

MINUTES OF THE MEETING OF **EVERSLEY PARISH COUNCIL** HELD AT 8pm ON **TUESDAY 4th SEPT 2018** IN EVERSLEY VILLAGE HALL.

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

ALSO PRESENT: Elizabeth Beckett, Patricia Hughes (Joint Chief Executive HDC) and Mrs J Routley (Clerk)

**ACTIONS**

69 Apologies for Absence

**RESOLVED**

Apologies were accepted for Cllr K Neville due to personal commitments.

70 Declarations of Interest

Cllr S Miller declared a non-pecuniary interest in item 17.3, Min: 84.3 as she knows the applicants.

71 Co-option of new councillor to fill vacancy

- (i) There was one candidate, Elizabeth Beckett, who had sent information in advance and gave a presentation at the meeting.
- (ii) The Chairman proposed Ms Beckett be co-opted and was seconded by Cllr Todd.
- (iii) The Council voted unanimously to co-opt Ms Beckett, who signed the Acceptance Form and was duly accepted on to the Council. EPC now has a full complement of councillors.

72 Minutes of the Last Meeting

Receipt of Minutes

- a) The minutes of the meeting of Eversley Parish Council held on **Tuesday 3<sup>rd</sup> July 2018** had been previously circulated to all Councillors.

**RESOLVED**

- That the Minutes be approved and signed by the Chairman.

**AM**

73 Public Questions and Comments

Hart District Council

Patricia Hughes (HDC) said that HDC is keen to find out what is happening in the local parishes and how best to serve them with information and training opportunities.

Fly Tipping Councillors expressed concerns with fly tipping. Patricia said that they now had a member of staff dedicated to this for 2 days a week rather than 1 and were also seeking approval to be able to issue penalty notices.

Planning Enforcement EPC expressed concern at HDC's approach to planning enforcement, which seemed to suggest that the LPA was disinclined to enforce sometimes serious planning breaches. Ms Hughes explained that she was not directly involved in planning matters, so could not provide an immediate answer, but promised to look into these concerns and return with a response.

Pond Project EPC asked Ms Hughes if she could intercede on EPC's behalf to expedite a promised and long-awaited contribution from HDC towards the Cross Green Pond Rejuvenation project. She undertook to do so.

Anti-social Behaviour at Chequers Green Over the summer, residents had complained of anti-social behaviour at Chequers Green Park. In addition, EPC noted that some play equipment had been

vandalised. The Police are to visit the area at night more regularly. EPC will look into the costs to reduce the height of the hedge and to thin out the copses to make the area more visible.

74 Financial report

Schedule of Accounts

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

**RESOLVED**

- The reconciliations were accepted.

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

**RESOLVED**

- The reconciliations were accepted.

Payments

**RESOLVED**

- To note the payments made in August 2018, when the Council does not meet. (See Appendix C).
- To authorise the schedule of payments for September 2018 (See Appendix D).

Year to Date

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

It was noted that:

- The budget estimate of £10K for grants EPC might receive is high and may not be received.
- There was £6K in the budget towards a replacement bus shelter by The Chequers.
- £3K had been set aside for neighbourhood plans which may not be called upon.

Emergency spend

**RESOLVED**

- To note the emergency spend of £348+VAT on vandalised play equipment. It is hoped that the majority of this cost can be recovered through an insurance claim.

Westward Ho – English Rural Housing Association (ERHA)

**RESOLVED**

- To note that ERHA will no longer use EPC to maintain its grounds at Westward Ho on a recharge basis. All amounts from ERHA have been paid and the Grounds Maintenance Contractor has removed this from his schedule.

75 Banking

**RESOLVED**

a) To set up a Reserve Account with new bank Lloyds.

**Clerk**

b) To transfer the same funds that were in the old Reserve account into this new Reserve Account.

**Clerk**

76 Extension of the burial ground Further work will be needed before this is brought to Council for a decision.

77 Venue for future meetings

**RESOLVED**

The Clerk and a councillor are to review the facilities at St Neot's to confirm they meet the Council's requirements.

**Clerk/SM/  
ED**

78 CCTV cameras

**RESOLVED**

Not to set up a Working Group at present but to see what HDC might be able to suggest.

*At 9.40pm Patricia Hughes (HDC) left the meeting*

79 Training

**RESOLVED**

To approve the Chairman attending a course at a cost of £60 + mileage. Payment would be made from the Chair's and Councillors' expenses budget line.

80 GDPR

**RESOLVED**

a) To approve the cost of registering a .gov domain and to set up .gov email addresses for the Council. Fasthosts are to be used for the domain name and Microsoft 365 for the email addresses. The domain name requested will be EversleyPC.gov.uk.

b) This item was deferred so that the Clerk can undertake further research.

