

SHEET PARISH COUNCIL

CHAIRPERSON: James Plant

CLERK: Julia Elliman

Minutes of the Meeting held on 10th February 2026 at Sheet Village Hall

Present. Cllrs. James Plant (in the Chair), Brian Bird, Ric Flatt, Liz Hartley, Craig Stevens and Sue Wood

In Attendance. Cllrs. Nick Drew (District Councillor) and Russell Oppenheimer (– for the first half of the meeting)
Jenny Hollington, Outgoing Clerk
Julia Elliman, Incoming Clerk

There were no members of the public present.

The Chairman opened the meeting by noting the sad news of the death of Andrew Platt who had been one of the major advocates of the re-forming of the new Sheet Parish Council in 2012. He was also Chair of the Village Association for many years.

The Chairman also welcomed Julia Elliman to the meeting as the new Parish Clerk to take over from Jenny Hollington.

- 26/21 Apologies – Apologies had been received from Cllr. Robin Forrest and Cllr. Owen Jonathan,
- 26/22 Declarations of Pecuniary Interests – Councillors were reminded of their responsibility to declare any pecuniary interest on any item on the agenda – none declared.
- 26/23 Minutes – The Minutes of the meeting held on 13th January 2026 were approved as a correct record and duly signed.
- 26/24 Public Comment – None
- 26/25 County Councillor’s Report – Cllr. Oppenheimer’s monthly report had been circulated to Councillors prior to the meeting and the details noted. The report is appended to the Minutes and will be made available to members of the public via the Parish Council website – www.sheetparishcouncil.gov.uk
- The Chair noted a distinct lack of efficiency of road repairs and lack of coordination by area. Cllr. Oppenheimer undertook to provide Sheet Parish Council’s feedback to Cllr. Lulu Bowerman, HCC Executive Member for Highways.
 - The SDNPA Management Plan has been published
 - Local Council Elections on 7 May were noted, including the use of the Village Hall. Cllr. Oppenheimer will not be standing for re-election.
 - A possible grant for digitising parish records was discussed. Clerk to investigate.
- 26/26 District Councillor’s Report
- Cllr. Drew noted that his IT department had been applied to for advice on the Clerk’s laptop and failed to respond. He would follow this up.
 - Grants – Cllr. Drew’s funding pot will be renewed in May - he recommended that an application for traffic control cameras was made to one of his colleagues, several of whom had unspent funds for this year.

26/27 Planning – There were no objections to SDNP/25/05124/TPO (Rotherside, Farnham Road, Sheet, GU32 2AP) or SNDP/26/00246/HOUS (6 Hazelbank Close, Sheet, GU31 4BY).

26/28 Finance -

- (a) **New Parish Clerk** – Approximate costs relating to the appointment of the new Parish Clerk were approved, including laptop, printer, mobile phone and training – whilst some costs were still unknown, the total is well within the budget of £2,000.00
- (b) **Circular Wooden Bench** – Cllr. Bird estimated that the cost of replacing the wooden slats on the bench would be over £1,000.00 and it was decided therefore that 3 quotes were required for the repairs.
- (c) **Transfer of Funds** - A transfer (£10,000) from deposit to the current account at Unity Trust Bank was approved.
- (d) **February Payments** – To approve February payments - to be authorised by Cllrs. Flatt and Plant:

Amount	Payee	Service
£846.00	Michael Smith Ltd	Grass Cutting contract
£84.00	DNE Services Ltd	Cupboard door repairs - Village Hall
£78.00	DNE Services Ltd	Cupboard door re-alignment - V Hall
£300.00	Lightatouch	Interim Internal Audit - April - Dec 25
£144.00	SK Electrical & Security Sys	PAT testing - Village Hall
£913.58	J. Elliman	In-coming Clerk - February
£1,195.24	J. Hollington	Out-going Clerk - February
£497.95	HMRC	NIC & PAYE - February
£600.00	Sheet Music	Caretaking & cleaning - V Hall
£17.75	T. Ransley	Refund for postage of ASW
£4,676.52		

- (e) **Interim Audit** – Actions from the Internal Audit report were noted. The full report had been circulated to Cllrs. prior to the meeting.
- (f) **Film Club PAT Testing** – It was agreed that there would be no recharge of costs this year, but the Film Club would pay for the PAT testing at the Village Hall for 26-27.

26/29 Roads and Traffic –

London Road – There has still been no response from Hampshire Highways. Further to the report from Paul Basham Associates, Road & Transport Planning, and their recommendation to carry out an Automatic Traffic Count (ATC) to understand actual speeds, it was agreed that a grant would be sought through Cllr. Drew to support the estimated costing of £500 per ATC, plus associated IT and management/analysis costs. This would be done asap in the hope of using remaining funds in this FY.

Mill Lane –

- (a) **Sewage** – The heavy rains of the last few weeks have once again caused overflow of sewage into residents’ gardens. Cllr. Wood reported that a response to her complaint has been received from the MD of S. Water, stating that the company is still investigating the issue. Damian Hinds’ office is aware of the situation and is applying pressure.
- (b) **Damage** - It was agreed to write to the waste MD at S. Water to request that waste trucks enter Mill Lane from the old A3 and to repair damage in due course.

26/30 BMX Track – Jenny Hollington (Out-going Clerk) confirmed that the draft licence is with Hampshire Legal Services to be reviewed. The User Group have had paperwork drawn up to formalise their constitution.

- 26/31 Tree Safety Survey – In Cllr. Forrest’s absence this item was deferred until the March meeting
- 26/32 Village Hall – A small amount of water ingress, from the portion of the roof yet to be renewed, was noted. Given the scale of the initial estimate to complete the work, Cllr. Flatt agreed to source 3 quotes for completion of the required repairs.
- 26/33 The Old Billiard Room – Cllrs. Plant and Jonathan will arrange a meeting with the Architect for early March to discuss revised plans for the property. A meeting will also be arranged with the new Chair of the Lion & Unicorn Players to discuss the on-going position.
- 26/34 Millennium Field/Dog Waste– It was agreed that 2 additional bins would be sourced by the Clerk once agreement had been reached over their positioning.
- 26/35 Annual Parish Assembly – It was agreed that Louise Barnetson would be invited to speak at the APA and suitable dates discussed.
- 26/36 Correspondence
- Tanya Manns, Police Community Support Officer will be attending the Winter Warmer Café on 13th February
 - Dates of the SDNPA Training Days (28th Feb and 21st March) were noted.
 - Cllrs. Jonathan and Stevens will attend the Hampshire & Isle of Wight Safety Summit on 3rd March
- 26/37 Confidential Items – There were no members of the public present and Cllr. Drew and the incoming Clerk left the meeting.
- **Appointment of a new Parish Clerk** – The salary for the Incoming Clerk was discussed and approved
- 26/38 Date of Next Meeting – The next meeting of Sheet Parish Council will be held on **Tuesday, 10th March 2026** at 7.00 p.m. at Sheet Village Hall.

The meeting closed at 8.50 p.m.