

MINUTES OF THE MEETING OF THE **EVERSLEY PARISH COUNCIL** HELD ON **TUESDAY 7th JUNE 2016** IN EVERSLEY VILLAGE HALL AT 7.55pm

PRESENT: Cllr P Todd Chairman
Cllr S Dickens
Cllr C Hetherington
Cllr A McNeil
Cllr S Miller
Cllr K Neville
Cllr C Young

ALSO PRESENT: 2 members of the public, David Simpson (HCCllr) and Mrs J Routley (Clerk)

25 APOLOGIES FOR ABSENCE

(i) Cllr K Neville.

26 DECLARATIONS OF INTEREST

(i) There were no declarations of interest

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

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

27 MINUTES OF LAST FULL COUNCIL MEETING,

(i) Receipt of Minutes The minutes of the meeting held **TUESDAY 17th MAY 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: 3 Receipt of Minutes It was noted that in approving the minutes of **TUESDAY 3rd May 2016** there was an error and Min 195 should have recorded another cheque: '2498 Word of Design £61.50'.

Min: 7 it was noted that Terms of Reference would need to be relooked at in light of the decision at the Annual Meeting to incorporate Planning Matters into Full Council and Open Spaces Meetings.

Min: 24 The action regarding a PO Box was still ongoing.

SM

Planning Minutes At the Annual Meeting the Council had chosen to dispense with the Planning Committee and the subsequent Planning Meeting had therefore not taken place. It was therefore noted that the Planning Minutes would need to be approved at the next Full council meeting on 5th July 2016.

5.7.16

28 PUBLIC PARTICIPATION

(i) The Chairman agreed that the 2 members of the public could speak when it came to the Burial Ground Item (see Min: 29)

Grass Cutting Cllr S Dickens asked David Simpson (HCCllr) about the lack of grass verge cutting in Eversley. David Simpson briefly explained the situation and offered to look into the matter.

Chequers Lane David Simpson (HCCllr) said that HCC were writing to the owners regarding the A board advertisements signs at the end of Chequers Lane.

RESOLVED

- to take item 10 'Burial Ground' next.

29 BURIAL GROUND

(i) The Council discussed compliance and enforcement policy and process. It was noted that the rules state that EPC will write to owners to ask them to remove items that are not

permitted around grave plots and if this is not done, EPC reserves the right to remove the items. However, it was noted that there is no procedure in the policy for unacceptable behaviour in the burial ground.

(ii) EPC had received complaints about non permitted items around grave plots and unacceptable behaviour in the burial ground.

RESOLVED

- To write where necessary to the grave owners to ask them to remove, at their expense, all items that were not permitted at the application; to remind them of the grave space allocated; and to remove any items that extend beyond the plot. The letters will make clear that, if the items are not removed within 14 days, EPC will remove them without notice. The owners will be asked to remove astro turf or other covering used around a grave and to re-turf the surround. **Clerk**
- To add into the rules acceptable behaviour in the Burial Ground and to publish these at the Burial Ground.
- To write a letter to the grave owners concerned asking them to respect the wishes of others and to act in a reasonable manner in the Burial Ground. **Clerk**

(iii) EPC received an application for a monument contrary to its Rules and Regulations. This was the first application for a monument since the rules were amended in March 2016. Following a detailed discussion between the Council and the applicant, a vote was taken as to whether to allow this monument.

RESOLVED

- It was voted that the new rules should be upheld and therefore the monument should not be allowed.

At 8.47pm the 2 members of the public left the meeting.

30 MEETING ARRANGEMENTS

- (i) This item was deferred. **7.5.16**
- (ii) The Council discussed whether or not to hold meetings on 2nd August 2016 and 20th December 2016.

RESOLVED

- No meeting would be scheduled for 2nd August 2016 but an extraordinary meeting could be called if necessary.
- No meeting will take place on 20th December 2016.

31 FINANCIAL REPORT,

(i) The Responsible Financial Officer's reconciliation for **May 2016** had been previously circulated. The RFO had changed the format of this report.

(ii) Payments and receipts

See appendix B

There was a query on whether both the CRC IOW invoices were correct and it was agreed to pay the invoice for £75 only

RESOLVED

- to authorise the payments for signature. **PT**

(iii) As part of the Annual Return the Clerk had realised that some payments from 2015/16 required reclassifying from S137 to other powers. See report below.