**Clerk  
Clerk**

81 Neighbourhood Plan

**RESOLVED**

- That EPC offer its appreciation and thanks to the residents who planned, organised and executed the impressive Neighbourhood Plan "open day" and to thank all the residents who attended and contributed their thoughts on the day.
- That, despite these efforts, there were insufficient numbers interested in taking forward the development of a Neighbourhood Plan at this stage.

**Clerk**

82 Vehicular Access

Despite reminders, the vehicular accesses at Up Green have still not been constructed within the timescale in the contract. It was noted that the ground is again getting churned up.

**RESOLVED**

- That EPC write to the landowner to ask when he will be installing accesses and advise that EPC intend to proceed with the planned installation of dragons' teeth to protect the Green.
- The expenditure has already been approved but the Clerk will get updated quotes.

**Clerk**

83 National Highways and Transport (NHT) Public Satisfaction

**RESOLVED**

That EPC will not respond to this survey.

84 Application to deregister common land, Blackbushe Airport ref com/3206697

**RESOLVED**

a) To appoint Cllr P Todd to speak at the hearing. Cllr Edge will also raise this at the Blackbushe Consultative Committee. EPC has re-sent its original comment.

85 SUSPENSION OF STANDING ORDER 3 (W)

At 9.57pm the Chairman requested that Standing Orders be suspended in order to deal with the majority of remaining items on the Agenda.

**RESOLVED**

- to continue the meeting until 10.30pm, and to defer certain items until the next meeting if necessary.

**RESOLVED**

To note receipt of the following planning applications and, where appropriate, to forward the comments listed below to HDC.

1. 18/01593/HOU Westfield Farm Coopers Hill Single storey side extension following demolition of existing conservatory  
EPC Consultee Response: Offer no Comment
  
2. 18/01586/HOU Waterlands Eversley Centre Increase existing dropped kerb to 4.5mtrs (5 kerbs) wide.  
EPC Consultee Response: Offer no Comment
  
3. 18/01591/HOU & 18/01592/LBC Mead House Longwater Road First floor extension  
EPC Consultee Response: Offer no Comment
  
4. 18/01607/HOU 6 Kingsley Road Part two storey extension to side elevation and part single storey extension to rear elevation. Adapt front garden for off street car parking.  
EPC Consultee Response: Offer no Comment
  
5. 18/01659/FUL The Old Cottage Mud Lane Construction of detached dwelling and single garage following subdivision of existing land.  
EPC Consultee Response: There are issues with the sewage system in this area. There would also need to be proper surface water drainage at the south of the site through re-establishment of the existing surface water drainage ditches and replacement of the inadequate pipe.

17/02476/FUL Land On The North Side Of Warbrook Lane

It had been noted by a resident that new plans had been submitted with reference to this application. EPC will query why it was not notified and will refer to the previous comments made.

There being no further items for discussion the Chairman closed the meeting at 10.15pm

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

**The next Meeting will be held on Tuesday 2<sup>nd</sup> October 2018**

**Forward Plan**

Date	Meeting	Draft Items
10 <sup>th</sup> September 1.30pm	Open Spaces	
2 <sup>nd</sup> October 8pm	Full Council	

## Appendix A

Eversley Parish Council - Bank Reconciliation

**30th June  
2018**

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

Date

Approved

by **A. McNeil, Chairman**

Date

Current Account No. 36419109

**Brought forward as at 31st May 2018**

**52,205.76**

**as per Bank Statement 303**

**Cheques prior period cashed**

2767	Eversley Village Hall	Hire - Apr	-48.00
2777	Nick Robins Ltd	clearing payback debris	-60.00
2778 & 2779	Staff	Salaries - May	-1,409.69
2780	Staff	Expenses/Admin - May	-104.36
2781	Hampshire Pension Fund	May contribution	-284.03
2782	Nick Robins Ltd	Grounds Maintenance - May	-1,224.80
2784	Basingstoke Skip Hire	Skip Hire - May	-94.56
2785	Yateley Town Council	GDPR training	-25.00
2786/2788	IAC Audit and Consultancy Ltd	Internal Audit fee	-180.00
2787	All Power and Lighting Electrical	Installing Defib. Mini sid (mainly from grants)	-234.00
2772/2776	Westcotec Limited		-3,150.00
2783	Eversley Village Hall	Hire - May	-48.00
TRANSFER	Funds transfer to a/c 36419117		-19,000.00

### **Lodgements**

Groundwork uk                      Cross Green Rejuvenation                      **1,000.00**

