

MINUTES OF THE MEETING OF **EVERSLEY PARISH COUNCIL** HELD AT 7.30pm ON **TUESDAY 3RD DECEMBER 2019** IN EVERSLY VILLAGE HALL.

PRESENT: Cllr A McNeil (Chairman, AM)
Cllr E Beckett (EB)
Cllr S Dickens (SD)
Cllr E Dixon (ED)
Cllr K Neville (KN)
Cllr P Todd (PT)

ALSO PRESENT: 1 member of the public and Mrs J Routley (Clerk)

ACTIONS

100 Apologies for Absence

RESOLVED

The resignation of Cllr S Miller was noted. The Proper Officer at HDC has been notified. Cllr Miller has been removed as a bank signatory. There is therefore a casual vacancy on the Council. A by-election to fill the vacancy will be held if ten registered Electors from the Parish of Eversley give notice in writing requesting such an Election to the Proper Officer within 14 working days of the notice of 3rd December 2019. If after this time a by election has not been called then the Council may fill the vacancy through co-option.

EPC wishes to thank Cllr Miller for the huge amount of work she has put in during her time as a Parish Councillor - especially in her role as chair of OSC – and particularly, for the many things she helped the council to achieve that continue to be of benefit to the community.

Apologies were accepted for Cllr C Edge due to work commitments.

101 Declarations of Interest

None.

102 Minutes of the Last Meeting

Receipt of Minutes

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

RESOLVED

That the Minutes be approved and signed by the Chairman.

AM

103 Public Questions and Comments

Road Signs Following completion of the road works on the Reading Road, Highways have been asked to remove all the road signs through the village. Operation Resilience has confirmed they are dealing with this.

Flooding A resident contacted the council to point out that, whilst there has been much discussion about flooding at Webb's Corner over the years, there is also a drainage problem near the junction of Reading Road and Hollybush Lane: after heavy rain, water covers the whole of the road from kerb to kerb. They would like the Parish Council to investigate.

Lindums Nursery The nursery has contacted the council to say that they will not be providing plants for the baskets in 2020 as they did not feel they had been properly maintained this summer.

Climate change discussion

HDC has invited up to two representatives from each local Council to a discussion session to be held at Hart District Council offices in Fleet at 6pm on Monday 16th December. This will include discussion on ideas Town or Parish Councils may have for reducing carbon emissions and how best to work together to achieve this goal. No EPC councillors are available to attend.

Grants A resident wished to thank the Council for signposting him towards organisations that give grants. Councillors noted that it would be helpful if EPC's website could provide links to organisations such as these, with their permission, alongside EPC's own grants policy. **Clerk**

Chantreyland A resident asked if there had been any progress with the enforcement action taken by the LPA and the application by the developer to remove the provision for affordable housing. EPC had no further update from HDC.

Bulb planting Councillors had tried to organise volunteers to plant bulbs around Cross Green but there had not been enough people available at this time of year. The project will be deferred until the spring.

104 Open Spaces Committee

RESOLVED

- i) To note Cllr Edge's resignation from the Open Spaces Committee
- ii) Cllr S Dickens was elected as a replacement member to the Committee.

105 Meeting Dates

RESOLVED

The next Open Spaces Meeting will be held, as scheduled, for 7th January 2020, but with a brief agenda. **Clerk**

106 Banking Arrangements

RESOLVED

- i) To remove Sandra Miller and Cllr P Todd as bank signatories and to approve Cllr E Dixon as a replacement bank signatory. **Clerk**
- ii) To approve setting up a direct debit for telephone costs **Clerk**
- iii) To approve setting up a debit card for Council expenditure (as per new Financial Regulations) with a limit of £1,000 as per Financial Regulations. **Clerk**

107 Financial report

Schedule of Accounts

The Responsible Financial Officer's reconciliations for October 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 December 2019 (See Appendix B).

Year to Date

RESOLVED

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

108 Fees

RESOLVED

To increase fees in 2020-21 for the:

- (i) Burial Ground – by the Consumer Price Index rounded up to the nearest £5. (See Appendix D)
- (ii) Garden plots – To £35 for residents and £50 for non residents. (See Appendix E)

109 Budget

- (i) This item was deferred. **7.1.20**
- (ii) This item was deferred. **7.1.20**
- (iii) The Council noted the first draft budget for 2020/21 and agreed to return to it in January for final decision. **7.1.20**

110 Cross Green
RESOLVED
To cut back undergrowth at Cross Green Pond using the Payback team.
Cllr S Dickens offered to co-ordinate this project. **SD**

111 Hampshire's Rights of Way Priority Cutting List
RESOLVED
To advise HCC that footpaths 25, 8 or 15, 19, 16 and 4a and 4b would benefit from clearing next year. **Clerk**

112 Speed watch
RESOLVED

- To ask the Open Spaces Committee to consider taking over management of the Speed Watch programme and speed indicator devices. **OSC**
- To ask the former councillor if she wished to continue to be a part of the programme. **Clerk**

113 Lengthsman Scheme
RESOLVED
To accept the recommendation from Open Spaces Committee that the Lengthsman Scheme is used to clear and resurface the pathway along Firgrove Road. This will use up the scheme funds for 2019/20.

