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**Minutes of the meeting held on Tuesday, 13th July 2021, from 6pm**

Present:

Cllr. Gill Hill (Chair)

Cllr. John Jervoise

Cllr. Simon Wills

Cllr. Bob Ives

Cllr. Will Cheyney

Gareth Davies (Former Chair)

Jun Thrussell (Clerk)

In attendance:

n/a

Apologies:

n/a

Attendees of the meeting followed the government directive with regards to COVID distancing and attendance guidelines including contact track & tracing, hand sanitizer and room ventilations.

**The purpose of the meeting was to welcome new councillors, to share information with new councillors concerning Parish Council matters and to assign new roles and responsibilities.**

1. Apologies received as noted above.
2. Cllr Jervoise declared an interest in matters involving Herriard Estates.
3. Appointment of Chair for the meeting  
- *Cllr Gill Hill was appointed Chair for this meeting.*
4. New councillors to sign Declaration Acceptance of Office  
*Simon Wills and Will Cheyney signed the Declaration Acceptance of Office and officially became Herriard Parish Councillors. Congratulations and welcome!*
5. Herriard Green and HVC – Cllr Jervoise / Cllr Ives / Gareth Davies  
*The following was discussed:*
  - *Management and maintenance of the Green: This includes mowing, annual internal & external hedge trimming (not Sport Club hedges), and maintenance of gates and fences on an ad hoc basis.*
  - *Play Area management: Andy Casey monitors the B&DBC weekly reports and actions maintenance either by himself or with help from Paul Hill. Councillor Bob Ives agrees quote in advance if external help is needed for the repair. B&DBC also carries out annual inspections for the play area.*
  - *Proposed car parking extension and fence and gate changes: proposal has been made for a further 3 or 4 car park spaces to limit visitors parking near the entrance, on the main road and blocking the private access. No agreement has been reached yet with Herriard Village Charity. Further discussion needed.*
  - *The set up of the Herriard Village Charity (HVC) and how that funds all Green costs: Herriard Village Charity was set up over 10 years ago when the Herriard Green was built in 2010. It owns the land which has the whole Green, sports club, play area & everything in the field except the three private houses. HVC has maintenance funds to covers all repair and maintenance cost for Herriard Green. The Herriard Green expenses are initially paid by the parish council and reimbursed by HVC twice a year. Herriard Village Charity also supports maintenance on tennis court, play area & sport club buildings.*
6. Langlies Mead/affordable housing scheme (BDB 17/04033/FUL) - Cllr Jervoise / Gareth Davies  
- *A brief discussion and update on the affordable housing scheme that HPC has been involved in. The Langlies Mead project is still ongoing, within the original intent for affordable/rented housing supported by a smaller number of private sales. The project is now being taken forward by Herriard Estates. Initial work has been undertaken to preserve planning permission and once this is confirmed then further work will be undertaken on the exact layout and mix of properties.*