**Total movement as per cashbook**

**27,343.32**

**Unpresented cheques as at 30th June 2018**

**Chq no.**

**Balance as at 30th June as per Sheet 304**

**27,343.32**

**Balance in Reserve Account Sheet 155**

13,707.24

Funds transfer                      19,000.00

Interest                                      1.14

**32,708.38**

**Balance in EPC EM Account Sheet**

**11**

**0.00**

**Total funds held by EPC as at 30th June 2018**

**60,051.70**

## Appendix B

31st July 2018

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

Date

Approved

by A. McNeil, Chairman

Date

Current Account No. 36419109

**Brought forward as at 30th June 2018**

**27,343.32**

**as per Bank Statement 304**

**Cheques prior period cashed**

<b>2789 &amp; 2790</b>	Staff	Salary - June	-1,519.06
<b>2791</b>	Staff	Expenses/Admin - June	-127.65
<b>2792</b>	Hampshire Pension Fund	June Contribution	-328.21
<b>2793</b>	Nick Robins Ltd	Grounds Maintenance - June	-1,224.80
<b>2794</b>	Nick Robins Ltd	Additional work	-200.00
<b>2795</b>	Eversley Village Hall	Hire - June	-48.00
<b>2796</b>	Basingstoke Skip Hire	Skip hire June	-86.28
<b>2797</b>	HMRC	Apr-Jun	-1,020.14
<b>2798</b>	Hants & IOW CRC Ltd	payback team 5th and 14th April 2018	-170.00

Error should have been £252 cheque written for £52

### **Lodgements**

Burial	Funeral services limited	<b>530.00</b>
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**Total movement as per cashbook**

**23,149.18**

**Unpresented cheques as at 31st July 2018**

**Chq no.**

**Balance as at 31st July as per Sheet 305**

**23,149.18**

**Balance in Reserve Account Sheet 156**

32,708.38

Interest 1.43

**32,709.81**

**Balance in EPC EM Account Sheet 12**

**ACCOUNT CLOSED 0.00**

**Total funds held by EPC as at 31st July 2018**

**55,858.99**

## Appendix C

### Eversley Parish Council

#### Cheques for Payment 1.8.18

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

Date

Approved by \_\_\_\_\_ A. McNeil, Chairman

Date

2799	Hants & IOW CRC Ltd	Payback team 11th Jan	85.00
2800&2801	Staff	Salaries - July	1418.09
2802	J Routley, Clerk	Expenses/Admin - July	196.89
	Hampshire Pension		
2803/2811	Fund	July Contribution	284.03
		Grounds Maintenance -	
2804	Nick Robins Ltd	July	1,200.80
2805	Eversley Village Hall	Hire - July	42.00
2806	Basingstoke Skip Hire	Skip hire July	118.20
2807	Royal Mail Group Ltd	PO Box Annual renewal	330.00
2808	Hants & IOW CRC Ltd	Payback team 10th May	85.00
2809	Playscene Ltd	Playarea Repairs and bark	4,916.52
2809	A.McNeil	Cllr Expenses	24.05
2810	Nick Robins Ltd	Additional 2 bins emptying	16.80

**8,717.38**

## Appendix D

### Eversley Parish Council

#### Payments for approval 4.9.18

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

Approved by \_\_\_\_\_ A McNeil, Chairman  
Date

Staff Salaries	Salary - Aug	1,417.29
J Routley, Clerk	Expenses/Admin - Aug	115.27
Hampshire Pension Fund	August contribution	284.03
Nick Robins Ltd	Grounds maintenance - Aug	1,200.80
Nick Robins Ltd	Clearance of rubbish at Cross Green	240.00
Nick Robins Ltd	Removal of soil from burial ground to Cross Green	240.00
Hants & IOW CRC Ltd	8th March	85.00
Hants & IOW CRC Ltd	28th July	85.00
Hants & IOW CRC Ltd	14th & 28th June	170.00
Basingstoke Skip Hire	Skip hire Aug	84.84
Playscene Ltd	Relocation of bench & removal of damaged bench	417.60
		<b><u>4,339.83</u></b>



