

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

PRESENT: Cllr A McNeil (AM Chairman)
Cllr S Dickens (SD)
Cllr C Hetherington (CHH)
Cllr C Hutton (CH)
Cllr S Miller (SM)
Cllr K Neville (KN)
Cllr P Todd (PT)

ALSO PRESENT: Dr A Crampton (HDC), 2 residents and Mrs J Routley (Clerk)

41 Apologies for Absence

Cllr C Edge's apologies, due to work commitments, was accepted.

42 Declarations of Interest

Cllr S Miller declared a personal interest in item 6 (Min:46) as she is a friend of the wife of one of the contractors.

There were no written requests for dispensations for disclosable pecuniary interests.

There was no need to grant any requests for dispensation.

43 Minutes of the Last Meeting

Receipt of Minutes The minutes of the **Eversley Parish Council Meeting** held on **Tuesday 6th June 2017** had been previously circulated to all Councillors.

Errors Min: 39 line 4 St Neot's Road delete 'commencing' and replace with 'requesting'. Line 6 delete 'National Trust Forest' and replace with 'Forest Enterprise'.

Appendix C Add 'Appendix C' as header. Also under 'Safeguarding Employment' line 6 delete 'Locally Important Employment Areas'.

RESOLVED

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

AM

44 Issues and information items raised by the Chairman or Councillors

RESOLVED

- To note Cemex's invitation to meet EPC. Council agreed with the Chair's view that a meeting at this pre-application stage would be premature, but that EPC should fulfil its obligation to provide a consultee comment as and when an application is received.
- To note that important emails would now be identified with the high importance flag, 'FOR RESPONSE' would be included in the header of important emails, and that the Clerk and Chair would seek to reduce the email load on Councillors.
- To note that Cllr D Simpson (HCC) had arranged for a cabinet member from HCC to meet him and the Chairman in Eversley on 17th August to discuss traffic calming in the village.
- It was noted that HCC had said there was not enough money to keep roads from deteriorating. The Chairman suggested that a publicised strategy for prioritising roads for repair was needed.
- Cllr C Hutton said he will still attend Speedwatch as a volunteer but does not wish to lead it anymore. The council discussed the relative merits of the Speedwatch scheme and agreed to put this on the next agenda for discussion.

5.9.17

45 Public Questions and Comments

HDC Council Dr A Crampton (HDCllr) advised that HDC was now led by the Liberal Democrats.

Neighbourhood Plan Two residents had noticed that Yateley and Odiham were putting together Neighbourhood Plans. They wondered if it would be useful for Eversley to do the same in light of HDC's draft Local Plan and proposals for other developments in the village. The Chairman and Councillors explained about the cost, the time, and the need for residents

to be involved in the development of a Neighbourhood Plan. This was work that had to be led by, and required the close involvement of, residents; but when EPC had looked at this in the past, interest from residents had not been forthcoming. Village Design Statements and Village Plans elsewhere had been worked on in the past and then had to be abandoned mid-stream because of changes by central government: in these cases, much work and cost had been incurred to no effect. Cllr Crampton pointed out that the Local Plan had to take account of Neighbourhood Plans. A Neighbourhood Plan could take two to three years to prepare, so if HDC met their planned timetable for completion of the Local Plan, it was probably too late to consider a Neighbourhood Plan. However, if HDC couldn't meet their timetable, there was a possibility that a Neighbourhood Plan could be completed in time, but Eversley would have to work extremely fast. It was noted there are still grants available to assist in neighbourhood plans and that HDC has a dedicated officer who could come and speak to the residents. EPC would consider inviting this officer to speak at the next Council meeting in September.

5.9.17

At 8.17pm 2 residents left the meeting.

46 Website 4 suppliers had submitted quotes to redesign the website.

RESOLVED

- It was voted to contract Mr Halfhide to take on designing the website.
- The Clerk is to contact him to arrange the details.

Clerk

47 Newsletter

RESOLVED

In principle that EPC wishes to publish a quarterly, brief, newsletter. The Chairman will circulate some suggestions for topics.

AM

48 Vehicular Rights of Way in Up Green

RESOLVED

- To agree to remove the words from the agreement as the solicitor requests and to check the reference to indemnity is as the Council understands it.
- To accept the revised plans with the size and location of accesses.
- To authorise the Clerk and the Chairman to sign the necessary paperwork.

Clerk

49 Reports from Representatives on Outside Bodies

It was noted that the 75th anniversary of Blackbushe Airport on 1st and 2nd July had been very successful.

