

## ELLISFIELD PARISH COUNCIL

### Minutes of meeting of Ellisfield Parish Council held in Ellisfield Memorial Hall on Monday March 18th 2019 at 8pm

#### Present

Tim Guinness	Chairman
Vicky Reed	Councillor
Gavin Park-Weir	Councillor
Rose Taplin	Councillor
Caroline Cazenove	Vice Chair

Peter Raine	{
Sylvia Raine	{Joint Parish Clerk

Members of the public 3

**360. Apologies for Absence** Andy Swanston

**361. To receive declarations of interest in any matter on the agenda**  
None

#### Open Forum

PC Reid was congratulated on being nominated for a High Sheriff's Award.  
He reported the following incidents in Ellisfield since the last EPC meeting:

1 <sup>st</sup> Feb	False alarm activation
2 <sup>nd</sup> Feb	A tree across Green Lane
26 <sup>th</sup> Feb	An abandoned 999 call – all in order
28 <sup>th</sup> Feb	A suspicious person caught by CCTV camera at Solar Farm at 3.06am
28 <sup>th</sup> Feb	Person arrested for drink driving
1 <sup>st</sup> March	A suspicious figure seen at Solar Farm at 1.00am
7 <sup>th</sup> March	False burglar alarm activation
10 <sup>th</sup> March	Tree across College Lane

There was also a burglary from the garage at The Conifers, where renovation work is in progress.

There were no issues raised in the Open Forum.

**362. To receive and approve minutes of meeting held on January 21st 2019.**

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

**363. Matters arising from the minutes**

None other than those dealt with on the agenda.

**364. To consider planning applications**

**Freeman's Cottage, Northgate Lane, Ellisfield RG25 2QT**  
**Erection of a cattery**  
**18/03543/FUL**

This was discussed via email in between meetings, with the result that EPC replied with no objections, subject to the following conditions:

*There should be adequate screening between the new cattery and the adjoining neighbour. There should be no light or smell pollution or noise aggravation.*

**The Old Manor, Church Lane, Ellisfield RG25 2QR**  
**Construction of a swimming pool, in ground spa, pool house with plant room and glass house.**

**18/03713/HSE**

This was discussed via email in between meetings and no objections were raised.

**The Thatched Cottage, the Green Ellisfield RG25 2QS**

**Replace existing soft wood windows with new hard wood windows.**

**18/03595/LBC**

This was discussed via email in between meetings and no objections were raised.

**365. To receive a report on financial matters.**

Lloyds Treasurers Account as at 18.03.19	£10,215.76
Add NS&I Savings Account:	<u>£10,356.14</u> (as at 1 <sup>st</sup> Jan 2019)
Total	£20,571.90
<b>Less un-cashed cheques:</b>	£ 0.00
Balance	<b>£20,571.90</b>

**Cheques paid since last meeting:**

Datacenta Hosting – Clerks email account	<b>£288.00</b>
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**Standing Orders & Direct Debits paid this financial year:**

Litter picking, Garage rental	<b>£1,244.80</b>
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**Income since last meeting: Nil**

**Invoices issued since last meeting: Nil**

**Main Account Payments for Approval:**

Payee	Chq No Details	Amount
Sylvia Raine	000814	£348.88 Joint Parish Clerk salary
Peter Raine	000815	£376.03 Ditto & expenses
HMRC	000816	£167.20 Income tax re clerks salaries
Ellisfield Memorial Hall	000817	£144.00 Hire of hall for Council meetings

All payments were approved and cheques signed.

Calculations for Joint Parish Clerk's Salaries etc (See Appendix 1)

The trustees of Sally Adams' estate acknowledged receipt of the bank details for EPC.

HMRC: Peter Raine reported that he has written to a previous clerk to clarify details with regard to income tax, with no reply to date.

Councillor Swanston sent the following query via email: “ Are we forecasting a deficit of £5371.00 for this year? Is this by design so we reduce the funds we hold or are we planning a review of the precept?”

The Chairman explained that it is by design, in order to set aside funds for the burial ground fence, paint the telephone box and refurbish the 6 benches during the year. The precept was reviewed, remained unchanged and agreed when the budget was agreed on 21.01.19.

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

**a Localism / HALC / Local business Liaison**

**Noise from Solar Array**

The Chairman reported that he has begun to investigate the situation concerning noise from the solar array. EPC has now been informed that on 11<sup>th</sup> March, John Jervoise was asked by the Business Liaison Group to contact the solar owner in order to try and resolve the issue of noise insulation. EPC decided to wait for a response to this enquiry before considering further action.

