

MINUTES OF THE MEETING OF THE **EVERSLEY PARISH COUNCIL** HELD ON **TUESDAY 4th APRIL 2017** IN EVERSLEY VILLAGE HALL AT 7.30pm

PRESENT: Cllr P Todd (PT) Chairman
Cllr C Edge (CH)
Cllr A McNeil (AM)
Cllr K Neville (KN)

ALSO PRESENT: Mrs J Routley (Clerk)

205 APOLOGIES FOR ABSENCE

(i) Cllr S Dickens, Cllr C Hetherington, Cllr C Hutton, Cllr S Miller.

206 DECLARATIONS OF INTEREST

- (i) There were no interests to declare.
- (ii) There were no written requests for dispensations for disclosable pecuniary interests.
- (iii) There was no need to grant any requests for dispensation.

207 MINUTES OF LAST FULL COUNCIL MEETING,

(i) Receipt of Minutes The minutes of the **Eversley Parish Council Meeting** held on **TUESDAY 7th MARCH 2017** had been previously circulated to all Councillors.

(ii) Errors

Min 191: line 5 'Appendix B' should be changed to 'Appendix C'.

Min 195: line 1 insert 'Airport' after Blackbushe.

RESOLVED

- That with these amendments, the Minutes be approved and signed by the Chairman. **PT**

(iii) Matters Arising

Min 183: Min 178: Bramshill House Meeting This meeting had taken place on 10th March on the same day as 9/10 planning applications were refused. This meeting was an explanation from the Planning Officers to parish councillors and district councillors to explain the reasons why these applications had been refused. It is understood that appeals have already been lodged.

Min 194: Draft Blackwater Valley Countryside Strategy 2017-2022 The Clerk had sent EPC's response to this Strategy.

Min 197: Flooding The Chairman had been unable to attend the Flooding Scrutiny Meeting on 24th March 2017.

Min 199: It was understood that the individual, whose car had been damaged by a branch, had put in a claim against EPC's insurers.

Min 200: 17/00077/PREAPP Land adjacent to Marsh Lane EPC had responded to the developers.

Min 203: Defibrillator Cllr C Hutton was researching this further before bringing it formally to the Council to consider. **CH**

208 DIARY MATTERS

(i) **RESOLVED**

- To hold the Annual Parish Assembly of Electors on Wednesday 17th May 2017 at 8pm.

(ii) **RESOLVED**

- To arrange the Clerk's Performance Review as soon as possible. **CE/CHH/PT**
- Councillors apologised that this was late.

(iii) The Clerk reminded councillors of the Councillor Training on 26th April 10-3pm at St Mary's

(iv) **RESOLVED**

- That the Chairman and Cllr A McNeil would attend the Local Plan Meeting as EPC representatives on Tuesday 25th April at HDC Offices at 7pm. It was noted that this is the same evening as EPC's Open Spaces Committee Meeting and that the other

members of the Committee would be required to attend in order ensure that the meeting is quorate.

- (v) HDAPTC Meeting This will take place on 11th April and Councillors are welcome to confirm with the Clerk if they wish to attend.

SM/CHH/

PT/AM

209 PUBLIC PARTICIPATION

- (i) None.

210 GROUNDS MAINTENANCE,

(i) **RESOLVED**

- To extend the Grounds Maintenance Contract for a further year but before issuing, to look at including a break clause for the yearly contract. This is to be delegated to a working group of councillors to finalise the wording to incorporate into the contract before signing.

AM/CE/CHH

211 LITTERPICKING

- (i) The Council discussed options for Litter Picking provision including Open Spaces Committee's recommendations.

RESOLVED

- To prioritise the areas for litter picking and formulate a list.
- To offer a temporary contract at £8 per hour for 5 hours a week. Cllr C Edge is to draft a contract to bring to Open Spaces Committee for finalisation and approval.
- It was approved to authorise up to £100 towards necessary equipment for this role.
- Cllr C Hetherington will manage the PAYE and Cllr C Edge will supervise and manage any HR issues with this employee.

OSC

CE

212 PURCHASE OF MOBILE Speed Indicator Device (S.I.D)

- (i) Cllr S Miller had obtained various grants towards the purchase of a mobile S.I.D for use in the Speedwatch programme. Although the majority of the cost had been achieved through grants, there was a shortfall of £550. It was noted that HDC are also offering, free of charge, a SID which is not mobile but can be positioned at a point in the Village for a limited period.

RESOLVED

- To approve £550 towards the purchase of a mobile S.I.D. to be taken from the EPC Projects budget heading.
- To approach HDC for a free of charge loan S.I.D, possibly located in Warbrook Lane.

213 FINANCIAL REPORT,

- (i) The Responsible Financial Officer's reconciliations for **March 2017** had been previously circulated.

(ii) Payments and receipts

See Appendix B

RESOLVED

- to authorise the payments for signature.

PT

- (iii) 2017/18 Budget During consideration of the budget, the employer pension contribution had been overlooked and not aggregated into the Staff Remuneration line. The revision figures show a greater planned spend. The Council will note this and make adjustments during the year or take from unallocated expenditure.

