

MINUTES OF THE MEETING OF **EVERSLEY PARISH COUNCIL** HELD AT CHARLES KINGSLEY SCHOOL AT 7.30pm ON **TUESDAY 7<sup>th</sup> DECEMBER 2021**.

PRESENT: Cllr A McNeil (AM) Chairman  
Cllr D Deane (DD)  
Cllr S Dickens (SD)  
Cllr C Edge (CE)  
Cllr S Hughes (SH)  
Cllr P Todd (PT)

ALSO PRESENT: T Davies (HC Cllr), Dr A Crampton (HD Cllr), 2 members of the public and J Routley (Clerk)

*Abbreviations:*

HDC – Hart District Council

HCC – Hampshire County Council

EPC – Eversley Parish Council

**ACTIONS**

84 Apologies for Absence

Apologies were accepted for Cllr K Neville due to work commitments and were accepted for Cllr E Dixon due to personal commitments.

85 Declarations of Interest

Cllr P Todd had previously declared a non-pecuniary interest in item 9, the planning application for 21/02052/HOU Hollybrook Cottage item 9 (See Min: 92).

86 Minutes of the Last Meeting

Receipt of Minutes

The minutes of the meeting of the Annual Meeting of Eversley Parish Council held on **Tuesday 2<sup>nd</sup> November 2021**, had been previously circulated to all Councillors.

**RESOLVED**

That the Minutes be approved and signed by the Chairman.

**AM**

87 Public Questions and Comments

Planning A member of the public wished to comment that they felt points the Council had made in response to a planning application were factually incorrect. They also wanted the Council to say when the application was discussed.

The Chairman explained that this particular application had not been discussed at a Council meeting as the response date had fallen between meetings. The Council had responded to the application on 29<sup>th</sup> November 2021 under the delegated authority policy currently in place. The Chairman explained that the Parish Council cannot make decisions on planning applications, but is invited to comment on them in its capacity as a statutory consultee. The Chairman disagreed that the comments made about the proposed plans were factually incorrect as, in the view of the parish council, they were a matter of opinion rather than fact; and he maintained that the reference to curtilage was a matter that needed to be regularised by the Planning Officer. The member of the public was advised to pursue the matter with the planning officer at HDC.

Pipework A member of the public commented on the recent pipework under Warbrook Lane and the A327. Residents had been advised that the pipes at the eastern end of Warbrook Lane have not been replaced as Highways had hit a problem with utilities nearby. Once the utilities were sorted out, they would return and finish. He added that HCC had done an excellent job on the pipework under the A327 but the ditches needed digging out to help water flow.

Warbrook Lane A member of the public put forward a proposal to close off part of Warbrook Lane and turn it into a bridleway. This is to be noted by the Road Traffic and Safety working group.

Planning applications A member of the public said that a number of residents had wanted to comment anonymously on a recent application; but as they were not permitted to do so, their views would not be taken into account.

Dead Horses A resident advised that the RSPCA had been called in to investigate the mistreatment, and death, of horses in the village.

Platinum Jubilee It was noted that the District Council will distribute funding for jubilee events at up to £1K per ward which would represent £333 for Eversley. Small community groups can also apply. Applications will open in January.

88 Meeting Dates

**RESOLVED**

To keep the date of the next Full Council Meeting as scheduled for 4th January 2021.

89 Progress on actions

The Clerk had previously circulated a list of progress on actions.

The Council noted progress on the actions, in particular:

- The Emergency Plan had been progressing.
- The Communications Working Group is to meet on Thursday 9<sup>th</sup> December 2021.
- The 2 'Tommys' silent soldiers will be taken down shortly.
- It was noted that the repair of the village sign is now urgent as it has fallen down and broken.
- The Chairman and Cllr Todd had met with T Davies (HCllr), who they hope will pursue the issues and report back to EPC.

