

**DRAFT**

**SHEET PARISH COUNCIL**

**CHAIRPERSON:** Gail Martin

**CLERK:** Jenny Hollington

**Minutes of the Parish Council Meeting held on 8<sup>th</sup> April 2025 at Sheet Village Hall**

Present. Cllrs Gail Martin (in the Chair), Brian Bird, Ric Flatt, Robin Forrest, Lis Hartley and James Plant

In Attendance: Parish Clerk, Jenny Hollington

There were 7 members of the public present at the meeting.

- 25/70 Apologies – Apologies had been received from Cllr. Craig Stevens and County Councillor, Russell Oppenheimer.
- 25/71 Election of a Chairperson – Following discussion it was unanimously agreed that Cllr. Gail Martin be elected Chair of Sheet Parish Council following the resignation of Chris Wilton. Chris is wished well by all at Sheet PC in the next phase of his retirement.
- 25/72 Vacancy for a Parish Councillor – Following the advertisement of the vacancy notice, EHDC has confirmed that Sheet Parish Council can go ahead and co-opt a new Councillor – the co-option will be advertised via the new website and noticeboards to take place at the May meeting. Anyone interested in the role should contact the Clerk as soon as possible – [clerk@sheetparishcouncil.gov.uk](mailto:clerk@sheetparishcouncil.gov.uk)
- 25/73 Declarations of Pecuniary Interests – Councillors were reminded of their responsibility to declare any pecuniary interest on any item on the agenda – none declared.
- 25/74 Minutes – The Minutes of the meetings held on 11<sup>th</sup> and 24<sup>th</sup> March 2025 were approved as correct records and duly signed.
- 25/75 Public Comment –
- Residents raised concerns about the height and condition of some of the trees in Town Lane and sought advice as to what action could be taken – the trees are covered by TPO's. Residents present confirmed that they and other neighbours would be prepared to contribute to the cost of the work. The landowner involved (also present) advised that if this was the case, he was content for a survey of the trees to be carried out and provided relevant permissions are obtained from EHDC, for the recommended work to be carried out. Residents and landowner agreed to work together on this.
  - A resident of Inmans Lane spoke about the problems being caused by cars parking on both sides at the top end of Inmans Lane where it narrows, thereby blocking the road to large vehicles, especially tractors. Cllr. Martin undertook to contact Hampshire Highways with a view to requesting the current double yellow lines be extended further down the road to prevent this from happening.
  - A resident of Mill Lane updated the Council on the problem of excess surface water causing access issues during periods of heavy rain due to the lack of drains, the camber of the road and partially blocked outflow – County Councillor, Russell Oppenheimer, has chased the issue (which has been on-going for several years) and has been assured that the work to resolve these issues is in the pipeline.
- 25/76 County Councillor's Report – Cllr. Oppenheimer's report was briefly summarised for the benefit of those present at the meeting (see attached - Appendix A).
- 25/77 District Councillor's Report – Cllr. Drew was not present at the meeting and no report had been received.

25/78 Planning – The following planning application was discussed:

**SDNP/25/00538/HOUS** – 11 Village Street, Sheet GU32 2AH. Re-roofing existing roof to make repairs and demolition of central chimney stack down to below roof soffit height – It was noted that the work has already begun, so a “no comment” response will be submitted.

25/79 Website – All agreed that the new website looks up to date and professional and is ready to go live!

25/80 Roads and Traffic –

- (a) Love Lane Traffic Calming Measures – This item will be removed from the agenda until the details of the flashing school sign and positioning are received from Hampshire Highways.
- (b) Mill Lane – Condition of the lane and access concerns – Nothing further has been heard from Tracey Webb nor the Ecology Team about site visits. Cllr. Martin will continue to chase.
- (c) Inmans Lane – Parking Issues – As discussed under Public Comment
- (d) Speed on Waterworks Road – The Clerk was asked to request that a safety audit is carried out by Hampshire Highways.

25/81 Mill Lane Sewage – A meeting between S. Water representatives, affected residents and representatives of the PC had been held. It appears that back in September investigations carried out by a contractor had found 8 points of water ingress – S. Water reps hope repair will be carried out before winter and undertook to keep residents better informed going forward.

25/82 Verge on the Farnham Road (alongside Church Field) – The very overgrown and inaccessible entrance to the field and the poor condition of the verge owned by Hampshire Highways was noted. The Clerk was asked to liaise with Hampshire County Council about whether they would gift the verge to the Parish Council so that it could be maintained properly.

Cllr. Bird indicated that the owner of Church Field is still willing to discuss gifting a piece of land to the Parish Council for the use of a village car park if planning permission for a property was to be granted – Cllr. Plant undertook to liaise with SDNPA on whether planning could be considered for land outside the settlement boundary and within the conservation area.

25/83 Tree Survey – Quotes for a survey of the condition of trees on land owned by Sheet Parish Council will be sought for comparison at the May meeting.

25/84 Autospeedwatch Devices – Details of the booster equipment needed to enable better recording in the winter months will be confirmed by Cllr. Stevens and an application for funding submitted to the District Councillor in the coming weeks. The approximate cost of the equipment required is £800.

