

MINUTES OF THE MEETING OF **EVERSLEY PARISH COUNCIL** HELD AT 7.30pm ON **TUESDAY 6th NOVEMBER 2018** IN EVERSLEY VILLAGE HALL.

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

ALSO PRESENT: Mrs J Routley (Clerk)

It is with sorrow that the Council acknowledges the passing of Mrs Doreen Wallace, a valued employee of the Council. She will be greatly missed.

ACTIONS

103 Apologies for Absence

RESOLVED

Apologies were accepted for Cllr S Miller due to personal commitments.

104 Declarations of Interest

Cllr P Todd declared a non-pecuniary interest in item 13a) 2., Min: 115, as he is a neighbour of the applicant but not the site.

Cllr E Dixon declared an interest in item 13a) 2, Min: 115, as his firm is involved but he is not directly.

Cllr K Neville declared a pecuniary interest in item 11, 2. Min 113, as his company is one of the suppliers under consideration. Cllr Neville will be asked to leave the meeting when this item is discussed so that he can play no part in the discussion or vote.

105 Annual Parish Assembly of Electors

RESOLVED

To hold the Annual Parish Assembly of Electors on 19th March, subject to hall availability.

Clerk

To include an item regarding the planning of this event on the next agenda.

4.12.18

106 Minutes of the Last Meeting

Receipt of Minutes

a) The minutes of the meeting of Eversley Parish Council held on

Tuesday 2nd October 2018 had been previously circulated to all Councillors.

RESOLVED

That the Minutes be approved and signed by the
Chairman. **AM**

107 Open Spaces Committee

RESOLVED

To increase the size of this committee to 6 members.

That the Chairman should stand down from the committee to accommodate up to two new appointments

Cllr Beckett and Cllr Neville were proposed and seconded and duly elected to the committee.

Clerk

108 Public Questions and Comments

New Mill Lane Power Lines It was reported that some of the new power lines along this road are very low and could become entangled on lorries or horse boxes. EPC will make SSE aware of the matter.

Clerk

109 Internal Audit

RESOLVED

To appoint IAC Audit & Consultancy Ltd as the Parish Council's internal auditor for the 18/19 period.

110 Financial report

Schedule of Accounts

The Responsible Financial Officer's reconciliations for September 2018 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 November 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. £300 from 'Tackling Flooding' to 'Website', as this budget line is underspent and there will be ongoing costs associated with the new email addresses.
2. £270 from 'Tackling Flooding' to 'Emergency Plan' as this budget line is underspent and hi-vis jackets will be required for all councillors.

Payment Schedule for the Pond Project

RESOLVED

To approve the payment schedule for the Pond Project as follows:

1. £5,000 on completion of tree works.
2. £7,500 once the contractor's plant & machinery arrives on site. This is expected to be a week or two after the tree works are completed.
3. The balance of £7,500 on completion.

Additional Hours

RESOLVED

To approve four additional hours worked by the Clerk to service the budget working group.

111 GDPR

RESOLVED

1. To approve GDPR text for Burials and Garden Plots forms.

Clerk

2. To approve the purchase of a lockable cupboard (£239) and shredder (£59.99) to be GDPR compliant.

Clerk

3. To approve 5 additional hours worked by the Clerk to ensure EPC's file retention management is compliant with GDPR.

112 Grounds Maintenance Tender

The Council reviewed the Tender documents and made some minor revisions to the draft documents.

RESOLVED

1. To approve the tender documents and timescales.
2. To post the Tender documents on EPC's website and Contract Finder and advertise the tender in the parish magazine.

Clerk

At 9pm Cllr K Neville left the meeting.

113 Bus Shelter

Shelter

The Council reviewed the quotations for bus shelters. It was felt that a hardwood shelter would be preferable as it would last longer.

RESOLVED

To approve the cost of £5440 from supplier Littlethorpe for the bus shelter.

Concrete base

The Council reviewed the quotations to install the concrete base needed for the shelter.

RESOLVED

To approve the quotation of £540, submitted by KN Property Development, to cover materials and labour.

