

MINUTES OF THE MEETING OF **EVERSLEY PARISH COUNCIL** HELD AT 7.30pm ON **TUESDAY 5th MARCH 2019** IN EVERSLEY VILLAGE HALL.

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

ALSO PRESENT: Dr A Crampton (HDCllr), 3 residents and Mrs J Routley (Clerk)

**ACTIONS**

153 Apologies for Absence

**RESOLVED**

Apologies were accepted for Cllr S Miller due to illness and from Cllr K Neville due to work commitments.

154 Declarations of Interest

Cllr S Dickens declared an interest in item 13b) Min 165b) as he is a neighbour

155 Minutes of the Last Meeting

Receipt of Minutes

The minutes of the meeting of Eversley Parish Council held on

**Tuesday 5<sup>th</sup> February 2019** had been previously circulated to all Councillors.

Errors

Date should read '5<sup>th</sup> February 2019' not '8<sup>th</sup> January 2019'.

**RESOLVED**

That with this amendment, the Minutes be approved and signed by the Chairman.

**AM**

156 Public Questions and Comments

Dragon's Teeth Up Green A resident commented that there had been no communication with residents about the dragons teeth at Up Green and that there had only been communication between the Council and the landowner. He also did not understand how digging up the green to lay mesh would protect it. He also raised concerns about where visitors could park. He felt that a layby or a driveway through the copse would have been a better alternative.

The Chairman explained that there had been a lengthy legal process between the council and the landowner where 2 rights of access were granted and it was regrettable that the landowner had not informed the tenants. Access ways, using agreed materials, were now being installed by the landowner in the correct places. The dragon's teeth to protect the green were being installed by the council. The Council had only granted vehicular access; parking on any part of the Green was prohibited and provision for parking had to be within the curtilage of the property: this was something for the tenant and landowner to agree between themselves and the landowner.

CCTV A resident, involved with neighbourhood watch, informed the council of the escalation in crime including burglaries and how the Police had asked for CCTV footage as evidence. He believed that even basic CCTV could aid crime prevention. The Chairman said the matter would be discussed under the later agenda item.

At 8.05pm 2 residents left the meeting

157 Meeting Arrangements

**RESOLVED**

- i) Not to combine Open Spaces and Full Council Meetings to both be held on the first Tuesday of the month. Meeting arrangements would be revisited as usual at the May Annual Meeting.
- ii) To agree to move just the Open Spaces meeting of 9th April to 23rd April.  
There may not be a requirement to hold a meeting in May.

158 Councillor Training

**RESOLVED**

To approve the cost of for 2 councillors to attend the Core Skills course (£120).

159 Up Green – Dragon’s teeth

**RESOLVED**

- i) The update on progress at Up Green was that the dragon’s teeth were being installed around Up Green and the landowner had begun work this week to install access ways to the two cottages.
- ii) To approve up to £200 to install additional dragon’s teeth along the access ways, once created.

160 Pond Project - update on progress (including installation of dragon’s teeth)

The pond project was near completion. Concerns were raised that the water level might be too high and if the island in the middle had disappeared this would present a hazard for new-born ducklings. The installation of dragon’s teeth had begun this week. Immediate neighbours and businesses had been informed last year that they would be installed.

Eversley Parish Council wishes to thank all those who contributed towards the pond project: Eversley and Bramshill Trust, LOMEC Trust, HDC and S106 developer contributions.

161 Financial report

**RESOLVED**

To note the emergency repairs to the overflow pipe of £400 and £200.

Schedule of Accounts

The Responsible Financial Officer’s reconciliations for January 2019 had been previously circulated along with copies of the bank statements. (See Appendix A)

**RESOLVED**

To accept the reconciliations.

Payments

**RESOLVED**

To authorise the schedule of payments for March 2019 (See Appendix B).

Year to Date

**RESOLVED**

To accept the Year to Date report (See Appendix C).

Additional Hours

**RESOLVED**

To approve 5 additional hours for the Clerk for work done on the Grounds Maintenance Tender.

162 Annual Risk Assessment

The documents had been previously circulated. All documents were reviewed and no changes were required (See Appendix D).

1. These documents will be published on the website.
2. For the next financial year the Clerk will research if further risk assessments are necessary.

**RESOLVED**

- (i) To approve the Risk Assessment.
- (ii) To approve Internal Controls.

**Clerk  
Clerk**

(iii) To approve the review of Internal Audit.

