/14/2220406	Durand Academy	Appeal

PLD application - For information only

<u>APP NO</u>	<u>PROPERTY</u>	<u>DETAIL</u>
LM/14/02784/PLD	Address: 3 Kingsley, Hillside Road	Proposed use of second bedroom as an office.

-Durand academy appeal – it was agreed by all Councillors present that a letter would be sent reiterating the previous objections agreed by the Council.

-SDNP/14/04361/HOUS - It was agreed that as some members of the planning committee were absent and the meeting was running longer than expected, that this application would be considered at the next planning meeting.

-LM/14/02864/DOM - It was agreed that as some members of the planning committee were absent, the plans had not been received and E. Chant declared an interest in this application that it would be considered at the next planning meeting.

10. Neighbourhood Plan - Noted that at present this is on a 'back burner' until other more pressing issues are resolved. It was agreed that a member of the Haslemere Vision group would be invited to attend a future Council Meeting to present a summary of the questionnaire results received. **ACTION/S. BENNETT/CLERK**

11. Finance

(i) Bank balances as at 29/09/14 - Confirmed as: NatWest - £78,518.19; CO-OP- £172.51; LLOYDS-£30000.

(The Clerk noted that the Council had spent 40% of the annual budget and there were no matters to report; no further questions were raised.

11. Finance contd.

(ii) Approval of payments & receipts for the period - 02/09/14-07/10/14

Payments made

TO	DETAIL	£
A Davies	Maintenance inv no: 294	1104
Anvil	'Phone	17.59

Receipts

FROM	DETAIL	£
CDC	2 nd 14-15 precept instalment	27912
Allotment fees	Plot rents - various	73.80

Payments due

TO	DETAIL	£	Chq no.
A Davies	Maintenance inv: 299	552	58
NSALG	Membership	66	59
National Trust	Allotment rent Sep 14-Mar 15 inv no: RR351263	100	60
Kestrel	Verti draining & sand spreading	4072.80	61
PKF LittleJohn	External audit 13-14	360	62
River Wey Trust	Replacement for lost grant chq	50	63
ProTec	Inv: 4030 – Aug Patrol Inv: 4067 - September 14 Patrol	120 90	64
CDC	Inv: 600139115- Hammer Rec bins Oct-Dec 14	76.70	65
CDC	Inv: 600139106 – Allotment bin Oct-Dec 14	67.60	65
CDC	Inv: 600137704 - Burial Grd bin Oct-Dec 14	73.45	65
CDC	Inv: 600111467- Cam Rec bins Oct-Dec 14	71.50	65
Euroll	Pavilion shutter repair	300	66
SLCC	Clerk membership	147	67
SLCC	Updated Clerk's handbook	35.50	68
HMRC	PAYE & NI SEP 14	220.32	69
Royal British Legion	Poppy wreath	17	70
K Bain	Re-imburement for virus protection	29.99	71
K Bain	Re-imburement for water bill	35.83	71
	Re-imburement for One.com Domain renewal	34.56	71
K Bain	Office allowance Oct 14	35	71
K Bain	Postage	47.85	71

All Payments and Receipts approved: Proposed by S. McCallum, seconded by A. Thornhill.

(iii) Other financial matters

- The Clerk reported that the Annual Return had been returned from the external auditors with no items of concern noted.
- Noted that Finance Committee and Grounds Committee would consider draft budgets in November.
- The Clerk noted that the Lloyds account is now active.

