

ELLISFIELD PARISH COUNCIL

Minutes of the meeting of Ellisfield Parish Council held virtually on Zoom due to government regulations introduced to control the spread of Covid 19 Monday March 30th 2020 at 8pm

Present

| | |
|-------------------|---------------------|
| Tim Guinness | Chairman |
| Caroline Cazenove | Vice Chair |
| Gordon Dunse | Councillor |
| Richard Haas | Councillor |
| Gavin Park-Weir | Councillor |
| Andy Swanston | Councillor |
| Peter Raine | { |
| Sylvia Raine | {Joint Parish Clerk |

Members of the public 8

449. Apologies for Absence None

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

Open Forum

PC Andy Reid was unable to join the meeting but his written report was read out:
"There have been no recent calls of note in the parish. Two crimes have been reported so far this year:

Criminal damage to crops

A non dwelling burglary in which a chainsaw was stolen from College Lane
All else in the parish seems good. Residents have been excellent and not abusing the government's regulations that I am aware of. I have been in the parish as often as possible and travel through on most days."

Andy Webb was very concerned that the new post erected at the bottom of Green Lane in preparation for the SID is much higher than the old one and right outside his house, blocking his view. The chairman promised that EPC will investigate whether the post can be moved over a few yards so that it less intrusive.

451. To receive and approve minutes of the EPC meeting held on January 20th 2020.

The minutes were agreed and approved by all Councillors. These were signed by the Chairman before the meeting and dated by the clerk after approval in the meeting.

452. Matters arising from the minutes

None other than those dealt with on the agenda.

453. To consider planning applications

St Martin's Church, Church Lane, Ellisfield 19/02809/FUL

Change of use of 0.214ha of land from residential garden to burial ground with boundary fencing on part of the site.

GRANTED with a condition that a beech hedge should be planted in front of the new boundary fence.

454. Corona Virus

A structure has been put in place to support residents during the current health crisis. The village has been split into groups with all households having access to a contact

person(s) who has contact details of neighbours in that area, so that if help such as an errand or phone call is needed, it can be arranged. The clerk is available as a back up if necessary.

Sylvia Raine agreed to publicise the list of groupings and contact holders on the website and noticeboards.

It was generally felt that community support has come forth and that there are systems in place to ensure everyone can get food and not feel alone.

The chairman encouraged everyone to support The Fox as much as possible. Take away meals are being provided.

455. To receive a report on financial matters.

| | |
|--|---|
| Lloyds Treasurers Account as at 26.03.2020 | £17,254.94 |
| Less un-cashed cheques: | 0.00 |
| Total | £17,254.94 |
| Add NS&I Savings Account: | <u>£10,438.99</u> 1 st Jan20 |
| Balance | £27,693.93 |

Cheques paid since last meeting:

| | |
|--|----------------|
| Brabbin Building Services re Lengthsman's Work | £281.24 |
| Datacenta Hosting | <u>£288.00</u> |
| | £569.24 |

Standing Orders & Direct Debits paid this financial year:

| | |
|-------------------------------|------------------|
| Litter picking, Garage rental | £1,323.40 |
|-------------------------------|------------------|

Income since last meeting:

| | |
|----------------------------------|------------------|
| Hoare Trustees The Golden Bottle | £5,000.00 |
| F/Flow Amber Solar | <u>£1,000.00</u> |
| | £6,000.00 |

Invoices issued since last meeting: Nil

Main Account Payments Approved:

| | | | | |
|----------|---------------------|--------|--|-----------|
| 23.03.20 | Sylvia Raine | 000850 | Joint Clerks quarterly salary | £355.65 |
| 23.03.20 | Peter Raine | 000851 | Joint Clerks quarterly salary | £355.65 |
| 23.03.20 | HMRC | 000852 | Tax on salaries | £170.40 |
| 23.03.20 | Peter Raine | 000853 | Expenses | £15.81 |
| 23.03.20 | Memorial Hall | 000854 | Rent for EPC Meeting (7 Meetings at £18.00 = £126.00) | £126.00 |
| 23.03.20 | EVG | 000855 | Grounds maintenance 2020 | £1,450.00 |
| 23.03.20 | Andy Swanston | 000856 | Fee for Council Zoom meetings | £143.88 |
| 23.03.20 | Churchill Landscape | 000857 | Fencing works 95% | £2,815.00 |

Approval was given for these payments to be made by BACS. This will be confirmed by councillors via email after the meeting before payments are made.

