

**Ellisfield Parish Council**  
**Minutes of meeting of held in Ellisfield Memorial Hall**  
**at 8.00pm on Monday 20 March 2017**

**Present:** Tim Guinness Chairman  
David Richards Councillor  
Gavin Park-Weir Councillor

Jacqui Matthews (JM) Taking notes

2 members of public

**202. Apologies for Absence**

Rose Taplin, Councillor  
Vicky Reed, Councillor  
Caroline Cazenove, Vice-Chairman

**203. To receive Declarations of Interest in any matter on this Agenda.**

Cllr Richards declared an interest in item 5(h), son-in-law quoting

**Open Forum;** Items raised by the public:

Paul Turner

- i. Why no draft minutes on parish council website – they had been posted 20 March 2017.
- ii. Despite writing to Parish Council on 02 January, no action has been taken to relieve the flooding in the vicinity of the phone box – Chairman has contacted Hampshire Highways 3 times to request action but had recently held off until after Lower Common Earthworks completed. Cllr Richards reported he had also registered the problem with HCC Highways and had an Incident Number.
- iii. Drainage Earthworks at Lower Common; floodplain had been replaced with a V-channel, which if it becomes blocked won't flow freely and drain away. Also a risk of water levels sufficient to be dangerous and adjacent to play area, should a child fall in to V-channel and become unconscious, perhaps with no one aware they had fallen. Chairman thanked Mr Turner for his comments and there followed some discussion that HCC Highways had undertaken the earthworks to their own agenda, taking little note of local knowledge. Mr Turner raised concern that HCC Highways had not made public their risk assessment, asking parish council to obtain a copy.

**202. To receive and approve Minutes of a Meeting held on 23rd January 2017.**

Agreed and approved by all Councillors and Chairman signed all copies for records.

**203. Matters Arising from the Minutes.**

**Flood Resilience plans** – at the previous meeting, JM had been asked to instruct Dave Salter to undertake 1 days' work with his digger in February at a rate agreed with MW (£250/day) with a view to returning in the summer if more work needed. This work had been completed; Dave Salter spent the whole day on Monday 06 February 2017 clearing grips at the bottom of

Furzen Lane, adjacent to Flood pits, Northgate Lane between Northgate Cottage and Fordham House, Green Lane from Lower Common to Axford Road and College Lane from Axford Road to above Rookery Cottage.

**Request sandbags** – 50 Sandbags ordered by Cllr Park Weir were delivered by BDBC on 26 January 2017 now stored in Cannon Close garage. It was discussed and agreed that 50 sandbags probably sufficient and hopefully won't be needed now flood resilience works complete.

**Bus Shelter** – Steve Brabbin attended the meeting to submit a quotation for refurbishing Lower Green Lane bus shelter roof. JM confirmed two quotations had been received which would be considered; Chairman proposed these to be circulated by email and a majority vote accepted. Cllr Park-Weir to action.

**Burial Ground** – Cllr Cazenove confirmed by email that she had met with EVG committee members and would report back at next meeting.

**Allotments** – Cllr Reed had reported by email that a meeting of Ellisfield Allotment Gardeners Association would meet in April.

**Broadband speed** – Cllr Park Weir confirmed Redraw have delivered service to a number of adjacent communities; Wield, Lasham and Farleigh Wallop. A meeting planned week commencing 23/01/17 with Redraw to see how best they might serve different parts of Ellisfield. BT/Hampshire County Council: conversation with Glenn Peacey, who runs the Hampshire broadband program confirmed the latest situation; Ellisfield North is included in the Hampshire funded Wave 2 program and currently looks like BT should get to it during Q1 2018 but this could easily change. Ellisfield South is not included in the Hampshire program. There are two Hampshire run schemes that may benefit Ellisfield South; Broadband Wave 2 is receiving an additional £6.8m funding which will cover extra communities and might include Ellisfield South. Date to be announced. Also a soon to be launched programme of match funding (50% locally raised / 50% from Hampshire) to help the last few % with Superfast Broadband.

**Bushywarren Liaison Group** – Cllr Park-Weir confirmed he would be attending a meeting on Wednesday 22 March 2017. Also established that under terms of planning permission for Veolia site; their lease expires in 2021 and planning conditions are for a temporary permission which required site to be decommissioned and returned to wetland at the end of the lease; proposals and plans for decommissioning required to be submitted and agreed by end 2017.

