

**Minutes of a Meeting of Ellisfield Parish Council
held in the Memorial Hall on Monday 14 February 2011**

Present

Tim Guinness (Chairman)
Caroline Cazenove, Glen Horgan, David Richards, Andy Webb (Councillors)
Apologies: Rose Taplin

In Attendance

Jacqueline Matthews (Clerk)
PC Andrew Reid, local beat officer
4 members of the public

1. **Apologies for Absence.** Rose Taplin (holiday)
2. **Minutes of the Meeting held on 13 December 2010.** Agreed and signed as a true record.
3. **Matters Arising from the Minutes** (for which no relevant Agenda Item is listed below). None

OPEN FORUM – *PC Andy Reid told the meeting that reported crime had fallen from 6 crimes reported in 2009 and only 3 crimes reported in 2010 and there had been no crime in Ellisfield since beginning of January 2011. PC Reid also reported that Hampshire County Council had recently changed its view on Community Speed Enforcement. Beat Officers are to be issued with equipment and once training is complete they will be able to monitor speeds within their beats.*

Mrs Jane Evans asked if various missing road signs had been reported and how long it would take for them to be replaced. Clerk told the meeting that the following signs had been previously reported missing and she would follow-up; road narrows, top of Fox Hill heading south, heading towards Axford on Berrydown Lane near Berrydown House, deer sign on Berrydown Lane heading towards Herriard, Ellis field Village sign at the beginning of Bell Lane from Berrydown Lane. Action: Clerk

4. **To receive an update on current Planning Applications and to consider any new Planning Applications:** Clerk issued a written summary of current/recent planning applications as follows:

BDB/73032 Sylvers, Green Lane, Ellisfield
Erection of a front porch. **Granted**

BDB/ 72940 Copper Beeches, Axford Road
Construction of pitched roof over double garage to create first floor office involving the insertion of roof lights to front and rear roof slope and windows to side elevations, conversion of ground floor to games room/workshop. **Granted**

BDB/73578 Coopers Farmhouse, Bell Lane
Erection of part first floor to existing single storey side extension. **Refused**

T/00108/11/TCA Fox Hill House
Notice of intent to fell 11 Leylandii – Plans were viewed and no objections raised. Clerk to submit response to BDBC. *Action: Clerk*

BDB/73688 Beech Lawn, Green Lane,
Erection of a first floor side extension and a two storey rear extension. Loft conversion with the construction of dormer windows to the front and side elevation. Plans were viewed and neighbours concerns discussed. It was agreed that councillors would visit site and consider plans in situ and affect on neighbouring properties and then agree response.

BDB/73851 Land north of, Bushywarren Lane, Ellisfield, at grid ref: 465093 146525.
Proposal: Continued use as agricultural land with new solar farm of up to 5 MW generating capacity, comprising installation of solar photovoltaic panels and associated infrastructure and landscape planting on land north of Bushywarren Lane. The proposal was discussed and it was agreed that a special planning newsletter should be produced to survey village reaction. Parish Council would then respond to BDBC. *Action: Chairman, Cllr Horgan and Clerk*

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

i.**Highways:** Cllr Horgan reported he had met with Keith Holdsworth, local HCC Highways Engineer and they had agreed to survey Ellisfield Lanes once a month to determine state of potholes, grips and road signs.

Clerk reported a telephone conversation with Carol at HCC Highways about more Grit Bins for the village. HCC are expecting a delivery of some additional bins in April/May when requests would be prioritised. Someone from HCC Highways would come out to the village and advise where bins would be best sited - the places suggested are: Corner College Lane/Bell Lane ; Corner College Lane/Church Lane; Corner Bell Lane/Bagmore Lane; Bottom of College Lane at Axford Road junction; Bottom of Green Lane at Axford Road junction; Bottom of Fox Hill, Green Lane; Half way up of White Hill (Doper's Copse).

ii.**Web Site:** Cllr Guinness reported everything up to date

iii.Land and Property:

Climbing frame/slide – Cllr Webb reported those who requested the frame are still keen to go ahead. Clerk reported she had asked ELC for a financial contribution – this is likely to be discussed at their AGM in March.