114 Yelabus This item was deferred until the meeting in February. **4.2.20**

115 Rights of Way booklet
RESOLVED
To assign Cllr S Dickens as a lead councillor to prepare a new booklet that can be accessed in hard copy and online. **SD**

116 Planning
i) Planning Applications
RESOLVED
To note receipt of the following planning applications and, where appropriate, to forward the comments listed below to HDC. **Clerk**

a) 19/02560/FUL & 19/02561/LBC Firgrove Manor Cottage Firgrove Road
Erection of a side extension, conversion of garage into habitable accommodation. Alterations to roof and alterations to fenestration.
EPC Consultee Comment: No Comment

b) 19/02643/HOU Dorma Chequers Lane
Demolition of detached garage, erection of two storey side and rear extensions and front porch, alterations to fenestration, removal of roof and raising of roof height and erection dormers windows to front and rear
EPC Consultee Comment: EPC suggests that the first floor windows are opaque glass to stop overlooking of neighbouring properties and gardens.

There being no further items for discussion the Chairman closed the meeting at 9.21pm

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

The next Meeting will be held on Tuesday 7th January 2020

Forward Plan

Date	Meeting	Draft Items
7th Jan 2020 7.30pm at Eversley Village Hall	Full Council & Open Spaces Committee	
4th Feb 2020 7.30pm at Eversley Village Hall	Full Council	

Appendix A

Eversley Parish Council - Bank Reconciliation

31st October 2019

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

Date

Approved

by _____ **A. McNeil, Chairman**

Date

Approved by _____ **Councillor**

Signed

Date

Current Account No. 37685868

Brought forward as at 30th September 2019

60,772.14

as per Bank Statement Lloyds sheet

02-Oct-19	Staff	Salaries - Sept	-1241.55
02-Oct-19	J Routley, Clerk	Expenses/Admin - Sept	-383.13
02-Oct-19	Hampshire Pension Fund	Sept contribution	-312.60
02-Oct-19	Nick Robins Ltd	Grounds maintenance - Sept	-1098.00
02-Oct-19	Nick Robins Ltd	Tree work around pond	-702.00
02-Oct-19	Basingstoke Skip Hire	Skip hire Sept	-122.70
000017	ICO	Annual Data Protection Fee	-40.00
02-Oct-19	Eversley Village Hall	Hire- sept	-50.00
	HM Revenue and Customs		
000018	only	HMRC Jul- Sept	-761.31
000019	RBL Poppy Appeal	Wreath and donation	-50.00
02-Oct-19	ICCM	Burial ground course	-204.00
02-Oct-19	K.N. Property Development	Labour to dismantle bus shelter	-240.00
000020	A, McNeil	Councillor expenses	-18.10
		removal of fallen willow tree from	
15-Oct-19	Nick Robins Ltd	pond	-222.00
21.10.19	Lloyds Bank	Bank Fees	-7.80

Lodgements

23-Oct-19	Aviva	Insurance claim bus shelter	4,537.00
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Total movement as per cashbook

59,855.95

Unpresented cheques as at 31st October 2019

Chq no.

000016	Mr JGW Hammond	refunding overpayment	87.17
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Bank Balance as at 31st October 2019 as per Sheet

59,855.95

Balance in Reserve Account 38770268

32,724.81

9.10.19	Interest	1.34
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32,726.15

Total funds held by EPC as at 31st October 2019

92,582.10

Appendix B

Eversley Parish Council

Payments for approval 3.12.19

Prepared by _____ J Routley, Clerk/RFO
Date

Approved by _____ A McNeil, Chairman
Date

Approved by _____
Councillor
Signed _____
Date

Lloyds Bank	Bank Fees	9.10
Eversley Village Hall	Grant Award	500.00
CPRE	Annual Membership	36.00
Staff	Salaries - Nov	1,511.61
J Routley, Clerk	Expenses/Admin - Nov	225.49
Hampshire Pension Fund	Nov contribution	336.91
Nick Robins Ltd	Grounds maintenance - Nov	1098.00
Basingstoke Skip Hire	Skip hire Nov	92.11
Eversley Village Hall	Hire- Nov	50.00
Eversley and Bramshill Parish Magazine	Annual Subscription	14.00
Playscene	signs for play areas	1,116.00
Nick Robins Ltd	removal of tree from burial ground	30.00
	TOTAL	<u>5,019.22</u>

