

MINUTES OF THE MEETING OF THE **EVERSLEY PARISH COUNCIL** HELD ON **TUESDAY 5th JULY 2016** IN EVERSLEY VILLAGE HALL AT 7.55pm

PRESENT: Cllr P Todd Chairman
Cllr S Dickens
Cllr C Hetherington
Cllr A McNeil
Cllr K Neville
Cllr C Young

ALSO PRESENT: Mrs J Routley (Clerk)

50 APOLOGIES FOR ABSENCE
(i) Cllr S Miller

51 DECLARATIONS OF INTEREST
(i) There were no declarations of interest
(ii) There were no written requests for dispensations for disclosable pecuniary interests.
(iii) There was no need to grant any requests for dispensation.

52 MINUTES OF LAST PLANNING COMMITTEE MEETING,
(i) Receipt of Minutes The minutes of the **Planning Committee Meeting** held on **TUESDAY 3rd MAY 2016** had been previously circulated to all Councillors.
(ii) No errors were reported.

RESOLVED

- That the Minutes be approved and signed by the Chairman. PT
- (iii) No matters arising.

53 MINUTES OF LAST FULL COUNCIL MEETING,
(i) Receipt of Minutes The minutes of the **Eversley Parish Council Meeting** held on **TUESDAY 7th JUNE 2016** had been previously circulated to all Councillors.
(ii) Errors Correction Cllr K Neville was not present

RESOLVED

- That the Minutes be approved and signed by the Chairman. PT
- (iii) Matters arising
Min 34: 20mph Sign David Simpson (HCCllr) had reported that the post has been put in but that there was still an issue with the electrics.

54 MINUTES OF LAST EXTRAORDINARY FULL COUNCIL MEETING,
(i) The minutes of the **Eversley Parish Council Extraordinary Meeting** held on **TUESDAY 21st JUNE 2016** had been previously circulated to all Councillors.
(ii) No errors were reported.

RESOLVED

- That the Minutes be approved and signed by the Chairman. PT
- (iii) Matters arising
Min 46 & 47: Annual Return 2015/16 The Clerk confirmed that the Annual return had been sent to the external auditors.
Min 49: PO Box The Clerk confirmed that she had applied for a PO Box and was awaiting the invoice before it could be set up.

55 PUBLIC PARTICIPATION
(i) Burial Ground A resident had spoken to Cllr A McNeil about the state of the ashes plots after strimming. Cllr McNeil offered to meet him to discuss his concerns.

- 56 FINANCIAL ARRANGEMENTS,
- (i) The Council discussed proposed changes to financial arrangements. Councillors made a number of suggestions for change and agreed to return to the matter in September.
 - (ii) The Clerk is to investigate how other Councils handle online banking, particularly the need for two Councillors' signatures.
 - (iii) Deferred.
 - (iv) Deferred.
- 57 REPAIRS AND REFURBISHMENTS OF ALL PLAYAREAS,
- (i) The Council discussed the revised details and variance in expenditure for repairs and refurbishments to the playareas as advised by Open Spaces Committee. The Council had received the updated specification and noted the changes.

6.9.16

Clerk

6.9.16

6.9.16

RESOLVED

- It was recognised that the changes are based on public safety as advised by the Play Inspector. The increase of £500 was accepted and would come from unallocated reserves (donations of £250 had been received towards this therefore the shortfall was in reality £250). The Council recognises that in the short term there will be a saving on maintenance due to fewer items of equipment and in the long term areas will be in good condition for the installation of new equipment once funds are available.

58 FINANCIAL REPORT,

- (i) The Responsible Financial Officer's reconciliation for **June 2016** had been previously circulated.

(ii) Payments and receipts

See appendix B

RESOLVED

- to authorise the payments for signature.

PT

(iii) The Responsible Financial Officer had circulated the Year to Date Report. There were no queries.

- (iv) Since the Council will not meet in August, it discussed the need to authorise raising cheques.

RESOLVED

- To approve raising cheques for approved expenditure and regular payments in August. Any extraordinary payments will have to wait until the September meeting for approval and payment.

59 REPORTS FROM REPRESENTATIVES ON OTHER BODIES,

- (i) None.

