

MINUTES OF THE MEETING OF **EVERSLEY PARISH COUNCIL** HELD AT CHARLES KINGSLEY SCHOOL AT 7.30pm
ON **TUESDAY 5th APRIL 2022**.

PRESENT: Cllr A McNeil (AM) Chairman
Cllr D Deane (DD)
Cllr S Dickens (SD)
Cllr E Dixon (ED)
Cllr S Hughes (SH)
Cllr P Todd (PT)

ALSO PRESENT: Tim Davies (HCCllr) J Routley (Clerk)

Abbreviations:

HDC – Hart District Council

HCC – Hampshire County Council

EPC – Eversley Parish Council

ACTIONS

145 Apologies for Absence

RESOLVED

To accept apologies from Cllr C Edge due to work commitments.

146 Declarations of Interest

None.

147 Minutes of the Last Meeting

Receipt of Minutes

The minutes of the meeting of the meeting of Eversley Parish Council, including the confidential notes, held on **Tuesday 1st March 2022**, had been previously circulated to all Councillors.

Errors

Min: 144 Confidential note – delete date ‘2 March 2021’ and replace with ‘1 March 2022’.

RESOLVED

That, with this amendment, the Minutes, including the confidential notes, be approved and signed by the Chairman.

AM

The minutes of the Personnel Committee Meeting held on **Tuesday 15th February 2022** had been previously circulated to all Councillors.

Errors

Min 5: line 1 - delete date ‘13th February 2022’ and replace with ‘7th February 2022’.

RESOLVED

That, with this amendment, the Minutes be approved and signed by the Chairman.

AM

148 Public Questions and Comments

None.

149 Meetings

i) Open Spaces Committee – To decide whether to change the date of the next Open Spaces Committee Meeting currently scheduled for 19th April due to the proximity to the Easter bank holiday weekend.

RESOLVED

To keep the meeting date of 19th April.

150 Relocation of Play Equipment

The Council discussed relocating the 3 springers from Cross Green to Chequers Green and also where at Cross Green to locate the new totem activity pole.

RESOLVED

- To approve the cost of £1,529+VAT to relocate the 3 springers from Cross Green to Chequers Green.
- It was also agreed to put the totem at Cross Green at proposed location 1.

151 Progress on actions

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

- Emergency Plan – Cllr Deane was looking at how other councils had set up their plans.
- Tim Davies (HCCllr) was trying to talk with the Cabinet Executive Lead Member for Economy, Transport at HCC about issues concerning Eversley.

The Council noted progress on the actions.

152 Financial report

Schedule of Accounts

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

RESOLVED

- The reconciliation for February 2022 was accepted.

RESOLVED

- The reconciliation for March 2022 - end of year reconciliation was accepted.

RESOLVED

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

Year to Date

RESOLVED

- The Year-to-Date reports for February 2022 was accepted. (See Appendix C)
- The Year-to-Date reports for March 2022 end of year update was accepted. (See Appendix C)

Transfer of Funds

The Clerk explained that if an expected large invoice comes in before the first half of the precept payment is made then it may be necessary to transfer funds from the Reserve account to cover this expenditure.

RESOLVED

To authorise the Clerk/RFO to transfer up to £5K from the Reserve account to the Current account if necessary.

Approval of Invoice

RESOLVED

- To approve paying the 2nd phase invoice to Educational Play Environments of approximately £12K +VAT once it is received on the proviso that the Council is satisfied with the completion.

Emergency Spend

None.

NALC National Pay Scales

The NALC national pay scales, for the Year 1st April 2021-31st March 2022, were noted; and, in accordance with NALC guidance, will be back dated to 1st April 2021.

153 Grounds Maintenance Contract

RESOLVED

To agree the increase in bin collection costs from £5 to £6.50 per bin to be included in the extended 2 year contract.

154 Village gates and signs

The Council discussed the project for new village gates and signs which as well as enhancing the village it is hoped would encourage drivers to slow down as they entered the village.

Hampshire Highways are the only supplier who can provide these products and that are authorised to install on the Highway.

RESOLVED

- To agree the scope of work by HCC and to approve the final costs of up to £12K. Reserves have already been earmarked to cover this expenditure.
- To authorise the Clerk to complete the application and pay the deposit of £250.

155 Decisions made under delegation

None.

156 Enforcement

The Council had noticed that some of the recent work done at The Chequers Public House was not in accordance with approved plans including: tarmac of surface in the car park, installation of posts in excess of 2 metres and erection of lighting on these posts. It was noted that this is in a Conservation Area. Since the car park has been tarmacked the area is at risk of flooding from surface water as it is not a permeable surface and cannot drain away. In the application it is understood that the licensed pub was required to apply to permanently close the road and we understand they have not done so.