Phone Box- Clerk reported that Vicky and Ray Reid had cleaned the phone box on New Year's Day. Also reported she had asked Andrew Barber, BDBC Conservation Officer if it would be permissible to move the phone box to an alternative location, perhaps near Hill Farm Pond or on Lower Common.

Bus Shelter – Cllr Horgan reported the fabric of the bus shelter at the bottom of Green Lane needed attention, roof leaking etc. Also there had been a request for a handrail/step as the entrance is slippery in bad weather. Clerk to obtain quotes for this work. *Action: Clerk*

iv.**Allotments:** Clerk reported letters had been sent to Andy Webb, Dragon's Halt and Eve and Trevor Lucas, 5 Cannon Close offering them vacant allotments, both had accepted offer. Clerk to send out 2011/12 invoices for rent in March. *Action: Clerk*

Clerk reported an invitation had been received from National Society of Allotment & Leisure Gardeners Association (NSALG) for Southern Regional AGM to be held on Sunday 06 March at 12 noon at the Eastrop Allotment site. Cllrs Richards/Webb to attend.

v.**Rights of Way:** Clerk reported that missing fingerpost in the middle of Zigzag path had been reported to Paul Turner (Hampshire Paths Partnership) who would liaise with BDBC paths also gate across field from The Fox.

vi.**Burial Ground:** Clerk reported there had been a request for an additional inscription on cremated remains stone; Marjorie Maud Castle to be interred with husband Frederick John Castle (1974) Date tbc

vii.**Environment:** Nothing to report.

viii.**Hill Farm Pond:** Clerk reported another villager had offered plants for the pond, Cllr Cazenove confirmed that Amanda Bassett of Hampshire and Isle of Wight Wildlife Trust had advised that all plants should be obtained from recommended suppliers to guard against disease etc.

Also Clerk to order memorial benches for pond, invoices to be sent to donors; Ellisfield Ladies and Ms June Scott; benches to be delivered to Chairman's Barn until ready to install.

ix.**Neighbourhood Watch:** Nothing further to add to P C Reid's report

x.**Memorial Hall:** – Cllr Taplin had submitted a written report;

At the AGM held on 31 January 2011 it had been decided to increase charges for renting Memorial Hall from 01 February 2011; £16/hr non-villagers, £14 villagers, £12/hr regulars. Increase necessary due to high electric bill (£800+).

Events for planned for 2011 include;

April - Hog the Limelight

June – Village weekend

Friday 10 June Wine Walk – hosts Steve Brabbin, Nigel Wilson, Tim Guinness and Seumas Foster.

Saturday 11 June - Open Gardens and Teas to be organised by Church

Sunday 12 June – activities, perhaps games on Lower Common to be organised by ELC/Ellisfield Parish Council

29 October - Harvest Supper + Scottish Dancing

xi. Basingstoke District Association of Parish & Town Councils and Localism: Clerk reported next meeting scheduled for Thursday 17 February at BDBC Civic Offices. Cllr Horgan to attend.

xii. New Residents: Clerk reported no Welcome Packs delivered since last meeting.

Xiii Affordable Housing: Cllr Guinness reported he had sent a copy of the summary of Ellisfield responses to BDBC The Big Question to Simon Linford who continues to work on ideas for 3 private houses and 3 affordable houses for sites adjacent to the Memorial Hall and The Rectory.

Cllr Horgan reported 48 responses to BDBC The Big Question had been returned to him. He had collated the responses and this had been sent to BDBC and parish councillors. It was discussed and agreed that a summary should be included in next Ellisfield Parish Council newsletter and a full copy to be placed on Ellisfield website. *Action: Clerk*

6. To receive a report from the Clerk on Administration Matters

Schedule of Incoming Mail: Copies of this schedule (had been previously) circulated to councillors: The following items were discussed.