See Appendix C

214 PENSION PROVISION

(i) **RESOLVED**

- That the Council notes that the Clerk is the sole employee and is already enrolled in a pension scheme and that EPC needs take no further action to meet the requirements of the workplace pension.
- The Clerk will complete the necessary forms confirming this.

Clerk

215 REPORTS FROM REPRESENTATIVES ON OTHER BODIES,

(i) Blackbushe Airport Consultative Committee Minutes from this meeting on 2nd March will be circulated as soon as received.

216 ROAD SAFETY AND TRAFFIC WORKING GROUP

(i) No report had been received.

Parking by Garden Plots Cllr A McNeil is to ask James Holt (Highways) for his view on parking by the Garden Plots on Warbrook Lane and any possible solutions.

217 FLOODING

(i) The Lengthsman Scheme had been used to clear the ditch at the corner of Marsh Lane. The funds available had not been sufficient to completely clear the ditch, but it was much improved.

(ii) Cllr A McNeil had written to Lead Flood Officer at HCC about the need to clear the ditches at Marsh Lane, Vann Place and Hollybush Lane. He had suggested that HCC, as a riparian owner, might wish to set an example to residents by taking action on these ditches. HCC had replied to advise that the matter had been referred to the Estates Team.

(iii) Cllr A McNeil has also written to the same Officer about the modelling exercise at Webb's Corner. She said she had written to the engineers to ask for a report and, on its receipt, will work out a plan of action.

(iv) Cllr A McNeil reported that James Holt (Highways) was open to suggestions for raising the level of Webb's Corner. Dr A Crampton (HDCllr) and D Simpson (HCCllr) had been copied into the exchange of emails about this issue.

218 VEHICULAR RIGHTS OF WAY

(i) No further progress with solicitors.

RESOLVED

- EPC is to obtain quotes from other companies to undertake installation of Dragon's teeth.

Clerk

219 PLANNING APPLICATIONS

(i) **RESOLVED**

• The Council noted receipt of the following planning applications and after full discussion forwarded the comments listed below to HDC.

Clerk

(a) 17/00697/HOU Bear Cottage Mud Lane

Two storey rear extension. With first floor side and rear extensions, above existing single storey side and rear flat roof extensions. New pitched roof to existing sitting room bay window
EPC Consultee response: No Comment

(b) 17/00098/FUL Land Adjacent To Warren Farm

Change of use of land from agriculture to seasonal storage of 4 caravans and 4 utility sheds
EPC Consultee response: EPC objects to this application on the grounds that:

- 1) The caravans are poorly sited and have an impact on the appreciation of the countryside for people using the Rights of Way network.
- 2) The nature of seasonal work has not been identified but EPC is aware that the caravans are occupied by people who do not work on this land but elsewhere in Berkshire. Therefore the nature of the work is not strictly seasonal; and as workers appear to be on site 365 days of the year, EPC objects to the permanent siting of dwelling units in the open countryside.

(b) Other Planning Matters

CEMEX Meeting The Chairman and Cllr C Hetherington attended a meeting on 23rd March between CEMEX, their planning advisors and HDC District Councillors. CEMEX are looking to hold a public meeting prior to submitting a planning application on Hollybush Farm. EPC raised a number of issues regarding inadequate infrastructure which CEMEX said they would look into.

220 PLANNING ENFORCEMENT,

- (i) There was no update on any enforcement issues.

221 ITEMS OF INFORMATION

- (i) The Clerk reported the following:

Bags of Help The remaining 25% of the grant money has now been received following the successful completion of the Centre Green project.

Garden Plots The Clerk noted that some Garden Plots have been given up by tenants. The Clerk will assign these to people on the waiting list before advertising any remaining plots.

- (ii) Councillors had nothing to report.

222 PERFORMANCE REVIEW WORKING GROUP

- (i) This item was deferred until the Performance Review Working Group have met and undertaken the Clerk's Performance Review.

There being no further items for discussion the Chairman closed the meeting at 9.25pm

Chairman.....Date.....

