

MINUTES OF THE MEETING OF THE **EVERSLEY PARISH COUNCIL** HELD ON **TUESDAY 6th DECEMBER 2016** IN EVERSLEY VILLAGE HALL AT 7.30pm

PRESENT: Cllr P Todd (PT) Chairman
Cllr S Dickens (SD) (*arrived at 8.45pm*)
Cllr C Hetherington (CHH)
Cllr H Hutton (CH)
Cllr A McNeil (AM)
Cllr S Miller (SM)

ALSO PRESENT: Mr Tim Davies, Mr Colin Edge, Mr Haywood, Mrs Powell, Mrs Mason, Mr Brian Webb, Mr Chris Young, and Mrs J Routley (Clerk)

121 APOLOGIES FOR ABSENCE

(i) Cllr K Neville

122 CO-OPTION OF NEW COUNCILLOR TO FILL VACANCY,

(i) There is currently 1 casual vacancy on the Council. The candidate, Colin Edge, was present. He had previously sent a presentation which had been circulated to all councillors. Mr Edge gave a brief talk about himself and answered councillors' questions.

(ii) Mr Edge was proposed by Cllr A McNeil and seconded by Cllr S Miller

RESOLVED

- Mr Colin Edge was voted in unanimously.

123 DECLARATIONS OF INTEREST

- Cllr S Miller declared a personal but non pecuniary interest in item 17c) the planning application for Apple Dell Oaklea Drive as the applicant is a personal friend.
- Cllr S Dickens declared a personal but non pecuniary interest in item 9 'Financial Report' as he is a personal friend of one of the directors.
- Cllr S Dickens declared a non pecuniary interest in item 17(i) Planning Applications 16/00721/LBC Bramshill House as he is on the LPA Committee at HDC.

(ii) There were no written requests for dispensations for disclosable pecuniary interests.

(iii) There was no need to grant any requests for dispensation.

124 MINUTES OF LAST FULL COUNCIL MEETING,

(i) Receipt of Minutes The minutes of the **Eversley Parish Council Meeting** held on **TUESDAY 1st NOVEMBER 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 112: Red Car by Warbrook House It was noted that the car has now been removed.

Min 120: Green Infrastructure Workshop Since the location for this workshop had changed from Petersfield to Fleet the Chairman had been able to attend and will circulate the presentation.

125 DIARY MATTERS,

(i) To approve a Councillor to represent EPC at the Police Hart Rural North Community Priorities Meetings (First meeting to be held on 23/1/17)

RESOLVED

- Cllr S Miler will attend these meetings as EPC's representative.

SM

- (ii) To review the Emergency Plan for February Meeting.

RESOLVED

- Cllr C Hutton will draft a plan to be brought to the next Open Spaces Meeting on 17th January 2017 for discussion.

CH

126 PUBLIC PARTICIPATION

(i) Burial Ground Mrs Mason asked what the new rules for the Burial Ground would be. The Chairman explained that it had been agreed at the last meeting to abandon the concept of a lawned cemetery. It is on the agenda tonight to revise the rules in line with this decision.

(ii) Flooding Mr Webb took issue with an email written by Cllr A McNeil regarding flooding in Warbrook Lane and Webb's Corner and sought clarification as to whether this was the view of the Council. The Chairman explained that the Council cannot, and does not, take a view until an agenda item is presented to the Council to take a decision. Mr Webb asked if Councillors could, in future, make it clear when they are expressing personal views or acting in an official capacity for the Council.

Mr Webb wanted it to be documented that the Halcrow report in 2008 had referred to a pipe under Lower Common that discharges into the ditch in front of Harry's Cottage. Cllr McNeil stated that an email had been received today from David Simpson, HCCllr, on behalf of the flood officer at HCC, which stated that the pipe does, or should, exist. Cllr McNeil said that he had always acknowledged the historical existence of this pipe but observed that it was not operative at the moment as it was completely submerged. He thought it was possible that the pipe had been buried or had collapsed as a consequence of the installation of the supplementary pipe in 2014. He would press HCC to confirm the status of the older pipe and to make it operative if appropriate. He felt that this was important in order to make the proposed modelling work by HCC as effective as possible.

At 8.16pm Mr Haywood left the meeting.

