

MINUTES OF THE MEETING OF **EVERSLEY PARISH COUNCIL** HELD AT 8pm ON **TUESDAY 5<sup>th</sup> JUNE 2018** IN EVERSLEY VILLAGE HALL.

PRESENT: Cllr A McNeil (Chairman, AM)  
Cllr S Dickens (SD)  
Cllr E Dixon (ED)  
Cllr C Edge (CE)  
Cllr K Neville (KN)  
Cllr P Todd (PT)

ALSO PRESENT: Four members of the public and Mrs J Routley (Clerk)

**ACTIONS**

- 38 Apologies for Absence  
**RESOLVED**  
Apologies were accepted for Cllr S Miller due to personal commitments.
- 39 Declarations of Interest  
Cllr S Dickens declared an interest in item 5, Min: 42 as he sits on the Local Planning Authority.
- 40 Minutes of the Last Meeting  
Receipt of Minutes  
a) The minutes of the **Annual Meeting of Eversley Parish Council** held on **Tuesday 15 May 2018** had been previously circulated to all Councillors.  
Errors  
Min 7: change COMMITTEES to COMMITTEES' delete 'committee' line 6.  
**RESOLVED**
  - That with this amendment, the Minutes be approved and signed by the Chairman. **AM**Receipt of Minutes  
b) The minutes of the full council meeting of **Eversley Parish Council** held on **Tuesday 15 May 2018** had been previously circulated to all Councillors.  
**RESOLVED**
  - That the Minutes be approved and signed by the Chairman. **AM**
- 41 Public Questions and Comments  
**RESOLVED**  
That public comments and questions could be permitted in relation to this item and the following item (Neighbourhood Plan).  
Church Lane
  - A resident noted that Church Lane is very muddy. As this is private land, EPC would write to the landowners to draw this to their attention. **Clerk**
- 42 Neighbourhood Plan (NP)  
A report had been received from the organisers of the Open Day held on 16 May (see Appendix A). EPC wished to thank the organisers for giving up so much of their time to design and deliver the leaflets and organise, and officiate at, the Open Day. 45 people - approximately 5% of residents - attended the event. Of these, only 17 said that they would be willing to help develop a plan and 6 to be part of an organising committee. Given the blanket marketing of the event, the turnout was very disappointing. Both the organisers and EPC felt that, with this response, it would not be practicable to proceed further. However, they felt that another attempt to gauge interest would be desirable.

**RESOLVED**

- A report of the open day would be widely publicised in the next Parish Magazine and on the Parish Council's website. This would conclude by asking residents who, for whatever reason, did not attend the Open Day, to register their interest and willingness to help develop a plan.

AM

43 Financial report

Schedule of Accounts

The Responsible Financial Officer's reconciliations for April 2018 had been previously circulated along with copies of the bank statements. (See Appendix B)

**RESOLVED**

- The reconciliations were accepted.

Payments

**RESOLVED**

- To authorise the payments for June 2018 (See Appendix C).

Year to Date

- The Year to Date report was accepted. (See Appendix D).

44 Internal Audit

The Internal Audit Report for 2017/18 had been previously circulated. The Council reviewed the report. (See Appendix E). The Council wished to thank the Clerk for her work on completing a successful Audit.

**RESOLVED**

- To accept the internal audit report for 2017/18.
- No issues had been raised therefore no further action was necessary.

45 Annual Governance & Accountability Return - Part 1

**RESOLVED**

- The Council confirmed that it had reviewed the effectiveness of internal controls at the Full Council meeting on 6<sup>th</sup> February 2018. It confirmed this assertion again in light of the Internal Audit.
  - To approve the Annual Governance Statement 2017/18 and sign the form.
- (See Appendix F).

The period for inspection of the Accounts by Electors is from 7th June 2017 -18<sup>th</sup> July 2018.

46 Annual Governance & Accountability Return - Part 2

The Accounting Statements 2017/18, statutory year-end accounts plus supporting documents were reviewed by the Council.

**RESOLVED**

- To approve the Accounting Statements 2017/18 and sign the form.
- (See Appendix F)

The period for inspection of the Accounts by Electors is from 7th June 2017 -18<sup>th</sup> July 2018.

47 Change of Agenda Order

**RESOLVED**

The Chair proposed taking item 10b) as the last item, as it would be necessary to go into confidential session. This was seconded and unanimously agreed.

48 GDPR

- a) It was agreed to defer approval of the cost of standard email addresses for councillors until the next meeting, when all costs have been received.

49 Flooding

**RESOLVED**

To note reports on:

- a) the meeting with Hampshire CC to discuss the action plan for Webb's Corner (See Appendix G)
- b) the Parish Flood Forum held on 22 May (See Appendix H)

50 Litter Picker Contract

**RESOLVED**

- To approve to amend the Litter Picker's contract to 30 hours per month to perform additional tasks.