**RESOLVED**

- Not to continue, because of cost, with the additional Christmas lights by the Village Hall as they require complete replacement. To consider in June 2022 the location and installation of Christmas trees and lights for next Christmas.
- To note the list and for all to make progress on the actions for which they are responsible. **ALL**
- To take completed items off the list. **Clerk**

90 Financial report

Schedule of Accounts

The Responsible Financial Officer's reconciliation for October 2021 had been previously circulated along with copies of the bank statements. (See Appendix A)

**RESOLVED**

- The reconciliation for October 2021 was accepted.

**RESOLVED**

- To authorise the schedule of payments for December 2021 (See Appendix B)

Year to Date

**RESOLVED**

The Year-to-Date reports for October 2021 was accepted. (See Appendix C)

Emergency Spend

To note the costs authorised under delegated powers in an emergency:

1. £31.90+VAT to Roadware for keys for bins.

- 91 Additional Hours for November  
**RESOLVED**  
To approve 16 additional hours for the Clerk for additional work/projects undertaken in November. This is to be included in tonight's payment schedule.
- 92 Decisions made under delegation  
**RESOLVED**  
To note decisions made under delegated authority when the Council did not meet.  
(See Appendix D)
- 93 Cross Green Tender  
The panel had met on 29<sup>th</sup> November and opened and reviewed the 6 tenders received. The requirements for the Play Area had been based on results from the residents' survey. Each tender had been scored against a set criterion as included in the tender pack.  
i) The panel's recommendation was to award the contract to supplier E.  
**RESOLVED**  
To award the contract for the Cross Green Play Area to supplier E which was Educational Play Environments at a cost of £28,836+VAT.  
  
ii)  
**RESOLVED**  
To approve up to £500 over the £30K budget to make the area more wheelchair- and disabled-friendly. The additional cost would come from this year's budget.  
ii) Fencing  
It was noted that the current fence is in good condition.  
  
**RESOLVED**  
Not to proceed with replacement fencing for the time being.
- 94 Budget 2022/23  
**RESOLVED**  
To approve the final budget for 2022/23. Reserves would be used for any shortfall in the agreed budget lines or if required to complete larger projects. (See Appendix E)
- 95 Precept 2022/23  
**RESOLVED**  
(i) To make a demand to HDC for a Precept of £79,458 for 2022/23 which should result in 0% increase for households in the parish.  
(ii) To agree to the signing of the Precept form 2022/23 with a request for £79,458.
- 96 Enforcement  
  - It was noted that EPC is still trying to arrange a meeting with Enforcement and Dr A Crampton (HDCllr) was asked to assist in helping to arrange this.
  - Enforcement has been informed that at least one of the two "affordable" houses on the Chantryland development, whose sale was still in dispute with Hart, in are now occupied.
- 97 Planning  
**RESOLVED**  
to take item iii before item ii.  
  
i) Yateley Neighbourhood Plan Consultation –  
This item was deferred until the next meeting.

4.1.2022

- iii) 21/01670/FUL - Land On The North Side Reading Road Change of use of land to a gypsy caravan site comprising of four pitches

Situation report

EPC had asked HDC for a status report on this application and was informed that no decision had been made. The parish council had noted that a drainage report had recently been submitted.

**RESOLVED**

EPC will ask HDC to submit any reports they receive and ask that it has the opportunity to comment before a decision is made. **Clerk**

- ii) Planning Applications

**RESOLVED**

To note receipt of the following and, where appropriate, to forward the comments listed below to HDC or HCC. **Clerk**

- a) 21/02630/HOU Warbrook Cottage Warbrook Lane Erection of a single storey side and rear extension

EPC Consultee comment: EPC objects to the application on the following grounds:

- The plans misrepresent what exists on the ground, so it is not possible to comment accurately on this latest application. Taking into account that the applicant appears to have extended into the roof space already, it is apparent that, overall, the changes would result in a very large extension to the property that amounts to a doubling of the size of the original and therefore constitutes over-development in this semi-rural setting.
- It is also apparent that the first floor balcony to the rear would overlook the neighbours' garden and therefore intrude on their privacy.