163 Affordable Housing

i) Eversley Affordable Housing Need

Affordable Housing had been raised at a recent collaborative workshop chaired by St Mary's PCC. HDC had confirmed that 14 families in need of Affordable Housing had a link to Eversley.

ii)

**RESOLVED**

That EPC should initiate dialog with HARAHA – the Hampshire Alliance for Rural Affordable Housing and to ask them to conduct a needs survey.

iii)

**RESOLVED**

To assign Cllr S Dickens assisted by Cllr E Beckett to the role of Affordable Housing Representatives.

**SD/EB**

164 CCTV

The Council had investigated CCTV before and decided not to take action but now thought that the topic should be revisited. The Council was mindful of GDPR impact and the cost and the impact on the Precept of installing CCTV in the Village.

The Clerk noted that other parish councils had installed CCTV in liaison with the Police where the Police managed the cameras and footage. Consultation with residents would be essential and the cameras would have to be strategically located. A managed service was also suggested as a possible alternative.

**RESOLVED**

To research the matter further by:

- speaking to the Safety Partnership Manager at HDC to offer any assistance. **SD**
- approaching security consultants for a quote to advise us on an effective solution. **CE/Clerk**
- speaking to other local councils who have installed CCTV **Clerk**
- to seek the views of residents on the presence of CCTV in the Village. **AM**

165 Planning Applications

**RESOLVED**

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

**Clerk**

EPC Consultee comment: EPC objects on the following grounds:

- a) 19/00005/HOU Staverton House Lower Common Demolish section C of the wall, clear out the debris and install a two metre high larch lap panel fence over the low wall across sections B and C in line with section A

EPC Consultee comment: No comment

- b) 19/00365/HOU Corners Chequers Lane Erection of a two storey side extension following demolition of existing garage. Window lengths to be reduced and windows replaced to the south elevation, and new replacement windows throughout. New porch roof, new garage and entrance driveway.

EPC Consultee comment: EPC objects on the following grounds:

- (1) The new highway access has no clear sightline of traffic from the left, causing highway safety issues due to vehicles emerging on a blind corner;
- (2) The new access, also, involves the loss of a chestnut tree in an identified "view" in the Up Green Conservation Area (UGCA) and the loss of a significant section of hedgerow identified as "notable" in the UGCA;
- (3) The siting of the replacement garage in front of the next-door house is detrimental to the street scene and to the outlook and amenities of the neighbour;

(4) The proposed extension, which more than doubles the size of the existing property, is too large. A smaller, reconfigured extension could enable an alternative siting of a replacement garage and continued use of the existing access, thus overcoming EPC's other objections.

- c) 19/00234/HOU                      24 Kingsley Road Two storey rear extension with internal alterations following demotion of rear extension.  
 EPC Consultee comment: Eversley Parish Council has concerns that this is overdevelopment. The house has already been extended and consideration should be given to the impact of amenities to the neighbours and overshadowing of the rear garden

166 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, specifically existing staff, was likely to be disclosed.

At 9.45pm Dr A Crampton (HDClIr), 1 resident and the Clerk left the meeting.

167 Staffing Item

As per confidential minute.

There being no further items for discussion the Chairman closed the meeting at 9.50pm

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

**The next Meeting will be held on Tuesday 2<sup>nd</sup> April 2019**

**Forward Plan**

Date	Meeting	Draft Items
19 <sup>th</sup> March 2019 7.30pm at Eversley Village Hall	Annual Assembly of Electors	
2 <sup>nd</sup> April 2019 7.30pm at Eversley Village Hall	Full Council	
23 <sup>rd</sup> April 2019 7.30pm at Eversley Village Hall	Open Spaces Committee	

## Appendix A

Eversley Parish Council - Bank Reconciliation

**31st January 2019**

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

Date

Approved by

**A. McNeil, Chairman**

Date

Current Account No. 37685868

**Brought forward as at 31st Dec**

**26,722.84**

**as per Bank Statement Lloyds sheet 12**

**Cheques prior period cashed**

8.1.19	Staff salaries	Salary - Dec	-1185.09
8.1.19	J Routley, Clerk	Expenses/Admin - Dec	-55.60
8.1.19	Hampshire Pension Fund	Dec contribution	-284.03
8.1.19	Nick Robins Ltd	Grounds maintenance - Dec	-1200.80
8.1.19	Basingstoke Skip Hire Eversley Village Hall	Skip hire Dec	-104.52
8.1.19	Playscene	Hire- Dec	-24.00
8.1.19	FOCKSA	Installation of bollard	-276.00
8.1.19		Grant payment	-1000.00
8.1.19	Westcotec HM Revenue and Customs only	New Battery for damaged sid	-162.00
000009	The Play Inspection Company	HMRC Oct-Dec	-795.99
8.1.19	A McNeil	Annual Playground inspection	-312.00
000010	Universal Aquaculture	Cllr expenses	-7.30
22.1.19		2nd stage	-9000.00

