

ELLISFIELD PARISH COUNCIL

Minutes of the meeting of Ellisfield Parish Council held in Ellisfield Memorial Hall on Monday January 17th, 2022, at 7.30pm

Present

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

Peter Raine }	
Sylvia Raine}	Joint Parish Clerk

Members of the public	2
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Apologies for Absence	PCSO Andy Jones
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656 **To receive declarations of interest in any matter on the agenda** None.

657 **Open Forum**

PCSO Andy Jones was unable to attend the meeting but sent a written report which was read out:

Success has been achieved in relation to poaching in the area. Dogs and vehicles have been seized which has already resulted in a reduction in this kind of crime.

A VW golf car stolen from Upton Grey has been recovered with false plates and linked to various offences. Forensic examination is being carried out to try and identify the offender.

7 thefts from vehicles have been reported and more may have occurred but not been reported. This figure does not include incidents of car windows being smashed but nothing stolen from the vehicles. Police suspect that the perpetrators are linked to similar offences in the Basingstoke rural area. Work is continuing behind the scenes to investigate this issue and police are keen to hear of any suspicious vehicles maybe driving away from cars that have alarms sounding.

Superfast broadband for North Ellisfield

The latest update concerning completion of the superfast broadband project for the north of the village is as follows:

“The local Openreach project manager has informed us that January 17th is not an achievable completion date. Extensive road closures will be necessary for both underground cabling and tree pruning. The necessary official permissions will take three months to obtain and so work can’t commence until mid-March at the earliest. On that basis we won’t be up and running with Full Fibre until April/May.”

Paul Turner wondered whether EPC could take any action to speed up the process of road closure so that Openreach could carry out necessary work more quickly. The chairman explained that he had spoken to the Openreach engineer about this issue and that there was no alternative but to wait for Hampshire Highways to approve a road closure so that work to trees and any engineering work can be carried out.

658	To receive and approve the minutes of the EPC meeting held on 7th December 2021 The minutes were agreed and approved by all councillors and signed and dated by the Chairman.	
659	Matters arising from the minutes None other than those dealt with on the agenda.	
660	To consider planning applications: 21/03287/FUL White Cottage, Green Lane, Ellisfield, Hampshire Erection of a replacement dwelling and associated site works, following demolition of existing buildings. EPC did not submit a comment concerning this application.	
661	To receive a report on financial matters.	
	Lloyds Treasurers Account as at 26.11.21	£11,458.34
	Less un-cashed cheques:	0.00
	Total	£11,458.34
	Add NS&I Savings Account:	<u>£10,514.15</u> (1 st Jan 2021)
	Balance	£21,972.49
	Monies paid by BACS since last meeting. Agreed by email in between meetings and formally agreed in the meeting:	
	Westcotec re SID repairs	407.40
	Total	£407.40
	Standing Orders & Direct Debits paid this financial year:	
	Litter picking, Garage rental	£1,105.24
	Income since last meeting:	NIL
	Invoices issued since last meeting:	NIL
	Main Account Payments for Approval:	
	Caroline Cazenove: 3 trees, stakes etc	£132.60
	Hampshire County Council re Hill Farm Pond Land Registry registration	£636.00
	Sylvia Raine: Joint Clerks salary	£355.85
	Peter Raine: Joint Clerks salary	£355.85
	Peter Raine: Clerks expenses	£14.68
	HMRC Tax	£227.20
	Total	£1,722.18
	It was agreed to include the following items in next year's budget:	
	Treat Bus Shelter with wood treatment as recommended by Steve Brabbin.	£350.00
	Play equipment:	£2,000.00
	Bench treatment: treating woodwork; polishing plaques	£300.00