50 Recommendations from other Committees

Committee Date

a. Open Spaces 20/06/17 Chequers Green Refurbishment costs

The Open Spaces Chair had provided a report detailing what had been spent on the Play Areas over the past few years and a 3 year plan for the future. No money had been spent on Chequers Green last year as other areas had been identified as a higher risk on the Play Inspection Report, but Chequers Green now required urgent attention.

RESOLVED

- To spend £9,664 on Chequers Green Refurbishment.
- It was noted that this sum would put it over the budget allocated under this heading. It was agreed to take the additional funds needed for this work from unallocated reserves and to look, later in the year, at yearly spend from other items which could be reallocated.

At 8.55pm Dr A Crampton (HDCllr) left the meeting.

51 Schedule of Accounts

The Responsible Financial Officer's reconciliations for June 2017 had been previously circulated along with copies of the bank statements. (See Appendix A)

RESOLVED

- The Reconciliation for June was accepted.

- The year to date update for 2017/18 was received.
- The Annual Internal Audit Report for 2016/17 was noted.
There were no issues reported.
- The Clerk is to look into the possibility of online banking and BACs payments

Clerk

52 Payments
RESOLVED

- To authorise all the payments for July for signature.
- To authorise all the payments for August for signature as the Council will not meet until September.

53 Defibrillator
RESOLVED

- To decide in principle to install a defibrillator in the Village.
- Cllr C Hutton will investigate the possibility of funding from grants and commercial enterprises in the Village and where the defibrillator should best be sited.

CH

54 Planning Applications
RESOLVED

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

Clerk

17/01242/FUL Land At Hollybush Lane, Erection of a detached house including parking and planting areas following demolition of existing redundant garages on the site.
Consultee response: No comment

All of the following applications are concerned with the development at Bramshill House and there are 2 more applications still to be submitted; so the Council decided to wait and consider them all together. EPC will, as before, approach Bramshill and other local councils to consider a joint response.

17/00849/FUL Bramshill House, Construction of 14 residential units with associated parking, access and landscaping within areas known as Maze Hill and Sandpit Close. The provision of a new 14.4ha SANG.

17/00848/FUL Bramshill House, Construction of 235 residential units and associated parking, access and landscaping in the area known as The Core which includes; the Quad, Lakeside, Central Area, Walnut Close, Maze Hill and Sandpit Close. Demolition of non-listed buildings. Construction of a replacement cricket pavilion. The provision of a new 14.4ha SANG.

17/00847/LBC & 17/00846/FUL Bramshill House, Conversion of Bramshill House, the Stable Block and the existing Nuffield Hall for use as offices, providing 4,880 m2 of commercial (B1(a) space and parking for 175 vehicles. Demolition of curtilage listed buildings and maintenance and restoration works to Bramshill House and Gardens.

55 Exclusion of Public
RESOLVED

- To exclude the public and press from the remainder of the meeting on the grounds that exempt information, as defined in Schedule 12A of the Local Government Act 1972, that relates to individuals, specifically existing staff, is likely to be disclosed.

At 9.20pm the Clerk left the meeting

56 Staffing Item

- a. The Council noted the outcome of the Clerk's annual performance review for 2016-17, which had been completed in June.

- b. The Council noted the log, provided by the Clerk, of the hours she had worked from 1 April to 30 June in excess of her contracted hours.

RESOLVED

- (i) To award two annual increments, back dated to 1 April 2017, in recognition of the Clerk's performance in the previous year.
- (ii) Not to make payment for additional hours worked between 1 April and 30 June. It was agreed that a much fuller assessment was needed of the hours she works over the year and that Council should return to this matter in November.

There being no further items for discussion the Chairman closed the meeting at 10 pm

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

**The next Meeting, which will be the Annual Meeting,
will be held on Tuesday 5th September 2017**

Appendix A

Eversley Parish Council - Bank Reconciliation

31st May 2017

Prepared by _____ **J Routley, Clerk/RFO**

Date _____

Approved _____

by _____

A. McNeil, Chairman

Date _____

Current Account No. 36419109

**Brought forward as at 30th Apr
as per Bank Statement 290**

33,268.13

Cheques prior period cashed

Chq no.

