

UPHAM PARISH COUNCIL

The Minutes of the Monthly Meeting of Upham Parish Council held on Monday 29th April, 2019 in Upham Village Hall after the Annual Parish Assembly

MEMBERS PRESENT: Cllr Ashe (Chairman), Cllr Dunford, Cllr LeMay and Cllr Halsall.

IN ATTENDANCE: Mrs A Collins (Clerk) and 5 parishioners.

1. **Apologies for Absence:** Apologies were received from Cllr Dukes, County Councillor Humby, District Councillor Ruffell and District Councillor Lumby.
2. **The Minutes of the Meeting held on Monday 25th March, 2019 were agreed and signed as correct.**
4. **Declarations of Interests under the Code of Conduct.** Cllr LeMay declared an Interest under item 5.2 as she owns the adjoining property.
5. **Matters Arising:**
 - 5.1 Highways Report – Cllr Dukes was not able to attend the Meeting so there was no Report available. Clerk said that the SID sign has arrived, and this will be collected by Cllr Dukes shortly for installation. The highways work in Upham Street has not been carried out and the roadside is breaking up again outside of West Hall. The water leak has not been repaired outside of Fountain View as the water is still running down Upham Street. Clerk was asked to write to HCC Highways asking when this highways work is to be carried out in Upham Street.
 - 5.2 Trees at Upham Pond – Clerk has requested a Report and this has been forwarded onto Councillors. Upham Pond Group – Cllr Ashe reported that the trees need to be taken out or trimmed in stages and replant the replacement trees further in so that they do not affect the wall. Cllr LeMay said that 6 weeks notice was needed before work commences to WCC.
 - 5.3 Progress of faster broadband in Upham – Cllr Ashe/Cllr LeMay – A full Report was given at the APM to residents.
 - 5.4 Update on ADD regarding EBC plans – Cllr Ashe/Cllr LeMay. We are still waiting for the Inspector’s comments. A full Report to residents was given at the APM.
 - 5.5 Tidying up of land behind the bus stop – Cllr Ashe reported that he is meeting with Rob Smith to discuss possible actions. He asked if Keith Dalley will also attend the Meeting as he will shortly be a Parish Councillor.
 - 5.6 Updating of village website – Cllr Halsall reported that an initial Meeting was held on 8th April where consideration was given as to why we need a new website, consider other users, and look at various other websites for comparison. A further Meeting will be held on 21st May.
 - 5.7 Updating of Village Design Statement – Cllr Ashe reported that it is hoped that Richard Green will soon be in a position to lead this update with a Working Party.
 - 5.8 Grants from SDNP for consideration. Funding has been applied for towards the work at the Observation Post, and the area behind the bus shelter.
 - 5.9 Village Litter Pick – Cllr Halsall reported that this had gone well and the black sacks have been picked up from the Recreation Ground.
 - 5.10 WW2 Commemorations – Cllr Dunford will form a Sub-Committee to start preparations for this Event. Volunteers are needed so Clerk will put this in the Parish Magazine Report asking if anyone who is interested in helping could contact Janet Dunford.
 - 5.11 Emergency Plan for Upham. It was agreed that the file would be picked up from Dermot for the current

Emergency Plan, and one of our new Councillors Ross Snowdon agreed that he would lead on the updating of the Plan.

5.12 Drainage at Torbay Farm development – response from developer to the Clerk. Clerk said that she has now been given the names of the Hideaway (LU) Ltd and that Ruth Evans is the day-to-day Property Manager. The current Directors are David Miles and Laurie Sigournay. Councillors agreed that we needed to review the wet areas and then perhaps assess the situation before Meeting the Management Company.

6. Public Participation items by invitation of the Chairman. There were no issues raised.

7. Neighbourhood Watch/Community Safety:

7.1 Neighbourhood Watch Report. Damage to bus shelter and telephone box outside of The Brush. Clerk reported that glass had been shot at in the bus shelter and the telephone box. This has been reported to the Police and BT to repair the telephone box. Councillors suggested that perhaps an alternative material could be used rather than glass in the bus shelter. This will be looked at.

8. City and County Reports:

8.1 HCC – CC Humby. Report given at APM.

8.2 WCC – DC Ruffell and DC Lumby. Report given at APM.

8.3 SDNP – DC Huxstep if anything to report. No Report was required.

9. Correspondence:

9.1 Parish Connect April, 2019 – sent via via. This was noted.

9.2 HALC Affiliation fees 2019-20 and NALC/HALC Levy for 2019-20. Councillors agreed to pay the £308.00 fees for 2019-20.