Approval was given for the budget as attached in **Appendix 1** and will be confirmed by email after the meeting.

Insurance proposals - Councillor Park-Weir agreed to investigate suitable insurance policies as the current one will need renewing in June.

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

a Localism / HALC / Local Business Liaison

- Councillor Park-Weir reported from the last meeting of the Business Liaison Group held on 9th March at 2.30.
 1. The dormouse survey is now uploaded on HCC website.
 2. The planning application submitted by Herriard Bio power has been withdrawn. HCC require further information about silage crop movements along the A339 and Bushywarren Lane.
 3. Reversing sounds are still an issue at Veolia. It was requested that all plant use "white noise" rather than loud beeping.
- The Chairman has been in contact with Veolia to ask for a financial contribution to the village. He has sent details of the installation cost of a SID as an example of a project which would benefit from a financial contribution. He will follow this up after the current public health situation has improved.

b Flood resilience project

- There is no further information about when the work to the drains and flood pits on the Axford Road will be undertaken.
 - The chairman and Peter Raine thought that it might be beneficial to undertake further work to improve the flood defences in two places:
 - in Alley Lane, the water could be diverted into the old chalk pit. Permission will need to be obtained from the Portsmouth Estate.
 - half way down Furzen lane, there is another pit where water running from the pond in The Old Manor could be diverted away from the lane. Permission would need to be obtained from Marcus Rule.
- It was agreed that these two options would be pursued when life returned to normal.
- The efficacy of the flood defences was discussed and the council was of the opinion that they had worked well in the recent wet weather. However, the flood pits at the bottom of Green Lane and behind the play area will now need to be dug out and the wall next to the exit points at the bottom of Furzen Lane will need building up. The clerk and the chairman will discuss this work with Steve Brabbin.
 - Councillor Swanston praised Steve Brabbin's work in clearing branches away from the ditches along Green Lane.
 - Councillor Dunse and Peter Raine attended a meeting in Preston Candover after the recent storms, which produced such a large volume of rainfall. A Flood Action Group has been set up to try and improve matters in future.

c Footpaths / Rights of way

Councillor Dunse reported that he had inspected most of the footpaths since the last meeting and noticed the following:

1. 2 trees came down during storm Dennis and these have been cleared.
2. New gates have been fitted on footpath 5. The signage needs improving and Councillor Dunse will action.

d Highways

- Approval was given for Councillor Swanston to place the order for the SID. Delivery would normally take about 6 weeks.
- Hampshire Highways have been reminded about the need to clear the remaining two drains at the bottom of College Lane.
- The clerk will report the drain on Saucy Corner which also needs clearing to prevent flooding over the road.
- Andy Webb raised a concern about the terrible road surface along Axford Road. This issue had also been raised by other residents before the meeting. Peter Raine has sent a report to HH and responded to their request to take photographs of the area. We await a decision from them about a course of action.
- Zani Robinson has written to HH raising a concern about the ditch that has appeared on the verge of Bell Lane opposite Hedgerows.
- Councillor Park-Weir expressed the view that the more that people reported potholes the more likely they are to be dealt with.

e Memorial Hall

- Councillor Dunse reported that TCC has made a second donation of £500 to the Memorial Hall. A TCC charity day raised £387.57 towards a playground for Treloars School. The chairman congratulated Councillor Dunse on this initiative.
- The car park drainage needs attention and this will be addressed in the summer months.
- Dave Waters has agreed to be the new cleaner as Dick Lunn is moving to Old Basing.