EPC will ask Enforcement to investigate.

Clerk

157 Planning Wokingham minerals and waste plan

RESOLVED

To comment on the plan as follows.

Clerk

EPC comment: Main Modification to Policy M3 proposes a new paragraph as “clarification on reliance on imports during the Plan period based on allocations.” However, it does not state which other Mineral Authorities will be expected to have to overproduce to make up for Central and Eastern Berkshire’s shortfall. Furthermore, it states that that shortfall will be both increasing and increasing more rapidly over the next 14 years. Hampshire is likely to be one of the Mineral

Authorities which will be expected to make up some of the shortfall. Therefore, the village of Eversley is going to be subjected to further excessive HGV traffic due to Central and Eastern Berkshire's failure to Plan to meet its own demands for sand and gravel. Eversley Parish Council objects to the planned shortfall and to the Main Modification on behalf of all its residents whose quality of life will be adversely affected by the impacts of traffic due to the Joint Minerals and Waste Plan.

158 Planning Appeals

RESOLVED

To make written representation on the following planning appeals:

Clerk

- a) Planning Appeal REF: 21/00904/FUL Eastwood Place at STREET RECORD, Eastwood Place for Installation of an automated gate hung off the existing posts to the entrance to Eastwood Place.

EPC Consultee comment: Eversley Parish Council feels that there would be cheaper and less intrusive ways of informing casual residents it is a private road. Eversley Parish Council also repeat its previous comments:

Eversley Parish Council objects on the grounds that it does not wish to see exclusive enclaves within the Village. To present exclusivity does not fall within the Village ethos. We would also not wish to set a precedence that would prevent us from objecting to other gated cul-de-sacs.

- b) Planning Appeal REF: 21/00666/FUL Land To Rear Of Chantryland, New Road for Retrospective application for surfacing of private drive with permeable tarmac

EPC Consultee comment: Eversley Parish Council considers that there is an increased risk of surface water flooding, because the sub-stratum below the surfacing of the private drive is, itself, impermeable.

At 8.30pm T. Davies (HCCllr) left the meeting.

159 Planning Applications

i) **RESOLVED**

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

Clerk

- a) 22/00382/FUL Church Farm West Bramshill Road Retention of Agricultural Cold Store Building

EPC Consultee comment: The plans are different from what has been built and it is in a completely different area from the plans. There is no justification for the height of the building. The building has an impact on the views from the Eversley Church Conservation area.

- ii) To note receipt of planning applications for which deadlines for responses expired before Full Council on 5 April and on which EPC chose not to make comment under the delegated arrangements in force.

- a) 22/00255/FUL New Farm Stud The Street Retention of one bedroom grooms accommodation

- b) 22/00426/LBC Dial House Longwater Road Replace window with double doors on ground floor side elevation, replace window with doors and balustrade on first floor side elevation, enlarge window on first floor rear elevation and internal alterations.

There being no further items for discussion the Chairman closed the meeting at 8.36pm.

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

The next Full Council Meeting will be held on Tuesday 10th May 2022

Forward Plan

Date	Meeting	Draft Items
19 April 2022	Open Spaces Committee	
10 May 2022	Annual Parish Council Meeting	

Appendix A

Eversley Parish Council	Bank Reconciliation					
28th Feb 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 Jan 2022					
as per Bank Statement						
						46,656.06
Chq No./Bacs date/ref	Payee	Description	Invoice no.	Net Amount	VAT	Total
01-Feb-2022	BT Group	Monthly office phone costs	M129 2H	32.20	6.44	-38.64
02-Feb-2022	Staff	Salaries - Jan		1,701.43	0.00	-1,701.43
02-Feb-2022	J Routley, Clerk	Expenses/Admin - Jan		16.65	0.00	-16.65
02-Feb-2022	Hampshire Pension Fund	Jan contribution		471.28		-471.28
02-Feb-2022	Nick Robins Ltd	Grounds maintenance - Jan	14020	935.00	187.00	-1,122.00
02-Feb-2022	Nick Robins Ltd	Lead Capping war memorial and felling a tree lower common	14017	480.00	96.00	-576.00
02-Feb-2022	Basingstoke Skip Hire	Skip hire Jan	504845	74.88	14.98	-89.86
02-Feb-2022	The Play Inspection Company Ltd	Annual Inspections of 4 play Areas	51906	270.00	54.00	-324.00
02-Feb-2022	Simple Creative Marketing Limited	DWeb Domain renewal	SCM0765	10.07	2.01	-12.08
02-Feb-2022	Amazon Payments UK Limited	Pens	INV-GB-143327021-2022-6900	4.17	0.83	-5.00
02-Feb-2022	Amazon Payments UK Limited	printer paper, notepads	GB2LZBS5AEUI	16.64	3.34	-19.98
02-Feb-2022	Amazon Payments UK Limited	uniball pens	INV-GB-124723851-2022-76725	7.49	1.50	-8.99