60 BURIAL GROUND

- (i) The Council discussed the start date for imposition of the new Rules and Regulations. It was noted that the decision made by Council in March to change the Rules, and the date from which they became operative, cannot be overturned within 6 months from the date the decision was made. The Council re-affirmed that the new rules rightly became operational from 15 March and agreed to ensure that this was clear. If necessary, they would return to the matter in September.

The Council discussed the Rules and Regulations with regards to items on plots that are not permitted and also general behaviour within the burial ground.

RESOLVED

- to write to people who have items that are not permitted and to put an extract of the rules in a position in the Burial Ground where everyone can see it.

Clerk

(ii) subject to the outcome of (i)

(iii) The council considered 2 applications for monuments contrary to Rules and Regulations.

RESOLVED

- That both applications are to be refused as they do not comply to EPC's rules and regulations.
- The Clerk is to inform the applicants and send a copy of the Rules and Regulations.

Clerk

61 SUSPENSION OF STANDING ORDER 3 (W)

At 9.58pm the Chairman requested that Standing Orders be suspended in order to deal with the majority of remaining items on the Agenda.

62 ROAD SAFETY AND TRAFFIC WORKING GROUP

(i) Deferred.

6.9.16

63 FLOODING AND SEWERAGE,

(i) Lower Common It was noted that the culvert under Lower Common is blocked.

(ii) The Council review quotes for ditch clearance at Lower Common.

RESOLVED

- To appoint JDB for the ditch clearance work, to include the roadside ditch by the garden plots. The expenditure will come from the grounds maintenance budget.

(iii) The Clerk will liaise with JDB.

Clerk

64 VEHICULAR RIGHTS OF WAY ACROSS THE VILLAGE GREEN,

(i) EPC had received a report from a neighbouring Council on the rules regarding enclosure of Village Greens which suggests that a single line of dragon's teeth, not exceeding 200m, would not constitute enclosure requiring permission from the Secretary of State.

RESOLVED

- EPC is to send a copy of the Open Spaces Society's Guidance paper to the solicitors.

Clerk

65 WEBSITE,

(i) Deferred awaiting quotations.

AM/SD

66 PLANNING APPLICATIONS

RESOLVED

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

Clerk

(a) 16/01544/HOU Bidwell House St Neots Road
Extension and Refurbishment to Two Storey House

EPC Consultee response: No Comment

(b) 16/01506/HOU Wood Farm Brickhouse Hill
Single storey oak framed orangery extension.

EPC Consultee response: No Comment

(c) 16/01507/HOU Wood Farm Brickhouse Hill
Detached oak framed garage with home office/storage area above.

EPC Consultee response: EPC has no objection to the style, design and siting but would like to see a condition that ties it to the occupants of Wood Farm to be used in conjunction with the main residence.

(d) 1600102/FUL Horns Farm Lower Common

Change of use to Sui Generis use for car storage and sales.

EPC Consultee response: EPC has no objection to the existing use at current levels but would object to any intensification of use. EPC would wish that the GPS is given as Reading Road Finchampstead as there have been instances of people trying to access via the other entrance at Lower Common which is unsuitable for big lorries. HDC should co-ordinate with WBC to insure the site does not become a public retail site.

(e) 16/01353/HOU Sunnydene Chequers Lane

Loft conversion with front and rear dormers.

EPC Consultee response: No Comment

67 PLANNING ENFORCEMENT,

- (i) There were no updates on reported instances of possible planning contravention.
- (ii) There were no reports of other possible contraventions.
- (ii) There was nothing to be reported to HDC.

68 ITEMS OF INFORMATION

(i) The Clerk reported the following:

Fallen Tree The Clerk reported that a tree trunk had fallen across the road at Cooper's Hill earlier in the day. This had been reported to Highways and cleared.

(ii) Councillors had nothing to report.

