

MINUTES OF THE MEETING OF THE **EVERSLEY PARISH COUNCIL** HELD ON **TUESDAY 6<sup>th</sup> MARCH 2018** IN EVERSLEY VILLAGE HALL AT 8pm

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

ALSO PRESENT: Mrs J Routley (Clerk)

**ACTIONS**

148 Apologies for Absence

None. However, it was also noted that Cllr C Hetherington had resigned with effect from 21<sup>st</sup> February 2018. A notice has been published and the Monitoring Officer has been informed.

149 Declarations of Interest

None.

150 Minutes of the Last Meeting

Receipt of Minutes The minutes of the **Eversley Parish Council Meeting** held on **Tuesday 6<sup>th</sup> February 2018** had been previously circulated to all Councillors.

Errors

It was noted that minute numbers 127 and 128 should be 146 and 147 respectively.

Min 142: Line 2 error in pricing instead of – ‘£1,085 to carry out the most essential work’ it should read ‘£1,260 to carry out the most essential work’.

**RESOLVED**

- That with these amendments, the Minutes be approved and signed by the Chairman.
- That a list of actions would be circulated.

**AM**  
**AM/Clerk**

151 Public Questions and Comments

None.

152 Financial Report

Schedule of Accounts

The Responsible Financial Officer’s reconciliations for December 2017 had been previously circulated along with copies of the bank statements. (See Appendix A)

It was noted that the donations towards the tree work at Church Green had now been received from all parties and, along with EPC’s agreed contribution, meant that there were sufficient funds for the essential tree work, as identified by HCC’s Tree Survey, to be undertaken. Eversley Parish Council wishes to express its thanks to the following parties for their generous donations: HCC for £420, the Congregation of St Mary’s Church for £323.50, the 3 District Councillors personally for £125. These funds, along with EPC’s commitment to give up to £400 towards the urgent work required, mean that this work can now proceed.

**RESOLVED**

- The reconciliations were accepted.

153 Payments

**RESOLVED**

- To authorise the payments for February 2018 (See Appendix B).

154 Signatories

**RESOLVED**

- To add Cllr A McNeil as an authorised signatory
- To remove former councillor Chris Young as an authorised signatory
- On the Natwest Form: That the authorised signatories in the current mandate, for the accounts as detailed in section 2, be changed in accordance with sections 5 and 6 and the current mandate will continue as amended.

155 Annual Risk Assessment

The documents had been previously circulated. Both documents were reviewed and some minor changes were incorporated. (See Appendix C)

- The Clerk was asked to speak to the insurers to ascertain what is recommended with regards to regularity of play area inspections.
- These documents will be published on the website.

Clerk  
Clerk

**RESOLVED**

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

156 Data Protection

**RESOLVED**

- To appoint the Internal Auditor as Data Protection Officer at a cost of £75 per annum for a minimum of 3 years.
- The cost will be added into the budget and into the Risk Assessment for 2018/19.

157 Cross Green Project

**RESOLVED**

- (i) To agree to allocate £10k from the 2018-19 budget for the Cross Green Pond project.

158 Burial Ground

**RESOLVED**

- (i) to seek provision of additional space for burials and to authorise the Chairman and Cllr Hetherington to speak with a land owner on EPC's behalf.
- (ii) to agree an increase in fees for 2018-19 of 3%. (see Appendix D)

CH, AM

159 Garden Plots

**RESOLVED**

- To agree an increase in fees for 2018-19 to £30 for residents and £50 for non-residents.

160 HDC Local Plan

**RESOLVED**

- To authorise Cllr Todd to prepare draft comments on HDC's draft Strategy Document for agreement in March. This will be circulated in advance of the Full Council meeting on 6<sup>th</sup> March.
- The Clerk is to get a hard copy of the Local plan sent to Cllr Todd from HDC.

PT  
Clerk

161 Planning

**RESOLVED**

- The Council noted receipt of the following planning application but offered no comment as there had not been a request from residents or councillors to discuss it.

