

MINUTES OF THE MEETING OF **EVERSLEY PARISH COUNCIL** HELD BY VIDEOCONFERENCE AT 7.30pm ON **TUESDAY 2nd JUNE 2020.**

PRESENT: Cllr A McNeil (Chairman, AM)
Cllr S Dickens (SD)
Cllr E Dixon (ED)
Cllr P Todd (PT)

ALSO PRESENT: Dr A Crampton (HDCllr) and Mrs J Routley (Clerk)

ACTIONS

15 Apologies for Absence

RESOLVED

The resignation of Cllr E Beckett was noted. The Proper Officer at HDC has been notified. There is therefore a casual vacancy on the Council.

EPC wishes to thank Cllr Beckett for the work she has put in during her time as a Parish Councillor.

Cllr K Neville would have attended but experienced technical difficulties accessing the meeting.
Cllr C Edge was absent.

16 Declarations of Interest

The Cllr P Todd declared a non-pecuniary interest in item 11a), (See Min:25a) as he knows the applicants.

Cllr E Dixon declared a non-pecuniary interest in item 11c), (See Min:25c) as he knows the applicants.

17 Minutes of the Last Meeting

Receipt of Minutes

The minutes of the meeting of Eversley Parish Council held on **Tuesday 19th May 2020** had been previously circulated to all Councillors.

Errors

Min: 2 line 1 delete 'nonpecuniary' and replaced with non-pecuniary'

RESOLVED

That, with these amendments, the Minutes be approved and signed by the Chairman (*note these will be signed electronically and signed in person at the next Council meeting held in person*).

AM

18 Public Questions and Comments

None.

19 Financial report

It was noted that the Village Hall would not currently be receiving hall hire fees from EPC.

Schedule of Accounts

The Responsible Financial Officer's reconciliations for April 2020 had been previously circulated along with copies of the bank statements. (See Appendix A)

RESOLVED

- The reconciliation for April 2020 was accepted.

Payments

RESOLVED

- To authorise the schedule of payments for June 2020 (See Appendix B).

Year to Date

RESOLVED

The Year to Date report as of April 2020 accepted (See Appendix C)

20 Delegation
RESOLVED
To approve delegated authority to the Clerk to submit comments to the planning authority, after consultation via email with the Council, in respect of planning applications that have a deadline for response before the next scheduled Council meeting. Comments submitted will be ratified at the following meeting of the Council. **Clerk**

21 Burial Ground
A draft plan had been circulated to all councillors with suggested further space which could be used for interments.
RESOLVED
That a further site visit is required to finalise the plan. The Chairman, Cllr Dixon and Cllr Todd will visit the burial ground and will report back to the next meeting. **AM/ED/PT**

22 HDC 'Recovery' Sounding Board
RESOLVED
i) That EPC wishes to be represented by Fleet Town Council on the Hart 'Recovery' Sounding Board of parish and town councils.
ii) To advise Fleet of the following issues and challenges to recovery that EPC foresees for Eversley:-

- To find ways of helping Eversley's businesses advertise more widely to generate more business post-pandemic.
- To find ways of providing financial help for Village Halls whose income has been reduced because of the pandemic restrictions.
- To clear cycleways and footpaths to encourage more travel on bike and foot.

23 Affordable Housing
RESOLVED

- Based on the survey from Action Hampshire which demonstrated a need in the Village EPC wishes to proceed with this project.
- To write to Action Hampshire to identify potential sites and to pursue the project on EPC's behalf. **Clerk**
- To ask Action Hampshire for a realistic timetable to report back to EPC on progress. **Clerk**

24 Up Green
The Council discussed what action to take regarding parking and fly tipping issues.
RESOLVED

- Parking To write to the residents to remind them that it is unlawful to park on Village Greens; that they have a right of access but no more. **Clerk**
- Fly Tipping To put a note on social media to advise residents that the green bin waste service will resume from 15th June 2020; that the tips are now open and to make use of both; and that disposal of garden waste in public areas is not permissible as it is fly tipping, and could result in a fine. **Clerk**

25 Planning
RESOLVED
To note receipt of the following and, where appropriate, to forward the comments listed below to HDC. **Clerk**
a) 20/01055/LBC Brick House Brickhouse Hill
Repair of pitched roof and replacement of failed clay tiles with handmade peg tiles matching existing. Insulation to roof space with sheep wool insulation. Repair chimneys with mortar tilt

fillets at chimney bases where they meet the roof. Propose changing the cover at the base to code 5 step and cover flashing.