127 BURIAL GROUND

- (i) Following a discussion, it was proposed that the Burial Ground rules should be revised to allow greater scope to permit monuments including ledger and kerb sets to graves.
- Temporary embellishments which can be removed are to be allowed. e.g. vases.
 - Ledger and kerb sets are to be allowed to a maximum height of 6" above ground level.
 - Grass, shrubs or solid ledgers are to be allowed.
 - The gap between ashes plots will be widened from 6" to 18".
 - The additional fees for kerbs and/or ledger stone were approved.

At 8.45pm Cllr s Dickens arrived.

RESOLVED

By a unanimous vote, the revised rules were adopted although a decision on the rules surrounding out of parish burials was deferred until the next meeting.

3.1.16

At 9.05pm Mrs Mason and Mrs Powell left the meeting.

128 CENTRE GREEN,

- (i) Cllr S Miller confirmed that EPC had been awarded a grant of £8,000. This left a shortfall of £600 on ordering the equipment which EPC had previously agreed to meet and which could be covered by the remainder of the fund raising money.

RESOLVED

It was unanimously voted to approve ordering the new equipment since there are no further implications on the Council.

SM

129 FINANCIAL REPORT,

(i) The Responsible Financial Officer's reconciliations for **November 2016** had been previously circulated.

(ii) Payments and receipts

See Appendix B

RESOLVED

- To approve annual membership of CPRE.
- To approve payment to Vision ICT for the next year.
- to authorise the payments for signature.

PT

130 BUDGET

(i) The Council received a final budget from the budget Working Group (See Appendix C). During its discussion, the Council noted that although it was requesting a precept increase this year, EPC had over the last 10 years run the Council at a bare minimum and the precept had remained frozen for many years. In the past, ongoing maintenance problems had been put off and sufficient funds would be required to ensure these could be resolved. Typically, the increase would cost each household around £2 per month.

(ii)

RESOLVED

- It was unanimously voted to approve the budget for 2017/18.

131 PRECEPT

(i) It was noted that the Precept form had not yet been received. The Council had approved the budget and would formally approve the level of Precept for 2017/18, based on the budget, at its next meeting.

3.1.17

132 RIGHTS OF WAY BOOKLET

(i) The Council noted the Small Grants Award from HCC of £349.

(ii)

RESOLVED

- To approve the 50% match funding of £349 to produce a Rights of Way Booklet for Eversley.

(iii)

RESOLVED

- To nominate Cllr C Hetherington to lead this project with assistance from the Chairman.
- The Clerk is to ask HCC to send examples of booklets from other parishes.

**SM/PT
Clerk**

133 REPORTS FROM REPRESENTATIVES ON OTHER BODIES,

(i) None.

134 ROAD SAFETY AND TRAFFIC WORKING GROUP

(i) Speedwatch The group welcomed new members and has planned its next meeting for 10am on 6th January 2017.

S.I.D. The S.I.D. had been rotated through 90 degrees but has been rectified and retightened. Chris Young is to schedule in a rotation to include 4 locations: The Street, Warbrook Lane, Longwater Road and the Reading Road. The S.I.D. will be located for a month at each site and Mr Young will download the statistics for each.

Damaged signs It was noted that some road signs have been damaged due to minor accidents: Reading Road opposite Fox Lane the sign for the Fishery has been knocked down and a dangerous pole is sticking out of the ground. On the junction of Marsh Lane

and Up Green the Up Green sign has been flattened. Also the traffic Island by The Kingsley had been hit.

Bus Stop It was noted that the bollards had been installed by the bus stop on the Reading Road by The Kingsley.

- (ii) Red Car by Warbrook House This had first been reported in August. Cllr A McNeil had spoken to HDC and will continue to chase.

AM

135 FLOODING

- (i) Cllr A McNeil reported that there had been many emails on this topic recently. On Webb's Corner, He had written to HCC to emphasise the importance of clearing all the culverts that may affect Warbrook Lane so as to make the proposed modelling work as effective as possible. He had also asked HCC to clear the ditch on the north side of Warbrook Lane that runs from Rose Cottages to the Coach House as this was obstructed and was HCC's responsibility. The HCC Flood Officer had replied that only the ditches as shown on the map she had sent will be cleared preparatory to the modelling exercise.
- (ii) Cllr McNeil had written to HCC to ask them to clear the culvert that runs from east to west under Marsh Lane. He had also asked HCC to clear the section of ditch from the outlet of this culvert to the junction with the A327, which he understood to be HCC's responsibility.
- (iii) The Flood Officer had appeared to deny that the ditches on (i) the north side of Warbrook Lane between Rose Cottages and The Coach House and (ii) the corner of Marsh Lane and the A327 were HCC's responsibility. Cllr McNeil would pursue the matter with them.
- (iv) It was noted that the Flood Alleviation Grant may still be available in the next financial year. Cllr McNeil said that, given the number of issues that were in debate at the moment, there was little point in making an application for a Grant this year. He thought that EPC should consider doing so in 2017 in light of the outcome of the modelling exercise.
- (iv) Environment Agency The Clerk is to chase the EA regarding clearing the main river ditches at the back of ESA.