Appendix C

Year to Date

at 31st Oct 2019

	FY 19-20 YEAR to date	Budget 19-20	% of budget used
Income			
Precept (split into 2 payments)	78,977.00	78,977	
HDC Council Tax Support Grant	0.00	0	
Bank Interest (on reserve acc)	9.49	5	
Garden Plot Rents	501.67	550	
S106 Funds	2,271.00	0	
Burial Ground Fees	835.00	1,000	
Donations/Grants	0.00	3,600	
other income	316.57	0	
Insurance claim	4,537.00	0	
VAT Reclaim			
Sub Total	87,447.73	84,132	
Expense			
Staff Remuneration + Pension +HMRC	14,065.76	22,772	62
Litter Picker	0.00	3,240	0
Admin/Office Costs	1,022.10	1,434	71
Hall Rental	353.13	541	65
Chair/Cllr Expenses	18.10	1,200	2
Bank Charges	39.00		
Subscriptions/Publications	1,004.00	1,000	100
Insurance/Audit Fees	2,025.96	2,200	92
Election costs (every 4 years unless by-election called)	59.92	2,000	3
Admin Sub Total	18,587.97	34,387	54
Rights of Way booklet	0.00	349	0
Grounds Maintenance	5,996.69	12,000	50
Repairs/Maintenance	1,583.41	11,264	14
conservation volunteers	0.00	500	0
Tackling Flooding	0.00	1,500	0
Tree Work	1,045.00	3,000	35
Bin emptying	1,733.98	3,920	44
Waste Management	603.53	1,382	44
Annual Playground Inspection	0.00	300	0

EPC projects + new equipment	1,275.79	11,776	11
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
OS Sub Total	18,551.40	54,080	34
Website	281.90	540	52
Training	170.00	500	34
Grants	150.00	1,000	15
Section 137 Payments/now GPC and not a limit	0.00	1,000	0
VAT	3,506.15	0	
Sub Total	4,108.05	3,040	
	41,247.42	91,507	
Income - Expenditure	46,200.31	-7,375	
			Total potential available funds

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	46,200.31	-7,375.00
Outstanding Cheques not cashed	87.17	
<u>Total Funds remaining</u>	<u>92,582.10</u>	<u>38,919.62</u>

Appendix D

EVERSLEY PARISH COUNCIL

TABLE OF CHARGES

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>Burial Plots First interment in a burial plot, including the right to burial for a period of 100 years, of :-</p> <p>a) the body of an adult, whose age at death exceeded 16 years;</p> <p>b) the body of a child, whose age at death was 16 years or less but exceeded 1 month;</p> <p>c) the body of an infant, whose age at death did not exceed one month or who was still born;</p> <p>Second interment in a burial plot, which has a right to burial, of :-</p> <p>d) the body of an adult, whose age at death exceeded 16 years;</p> <p>e) the body of a child, whose age at death was 16 years or fewer but exceeded 1 month;</p> <p>f) the body of an infant, whose age at death did not exceed one month or who was still born;</p> <p>g) the cremated remains of any individual;</p> <p>Third and subsequent interments in a burial plot of :-</p> <p>h) the cremated remains of any individual.</p>	<p>£555 £275 Nil</p> <p>£175 £160 Nil £95</p> <p>£95</p>
<p>Ashes Plots First interment in an ashes plot, including the right to burial for a period of 100 years, of :-</p> <p>a) the cremated remains of any individual;</p> <p>Subsequent interments in an ashes plot, which has a right to burial, of :-</p> <p>b) the cremated remains of any individual.</p> <p>Scattering of Ashes within the consecrated burial ground.</p>	<p>£120</p> <p>£85</p> <p>£50</p>
<p>Monuments, Kerbs, Ledgers and Monumental Inscriptions</p> <p>The erection of an inscribed monument - a tombstone, tablet, cross, vase, plaque, or marker –</p> <p>a) on a burial plot;</p> <p>b) on an ashes plot;</p> <p>The erection of kerbs or a ledger stone, with or without inscriptions, on a burial plot –</p> <p>c) at ground level</p>	<p>£110</p> <p>£70</p> <p>£70</p>

d) raised above ground level	£110
e) The addition of each further inscription to a monument, kerb or ledger stone;	£45
Copies of the Register	
a) A certified copy of a single entry in the Register of Burials;	£30

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

Appendix E

GARDEN PLOT FEES

Annual Fees 2020/21:

- For a resident of Eversley or Bramshill resident £35
 - For a non-resident £50
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