	Tree work to Pond	Say	£2,000.00		
	Burial Ground: strimming, Farleigh PCC grass cutting		£250.00		
	College Lane noticeboard: rub down and varnish		£250.00		
	Jubilee trees and plaque: 3 more trees, stakes, guards and plaque		£250.00		
	Accounts (See Appendix 1)				
	Peter Raine took the council through the accounts and drew attention to the following: no grant money from businesses has been received to date the burial ground income is showing £900 as opposed to £100 budgeted the VAT refund is £175 more than last year the expenditure for litter picking will be less than the budgeted amount by approx £400.00 as it had been decided not to employ a third litter picker Finally, Peter Raine proposed that the fence for Lower Allotments should be paid for out of the allotment account.				
	All councillors approved that the locum clerk should be included on the list of bank signatories The Lloyds Bank mandate was signed by 4 signatories. Peter Raine will send the form to the bank.				PR
662	To receive a report and approve any action needed on:				
	a <u>Localism / HALC / Local Business Liaison</u>				
	Grants from local businesses				
	The Chairman will follow up his letters to local businesses inviting financial contributions for the current financial year.				RH
	Proposed visit to AD site				
	The Chairman will organise a visit to the AD site for all councillors				RH
	b <u>Flood resilience project</u>				
	Lengthsman's work				
	Steve Brabbin has cleared out the first flood pit at the bottom of Furzen Lane. Councillor Swanston agreed to take the lead in liaising with Steve Brabbin about lengthsman's work. He will meet with Peter Raine to discuss work that needs doing.				AS/ PR
	Water across the Northgate Lane				
	<ul style="list-style-type: none"> The ditch on Northgate Lane between Fordham house and Northgate Cottage needs clearing. Councillor Swanston will inform Steve Brabbin about this. There is a ditch behind the gate on Portsmouth Estate's field into which the road drainage system discharges. The ditch is full of sediment which blocks the outflow from the pipe and needs clearing. Councillor Swanston will communicate with Will Tidy of Savills to see how this can best be achieved. The dustcart turns round at this gate and sometimes drives over the verge which throws mud onto the lane and can block the drain which has been cleared. Sylvia Raine will speak to the driver. 				AS AS SR
	Lengthsman's grant				
	There are no more developments about the future of the Lengthsman's grant.				

c **Footpaths / Rights of way**

Repairs necessary for one of the 2 gates on footpath 5 and the steps leading up to footpath 1 have been reported to HCC. Sylvia Raine informed the council that she has spoken to the team responsible for the repairs and the work will be carried out as soon as possible.

d **Highways**

Update on SID repair

The SID has been repaired and is now up and running. Councillor Park-Weir confirmed that the insurers have been in touch and the money will be paid in 5 -10 days. The insurers will pay the full amount less the VAT and the excess of £100.

Clearing of drains at the bottom of College Lane

A meeting was held between Jamie Wigg and another engineer from Hampshire Highways and Peter Raine, the Chairman, Councillor Swanston, Nigel Wilson and Louise Gould to discuss drainage problems on Axford Road and the bottom of College Lane. It was agreed that all the gulleys should be sucked clean and drainpipes jet washed. (The HH reference number for this is 21550327.)

Overweight vehicles on the lanes

At the last meeting, the Chairman explained that he is waiting for an opportunity to meet the landowner to discuss the issue of the tanks being transported along the village lanes.

In discussion with Jamie Wigg, at the meeting described above, he suggested to Peter Raine that it might be possible to erect a 7 ½ ton maximum prohibited sign at the Axford Road entrance to College Lane to deter overweight vehicles from using the lane. Peter Raine has followed this up with an email including pictures of the damage caused by the tank at the bottom of College Lane. However, Councillor Swanston reminded the meeting that another engineer (Mandy Ware) had earlier suggested that this would not be possible. No further action will be taken until Jamie Wigg has reported back to the clerk.

e **Memorial Hall**

Councillor Dunse reported that the hall is being well used. In addition to the usual activities, there are regular pantomime rehearsals.
A new cleaner has been appointed.

f. **Burial Ground**

Burial Ground Rules and Regulations

The updated rules and regulations for the Burial Ground are now uploaded onto the website.

g. **Land and Property**

Registration of Hill Farm Pond.

We are waiting for the documents from the Land Registry Office.

Risk Assessment for Hill Farm Pond

The Risk Assessment for Hill Farm Pond needs reviewing. Councillors Cazenove and Swanston will work on this. This wasn't discussed at the meeting but is an outstanding action.

