

MINUTES OF THE MEETING OF **EVERSLEY PARISH COUNCIL** HELD AT CHARLES KINGSLEY SCHOOL AT 7.30pm
ON **TUESDAY 1st MARCH 2022**.

PRESENT: Cllr A McNeil (AM) Chairman
Cllr D Deane (DD)
Cllr S Dickens (SD)
Cllr E Dixon (ED)
Cllr C Edge (CE) arrived at 8pm
Cllr S Hughes (SH)
Cllr P Todd (PT)

ALSO PRESENT: J Routley (Clerk)

Abbreviations:

HDC – Hart District Council

HCC – Hampshire County Council

EPC – Eversley Parish Council

ACTIONS

125 Apologies for Absence
None.

126 Declarations of Interest
None.

127 Minutes of the Last Meeting
Receipt of Minutes
The minutes of the meeting of the meeting of Eversley Parish Council held on **Tuesday 1st February 2022**, had been previously circulated to all Councillors.

RESOLVED

That the Minutes be approved and signed by the Chairman.

AM

The minutes of the Personnel Committee Meeting held on Tuesday 15th February 2022 had not yet been received and would be approved at the next meeting.

FC 5.4.2022

128 Public Questions and Comments
None.

129 Meetings
i) Annual Parish Assembly of Electors – The decision made at the last meeting to hold the Annual Assembly virtually had to be revisited following advice that this meeting must be in person to comply with current legislation (Local Government Act 1972).

RESOLVED

To hold the face to face meeting on 24th March at 7pm, subject to availability of the Village Hall.

Clerk

130 Progress report on long-standing issues
• T. Davies (HCC) was not present but the Chairman would contact him to progress a meeting with the Highways Manger at HCC.

- It was noted that the Highways team had returned to complete phase 1 of the Warbrook Lane/Webb's Corner flooding project by replacing the pipe under the road and the associated headwalls.
- The Chairman had been advised that repair of the A327 from the junction with Bramshill Road up to, and including, the roundabout and junction with the B3272 would take place in spring/ summer.

131 Progress on actions

The Clerk had previously circulated a list of progress on actions. It was noted:

- The Clerk was seeking clarification from NALC as to whether the Council had the legal power to purchase an autospeedwatch device following a recent legal briefing.
- Emergency Plan – it was noted that this would have proved useful in the recent storms.

The Council noted progress on the actions.

At 8pm Cllr C Edge arrived.

132 Financial report

Schedule of Accounts

The Responsible Financial Officer's reconciliation for January 2022 had been previously circulated along with copies of the bank statements. (See Appendix A)

RESOLVED

- The reconciliation for January 2022 was accepted.

RESOLVED

- To authorise the schedule of payments for March 2022 (See Appendix B)

Year to Date

RESOLVED

The Year-to-Date reports for January 2022 was accepted. (See Appendix C)

Emergency Spend

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

- £50 to Nick Robins Ltd - for repair to dragons' teeth following a road accident and repair to turf at the burial ground following damage after a burial.

Price increases

The Council noted the price the increases on Hall Hire, Telephone charges and Waste management.

133 Budget 2021-22

The Council reviewed the 2021-22 budget against year to date spend.

RESOLVED

To vire £30K from 'Allocated Reserves' into the budget heading 'EPC Projects' for the new play area at Cross Green - see revised budget 2021-22 (Appendix D). This will be an ongoing project into 2022-23 financial year.

134 Risk Assessment and Financial Controls

The documents had been previously circulated. All documents were reviewed and amendments made. These documents will be published on the website. **Clerk**

RESOLVED

- To approve, as amended in Appendix E -

- i) The Risk Assessment.
- ii) Internal Controls.
- iii) The Review of Internal Audit.

- To reassess the risks for 2022-23 and refer to Council each time a new risk is identified.