**Lodgements**

22.1.19	C22 Burial reopen	Funeral Services Limited	170.00
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**Total movement as per cashbook**

**12,485.51**

**Unpresented cheques as at 31st January 2019**

000008	Eversley and Bramshill Parish Magazine		11.20
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**Chq no.**

**Balance as at 31st January as per Sheet 14**

**12,485.51**

**Balance in Reserve Account 38770268**

**32,712.59**

9.1.19	Interest		<u>1.34</u>
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**32,713.93**

**Total funds held by EPC as at 31st January 2019**

**45,199.44**

## **Appendix B**

### **Eversley Parish Council**

#### **Payments for approval 5.3.19**

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

**Date**

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

**Date**

Universal Aquaculture	emergency pipe repair	480.00
Universal Aquaculture	further emergency repair work	240.00
Universal Aquaculture	3rd stage	7800.00
Staff Salaries	Salary - Feb	1232.97
J Routley, Clerk	Expenses/Admin - Feb	51.84
Hampshire Pension Fund	Feb contribution	299.81
Nick Robins Ltd	Grounds maintenance - Feb	1200.80
Nick Robins Ltd	Dragon's teeth - cross green	707.18
Basingstoke Skip Hire	Skip hire Feb	85.56
Eversley Village Hall	Hire- Feb	50.00
Hants & IOW CRC Ltd	2nd Jan visit	85.00
Elvetham Heath Parish Council	Councillor training 19thfeb 6th mar 2 cllrs	120.00
	<b>TOTAL</b>	<b><u>12,353.16</u></b>

## Appendix C

### Year to Date

at 31st Jan 2019

	FY 18-19 YEAR to date	Budget	% of budget used
<b>Income</b>			
Precept (split into 2 payments)	77,126.00	77,126	
HDC Council Tax Support Grant	0.00	0	
Bank Interest	7.87	5	
Investment Interest		0	
Garden Plot Rents	569.50	400	
S106 Funds	0.00	0	
Burial Ground Fees	1,410.00	1,500	
Donations/Grants	2,477.98	10,000	
other income	73.00	320	
Insurance claim	923.80		
VAT Reclaim	0.00		
<b>Sub Total</b>	<b>82,588.15</b>	<b>89,351</b>	
<b>Expense</b>			
Staff Remuneration + Pension +HMRC	20,720.64	24,078	86
Admin/Office Costs	1,240.09	1,400	89
Hall Rental	396.00	800	50
Chair/Cllr Expenses	84.98	1,200	7
Subscriptions/Publications	1,084.20	1,000	108
Insurance/Audit Fees	1,974.09	2,500	79
<b>Admin Sub Total</b>	<b>25,500.00</b>	<b>30,978</b>	<b>82</b>
Rights of Way booklet	0.00	349	0
Grounds Maintenance	7,990.39	11,000	73
Repairs/Maintenance	4,973.30	11,000	45
conservation volunteers	0.00	500	0
Tackling Flooding	0.00	930	0
Tree Work	175.00	2,000	9
Bin emptying	3,026.00	3,829	79
Waste Management	796.60	1,350	59
Annual Playground Inspection	260.00	300	87
EPC projects + new equipment	21,227.07	16,000	139

Bus Shelters	0.00	6,000	0
Payback team	1,640.00	1,920	85
Clearing allotments	0.00	0	0
Emergency Plan	0.00	270	0
<b>OS Sub Total</b>	<b>41,088.36</b>	<b>55,448</b>	74
Website set up and redesign	0.00	425	0
Training	85.00	500	17
Planning/neighbourhood plan	0.00	0	0
Grants	350.00	1,000	35
Section 137 Payments (estimated can spend more as its per elector)	1,050.00	1,000	105
VAT	7,850.63	0	
<b>Sub Total</b>	<b>8,335.63</b>	<b>2,925</b>	285
	<b>74,923.99</b>	<b>89,351</b>	84
<b>Income - Expenditure</b>	<b>7,664.16</b>	0	

Funds carried over from current account	23,818.02	23,818.02
Funds carried over from Reserve Account	13,706.06	13,706.06
Plus Income-expenditure	7,664.16	0.00
Outstanding Cheques not cashed	11.20	
<b>Total Funds remaining</b>	<b>45,199.44</b>	<b>37,524.08</b>



## **Appendix D**

**Insert risk assessment**