GPW

CC/
AS

	<p>Playground Inspections</p> <p>Councillor Dunse reported that he has had training in the use of the reporting system for playground inspections. He will make sure that all open items are closed.</p> <p>Climbing Frame</p> <p>Councillor Dunse is waiting for a quotation for a replacement climbing frame from Playscene in Hook. Once this has been received, EPC will decide how to proceed with the removal and replacement of the frame.</p> <p>Peter Raine reminded the councillors that the hazard signs will need to be replaced before too long. Peter Raine will remind Steve Brabbin about stabilising the balancing beam with a wedge.</p> <p>EVG</p> <p>Councillor Swanston reported that Andy Webb has agreed to take over from Graham Simpson as chair of EVG at the next AGM. Graham Simpson will co-ordinate the burial ground work for the time being.</p> <p>h <u>BDAPTC</u></p> <p>There was nothing to report.</p> <p>i. <u>Welcome Packs</u></p> <p>Councillor Cazenove has delivered a Welcome pack to Pat and Steve Sweetman at Tanglewood and will deliver one to Nicola Blunden at Goldcrest.</p>	<p>GD</p> <p>GD</p> <p>PR</p> <p>CC</p>
663	<p>Superfast Broadband for North Ellisfield.</p> <p>See Open Forum.</p> <p>Peter Raine drew the council's attention to the fact that an update email had been circulated without blind copying recipients' email addresses. Councillor Dunse will remind the author about this.</p>	<p>GD</p>
664	<p>Upper Swallick Concept Proposal</p> <p>Councillor Dunse reported that 22 out of 44 parish councils in the area have supported the drive for a designation of AONB.</p> <p>The B&DBC draft plan is due for publication in February or March and the Upper Swallick Concept plan is currently not on the short list of sites in the SHELAA.</p>	
665	<p>Arrangements for the Queen's Platinum Jubilee Celebrations</p> <ul style="list-style-type: none"> • Councillor Park-Weir intends to have an initial meeting of the Jubilee committee in January 2022. • 3 fruit trees have been purchased for planting on Lower Common at 10.30am on Saturday 22nd January. The arrangements for planting and the provision of refreshments were discussed and decided. • The Chairman has sent a letter to Viscount Lyvington declining his invitation to plant trees for the jubilee on bare agricultural land as described in the meeting on December 7th 2021. 	<p>GPW</p> <p>ALL less RH</p>

666	<p>Councillor Grant Scheme</p> <p>The request for a grant to purchase a heavy duty strimmer for use at Hill Farm Pond has been successful. Peter Raine has completed the necessary paperwork and sent it to the grants officer at B&DBC.</p>	
667	<p>Decision re petition to allow villages to set 20mph speed limit.</p> <p>It was decided that EPC does not support the motion for a “default speed limit throughout Hampshire of 20mph in all residential areas, and where people work and play” and therefore the petition will not be signed.</p> <p>An action for the future might be to examine the possibility of introducing more 30mph limits in the village.</p>	
668	<p>B&DBC Climate Change Toolkit and HCC Greening Campaign</p> <p>It was decided that it may be possible to introduce some green initiative into the Jubilee Celebrations. Councillor Cazenove will investigate.</p>	CC
669	<p>Leaving gift for the Retiring Chairman</p> <p>The Chairman reported that “this is in hand.”</p>	RH
670	<p>Clerk’s Resignation</p> <p>All agreed that, as the new locum clerk requires a laptop to be purchased, on this occasion Financial Standing Order Number Two (a) should be suspended in order to purchase a laptop in excess of £500.00.</p> <p>Councillor Swanston will purchase the laptop and pass the bill to Peter Raine for payment.</p> <p>The retiring clerks received a generous gift of garden centre vouchers. They also presented some reflections on their time as Parish Clerk to the Council.</p>	AS/ PR
671	<p>To discuss any matters which have arisen since the publication of the agenda.</p> <p>Several members of the council reported that they would not be able to attend the next meeting scheduled for 14th March. The date was therefore changed to Monday 28th March.</p> <p>Sylvia Raine reported that Seamus Foster would like to have a collection point for aluminium cans outside Northgate Cottage to raise money for the Air Ambulance charity. As this does not conflict with any other recycling initiative in the village, it was thought that this was a good idea. Sylvia Raine will report back to Seamus.</p> <p>The meeting closed at 9.10pm.</p> <p>Dates for future meetings. Monday 28th March</p> <p>All meetings start at 7.30pm</p> <p>Signed Chairman</p> <p>Date.....</p>	SR