EPC Consultee Comment: No comment

b) 20/00639/PRIOR Land At New Farm Stud The Street

Conversion of a barn to dwelling and erection of a double garage

EPC Consultee Comment: EPC has no evidence that the building has ever been in agricultural use. The applicant advises that neither the proposed duck rearing unit nor the proposed veal calf rearing unit ever used the site or the building. Incidentally, the existing residential unit on site has never been occupied, because it has an agricultural tie and no agricultural activity has taken place on site since its construction.

The only apparent use of the building has been as stables in association with The Fearnside Foundation. This is a registered charity and its aims are "The education and training in equestrian matters - together with the care of horses", which is not an agricultural use.

As the building is the only building to serve as stables and a storage barn for the New Farm Stud, it cannot be regarded as redundant. Its conversion to residential is likely to lead to the construction of replacement stabling and barns or the closure of the entire site as a stud farm.

The site is not appropriate for a new residential building, being remote from existing services and in the open countryside. The conversion would be unsustainable development, entirely reliant on the use of private vehicles, contrary to Government advice.

c) 20/01167/AMCON Appleyards Oaklea Drive

Variation of Condition Application 2 attached to Planning Permission 19/02750/HOU dated 28/02/2020, to amend the approved plans. To allow for a dormer window construction.

EPC Consultee Comment: No comment

There being no further items for discussion the Chairman closed the meeting at 9.10pm

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

The next Meeting will be confirmed – Virtual Meetings will be scheduled if, and when, required.

Forward Plan

Date	Meeting	Draft Items
TBC	Full Council	

Appendix A

Eversley Parish Council - Bank Reconciliation

**30th April
2020**

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 31st March 2020

42,463.62

as per Bank Statement Lloyds sheet

07-Apr-20	Staff	Salaries - March	-1,701.43
10-Apr-20	J Routley, Clerk Hampshire Pension Fund	Expenses/Admin - March	-267.53
07-Apr-20	Nick Robins Ltd	March contribution	-399.45
07-Apr-20	Nick Robins Ltd	Grounds Maintenance - Mar	-1,098.00
10-Apr-20	Nick Robins Ltd	Work at cross green	-60.00
07-Apr-20	Eversley Village Hall	Hire - Mar	-65.00
07-Apr-20	Basingstoke Skip Hire	Skip Hire - March	-115.14
07-Apr-20	HMRC	Jan-Mar	-895.71
07-Apr-20	Hampshire County Council	Warbrook Lane Garden Plot Tenancy	-200.00
07-Apr-20	Parish online Hants & IOW CRC LTD.	Annual subscription	-42.00
07-Apr-20	LTD.	Visit 4th March	-90.00
19-Apr-2020	Lloyds Bank	Bank Fees	-6.50

Lodgements

			Invoice no.	
2-Apr-2020	Plot 1 & 7	Garden Plot	P001/2020-2021	100.00
3-Apr-2020	Plot 2	Garden Plot	P002/2020-2021	35.00
3-Apr-2020	Plot 5	Garden Plot	P005/2020-2021	50.00
6-Apr-2020	Plot 3	Garden Plot	P003/2020-2021	50.00
7-Apr-2020	Plot 8	Garden Plot	P007/2020-2021	50.00
14-Apr-2020	Plot 4	Garden Plot	P004/2020-2021	35.00
17-Apr-2020	Haven Memorial	Memorial C46	M001/2020-2021	110.00
17-Apr-2020	Hart District Council	Precept		39,488.50
20-Apr-2020	Plots 6 & 13	Garden Plot	P006/2020-2021	100.00
			P010/2020-2021 & P011/2020-2021	150.00
30-Apr-2020	Plots 11, 12, 14	Garden Plot		

Total movement as per cashbook

77,691.36

Unpresented cheques as at 30th April 2020

Chq no.