135 Assets

The Asset Register was reviewed

RESOLVED

- To approve the schedule of land and assets 2021/22 as in Appendix F.
- To confirm all disposals

136 20mph Speed Limit

An Odiham resident had approached his local parish and town council to gain support for a proposal to request that HCC adopt 20mph as the default speed for all residential areas in towns and villages. This had also been discussed at HDAPTC (Hampshire District Association of Parish and Town Councils) who felt that a blanket 20mph limit was not practicable, but supported a 20mph limit in designated areas.

RESOLVED

That EPC would support 20mph default speed limit in those areas of high public footfall.

136 Cross Green Project

i) Wildflower meadow

Quotes had been received for options for wildflower meadows with turf or seed of 3 areas at Cross Green.

RESOLVED

- To approve up to £2,000 to plant 1 of the 3 proposed areas as a test site, subject to testing the soil to see if the area was capable of sustaining wildflowers.
- To use supplier A, which was Nick Robins Ltd.
- Cllr Edge to provide a plan showing the first test area is to be planted. **CE**

(ii) Queen's Green Canopy Project

RESOLVED

To approve the cost of £250 to plant 30 saplings from the Queen's Green Canopy Project and to install the Platinum Jubilee sign.

(iii) Village sign The Council discussed installation of a refurbished sign and the need for a new post.

RESOLVED

- To ask potential suppliers for a quote for installing the sign on the old post, if it is reusable, or a new one if it isn't. **Clerk**
- To delegate to Open Spaces Committee the decision on the post and which supplier to use. **Clerk**

137 Annual Play Area Inspections

i) The Council noted Open Spaces Committee's review of the Annual Play Area Inspections.

138 Grounds Maintenance Contract

There had been an extensive tender appraisal when awarding the original 3 year contract and the contract has a clause to extend the current contract by 2 years. The Council felt that best value for money would be achieved by extending the current contract by 2 years.

RESOLVED

To approve extending the contract by 2 years, as per the contract.

139 Decisions made under delegation

RESOLVED

To note decisions made under delegated authority when the Council did not meet. (See Appendix G)

140 Enforcement

i) The Council noted with thanks the update report on current cases sent from Hart Enforcement Department.

ii) Enforcement Issues The Council noted the ongoing parking issue at The Chequers Public House. EPC will contact HCC and the owners. **Clerk/Chairman**

141 Suspension of Standing Order 3 (X)

At 9.29pm the Chairman requested that Standing Orders be suspended in order to deal with the remaining items on the Agenda.

RESOLVED

To continue the meeting in order to complete the items on the agenda.

142 Planning Applications

RESOLVED

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

a) 22/00046/HOU Garden Cottage Up Green Replacement of roof tiles

EPC Consultee comment: no comment.

143 Exclusion Of Public

RESOLVED

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, relating to individuals, specifically existing staff, was likely to be disclosed.

At 9.34 pm The Clerk left the meeting.

144 Staffing item

As per confidential notes.

There being no further items for discussion the Chairman closed the meeting at 10.15pm.

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

The next Full Council Meeting will be held on Tuesday 5th April 2022

Forward Plan

Date	Meeting	Draft Items
8 March 2022	Open Spaces Committee	

5 April 2022

Full Council

Appendix A

Eversley Parish Council	Bank Reconciliation					
31st Jan 2022						
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 Dec 2021					
as per Bank Statement						
						50,882.24
Chq No./Bacs date/ref	Payee	Description	Invoice no.	Net Amount	VAT	Total
05-Jan-2022/direct debit	BT Group	Monthly office phone costs	M128 ZV	32.20	6.44	-38.64
05-Jan-2022	Staff	Salaries - Dec		1,636.69	0.00	-1,636.69
05-Jan-2022	J Routley, Clerk	Expenses/Admin - Dec		53.40	0.00	-53.40
05-Jan-2022	Hampshire Pension Fund	Dec contribution		444.60	0.00	-444.60
05-Jan-2022	Nick Robins Ltd	Grounds maintenance - Dec	14004	935.00	187.00	-1,122.00
05-Jan-2022	Nick Robins Ltd	Removal of old goal post and putting up new goal post at Chequers Green	13996	175.00	35.00	-210.00
05-Jan-2022	Basingstoke Skip Hire	Skip hire Dec	502502	93.90	18.78	-112.68
05-Jan-2022	HM Revenue and Customs only	HMRC Oct-Dec		1,301.17	0.00	-1,301.17
18-Jan-2022	Lloyds Bank	Bank Fees	3.6E+08	7.00	0.00	-7.00
Lodgements			Invoice no.			
20.1.2022	R.Collard Ltd	Donation to playarea		500.00	0.00	500.00
27.1.2022	Eversley Storage (cheque)	Donation to playarea		150.00	0.00	150.00
28.1.2022	Haven Memorials	Memorial Inscription A9	B005/2021-2022	50.00	0.00	50.00
Total movement	as per cashbook					46,656.06
Unpresented cheques/payments	as at 31st Jan 2022					

