

ELLISFIELD PARISH COUNCIL
MINUTES OF THE MEETING OF THE COUNCIL

Date: Monday 7th September 2015. **Time:** 8:00pm

Venue: Memorial Hall, Ellisfield

Present: Tim Guinness Chairman
Caroline Cazenove Vice Chair
Gavin Park-Weir
Victoria Reed
Wendy Simson Clerk
Edna Chilton
PC Reid
Two members of the public

Apologise: David Richards
Rose Taplin

1 Apologies for Absence

Councillors Taplin and Richards had sent their apologies, the latter was working the former was on holiday.

2 Welcome of new Clerk

The Chairman introduced the proposed new locum Clerk, Wendy Simson, and proposed a resolution that she would take the role from 7th September, the Vice Chair seconded the proposal and the vote was carried unanimously.

3 Declaration of Interest

The Chairman explained for Councillor Reed benefit that if any member of the Parish Council had a vested interest in any of the agenda items they were required to declare them at the start of the meeting. It was confirmed that none of the Councillors had anything to declare.

4 Minutes of the previous meeting

The Chairman asked the Councillor to confirm that they had read and approved the minutes of the meeting held on 27th July 2015. They were agreed and the Chairman signed the copy for the records.

5 Matters arising

It was confirmed that any matters would be included within the agenda item during the meeting.

6 Welcome new Councillor

The Chairman welcomed Councillor Reed to the meeting. Councillor Reed signed the Declaration of Acceptance of Office and it was agreed that the Register of Members Interest

be emailed for completion. The Basingstoke & Deane website did not show the most up to date forms for the existing Councillors.

Action: Clerk to email Register of Members Interest form to Councillor Reed

Action: Clerk to email Geraldine Hagley at B&D to confirm forms for all Councillors have been received.

7 Police Update

PC Reid informed the Parish Council that there had been three incidents since the 7th July meeting, these were:-

- 1/8 – Slight injury road traffic accident at Berrydown Lane (3 vehicles)
- 2/8 – False/fault burglar alarm activation at Ellisfield Green
- 5/8 – Damage road traffic incident, car in ditch at Ellisfield Green

PC Reid reported that there had been five crimes in Ellisfield to date in 2015 which was three more than 2014. These include one count of criminal damage to a fence, two counts of drug possession, one theft from a motor vehicle and one non-dwelling burglary to Merritt's Farm. The Chairman asked for an update on the rural policing strategy and PC Reid informed the Council that while a joint statement between the Police Commissioner and Councillor Mark Ruffell was expected that this had been delayed as there were still points to be agreed. PC Reid is now based from Tadley and is working a fixed shift which he believes does not meet the local needs.

The Chairman thanked PC Reid for all his hard work in the area.

8 Previous Clerk and Parish Council property

It was confirmed that the payments of £77.15 (salary and expenses to 8th July) and £339.49 (travel expenses) agreed at the last meeting, had been forwarded to the previous Clerk. An email has been received by the Vice Chair on 2nd September confirming payment of these two cheques but questioning payment of £227.82 for salary from 1st to 26th July plus allowances, paper and stamps which was supported by an invoice. A further payment for £150.67 was detailed as supported by invoice #4 but this invoice was not included. Holiday pay had not been claimed but the Clerk had implied in her email that this is legally payable.

The Parish Council discussed how to proceed and it was agreed that the main concerns were for the return of the Council property and to ensure the previous Clerk was not continuing to work past her resignation date of 8th July which the invoices for salary suggested she had done. The minutes or notes of the May meeting and AGM had not been received and the Councillors suggested that these were to be collected to ensure the meetings were correctly recorded. The Chairman had accessed bank statements and there appeared to be no irregular activity.

The Councillors have had little contact from the previous Clerk and reported that they had found it very difficult to communicate with her. As the last correspondence had been sent to the Vice Chair it was agreed that she would respond and suggest a meeting in a coffee shop to discuss how to proceed and bring this situation to a conclusion.

Action: Vice Chair to respond to previous Clerk's email and suggest a meeting.

9 Financial Standing Orders

The Financial Standing Orders require review but it was agreed that this would be deferred until current issues with Council property are resolved.

10 Flagpole in Churchyard

The Parish Council had informally been asked for a donation towards a new flagpole for the churchyard. The total cost was £750 and it was expected that the Parish Council would be asked for £250. No budget line had been made for this payment but it had been discussed at the previous meeting and it was agreed that a grant could be considered. The Chairman asked for a vote and it was agreed by the Vice Chair and Councillor Reed, Councillor Park-Weir was ambivalent. It was therefore to be communicated that the Parish Council would consider an application positively.