APPENDIX 1 (2 pages)

Ellisfield Parish Council

Original Forecast and Income and Expenditure for year ended 5th April 2021 and Income and Expenditure and Budget forecast for 21/22

	Original Forecast 2020/2021	Actual 2020/2021	Actual 2021/2022	Budget Post 2021/2022
Income				
Precept	5,521	5,521	5,521	5,521
Litter Picker Grant	1,224	1,300	1,328	1,310
Other Grants Received from	532	582	537	532
Herriard Biopower & Amb	1,000	2,000	0	2,000
Burial Ground	100	515	1,000	100
Veolia Grant re SID	1,000	750	0	0
Contribution to garage re	250	237	238	280
Lengthsmans Grant (High	1,000	1,000	1,000	1,000
VAT refund	447	486	1,525	1,350
Interest received (NS&I Ac	0	0	0	0 * £1.05
Lloyds Bank refund	0	100	76	0
Sally Adams bequest	200	175	146	100
Total income	11,274	12,616	11,371	12,193
Expenditure				
Clerk's salary	3,600	3,527	2,929	3,600
Clerk's expenses	300	234	180	350
Litter Picker Wages	800	792	594	1,200
Insurance	450	274	278	350
Audit	150	140	145	150
Subscriptions	175	181	186	190
Hall & garage hire	800	568	476	800
Grounds & maintenance	1,500	1,450	1,670	1,600 ♦See below
Website, data protection	400	713	35	300
Property Expenditure	11,400	6,928	4,353	5,660 ***
Lengthsman	1,750	1,931	0	2,000
Flood resilience works	1,000	0	0	0
Other	500	97	66	500
Sally Adams bequest	200	0	0	200
Total expenditure	23,025	16,835	10,913	16,900
Surplus/deficit for year	-11,751	-4,220	457	-4,707
Allotment Accounts				
Income (add)	106	118	84	158
Expenditure (minus)	0	30	30	30
Surplus/deficit for year	106	88	54	128
Finance Report Bank Accounts (closing balance)				
Current account	1,521	9,052	9,509	4,345
Deposit Account	10,505	10,514	10,515	10,589 **
	12,026	19,566	20,025	14,934
Allotment Account	1,306	1,335	1,389	1,463
Total	13,332	20,901	21,414	16,397

*£1.05 inc in "Deposit Account" (closing balance)

**£75.00 interest anticipated - included in Deposit Account balance.

*** Make-up of budget fo	Budget	Cost
Bench refurbishment	1,200.00	90.00
Clean and paint bus shelte	450.00	1,566.00
Lower Allotments - bound	1,000.00	
Burial Ground (from below	2,500.00	1,521.40
Repairs to SID		407.40
Legal Fees: Hill Farm Pond	0.00	636.00
Trees re Platinum Celebrat	0.00	132.60
Contingency	<u>510.00</u>	
Total	5,660.00	4,353.40

Sally Adams reserved funds	
Income	
01.10.20	102.54
25.03.21	72.91
19.04.21	145.94
Total	£321.39

Burial Ground	Cost
Legal Fees	851.20
Footpath (over electric cal	45.20
Fees re consecration	327.00
Fell 2 trees	300.00
Contingency	<u>500.00</u>
Total	1,521.40

Grounds and Maintenance	Cost
Grass cutting (EVG)	1,200.00
Playground s(E250 + VAT)	300.00
Weeding Burial Ground	50.00
Farleigh PCC grass cutting	<u>120.00</u>
Total	1,670.00