9.3 Southdowns Planning Newsletter – Spring, 2018 – sent via e-mail. This was noted.

9.4 E-mail from Dermot Flaherty to UPC – forwarded onto Councillors.

9.5 Non-contested Election for Upham Parish Council. 5 nominations were accepted and therefore there is one vacancy to co-opt a Councillor. A Co-option Notice will go up after 2nd May.

9.6 Cllr LeMay asked about kissing gates/stiles which might need replacing or repairing in Upham. Some kissing gates were suggested but further enquiries need to be made about ownership. Cllr LeMay will make enquiries and Paul Swanwick will also carry out some investigations. Audrey Brown will then be contacted to see if she is able to obtain a Grant towards the cost.

9.7 Clerk received a telephone call from a resident asking if there is anything the Parish Council could do with addresses and postcodes as she keeps getting the Police calling on her (7.50 p.m., during the afternoon and then at 3.00 a.m.). She lives on her own and does not want the visits. They are looking for another property in Upham and it appears that the postcodes are the same. Councillors suggested that perhaps WCC could help with this problem. Clerk will suggest that perhaps a nameplates stating where 1 – 7 Upham Street is situated might help.

10. Planning:

10.1 PENDING:

10.1.1 (SDNP/18/05305/FUL). Upham Farm, Upham Street, Upham. Proposed relocation of access gate.

10.1.2 (SDNP/18/05938/HOUS). Herdsman Cottage, Woodcote Farm Lane, Upham. Retention, alteration and extension of existing outbuilding.

10.1.3 (19/00493/FUL). Stables opposite The Big Muddy Farm, Alma Lane, Upham. Replacement stable block and traveller caravan site consisting of 1 no. mobile home, 1 no. touring caravan and associated works (resubmission 18/01283/FUL).

10.1.4 (SDNP/19/01305/LDE). Newlyn Farm, Stakes Lane, Upham.

10.2 NEW:

10.3 DECISIONS:

10.3.1 (SDNP/19/00140/FUL). Lower Upham Post Office and Stores, Winchester Road, Upham. Proposed development of four 1 bedroom flats. **REFUSED.**

10.3.2 (19/00265/FUL). Land adjacent to Laurel Cottage, Alma Lane, Upham. Barn building. **APPROVED.**

11. Recreation and Amenities:

11.1 Play Area painting and maintenance. Cllr Dunford reported that Barney has steam-cleaned some of the play equipment and Steve is going to carry out the painting work. Clerk will send Steve an e-mail asking when he is going to do the painting.

11.2 Grant for new piece of play equipment. Judith Carrie is looking at new equipment and is hoping to get the children involved so that a piece of equipment can be installed which appeals to them.

11.3 Repairs to Pavilion. A quote has been accepted from I & I Carpentry and the work will commence after the last football match of the season.

11.4 Moving of bench and seat on the Recreation Ground. It has been brought to the attention of Councillors that the bench keeps being moved onto or near to the football pitch. It was agreed that Steve Comley be asked to secure the bench.

12. Upham Primary School: No Report was available.

13. The Village Hall: Martin Danby – Hall Chairman said that new Trustees are needed along with volunteers to help with the Hall management. It is hoped that at the next Meeting we could ask if any of the new Parish Councillors would like to attend the Hall Management Meetings.

14. Parish Magazine Report: Clerk will submit.

15. Finance:

15.1 Financial report for April, 2019 (circulated). This was noted.

15.2 Internal Audit Report – this was approved by Councillors and signed by the Chairman and Clerk.

15.3 Annual Governance Statement for 2018-19 to be approved for the Annual Audit Return. This was approved and signed by the Chairman and Clerk.

15.4 Accounting Statement for 2018-19 to be approved for the Annual Return. This was approved and signed by the Chairman and Clerk.

16. Items for Future Consideration at next Meeting: There were no additional issues raised.

17. Dates of Future Meetings: Monday 20th May, 2019; Monday 24th June, 2019; Monday 22nd July, 2019; No Meeting during August; Monday 23rd September, 2019; Monday 28th October, 2019; Monday 25th November, 2019; No Meeting during December.

18. THERE BEING NO FURTHER BUSINESS THE CHAIRMAN DECLARED THE MEETING CLOSED AT 9.35 p.m.