Chq no./reference						
27-Jan-2022/Charge card	Post Office Ltd	Recorded delivery		6.95		
Bank Balance as at	31st Jan 2022 as per Sheet					46,656.06
Balance Reserve Account	38770268					82,746.69
	10-Jan-2022	Interest				<u>0.73</u>
						82,747.42
Total funds held by EPC	as at 31st Jan 2022					129,403.48

Appendix B

Eversley Parish Council					
Payments for approval 1.3.2022					
The invoices listed have been examined, verified and certified by the Responsible Financial Officer					
Prepared by _____	J Routley, Clerk/RFO				
Date					
Approved by _____	A McNeil, Chairman				
Date					
Approved by _____	Councillor				
Signed					
Date					
Payee	Invoice no.	Description	Net Amount	VAT	Total
Lloyds Bank	361919332	Bank Fees	7.00	0.00	7.00
BT Group	M130 8L	Monthly office phone costs	32.20	6.44	38.64
Staff		Salaries - Feb	1,777.22	0.00	1,777.22
J Routley, Clerk		Expenses/Admin - Feb	32.85	0.00	32.85
Hampshire Pension Fund		Feb contribution	502.39	0.00	502.39
Nick Robins Ltd	14048	Grounds maintenance - Feb	935.00	187.00	1,122.00
Nick Robins Ltd	14049	Dragon tooth repair and turf at burial ground	50.00	10.00	60.00
Basingstoke Skip Hire	507248	Skip hire Feb	74.88	14.98	89.86
Post office		Posting contract special delivery	7.65	0.00	7.65
Amazon	GB212R57EAEUI	Copier paper	7.74	1.54	9.28
Nick Robins Ltd	14050	Dragons' teeth repair following accident	45.00	9.00	54.00
Educational Play Environments	EPEINV2690A -	50% initial payment for Cross Green Play Area	14,958.00	2,991.60	17,949.60
Eversley Parish Magazine	2022-AD011	publications in Feb & Mar	70.00	0.00	70.00
	TOTAL				<u>21,720.49</u>

Appendix C

Year to Date

at 31st Jan 2022

	FY 21-22 YEAR to date	Budget 21- 22	% 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)	5.93	10	
Garden Plot Rents	646.00	518	
S106 Funds	0.00	0	
Burial Ground Fees	2,060.00	1,500	
Donations/Grants	3,210.20	2,560	
other income	90.00	0	
Insurance claim	0.00	0	
VAT Reclaim	0.00		
Sub Total	84,989.13	83,565	
Expense			
Staff Remuneration + Pension +HMRC	25,114.19	29,367	85.5
Admin/Office Costs	1,424.26	2,383	59.5
Hall Rental	450.00	550	81.8
Chair/Cllr Expenses	113.41	500	22.7
Bank Charges	105.40	120	87.8
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
Admin Sub Total	30,491.68	37,170	82.0
Grounds Maintenance	9,991.90	13,120	76.2
Repairs/Maintenance	2,988.74	6,000	49.8
conservation volunteers	0.00	517	0.0
Tackling Flooding	0.00	1,550	0.0
Tree Work	925.00	3,400	27.2
Tree Survey	0.00	2,000	0.0
Waste Management	860.68	1,429	60.2