18/00108/FUL

44 Kingsley Road Eversley Hook Hampshire RG27 0NA

Proposal for one new dwelling, land adjacent to 44 Kingsley Road, Eversley - NB. This application is an amendment to planning permission 17/00808/FUL granted on 26 September 2017 - please refer to the Amending Statement (P581) attached.

162 Issues and information items raised by the Chairman or Councillors

- Resignation of Cllr Hetherington EPC wishes to thank Cllr Hetherington for the service she has given to the Council. If an election is not called for by 14<sup>th</sup> March, EPC can advertise and co-opt to fill the vacancy after this date.
- Yateley Town Council’s Neighbourhood Plan Cllr Todd missed the last meeting as it clashed with EPC’s meeting. Notes from this meeting had been circulated on 6<sup>th</sup> Feb. The next meeting is 13<sup>th</sup> February 2018.
- Bramshill House Appeal The Inquiry started again on 5<sup>th</sup> February and is expected to complete by the end of the week.
- Meetings It was noted that the Village Hall would not be available at 7pm on 13<sup>th</sup> March and 15<sup>th</sup> May and both meetings would commence at 8pm. District and County Councillors are to be invited to the Annual Assembly on 13<sup>th</sup> March as usual.
- New Website The new website is due to go live shortly and will then be advertised.
- Precept explanation An explanation of why an increase in Precept spend in 2018/19 was needed would be publicised in the Parish Mag and on EPC’s website.
- Bridleway 11 The Bridleway 11 diversion order was noted but not thought to be of consequence.

There being no further items for discussion the Chairman closed the meeting at 9.40pm

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

**The next Meeting  
will be held on Tuesday 6<sup>th</sup> March 2018**

**Forward Plan**

Date	Meeting	Draft Items
26/2/18	Open Spaces	Decide on electrician for installing Defib., look into Signage for play area.
6/3/18	Full Council	Performance Review, Online banking, cordoning off Defib. and signage
13/3/18	Annual Assembly	
June		Start Grounds maintenance tender process
unassigned		Review Play Inspector,

## Appendix A

Eversley Parish Council - Bank Reconciliation

**31st December 2017**

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

Date

Approved

by **A. McNeil, Chairman**

Date

Current Account No. 36419109

**Brought forward as at 30th November**

**29,868.05**

**as per Bank Statement 297**

**Cheques prior period cashed**

2691	Street Master	Flint Bin	-492.00
2695	D Wallace	Litter picker - Oct	-160.00
2697	Eversley Village Hall	Hire - Oct	-27.50
2698	RBL Poppy Appeal	Remembrance Wreath	-50.00
2700	Hants & IOW CRC Ltd	7th and 21st Sept	-160.00
2701	Active Risk Management	Annual playground inspection	-280.00
		Playground repairs	
2702	Playscene Ltd	ChequersGreen	-11,998.20
2703	A. McNeil	Expenses	-16.40
		Salary - Nov (and backpay for overtime)	-1,955.61
2704	J Routley, Clerk	Expenses/Admin - Nov	-111.03
2705	J Routley, Clerk	Nov contribution	-515.09
2706	Hampshire Pension Fund	Litter picker - Nov	-160.00
2707	D Wallace	Grounds Maintenance - Nov	-1,208.00
2708	Nick Robins Ltd	Removal of soil	-240.00
2709	Nick Robins Ltd	Hire - Nov	-49.50
2710	Eversley Village Hall	skip hire - nov	-90.24
2711	Basingstoke skip hire	June 29th invoice	-80.00
2713	Hants & IOW CRC Ltd		

### **Lodgements**

Rudling	Burial reopen	495.00
Predgen	additional inscription	40.00

**Total movement as per cashbook**

**12,809.48**

### **Unpresented cheques as at 31st Dec 2017**

**Chq no.**

	Eversley and Bramshill Parish		
2712	Magazine	Annual subscription	10.80
2714	Playscene	reinstate vandalised bench	186.00