S137 Report

The following items had been incorrectly recorded under S137:

Items originally recorded under S137

Yelabus Association	Annual Recharge Phase 1	62.00
Matrix Transport and Infrastructure Consultants Ltd	Highways consultation	787.50
Eversley Tennis Club	S137 donation Phase 2	500.00
Matrix Transport and Infrastructure Consultants Ltd	Highways consultation	2,488.00
RBL Poppy Appeal	Remembrance Wreath	50.00
Lights4fun Ltd	Christmas lights	240.00
Sandra Miller	Extension lead	26.98
Sandra Miller	Extension lead	26.98
	TOTAL	4,181.46

Powers they should be recorded under

Power

Matrix Transport and Infrastructure Consultants Ltd	Phase 1 Highways consultation	787.50	S137
Matrix Transport and Infrastructure Consultants Ltd	Phase 2 Highways consultation	2,488.00	S137
RBL Poppy Appeal	Remembrance Wreath	50.00	S137
	TOTAL	3,325.50	

Eversley Tennis Club	S137 donation	500.00	S19 1976 power to provide recreational facilities S26-29 Of the Local Government and Rating Act 1997 S144 Local Government Act 1972
Yelabus Association	Annual Recharge	62.00	S144 Local Government Act 1972
Lights4fun Ltd	Christmas lights	240.00	S144 Local Government Act 1972
Sandra Miller	Extension lead	26.98	S144 Local Government Act 1972
Sandra Miller	Extension lead	26.98	S144 Local Government Act 1972

RESOLVED

to re-reclassify these expenditures from S137 to the other powers as shown.

PT

(iv) The RFO had circulated the Year to Date Update. Councillors wished in future to see an additional column that noted the £12K brought from surplus funds to cover the playground repairs.

Clerk

32 PRESS/OTHER MEDIA POLICY

(i) This item was deferred.

5.7.16

33 REPORTS FROM REPRESENTATIVES ON OTHER BODIES,

(i) This item was deferred.

5.7.16

34 ROAD SAFETY AND TRAFFIC WORKING GROUP

(i) 20mph Sign by Charles Kingsley School David Simpson (HCCllr) reported a potential electrical problem which may delay this project. The Highways Engineers are working to overcome the problem.

(ii) No actions were required by EPC.

35 OTHER HIGHWAYS MATTERS

Signs It was noted that the traffic island by Kingsley Road that had been knocked over has still not been repaired.

36 FLOODING AND SEWERAGE

Cllr A McNeil referred to the written report he had circulated (See Appendix C). He invited Councillors' comments and to say what other flooding issues in Eversley he needed to bring to the attention of the LLFA.

(i) EPC is obtaining quotes for clearance of the ditches on the north side of the road from St Neot's drive to beyond the Lower Common play area.

(ii) Chequers Lane It was noted that the authorities had previously said that the underground pipe was not their responsibility; however a resident has said that the pipe is a culvert underground with no single owner. Cllr A McNeil had written to HCC Flood and Water Management to ask for clarification of ownership. He had been told that riparian ownership was a complicated matter that HCC were investigating, so he felt that it may be premature for them to write to householders if ownership is unclear.

David Simpson (HCCllr) said that HCC had said that they were not responsible but that there was one section which they believe will help if it is repaired and they estimate the cost being £1K. However, they are not offering to meet this cost.

RESOLVED

- Cllr A McNeil, Cllr S Dickens, Cllr C Young to ask residents for grant access to their land in order to see for themselves the route of the water behind the Martineau cottages and beyond and to identify any obstructions.
- David Simpson (HCCllr) said he would either attend or get HCC to attend and meetings necessary.

AM/SD/CY

DS

37 VEHICULAR RIGHTS OF WAY ACROSS THE VILLAGE GREEN,

(i) The Clerk reported that solicitors had responded regarding placing dragon's teeth around the Village green. Guidance they had obtained suggested that, in their view, EPC would not be able to install or erect any fencing without the proper authority from the appropriate body; but this guidance was open to wide interpretation. With regards to vehicular rights, they have been able to locate a decision of 27th February 1985 which they believe will be adequate for the Land Registry to complete registration.

RESOLVED

- The Clerk is to ask other local Clerks how they enclosed their village greens with dragon's teeth and if any permissions were required.

At 9.40pm David Simpson (HCCllr) left the meeting.