At 9.02pm Dr A Crampton left the meeting.

- b) 21/02905/FUL Broomview Up Green Erection of 2 detached dwellings and associated access, parking and landscaping

EPC Consultee comment:

EPC notes the Conservation Officer's comments at pre-application stage and would also wish to make clear that it has a financial interest in the application as follows:

Manor Cottage and Broom View each purchased a right of access to their dwellings. As the proposed development is for 2 additional dwellings, additional rights of access to each of the new dwellings would have to be purchased. Therefore, if the LPA is minded to grant, additional access would have to be purchased before any development takes place.

- c) 21/02996/FUL & 21/02997/LBC The Chequers PH Chequers Lane Extension of existing paved patio area to the frontage and altered access to the public highway

EPC Consultee comment: EPC objects on the following grounds:

- The proposed marquee is a permanent change that occupies a large part of the frontage of a Grade II listed building.

- The proposed marquee would not be in conformity with the historic nature of the conservation area.
- The increase in serviced tables created by the proposed marquee would not be matched by a commensurate increase in parking facilities as noted in the application. This would lead to dangerous parking on Chequers Lane and the A327.
- Eversley Parish Council would also draw attention to the fact that it appears part of the proposal crosses onto land owned by a third party and not owned by The Chequers Public House.

There being no further items for discussion the Chairman closed the meeting at 9.48pm.

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

**The next Full Council Meeting will be held on Tuesday 4<sup>th</sup> January 2022**

**Forward Plan**

Date	Meeting	Draft Items
4 Jan 2022	Full Council	
25 Jan 2022	Open Spaces Committee	

## Appendix A

<b>Eversley Parish Council</b>	<b>Bank Reconciliation</b>					
<b>31st Oct 2021</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>						
<b>Approved by</b>		<b>Councillor</b>				
<b>Signed</b>						
<b>Date</b>						
<b>Current Account No.</b>	<b>37685868</b>					
<b>Brought forward</b>	<b>as at 30th Sep 2021</b>					
<b>as per Bank Statement</b>	<b>Lloyds sheet</b>					
						72,961.49
<b>Chq No./Bacs date/ref</b>	<b>Payee</b>	<b>Description</b>	<b>Invoice no.</b>	<b>Net Amount</b>	<b>VAT</b>	<b>Total</b>
04-Oct-21	BT Group	Monthly office phone costs	M125	32.20	6.44	-38.64
06-Oct-21	Staff	Salaries - Sept		1,636.49		-1,636.49
06-Oct-21	J Routley, Clerk	Expenses/Admin - Sept		11.25		-11.25
06-Oct-21	Hampshire Pension Fund	Sept contribution		444.60		-444.60
06-Oct-21	Nick Robins Ltd	Grounds maintenance - Sept	13926	915.00	183.00	-1,098.00
06-Oct-21	Basingstoke Skip Hire	Skip hire Sept	495218	95.70	19.14	-114.84
06-Oct-21	HM Revenue and Customs only	HMRC Jul- Sept		1,025.96		-1,025.96
06-Oct-21	K. Morrison	materials to fix repair noticeboard		32.49		-32.49
02-Sep-2021/charge card	Zoom Video Communications Inc.	Monthly Zoom subscription	INV105407197	11.99	2.40	-14.39
19-Oct-21	Lloyds Bank	Bank Fees	352361402	7.00		-7.00
<b>Lodgements</b>			<b>Invoice no.</b>			
<b>Total movement</b>	<b>as per cashbook</b>					<b>68,537.83</b>
<b>Unpresented cheques/payments</b>	<b>as at 31st Oct 2021</b>					
<b>Chq no./reference</b>						