7. Handover of roles of the previous Chair - Gareth Davies
  - Gareth Davies talked through the areas that he had been involved with as former Chairman of Herriard Parish Council. These include point of contact, rural policing, road noise, over-sight of Herriard Green public facilities, planning applications, finance, liaison with B&DBC, HCC and Hampshire Highways, Herriard emergency plan, and general matters raised by residents.
  - HPC would like to extend our thanks to Gareth Davies for his dedication in the past and continued support in the future.
8. Interest in new role of Chair and proposal
  - Congratulations to Councillor Gill Hill who was appointed the new Chairman of Herriard Parish Council for 2021-2022. Councillor Simon Wills also showed an interest in taking the role of Chair in a year's time.
9. Designation of roles and responsibilities - Cllr Hill
  - Discussed and agreed. Attached as an appendix. Community liaison is a role that all Parish Councillors need to be involved with more, such as helping to promote the use of the RBL as a Village Hall and venue for events and in welcoming newcomers to the village.
10. Update on Greening Herriard - Cllr Hill
  - Greening Herriard Phase 2 – Rewilding: some possible activities were discussed such as litter picking, restoring/ creation of hedgerows at the Green, tree planting, bulb planting, more wildflower sowing, planters and a water butt at the British Legion, pond maintenance, planting for butterflies and a wildlife friendly garden for the nursery school.
11. Planning applications and responses - Cllr Jervoise
  - Motorway Service Area - temporary construction road(20/03130/FUL): discussed and agreed to reiterate our objection to the proposal.
  - Herriard Biopower - amendments/additional Information (21/00578/CMA): discussed and agreed to reiterate the decision made on 13th March 2021, with no objection to the latest change. Being conflicted on this application, Cllr Jervoise did not take part in this discussion.
  - Update on other planning
    - 4 Lipscombe Close - erection of part two storey, part first floor side extension and single storey rear extension, following demolition of existing conservatory (21/01680/HSE): granted
    - Land Near Tile Barn - Application for Permission in Principle for the residential development for a maximum of 1 dwelling(21/01491/PIP): awaiting decision
    - 2 Park Corner - Erection of part two storey, part single storey rear extension following demolition of single storey brick lean-to. Minor internal alterations (21/01048/HSE & 21/01049/LBC): awaiting decision
    - Land At OS Grid Ref 466203 145726 Scratchface Lane - Change of use of the land from agricultural/equestrian use to dog training use (21/00744/RET): awaiting decision
    - Hampshire Cheese Factory - Erection of extension to existing cheese production premises with revised access (21/00337/FUL): awaiting decision
12. AOB
  - Neighbourhood plans (Cllr Wills): The parish council explored the possibility of developing a neighbourhood plan with the intent to provide a framework for any potential development based on community needs. This had been discussed previously and development of such a plan involves substantial work, typically over a number of years, It was agreed that due to the work involved, the fact that local surveys have already been conducted and that the majority of land within the parish is under the ownership of Herriard Estate, a neighbourhood plan is therefore not necessary or appropriate at this time
  - Q & A: Questions were answered as and when they arose during the meeting.



Appendix: Designation of roles and responsibilities, Cllr Hill, 13<sup>th</sup> July 2021

**Jun Thrussell (Clerk)**

Finances, council admin and compliance inc GDPR, payment of invoices, insurance, organisation of PC meetings, minutes and agenda, initial point of contact for enquiries, distribution of emails, FB posting, management of website

**Cllr Gill Hill (Chair)**

Highways, reporting of road defects, traffic liaison, noise  
Rural policing  
Planning applications  
Greening Herriard Lead  
Communications  
Village community liaison, village social groups, coordinate welcoming new residents  
Community liaison around Bagmore Lane

**Cllr John Jervoise**

Herriard Estate plans  
Property and Housing including Langlies Mead development  
Planning applications  
Liaison with Village Hall, Nursery School and HVC  
Estate issues that interact with parish-flooding and drainage, fly tipping, permissive paths, footpaths and ROW  
Liaison with Church  
Links to local businesses  
Greening Campaign committee  
Community liaison around Herriard Park

**Cllr Bob Ives**

Herriard Green- management of groundsmen, play area inspection team, dog owners, public facilities, liaison with Sports Club and HVC, future plans for play area, meadow and rewilding projects at The Green  
Greening Campaign committee  
Management of lengthsman scheme  
Rural amenities management- drainage, footpaths and ponds with Cllr Cheyney

**Cllr Simon Wills**

Planning applications with Cllr Hill  
Village emergency plan coordinator  
Communications  
PC finances with Clerk  
Greening Campaign committee  
Community liaison around Manor Court

**Cllr Will Cheyney**

Rural economy, agricultural liaison, farming and environmental impacts  
Rural policing and liaison with PC Ross Holdsworth and Andy Jones  
Greening Herriard committee  
Assist rural amenities management-footpaths and ponds with Cllr Ives  
Community liaison around Back Lane, Nashes Green, King Johns Lane