38 WEBSITE,

(i) The Clerk has received 2 offers to quote but will need assistance on providing the companies with the specification required. Councillors offered to assist.

AM/SD

39 PLANNING APPLICATIONS

RESOLVED

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

Clerk

a) 14/00169/CON Oaklea House Eversley Centre

Approval of condition 2- lighting- pursuant to 14/00169/FUL
Erection of Stable Block
EPC Consultee response: No Comment

b) 16/01242/AMCON British Car Auctions Blackbushe Airport
London Road Blackwater

Removal of condition 7 of Application Reference Number:
15/01835/FUL relating to details of footpath/bridleway diversion
(Date of Decision: 02/11/2015)
EPC Consultee response: No Comment

c) 16/01181/HOU Woodstock The Street

Replacement of entrance gates, pillars, fencing and front door.
EPC Consultee response: No Comment

d) 16/01234/FUL 3 Lower Common Eversley

Erection of a 1 x 3bedroom detached dwelling

EPC Consultee response: EPC objects to this application for the following reasons: (i) in granting permission for a previous application, the LPA had required that there should be a 3m gap between the southern wall of the house and the boundary. This was accepted by the developer. However, the new application indicated that this gap would now be reduced to 2m. A separate dwelling so hard up to the boundary would be out of character with neighbouring properties. (ii) it was felt that a gap of 1m between the existing and proposed houses was insufficient and would set a dangerous precedent for other development in the village. (iii) EPC also repeats its previous objections that a 2 bed rather than a 3 bed house would be more acceptable as it continues to have concerns about parking. (iv) Thames Water's response is an automated response which does not refer to the known issues with the sewage pipe that serves the property and the groundwater issues that are known locally. Since there is a history of local surface water flooding EPC would expect the LPA to consult with the lead flood authority.

(ii) 16/01273/FUL Up Green Erection of four detached dwellings (3x3 bed and 1x4 bed) The Chairman and the Clerk apologised for missing this application from the agenda and confirmed this would appear on the next agenda.

Leisure Matters wished to meet with EPC to discuss the proposed signage for the Laser Tag site. The Chairman and Cllr A McNeil offered to meet them and discuss their differences. Oakwood Homes wished to meet EPC regarding their changed plans for Chantryland. The Chairman and Cllr A McNeil offered to meet them.

PT/AM

40 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.

41 PLANNING ENFORCEMENT,

(i) There were no updates on reported instances of possible planning contravention.

(ii) Lafarge Cllr S Dickens reported that there is still industrial waste outside Lafarge's gates. He had been in contact with the Forestry Commission who had confirmed that Lafarge were still the operator and were responsible for its removal.

(iii) There was nothing to be reported to HDC.

- 42 ITEMS OF INFORMATION
(i) The Clerk had nothing to report.
(ii) Councillors had nothing to report.

There being no further items for discussion the Chairman closed the meeting at 10.23pm

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

The next Meeting will be held on Tuesday 5th July 2016

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
	KN/CY/SM

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

Appendix B

Eversley Parish Council

Cheques for Payment 7.6.16

Prepared by _____ J Routley, Clerk/RFO

Date _____

Approved by P. Todd,
Chairman

Date _____

P. Todd, Chairman

2499	J Wenger, Active Risk Management	Playground repairs check	280.00
2500	Get Mapping	Annual subscription	33.60
2501	S Miller	Refund of materials	117.38
2502	J Routley, Clerk	Salary - May backdate to April 16	1,075.11
2503	J Routley, Clerk	Expenses/Admin - May	132.32
2504	Hampshire Pension Fund	May contribution	235.73
2505	Nick Robins Ltd	Grounds Maintenance - May	743.54
2506	Eversley Village Hall	Hire - May	89.25
2507	Cllr P Todd	Chairmans Expenses 2016/17	250.00
2508	Basingstoke skip hire	Skip Hire - may	95.70
2509	Hants & IOW CRC Ltd	work on 17/4/16	75.00

3,127.63

Council Bank Reconciliation 2016/17

Eversley Parish Council
Bank Reconciliation
31st May 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 31st March as per Bank Statement sheet 276 **18,141.27**

Cheques prior period cashed

Chq no.