06-Oct-2021/charge card	ICO	Annual Data Protection Fee	Z8827755	40.00		
06-Oct-2021/charge card	RBL Poppy Appeal	Wreath/donation		50.00		
02-Oct-2021/charge card	Zoom Video Communications Inc.	Monthly Zoom subscription	INV110648456	11.99	2.40	
<b>Bank Balance as at</b>	<b>31st Oct 2021 as per Sheet</b>					68,537.83
<b>Balance Reserve Account</b>	<b>38770268</b>					82,744.62
	11-Oct-2021	Interest				<u>0.73</u>
						82,745.35
<b>Total funds held by EPC</b>	<b>as at 31st Oct 2021</b>					<b>151,283.18</b>

## Appendix B

<b>Eversley Parish Council</b>					
<b>Payments for approval 7.12.2021</b>					
<b>The invoices listed have been examined, verified and certified by the Responsible Financial Officer</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>					
<b>Approved by</b> _____ <b>Councillor</b>					
<b>Signed</b>					
<b>Date</b>					
<b>Payee</b>	<b>Invoice no.</b>	<b>Description</b>	<b>Net Amount</b>	<b>VAT</b>	<b>Total</b>
Lloyds Bank	324504472	Bank Fees	0.00		7.85
BT Group		Monthly office phone costs	32.20	6.44	38.64
Staff		Salaries - Nov	0.00		1,809.79
J Routley, Clerk		Expenses/Admin - Nov	0.00		14.40
Hampshire Pension Fund		Nov contribution	0.00		515.74
Nick Robins Ltd	13980	Grounds maintenance - Nov	915.00	183.00	1,098.00
Nick Robins Ltd	13987	thinning copses chequers green	750.00	150.00	900.00
Basingstoke Skip Hire	500304	Skip hire Nov	74.88	14.98	89.86
Pettitt Sports	2884	Goal post for chequers green	432.50	86.50	519.00
Amazon Payments	131563701-2021- 272949		13.38	2.67	16.05
Roadware	7583	keys for bins	31.90	6.38	38.28
Hampshire County Council	3611430487	Hall hire Jan-Mar 2022	0.00		150.00
Amazon Payments	GB127V8QKAEUI	Batteries for bank card reader	4.39	0.88	5.27
Amazon Payments		packs of Pens	17.47	3.50	20.97
	<b>TOTAL</b>				<b><u>5,223.85</u></b>



## Appendix C

<b>Year to Date</b>			
at 31st Oct 2021			
	<b>FY 21-22</b>	<b>Budget 21-22</b>	<b>% of budget used</b>
	<b>YEAR</b>		
	<b>to date</b>		
<b>Income</b>			
Precept (split into 2 payments)	78,977.00	78,977	
HDC Council Tax Support Grant	0.00	0	
Bank Interest (on reserve acc)	3.86	10	
Garden Plot Rents	646.00	518	
S106 Funds	0.00	0	
Burial Ground Fees	1,470.00	1,500	
Donations/Grants	2,560.20	2,560	
other income	0.00	0	
Insurance claim	0.00	0	
VAT Reclaim	0.00		
<b>Sub Total</b>	<b>83,657.06</b>	<b>83,565</b>	
<b>Expense</b>			
Staff Remuneration + Pension +HMRC	17,633.78	29,367	60.0
Admin/Office Costs	1,000.63	2,383	42.0
Hall Rental	300.00	550	54.5
Chair/Cllr Expenses	91.84	500	18.4
Bank Charges	83.55	120	69.6
Subscriptions/Publications	1,142.90	1,750	65.3
Insurance/Audit Fees	2,148.47	2,500	85.9
Election costs (every 4 years unless by-election called)	0.00	0	0.0
<b>Admin Sub Total</b>	<b>22,401.17</b>	<b>37,170</b>	60.3
Grounds Maintenance	6,935.00	13,120	52.9
Repairs/Maintenance	2,460.49	6,000	41.0
conservation volunteers	0.00	517	0.0
Tackling Flooding	0.00	1,550	0.0
Tree Work	175.00	3,400	5.1
Tree Survey	0.00	2,000	0.0
Waste Management	614.32	1,429	43.0
Annual Playground Inspection	0.00	360	0.0
EPC projects + new equipment	651.57	8,000	8.1