Annual Playground Inspection	0.00	360	0.0
EPC projects + new equipment	8,574.07	8,000	107.2
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
OS Sub Total	23,340.39	43,987	53.1
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	4,923.04		
Sub Total	5,354.94	2,408	222.4
	59,187.01	83,565	70.8
Income - Expenditure	25,802.12	0	

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	25,802.12	0
Outstanding Cheques not cashed	6.95	
<u>Total Funds remaining</u>	<u>129,403.48</u>	<u>103,601</u>

Earmarked Reserves	
6 months running costs	24,425
Project: Village Signs	12,000
Project: New Play Area Cross Green	30,000
Total Earmarked Reserves (Total Reserves-Earmarked)	66,425
Funds Remaining after Earmarked Reserves	62,978

Appendix D

See attached documents

- Budget 2021/22

Appendix E

See attached documents

- Risk Assessment.
- Internal Controls.
- The Review of Internal Audit.

Appendix F

EPC Asset Register 2021/22



<u>Category</u>	<u>Asset</u>	<u>Location</u>	<u>Purchase date</u>	<u>Disposal date</u>	<u>Cost or proxy value</u>	<u>Additions at cost</u>	<u>(Disposal cost)</u>	<u>2020-21 Value</u>	<u>2021-22 Value</u>
Street Furniture	Bus Shelter 1	The Street (by the White Hart PH)	circa 1970		P			3,842.21	3,842.21
Street Furniture	Bus Shelter 2	Reading Road (by lay-by)	3.3.2020		C			4,980.00	4,980.00
Street Furniture	Bus Shelter 3	Reading Road (by Paul's Field)	circa 1970		P			3,842.21	3,842.21
Street Furniture	Bus Shelter 4	Reading Road (By Chequers PH)	4.6.19		C			4,780.00	4,780.00
Street Furniture	Seat 1	The Street (by The Barn)	circa 1980		P			643.44	643.44
Street Furniture	Seat 2	Reading Road (opposite lay-by)	circa 1980		P			643.44	643.44
Street Furniture	Seat 4	Cross Green	circa 1970		P			643.44	643.44
Street Furniture	Seat 5	Cross Green	circa 2004		P			643.44	643.44
Street Furniture	Seat 6	Cross Green Play Area	circa 2001		P			643.44	643.44
Street Furniture	Seat 7	Cross Green Play Area	circa 1970		P			643.44	643.44

Street Furniture	Seat 8	Cross Green (by cricket pitch)	circa 1970		P			643.44	643.44
Street Furniture	Oak Bench 2	Cross Green	circa 2002		P			415.35	415.35
Street Furniture	Oak Bench 3	Cross Green	circa 2002		P			415.35	415.35
Street Furniture	Oak Bench 4	Church Green	1937		P			415.35	415.35
Street Furniture	Memorial Bench	Cross Green	21.8.2020		C			598.40	598.40
Street Furniture	8 Litter Bins	2 Cross Green, 1 Chequers Green, 1 Centre Green, 1 Reading Road, 1 by School, 1 Village Hall, 1 Lower Common	5.1.16		C			2,386.40	2,386.40
Street Furniture	Litter Bin	Chequers Green	17.10.17		C			492.00	492.00
Street Furniture	Litter Bin	Chequers Green	5.8.2020		C			159.90	159.90
Street Furniture	Litter Bin	Lower Common near The Ford	5.8.2020		C			159.90	159.90
Street Furniture	Bench	Cross Green	5.1.16		C			516.13	516.13
Street Furniture	5 picnic benches originally 7, 2 Chequers green vandalised and removed	2 centre green, 1 Chequers Green, 2 Lower Common	5.1.16	22.6.2020	C			1,935.00	1,935.00
Street Furniture	3 picnic benches	cross green	6.6.17		C			1,065.00	1,065.00
Street Furniture	CCTV Camera	Chequers Green	6.12.16		C			113.56	113.56
Street Furniture	2 wheelie bins	Burial Ground	3.10.17		C			71.40	71.40
Street Furniture	Pond dipping platform	Cross Green	5.2.19		C			2,350.00	2,350.00
Street Furniture	Pond Sign	Cross Green	6.1.2020		C			450.00	450.00