**Business Liaison Group Meeting 11<sup>th</sup> March 2019**

Herriard Bio Power (HBP) will be seeking a variation of planning conditions to allow transport of crops for the Anaerobic Digester to use the A339 as well as farm tracks. Although it was recognised that this is probably the least dangerous option, members of the community expressed their anger about the fact that this necessity was not taken into consideration when planning permission was initially achieved and to them it seems like another breach of trust between them and HBP. It was suggested that HBP and Herriard Estate meet to discuss the way forward with a planning consultant before making an application. No action from EPC is necessary.

Councillor Park-Weir agreed to clarify if any action is to be taken by the Liaison Group on any other points raised at the meeting. He also confirmed that he receives and will circulate minutes of the meetings.

Next meeting of Liaison Group will be on 16<sup>th</sup> September at 2.30pm.

**Veolia – Planning Condition14**

It was noted that Mr Mark Grey from Veolia did not attend the Liaison Group meeting although he indicated in his letter of 22.11.18 that he would. He was informed of the date of the meeting in EPC’s letter to him, dated 7<sup>th</sup> January, to which there has been no response to date.

EPC has received a reply from HCC confirming that that it will be possible for a representative from EPC to apply to speak at the meeting. Veolia’s application will be heard by the Regulatory Committee, when the results of a dormouse survey are available. A list of possible dates was circulated and the clerk will regularly check the agendas to establish at which meeting the application will be heard. The Chairman considered that in the interests of trying to establish better relations with HCC and local businesses, it would be beneficial for a member of the Council to attend.

**b Flood resilience project**

- HCC contractors have looked at the catch pit at the bottom of Furzen Lane and have recommended that HCC hose out the drain close to the lane because it is blocked.
- HCC deny any responsibility for the concrete rings surrounding the catch pit and the Chairman suggested that they may have been installed by the Parish Council when flood resilience work was first undertaken around 2002. Peter Raine will research this issue.

- EVG volunteers were complimented on their work to clear vegetation along Axford Road in preparation for Hampshire Highways to work on the drains. Dan Beasant has been informed that all is ready for drainage work to commence. Once this is under way, EPC will begin to try and resolve problems with the drains at the bottom of College Lane.

**c Footpaths / Rights of way**

- Councillor Reed reported that work on Kit Lane has been undertaken with good results. There is still some finishing off necessary and she has communicated with HCC about this.
- Sylvia Raine informed the Council that a footpath fingerpost had been sawn off at the top of College Lane and that this has now been replaced.
- The College Lane sign at the same place has also been stolen. This has been reported to B&DBC and is still awaiting replacement.
- The Chairman had noticed that the kissing gates on the footpath from The Fox to the church need some attention. Councillor Reed is attending to this.

**d Highways**

- We are still waiting for the replacement of road signs: at the junctions of Church Lane and Furzen Lane, and College Lane and Furzen Lane.
- Peter Raine reported that he has finally had a response from HCC with regard to receiving advice about how to proceed with the possible introduction of speed limits. The village is not considered to be high priority for the “casualty reduction programme.” It was decided to investigate whether the Community Funding Initiative would provide a more helpful way forward. Peter Raine thought it would be helpful if a councillor took responsibility for this project and it was agreed that someone would be appointed to this role at the AM in May.

**e Memorial Hall**

The Memorial Hall committee is working to enrol new members. The Hall AGM is scheduled for 14<sup>th</sup> May.

**EBAG - Broadband**

Councillor Park-Weir reported that BD UK has still not given formal approval for the project, although Open Reach and HCC have answered all queries as far as EBAG is aware. Open Reach has received a request from HCC to begin administration work but information will not be sent to contractors until money has been transferred. It now seems that work will probably not be completed until March 2020 (approx.)

There was some consternation about the fact that, although EBAG asked relevant questions before signing the contract, the group was not informed that this long approval period should be expected. The result is that a large amount of money has been given to HCC, which is not being used, and the project is approximately 6 months later in starting than EBAG was led to believe. There was discussion about whether HCC should pay interest on the money that has been received from EBAG.

Ranil Jayawardena MP and Councillor Anna McNair Scott have been informed. Councillor Park-Weir agreed to ask EBAG if it would be helpful for EPC or the Chairman to write a letter supporting their position.  
( See Post Minute Note – Appendix 2)

## g Burial Ground

### **Extra land for Burial Ground**

Peter Raine has applied for a grant from B&D to contribute towards the cost of a new fence. He is also waiting for information about other possible grants that might be available. When a reply is received, there needs to be discussion as to what sort of fence is most appropriate and affordable. It was suggested that a post and rail fence behind a yew hedge might be cheaper and also aesthetically pleasing.

