

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 3rd 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 2nd October 2018

Forward Plan

Date	Meeting	Draft Items
10 th September 1.30pm	Open Spaces	
2 nd 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
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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

2789 & 2790	Staff	Salary - June	-1,519.06
2791	Staff	Expenses/Admin - June	-127.65
2792	Hampshire Pension Fund	June Contribution	-328.21
2793	Nick Robins Ltd	Grounds Maintenance - June	-1,224.80
2794	Nick Robins Ltd	Additional work	-200.00
2795	Eversley Village Hall	Hire - June	-48.00
2796	Basingstoke Skip Hire	Skip hire June	-86.28
2797	HMRC	Apr-Jun	-1,020.14
2798	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	530.00
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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
2810	A.McNeil	Cllr Expenses	24.05
2812	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
Lloyds	Bank charges 10 jul-9 aug	6.50
		<u>4,346.33</u>

Appendix E

EVERSLEY PARISH COUNCIL

at 30th June 2018

	FY 18-19 YEAR to date	Budget	% of budget used
Income			
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		
Sub Total	40,070.32	89,351	
Expense			
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
Admin Sub Total	9,282.86	30,978	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
			29
EPC projects + new equipment	3,370.00	11,500	
			0
Bus Shelters	0.00	6,000	
Payback team	235.00	1,920	12
Clearing allotments	0.00	0	0
Emergency Plan	0.00	0	0
OS Sub Total	6,923.21	52,248	13
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	
Sub Total	1,336.63	6,125	22
	17,542.70	89,351	20
Income - Expenditure	22,527.62	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	
Total Funds remaining	60,051.70

EVERSLEY PARISH COUNCIL

at 31st July 2018

	FY 18-19 YEAR to date	Budget	% of budget used
Income			
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		
Sub Total	40,601.75	89,351	
Expense			
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
Admin Sub Total	12,325.92	30,978	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
OS Sub Total	8,395.78	52,248	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	
Sub Total	1,597.14	6,125	26
	22,318.84	89,351	25
Income - Expenditure	18,282.91	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
Total Funds remaining	55,858.99		