

ELLISFIELD PARISH COUNCIL

Minutes of the meeting of Ellisfield Parish Council held in Ellisfield Memorial Hall on Monday June 7th 2021 at 8pm

Present

Richard Haas	Chairman
Caroline Cazenove	Vice Chair
Gordon Dunse	Councillor
Gavin Park-Weir	Councillor
Andy Swanston	Councillor

Peter Raine }	
Sylvia Raine}	Joint Parish Clerk

Members of the public	0
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573 Apologies for Absence None

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

Open Forum

PC Andy Reid has now retired.

Invitations to the meeting were sent to PC Ross Holdsworth and PCSO Andy Jones, the officers that will cover our area in the future. No reply has been received. Councillor Cazenove will liaise with Jane Popkin, the Neighbourhood Watch co-ordinator, about the best means of future communication with these officers and Sylvia Raine will continue to keep the officers informed by email.

SR/
CC

575 To receive and approve the minutes of the extraordinary EPC meeting and the Annual meeting of EPC held remotely on 6th May 2021.

The minutes were agreed and approved by all councillors and signed and dated by the Chairman.

576 Matters arising from the minutes

None other than those dealt with on the agenda.

577 To consider planning applications –

T/00259/21/TCA

St Martins's Church, Burial ground, Church Lane, Ellisfield RG25 2QR

Fell 2 No Lawson Cypress due to pressure on the adjacent boundary wall of The Old Manor, causing the wall to move away from the trees.

This planning application was submitted by EPC following a request from Marcus and Lucinda Rule at The Old Manor that the trees should be cut down. The decision to submit the application was agreed unanimously by email in between meetings and after discussion with the Ferranti family.

578	To appoint 2 delegates to Basingstoke District Association of Parish and Town Councils	
	It was agreed that Councillor Dunse and Councillor Cazenove should be EPC's representatives at BDAPTC meetings.	
579	To appoint a member to serve as trustee on Ellisfield Memorial Hall Committee.	
	Councillor Dunse agreed to continue in this role.	
580	To discuss and allocate members' special interests	
	These were discussed and agreed as per the list found at Appendix 1.	
581	To discuss the incoming chairman's comments for the future of EPC	
	This item was discussed at the end of the meeting.(See item 587)	
582	To receive a report on financial matters.	
	Lloyds Treasurers Account as at 31.05.21	£14,913.84
	Less un-cashed cheques:	0.00
	Total	£14,913.84
	Add NS&I Savings Account:	<u>£10,514.15</u> (01.01.21)
	Balance	£25,427.99
	Monies paid by BACS since last meeting:	
	John Murray (Annual Audit)	£145.00
	Business Services at CAS Ltd (Insurance)	<u>£278.20</u>
	Total	£423.20
	Standing Orders & Direct Debits paid this financial year:	
	Litter picking, Garage rental	£274.90
	Income since last meeting:	
	Jonathan Williams undertakers re John Evans	£250.00
	Sally Adams royalties	£145.94
	B & D B C: 50% Precept; litter picking grant & grass cutting	£4,625.45
	Philip Barrowclough re Doris Tye interment & memorial	£200.00
	HMRC VAT reclaim	<u>£1,524.54</u>
	Total	£6,745.93
	Invoices issued since last meeting:	Nil
	Main Account Payments for Approval:	Nil
	Approvals	
	The following items were approved by EPC:	
	1. Insurance provider: Business Services at CAS Ltd. (Agreed by email since last meeting.)	
	2. Payments to John Murray and Business Services at CAS Ltd. (Agreed by email since last meeting.)	