Bus Shelters	0.00	0	0.0
Payback team	0.00	2,161	0.0
Clearing allotments	0.00	450	0.0
Emergency Plan	0.00	0	0.0
Neighbourhood Plan consultation	0.00	5,000	0.0
<b>OS Sub Total</b>	<b>10,836.38</b>	<b>43,987</b>	<b>24.6</b>
Website	286.90	408	70.3
Training	45.00	500	9.0
Grants	100.00	1,500	6.7
Section 137 Payments/now GPC and not a limit	0.00	0	0.0
VAT	2,410.18		
<b>Sub Total</b>	<b>2,842.08</b>	<b>2,408</b>	<b>118.0</b>
	<b>36,079.63</b>	<b>83,565</b>	<b>43.2</b>
<b>Income - Expenditure</b>	<b>47,577.43</b>	<b>0</b>	
Funds carried over from Current Account	70,859.87	70,860	
Funds carried over from Reserve Account	32,741.49	32,741	
Plus Income-expenditure	47,577.43	0	
Outstanding Cheques not cashed	104.39		
<b><u>Total Funds remaining</u></b>	<b><u>151,283.18</u></b>	<b><u>103,601</u></b>	<b>-</b>
<b>Earmarked Reserves</b>			
6 months running costs	24,425		
Project: Village Signs	12,000		
Project: New Play Area Cross Green	30,000		
<b>Total Earmarked Reserves (Total Reserves-Earmarked)</b>	<b>66,425</b>		
<b>Funds Remaining after Earmarked Reserves</b>	<b>84,858</b>		

## Appendix D

### DELEGATED AUTHORITY DECISIONS

TYPE	DATE	REFERENCE	DECISION
Planning	25.11.2021	REF:21/02758/LBC Firgrove Farm Cottage Firgrove Road Internal and external superstructure repairs to the right hand portion of the property following subsidence damage	EPC welcomes the care and respect being shown to the repair and maintenance of a Listed Building in the parish.
Planning	29.11.2021	21/02052/HOU Hollybrook Cottage Demolition of conservatory and erection of a two storey side extension, single storey rear extension, conversion of loft into habitable accommodation to include 3 pitched roof dormers and 2 rooflights to the front elevation and flat roof rear dormer, roof terrace to the rear elevation and erection of a front porch canopy.   Hollybrook Cottage Warbrook Lane	Eversley Parish Council objects to this application on the following grounds:
			(i) The design would transform a bungalow into a two-storey house, twice the size of the original, that would dwarf the adjoining bungalow and therefore the street scene.
		CLlr P Todd declared a non-pecuniary interest as he knows the applicant	(ii) A first floor roof terrace to the rear would adversely affect the setting of Warbrook House, a Grade I listed building and listed parkland as it would be visible from the parkland and, depending on the time of year, possibly from Warbrook House itself.
			(iii) The curtilage shown on this application differs from that shown on 20/03000/FUL which, in turn, is also different from that shown in the original planning permission 60/03663/H. Notwithstanding the merits or otherwise of this application, these discrepancies must be regularised.
			(iv) Enclosure of any agricultural land within a garden curtilage should be subject to an application for change of use.
			If the planning officer is minded to permit the development, EPC requests that this is subject to the following conditions:
			(i) The garden curtilage is regularised to make it consistent with the proper registered curtilage.
			(ii) No boundary fence similar to 20/03000/FUL is permitted – for the same reasons that application was refused.
			(iii) The enclosure of any agricultural land within the garden curtilage must be subject to an application for change of use.

**Appendix E**  
**Insert budget**