2471	Basingstoke Skip Hire	Skip Hire - Feb	-91.20
		Clerks update	
2472	HALC	course	-42.00
2473/2474	Tony Jones	Repair of bus shelter	-265.00
2475	J Routley, Clerk	Salary - March (and backpay)	-1,459.35
		Expenses/Admin -	
2476	J Routley, Clerk	March	-134.39
		March contribution (inc.	
2477	Hampshire Pension Fund	backpay)	-353.49
		Litterpicker Invoice -	
2478	S Chapman Dep PW	Mar	-334.22
2479	Nick Robins Ltd	Grounds Maintenance - Mar	-743.54
2480	Eversley Village Hall	Hire - Mar	-94.50
2481	Basingstoke Skip Hire	Skip Hire - March	-72.96
2482	HMRC	Jan-Mar	-279.81
2483	HALC	Annual Fees	-324.00
2484	HALC	NALC Levy	-82.00

Lodgements

Hart DC Precept 37,500.00

None **0.00**

Total movement as per cashbook **51,364.81**

Unpresented cheques as at 30th April 2016

Chq no.

2149	A. Ricketts	Reimbursing for Jubilee Sign	25.00
2457	K Neville	Installation of picnic benches	156.08
2485	Hants & IOW CRC Ltd	1 day in Feb 7/2/16	75.00
2486	Yelabus Association	Annual Recharge	64.00

Balance as at 30th April as per Bank Statement Sheet 277

51,365.61

difference
0.80 error
on
cheque
2481
corrected
next
month

Appendix C

Chequers Lane

1. A resident of Chequers Lane, has for some time been corresponding with HCC and others about flooding, even at times of moderate rainfall. It seemed to me that no action was being taken by anyone because of a classic “pass the buck” approach that denied responsibility. On 28 April I sent Vicki Westall, the Lead Officer for flooding at HCC, an email to ask her a number of questions, notably:
 - Who laid the underground culvert alongside the road edge at Chequers Lane?
 - Does this constitute a land drain; and if so, does HCC accept it has a legal responsibility for maintaining and repairing it?
 - If it isn't a land drain and HCC can confirm the culvert wasn't laid and owned by them, who has legal responsibility for its maintenance?
 - How can this legal responsibility be enforced and by whom?
 - If responsibility rests with HCC, when will repair or replacement be scheduled? I recognise that HCC and all Authorities are under significant financial pressure, but I do feel that a strategy is needed to determine how and when schemes can be funded, even within reduced resources.
2. I have now received a response from HCC and will forward this on separately. It is inconclusive, but they are seeking clarity on who has Riparian responsibility for the watercourses in the area and in particular the culvert adjacent to the road. Watch this space!

Webb's Corner

3. Following a site visit in March, HCC wrote to all residents in Warbrook Lane and Webb's Corner to ask them to clear the ditches for which they are responsible. HCC will be visiting the site again in week commencing 27 June to check that this has been done satisfactorily. If it hasn't, they will write again to residents to say that they (HCC) will clear the ditches and charge the cost to each resident. They will then model the flow of water to help identify what “pinch points” cause the road to flood.
4. Vicki Westall confirmed that the site visit would take place as scheduled. I asked her to keep me informed of the results.
5. A resident recently rodded the culvert under Lower Common. It was completely blocked, but once cleared the water drained rapidly, through the culvert rather than over the road, from south to north. He also cleared the partly blocked culvert under St Neot's Road. Surface water flooding is now greatly reduced, but whenever it rains a substantial amount of water collects on the sunken road surface.
6. I advised Vicki Westall of the action taken to clear the culverts. She responded by saying that these culverts were now on a list for clearance by HCC. I suggested that as neither pipe had been kept clear and that the pipe under Lower Common had been completely blocked, it was clear that HCC were not meeting their responsibility to keep them clear. She said she would speak to the people responsible.
7. I met Cllr Anne Crampton at Webb's Corner to discuss the redevelopment of the junction. She advised me that she had allocated S106 money as a contribution to funding the redevelopment and was pursuing Highways to present a plan for regeneration of the junction. I have also written and spoken to Vicki Westall about this and she explained that Highways were unwilling to do anything until the drainage problems had been resolved. She also explained that, while she had no direct

responsibility for Highways matters, she was aware that a plan was being considered. She suggested I get in touch with either John Sorrell or the Director, Stuart Jarvis to find out what the position currently is. Again, watch this space!

I would be happy to have your comments and suggestions at the meeting, in particular what other flooding issues in Eversley I need to bring to the attention of the LLFA.