#### **204. Planning Applications;**

No new planning applications since last meeting and all Ellisfield applications considered at last meeting had been granted by BDBC.

**205. To receive a report on Financial Matters.**

The following payments made by cheque between meetings were approved:

Chq No 754 - £341.88, Sutcliffe Play, new swing seats and chains

Chq no 755 - £288, Datacenta Hosting– website/email address hosting

Chq no 756 - £243, Memorial Hall rent

Chq no 757 - £300, DJS Excavator Hire – Digging grips

Income since last meeting; Burial ground, Trevor Lucas Interment £125 also £225 from EVG; 50% Cannon Close garage rent.

Clerk presented Financial Statement; all bank balances reconciled, approved by meeting.

Chairman raised the issue that the council had not paid the previous clerk; agreed to ask HALC for advice and work out how to proceed.

It appears VAT claim had not been completed in preceding two years; Action Clerk and JM

**206. To receive a report and approve any action needed on:**

**a) Localism/HALC/Local business liaison**

Cllr Park-Weir reported he had attended a meeting with Veolia and relations remain good; they continue to tidy litter and control lorries. They are proposing to submit a planning application to replace a mobile shredding unit with a fixed unit. Also they are obliged to submit a planning application before the end of 2017 detailing how they intend to decommission the site, as per the conditions of their original (temporary) planning permission, even if they intend to apply for an extension to said permission. Issues relating to dormice have been resolved at Anaerobic Digester plant and the debate continues about tractor movements along local roads having delivered maize to the plant on farm tracks; these road movements not included in permissible number of vehicle movements in planning permission. Solar farm; nearest resident, Susie Deane remains concerned about noise generated by fans in summer.

**b) Flood Resilience Project**

Cllr Guinness confirmed that Digger Dave had excavated grips in Northgate, Green and College Lanes at the beginning of February. Also HCC Highways contractors, R&W Civil Engineering, completed excavation of Flood pits at bottom of Furzen Lane and behind Lower Common, together with drainage channel from Sylven Lea to Lower Common last week of February and first week of March. There were discussions regarding concerns raised during Open Forum; that floodplain had been replaced with a V-channel, which if it becomes blocked won't allow water to flow freely and drain away creating a risk of water levels sufficient to be dangerous and adjacent to play area. Also concerns that additional grips to be cut into Green Lane drainage channel leading to Lower Common would have an adverse effect during heavy rains, local resident's historic views that camber of road leads away from these drainage channels rather than taking water into drainage channel had been ignored by contractors. It was agreed that as HCC had commissioned the works, advice should be sought from their flood experts. Cllr Richards raised concerns that the new drainage channel dug from pond within Old Manor property which appears to drain towards field might have an

adverse impact on recently dug flood pits at the bottom of Furzen Lane. Cllr Guinness confirmed that he had drawn Nick Batchelor's attention to the extent of flood resilience works completed as his house (Berrydown House) had been particularly badly affected by heavy rains of 2015. Cllr Park-Weir had commented that the south side of Axford Road was the next area to need attention although Cllr Guinness reminded that HCC highways had not been keen for work to be undertaken on private land.

**c) Footpaths**

On 07 March, Cllr Reed attend a Footpaths/ Bridleways/ and Boats work shop organised by Hampshire County Council, which was interesting and informative; sometimes it is possible to downgrade a BOAT, (byway open to all traffic) so that cars cannot use it, probably difficult, but food for thought.

**d) Highways**

Cllr Richards reported that road edges on College and Green Lanes and Axford road were in extremely poor condition. Cllr Park-Weir reported he had walked the entire village and reported all potholes to HCC via their App. The condition on the top section of Furzen Road had caused a number of complaints, mud left by Old Manor building works making walking difficult, Cllr Park-Weir agreed to enquire how long this would continue and to ask for mud to be scraped from road on a daily basis.

**e) Allotments**

Cllr Reed reported (email) that Janet Mayle from Herriard has taken the last remaining allotment plot, her son lives in Farriers Field. JM to invoice Rose Grey for Lower Allotment rent.