HCC

Basingstoke & Deane Passenger transport Forum. Next meeting Friday 18 February 10.00am “Bus Service Planning 2011 onwards” Clerk and Katie Horgan to attend

Royal British Legion

Great Poppy Party brochure – guide for parish councils to help organise a party to celebrate the 90th anniversary of BL – weekend 10/11/12 June 2011.

7. To receive a report from the Clerk on Financial Matters.

Clerk provided a written report to all councillors

Monthly financial report (appendix 1)

Forms for adding/deleting signatories to Ellisfield Parish Council Bank Account (Lloyds) were completed and signed.

It was agreed to transfer £4,000 from current account to savings account.

Cheques to be signed and payments approved

14-Feb-11	S. Claessens (Litter Picking – Feb)	30.00 SO
14-Feb-11	E. Rudd (Litter Picking Feb) cheque c/f as didn't start until Jan	30.00 (612)
14-Feb-11	J. Matthews (Clerk's salary and expenses Jan - Mar)	780.18 (613)
14-Feb-11	S. Claessens (Litter Picking – Mar)	30.00 SO
14-Feb-11	E. Rudd (Litter Picking Mar) forms for standing order requested	30.00 SO?

8. To discuss any matters which the Chairman considers urgent:

It was discussed and agreed that Clerk should invite Steven Lugg, Chief Executive of Hampshire

Association of Local Councils (HALC) to speak at Annual Parish Meeting on impact of Localism Bill on small villages. Date of APM to be confirmed. *Action: Clerk*

9.To decide upon the date of the next Meeting. 04 April 2011

The meeting closed at 9.30pm

Open Forum. Mrs Meg Freeman asked if the parish council had considered the field adjacent to Mrs Heath's house for affordable housing; she also advised the meeting that a recently available affordable house in Upton Grey had 86 people bidding in BDBC scheme.

Chairman Date

2009 - 2010 FINANCE REPORT (as at 13 December 2010)

