

# ELLISFIELD PARISH COUNCIL

The Minutes of the Annual meeting of ELLISFIELD PARISH COUNCIL, which was held on 16<sup>th</sup> May 2022 in the Memorial Hall, Ellisfield at 6.30pm

## ELLISFIELD PARISH COUNCIL MEMBERS

NAME	ATTENDANCE	APOLOGIES	ABSENT
Cllr Haas	√		
Cllr Cazenove	√		
Cllr Guinness	√		
Cllr Park-Weir	√ (7.20pm)		
Cllr Dunse	√		
Cllr Swanston	√		

Also in attendance: Locum Clerk Karen Ross and one member of the public

**220501 To elect a chairman for ensuing municipal year and receive the signed acceptance of office form.**

It was

**RESOLVED**

to elect Cllr Richard Hass

as Chairman for ensuing municipal year.

The acceptance of office form was **RECEIVED**

Proposed by Cllr Cazenove

Seconded by Cllr Swanston

All members voted unanimously to accept this resolution.

**220502 To elect a Vice chairman for ensuing municipal year and receive the signed acceptance of office form.**

It was

**RESOLVED**

to elect Cllr Andy Swanston

as Vice-Chairman for ensuing municipal year.

The acceptance of office form was **RECEIVED**.

Proposed by Cllr Cazenove

Seconded by Cllr Haas

All members voted unanimously to accept this resolution.

**220503 To appoint portfolio holders**

It was

**RESOLVED**

to appoint the following portfolio holders.

Burial Ground - Cllr Guinness

Volunteers - Cllr Swanston

Footpaths - Cllr Dunse

Insurance – Cllr Park-Weir

Local Business – Cllr Haas

**220504 To approve direct debits and standing orders Sovereign Housing.  
Litter picking Staff**

The direct debits for Sovereign Housing and the Litter Picking Staff were **APPROVED**.

- 220505 To adopt the following policies  
Standing Orders  
Code of Conduct**  
The standing orders and Code of Conduct were **APPROVED**.
- 220506 To receive and accept apologies for absence.**  
The meeting was advised that Cllr Park-Weir would be late to the meeting.
- 220507 To receive and note any declarations of pecuniary interest relevant to the agenda.**  
There were no declarations of pecuniary interests **RECEIVED**.
- 220508 To approve as a correct record the minutes of the Ellisfield Parish Council meeting held on 28<sup>th</sup> March 2022.**  
The minutes of the Ellisfield Parish Council meeting held on 28<sup>th</sup> March 2022 were **APPROVED**.
- 220509 To receive reports.**  
Reports received were dealt with at the Annual Parish Assembly which followed this meeting.
- 220510 To receive updates from Councillors.**  
Burial Ground- An internment had taken place without permission. This has now been approved and a process put in place to stop this reoccurring.  
Cllr Swanston- The new strimmer has been purchased with a grant received from Basingstoke and Deane Borough. Thanks went to Councillor Paul Gaskell for his assistance.  
Cllr Haas - £3,000 has been received has been received in donations from Veolia, Herriard Power Solar Farm, and the Anaerobic Digester.  
Cllr Park-Weir – He gave an update on the Jubilee Events.
- 220511 To open the meeting to members of the public.**  
There was one member of the public who had no item to raise.
- 220512 To approve the Requests for Payments for April and May 2022.**  
The payments as listed in the table below were **APPROVED** for payment.

April and May				
FROM	ITEM	AMOUNT	INVOICE NO	PAY METHOD
Staff	Salary	£261.00	May	Electronic
Satff	Salary	£261.00	April	Electronic
Sovereign	Garage rental	£49.09	May	DD
DM Payroll	Payroll Services	£164.00	2068	Electronic
Victoria Reed	Compost	£50.00		Electronic
Adam Gilvear	Expenses	£110.68		Electronic
<b>Total</b>		<b>£895.77</b>		

- 220513 To note the current financial situation and the reconciliation of the bank balance.**  
The financial situation was **NOTED**, and the reconciliation of the bank balance was **SIGNED**. The financial situation update sheets can be found as Appendix A.
- 220514 To replace the current website with one from emango at a cost of £300 set up and an annual cost of £240.**  
It was agreed to not to progress with this and seek assistance with the current website.

- 220515 To approve the Parish Council insurance.**  
Cllr Park- Weir will seek an alternative quote and will advise the Councillors.
- 220516 To consider the application for Internment.**  
It was agreed to approve the internment for Mrs Graham (nee Williams).
- 220517 To consider the following planning applications.**
- 220517.01 2/01253/HSE**  
**Water Rose Green Lane**  
**Erection of a free-standing array of photovoltaic cells in back garden.**  
There was no objection to this application.
- 220517.02 22/01234/HSE**  
**Blencathra The Green**  
**Erection of side extension with dormer windows and roof lights to the east and west elevations, pitched roof to existing flat roofed dormer window and erection of rear porch.**  
There was no objection to this application.
- 220518 To agree the date of the next meeting.**  
The date of the next meeting was **AGREED** as 7pm on 15<sup>th</sup> June 2022 in the Memorial Hall.

There being no other business the meeting closed at 7.40pm

## Appendix A

Monthly sheet April 2022			
		Balance Bought Forward	19,553.96
			<b>19,553.96</b>
FPO	HMRC	TAX	39.00
FPO	KAREN ROSS	APRIL SALARY	156.00
SO	F TUBERFIELD	APRIL SALARY	33.00
SO	O WEBB	APRIL SALARY	33.00
SO	SOVEREIGN HOUSING	GARAGE RENTAL	49.09
			310.09
		Balance as at 30th April 2022	<b>19,243.87</b>
	Lloyds Bank		8,729.72
	NS&I		10,514.15
			<b>19,243.87</b>