25/85 Finance

- (a) Grant Application – A grant of £250 was approved towards the work of the Citizen’s Advice Bureau (East Hampshire).
- (b) Insurance Claim – Zurich are awaiting further information from the resident before they can consider the Parish Council’s request to pay the full cost of the repair of the shed.
- (c) Bank Reconciliation – The bank reconciliation to end of March was approved and signed.
- (d) End of Financial Year Actual to Budget Figures – The Clerk’s review of the figures was noted and approved.
- (e) Payments – The following on-line payments for April were approved, to be authorised by Cllrs. Plant and Martin after the meeting.

| Amount    | Payee             | Service                      |
|-----------|-------------------|------------------------------|
| £846.00   | Michael Smith Ltd | Grass Cutting Contract       |
| £2,190.00 | Michael Smith Ltd | Clearance - Millennium Field |

|                  |                        |                                               |
|------------------|------------------------|-----------------------------------------------|
| £600.00          | Sheet Music            | Caretaking and cleaning - V. Hall             |
| £1,195.24        | Jenny Hollington       | Clerk - April                                 |
| £148.71          | HMRC                   | Tax and NI                                    |
| £46.15           | Hampshire CC           | Cleaning supplies - V. Hall (County Supplies) |
| £11.86           | Hampshire CC           | Cleaning supplies - V. Hall (County Supplies) |
| £144.00          | ALE Fire Systems Ltd   | Service - fire alarms, etc - V. Hall          |
| £21.24           | Alan Biddlecombe       | Refund (HMG) - step repair - Sheet Common     |
| £17.25           | Jenny Hollington       | Stationery (A4 paper)                         |
| £250.00          | Citizens Advice Bureau | Grant Application                             |
| <b>£5,470.45</b> |                        |                                               |

25/86 The Old Billiard Room –

- (a) Survey Report – The details of the report were noted - overall the property was found to be in surprisingly sound condition but there are areas of maintenance to catch up on and some long-term maintenance issues, including:
- Roofing and gutter repairs
  - Repointing to the external walls.
  - Redecoration and localised repairs to the external joinery
  - Ground maintenance around the base of the external walls
- (b) The Damaged Outbuilding – It was recommended that the outbuilding be boarded up in the short term, until a decision is made about the on-going use of the building.
- (c) Future Use - There is currently no project in mind for the use of the OBR and it was agreed that a further valuation of the property should be sought now that planning has been approved.

25/87 Sheet Village Hall –

- (a) Survey Report - Overall the property was found to be well maintained with no significant issues. However, in the short to medium term it was recommended that attention is given to:
- Roofing and gutter repairs.
  - Repointing to the external walls.
  - Redecoration and localised repairs to the external joinery.
  - Boundary wall repairs.
  - Internal redecoration.
  - Scheduling of periodic inspections.

Following discussion, it was agreed to seek two further quotes for roof repairs for consideration at the May meeting, as well as quotes for internal decoration. If it is decided to go ahead with the re-roofing of the whole roof (as opposed to just the more damaged side of the roof) CIL funding will be sought to help with the cost. In addition, insulation will be improved (as per Henry Edburg's recommendations) so further funding for green initiatives may be available.

- (b) Access Protection Markings – The cost of the application for access protection lining to prevent inconsiderate parking across the entrance to the hall, of £145 was approved.

25/88 The Recreation Ground – The amended contract for quarterly play inspections with Elite Playground Inspections was approved and signed.

25/89 The Village Green

- (a) Condition of the white posts – Cllr. Bird will arrange for these to be cleaned
- (b) Community Event - Permission was granted for a Bring and Buy Sale organised by the Village Association, in aid of the Rosemary Foundation and Cancer Research UK, to go ahead at the Village Hall and on the Village Green on the afternoon of Sunday, 29<sup>th</sup> June, subject to risk assessment and appropriate insurance being arranged.

25/90 The Millennium Field –

- (a) Damaged Fence – Network Rail has now carried out repairs to the damaged fence at the top end of the field.
- (b) Clearance Work – The clearance work and re-planting of the whips (and removal of dead whips) has been completed - the newly planted whips have been watered during the dry weather.
- (c) Fundraising Event – Permission was granted for Stepping Stones to hold a fundraising Family Fun Run on Sunday, 8<sup>th</sup> June, subject to the usual safety, risk and insurance arrangements.

25/91 Sheet Common –

- (a) HMG Volunteers – The volunteers cleared large amounts of bramble, and the area in front of the bench to keep the view open, as well as mending the crumbling steps – all in all it was a very successful day and Sheet Parish Council is very grateful.
- (b) BMX Track – Cllr. Plant agreed to investigate what legal requirements are necessary to enable a lease of the land to the User Group. Now that the quarterly inspections of the track are no longer being carried out by Elite Playground Inspections, a regular safety inspection report will be requested from the group.

25/92 Correspondence:

- SSEN – Details of the availability of this community funding were noted.
- EHDC – Community Buildings Assessment – The Clerk will liaise with EHDC to ascertain if this includes village hall which fall within SDNPA.
- EHDC – Consultation of draft Affordable Housing SPD – the details were noted - no specific comments made.
- HCC – Future Services – Consultation on proposals to change and reduce local services – The consultation is open until 7<sup>th</sup> May  
<https://www.hants.gov.uk/aboutthecouncil/haveyoursay/consultations/future-services-consultation-spring-2025>
- SDNPA – The forthcoming consultation of the Partnership Management Plan was noted.

25/93 Annual Parish Assembly 2025: - Julie Robinson, Head Teacher of Sheet Primary School will speak on the subject of “A Smart Phone Free Childhood” on Thursday, 29<sup>th</sup> May. All Sheet residents are welcome to attend.

25/94 Date of Next Meeting – The next meeting of Sheet Parish Council will be the AGM and will be held on **Tuesday, 13<sup>th</sup> May 2025** at 7.00 p.m. at Sheet Village Hall.

The meeting closed at 9.45 p.m.