Bank Balance as at 30th April 2020 as per Sheet

77,691.36

Balance in Reserve Account 38770268

32,732.97

9.4.2020

Interest

1.39

32,734.36

Total funds held by EPC as at 30th April 2020

110,425.72

Appendix B

Payments for approval 6.2.2020

Prepared by _____ J Routley, Clerk/RFO
Date

Approved by _____ A McNeil, Chairman
Date

Approved by _____ Councillor
Signed _____
Date

Lloyds Bank	Bank Fees	6.50
Staff	Salaries - May	1,630.90
J Routley, Clerk	Expenses/Admin - May	99.29
Hampshire Pension Fund	May contribution	423.00
Nick Robins Ltd	Grounds Maintenance - May	1,098.00
Basingstoke Skip Hire	Skip Hire - May	91.75
Paragon Internet Group	Email hosting 20/6/2020-19/6/2021	45.48
	TOTAL	<u>3,394.92</u>

Appendix C

Year to Date

at 30th Apr 2020

	FY 20-21 YEAR to date	Budget 20- 21	% of budget used
Income			
Precept (split into 2 payments)	39,488.50	78,977	
HDC Council Tax Support Grant	0.00	0	
Bank Interest (on reserve acc)	1.39	10	
Garden Plot Rents	570.00	500	
S106 Funds	0.00	0	
Burial Ground Fees	110.00	1,017	
Donations/Grants	0.00	1,000	
other income	0.00	0	
Insurance claim	0.00	0	
VAT Reclaim	0.00		
Sub Total	40,169.89	81,504	
Expense			
Staff Remuneration + Pension +HMRC	2,996.59	28,382	10.6
Admin/Office Costs	267.53	1,458	18.3
Hall Rental	65.00	550	11.8
Chair/Cllr Expenses	0.00	350	0.0
Bank Charges	6.50	64	10.2
Subscriptions/Publications	42.00	1,017	4.1
Insurance/Audit Fees	0.00	2,237	0.0
Election costs (every 4 years unless by-election called)	0.00	0	0.0
Admin Sub Total	3,377.62	34,059	9.9
Rights of Way booklet	0.00	349	0.0
Grounds Maintenance	876.67	8,830	9.9
Repairs/Maintenance	50.00	11,455	0.4
conservation volunteers	0.00	509	0.0
Tackling Flooding	0.00	1,526	0.0
Tree Work	0.00	3,051	0.0
Bin emptying	238.33	2,860	8.3
Waste Management	95.95	1,405	6.8
Annual Playground Inspection	0.00	350	0.0
EPC projects + new equipment	0.00	11,976	0.0

Bus Shelters	0.00	0	0.0
Payback team	90.00	2,125	4.2
Clearing allotments	0.00	500	0.0
Emergency Plan	0.00	0	0.0
OS Sub Total	1,350.95	44,936	3.0
Website	0.00	1,000	0.0
Training	0.00	509	0.0
Grants	0.00	1,000	0.0
Section 137 Payments/now GPC and not a limit	0.00	0	0.0
VAT	212.19		0.0
Sub Total	212.19	2,509	8.5
	4,940.76	81,504	6.1
Income - Expenditure	35,229.13	0	

Funds carried over from Current Account	42,463.62	42,464
Funds carried over from Reserve Account	32,732.97	32,733
Plus Income-expenditure	35,229.13	0
<u>Total Funds remaining</u>	<u>110,425.72</u>	<u>75,197</u> -

Earmarked Reserves 2020-21	
6 months running costs	21,600
Project: New Play Area Cross Green	20,000
Project: Burial Ground Extension	5,000
Total	46,600

Year to Date

at 31st Mar 2020

	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)	16.31	5	
Garden Plot Rents	514.17	550	
S106 Funds	2,271.00	0	
Burial Ground Fees	875.00	1,000	
Donations/Grants	3,147.37	3,600	
other income	316.57	0	
Insurance claim	4,537.00	0	
VAT Reclaim	7,684.84		
Sub Total	98,339.26	84,132	
Expense			
Staff Remuneration + Pension +HMRC	23,528.93	22,772	103
Litter Picker* employee included above	0.00	3,240	0
Admin/Office Costs	1,654.03	1,434	115
Hall Rental	581.25	541	107
Chair/Cllr Expenses	34.50	1,200	3
Bank Charges	90.35		
Subscriptions/Publications	1,054.00	1,000	105
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	29,028.94	34,387	84
Rights of Way booklet	0.00	349	0
Grounds Maintenance	9,380.04	12,000	78
Repairs/Maintenance	2,693.41	11,264	24
conservation volunteers	0.00	500	0
Tackling Flooding	0.00	1,500	0
Tree Work	1,245.00	3,000	42
Bin emptying	2,925.63	3,920	75
Waste Management	1,012.22	1,382	73
Annual Playground Inspection	260.00	300	87
EPC projects + new equipment	3,003.17	11,776	26