f. EBAG – Broadband

Councillor Swanston reported that there has been a good take up of the new super fast broadband service. It is very good to have it up and running, especially in the current circumstances. All money has now been returned to donors and this item will be taken off the agenda in the future.

g Burial Ground

Extra land for Burial Ground

- Peter Raine confirmed that Ray Reed is planning to rotovate the additional piece of ground as soon as possible.
- Planning permission has been granted with the condition that a beech hedge is planted in front of the fence. It was agreed that the hedge will be planted later in the year at a more appropriate time during autumn.
- The fencing contract is almost complete. A post is needed to support one remaining fence panel. This will be purchased when current restrictions are lifted and the debris will be cleared away at the same time.
- The transfer documents have been signed and returned to Hampshire Legal Services to be forwarded to the Rules' solicitor.
- Money has been received from The Golden Bottle Trust.
- At some point the land will need to be consecrated.

h. Land and Property

Views on fencing required for Lower Allotments

The chairman explained that the boundary fencing around the lower allotments has fallen down. The decision about the most effective type of replacement fencing is a matter which will need consideration in the coming months.

Approval of property register

This was approved by all councillors and will be confirmed by email after the meeting.

Residents' views on a possible fence along the ditch entering Lower Common flood pit.

Residents living near to the Common have been asked for their views, with the result that there does not seem to be much enthusiasm for the project. EPC will not pursue this any further.

Peter Raine asked for residents to bring to our attention any projects which might be necessary and eligible for funding from B&D section106 funding. He agreed to circulate the criteria for this type of project.

Repairs to bus shelter on Ellisfield Green

Approval has been given for Steve Brabbin to repair the shelter when he is able to return to work.

Registration of Hill Farm Pond.

It was agreed that Peter Raine should begin the process of registration with HM Land Registry.

I BDAPTC

Meetings planned for 2nd April, 25th June, 26th November have been postponed until further notice.

j Welcome Packs

Councillor Cazenove reported that there were no newcomers to the village since the last meeting.

456. Hampshire 2050 Commission of Enquiry

Councillor Cazenove has explained The Greening Campaign to EVA. There was some interest in the idea and this will be discussed with the intention of launching it at the Ellisfield weekend in June.

457. Response from B&DBC on our response to their proposed £500 per annum payment for playground inspections.

There has been no response as yet.

458. EPC Logo

Peter Raine is waiting for revised designs from Sharon Rudd for EPC to consider.

459. Future Meetings

It was agreed that the virtual format had worked well.

It was decided to leave the dates for the next two planned meetings. Sylvia Raine will email proposals for future dates.

460. To discuss any matters which have arisen since the publication of the agenda.

Councillor Haas wondered whether people from outside the village should be walking dogs in the village, given the recent government guidelines. Sylvia Raine agreed to ask PC Reid for his opinion on the matter.

The meeting closed at 9.37 pm

Dates for future meetings.

| | |
|---------------------------|-----------------------|
| May 11 th 2020 | AGM and EPC |
| May 15 th | Annual Parish Meeting |

Signed Date.....

APPENDIX 1

Ellisfield Parish Council

Receipts and payments for year ended 31st March 2021 vs previous year and precept and budget forecast for 20/21

