

MINUTES OF THE MEETING OF **EVERSLEY PARISH COUNCIL** HELD AT 7.30pm ON **TUESDAY 2nd APRIL 2019**
IN EVERSLEY VILLAGE HALL.

PRESENT:

Cllr A McNeil	(Chairman, AM)
Cllr E Beckett	(EB)
Cllr S Dickens	(SD)
Cllr E Dixon	(ED) arrived at 8.25pm
Cllr C Edge	(CE)
Cllr K Neville	(KN) arrived at 7.45pm
Cllr S Miller	(SM)
Cllr P Todd	(PT)

ALSO PRESENT: Mrs J Routley (Clerk)

ACTIONS

168 Apologies for Absence
None.

169 Declarations of Interest

Cllr P Todd declared an interest in item 12a.1 and 12a.5 as he is a neighbour and 12.2 and 12.3 as he is a friend of the applicant. See Min: 179

Cllr S Dickens declared a non-pecuniary interest in item 12 as he is a district councillor on the planning committee at HDC.

Cllr S Dickens declared an interest in item 12a.1 as he knows the applicant.

170 Minutes of the Last Meeting

Receipt of Minutes

The minutes of the meeting of Eversley Parish Council held on **Tuesday 5th March 2019** had been previously circulated to all Councillors.

Errors

Min: 163 line 6 delete 'dialog' and replace with 'dialogue'.

RESOLVED

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

AM

171 Public Questions and Comments

Signs in Reading Road layby - residents had complained about the "no parking" signs in the layby. As Hampshire Highways had confirmed that this was Highways land, EPC would write to the occupants to advise that there are no parking restrictions at this location and to ask them to remove the signs.

Clerk

Pavements Residents had noted that there are lots of stones, gravel and mud on the pavements that appear to be kicked up by the road sweepers. The Chairman is to raise the issue with HCC Enforcement. EPC agreed to thank Inert for their work on the road itself and ask that they also sweep the pavements regularly. It was noted that residents can report problems such as this on the website 'FixMyStreet.com'.

At 7.45pm Cllr Neville arrived.

Litter A resident had contacted EPC regarding litter and fly tipping. He has been doing voluntary litter picking in the Village but would like to have an organised group headed up by a Councillor. He had also found a bag of asbestos and HDC had not been very helpful regarding its disposal. It was agreed that litter should be considered by the new council following the elections.

Up Green It was noted that residents are parking on the new access ways at Up Green. It was hoped that this was only temporary whilst parking within the properties' curtilages was being arranged.

172 Elections

RESOLVED

- a) To note that any resident can submit a nomination form to be elected as councillor.
- b) To remind councillors to submit their nomination forms by 3 April.
- c) To remind councillors of the Purdah rules.

173 Lengthman's Scheme

RESOLVED

That EPC does wish to take part in the scheme for 2019/20.

174 Email addresses

EPC now noted that the solution previously agreed involved expenditure on some items not required, which made this option expensive. The Clerk had researched alternatives and made recommendations to the Council.

RESOLVED

To use TSO-hosts to provide .gov email addresses.

At 8.25pm Cllr Dixon arrived

175 Cross Green – Dragon's teeth

A resident had removed 23 posts on Cross Green because he maintained they were a safety issue, but had not elaborated further. HCC had confirmed that the land up to the boundary of the resident's property is registered as Village Green and registered to, and owned by, EPC. EPC noted that it has a duty to protect all Village Greens registered to it and was empowered to take reasonable steps to do so, including the installation of posts – as long as pedestrian access for recreational purposes was not impeded. EPC were firmly of the view that installation of the posts met all these criteria and noted that the cost of reinstalling the 23 missing posts was £263.81+VAT.

RESOLVED

To write to the resident to advise that the posts would have to be re-installed at an estimated cost of £263.81+VAT. The resident should be asked for reimbursement of this sum, plus whatever additional costs may be incurred. EPC hoped that this matter could be resolved quickly and with the agreement of both parties; and in the interests of doing so, was willing to meet the resident within the next 14 days at a mutually convenient time.

Clerk

176 Financial report

Noticeboard repairs

RESOLVED

To approve up to £50 for materials for repair and refurbishment of the noticeboard.