EPC to ask Littlethorpe to confirm the specification required for the base and by when it must be completed.

Clerk

At 9.12pm Cllr Neville returned to the meeting.

114 Vehicular Rights of Way at Up Green

The Council was concerned about the continuing damage to the green and noted that the landowner had not yet installed the access ways as per the Deed agreed with him last year. The Council discussed options in light of its earlier decision to meet the cost of installing dragon's teeth around the green and bordering the access ways.

RESOLVED

To commission a contractor to install dragon's teeth in designated areas with 2 extra in the centre of each access way to protect the green until the landowner is ready to put in the accesses.

The Clerk will write to the landowner to explain that dragon's teeth will be installed along with temporary posts until they are able to put in the accesses.

Clerk

115 Planning

RESOLVED

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

Clerk

1. 18/02228/HOU Eversley Barn Cottage Eversley Cross
Proposed replacement window and removal of dummy garage door.
EPC Consultee Response: Offer no Comment

2. 18/02269/FUL Green Barn Hollybush Lane Retention of two portakabins
EPC Consultee Response: Offer no Comment

3. 18/01584/FUL & 18/01585/LBC Bramshill House Bramshill Park Development of 308 residential units (new build and conversion) and associated parking, access and landscaping at Bramshill House and Gardens. To include the demolition of non-listed buildings, the construction of a replacement cricket pavilion, the conversion of Bramshill House Stable Block and Nuffield Hall for use as a single dwelling. Along with demolition of curtilage listed buildings and maintenance and restoration works.
EPC Consultee Response: In the absence of adequate time to consider, as this only went public on 29th October, EPC wishes to place a holding objection on similar grounds to before and request an extension to allow us to consider it.
EPC would also write to Bramshill PC to ask if they wished to co-ordinate the preparation of a joint response with neighbouring PCs

Clerk

4. 18/02106/LBC Firgrove Manor Firgrove Road Repair and refurbishment works to the main entrance gates and columns positioned off of Firgrove Road and replacement of the terrace balustrades to the red brick angular bays flanking the front elevation main entrance.
EPC Consultee Response: The balls on the gate columns were stolen around 15 years ago and not replaced. Thus EPC would prefer that the gates were restored to their original, listed, condition.

5. 18/02378/FUL Church Farm West Bramshill Road Retrospective application for the creation of two agricultural irrigation reservoirs
EPC Consultee Response: EPC should advise the LPA that it is unaware of a water abstraction licence for the property, but there would be no objection to irrigation if such a licence exists.

There being no further items for discussion the Chairman closed the meeting at 9.40pm

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

The next Meeting will be held on Tuesday 4th December 2018

Forward Plan

Date	Meeting	Draft Items
4 th December 7.30pm	Full Council	
8 th January 2019 7.30pm	Full Council	

Appendix A

Eversley Parish Council - Bank Reconciliation		
30th September 2018		
Prepared by _____ J Routley, Clerk/RFO		
Date		
Approved by A. McNeil, Chairman		
Date		
Current Account No. 37685868		
Brought forward as at 31st Aug 2018		47,164.80
as per Bank Statement Lloyds sheet 2		
Cheques prior period cashed		
Staff Salaries bacs 7.9.18 & 000001	Salary - Aug	-1,417.29
J Routley, Clerk bacs 7.9.18	Expenses/Admin - Aug	-115.27
Hampshire Pension Fund bacs 7.9.18	August contribution	-284.03