<p>583</p>	<p>3. The auditor's report</p> <p>4. The Annual Governance Report, Variance Report and Bank Account Reconciliation. This form was signed by the Chairman and clerk.</p> <p>5. Signatories for NS&I Account were confirmed to be Chairman, Caroline Cazenove plus Clerk: Chairman plus 2 councillors and clerk to sign. Peter Raine reported that the money from Sally Adams' royalties is being kept identified in the accounts. Richard Haas will write to Verity to confirm that he is taking over as Chairman and to convey the thanks of EPC for this contribution.</p> <p>To receive a report and approve any action needed on:</p> <p>a <u>Localism / HALC / Local Business Liaison</u></p> <p>There was nothing to report about localism.</p> <p>b <u>Flood resilience project</u></p> <p>Work to improve flood defences on Alley Lane</p> <p>Peter Raine reported that work to divert water flowing down Alley Lane into a disused chalk pit has been completed by the Portsmouth Estate. The system appears to be working well. He will write a letter of thanks.</p> <p>Lengthsman's work</p> <p>There was nothing to report since the last meeting.</p> <p>c <u>Footpaths / Rights of way</u></p> <p>Councillor Dunse informed the meeting that most of the footpaths have been inspected since the last meeting and that there is nothing of note to report. Sylvia Raine reported that the gates behind the burial ground on footpath 5 need some attention.</p> <p>d <u>Highways</u></p> <p>Update on SID project</p> <p>Councillor Swanston presented some statistics from the SID to EPC. These seem to confirm that the SID has caused traffic to slow down. Although there is a significant number of cars exceeding the 30mph limit, a larger proportion of these are travelling below 34mph which is encouraging. In general, any higher speed violations occur between rush hour times of 7-9am and 4-6pm. It was agreed that we should continue to monitor the situation for a longer period before deciding on any further steps which might be necessary.</p> <p>Clearing of drains at the bottom of College Lane</p> <p>EPC is still waiting for a reply to the request to meet with an engineer to discuss the issue of the drains at the bottom of College Lane. This has been an ongoing situation for some time. Councillor Swanston will contact the highways engineer who provided assistance with the SID to see if she can help. Other options may be to contact Tim Felstead who attended the last business liaison meeting.</p> <p>e <u>Memorial Hall</u></p> <p>Councillor Dunse reported that the hall is now open and following government Covid guidelines. TCC, yoga and band practices have restarted.</p>	<p>RH</p> <p>PR</p> <p>GD</p> <p>AS</p> <p>AS/ PR</p>
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f. **Burial Ground**

Update on registration of land.

We are still waiting for documents to be returned from the Land Registry Office.

Consecration of the new area of burial ground.

EPC agreed that the land donated by Marcus and Lucinda Rule should be consecrated. Peter Raine will liaise with the diocese to arrange this.

Interment of John Evans

EPC gave formal approval for the interment of John Evans, which had been agreed by email in between meetings.

Interment of ashes of Doris Tye

EPC gave formal approval for the interment of the ashes of Doris Tye, which had been agreed by email in between meetings.

g. **Land and Property**

Registration of Hill Farm Pond.

The process of registration is underway and the documents are with the Land Registry Office.

Overhanging trees adjacent to the gravel pits

We are still waiting for Hampshire Highways to undertake work to trees at the gravel pits and near Hill Farm Pond.

Maintenance of benches and the bus shelter on Ellisfield Green

Johnathan Krauklis Gould has approached the clerk to enquire if there are any jobs which he could do to earn some money. It was suggested that he and Tom Frankham who will both have to finish their litter picking round after their year's contract, should be given the opportunity to refurbish the benches.

There was some discussion as to the best method of maintenance. Councillor Cazenove will report back to EPC about a particular product which might be useful and then the boys can be supervised to work on a bench each initially. Payment will need to be decided by EPC.

It was agreed that Peter Raine should ask Steve Brabbin to look at the bus shelter to see what maintenance work is required and to provide an estimate of cost.

Broken Post on Lower Common

Steve Brabbin has been recovering from an operation but he should be able to renew the post in the next few weeks.

h **BDAPTC**

There was nothing to report.

PR

PR/
CC

PR

	<p>i. <u>Welcome Packs</u></p> <p>Councillor Cazenove has delivered a welcome pack to Charlotte, the new resident in High Meadows on Green Lane. The new owners of Whitewing have not yet moved in. Sylvia Raine is updating the welcome pack and it was agreed that EPC should buy a comb binder so that the information can be presented more tidily. It was also agreed that the welcome pack should include a copy of Hill and Dale.</p> <p>There was some discussion about how to engage new residents in the village community as there are several new families. It was thought that we could renew the process of writing a short welcome to new residents in Hill and Dale.</p> <p>Tim Guinness is continuing to liaise with Edna Chilton to publish her book about the history of Ellisfield. It is hoped that this will then be distributed as part of the welcome pack. The money from Sally Adams' royalties will be put towards the cost of this.</p>	SR
584	<p>Litter and Litter Wardens</p> <p>Peter Raine spoke to Adrian Ferranti who chose to deal with the issue of broken tree guards himself. He will also consider using biodegradable tree guards in future.</p> <p>Sylvia Raine reported that one person decided not to take up the offer of litter picking and so Ffion Turberfield began work on the College Lane route in May and Olly Webb will begin a round along Green Lane in August.</p>	
585	<p>Superfast Broadband for North Ellisfield.</p> <p>Councillor Dunse reported that he is hopeful that the project will be completed by March 2022.</p> <p>The Chairman will deliver the wine from Hattingley Valley to Julian Wright as a thank you gift for his work in connection with this project.</p>	RH
586	<p>Upper Swallick Concept Proposal</p> <p>Councillor Dunse reported that the traffic analysis shows significant congestion during morning rush hours.</p> <p>Now that the election is over, he hopes to arrange meetings with the local MP, the 3 elected borough councillors and the new Hampshire County Councillor. A private meeting of the parish councillors will be held with Ranil Jayawardena later this month.</p>	GD
587	<p>To discuss the incoming chairman's comments for the future of EPC</p> <p>There was some discussion about how to involve residents in the work of EPC and to think about the ongoing succession of councillors to prevent councillors serving for too long.</p> <p>Councillor Swanston will continue to investigate whether any residents from the Axford Road end of the village would like to serve as councillors. It was decided to keep succession planning as a standing agenda item in future.</p> <p>It would also be helpful if there was a list of people with skills which could be accessed by EPC for any projects which might be undertaken. The next EPC Newsletter could include an invitation for people to contribute in this way and some encouragement for residents to come along to the meetings.</p> <p>It was also noted that many new people had moved into the village lately and although they had received a welcome pack some families were not really involved in village life and did not return the</p>	AS SR

