

ELLISFIELD PARISH COUNCIL

Minutes of meeting of Ellisfield Parish Council held in Ellisfield Memorial Hall on Monday May 14th 2018 at 8pm

Present

Tim Guinness	Chairman
Caroline Cazenove	Vice-Chairman
Gavin Park-Weir	Councillor
Vicky Reed	Councillor
Rose Taplin	Councillor
Peter Raine	{
Sylvia Raine	{Joint Parish Clerk

5 members of the public

280a Apologies for Absence None

280b To receive declarations of interest in any matter on the agenda –
None

Open Forum

PC Reid reported the following situations had been investigated:
a suspicious incident in the village, gravel sellers in the village, a domestic dispute, concern for the welfare of a resident who was in hospital, and an abandoned 999 call where everything was found to be in order.
So far this year, there have been 2 incidents of crime: criminal damage to a vehicle and firearms offences.

Roy Frankham asked about the results of the traffic survey and expressed his concerns about the volume of sound created by the traffic as well as the danger posed to residents walking along Axford Road to the bus stop. The survey demonstrated that speeding is an issue, and after discussion about proposed methods of slowing down traffic, the idea of pinch points seemed to be preferred. Councillor Taplin confirmed that a combine harvester was about 3.5 metres wide and therefore narrow enough to navigate pinch points. PC Reid confirmed that incidents of speeding were frequent on that stretch of road and that he would be happy to write a letter in support of action necessary to reduce speeding. He mentioned a good example of pinch points in the village of Rotherwick.
The clerk will e mail the survey data to Roy Frankham and PC Reid.

The EPC will write to Hampshire Highways and Councillors Anna McNair Scott and Mark Ruffell to state the statistics and make the case for the need for traffic calming measures.

It was mentioned that a large tree had been removed in Furzen Lane and the Chairman confirmed that permission did not need to be obtained because it was outside the conservation area.

281a. To receive and approve minutes of meeting held on 6th March 2018

These were agreed and approved by all councillors and signed by the Chairman.

281b. Matters arising from the minutes

None other than those dealt with on the agenda.

282. To consider planning applications

18/00802/LBC Widmoor Farm, College Lane – conversion of an existing outbuilding to provide an office with a bedroom and bathroom and retained garden store all as approved under detailed planning number 17/ 04015/ HSE.

Status: GRANTED

Councillors had confirmed by e mail in between meetings that they had no objections to this application.

T/00153/18/TCA – Bell House, Bell Lane, Ellisfield

3 Horse chestnuts in paddock – fell

Councillors confirmed by e mail in between meetings that there were no objections to this application.

T/00172/18/TPO Laurel House, College Lane, Ellisfield

Remove 1 stem on beech tree leaning towards garage. Remove previous failed stem in top of canopy. Remove crossing limbs in both trees, crown lift over neighbour's drive to 5 metres.

It was decided to wait for 48 hours in order to give councillors time to ask neighbours whether there were any objections. Otherwise, the council has no objections to the application.

283. To receive a report on financial matters.

• Finance report:

Main Account as at 08.05.18:	£17,840.70
Add NS&I Savings Account:	£10,281.58 (19 th Jan 2018)
Total	£28,122.28
Less future liabilities:	
Notice boards	£4,295.23(inc.VAT)
Steve Brabbin	£100.00*
	£ 4,395.23

Current cash assets £23,727.05

• Main Account Payments for Approval:

Payee	Chq No	Amount	Details
Steve Brabbin:	000783	£100.00	*VAT due 17/18
Lengthsmans work	(VAT not included in his previous cheque	No 000781)	Clerk error.
Simone Surveys:	000784	£240.00	Traffic Survey, Axford Road
Zurich Insurance:	000785	£407.32	Insurance

John Murray:	000786	£135.00	Internal Auditor
Antivirus software	Faster Payments	£84.49	

- **Standing Orders & Direct Debits Paid this year:**

Litter picking, Garage rental £154.10

- **Cheques paid since last meeting:**

£169.00 000782 HALC & NALC subscriptions

- **Income since last meeting:**

9 th March 2018	Burial Ground Fees	£300.00	
30 th April	Basingstoke & Deane B C	£3,294.50	
	50% precept + Council Tax, support grant, parish funding		
3 rd May	Candover Parish Council	£500.00	Lengthsman
8 th May 2018	HMRC VAT refund for 2017/2018	£354.84	

- **Review of Clerk's Salaries**

It was decided that there should be no change in the salaries this year.

- **Report from recent audit.**

The clerk presented the audit file and a letter from John Murray, the internal auditor, and tabled the Annual Return for the year ending 31st March 2018, which John Murray had internally audited when they met on 2nd May. The meeting was asked to approve acceptance of the Annual Return, special note being made of Section 1 and Section 2 of the AGAR Pro-forma. The adoption of both the Accounts and the Audit Commission Pro-forma was agreed by all councillors and signed by the Chairman and the Clerk.

The auditor made some recommendations about various procedures regarding the parish website and it was decided that these would be looked into in the future.

The Chairman signed the variance report and the bank reconciliation.

- **To approve documents**

The risk assessment, financial risk assessment and the standing orders were approved by all councillors.

- **Zurich Insurance**

It was decided to review the council's insurance next year.

The Chairman thanked Peter Raine for all his hard work in preparation for the audit.

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

a Localism / HALC / Local business Liaison

- **Update on fly tipping in Bushywarren Lane.**

This has now been removed.

