

MINUTES OF THE MEETING OF **EVERSLEY PARISH COUNCIL** HELD AT 7.30pm ON **TUESDAY 1st OCTOBER 2019** IN EVERSLEY VILLAGE HALL.

PRESENT: Cllr A McNeil (Chairman, AM)  
Cllr E Beckett (EB)  
Cllr E Dixon (ED)  
Cllr C Edge (CE)  
Cllr P Todd (PT)

ALSO PRESENT: Mrs J Routley (Clerk)

**ACTIONS**

69 Apologies for Absence

**RESOLVED**

Apologies were accepted for Cllr K Neville and Cllr S Dickens due to work commitments and Cllr S Miller due to illness.

70 Declarations of Interest

None.

71 Minutes of the Last Meeting

Receipt of Minutes

The minutes of the meeting of Eversley Parish Council held on **Tuesday 3<sup>rd</sup> September 2019** had been previously circulated to all Councillors.

**RESOLVED**

That the Minutes be approved and signed by the Chairman.

**AM**

72 Public Questions and Comments

Neighbourhood plans (NP) and strategic gaps Dr A Crampton (HDCllr) had sent a note to explain that there is no protection in the local plan for gaps between settlements and that each development application will be looked at on its own merits. It is possible to include gaps in a NP, although an inspector appears to have denied a local parish council from doing so. She added that HDC urges all parishes to have a NP as a matter of urgency. EPC noted that a NP might concentrate only on gaps between settlements.

Trees at Cross Green It had been reported to the Council that a couple of seedling trees or shrubs had been planted on the northern tip of Cross Green – most likely by the owners of the adjacent property. It was also noted that the logs placed on that part of the green that abuts the boundary of their property had not been removed as requested. EPC will write to the residents to ask if the plantings are a donation to the parish and ask them to remove the logs so that EPC can maintain the land.

73 Remembrance Day

**RESOLVED**

i) To appoint Cllr Dixon with a reserve of Cllr Beckett to represent EPC at the Remembrance Day Service. **ED/EB**

ii) To approve purchase of a wreath and donation, under GPC, at a cost of £50 and to raise a cheque. **Clerk**

74 Financial report

Bus Shelter Removal

**RESOLVED**

To note the cost of £240 to remove the damaged and dangerous bus shelter authorised under delegated powers in an emergency.

Emergency Tree Work

**RESOLVED**

To note the cost of £185+VAT for tree removal authorised under delegated powers in an emergency.

Office printer

**RESOLVED**

To note that admin/expenses costs include £311.26 for the purchase of a printer, authorised under delegated authority, that was required for business continuity.

Schedule of Accounts

The Responsible Financial Officer's reconciliations for August 2019 had been previously circulated along with copies of the bank statements. (See Appendix A)

**RESOLVED**

- The reconciliations were accepted.

Payments

**RESOLVED**

- To authorise the schedule of payments for October 2019 (See Appendix B).

Year to Date

**RESOLVED**

To accept the Year to Date reports as of August 2019 (See Appendix C)

75 External Audit

The Audited Annual Return had been received from the External auditors too late to be included on the September Agenda. The Completion of Audit notice had been published on the noticeboard and website on 2<sup>nd</sup> September. There were no issues which required a further report. EPC thanked the Clerk for steering the audit through so successfully.

**RESOLVED**

To accept and approve the audited annual return for 18/19.

76 Budget Working Group

**RESOLVED**

That the group will meet in time to prepare a draft budget prior for Full Council to consider at its meeting of 5<sup>th</sup> November. **AM/CE/SD**

77 Financial Regulations

The new NALC Model Financial Regulations 2019 had been previously circulated. The Council discussed the changes from the previous EPC regulations and discussed amendments to the NALC 2019 Regulations specific to EPC.

**RESOLVED**

- To make amendments specific to EPC where permitted.
- To accept the Council's Financial Regulations (a full copy of which can be found on EPC's website) –

In order to comply with the new regulations the following actions will take place:

- i) Another signatory will be added to the monthly payment report.
- ii) The Clerk will investigate obtaining a Council credit/Debit card.

iii) The Clerk will request that Lloyds also sends a bank statement to the Chairman (unless the Internal Auditor agrees that access to online statement is sufficient).

78 Bus Shelter

The bus shelter in the layby opposite Kingsley Road had been damaged beyond repair and had to be dismantled as it was dangerous.