Street Furniture	Play area signs	1 x Cross, 2 x Chequers, 2 x Centre, 1 x Lower common	3.12.19		C		930.00	930.00
Street Furniture	2 Tommy Statues	move around the village	22.4.21		C	308.33		308.33
Fencing	Anti Ram Bollard post	Chequers Green	6.11.18		C		120.69	120.69
Fencing	Fence	Centre Green	circa 2001		P		3,568.38	3,568.38
Fencing	Fencing around play area	Cross Green	circa 2001		P		986.03	986.03
Fencing	Deer Fencing	Garden Plots, Warbrook Lane	03.10.2012		C		1,442.00	1,442.00
Fencing	Dragon's teeth	Cross Green	5.3.19		C		1,789.32	1,789.32
Fencing	Dragon's teeth	Up Green	4.6.19		C		745.55	745.55
Fencing	Dragon's teeth	Up Green wooded area	2.7.19		C		126.17	126.17
Fencing	Dragon's teeth	Cross Green beside path	5.11.19		C		727.38	727.38
Burial Ground Wooden Lychgates	Wood Lych Gates	Burial Ground	1999		P		11,296.99	11,296.99
Playground Equipment	Set of swings 1	Cross Green	circa 2001		P		618.47	618.47
Playground Equipment	Set of Swings 2	Cross Green	circa 2001		P		618.47	618.47
Playground Equipment	Slide	Centre Green	circa 2005		P		2,680.58	2,680.58
Playground Equipment	grass matt	Centre Green	1.8.19		C		45.00	45.00
Playground Equipment	Spring Bird	Cross Green	01.07.2001		C		354.00	354.00

Playground Equipment	Spring Motorbike	Cross Green	01.07.2001		C			395.00	395.00
Playground Equipment	Spring Horse	Cross Green	01.07.2001		C			354.00	354.00
playground Equipment	Flat seat swing	centre green	11.7.2016		C			1,985.00	1,985.00
Playground Equipment	slide surround + panels	centre green	11.7.2016		C			2,255.00	2,255.00
Playground Equipment	The Twist - MUGA	Chequers Green	01.07.2001		C			6,286.00	6,286.00
playground Equipment	Cradle Swing	Chequers Green	7.11.17		C			845.00	845.00
Playground Equipment	Basketgoal Handball and Net	Chequers Green	01.07.2001		C			2,332.00	2,332.00
Playground Equipment	Basketgoal Brasilia	Chequers Green	01.07.2001		C			1,062.00	1,062.00
Playground Equipment	Junior Swing	Chequers Green	01.07.2001		C			641.00	641.00
playground Equipment	Flat swing	Chequers Green	7.11.2017		C			534.00	534.00
Playground Equipment	Cableway Sierra + platform	Lower Common	12.03.2009		C			5,152.00	5,152.00
Playground Equipment	zip wire seat	Lower Common	6.11.18		C			195.84	195.84
Playground Equipment	Climbing Pyramid Jungle	Lower Common	12.03.2009		C			2,144.80	2,144.80
Playground Equipment	Grass Grow-through-mat	Lower Common	13.10.2010		C			529.00	529.00
Playground Equipment	Springer rocker	Lower Common	1.8.19		C			360.00	360.00
Playground Equipment	grass lock matting 8sqm	Lower Common	1.8.19		C			336.00	336.00
Playground Equipment	Swing - Lily of the Valley	Lower Common	13.10.2010		C			1,406.74	1,406.74
Playground Equipment	Profi Paso Doble Active trail	Lower Common	13.10.2010		C			2,450.00	2,450.00