There being no further items for discussion the Chairman closed the meeting at 10.35pm

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

The next Meeting will be held on Tuesday 6th September 2016

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 250: The Clerk is still awaiting a police contact as is Charles Kingsley's School and Road Safety and Traffic Working Group.	Clerk
The Traveller Document will also need to be updated with the new Police contact details.	Clerk
Min 21, Min 237: <u>Payments and receipts</u> Cllr K Neville offered to contact ex Councillor Alex Ricketts regarding the uncashed cheque.	KN
Min 29: <u>ESA</u> ESA had agreed that this year they will have a bonfire display on CEMEX land and that EPC may wish to be involved. Cllr K Neville and Cllr S Miller offered to be involved.	KN/SM
It was suggested that there would need to be a formal request from ESA if they wished to use Cross Green for parking.	
Min 43: <u>Final Accounts for 2014-15</u>	
<ul style="list-style-type: none">• The Clerk is to verify the insurance excess.• A working group is to review the assets and report back to Full Council no later than February 2016. This is to consist of Cllr K Neville, Cllr C Young and Cllr S Miller.	Clerk
	KN/CY/SM

Min 51: Additional Actions EPC will look again at Neighbourhood Plans. This is to be included on a future Agenda.

Appendix B

Eversley Parish Council

Cheques for Payment 7.6.16

Prepared by _____ J Routley, Clerk/RFO

Date _____

Approved by P. Todd,
Chairman

Date _____

P. Todd,
Chairman

2510	S Chapman Dep PW	Litterpicker Invoice - May Internal	204.65
2511	IAC Ltd	Audit Fee	180.00
2512	J Routley, Clerk	Salary - June	1019.82
2513	J Routley, Clerk	Expenses/Admin - June June contribution	71.26
2514	Hampshire Pension Fund	n	218.74
2515	S Chapman Dep PW	Litterpicker Invoice - June	250.92
2516	Nick Robins Ltd	Grounds Maintenance - June	743.54
2517	Eversley Village Hall	Hire - June	41.50
2518	HMRC	Apr-Jun Skip Hire - June	772.54
2519	Basingstoke Skip Hire	Printer cartridges	76.56
2520	Bentham Ltd	Visits 1 & 8 th May	85.68
2521	Hants & IOW CRC Ltd		150.00

3,815.21

Eversley Parish Council Bank Reconciliation 2016/17

Eversley Parish Council

Bank Reconciliation

31st May 2016

Prepared by _____ J Routley, Clerk/RFO

Date _____

Approved by P.
Todd, Chairman

Date _____

P. Todd, Chairman

Current Account No. 36419109

Brought forward as at 30th April as per Bank Statement sheet 277

51,365.6

1

Cheques prior period cashed

Chq no.

2485	Hants & IOW CRC Ltd	1 day in Feb 7/2/16	-75.00
2486	Yelabus Association	Annual Recharge	-64.00
2487	Playscene	service and repairs to zip wire	-480.22
2488	Aon UK Limited	Annual Insurance Renewal	-1,651.11
2489	J Routley, Clerk	Salary - April	-964.37
2490	J Routley, Clerk	Expenses/Admin - April	-49.99
2491	Hampshire Pension Fund	April contribution	-201.75
2492	Nick Robins Ltd	Grounds Maintenance - Apr	-743.54
2493	Eversley Village Hall	Hire - Apr	-36.75
		Skip Hire - Apr cheque	
2494	Basingstoke Skip Hire	incorrect 80p add on	-77.36
2495	Hants & IOW CRC Ltd	6/3 and 13/3	-150.00
2496	S Chapman Dep PW	Litterpicker Invoice - Apr	-211.74
2498	Word of design	replacement legs	-61.50
	J Wenger, Active Risk		
2499	Management	Playground repairs check	-280.00
2500	Get Mapping	Annual subscription	-33.60
		Refund of materials (£35 to come	
2501	S Miller	from ECC)	-117.38

Lodgements

Ashes reopening	217.50
Garden plots (1-14 except 10)	380.00
Inscription	40.00
Burial reopening out of parish	495.00
Chequer PH donation to playground	100.00
R Collard donation to playground	150.00

Total movement as per cashbook**47,549.80****Unpresented cheques as at 30th May 2016**

Chq no.

2149	A. Ricketts	Reimbursing for Jubilee Sign	25.00
2457	K Neville	Installation of picnic benches	156.08
2497	SLCC	Annual Membership	149.00

Balance as at 30th May as per Bank Statement Sheet 278**47,549.80**