**RESOLVED**

- This is to be reported to the police and an insurance claim pursued. Once the claim has been approved a replacement shelter will be ordered. **Clerk**
- Residents near to the bus shelter site will be asked to cut back vegetation encroaching onto the highway. **Clerk**

79 Projects for 2019/20 and beyond

**RESOLVED**

(i) General projects - (a) to agree the list of projects as recommended by Open Spaces Committee (See Appendix A)

(b) to prioritise the top projects as:

1. Lower Common slide (10 on list)
2. Permanently flashing speed signs on traffic islands (9 on list)
3. Village signs at entrances to the village. (6 on list)
4. Bulbs for planting in a targeted area – around the Village sign (low cost option) (5 on list)

It was felt over the next 3 years the priority on play areas should be respectively: Lower Common, Cross Green, Centre Green.

- The budget working group to recommend costs and timings for Full Council to approve as part of the overall budget.

(ii) S106 projects –

The Council had received recommendations from the Open Spaces Committee.

It was agreed that EPC should provide a list of priorities to HDC to which S106 /CIL money could be allocated.

**RESOLVED**

- that any of the following projects that enhance the village could be potentially funded by S106 (See Appendix D on the list nos. 3, 4, 5, 6, 8, 9, 10, 12, 13, 14).
- To consult residents, using the agreed list of projects as a basis.

80 Emergency Plan

The Council reviewed the draft plan.

**RESOLVED**

To return to this in November once further action has been taken. This will include discussion with Bramshill & Eversley Trust and further consideration of centres in which affected residents might congregate at times of emergency.

**5.11.19**

81 Staffing

**RESOLVED**

- i) That Cllr C Edge and the Proper Officer will form the interview panel for the Litter Picker vacancy.
- ii) To delegate appointment to the Proper Officer.

82 Planning Applications

**RESOLVED**

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

**Clerk**

a) 19/01921/FUL Nutley Eversley Road

Demolition of existing dwelling and erection of a 5 bed detached house with hardstanding driveway, landscaping and new crossover.

EPC Consultee Comment: No comment

b) 19/01658/HOU Plum Hollow Chequers Lane

Erection of a two storey rear extension and alterations to fenestration

EPC Consultee Comment: No comment

There being no further items for discussion the Chairman closed the meeting at 9.30pm

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

**The next Meeting will be held on Tuesday 5<sup>th</sup> November 2019**

**Forward Plan**

Date	Meeting	Draft Items
5th Nov 2019 7.30pm at Eversley Village Hall	Full Council	
19th Nov 2019 7.30pm at Eversley Village Hall	Open Spaces Committee	

## Appendix A

Eversley Parish Council - Bank Reconciliation

**31st August 2019**

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

Date

Approved by **A. McNeil, Chairman**

Date

Current Account No. 37685868

**Brought forward as at 31st July 2019** **26,950.57**  
**as per Bank Statement Lloyds sheet**

13-Aug-19	Staff	Salaries - July	-1241.35
13-Aug-19	J Routley, Clerk	Expenses/Admin - July	-101.26
13-Aug-19	Hampshire Pension Fund	July Contribution	-312.60
13-Aug-19	Nick Robins Ltd	Grounds Maintenance - July	-1,098.00
		11 dragons teeth alongside	
13-Aug-19	Nick Robins Ltd	wooded area	-151.40
13-Aug-19	Eversley Village Hall	Hire - July	-50.00
13-Aug-19	Basingstoke Skip Hire	Skip hire July	-110.82
13-Aug-19	Westcotec	Battery for SIDs	-105.00
13-Aug-19	Playscene	replace rusty split pins	-60.00
13-Aug-19	Hants & IOW CRC Ltd	payback team 2nd June	-85.00
19-Aug-19	Lloyds Bank	Bank Fees	-8.45