GDPR form and so could not be included on the EPC email distribution list. It was suggested that parish councillors could take a form round to residents in their area of the village to personally explain the process and encourage residents to sign the form. Sylvia Raine will forward the form to councillors.

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ALL

588 Future Meetings

The following dates were agreed: 19th July;13th September;8th November
It was decided to start meetings at the earlier time of 7.30pm.

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

The Chairman will issue an invitation for drinks to Tim Guinness so that a thank you gift of a plant pot and shrub can be presented to him.

RH

EPC should be thinking about how to celebrate the Queen’s platinum jubilee next year.
Councillor Park-Weir agreed to take responsibility for the organisation of events and to involve residents in the process.

GPW

The meeting closed at 10.06pm.

Dates for future meetings.

Monday 19th July Monday 13th September Monday 8th November
Starting at 7.30pm

Signed Chairman

Date.....

Appendix 1

Councillors	Primary Interests	Secondary Accountabilities
<p>CLlr Mrs Caroline Cazenove (Vice Chair), Brocas, The Green Ellisfield, Hants RG25 2QS Tel: 01256 381279</p>	<p>Vice Chair role Hill Farm Pond Neighbourhood Watch BDAPTC (joint with GD) Burial Ground Welcome Packs</p>	<ul style="list-style-type: none"> • Attending/Chairing meetings as required. <ul style="list-style-type: none"> • Organising volunteer groups for improvement projects/makeovers often on Saturdays. • Attending related meetings as requested. • Neighbourhood around The Green, RG25 2QS
<p>CLlr Gavin Park-Weir, Homestead, Green Lane Ellisfield, Hants RG25 2QJ Tel: 01256 384188</p>	<p>Local business and planning issues (joint with RH) Garden Allotments Lower Allotments Insurance Flood resilience</p>	<ul style="list-style-type: none"> • Attending related meetings as requested. • Checking condition and accessibility • Neighbourhood around Green Lane, RG25 2QL
<p>CLlr Andy Swanston, Oak Hill, Green Lane, Ellisfield, Hants RG25 2QL Tel: 01256 381171</p>	<p>EVG Highways SIDS and Axford Rd calming Risk Assessment Gravel Pits The Fox Inn</p>	<ul style="list-style-type: none"> • Liaison with EVG • Pothole reporting/liaison/Hampshire Highways • Assistance with various maintenance issues concerning village road signs, wooden benches, noticeboards and other village property as needed. • Monitoring condition of property • Liaison with Fox Inn proprietor

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Cllr Gordon Dunse,
The Thatched Cottage,
The Green,
Ellisfield,
Hants RG25 2QS
Tel: 07843 344612

Memorial Hall Trustee
Footpaths & Rights of
Way
Property (joint with RH)
BDAPTC (joint with CC)
STaND

- Attending related meetings as requested.
- Attending related meetings as requested.
- Attending related meetings as requested.
- Neighbourhood around The Green, RG25 2QS.

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Cllr Richard Haas
Chairman,
The Walled Garden,
College Lane,
Ellisfield,
Hants RG25 2QR
Tel: 07788 108808

Chairman role.
Finance (Internal)
EPC Website
Local businesses (joint
with GPW)
GDPR (General Data
Protection Regulations)
Planning
Property (joint with GD)
Asset Register

- Attending/Chairing meetings as required.
 - Liaison with local businesses.
- Neighbourhood around Upper College Lane RG25 2QR
- Monitoring condition of property
- Assistance with various maintenance issues concerning village road signs, wooden benches, noticeboards and other village property as needed.