Schedule of Accounts

The Responsible Financial Officer's reconciliations for February 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 April 2019 (See Appendix B).

Year to Date

RESOLVED

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

177 Protocol for the Death of a Senior Figure

The Council discussed the draft protocol and made amendments.

RESOLVED

To decide and approve EPC's protocol in the event of the death of a senior figure (See Appendix D).

178 Playground Inspector

RESOLVED

To continue with the current supplier for 2019/20

179 Planning Applications

RESOLVED

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

Clerk

1. 19/00076/HOU Little Chesters The Street Replacement shed following demolition of 2 sheds which are adjacent to each other. Demolition of a green house, demolition of a summer house, removal of patio, new patio and new summer house
EPC Consultee comment: No comment
2. 19/00497/FUL Parfitts Farm Chequers Lane Cladding of existing barn. Provide a steel roller shutter door on the front elevation.
EPC Consultee comment: EPC would ask for: landscaping to soften, soundproofing for any electric door shutters, removal of further permitted development rights.
3. 19/00388/HOU Bienville Lower Common Erection of a part single part two storey front extension following demolition of existing porch
EPC Consultee comment: No comment
4. 19/00527/HOU 24A Kingsley Road Erection of part two storey part single storey side extension, single storey rear extension and alterations to fenestration.
EPC Consultee comment: EPC will alert HDC to potential objections of overlooking the school.
5. 19/00591/HOU Jedcot House The Street Replacement front windows, door, soffit and rain water goods.
EPC Consultee comment: No comment
6. 19/00529/LBC Firgrove Manor, The Tank House Firgrove Road Conversion of existing loft space into storage area
EPC Consultee comment: No comment

There being no further items for discussion the Chairman closed the meeting at 9.15pm

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

The next Meeting will be held on Tuesday 14th May 2019

Forward Plan

Date	Meeting	Draft Items
23 rd April 2019 7.30pm at Eversley Village Hall	Open Spaces Committee	
14th May 2019 7.30pm at Eversley Village Hall	Full Council and Annual Meeting of the Council and Full Council (if required)	Other meetings TBA following Annual Meeting

Appendix A

Eversley Parish Council - Bank Reconciliation

28th February 2019

Prepared by _____ **J Routley, Clerk/RFO**

Date

Approved

by **A. McNeil, Chairman**

Date

Current Account No. 37685868

Brought forward as at 31st Jan 19 12,485.51

as per Bank Statement Lloyds sheet 16

Cheques prior period cashed

05.02.19	Staff	Salary - Jan	-1185.27
05.02.19	J Routley, Clerk	Expenses/Admin - Jan	-48.73
05.02.19	Hampshire Pension Fund	Jan contribution	-284.03
05.02.19	Nick Robins Ltd	Grounds maintenance - Jan	-1200.80
05.02.19	Basingstoke Skip Hire	Skip hire Jan	-105.36
05.02.19	Eversley Village Hall	Hire- Jan	-50.00
05.02.19	K. N. Property Development Ltd	Bus shelter base Eversley and Bramshill Parish	-540.00
15.2.19	000008	Magazine	-11.20
28.2.19	Universal Aquaculture	emergency pipe repair	-480.00
28.2.19	Universal Aquaculture	further emergency repair work	-240.00
28.2.19	Universal Aquaculture	3rd stage	-7800.00

Lodgements

11.2.19	HDC	Grant towards Pond project Burial Ground Recharge Apr18-Mar 19	5,000.00 2,660.20
18.2.19		Garden plot 8 13 months	54.00
28.2.19	Locke Olipha	cross green pond grant	1,000.00

Total movement as per cashbook 9,254.32

Unpresented cheques as at 28th February 2019

Chq no.