51 Expenditure from the Open Spaces repair budget

**RESOLVED**

- To approve cost of play area repairs recommended by Open Spaces Committee to all play areas at a total of £4,126.50.

52 Planning

a) To decide a consultee response on DMMO 1211 - HARTLEY WINTNEY

- Application to modify the Definitive Map - Add Bridleway rights to existing Footpaths and add Bridleways to the north of Warren Hill Farm.

EPC Consultee Response: No objection to this application which would have the effect of an increase in horse riding.

**RESOLVED**

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

1. 18/00771/HOU Monterey Lower Common Double garage to front of house  
EPC Consultee Response: Offer no Comment
2. 18/00983/HOU New Farm The Street Single storey rear extension following demolition of existing conservatory  
EPC Consultee Response: Offer no Comment

53 Exclusion Of Public

**RESOLVED**

- That the public be excluded from the remainder of the meeting on the grounds that exempt information, as defined in Schedule 12A of the Local Government Act 1972, relating to individuals, was likely to be disclosed.

At 9.10pm 4 residents left the meeting.

54 GDPR

b) The Clerk had brought to the Council's attention that additional hours work had been necessary in order to comply with the GDPR deadline.

**RESOLVED**

- To approve the 14 additional hours the Clerk has worked as a result of GDPR preparation.
- That it was not necessary for this to be a confidential minute.

There being no further items for discussion the Chairman closed the meeting at 9.20pm

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

**The next Meeting will be held on Tuesday 3<sup>rd</sup> July 2018**

**Forward Plan**

Date	Meeting	Draft Items
3 <sup>rd</sup> July 8pm	Full Council	
9 <sup>th</sup> July 1.30pm	Open Spaces	

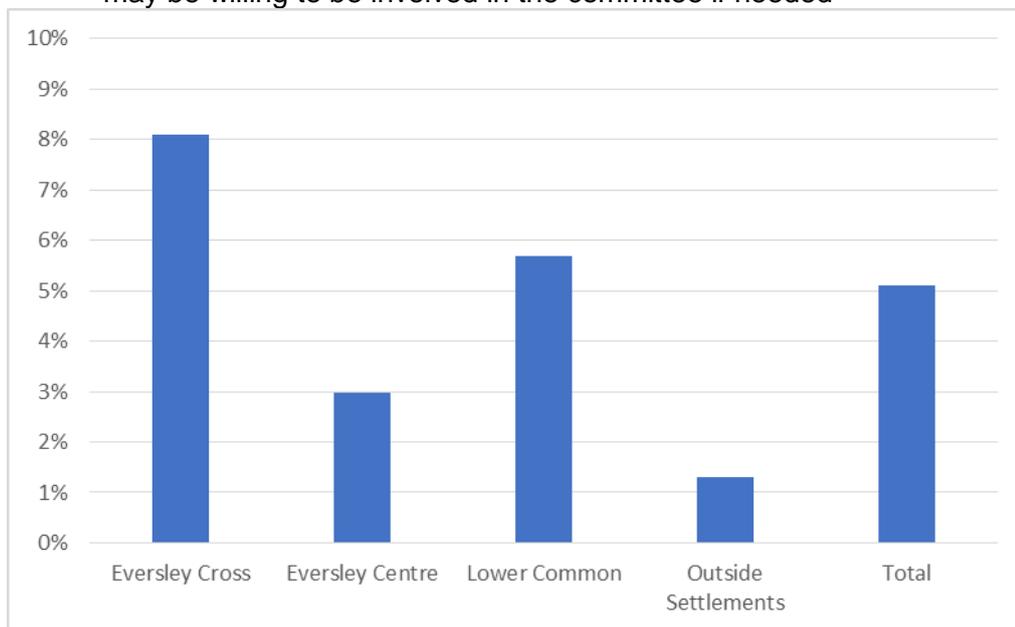
## **Appendix A**

### **Background**

- Event followed on from EPC presentation by Hart council Neighbourhood plan representative
- Event heavily publicised: every house in parish received leaflet, poster in village shop, on EPC webpage, publicised on local Facebook groups and piece included in parish magazine
- Event run over afternoon and evening to maximise opportunity for as many as possible to attend
- Three objectives for event:
  - i) explain what a neighbourhood plan is
  - ii) determine level of interest in developing a neighbourhood plan
  - iii) collect initial ideas of points to include in a neighbourhood plan