| | Original Forecast | Actual | Budget | Actual | Budget Fcst |
|---|-------------------|---------------|---------------|-----------|------------------|
| | 2019/2020 | 2019/2020 | to 05.04.20 | 2020/2021 | 2020/2021 |
| Income | | | | | |
| Precept | 5,521 | 5,521 | 0.00 | 0 | 5,521 |
| Litter Picker Grant | 1,167 | 1,224 | 0.00 | 0 | 1,224 |
| Other Grants Received from B&DBC | 527 | 527 | 0.00 | 0 | 532 |
| Barfoots/Laing Grants | 1,000 | 2,000 | 0.00 | 0 | 1,000 |
| Burial Ground | 100 | 227 | 0.00 | 0 | 100 |
| Burial Ground Grant (Bottle Trust) | 3,500 | 5,000 | 0.00 | 0 | 0 |
| Veolia Grant re SID | 0 | 0 | 0.00 | 0 | 1,000 |
| Contribution to garage rent | 230 | 221 | 0.00 | 0 | 250 |
| HCC grant re floodpit clearance | 0 | 0 | 0.00 | 0 | 0 |
| Lengthsmans Grant (Highways via candovers PC) | 1,000 | 1,750 | 0.00 | 0 | 1,000 |
| VAT refund | 1,360 | 1,489 | 0.00 | 0 | 447 |
| Interest received (NS&I Account)* | 0 | 0 | 0.00 | 0 | 0 * |
| HMRC refund | 0 | 171 | 0.00 | 0 | 0 |
| Lloyds Bank refund | 0 | 0 | 0.00 | 0 | 0 |
| Sally Adams bequest | n/a | n/a | n/a | 0 | 200 |
| Total Income | 14,405 | 18,130 | 18,130 | 0 | 11,274 |
| Expenditure | | | | | |
| Clerk's salary | 3,520 | 2,645 | 882 | 0 | 3,600 |
| Clerk's expenses | 220 | 277 | 25 | 0 | 300 |
| Litter Picker Wages | 800 | 792 | 66 | 0 | 800 |
| Insurance | 450 | 412 | | 0 | 450 |
| Audit | 150 | 135 | | 0 | 150 |
| Subscriptions | 175 | 180 | 144 | 0 | 175 |
| Hall & garage hire | 700 | 549 | 126 | 0 | 800 |
| Grounds & maintenance | 1,450 | 1,650 | | 0 | 1,500 |
| Website, data protection & training | 350 | 328 | | 0 | 400 |
| Property Expenditure | 8,500 | 1,221 | 2,816 | 0 | 11,400 *** |
| Lengthsman | 1,000 | 1,219 | | 0 | 1,750 |
| Flood resilience works | 0 | 0 | | 0 | 1,000 |
| VAT | 0 | 0 | | 0 | 0 |
| Other | 500 | 530 | | 0 | 500 |
| Sally Adams bequest | n/a | n/a | | 0 | 200 |
| Total expenditure | 17,815 | 9,938 | 13,997 | 0 | 23,025 |
| Surplus/deficit for year | -3,410 | 8,192 | 4,133 | 0 | -11,751 |
| Allotment Accounts | | | | | |
| Income (add) | 106 | 112 | | 0 | 106 |
| Expenditure (minus) | 40 | 53 | 30 | 0 | 0 |
| Surplus/deficit for year | 66 | 59 | 29 | 0 | 106 |
| Finance Report Bank Accounts (closing balance) | | | | | |
| Current account | 5,653 | 17,255 | 13,196 | 0 | 1,445 |
| Deposit Account | <u>10,431</u> | <u>10,439</u> | <u>10,439</u> | 0 | <u>10,505</u> ** |
| | 16,084 | 27,694 | 23,635 | 0 | 11,950 |
| Allotment Account | <u>1,200</u> | <u>1,193</u> | <u>1,163</u> | | <u>1,306</u> |
| Total | 17,284 | 28,887 | 24,798 | 0 | 13,256 |

* inc in "Deposit Account" (closing balance)

**{£74.00 interest anticipated - included} in Deposit Account balance.}

| *** Make-up of budget for Property Expenditure | |
|--|----------------|
| Bench refurbishment | 1,200 |
| Clean and paint bus shelter | 450 |
| Bus shelter roof repairs | 1,140 |
| Lower Allotments - boundary fencing/markers | 1,500 |
| Burial Ground (from below) | 2,600 |
| Traffic calming | 4,000 |
| Contingency | <u>510</u> |
| Total | £11,400 |

| Burial Ground | |
|--------------------------------|-----------------|
| Legal Fees | 1,000.00 |
| Fencing - final payment | 150.00 |
| Footpath (over electric cable) | 885.00 |
| Contingency | <u>565.00</u> |
| Total | 2,600.00 |