- **Noise from Solar Array**

The Council was informed of correspondence from EVA to Anesco Ltd making a formal complaint about the increased level of noise from the solar farm. It was decided that if there was no satisfactory response by the time of the next meeting, EPC would write a letter to Anesco.

b Flood resilience project

There has been a very positive response from residents of Bell Lane following Steve Brabbin's work. There are sufficient funds for more work to be completed, including grips and ditches on College Lane. At Councillor Park-Weir's suggestion, the Chairman and Peter Raine will make a schedule for:

- a) work which needs completing regularly.
- b) that which is a "one off."

c Footpaths / Rights of way

Councillor Reed reported that the gate opposite The Fox has been repaired.

d Highways

- **Traffic Speed Analysis:**

A letter will be drafted stating the case for traffic calming measures to be introduced.

- **Drains at Ellisfield Green**

Work has been carried out to clear the drains around the bus stop. HCC have promised to send a copy of the survey that was being undertaken in that area.

- **State of road surfaces in the village**

Councillor Park-Weir commented that road surfaces in the village are appalling, in particular Green Lane opposite Hill Farm Cottage and Axford Road. It was thought that this is a national problem and although these poor surfaces had been reported many times, the only way forward is to continue to do so.

- **Speed Limits**

Councillor Park-Weir raised concerns about the speed of traffic through the village, particularly on Green Lane. There was some discussion about how to reduce traffic speed for the safety of pedestrians. It was recognised that some residents would be of the view that road signs would spoil the aesthetics of the village. The Chairman pointed out that, about 4 years ago, a survey was completed about this issue and opinion was divided. However, the majority of councillors were of the opinion that now safety is more important than aesthetics, especially as there are more young children in the village. It was decided to include this topic in a village newsletter.

e Memorial Hall

- **First World War celebrations – Saturday 10th November**

Vice Chairman Cazenove reported on arrangements for these celebrations, which are progressing as previously reported, with various members of the village contributing to the organisation. The team cater for 80 people. The children will have a lunchtime party and make decorations for the evening party. The team is working to a budget of £500 with a small grant from EPC. Another meeting is arranged for June.

- **Memorial Hall**

Councillor Taplin reported on the recent Memorial Hall meeting:

The wine walk is arranged for June 8th.

It is thought that a defibrillator would be a valuable resource. As this would benefit the whole village, the question was raised as to whether the EPC could make a financial contribution. It was decided that more research was needed as to cost and practical implications, before any decision could be made.

The Memorial Hall AGM is scheduled for Tuesday 19th May.

f Broadband

Councillor Park-Weir reported on progress so far.

For the North of the village, the superfast cabinet is now live with some residents enjoying much faster speeds. This will vary depending on how far one's property is from the cabinet.

A quote of £44,500 has been received to provide fibre to the south of the village and HCC has match funded half. Pledges have been raised to meet the remaining cost, following much hard work by Ali Swanston and Alix Taylor.

Delivery should take approximately 1 year from placing the order.

There are a few teething problems to iron out, mainly the necessity of having an entity to place the order and facilitate the handling of the contract and bank accounts. The Council is considering how this can best be achieved. It is thought that superfast broadband is likely to add value to many people's properties.

g Burial Ground

There are no new developments with regard to the new seat.

h Land and Property

• Noticeboards

The Council had approved the purchase price of three new noticeboards for Lower Common, the bottom of Green Lane and Ellisfield Green, by e mail in between meetings. This was ratified at the meeting and they are scheduled to arrive on 16th May They will be erected by Steve Brabbin next week at a cost of £200 plus VAT as approved by the Council.

• Balancing Beams

The balancing beams on Lower Common are not safe and need attention as soon as possible. Steve Brabbin has been asked to give a quotation for the work. Meanwhile a notice has been placed on the beams to the effect that they should not be used.

• The bus shelter at the bottom of Green Lane

This has now been repaired.

I BDAPTC

• Meetings this year:

Thursday 21st June AGM & Parish Conference

Thursday 13th September, Tuesday 20th November.

j Welcome Packs

Councillor Reed reported that she has taken a cake to the new residents of Bell House and will be doing the same to the new residents of The Old Manor. New welcome packs are needed.

285 Data Protection

• Letters

The clerk reported that so far 78 letters have been returned, which left approximately 17 properties thought to have an e mail address that have not yet responded. All responses received have given permission for their details to be kept.

- **Privacy policy**

It was thought that, in order to comply with new GDPR legislation, the Council should prepare a privacy policy which explains in detail how residents' details will be kept.

The meeting was adjourned at 9.40 so that item no. 286 could be discussed in closed session after the meeting of the Trustees of Ellisfield Allotment Gardens Association.

The meeting of EPC resumed at 10pm.

286. Closed session to discuss co-option of a new councillor

The Chairman reported that, after consultation with councillors in between meetings, he had spoken to a village resident who was willing to be co-opted as a councillor, but would first need to relinquish other commitments. It was agreed to give him time to do this.

287. To discuss any matters which have arisen since the publication of the agenda and that the Chairman considers urgent. - None

288. To agree dates of future meetings:

The following dates were agreed:

Next Meeting	Monday 25 th June	EPC
Forthcoming dates	Friday 18 th May	APM
	Monday 23 rd July	EPC
	Monday 17 th September	EPC
	Monday 15 th October	EPC

The meeting closed at 10.10 pm.

Chairman Date.....