## Appendix E

### EVERSLEY PARISH COUNCIL

at 30th June 2018

	FY 18-19 YEAR to date	Budget	% of budget used
<b>Income</b>			
Precept (split into 2 payments)	38,563.00	77,126	
HDC Council Tax Support Grant	0.00	0	
Bank Interest		5	
Investment Interest	2.32	0	
Garden Plot Rents	505.00	400	
S106 Funds	0.00	0	
Burial Ground Fees	0.00	1,500	
Donations/Grants	1,000.00	10,000	
other income	0.00	320	
VAT Reclaim	0.00		
<b>Sub Total</b>	<b>40,070.32</b>	<b>89,351</b>	
<b>Expense</b>			
Staff Remuneration + Pension	5,573.34	22,895	24
Employment Tax for all employees	782.88	1,183	66
Admin/Office Costs	345.92	1,400	25
Hall Rental	144.00	800	18
Chair/Cllr Expenses	53.63	1,200	4
Subscriptions/Publications	709.00	1,000	71
Insurance/Audit Fees	1,674.09	2,500	67
<b>Admin Sub Total</b>	<b>9,282.86</b>	<b>30,978</b>	30
Rights of Way booklet	0.00	349	0
Grounds Maintenance	2,200.01	11,000	20
Repairs/Maintenance	0.00	11,000	0
conservation volunteers	0.00	500	0
Tackling Flooding	0.00	1,500	0
Tree Work	0.00	3,000	0
Bin emptying	884.00	3,829	23
Waste Management	234.20	1,350	17
Annual Playground Inspection	0.00	300	0
EPC projects + new equipment	3,370.00	11,500	29
Bus Shelters	0.00	6,000	0

Payback team	235.00	1,920	12
Clearing allotments	0.00	0	0
Emergency Plan	0.00	0	0
<b>OS Sub Total</b>	<b>6,923.21</b>	<b>52,248</b>	<b>13</b>
Website set up and redesign	0.00	125	0
Training	25.00	1,000	3
Planning/neighbourhood plan	0.00	3,000	0
Grants	0.00	1,000	0
Section 137 Payments (estimated can spend more as its per elector)	0.00	1,000	0
VAT	1,311.63	0	
<b>Sub Total</b>	<b>1,336.63</b>	<b>6,125</b>	<b>22</b>
	<b>17,542.70</b>	<b>89,351</b>	<b>20</b>
<b>Income - Expenditure</b>	<b>22,527.62</b>	0	

Funds carried over from current account	23,818.02
Funds carried over from Reserve Account	13,706.06
Plus Income-expenditure	22,527.62
Outstanding Cheques not cashed	
<b><u>Total Funds remaining</u></b>	<b><u>60,051.70</u></b>

# EVERSLEY PARISH COUNCIL

at 31st July 2018

	FY 18-19 YEAR to date	Budget	% of budget used
<b>Income</b>			
Precept (split into 2 payments)	38,563.00	77,126	
HDC Council Tax Support Grant	0.00	0	
Bank Interest	3.75	5	
Investment Interest		0	
Garden Plot Rents	505.00	400	
S106 Funds	0.00	0	
Burial Ground Fees	530.00	1,500	
Donations/Grants	1,000.00	10,000	
other income	0.00	320	
VAT Reclaim	0.00		
<b>Sub Total</b>	<b>40,601.75</b>	<b>89,351</b>	
<b>Expense</b>			
Staff Remuneration + Pension	7,420.61	22,895	32
Employment Tax for all employees	1,803.02	1,183	152
Admin/Office Costs	473.57	1,400	34
Hall Rental	192.00	800	24
Chair/Cllr Expenses	53.63	1,200	4
Subscriptions/Publications	709.00	1,000	71
Insurance/Audit Fees	1,674.09	2,500	67
<b>Admin Sub Total</b>	<b>12,325.92</b>	<b>30,978</b>	40
Rights of Way booklet	0.00	349	0
Grounds Maintenance	2,951.68	11,000	27
Repairs/Maintenance	0.00	11,000	0
conservation volunteers	0.00	500	0
Tackling Flooding	0.00	1,500	0
Tree Work	175.00	3,000	6
Bin emptying	1,188.00	3,829	31
Waste Management	306.10	1,350	23
Annual Playground Inspection	0.00	300	0
EPC projects + new equipment	3,370.00	11,500	29
Bus Shelters	0.00	6,000	0
Payback team	405.00	1,920	21

Clearing allotments	0.00	0	0
Emergency Plan	0.00	0	0
<b>OS Sub Total</b>	<b>8,395.78</b>	<b>52,248</b>	16
Website set up and redesign	0.00	125	0
Training	25.00	1,000	3
Planning/neighbourhood plan	0.00	3,000	0
Grants	0.00	1,000	0
Section 137 Payments (estimated can spend more as its per elector)	0.00	1,000	0
VAT	1,572.14	0	
<b>Sub Total</b>	<b>1,597.14</b>	<b>6,125</b>	26
	<b>22,318.84</b>	<b>89,351</b>	25
<b>Income - Expenditure</b>	<b>18,282.91</b>	0	

Funds carried over from current account	23,818.02		
Funds carried over from Reserve Account	13,706.06		
Plus Income-expenditure	18,282.91		
Outstanding Cheques not cashed	52.00	error	52
<b>Total Funds remaining</b>	<b>55,858.99</b>		