

MINUTES OF THE MEETING OF **EVERSLEY PARISH COUNCIL** HELD AT 8pm ON **TUESDAY 2nd OCTOBER 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: Dr A Crampton (HDCllr), D Simpson (HCllr) and Mrs J Routley (Clerk)

**ACTIONS**

87 Apologies for Absence

**RESOLVED**

Apologies were accepted for Cllr K Neville and Cllr E Beckett, both due to personal commitments.

88 Declarations of Interest

The Chairman declared a non-pecuniary interest in item 15a) 1., Min: 101 as he knows the applicants.

Cllr S Miller declared an interest in item 12, Min: 98 as she is on the Village Hall Committee. She took no part in the discussion or vote.

Cllr S Dickens declared an interest in item 11, Min 97 as he is also an HDC councillor. He took no part in the discussion or vote.

Cllr S Dickens declared an interest in item 22, Min 102 as he is also a councillor at another Council where the employee is also employed.

89 Minutes of the Last Meeting

Receipt of Minutes

a) The minutes of the meeting of Eversley Parish Council held on **Tuesday 4<sup>th</sup> September 2018** had been previously circulated to all Councillors.

Errors

Change 'Patricia Hughes' to 'Ms Hughes' throughout.

Min 78: line 2 change to 'Not to set up a Working Group at present but to see what Ms Hughes could suggest HDC might be able to do.'

**RESOLVED**

- That with these amendments, the Minutes be approved and signed by the Chairman.

**AM**

90 Open Spaces Committee

This item was deferred.

**6.11.18**

91 Remembrance Day

**RESOLVED**

- (i) To appoint the Chairman to represent EPC at the Remembrance Day Service on 11<sup>th</sup> November at St Mary's Church. **AM**  
AM
- (ii) To approve purchase of a wreath and donation under S137 at a cost of £50 and to raise a cheque.

**Clerk**

92 Public Questions and Comments

Traffic on The Street Dr A Crampton (HDCllr) said she had met with residents on The Street to discuss speeding and increased traffic. EPC offered to move one of the Speed Indicator Devices to The Street. T. Southern (HDCllr) had asked D. Simpson (HCCllr) for a meeting with Highways to discuss the issue. D. Simpson has also asked the local MP to take up the issue with the Ministry of Transport.

Webb's Corner D. Simpson (HCCllr) said he had received a report from the Flood and Water Management Co-ordinator at HCC, which EPC should be receiving shortly. The design work for the project should be commencing on 8<sup>th</sup> October. The Chairman advised that Webb's Corner was an agenda item at the upcoming Parish Flood Forum and D. Simpson said he had raised the matter last week at the Hart Multi Agency Flooding meeting.

20mph Sign Residents have complained that the 20mph sign by the school is obscured by an overhanging tree. EPC will write to HCC to explain that tree branches are obscuring the speed sign and ask that they be cut back as they are causing a highway safety hazard.

Yellow lines by Village Hall It was noticed that the yellow road markings were fading. D. Simpson asked EPC to email him and he would look into the issue.

Footpath Closures The Countryside Service has made an Order to temporarily close parts of Bramshill footpaths 5 and 10 and Eversley Footpath 1 to allow Scottish and Southern Electricity to undertake work on the network pylons situated near the footpaths. Cllr Dixon suggested that EPC ask that notices about these footpath closures be put up at various access points. EPC will request this and the Clerk will also include the notice on EPC's website for information.

**Clerk**

93 Financial report

Schedule of Accounts

The Responsible Financial Officer's reconciliations for August 2018 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 2018 (See Appendix B).

Year to Date

**RESOLVED**

The Year to Date report was accepted. (See Appendix C).

Virement

**RESOLVED**

- To vire funds as follows:  
£1,000 from 'Tree Work' to 'EPC Projects', as funding for tree work at the pond would have come from this budget.  
£500 from 'Training' to 'EPC Projects' as this budget line is underspent.  
£3,000 from 'Neighbourhood Plan' to 'EPC Projects' as the Council has decided not to proceed with a neighbourhood plan.

94 External Audit

**RESOLVED**

To accept and approve the audited annual return for 17/18. EPC thanked the Clerk for steering the audit through so successfully.

95 Budget Working Group

**RESOLVED**

To create a budget working group and to appoint the Chairman, Cllr Miller, Cllr Edge and Cllr Dixon to the group. The Clerk was also asked to attend.

96 Cross Green Pond work

It was noted that Open Spaces Committee had already approved the tree work around the pond as a separate project, a grant of £1,000 had been received from Tesco Bags of Help, and HDC has committed £5,000 upon completion of the project. EPC had budgeted £10,000 towards the project, of which £500 has already been spent on a pond survey. And £4,500 has been vired, as per item 93, from other budget headings into the EPC projects budget line. A total of £20,000 was therefore available. EPC noted that, whilst other suppliers had submitted quotes for individual stages of the project, only one had been willing to quote for the entire project. If the project was to proceed, EPC took the view that a single supplier would be the most economical and effective.