Nick Robins Ltd	bacs 7.9.18	Grounds maintenance - Aug	-1,200.80
Nick Robins Ltd	bacs 7.9.18	Clearance of rubbish at Cross Green	-240.00
Nick Robins Ltd	bacs 7.9.18	Removal of soil from burial ground to Cross Green	-240.00
Hants & IOW CRC Ltd	bacs 7.9.18	8th March	-85.00
Hants & IOW CRC Ltd	bacs 7.9.18	28th July	-85.00
Hants & IOW CRC Ltd	bacs 7.9.18	14th & 28th June	-170.00
Basingstoke Skip Hire	bacs 7.9.18	Skip hire Aug	-84.84
Playscene Ltd	bacs 7.9.18	Relocation of bench & removal of damaged bench	-417.60
Lloyds	bank charge	Bank charges	-6.50
Lodgements			
EHRA		final payment	60.00
Crowdfunding		towards lower common swing	627.98
Hart DC		precept 2nd half	38,563.00
Aviva Claims		Insurance claim	923.80
Eversley and Bramshill Trust		wing lower common	500.00
Hampshire memorials		memorial	65.00
Total movement as per cashbook			83,558.25
Unpresented cheques as at 30th September 2018			
Chq no.			
Balance as at 30th September as per Sheet 3			
Total funds held by EPC as at 30th September 2018			83,558.25

Appendix B

Eversley Parish Council	
Payments for approval 6.11.18	

Prepared by _____ J Routley, Clerk/RFO Date	Approved by _____ A McNeil, Chairman Date
Staff Salaries*	Salary - Oct 1,434.81
J Routley, Clerk**	Expenses/Admin - Oct 256.83
Hampshire Pension Fund	Oct contribution 284.03
Nick Robins Ltd	Grounds maintenance - Oct 1,200.80
Nick Robins Ltd	Clear up payback team x 2 and hedge 585.60
Nick Robins Ltd	Clearance of brambles at burial ground 180.00
Playscene	new zip wire seat 195.84
Hants & IOW CRC Ltd	20th September 85.00
Basingstoke Skip Hire	Skip hire Oct 105.60
Eversley Village Hall	Hire- Oct 48.00
Marshalls Street Furniture	Anti ram post 144.83
CPRE	Annual Membership 36.00
Eversley and Bramshill Trust	Return of payment paid in error 350.00
Universal Aquaculture limited	1st Stage Payment Pond 6,000.00
	TOTAL <u>10,907.34</u>
* D.Wallace payment paid to executor of estate as per HMRC	
** Includes £130.80 payment to fasthosts	

Appendix C

Year to Date				
at 30th Sept 2018				
	FY 18-19		Budget	% of budget used
	YEAR			
	to date			
Income				
Precept (split into 2 payments)	77,126.00		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	595.00		1,500	
Donations/Grants	2,127.98		10,000	
other income	60.00		320	
Insurance claim	923.80			
VAT Reclaim	0.00			
Sub Total	81,364.12		89,351	
Expense				
Staff Remuneration + Pension	10,824.05		22,895	47
Employment Tax for all employees	1,803.02		1,183	152
Admin/Office Costs	785.73		1,400	56
Hall Rental	234.00		800	29
Chair/Cllr Expenses	77.68		1,200	6
Subscriptions/Publications	990.50		1,000	99
Insurance/Audit Fees	1,674.09		2,500	67
Admin Sub Total	16,389.07		30,978	53
Rights of Way booklet	0.00		349	0
Grounds Maintenance	4,745.02		11,000	43
Repairs/Maintenance	4,445.10		11,000	40
conservation volunteers	0.00		500	0

Tackling Flooding	0.00		1,500	0
Tree Work	175.00		2,000	9
Bin emptying	1,810.00		3,829	47
Waste Management	475.30		1,350	35
Annual Playground Inspection	0.00		300	0
EPC projects + new equipment	3,370.00		16,000	21
Bus Shelters	0.00		6,000	0
Payback team	915.00		1,920	48
Clearing allotments	0.00		0	0
Emergency Plan	0.00		0	0
OS Sub Total	15,935.42		55,748	29
Website set up and redesign	0.00		125	0
Training	25.00		500	5
Planning/neighbourhood plan	0.00		0	0
Grants	0.00		1,000	0
Section 137 Payments (estimated can spend more as its per elector)	0.00		1,000	0
VAT	3,033.06		0	
Sub Total	3,058.06		2,625	116
	35,382.55		89,351	40
Income - Expenditure	45,981.57		0	
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	45,981.57		0.00	
Outstanding Cheques not cashed	52.60			
Total Funds remaining	83,558.25		37,524.08	