### **Lodgements**

15.8.19	Funeral Services limited	Burial - C47	545.00
22.8.19	Funeral Services limited	Ashes - C47	80.00

**Total movement as per cashbook** **24,251.69**

**Unpresented cheques as at 31st August 2019**

**Chq no.**

**Bank Balance as at 31st August 2019 as per Sheet 37** 24,251.69

**Balance in Reserve Account 38770268** 32,722.03

9.8.19 Interest 1.39

32,723.42

**Total funds held by EPC as at 31st August 2019** **56,975.11**

## **Appendix B**

### **Eversley Parish Council**

#### **Payments for approval 1.10.19**

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

**Approved by** \_\_\_\_\_ **A McNeil, Chairman**  
**Date**

Lloyds Bank	Bank Fees	7.15
Staff	Salaries - Sept	1241.55
J Routley, Clerk	Expenses/Admin - Sept	383.13
Hampshire Pension Fund	Sept contribution	312.60
Nick Robins Ltd	Grounds maintenance - Sept	1098.00
Nick Robins Ltd	Tree work around pond	702.00
Basingstoke Skip Hire	Skip hire Sept	122.70
ICO	Annual Data Protection Fee	40.00
Eversley Village Hall	Hire- sept	50.00
HM Revenue and Customs only	HMRC Jul- Sept	761.31
RBL Poppy Appeal	Wreath and donation under S137	50.00
ICCM	Burial ground course	204.00
K.N. Property Development	Labour to dismantle bus shelter	240.00
A, McNeil	Councillor expenses	18.10
Nick Robins Ltd	removal of fallen willow tree from pond	222.00
	<b>TOTAL</b>	<b><u>5,452.54</u></b>

## Appendix C

### Year to Date

at 31st Aug 2019

	FY 19-20 YEAR to date	Budget 19-20	% of budget used
<b>Income</b>			
Precept (split into 2 payments)	39,488.50	78,977	
HDC Council Tax Support Grant	0.00	0	
Bank Interest	6.76	5	
Garden Plot Rents	501.67	550	
S106 Funds	2,271.00	0	
Burial Ground Fees	625.00	1,000	
Donations/Grants	0.00	3,600	
other income	316.57	0	
Insurance claim	0.00	0	
VAT Reclaim			
<b>Sub Total</b>	<b>43,209.50</b>	<b>84,132</b>	
<b>Expense</b>			
Staff Remuneration + Pension +HMRC	10,196.35	22,772	45
Litter Picker	0.00	3,240	0
Admin/Office Costs	572.49	1,434	40
Hall Rental	303.13	541	56
Chair/Cllr Expenses	0.00	1,200	0
Bank Charges	24.05		
Subscriptions/Publications	964.00	1,000	96
Insurance/Audit Fees	1,725.96	2,200	78
Election costs (every 4 years)*	59.92	2,000	3
<b>Admin Sub Total</b>	<b>13,845.90</b>	<b>34,387</b>	40
Rights of Way booklet	0.00	349	0
Grounds Maintenance	4,643.35	12,000	39
Repairs/Maintenance	1,343.41	11,264	12
conservation volunteers	0.00	500	0
Tackling Flooding	0.00	1,500	0
Tree Work	275.00	3,000	9
Bin emptying	1,257.32	3,920	32
Waste Management	424.22	1,382	31
Annual Playground Inspection	0.00	300	0

EPC projects + new equipment*	1,188.62	11,776	10
Bus Shelters	5,508.00	6,000	92
Payback team	805.00	2,089	39
Clearing allotments	0.00	0	0
Emergency Plan	0.00	0	0
<b>OS Sub Total</b>	<b>15,444.92</b>	<b>54,080</b>	29
Website	281.90	540	52
Training	0.00	500	0
Grants	100.00	1,000	10
Section 137 Payments/now GPC and not a limit	0.00	1,000	0
VAT	2,856.29	0	
<b>Sub Total</b>	<b>3,238.19</b>	<b>3,040</b>	
	<b>32,529.01</b>	<b>91,507</b>	
<b>Income - Expenditure</b>	<b>10,680.49</b>	-7,375	

Funds carried over from current account	13,577.96	13,577.96
Funds carried over from Reserve Account	32,716.66	32,716.66
Plus Income-expenditure	10,680.49	-7,375.00
Outstanding Cheques not cashed		
<b>Total Funds remaining</b>	<b>56,975.11</b>	<b>38,919.62</b>



## **Appendix D**

### **Projects list**

1. Cross Green - replacement of existing play equipment with new.
2. Cross Green – replacement of the two oldest benches by new.
3. Cross Green – pond plants to enhance the pond.
4. Wild flower planting – suggest about three or four sites in the village, e.g. around/near Cross Green pond, the triangle at Webb’s Corner, the green outside CKS. Suggestion that buddleia and hedgerow fuschia could also be planted around the pond.
5. Bulbs for planting
6. Village signs – at entrances A327, Cross Green; Longwater Road and The Street. Signs to be colourful, welcoming and identify a feature of the village, e.g. “The Water Babies village”.
7. New woodwork “gates” at the three entrances to the village noted at (6).
8. Flower baskets – suggested a walk around to identify locations, including bus stops.
9. Permanently flashing speed signs on traffic islands through Eversley Cross and Centre
10. Lower Common – slide.
11. Chequers Green – hedgehog “hotel”., e.g. with the Hedgehog Trust. Residents could be enlisted to help build.
12. Centre Green – one piece of infants’ play equipment is needed.
13. Burial Ground extension
14. Firgrove Road Footpath