Bus Shelters	11,688.00	6,000	195
Payback team	805.00	2,089	39
Clearing allotments	0.00	0	0
Emergency Plan	0.00	0	0
OS Sub Total	33,012.47	54,080	61
Website	281.90	540	52
Training	170.00	500	34
Grants	650.00	1,000	65
Section 137 Payments/now GPC and not a limit	0.00	1,000	0
VAT	6,293.98	0	
Sub Total	7,395.88	3,040	
	69,437.29	91,507	
Income - Expenditure	28,901.97	-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	28,901.97	-7,375.00
<u>Total Funds remaining</u>	<u>75,196.59</u>	<u>38,919.62</u>

Receipts and Payments Summary

For the year 1 April 2019 to 31 March 2020

2019/20

2018/19

Total balance brought forward

46,295

37,524

Plus: Total Receipts

98,339

99,462

Minus: Total Payments

69,437

90,691

Balance to carry forward

75,197

46,295

Bank reconciliation as at 31 March 2020

Lloyds Current Account 37685868

42,464

13,578

Minus: Outstanding Cheques

Plus: Reserve Account

32,733

32,717

Lloyds Reserve Account 38770268

Total:

75,197

46,295

Signed:

.....
Chairman

.....
Responsible Financial Officer

Receipts and Payments

	31.03.2020	31.03.2019	variance
Precept	78,977	77,126	1,851
Council Tax Grant	0		0
Bank Interest (reserve a/c)	16	11	6
Investment Interest	0		0
Garden Plots	514	624	-109
Burial Ground Fees	875	1,530	-655
Donations/Grants	3,147	11,138	-7,991
S106 Funds	2,271		2,271
VAT Refund	7,685	8,037	-352
Other Income	4,854	997	3,857
	98,339	99,462	-1,123
Staff costs	23,529	23,723	-194
Admin/Office Costs	1,654	1,340	314
			0
Cllr Expenses/Chairman Allowance	35	85	-50
Bank Charges	90		90
Hall Rental	581	496	85
Insurance	1,576	1,524	52
Audit	450	450	0
Election charges	60		60
Subscriptions/Publications/Advertising	1,054	1,084	-30
Repairs/Maintenance	2,693	5,573	-2,880
EPC Projects	3,003	28,856	-25,853
Bus Shelters	11,688		11,688
Website	282	0	282
Playground Safety Inspection	260	260	0
Grounds Maintenance	9,380	9,384	-4
Bin emptying	2,926	3,634	-708
Tree work	1,245	175	1,070
Waste Management	1,012	956	57
Payback team	805	1,725	-920
Clearing allotments	0	0	0
Conservation group	0	0	0
Training Courses	170	205	-35
Section 137 Payments	0	1,050	-1,050
Grants and Donations	650	350	300
VAT Payments	6,294	9,821	-3,527
Total expenditure	69,437	90,691	-21,254
Income-expenditure	28,902	8,771	

Current Account 37685868

Balance brought forward 1.4.19	13,578	23,818
Income-expenditure as at 31.3.2020	28,902	8,771
Less amounts credited to reserves above	-16	-11
Less transfer to Reserve a/c	0	-19,000
Less unrepresented cheques	0	0
Opening balance as at 1.4.2020	42,464	13,578

Reserve Account 38770268

Balance brought forward 1.4.19	32,717	13,706
Interest	16	11
Transfer from current account	0	19,000
Reserves carried forward	<u>32,733</u>	<u>32,717</u>
<u>Total Funds remaining</u>	<u>75,197</u>	<u>46,295</u>

Appendix E

Insert Asset List