11. Correspondence & Invitations 02/09/14-07/10/14

FROM	DETAIL	ACTION
Wits End	Various re 'footpath'	The Council has, as per circulated communications been informed that WSCC cannot be involved as it seems to be a matter to be dealt with by the residents. They have been informed of this and have accepted that the Council will not be involved.
Residents of Sturt Meadow House	Maintenance concerns	A. Thornhill has been in touch with the residents to clarify land ownership and advised them to contact Haslemere Town Council.
PKF LittleJohn	Approved Annual Return	Filed – Noted that no issues of concern raised by External Auditors.
Clerks & Councils Direct DC	September 14	Circulated
LCR	LCR Autumn 14	Circulated
Darren Wells	Metal Detecting request	Agreed that Mr Wells would be informed that he would be permitted to 'detect' on Council land providing he does not use the football pitches, or the Burial Ground. ACTION: CLERK
SDNPA	Highlights 2Sep 14	Circulated
SDNPA	Heathland survey	Noted (a copy of the information will be sent to the Lynchmere Society.) ACTION: CLERK
SALC	6 monthly meeting with Chief Constable-issues request	No issues raised – Councillors will be reminded at the November meeting. ACTION: CLERK
Neil Harding	Concern over damaged streetlight post	This has been reported to WSCC.
WSCC	Quick Fix Fund	Suggested that The Scouts car Park could use this. ACTION: CLERK
CDC	Confirmation of expression of interest by Parish Council in right to bid for St. Michaels.	Noted that the Council still has no information on price or agent – this will be discussed further at the next meeting.

Invitations

FROM	DETAIL/VENUE	DATE/TIME	Attendee(s)
CDC	Annual Parishes meeting-CDC	21/10/14-18:00	S. McCallum
SDNPA	W, Sussex Parishes workshop-Midhurst	23/10/14-19:00	S. McCallum, S. Moore
CAB	Concert	18/10/14 7.30pm/Charterhouse	None
CDC Dog warden	'Anti dog fouling signs' prize giving	09/10/14-10:00- Camelsdale School	S. McCallum

12. Grounds committee

A Grounds Committee meeting was held prior to Full Council meeting; the minutes will be circulated shortly, with the minutes of the Council meeting.

ACTION: CLERK

(i) Hammer Recreation Ground - There is no further action to be taken at present; it was also noted that the water issue is a matter for the football club and the landowner, not the Council.

(ii)

12. Grounds committee contd.

(ii) Copse Road Recreation Ground - No issues to report

(iii) Camelsdale Recreation Ground – As per Grounds minutes. It was also noted that a meeting will be arranged with the River Wey Trust to look at clearing the leats.

(iv) Pavilion update - The Sports England application has been started; a meeting will be held on 14th October at 2pm in the pavilion to discuss this further.

(v) St. Michael's Hall - As per previous Council agreement and correspondence received; CDC has confirmed that the Council's right to bid is now in place and runs until February 2015.

(vi) Churchyard – St. Peter's - S. McCallum has received a request for minor changes to the memorandum of understanding for the maintenance to CDC. She will make the changes and circulate for final agreement before replying to CDC.

-A date will be fixed for the formal handover.

-Valley will be asked to provide a quote for the churchyard maintenance, before the quote of £70 per cut from A. Davies is accepted.

(vii) Allotments – The unkempt plot holders have been contacted and some action has been taken to tidy these up.

The site is full at present; there are 2 names on the waiting list.

-The compost bin has been emptied.

(viii) Burial Ground - No issues to report.

(ix) Other properties - No issues to report.

-Litter pickers – as per grounds minutes.

14. Chairman's report - No further report

15. Parish Matters

E. Chant – Noted that the parking in Copse Road is quite crowded at present.

-Noted that the water in the ponds had been very milky recently; the National Trust will be contacted.

ACTION: CLERK

Noted that the ratio of ducks to geese on the pond has changed with the latter being more prevalent at present.

- Pavement by Rat's Castle There is a dangerous raised manhole cover on the pavement and it is very slippery due to tree debris; these will be reported to WSCC.

ACTION: CLERK

A. Thornhill noted that she had spoken with Steve Hodd at Highways about cutting and it seemed as if a few areas had been dealt with.

S. Moore reported that she had been contacted by a resident concerned about the speed and volume of cars in Heath Road; it was noted that the increase in volume could be due to the area being a 'cut through' to the A3. It was suggested that some signs could be put up; this will be investigated.

ACTION: CLERK

-S. Bennett reported that a meeting had been held to discuss the programme for the U3A and twinning Petanque event to be held in May.

-D. Sellar asked for an update on 30mph signs for Linchmere Road – no update has been received from WSCC.

Signed.....

Date.....

NEXT MEETING – 04/11/14 8PM IN CAMELSDALE SCHOOL