11 Five a side goal nets

These nets appear to have gone missing; Councillor Park-Weir agreed to speak to Jacqueline Matthews.

Action: Councillor Park-Weir to enquire about the nets

Action: Clerk to remind Councillor Park-Weir at end of September

12 Financial update

The Chairman reported that there is £5,363 in the two Parish Council accounts and that all payments and standing orders were being paid as required.

The litter picking work carried out by two young people and paid for through a grant from Basingstoke & Deane of £1,000 a year may need to be reviewed. The hourly salary needed to be assessed in line with increases to minimum wage and one of the two young people currently doing the work may be moving on and so a new recruit identified.

Action: Clerk to speak to Jacqueline Matthews and identify contact at B&D.

A payment of £1,000 has been received from Herriard Bio-power but the VAT refund has not arrived as there was an issue with the account details

Action: Clerk to speak to HMRC

The agreed budget has been given to the Clerk to allow a financial statement to be drawn up showing payments made to date. The Chairman agreed to support the Clerk with this process.

Action: Clerk to put together a financial statement for next meeting.

The parts to repair the swings that had been ordered were not correct as they do not immediately work with the existing chains and seats. David Richards and Gavin Park-Weir were investigating the best way to make the repair and it was likely that a refund be sort for the parts so far supplied. Tony Matthews and Stephen Gould had surfaced a solution that would enable the existing chains to continue to be used. Gavin Park-Weir will speak to them next.

Action: Clerk to speak to Ludus about the problem

Action: Councillor Park-Weir to continue to work on determining the best solution.

13 Planning

No applications have been received

B&DBC planning department are still sending their correspondence to Jacqui Matthews

Action: Clerk to speak to B&D about changing Clerk's details

The application for tree work at Church Cottage has been approved

14 Localism/HALC/Local Business Liaison

The Vice Chair and Councillor Reed attended the meeting with Barfoots who are spending £250k to put the digestate pipes underground from the biomass plant. This will stop vandalism and reduce the numbers of lorries visiting the site. A Community liaison group has also been set up which will include HCC Councillor McNair Scott and it is hoped this will allow residents to get their concerns heard.

15 Highways

Councillor Park-Weir has reported the pot holes on the Axford Road and one has been filled but the other left.

There has also been some damage to the sign at the junction of Church Lane and College Lane and the salt bin in the same location.

A large white plastic container has been dumped at the start of Winslade Byway.

The sign at the junction of Bell Lane and College Land also needs reinstating.

Action: Councillor Richards to chase this up with Highways Team.

16 Broadband Speed

No change, however a new plan is expected in September from Hampshire Broadband. There may an opportunity to access some match funding through KITTY.

Action: Councillor Park-Weir to chase Councillor Mark Ruffell and MP Jaywardene for a response to his letter asking about funding.

17 Land & Property

Nothing further to report

18 Footpaths & Rights of Way

The Chairman reported he had replied to an email from Steve Gould asking what progress had occurred viz a viz removing / dealing with the obstacles on the zig zag footpath from Furzen Lane to College Lane presented by the stiles into and out of Mr Ferranti's paddock - sending him the relevant extract from his report to the Ellisfield APM. This reported that that Mr Ferranti had said he preferred to move the whole fence a few feet and completely clear the route of the footpath and until that was done he was happy for walkers to walk on his land just outside the paddock. Previously the plan had been to install kissing gates and a grant had been secured to do that. The Chairman also reported he had clarified with Mr Ferranti whether the footpath would emerge directly into College Lane without a need for a Kissing Gate in the hedge. Mr Ferranti had said the hedge would be left with a gap. Lastly the new development raised the issue of what to do with this grant – return it; hold onto it till the fence actually relocated; or find another stile or kissing gate needing replacement or

repair that HCC would agree for it to be used on. The Chairman agreed to investigate further and, if possible, bring a recommendation to the next meeting

19 Memorial Hall

The electric is being sorted out as currently the cooker and lights can't be used simultaneously.

The Chairman asked if the Memorial Hall would consider wifi once the broadband speed is sorted out.

20 New residents and welcome packs

The new people at Acorns have not had a pack

Action: Chairman to organise giving them a welcome pack

21 Any Other Business

The Chairman distributed the details of the upcoming public meetings about the Basingstoke Local Plan.

22 Dates of next meetings

Tuesday 20th October at 8pm in Memorial Hall

Tuesday 1st December at 8pm in Memorial Hall

Matters discussed at Open Forum

The area in front of the new notice board at Bell Lane is problematic

Action: Councillor Park-Weir to visit local resident to discuss how to improve the situation

The minutes of the meeting held on 30th June 2014 are missing from the website

Action: Clerk to speak to Jacqueline Matthews to see if she has a copy