### **Attendance and future support**

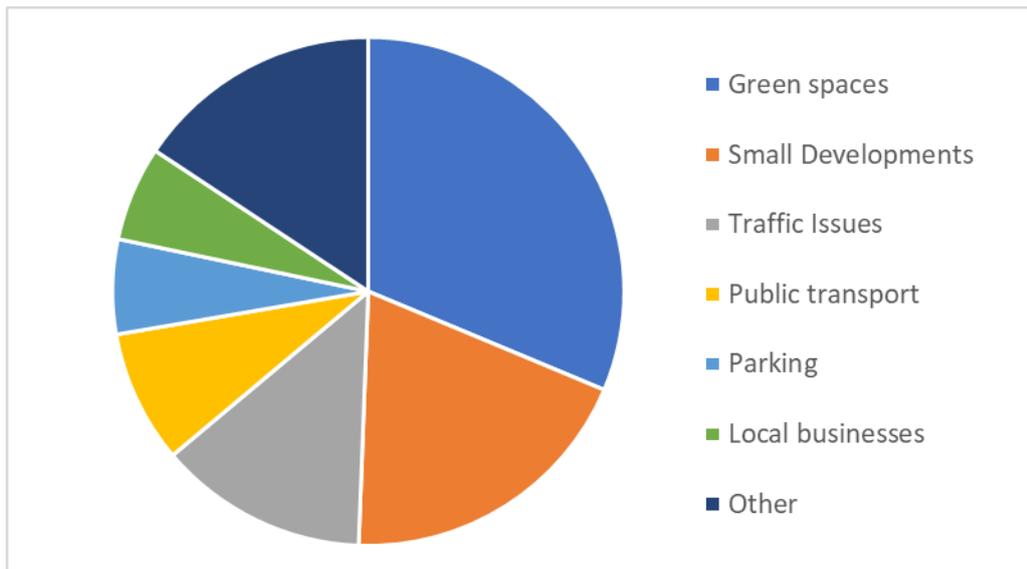
- Estimate made of number of households attending, based on attendee sign in sheet
- Attendance a fraction over 5% of households in parish
- Highest attendance from Eversley Cross – possibly due to event location
- Only 1 local business attended
- 2 households were primarily focussed on consent to build on their own land
- 17 attendees said they would help in some way in future
- 6 attendees said they would be involved in an organising committee, a further 11 said they may be willing to be involved in the committee if needed



### **Initial input to plan content**

- In total 83 individual ideas were noted by attendees
- Roughly half of these (42) could broadly be categorised as being about maintaining a rural feel in the parish by limiting development to small schemes and retaining green spaces
- A number of specific ideas in the green spaces category that could potentially be built upon in a future neighbourhood plan, such as limiting street lighting and requiring hedges rather than walls or fences

- A further 28% (23) focussed on transport related matters, it is not clear to what extent a neighbourhood plan could influence highways matters, but points around number of off street parking spaces for new houses could be included in a neighbourhood plan



### Summary / Next Steps

- The event was very well publicised, yet only 5% of households attended. Not all of those that expressed an interest after the EPC presentation attended. The event was not even attended by all parish councillors.
- Only 1 local business attended the event. Even though the event was at the Cricket Club nobody from Eversley Sports Association attended.
- This very low level of attendance cannot be ignored. Would a plan based on the input of only 5% of households in the village have credibility?
- The number of people making a firm commitment to join a neighbourhood plan committee is too few for a workable core group and some of the 'maybes' would need to be persuaded to join.
- If the idea of a neighbourhood plan is to be taken forward, what (if anything) can be done to increase the level of engagement?
- Whatever is decided those that attended and consented to being contacted should receive feedback.

## Appendix B

Eversley Parish Council - Bank Reconciliation

30th April 2018

Prepared by \_\_\_\_\_ J Routley, Clerk/RFO

Date

Approved by

Date

Current Account No. 36419109

Brought forward as at 31st March 2018

as per Bank Statement 301

Cheques prior period cashed

2746	Staff	Salary - March	-1,235.23
2747	Staff	Expenses/Admin - March	-127.73
2748/2755	Hampshire Pension Fund	March contribution	-286.16
2749	Nick Robins Ltd	Grounds Maintenance - Mar	-1,208.00
2750	Nick Robins Ltd	Removal of fly tipping	-60.00
2756/2758	Basingstoke Skip Hire	Skip Hire - March	-84.48
2752	HMRC	Jan-Mar	-782.88
2753	A McNeil	Cllr Expenses	-12.25
2754/2757	Staff	Salary - March	-187.80
2759	HALC and NALC Fees	Annual Fees	-424.00
2760	Simple Creative Marketing Limited	Web hosting Jan-Dec 2018	-144.00

Lodgements

HDC	Precept	<b>38,563.00</b>
Garden plots		<b>400.00</b>
Garden plots		<b>55.00</b>

Total movement as per cashbook

**58,283.49**

Unpresented cheques as at 30th Apr 2018

Chq no.

