

Hawkey Parish Council
Parish Council Meeting, Wednesday 25th August 2021 at 7:30pm

Minutes

Present: David Caukill (Chair), Geoff Brighton, Simon Dixon, Susan Sinclair, Charlie Butcher, Liz Buckle and Cllr Charles Louisson. No members of public present

Attending: Katherine Horton (Clerk)

- 1) **Chair's Announcements.** Cllr Brighton welcomed back with hopes that his recuperation progresses well.
- 2) **Apologies for Absence.** Apologies received and accepted from Cllr Jo Humphrey and Cllr David Large. Cllr Russell Oppenheimer had also passed on his apologies.
- 3) **Declarations of Interest.** None made
- 4) **Public Question Time.** No members of public present.
- 5) **Approval of Minutes:** *To approve minutes from the Parish Council meeting held on 5th May 2021 and the minutes of the Planning Committee meetings held on 1st June 2021 and 4th August 2021.*
Minutes confirmed as an accurate record and duly signed by Cllr Caukill and Cllr Brighton.
- 6) **Update on actions arising from Minutes of the Parish Council Meeting held as above**
 - a) Hawkley Hill – Cllr Caukill. Thanks noted to Cllr Humphrey who has managed interaction with British Horse Society (BHS). The temporary yellow signs from BHS have been sited on the traffic signs already. HCC will move these signs nearer to site of accident.
 - b) Oakshott drainage – Cllr Caukill confirmed that the drainage gully has been cleared and a soakaway dug out by Nigel Brown
 - c) Phone Booth adoption – Clerk. BT has completed its consultation with the District Council. A contract has been sent through which indemnifies BT against claims and clarifies that HPC will satisfy electrical supply and address listed concerns. It was agreed that the pace at which the adoption is progressed should take into account that there is no confirmed date for the mobile phone mast to be operational.
- 7) **Report from District Councillor: Report from Cllr Louisson**
 - a) Local plan for District. Commitment to 12,500 houses by 2038 and location of these is proving controversial. Negotiations being held with South Downs National Park to increase their commitment to place 100 houses pa.
 - b) Transformation of Council – workforce and provision of services. Plans are being made to establish satellite offices away from Petersfield.
 - c) Devolution. White Paper being produced with proposals for the work of District and Borough Councils' work to be absorbed into County or Parish/Town Councils.
 - d) Reorganisation of parliamentary constituencies. Consultation now closed and seats around Hawkley likely to get smaller so more MPs will be representing the area (National aim is to equalise the number of electors for each seat). Locally Borden and Whitehall would straddle two constituencies and concerns about splitting the area have been raised to Whitehall.
 - e) Waste collections. HGV drivers hard to recruit and has had impact on time of collections. Getting back on track
No questions and Cllr Louisson thanked for his update.
- 8) **To review and agree the Scheme of Temporary Delegation**
Merits and limitations of the Scheme were reviewed. Cllrs were in agreement that the Scheme offers additional flexibility and voted to adopt the Scheme of Temporary Delegation
- 9) **Planning**
 - a) *To agree the Planning Committee will now be named the Planning Advisory Committee*

Cllrs voted unanimously to amend the name of the Committee

- b) *To agree the policy of delegated powers to the Clerk be adopted for the Planning Advisory Committee*

Cllrs voted unanimously for the Scheme of Temporary Delegation to be adopted for the Planning Advisory Committee

10) Parish Council Finances/Administration:

- a) *Clerk's Report including Financial Report: To receive the current report.* Report reviewed and signed.
Summary of future commitments/budget reviewed. Cost of strimming play-area to be kept under consideration.
- b) *Payment Schedule: Future payments approved*
- i) Clerk's salary for Q2 - £1,200 and £50 allowance
 - ii) Nigel Brown (clearance of drains at Oakshott) - £90
- c) *Asset Register: To consider and approve any amendments to the Asset Register.* Clerk to review historical correspondence to clarify HPC's responsibility to the Emphshott open spaces. No other changes.

11) Policies

- a) *To review and then accept the existing Internal Controls policy.* Audit Working Group has reviewed the Policy. No questions raised and Policy accepted by Cllrs.
- b) *To consider and formally adopt the following policies:*
- i) Grievance Procedure
Amendment to wording for 3.11 relating to Appeal process – wording to read “The appeal meeting will take place within a maximum of 25 working days..”. With this amendment made the procedure was confirmed as accepted. Staff Panel to be included in future reviews.
 - ii) Publication Scheme
Addresses feedback from internal auditor and uses template from HALC. Cllrs confirmed their acceptance of the Scheme.

12) Play-area replacement: To inform Councillors of the latest details on the ownership of the play-area, the creation of a working party and the remit of this group.

- Subject of ownership and definition of “Adoption” by Parish Council has been reviewed and it has now been clarified that HPC took on the maintenance of the Playarea but Hawkley Parish Hall Trustees retained ownership of the land and kit.
- Cllr Dixon has engaged a number of parents in the village to work on the Playarea refurbishment and is now part of the Committee along with Nick Davies from the Hawkley Parish Hall Trust. Plans are being drawn up for the Playarea - Same shape and three activity areas with Wetpour as ground covering. Quotes received by this group are £50k+
- Fundraising plans taking shape with a launch event on 4th September 2021
- Aiming to complete work next summer but funding will influence this. Cllr Louisson agreed to direct contact from the Playarea Committee to offer guidance on what grants may be available.
- The Chairman reported that he had indicated to the group that, while he couldn't unilaterally commit the Council, he thought that towards the end of our financial year, it might agree to a contribution of £5,000 from reserves together with some/all of any underspend of the HPC 2021/22 budget.

13) Items for next agenda

- Emphshott Farm. EHDC update on removal of caravan.

14) Date of next meeting: Wednesday 3rd November 2021, 7:30pm

Meeting closed at 20:54

Chair

Date