Clerk

136 VEHICULAR RIGHTS OF WAY

- (i) The Clerk reported that the solicitors have recently received confirmation from the Land Registry that the Parish Council's title of the Village Green has been recorded and they will proceed with preparation of Deeds of Easement.
- (ii) The Council discussed the shortfall in cost of approximately £600 between the cost of installing the Dragon's teeth and the amount already approved for fencing.

RESOLVED

- It was unanimously voted to approve an additional £600 to come from unallocated reserves in order to install dragon's teeth around the village green at Up Green.
- The Clerk is to ascertain if there are any utilities in the area which may present a problem before the dragon's teeth are installed.

Clerk

137 PLANNING APPLICATIONS

- (i) To receive a report on the Bramshill House applications (previously circulated) and to confirm that the submitted document is supported by EPC.

16/00721/LBC

Bramshill House

Conversion of Bramshill House, the Stable Block and the existing Nuffield Hall, to provide a total of 25 units and associated parking. Use of the principal rooms of Bramshill House as a publicly accessible museum space. Demolition of curtilage listed buildings and

maintenance and restoration works to Bramshill House and Gardens. The provision of a new 13.9ha SANG. at Bramshill House ,
EPC Consultee response: As a Council EPC has signed up to a joint submission from local councils. EPC will also raise issues that affect Eversley such as traffic, road capacity, schooling, and burial ground capacity. Affordable Housing on site would be unsuitable due to the lack of public transport and therefore it would make more sense to make a contribution to this off site. EPC would also like to reinforce that this is a significant site and such a significant change to a historic building merits its consideration at a national level rather than as a district planning matter. The SANG should be an asset for the existing community and as it stands would not be a public benefit.

RESOLVED

- EPC has already endorsed Bramshill Parish Council's submission and added the specific comments as raised above.
- The Chairman is to write a paper detailing the reasoning behind EPC's specific objections as noted above.

Clerk

PT

(ii)

RESOLVED

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

Clerk

(a) 16/03048/HOU 10 Eversley Centre

Erection of a two storey side/rear extension and replace/enlarge existing front porch.
EPC Consultee response: No Comment

(b) 16/03050/HOU 6 Kingsley Road

Single storey rear extension and internal alterations + re designed garage with office above
EPC Consultee response: No Comment

(c) 16/03063/HOU Apple Dell Oaklea Drive

Single storey side and rear extensions and conversion of garage for habitable use and storage, and associated internal alterations. Replacement roof tiles and new pitched over-roofing to flat roof, and external re-modelling with new cladding and render.
EPC Consultee response: No Comment

(d) Hampshire County Council Application
HR040 – HCC/2016/0789 Eversley Quarry, Coopers Hill,

Variation of condition 2 of planning permission 10/02021/CMA (Timescale - to enable the final restoration deadline to be extended by 18 months to 30 June 2018) at Eversley Quarry, Coopers Hill, Eversley Common, Eversley RG27 0PZ

EPC Consultee response: EPC notes the plan for Busta Triangle is to permit lakes to remain. EPC strongly believes that an extension for 18 months is excessive and that the work should be able to be completed within 12 months. EPC would also like sight of the restoration plan.

(iii) There were no other planning matters to discuss.

138 SUSPENSION OF STANDING ORDER 3 (W)

At 9.55pm 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.

139 PLANNING ENFORCEMENT,

(i) There was no update on planning contraventions

- (ii) There were no new instances where there might be a contravention of planning regulations.
- (iii) There were no issues to be reported to the appropriate officers at Hart DC or Hampshire CC.

140 ITEMS OF INFORMATION

- (i) The Clerk had nothing to report.
- (ii) Councillors had nothing to report.

At 10.11pm Mr Tim Davies and Mr Brian Webb left the meeting.

141 **RESOLVED**

- To pass a resolution in accordance with the Public Bodies (Admission to Meetings) Act 1960 to exclude the public and press from discussion of the following item where publicity might be prejudicial to the special nature of the business.