2751

Eversley Village Hall	Hire - Mar	48.00
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Balance as at 30th Apr as per Sheet 302

**58,283.49**

Balance in Reserve Account Sheet 153

13,706.06

Interest 0.60

**13,706.66**

Balance in EPC EM Account

**0.00**

Minus unpresented cheques

-48.00

Total funds held by EPC as at 30th Apr 2018

**71,952.15**

## Appendix C

### Eversley Parish Council

#### Cheques for Payment 5.6.18

Prepared by \_\_\_\_\_ J Routley, Clerk/RFO  
Date

Approved by  
Date

2775	BHIB Ld	Annual Insurance	1,524.09
2777	Nick Robins Ltd	clearing payback	
2778/2779	Staff	debris	60.00
2780	Staff	Salaries - May	1,409.18
2781	Hampshire Pension Fund	Expenses/Admin - May	104.36
2782	Nick Robins Ltd	May contribution	284.03
2783	Eversley Village Hall	Grounds Maintenance - May	1,224.80
2784	Basingstoke Skip Hire	Hire - May	48.00
2785	Yateley Town Council	Skip Hire - May	94.56
2786/2788	IAC Ltd	GDPR training	25.00
2787	All Power and Lighting Electrical	Internal Audit fee	180.00
		Installing Defib.	234.00
			<b><u>5188.02</u></b>

**Appendix D**

**Year to Date Report**

See attached

**Appendix E**

**Internal Audit Report**

See attached

**Appendix F**

**AGAR Form**

See attached

## **Appendix G**

### **Webb's Corner**

David Simpson chaired this meeting on 17 May. Also present were District Cllrs. Tim Southern and Anne Crampton, Simon Crampton and Vicki Westall from the Hants Local Lead Flooding Authority (LLFA), Sarah Reghif from the Hants Engineering Dept, James Holt from Hants Highways, Philip Todd and I.

1. Declared objectives were to (a) implement the recommendations in the report of the modelling exercise in order to mitigate the risk of surface water flooding at times of substantial rainfall (the aim is to prevent flooding at times of rainfall at 2007 volumes) and (b) to re-configure and improve the road junction at Webb's Corner..
2. A budget of £100k had been secured to complete the work. This was from capital so funding over two financial years would not be jeopardized.
3. The programme would consist of four stages –
  - i) Assessment of works needed – 12-14 weeks.
  - ii) Outline, then detailed design + cost estimate - 25-30 weeks
  - iii) Drafting of contract + procurement and appointment of contractor – 20 weeks (includes approx. six weeks for contractor to gear up to start works)
  - iv) Work starts – approx. 12 weeks.Overall, the work would be completed by September 2019.
4. New thinking is to attenuate, rather than increase, flow of water. Agreed that Philip and I would, respectively, approach the Forestry Commission and St Neot's School, both of whom hold land upstream of Webb's Corner, to discuss the possibility of creating holding ponds on their land. EPC also agreed that an attenuation pond could be considered on its land upstream of Webb's Corner.
5. All officers were pressed to communicate progress and give continuing priority to this project.

## Appendix H

### Parish Flood Forum

I attended the first ever Parish Flood Forum on 22 May. Hart DC created this as new, more direct, way of tackling flooding issues identified by Parishes. Each Parish presents three problems in advance and Hart arrange for the relevant authority – e.g. Hants flooding, Hants Highways, Thames Water, Environment Agency – to consider in a 10 minute “surgery” slot with the relevant agency to say how they would resolve the problem. **All actions would be recorded and progress reports were promised.**

The three issues I raised were: (a) the causes of the flooding, for most of the winter, of the footpath on the south side of the Reading Road (to the east of the Fielders). This matter was raised by Malcolm Benjamin; (b) the causes of the flooding on the western boundary of the village hall. This was raised by Sandra; and (c) Webb’s Corner. This was entered by me as a topic for discussion before the meeting on which I reported above had been arranged. Outcomes were as follows:

- (a) James Holt (Highways) discussed the problem with me. The probable cause was (i) blocked culverts running under the Reading Road from south to north and possibly that the culverts were too narrow (approx. 6”) to take the flow from the watercourse and culvert upstream (approx. 18”). The ditch on the north side may also need clearing. James said he would arrange for the culverts to be jetted and the other possible causes investigated. Steve B (LLFA in place of Vicki Westall) would discuss sending a letter to Andrew Sellick to ensure that the ditch running north from the Reading Road was kept clear.
- (b) James Holt agreed to jet the culvert running from south to north near the western boundary of the Village Hall. At my request, Steve B (LLFA in place of Vicki Westall) agreed to discuss with his colleagues the dispatch of a letter to Safari Engineering to ask them to clear the ditch on their land.
- (c) Webb’s Corner – action as described above.