The next Meeting will be held on Tuesday 2nd May 2017

Appendix A

Min 210: Min 190: <u>Burial Ground</u> Cllr P Todd is awaiting contact with Ron Rietdyk.	PT
Min 210: Min 190: <u>Public Right of Way Evidence Regarding Warren Heath</u> Cllr P Todd has yet to write a covering letter, which will explain the claim clearly, and to find the maps from the Forestry Commission to complete the paperwork.	PT
Min 210: Min 190: <u>Heritage Assets</u> EPC is concerned that since Firgrove Manor now had individual house owners there is a possibility that the gardens may be divided up rather than remaining as communal which would be a threat to the historic gardens. Cllr P Todd had yet to draft a request to HDC to step up protection, by way of an Article 4 Direction to remove Permitted Development Rights in the gardens of Firgrove Manor.	PT
Min 210: Min 190: <u>English Heritage Seminar</u> Cllr P Todd is to seek confirmation from HDC Planning Department about the Conservation Area Reviews and if they will restart the process in the near future and whether Eversley was on the list.	PT
Min 210: Min 190: <u>Vehicular Rights of Way Across the Village Green</u> Cllr P Todd offered to recirculate the traffic plan he had drawn up previously for this area.	PT
Min 210: Min 190: <u>Meeting Venue</u> The Clerk is still investigating other possible venues for holding EPC meetings and obtaining details as to pricing and availability.	Clerk
Min 210: Min 190: <u>Cemetery Management and Compliance</u> Further actions may be required following a review of EPC Rules and Regulations and burial ground fees.	Clerk/PT
Min 210: Min 192: <u>Parish Council Newsletter</u> The newsletter had been printed and distributed to all residents. Cllr D Bradley thanked the Clerk for producing it so quickly and to all Councillors who helped in its distribution. Many Councillors had received favourable comments on the content and quality of the newsletter.	
Min 210: Min 197: <u>S106 Local Leisure Projects Fund</u> Cllr D Bradley is still chasing Dr A Crampton (HDCllr) and Carl Westby (HDC) to get the new project added to the approved list but has been told that there would be no decision until after the Election.	DB
Min 212: <u>Performance Review</u> Cllr C Young apologised for the delay and will arrange a date to meet with the Clerk shortly.	CY
Min 212: <u>Parish Council Election</u> The Election had taken place on 7 th May. There were 5 valid nominations for 8 vacancies so those 5 will be elected uncontested. The new Council can co-opt within 35 days of the Election without the need to call for an Election. Co-option can take place at the Annual Meeting on 19 th May. EPC would welcome any interest.	
Min 214: <u>HALC HR Support Fees</u> The Clerk has confirmed with HALC that the HR Support is not required.	
Min 218: <u>Rural Broadband</u> Cllr S Dickens apologised that he had been unable to respond to HALC's questionnaire.	
Min 219: <u>The Sara Beer Archive</u> The Chairman has the records and is awaiting confirmation from her executors. (<i>Shortly following the meeting, there was a request from the Village Hall Committee that the records could be on display at one of their Coffee Afternoons.</i>)	PT
The Chairman explained that these were not yet in a format suitable for display.	
Min 243: <u>Bypass document</u> has gone out but, as yet, there has been no response.	
Min 51: <u>Additional Actions</u> EPC will look again at Neighbourhood Plans. This is to be included on a future Agenda.	

Appendix B

Eversley Parish Council

Cheques for Payment 7.3.17

Prepared by _____ J Routley, Clerk/RFO

Date _____

Approved by P. _____
Todd, Chairman _____ P. Todd, Chairman

Date _____

2608	S. Miller	reimbursing black sacks	9.96
2609	J Routley, Clerk	Salary - March	1,029.18
2610	J Routley, Clerk	Expenses/Admin - March	62.78
2611	Hampshire Pension Fund	March contribution	218.74
2612	Nick Robins Ltd	Grounds Maintenance - Mar	1,208.00
2613	Eversley Village Hall	Hire - Mar	63.00
2614	Basingstoke Skip Hire	Skip Hire - March	90.60
2615	HMRC	Jan-Mar	463.64
2616	Hants & IOW CRC Ltd	1 day	80.00
2617	Mrs B J Rushton	Logo design	75.00
2618	HALC and NALC Fees	Annual Fees	406.00
2619	Playscene Ltd	New Equipment Centre Green (from Grants)	12,735.60
			<u>16,442.50</u>

Eversley Parish Council - Bank Reconciliation

28th Feb 2017

Prepared by _____ J Routley, Clerk/RFO

Date _____

Approved by P. Todd,
Chairman _____

P. Todd, Chairman

Date _____

Current Account No. 36419109

Brought forward as at 31st Jan **20,480.57**

as per Bank Statement 287

Cheques prior period cashed

Chq no.

2457	K Neville Eversley and Bramshill Parish	Installation of picnic benches	-156.08
2576	Magazine	Annual subscription	-10.80
2589	J Routley, Clerk	Salary - Jan	-1,019.62
2590	J Routley, Clerk	Expenses/Admin - Jan	-87.19
2591	Hampshire Pension Fund	Jan contribution	-218.74
2592	Nick Robins Ltd	Grounds Maintenance - Jan	-1037.54
2594	Basingstoke skip hire	Hire - Dec	-76.92
2595	Basingstoke skip hire	Hire - Jan	-127.38
2596	K Neville	Repairs and installation of playground equipment	-493.00
2597	K Neville	Removal of equipment and installation of benches	-506.08

Lodgements

Cemex	donation towards sid		500.00
Gaff	ashes reopen and inscription		115.00
EHRA	invoice for grass cutting		100.00

Total movement as per cashbook **17,462.22**

Unpresented cheques as at 31st Jan 2017

Chq no.			
2593	Eversley Village Hall	Hire - Jan	-52.50

Balance as at 28th Feb as per Bank Statement Sheet 288 **17,409.72**

Appendix C

Include budget changes here