Balance as at 28th February as per Sheet 19 9,254.32

Balance in Reserve Account 38770268 32,713.93

11.2.19 Interest 1.48

32,715.41

Total funds held by EPC as at 28th February 2019 41,969.73

Appendix B

Eversley Parish Council

Payments for approval 2.4.19

Prepared by _____ **J Routley,**
Clerk/RFO

Date

Approved by _____ **A McNeil, Chairman**

Date

Staff	Salary - March	1,293.85
J Routley, Clerk	Expenses/Admin - March	182.54
Hampshire Pension Fund	March contribution	315.59
Nick Robins Ltd	Grounds Maintenance - Mar	1,200.80
Nick Robins Ltd	Removal of payback team waste	102.00
Nick Robins Ltd	Removal of payback team waste + tree	150.00
Eversley Village Hall	Hire - Mar	96.88
Basingstoke Skip Hire	Skip Hire - March	92.04
HMRC	Jan-Mar	749.00
Parish online	Annual subscription	42.00
Bentham Limited	printer cartridges	71.40

TOTAL

4,296.10

Appendix C

Year to Date

at 28th Feb 2019

	FY 18-19 YEAR to date	Budget	% of budget used
Income			
Precept (split into 2 payments)	77,126.00	77,126	
HDC Council Tax Support Grant	0.00	0	
Bank Interest	9.35	5	
Investment Interest		0	
Garden Plot Rents	623.50	400	
S106 Funds	0.00	0	
Burial Ground Fees	1,410.00	1,500	
Donations/Grants*	11,138.18	10,000	
other income	73.00	320	
Insurance claim	923.80		
VAT Reclaim	0.00		
Sub Total	91,303.83	89,351	
Expense			
Staff Remuneration + Pension +HMRC	22,189.94	24,078	92
Admin/Office Costs	1,288.82	1,400	92
Hall Rental	446.00	800	56
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
Admin Sub Total	27,068.03	30,978	87
Rights of Way booklet	0.00	349	0
Grounds Maintenance	8,687.06	11,000	79
Repairs/Maintenance	5,573.30	11,000	51
conservation volunteers	0.00	500	0
Tackling Flooding	0.00	930	0
Tree Work	175.00	2,000	9
Bin emptying	3,330.00	3,829	87
Waste Management	884.40	1,350	66
Annual Playground Inspection	260.00	300	87
EPC projects + new equipment*	28,267.07	16,000	177

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
OS Sub Total	48,816.83	55,448	88
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	9,488.32	0	
Sub Total	10,973.32	2,925	375
	86,858.18	89,351	97
Income - Expenditure	4,445.65	0	

*** £7,000 of Donations and Grants were towards the Pond project under EPC Projects expenditure**

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	4,445.65	0.00
Outstanding Cheques not cashed		
Total Funds remaining	41,969.73	37,524.08

Appendix D



Marking the Death of a Senior National Figure Procedure **Adopted on 2nd April 2019**

Announcement

1. The Council should receive the formal announcement by Buckingham Palace or Downing Street of the Death of a senior national figure (known as Day D).
2. In the case of the death of the Sovereign, the day following the death will be Proclamation Day (the day when the new Sovereign is proclaimed).
3. Press announcement and item published on the website. Include the official statement from Buckingham Palace and one from the Chairman. Provide link to Buckingham Palace e-book of Condolence (www.royal.gov.uk). Provide details of nearest book of condolence – likely to be Yateley Town Council (they have given permission to direct Eversley residents to them).

Cancellation/postponement of Existing Planned Events

5. Clerk to cancel/postpone all Council / Committee / Working Group meetings in conjunction with the Chairman.

Proclamation Day

6. Proclamation Day (2 above) – Following County level Proclamation - Councillors / staff to be informed and announcement made via official media channels.
7. Wording of the Proclamation will be found on Buckingham Palace website (www.royal.gov.uk) and the Privy Council website (www.privacy-council.gov.uk). The High Sheriff (Lord Lieutenant's Office) will also have a copy.

Timings

8. It is difficult to give definitive information on timings as it is almost impossible to anticipate every conceivable set of circumstances e.g. if the announcement of the death of the Sovereign or senior member of the Royal Family falls on a public holiday, Easter, Christmas, Remembrance Sunday, etc.
9. It is only when the announcement comes through from the first reading of the Proclamation at St. James's Palace that it will be possible to take a view and establish local timings.

Social Media and Websites

10. Ghost pages already prepared in the event of the death of the Sovereign or the Duke of Edinburgh, to be published on receipt the formal announcement.

Guidance

11. In the event of any dispute to be resolved / decision to be taken that is not covered by this procedure, reference should be made by the Clerk / Chairman to the latest available guidance from the National Association of Civic Officers (NACO). At time of writing the latest guidance available is "Marking the Death of a Senior National Figure - Fourth Edition - Issued May 2018".