**Balance as at 31st Dec as per Sheet 298**

**12,809.48**

**Balance in Reserve Account Sheet 149**

13,703.83

Interest 0.54

**13,704.37**

**Balance in EPC EM Account**

**0.00**

## Appendix B

### Eversley Parish Council

#### Cheques for Payment 6.2.18

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

Date

Approved by

Date

2725	J Routley, Clerk	Salary - Jan	1,135.62
2726	J Routley, Clerk	Expenses/Admin - Jan	61.12
2727	Hampshire Pension Fund	Jan contribution	257.50
2728	D Wallace	Litterpicker - Jan	160.00
2729	Nick Robins Ltd	Grounds Maintenance - Jan	1,208.00
2730	Eversley Village Hall	Hire - Jan	54.00
2731	Basingstoke skip hire	skip hire - Jan	140.16
2732	Primary Care Supplies	Defibrillator	1498.80
2733	CPRE	Annual Membership	36.00

**4,551.20**

## **Appendix C**

*Risk Assessment to be attached*

## Appendix D

### EVERSLEY PARISH COUNCIL

#### TABLE OF CHARGES with effect from 1 April 2018

#### EVERSLEY BURIAL GROUND, CHURCH LANE, EVERSLEY

The following charges apply where the deceased was a resident of Eversley or Bramshill (Please refer to 'Eligibility' page 1)

<p><b>Burial Plots</b></p> <p>First interment in a burial plot, including the right to burial for a period of 100 years, of :-</p> <ul style="list-style-type: none"><li>a) the body of an adult, whose age at death exceeded 16 years;</li><li>b) the body of a child, whose age at death was 16 years or less but exceeded 1 month;</li><li>c) the body of an infant, whose age at death did not exceed one month or who was still born;</li></ul> <p>Second interment in a burial plot, which has a right to burial, of :-</p> <ul style="list-style-type: none"><li>d) the body of an adult, whose age at death exceeded 16 years;</li><li>e) the body of a child, whose age at death was 16 years or fewer but exceeded 1 month;</li><li>f) the body of an infant, whose age at death did not exceed one month or who was still born;</li><li>g) the cremated remains of any individual;</li></ul> <p>Third and subsequent interments in a burial plot of :-</p> <ul style="list-style-type: none"><li>h) the cremated remains of any individual.</li></ul>	<p>£545(530) £270(245) Nil</p> <p>£170(165) £155(150) Nil £90(85)</p> <p>£90(85)</p>
<p><b>Ashes Plots</b></p> <p>First interment in an ashes plot, including the right to burial for a period of 100 years, of :-</p> <ul style="list-style-type: none"><li>a) the cremated remains of any individual;</li></ul> <p>Subsequent interments in an ashes plot, which has a right to burial, of :-</p> <ul style="list-style-type: none"><li>b) the cremated remains of any individual.</li></ul>	<p>£115(110)</p> <p>£80(75)</p>
<p><b>Scattering of Ashes</b> within the consecrated burial ground.</p>	<p>£45(45)</p>
<p><b>Monuments, Kerbs, Ledgers and Monumental Inscriptions</b></p> <p>The erection of an inscribed monument - a tombstone, tablet, cross, vase, plaque, or marker –</p> <ul style="list-style-type: none"><li>a) on a burial plot;</li><li>b) on an ashes plot;</li></ul> <p>The erection of kerbs or a ledger stone, with or without inscriptions, on a burial plot –</p> <ul style="list-style-type: none"><li>c) at ground level</li><li>d) raised above ground level</li></ul>	<p>£105(100)</p> <p>£65(65)</p> <p>£65(65)</p>

e) The addition of each further inscription to a monument, kerb or ledger stone;	£105(100) £40(40)
<p><b>Copies of the Register</b></p> <p>a) A certified copy of a single entry in the Register of Burials;</p>	£25(25)

Fees for a priest and/or a gravedigger by private arrangement or through a funeral director.