02-Feb-2022	Hampshire County Council	Hall Hire for 15th Feb 2022 rescheduled meeting	3611451926	45.00	0.00	-45.00
02-Feb-2022	Simple Creative Marketing Limited	Set up google analytics on website	SCM0775	40.00	8.00	-48.00
19-Feb-2022	Lloyds Bank	Bank Fees	361919332	7.00	0.00	-7.00
Lodgements			Invoice no.			
18.2.2022	HMRC	VAT Reclaim		6080.62	0.00	6080.62
22.2.2022	Haven Memorials	Memorial Inscription	B005/2021-2022	100.00	0.00	100.00
Total movement	as per cashbook					48,350.77
Unpresented cheques/payments	as at 28th Feb 2022					
Chq no./reference						
27-Jan-2022/Charge card	Post Office Ltd	recorded delivery		6.95		
21-Feb-2022/charge card	Post Office Ltd	special delivery		7.65		
Bank Balance as at	28th Feb 2022 as per Sheet					48,350.77
Balance Reserve Account	38770268					82,747.42
	9-Feb-2022	Interest				<u>0.68</u>
						82,748.10
Total funds held by EPC	as at 28th Feb 2022					131,098.87

Eversley Parish Council	Bank Reconciliation					
31st Mar 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 28th Feb 2022					
as per Bank Statement						
						48,350.77
Chq No./Bacs date/ref	Payee	Description	Invoice no.	Net Amount	VAT	Total
27-Jan-2022/Charge card	Post Office Ltd	Post Office Ltd		6.95	0.00	-6.95
21-Feb-2022/charge card	Post Office Ltd	special delivery		7.65	0.00	-7.65
04-Mar-2022	BT Group	Monthly office phone costs	M130 8L	32.20	6.44	-38.64
05-Mar-2022	Staff	Salaries - Feb		1,777.22	0.00	-1,777.22
05-Mar-2022	J Routley, Clerk	Expenses/Admin - Feb		32.85	0.00	-32.85
05-Mar-2022	Hampshire Pension Fund	Feb contribution		502.39	0.00	-502.39
05-Mar-2022	Nick Robins Ltd	Grounds maintenance - Feb	14048	935.00	187.00	-1,122.00
05-Mar-2022	Nick Robins Ltd	Dragon tooth repair and turf at burial ground	14049	50.00	10.00	-60.00
05-Mar-2022	Basingstoke Skip Hire	Skip hire Feb	507248	74.88	14.98	-89.86
05-Mar-2022	Amazon	Copier paper	GB212R57EAEUI	7.74	1.54	-9.28
05-Mar-2022	Nick Robins Ltd	Dragons' teeth repair following accident	14050	45.00	9.00	-54.00
05-Mar-2022	Educational Play Environments	50% initial payment for Cross Green Play Area	EPEINV2690A -	4,958.00	2,991.60	-17,949.60
05-Mar-2022	Eversley Parish Magazine	publications in Feb & Mar	2022-AD011	70.00	0.00	-70.00
10-Mar-2022	Royal British Legion	Jubilee Sign	D464	129.16	25.83	-154.99
21-Mar-2022	Lloyds Bank	Bank Fees	364291161	7.85	0.00	-7.85

Lodgements			Invoice no.			
28-Mar-22	Randall	Donation to new Play Area		70.00		70.00
Total movement	as per cashbook					26,537.49
Unpresented cheques/payments	as at 31st Mar 2022					
Chq no./reference						
Bank Balance as at	31st Mar 2022 as per Sheet					26,537.49
Balance Reserve Account	38770268					82,748.10
	9-Mar-2022	Interest				0.63
						82,748.73
Total funds held by EPC	as at 31st Mar 2022					109,286.22