2618	Annual Fees	Annual Fees	-406.00
2620	Aon UK Limited	Annual Insurance Renewal	-1732.78
2621	J Routley, Clerk	Salary - April	-1,028.98
2622	J Routley, Clerk	Expenses/Admin - April	-148.61
2623	Hampshire Pension Fund	April contribution	-218.74
2624	Nick Robins Ltd	Grounds Maintenance - Apr	-1,208.00
2625	Eversley Village Hall	Hire - Apr	-42.00
		Skip Hire -	
2626	Basingstoke Skip Hire	Apr	-90.96
2627	Hants & IOW CRC Ltd	March 17	-80.00
		Training	
2628	HALC	course	-660.00
2629	Getmapping plc	parish online subscription	-33.60
2630	SLCC	Annual membership	-139.00

Lodgements

plot 2	Saunders		25.00
plot 3	Bates		45.00
plot 5	Collins		45.00
plot 6	Duce		45.00
plot 8	Baldwin		45.00
plot 9	Baldwin		45.00
plot 10	goodall		25.00
plot 11	Tolson		25.00
plot 12	Everett		45.00
	Bundy	inscription	40.00
	Gaff	reopen and inscription	115.00
	Davies	scattering of ashes	45.00
	Powell	memorial and kerbs	200.00
		ashes	
	Parsons	memorial	65.00

Total movement as per cashbook

28,289.46

Unpresented cheques as at 31st May 2017

Chq no.

2613	Eversley Village Hall	Hall Hire - Mar	63.00
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Balance as at 31st May as per Sheet 291

28,289.46

Balance in Reserve Account Sheet 142

13,702.66

Interest 0.12

13,702.78

0.00

**Balance in EPC EM Account
EVERSLEY PARISH COUNCIL**

	FY 17-18 YEAR to date	Budget	% of budget used	Notes
Income				
Precept (split into 2 payments)	27,500	54,500		Other half to come later in the year
HDC Council Tax Support Grant	0	0		
Bank Interest	0	0		
Investment Interest	0	0		
Garden Plot Rents	345	440		
S106 Funds	0	0		
Burial Ground Fees	465	2,000		
Donations/Grants	0	2,700		
Donations playgrounds	0	0		
other income	0	0		
VAT Reclaim	0			
Sub Total	28,310	59,640		
Expense				
Clerk's Remuneration + Pension	2,496	15,435	16	
Employment Tax	464	2,200	21	
Admin/Office Costs	211	1,749	12	
Hall Rental	105	754	14	
Chair/Cllr Expenses	0	325	0	
Subscriptions/Publications	242	700	35	
Insurance/Audit Fees	1,733	2,250	77	
Admin Sub Total	5,251	23,413	22	
Rights of Way booklet	0	349		
Grounds Maintenance	2,013	8,500	24	
Repairs/Maintenance	0	11,000	0	
conservation volunteers	0	500	0	
Tackling Flooding	0	1,500	0	
Tree Work	0	1,000	0	
Litter Picker	0	2,400	0	
Bin emptying		2,828	0	
Waste Management	151	1,080	14	
Annual Playground Inspection	0	280	0	
EPC projects	10,693	2,250	475	The invoice for the new play equipment came in this year although grant in last year hence this budget line has gone over
Payback team	80	2,040	4	
Clearing allotments	0	500	0	

Emergency Plan	0	350	0
OS Sub Total	12,937	34,577	37
Website set up and redesign	0	200	0
Training	550	820	67
Planning consultants	0	3,000	0
Grants	0	1,000	0
Section 137 Payments (estimated can spend more as its per elector)	0	1,000	0
VAT	2671	0	
Sub Total	550	6,020	9
	18,738	64,010	29
Income - Expenditure	9,572	-4,370	

VAT can be reclaimed

Funds carried over from current account	20,070
Reserve Account	13,703
<u>Total Funds remaining</u>	<u>43,345</u>

Eversley Parish Council

Cheques for Payment 4.7.17

Prepared by _____ J Routley, Clerk/RFO

Date _____

Approved by _____ A. McNeil,
Chairman

Date _____

2640	J Routley, Clerk	Salary - June	1,029.18
2641	J Routley, Clerk Hampshire	Expenses/Admin - June	73.87
2642	Pension Fund	June contribution	218.74
2643	D Wallace	Litterpicker Invoice - June	40.00
2644	Nick Robins Ltd	Grounds Maintenance - June emergency work Felling Maple	1,208.00
2645	Nick Robins Ltd	Chequers Green	60.00
2646	Nick Robins Ltd Eversley Village Hall	chipping branches Centre & Chequers	660.00
2647	HMRC	Hire - June	55.00
2648	C Edge	Apr-Jun	434.11
2649	S Miller	Reimbursing volunteer equipment	178.98
2650	IAC Ltd	Reimbursing litter picker equipment	6.29
2651	Basingstoke Skip Hire	Internal Audit Fee	180.00
2652	Hants & IOW CRC Ltd	Skip Hire - June	80.16
2653	KT Textiles	May visits	160.00
2654	Nick Robins Ltd	2 hi vi waistcoats, 1 hi vis jacket	38.22
2655		Tree work cross green	702.00

5,124.55