**RESOLVED**

- (i) To engage Universal Aquaculture Limited to proceed, as per their quotation and at a cost of £20,000, to:
- undertake tree surgery surrounding the pond
  - dredge the pond
  - make good the bank of the pond
  - make other enhancements to the pond and surrounding area.
- (ii) To pay a small deposit and pay the balance in staged payments as requested by the supplier.

97 HDC Burial Ground Recharge

**RESOLVED**

To recharge HDC for the actual cost of annual maintenance of the closed graveyard and churchyard. **Clerk**

98 Venue for future meetings

The Council had decided in July, since the Village Hall was not available at the time needed, to seek an alternative venue if practicable. St Neot's School had kindly offered their venue free of charge. Since then the Village Hall had notified EPC that it could now accommodate Parish Council meetings at the desired time. EPC felt that the Council should support the Village Hall and thought it preferable to maintain a central location in the village for meetings.

**RESOLVED**

- To hold future meetings at the Village Hall on the first Tuesday of the month at 7.30pm for Full Council and the second Tuesday of the month at 7.30pm for Open Spaces Committee. EPC will write to St Neot's to thank them for their offer and advise that they would not now need to take it up. **Clerk**

99 Playground Inspector

Three quotes had been provided.

**RESOLVED**

- To use The Play Inspection Company, at a cost of £260, to provide the annual inspection of play areas.
- To instruct The Play Inspection Company to undertake the Inspection in Oct/Nov.

100 GDPR

This item was deferred.

**6.11.18**

101 Planning

a) Planning Appeals

**RESOLVED**

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

- 1 Planning Appeal REF: 18/00024/NONDET for Lawful Development Certificate to confirm the implementation of planning permission 15/03096/FUL, dated 13 April 2016. Technical commencement. at 3 Lower Common, Eversley, Hook, RG27 0QT, PINS REF: APP/N1730/X/18/3209257 LDC 3 lower common  
EPC Consultee Response: EPC had resent its previous comments to the Planning Inspector.
- 2 Planning Appeal Ref.: MIMA/17/02476/FUL Land On The North Side Of Warbrook Lane Demolition of a single dwelling (Four Seasons) and erection of 12 no. dwellings with access, parking, public open space and associated works. APP/N1730/W/18/3198552  
EPC Consultee Response: Offer no Comment since this is a technical issue.

b) Planning Applications

**RESOLVED**

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

- 1 18/01502/HOU Nod Cottage 1 Mud Lane Two storey side, single storey front and single storey rear extensions and alterations to fenestration.  
EPC Consultee Response: Offer no Comment
  
- 2 18/02019/LBC The White Hart The Street Proposed formation of opening.  
EPC Consultee Response: Offer no Comment.
  
- 3 18/02151/AMCON Woodside Longwater Lane Removal of Condition 7 attached to Planning Permission 13/00689/FUL dated 01/04/2013.  
EPC Consultee Response: Offer no Comment

At 9.10pm Dr A Crampton (HDCllr) and D. Simpson (HCCllr) left the meeting.

101 Exclusion Of Public  
**RESOLVED**

To decide that the public be excluded from the remainder of the meeting on the grounds that exempt information, as defined in Schedule 12A of the Local Government Act 1972, that relates to individuals, specifically existing staff, is likely to be disclosed.

102 Staffing Item

See confidential minute C01.

There being no further items for discussion the Chairman closed the meeting at 9.27pm

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

**The next Meeting will be held on Tuesday 6<sup>th</sup> November 2018**

**Forward Plan**

Date	Meeting	Draft Items
15 <sup>th</sup> October 1.30pm	Open Spaces	
6 <sup>th</sup> November 7.30pm	Full Council	

## Appendix A

Eversley Parish Council - Bank Reconciliation		
<b>31st August 2018</b>		
Prepared by _____ <b>J Routley, Clerk/RFO</b>		
<b>Date</b>		
<b>Approved by</b> <b>A. McNeil, Chairman</b>		
<b>Date</b>		
Current Account No. 36419109		
<b>Brought forward as at 31st July 2018</b>	<b>23,149.18</b>	
<b>as per Bank Statement 305</b>		
<b>Cheques prior period cashed</b>		
Hants & IOW CRC Ltd	<b>2799</b>	<b>-85.00</b>

Payback team 11th Jan			
<b>2800&amp;2801</b> Staff Salaries Salary – July		-1418.09	
<b>2802</b> J Routley, Clerk Expenses/Admin - July		-196.89	
<b>2803/2811</b> Hampshire Pension Fund July Contribution		-284.03	
<b>2804</b> Nick Robins Ltd Grounds Maintenance - July		-1,200.80	
<b>2805</b> Eversley Village Hall Hire - July		-42.00	
<b>2806</b> Basingstoke Skip Hire Skip hire July		-118.20	
<b>2807</b> Royal Mail Group Ltd PO Box Annual renewal		-330.00	
<b>2808</b> Hants & IOW CRC Ltd Payback team 10th May		-85.00	
<b>2809</b> Playscene Ltd Playarea Repairs and bark		-4,916.52	
<b>2810</b> A.McNeil Cllr Expenses		-24.05	
<b>2812</b> Nick Robins Ltd Additional 2 bins emptying		-16.20	Error cheque Should have been £16.80