Appendix B

Eversley Parish Council

Payments for approval 5.4.2022

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	364291161	Bank Fees	7.85	0.00	7.85
Royal British Legion Shop	D464	Jubilee Sign	154.99	25.83	154.99
Postoffice		stamps	5.10	0.00	5.10
		refreshments for Annual			
Waitrose		Assembly	121.98	0.00	121.98
Royal British Legion Shop		Bunting	144.69	28.76	173.45
Roadware		Cesar bin	164.95	32.99	197.94
BT Group		Monthly office phone costs	28.51	7.13	35.64
		March - Staff			
		Remuneration + Pension			
Employment costs		+HMRC quarterly costs	3,992.51	0.00	3,992.51
J Routley, Clerk		Expenses/Admin - March	18.00	0.00	18.00
Nick Robins Ltd	14080	Grounds Maintenance - Mar	935.00	187.00	1,122.00
Nick Robins Ltd	14081	Clearance around the pond	1,885.00	377.00	2,262.00
		Felling and removal of storm			
Nick Robins Ltd	14084	damaged trees	625.00	125.00	750.00
Nick Robins Ltd	14082	Jubilee oak and planting	360.00	72.00	432.00
Basingstoke Skip Hire	509931	Skip Hire - March	93.60	18.72	112.32
	24UG005-				
Parish online	0004	Annual subscription	45.00	9.00	54.00
Eversley & Bramshill Parish		Advertising/publications Apr-			
Magazine	2022-AD012	Dec 22	315.00	0.00	315.00
		Hall Hire for Annual Parish			
Eversley Village Hall	1317	Meeting	75.00	0.00	75.00
Hampshire association of Local		HALC and NALC Annual			
Councils	NV-5017	Affiliation Fees	496.26	0.00	496.26
Hampshire County Council	3611484988	Hall Hire Mar-May	150.00	0.00	150.00
		TOTAL			<u>10,476.04</u>

Appendix C

Year to Date

at 28th Feb 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)	6.61	10	
Garden Plot Rents	646.00	518	
S106 Funds	0.00	0	
Burial Ground Fees	2,160.00	1,500	
Donations/Grants	3,210.20	2,560	
other income	90.00	0	
Insurance claim	0.00	0	
VAT Reclaim	6,080.62		
Sub Total	91,170.43	83,565	
Expense			
Staff Remuneration + Pension +HMRC	27,234.15	29,367	92.7
Admin/Office Costs	1,561.81	2,383	65.5
Hall Rental	495.00	550	90.0
Chair/Cllr Expenses	113.41	500	22.7
Bank Charges	112.40	120	93.7
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	32,808.14	37,170	88.3
Grounds Maintenance	10,926.90	13,120	83.3
Repairs/Maintenance	3,278.74	6,000	54.6
conservation volunteers	0.00	517	0.0
Tackling Flooding	0.00	1,550	0.0
Tree Work	1,115.00	3,400	32.8
Tree Survey	0.00	2,000	0.0
Waste Management	935.56	1,429	65.5

Annual Playground Inspection	270.00	360	75.0
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	25,100.27	43,987	57.1
Website	336.97	408	82.6
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	5,297.14		
Sub Total	5,779.11	2,408	240.0
	63,687.52	83,565	76.2
Income - Expenditure	27,482.91	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	27,482.91	0
Outstanding Cheques not cashed	14.60	
<u>Total Funds remaining</u>	<u>131,098.87</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	64,674

Year to Date

at 31st Mar 2022

	FY 21-22	Budget 21-22	% of budget used
	YEAR to date		
Income			
Precept (split into 2 payments)	78,977.00	78,977	
HDC Council Tax Support Grant	0.00	0	
Bank Interest (on reserve acc)	7.24	10	
Garden Plot Rents	646.00	518	
S106 Funds	0.00	0	
Burial Ground Fees	2,160.00	1,500	
Donations/Grants	3,280.20	2,560	
other income	90.00	0	
Insurance claim	0.00	0	
VAT Reclaim	6,080.62		
Sub Total	91,241.06	83,565	
Expense			
Staff Remuneration + Pension +HMRC	29,461.01	29,367	100.3
Admin/Office Costs	1,687.35	2,383	70.8
Hall Rental	495.00	550	90.0
Chair/Cllr Expenses	113.41	500	22.7
Bank Charges	120.25	120	100.2
Subscriptions/Publications	1,212.90	1,750	69.3
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	35,238.39	37,170	94.8
Grounds Maintenance	11,886.90	13,120	90.6
Repairs/Maintenance	3,348.74	6,000	55.8
conservation volunteers	0.00	517	0.0
Tackling Flooding	0.00	1,550	0.0
Tree Work	1,115.00	3,400	32.8
Tree Survey	0.00	2,000	0.0
Waste Management	1,010.44	1,429	70.7
Annual Playground Inspection	270.00	360	75.0
EPC projects + new equipment	23,661.23	38,000	62.3
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	41,292.31	73,987	55.8
Website	336.97	408	82.6
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	8,543.53		
Sub Total	9,025.50	2,408	374.8
	85,556.20	113,565	75.3
Income - Expenditure	5,684.86	-30,000	

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	5,684.86	-30,000
Outstanding Cheques not cashed		
<u>Total Funds remaining</u>	<u>109,286.22</u>	<u>73,601</u>

Earmarked Reserves	
6 months running costs	24,425
Project: Village Signs	12,000
Project: New Play Area Cross Green	0
Total Earmarked Reserves (Total Reserves-Earmarked)	36,425
Funds Remaining after Earmarked Reserves	72,861

30,000 transferred from Reserves to EPC projects