**f) Memorial Hall**

The hall has been selected for an Energy Audit at a reduced cost of £50 (usually £500). Memorial hall Committee felt it was good to have some advice before progressing with new heaters. The main suggestion was to use a thin insulating board to stop the dampness and condensation. Full report due by April. Also, Asbestos Survey has also been carried out, all results low risk although some removal necessary if kitchen refurbished.

**g) Broadband**

The results of the latest broadband survey were discussed; of 39 responses, 34 said yes they would sign up to faster broadband if/when it becomes available, 2 respondents had not been sure if they would and 3 said they wouldn't be interested. The majority of respondents were happy for their details to be shared and there were some interesting comments including three people who thanked the parish council for continuing to pursue this initiative. Discussions concluded that Councillor Park-Weir would go back to Redraw and ask them to quote what they would charge to bring faster broadband to the village and how many people would need to sign-up to each section to make it viable and at what cost. Chairman proposed (DR second) that Councillor Park-Weir form a working party of those who had offered to help; Swanstons, Taylors and Bacons and to establish how many households are running businesses from home. Despite HCC giving assurances that they are working hard to give a share of £6.8m allocated to this initiative and Ellisfield remaining in the bottom 5%, as yet there is no date for faster broadband to be connected to the green box at the top of the village and still no plans for the south of the village. Cllr Park-Weir also reported he had

received an email from Claire Hague, recently started working on the Superfast Broadband Programme at Hampshire County Council.... doing the marketing and keen to get a story together about our community and the need for superfast broadband, to use as a launch for the Community Match Funding Scheme. Looking for a business in the area that would really benefit from the service, hoping to invite media out to see it, and interview small business owners. It may be some time before any match-funded initiatives progress due to purdah around elections.

Paul Turner added some information to councillors' discussions having met Glen Peacey (HCC) at a Rural Matters Forum at Sparsholt. It seems GP has no influence in which villages are included in 98% and doesn't know 6 months ahead of BT installation. PT suggested identifying individuals working from home and small businesses would boost argument for inclusion into 98%.

#### **h. Burial Ground**

Trevor Lucas of 5 Cannon Close was buried in plot 155 on 01 February 2017.

#### **i. Land and Property**

EVG have forwarded their updated Risk Assessments and JM has updated Risk Assessments for parish land, litter pickers and Hill Farm Pond. Following discussions in a) above it was agreed to review risk assessment for Lower Common once advice received from HCC Highways in respect of recent works and to present all risk assessments for approval at next meeting. With regard to Lower Common it was noted that since flood resilience works, the terrain is now somewhat different from some areas which may mean the level of risk increases from low to medium. It was suggested that Cllr Reed might put together a working party of local parents to review the risk in relation to the adjacent play area and report back to the next meeting. It was also agreed that the depth of water retained and the rate at which it drains from balancing ponds in Furzen Lane should be monitored, again to see if this warrants an increased assessed risk. It may then be necessary to consider any mitigating action necessary such as planting hedging or fencing.

#### **207. To discuss any matters which have arisen since the publication of the Agenda and which the Chairman considers urgent.**

Cllr Reed has delivered two Welcome Packs plus cakes to Louise and Tim Cooke at 4 Hill Farm Cottages, and Mr & Mrs Frost who have moved in to Kandahar Cottage.

Date set for 2016/17 Annual Audit; Internal Audit is on Friday, 9th June at 6.00 pm. TG/JM to prepare for this.

#### **208. Finding a replacement for Mick Walker, Clerk following his sad death on 06 January 2017**

##### **a. Re-appoint Chairman as unpaid Clerk until the next meeting or until a more permanent replacement for Mick Walker can be found, whichever is the sooner.**

This was discussed and agreed; proposal from Cllr Park-Weir, seconded by Cllr Park-Weir, unanimous agreement.

**b. Discuss and review progress towards recruiting and appointing new Parish Clerk.**

(This item was taken in closed session at the end of the meeting.) Chairman did, however, explain that Sue Turner, new Parish Clerk at Cliddesden had declined to extend her remit to another parish council but there are two village people interested in the role and that the recruitment could take a couple of months with a potential starting date of 01 July 2017.

Next meeting – Monday 22 May, EPC and EPC  
AGM in Ellisfield Memorial Hall

Forthcoming dates for 2017:

Fri 05 May – Annual Parish Meeting

Mon 17 July - EPC

Mon 18 Sep - EPC

Mon 20 Nov - EPC

DRAFT