CO2 CONTRACT MATTERS

- (i) The Litter Picking contract was discussed.

RESOLVED

To terminate the current contract and re-tender/re-quote.

- (ii)

RESOLVED

- To continue the Grounds Maintenance contract until 31st March 2017 to include the addition of bin collection under Schedule B of the agreement.

There being no further items for discussion the Chairman closed the meeting at 10.55pm

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

The next Meeting will be held on Tuesday 3rd January 2017

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

Appendix B

Eversley Parish Council

Cheques for Payment 6.12.16

Prepared by _____ J Routley, Clerk/RFO

Date _____

Approved by P. Todd,
Chairman

Date _____

P. Todd, Chairman

2568	Active Risk Management	Annual ply ground inspection	280.00
2569	Basingstoke skip hire	skip hire oct	95.70
2570	Staff	Salary - Nov	1,019.62
2571	Staff	Expenses/Admin - Nov	72.73
2572	Hampshire Pension Fund	Nov contribution	218.74
2573	Nick Robins Ltd	Grounds Maintenance - Nov Hire -	987.14
2574	Eversley Village Hall	Nov	63.00
2575	Basingstoke skip hire Eversley and Bramshill Parish	skip hire - nov	76.56
2576	Magazine	Annual subscription	10.80
2577	Sandra Miller	reimbursing CCTV camera	113.56
2578	CPRE		36.00
2579	Vision ICT		156.00

3,129.85

Eversley Parish Council - Bank Reconciliation

31th Oct 2016

Prepared by _____ J Routley, Clerk/RFO

Date _____

Approved by P. Todd, Chairman _____

P. Todd, Chairman

Date _____

Current Account No. 36419109

Brought forward as at 30th Sept **26,497.67**
as per Bank Statement 283

Cheques prior period cashed

Chq no.

2525	S Miller	Reimbursing paint	-30.32
2542	JDB	Ditch clearance	-480.00
2543	Playscene	Zip Wire tensioning	-525.60
2544	Staff	Salary - Sept	-1019.82
2545	Staff	Expenses/Admin - Sept	-46.54
2547	S Chapman Dep PW	Litterpicker Invoice - Sept	-176.28
		Grounds	
2548	Nick Robins Ltd	Maintenance - sept	-743.54
2550	BDO LLP	Audit fee	-360.00
2551	HMRC	Jul-Sept	-463.64
	Information Commissioner's		
2552	Office	Data Protection Registration	-35.00
2553	Lights 4 fun ltd		-96.96
2556			-33.30

Lodgements

	S Miller	fundraising	43.00
	S Miller	fundraising	80.00
	HCC	grants towards mobile SID	1,000.00
	HCC	grant towards playground equip	1,000.00

Total movement as per cashbook **24,609.67**

Unpresented cheques as at 31st Oct 2016

Chq no.

2457	K Neville	Installation of picnic benches	156.08
2535	Hampshire Pension Fund	Aug contribution	218.74
2546	Hampshire Pension Fund	Sept contribution	218.74
2549	Eversley Village Hall	Hire - Sept	47.25
2554	Sandra Miller		36.71

Balance as at 31st Oct as per Bank Statement Sheet 284 **24,609.67**

Appendix C

Eversley Parish Council

As at 6th December
2016

Prepared by:
J Routley (RFO)

Details	Budget 2017-18
Precept	54,500
Council Tax Support Grant	0
Garden Plot Rents	440
Burial Ground	2,000
Other income	200
Insurance Claims	0
Grants	2,500
	59,640

Details	Budget 2017-18
Staff Remuneration including pension	14,112
Employment Tax (HMRC)	2,200
Admin/Office Costs	1,749
Hall Rental	754
Chair/Cllr Expenses	325
Subscriptions/Public ations	700
Rights of Way booklet	349
Insurance/Audit Fees	2,250
Repairs/Maintenance	11,000
Grounds Maintenance	8,500
conservation volunteers	500

Tackling flooding	1,500
Tree work	1,000
Litter Picker	2,400
Bin emptying	2,828
Waste Management	1,080
Annual Play Inspection	280
EPC projects	2,250
Website set up	200
Payback team	2,040
Clearing allotments	500
Emergency Plan	350
Training	820
Planning consultants (if required)	3,000
Grants	1,000
Section 137 Payments	1,000
Total Expenditure	62,687
Net Income/(loss)	(3,047)