Payments	Invoice	Cheque	Cheque No	Statement	Minute
01-Apr-10 S. Claessens (Litter Picking – Mar)	30.00	30.00	SO	9	
01-Apr-10 Harry Hedges (Litter Picking – Mar)	30.00	30.00	SO	9	
15-Apr-10 Ellisfield Volunteer Group	1,050.00	1,050.00	596	9	
15-Apr-10 Hampshire Association of Local Councils	126.00	126.00	597	9	
01-May-10 S. Claessens (Litter Picking – Apr)	30.00	30.00	SO	10	
01-May-10 Harry Hedges (Litter Picking – Apr)	30.00	30.00	SO	10	
01-Jun-10 S. Claessens (Litter Picking – May)	30.00	30.00	SO	11	
01-Jun-10 Harry Hedges (Litter Picking – May)	30.00	30.00	SO	11	
01-Jun-10 Broker Network (Insurance)	383.54	383.54	598	11	
10-Jun-10 T. Guinness (Annual Parish Meeting wine)	81.81	81.81	599	12	
10-Jun-10 C Cazenove (Annual Parish Meeting food)	58.66	58.66	600	12	
14-Jun-10 Fordham & Allen (Hill Farm Pond replacement fence posts)	61.69	61.69	601	12	
14-Jun-10 Hampshire Playing Fields Association (subscription)	20.00	20.00	602	12	
14-Jun-10 J. Matthews (Clerk's salary and expenses Apr-June)	964.92	964.92	603	12	
cheque cancelled	0.00	0.00	604		
12-Jul-10 S. Claessens (Litter Picking – June)	30.00	30.00	SO	12	
12-Jul-10 Harry Hedges (Litter Picking – June)	30.00	30.00	SO	12	
12-Jul-10 S. Claessens (Litter Picking – July)	30.00	30.00	SO	13	
12-Jul-10 Harry Hedges (Litter Picking – July)	30.00	30.00	SO	13	
12-Jul-10 S. Claessens (Litter Picking – Aug)	30.00	30.00	SO	14	
12-Jul-10 Harry Hedges (Litter Picking – Aug)	30.00	30.00	SO	14	
06-Sep-10 S. Claessens (Litter Picking – Sept)	30.00	30.00	SO	15	
06-Sep-10 Harry Hedges (Litter Picking – Sept)	30.00	30.00	SO	15	
18-Oct-10 Audit Commission	158.63	158.63	605	15	
18-Oct-10 S. Claessens (Litter Picking – Oct)	30.00	30.00	SO	16	
18-Oct-10 Harry Hedges (Litter Picking – Oct)	30.00	30.00	SO	16	
18-Oct-10 S. Claessens (Litter Picking – Nov)	30.00	30.00	SO	17	
18-Oct-10 Harry Hedges (Litter Picking – Nov)	0.00	0.00	payment cancelled moved away		
18-Oct-10 J. Matthews (Clerk's salary and expenses July - Sept)	751.78	751.78	606	16	
18-Oct-10 Mrs J Richards (Welcome Cakes) 25 @ £1.50	37.50	37.50	607	16	
18-Oct-10 Ellisfield Memorial Hall - Annual Parish Meeting	40.00	0.00	-	Err:522	
18-Oct-10 Ellisfield Memorial Hall - Parish Council Meetings	225.00	265.00	608	15	
13-Dec-10 S. Claessens (Litter Picking – Dec)	30.00	30.00	SO	18	
13-Dec-10 E. Rudd (Litter Picking Jan)	30.00	30.00	609	*	
13-Dec-10 J. Matthews (Clerk's salary and expenses Oct - Dec)	804.55	804.55	610	17	
13-Dec-10 Information Commissioner	35.00	35.00	611	17	
13-Dec-10 S. Claessens (Litter Picking – Jan)	30.00	30.00	SO	*	
13-Dec-10 E. Rudd (Litter Picking Feb)	30.00	30.00	612	*	
	5,429.08	5,429.08			

Receipts		Paying In	Statement	
30-Apr-10 BDBC Parish Grant	1,100.00	1,100.00	BACS	9
30-Apr-10 BDBC Parish Precept first half	2,238.50	2,238.50	BACS	9
14-Apr-10 Spencer & Peyton (Mrs C Lunn - Sadler cremated remains)	290.00	290.00	162	10
24-Jun-10 Burial Ground fees Bone/Hope & Dowson	190.00	190.00	164	12
24-Jun-10 Allotment Rents	112.00	112.00	163	12
06-Sep-10 Allotment Rents	12.00	12.00	165	12
30-Sep-10 BDBC Parish Grant for Open Spaces	450.00	450.00	BACS	14
30-Sep-10 BDBC Parish Precept second half	2,238.50	2,238.50	BACS	14
09-Dec-10 BDBC Litter Picking Grant	978.12	978.12	BACS	17
16-Dec-10 HM Revenue and Customs VAT Refund	1,974.13	1,974.13	BACS	17
29-Dec-10 Spencer & Peyton (F Hopkins Interment)	60.00	60.00		18
	9,643.25	9,643.25		
Opening Bank Balance	3,452.75			
- Payments so far	5,429.08			
+ Receipts so far	9,643.25			
Treasurer's Account as of 08 March 2010		7,666.92		7,756.92
+ National Savings Account		5,863.79		90.00
+ Interest 01 January 2011				
Total Monies		13,530.71		

Notes: The last Bank Statement (18) was dated 27 January 2011. The closing balance on that statement was £7,756.92. The difference is £90 due to December payment to S Claessens for Jan and E. Rudd for Jan & Feb not yet deducted from bank balance.

Cheques to be signed and payments approved

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