Transfer to Lloyds account 37685868	-47,164.80	
<b>Lodgements</b>		
Transfer from Reserve Account 36419117	<b>32,709.90</b>	
Garden plot	<b>22.50</b>	
<b>Total movement as per cashbook</b>	<b>0.00</b>	
<b>Unpresented cheques as at 31st August 2018</b>		
<b>Chq no.</b>		
<b>Balance as at 31st August as per Sheet 306</b>	<b>0.00</b>	
ACCOUNT CLOSED		
<b>Balance in Reserve Account Sheet 156</b>	32,709.81	
Interest	0.09	
ACCOUNT CLOSED	<b>32,709.90</b>	
<b>Balance in EPC EM Account Sheet 12</b>		
ACCOUNT CLOSED	<b>0.00</b>	
<b>Balance as at 31st August LLOYDS as per Sheet 1</b>	<b>47,164.80</b>	
<b>Total funds held by EPC as at 31st August 2018</b>	<b>47,164.80</b>	

## Appendix B

Eversley Parish Council				
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<b>Payments for approval 2.10.18</b>				
<b>Prepared by</b> _____ <b>J Routley, Clerk/RFO</b>				
<b>Date</b>				
<b>Approved by</b> _____ <b>A McNeil, Chairman</b>				
<b>Date</b>				
Staff Salaries	Salary - Sept	1417.29		
J Routley, Clerk	Expenses/Admin - Sept	69.57		
Hampshire Pension Fund	Sept contribution	284.03		
Nick Robins Ltd*	Grounds maintenance - Sept	1200.80		
PKF Littlejohn LLP	External Audit Fee	360.00		
Hants & IOW CRC Ltd	23rd August	85.00		
Basingstoke Skip Hire	Skip hire Sept	81.60		
ICO	Annual Data Protection Fee	40.00		
Eversley Village Hall	Hire- sept	42.00		
HMRC	Jul- Sept	824.67		
RBL Poppy Appeal	Wreath and donation under S137	50.00		
Lloyds**	Bank Charge	6.50		
	<b>TOTAL</b>	<b><u>4,461.46</u></b>		
<i>* 60p added to payment as underpayment previously on cheque 2812 written</i>				

<i>incorrectly but correct amount already approved</i>				
<i>*** This will we taken automatically from our account</i>				
<i>note: Nick Robins Ltd cheque 000002 written as underpayment previously on cheque 2795</i>				
<i>written incorrectly but correct amount already approved</i>				

**Appendix C**

<b>EVERSLEY PARISH COUNCIL</b>				
at 31st Aug 2018				
	<b>FY 18-19</b>		<b>Budget</b>	<b>% of budget used</b>
	<b>YEAR</b>			
	<b>to date</b>			
<b>Income</b>				
Precept (split into 2 payments)	38,563.00		77,126	
HDC Council Tax Support Grant	0.00		0	
Bank Interest	3.84		5	
Investment Interest			0	
Garden Plot Rents	527.50		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			
<b>Sub Total</b>	<b>40,624.34</b>		<b>89,351</b>	
<b>Expense</b>				
Staff Remuneration + Pension	9,122.73		22,895	40
Employment Tax for all employees	1,803.02		1,183	152
Admin/Office Costs	670.46		1,400	48
Hall Rental	234.00		800	29

Chair/Cllr Expenses	77.68		1,200	6
Subscriptions/Publications	984.00		1,000	98
Insurance/Audit Fees	1,674.09		2,500	67
<b>Admin Sub Total</b>	<b>14,565.98</b>		<b>30,978</b>	47
Rights of Way booklet	0.00		349	0
Grounds Maintenance	3,648.35		11,000	33
Repairs/Maintenance	4,097.10		11,000	37
conservation volunteers	0.00		500	0
Tackling Flooding	0.00		1,500	0
Tree Work	175.00		3,000	6
Bin emptying	1,506.00		3,829	39
Waste Management	404.60		1,350	30
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	575.00		1,920	30
Clearing allotments	0.00		0	0
Emergency Plan	0.00		0	0
<b>OS Sub Total</b>	<b>13,776.05</b>		<b>52,248</b>	26
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	2,669.19		0	

<b>Sub Total</b>	<b>2,694.19</b>		<b>6,125</b>	44
	<b>31,036.22</b>		<b>89,351</b>	35
<b>Income - Expenditure</b>	<b>9,588.12</b>		0	
Funds carried over from current account	23,818.02			
Funds carried over from Reserve Account	13,706.06			
Plus Income-expenditure	9,588.12			
Outstanding Cheques not cashed	52.60		error	52
<b><u>Total Funds remaining</u></b>	<b><u>47,164.80</u></b>		error	0.6