### **Fees for Burial Ground**

- EPC approved Peter Raine's recommendations for revised burial ground fees and the regulations. These will be uploaded onto the website.
- He informed the council that he has agreed with Jacqui Matthews that there should be a hand-over of the burial officer's role to the Clerk.

## h Land and Property

### **Overhanging trees adjacent to Green Lane**

Open Reach has confirmed that Green Lane from The Fox down to Sylven Lea, will be closed for up to 3 days from March 25<sup>th</sup>, so that the overhanging trees can be cut and the cables replaced. The trees have been causing interference with the cables and also making it difficult for farm vehicles to travel along the lane.

### **Tree Cuttings in the ditch on Green Lane**

The Chairman has spoken to Marcus Rule about this matter and it was agreed that after Open Reach has finished work ( as above) it will be easier to identify which trees still need to be dealt with.

### **SSE Tree trimming on EPC Land**

EPC has given SSE permission to trim trees which are near electricity cables at Hill Farm Pond and the burial ground. This work has now been completed and branches cleared away satisfactorily.

### **Obtaining wayleaves for poles on EPC property.**

In considering whether to obtain wayleaves from SSE for poles at Hill Farm pond, Peter Raine discovered that the pond area does not actually belong to EPC. When work was completed on the pond, enquiries were made as to the ownership of the land with no one claiming ownership. It was agreed that he should continue with the process of registering the area as EPC property with adversarial rights, as it is thought that there is sufficient evidence to support this.

## I BDAPTC

There was nothing to report.

## j Welcome Packs

There were none to deliver since the last meeting.

**367. Procedures for election of councillors**

Nomination forms were completed for those councillors who wish to stand for election in May.

**368. Final recommendations for new Council Ward Boundaries**

The results of the electoral review of ward boundaries was presented to the Council. Ellisfield is now part of Oakley and the Candovers. Subject to parliamentary scrutiny, the new electoral arrangements will come into force in May 2020.

**369. Litter Picking Vacancy**

Sylvia Raine reported that one litter warden would like to step down from his role but would continue until a replacement could be found. She agreed to advertise the vacancy. There was discussion about the idea of creating a waiting list so that in future, when a vacancy occurs there is someone available to take on the role.

**370. To discuss any matters which have arisen since the publication of the agenda and that the Chairman considers urgent.**

The change of date of the APM to 10<sup>th</sup> May was noted.

The meeting closed at 9.40 pm

10<sup>th</sup> May        APM  
20<sup>th</sup> May        EPC Annual Meeting  
15<sup>th</sup> July, 16<sup>th</sup> September    EPC

Chairman .....

Date.....

## Appendix 1

### Joint Clerks Salary 31.03.19

£3,340.00 ÷ 2 = £1,670/year each ÷ 12 = £139.16/month

	Peter Raine	Sylvia Raine
January 2019	139.16	139.16
February	139.16	139.16
March	139.16	139.16
Gross	<u>417.48</u>	<u>417.48</u>
Less Tax	83.60	83.60
Net	333.88	333.88
Allowances	15.00	15.00
Sub - Total	348.88	348.88
Expenses:		
Chain for bench - B&Q	3.17	
Printer ink	19.99	
Stationery	3.99	
Totals	<b>376.03</b>	<b>348.88</b>
Sylvia Raine	chq No 000814	£348.88
Peter Raine	chq No 000815	£376.03
HMRC	2 x £83.60=£167.20 chq No 000816	£167.20

## Appendix 2

Post minute note – re EBAG

### Broadband UK (BDUK) Approval.

Glenn confirmed the questions (related to post codes and numbers) on the CIA have now been answered so Glenn is expecting to get the signed copy back from BDUK within the next 2 weeks. Based on this HCC will be able to sign the contract with OpenReach (OR) subject to completion of OR Planning stage (see below).

**OpenReach.** Shaun Dale confirmed that 1<sup>st</sup> part of planning is complete (known as the Desktop Plan). The 2<sup>nd</sup> stage (field work to check what has been planned is feasible on the ground) is now in progress and will take around 5-6 weeks to complete so by end April. Assuming we get the signed copy back from the BDUK, then HCC will be able to sign the contract between them and HCC which is effectively the instruction for OR to engage suppliers to implement the plan. The current timing for Go Live remains as November 2019 at present.

18.03.19