Playground Equipment	Grass Grow-through-mat	Lower Common	22.01.2010		C			480.20	480.20
Playground Equipment	Easy-Gate	Cross Green	03.02.2015		C			720.00	720.00
Playground Equipment	2 Toddler Seats and 2 Junior seats	Cross Green	2.6.15		C			849.70	849.70
Playground Equipment	3 cradleseats and 2 junior seats	2 cradle chequers, 1 cradle and 2 junior lower common	28.8.15		C			1,029.07	1,029.07
Playground Equipment	Junior swing Trail	Centre Green	18.10.16		C			3,500.00	3,500.00
Playground Equipment	Birds Nest Swing	Centre Green	4.4.17		C			1,750.00	1,750.00
Playground Equipment	Lumberstacks 4	Centre Green	4.4.17		C			4,380.00	4,380.00
Playground Equipment	Junior swing and safety surface	Lower Common	4.12.18		C			4,750.00	4,750.00
Playground Equipment	grass lock matting 14sqm	Lower Common	1.8.19		C			532.00	532.00
Playground Equipment	Goal posts	Chequers Green	8.11.21		C	357.50			357.50
Playground Equipment	Standalone slide	Lower Common	8.10.21		C	4,375.00			4,375.00
Playground Equipment	Rubber surfacing	Lower Common	8.10.21		C	2,850.00			2,850.00
Lights	Xmas Lights	Village Hall	1.12.15		C			200.00	200.00
Lights	Additional Xmas Lights	Village Hall	4.10.16		C			80.80	80.80
Lights	Extension cable for lights	Village Hall	12.12.18		C			42.70	42.70
SID	Speed Indicator Device	Moves around the Village	03.09.2013		C			3,050.00	3,050.00
Mini SID	Speed Indicator Device	Moves around the Village	2.2.16		C			2,925.00	2,925.00

Mini SID	Speed Indicator Device	Moves around the Village	15.5.18		C			2,625.00	2,625.00
Defibrillator	Defibrillator	Eversley Village Hall	6.2.18		C			1,498.90	1,498.90
Equipment	Hedge Trimmer	Clr Edge	4.7.17		C			93.99	93.99
Equipment	Petrol Strimmer	Clr Edge	4.7.17		C			84.99	84.99
Office	BT Phone with answer machine	Clerk's Office, 18 Village Way, Yateley, GU46 7SD	16.08.2013		C			35.32	35.32
Office	Laptop	Clerk's Office, 18 Village Way, Yateley, GU46 7SD	02.12.2014		C			490.00	490.00
Office	Laptop	Clerk's Office, 18 Village Way, Yateley, GU46 7SD	15.2.2021		C			1,614.49	1,614.49
Office	Printer	Clerk's Office, 18 Village Way, Yateley, GU46 7SD		1.10.19	C			259.68	259.68
Office	Shredder	Clerk's Office, 18 Village Way, Yateley, GU46 7SD	4.12.18		C			65.37	65.37
Office	Lockable cabinet	Clerk's Office, 18 Village Way, Yateley, GU46 7SD	4.12.18		C			239.00	239.00
Community Assets	<i>The basis of value of these assets is nominal value.</i>								
Community Assets	Chequers Green Recreation Allotment (part)				P			1.00	1.00
Community Assets	Burial Ground				P			1.00	1.00

Community Assets	Centre Green Surveyors' Allotment (part)				P			1.00	1.00		
Community Assets	Cross Green Recreation Allotment (part)				P			1.00	1.00		
Community Assets	Lower Common Enclosure Allotment (part)				P			1.00	1.00		
Community Assets	Up Green Recreation Allotment (part)				P			1.00	1.00		
								<u>7,890.83</u>	<u>0.00</u>	<u>120,106.86</u>	<u>127,997.69</u>

Appendix G

DELEGATED AUTHORITY DECISIONS

TYPE	DATE		DECISION
planning	2.2.2022	21/03196/FUL Land Rear of Reedfield and Chequers End	Eversley Parish Council objects to this application as it is still too large and too dominant and overlooks neighbouring private gardens and adversely affects the amenity of adjoining residents.

