

**Minutes of a Meeting of Ellisfield Parish Council
held in the Memorial Hall on Monday 17 September 2012**

Present

Caroline Cazenove (Vice-Chair), Rose Taplin, Julian Wright (Councillors)

Apologies: Tim Guinness (Chair) and David Richards

In Attendance

Jacqueline Matthews (Clerk)

PC Andy Reid (Local Beat Officer, Hampshire Constabulary)

1 member of the public

1. **Apologies for Absence.** Tim Guinness, David Richards (holidays)
2. **To Receive Declarations of Interests on any matter on this Agenda.** None
3. **Minutes of the Meeting held on Monday 18 June 2012.** Agreed and signed as a true record
4. **Matters Arising from the Minutes** (for which no relevant Agenda Item is listed below). None
5. **OPEN FORUM** - *PC Andy Reid reported a number of matters that had been brought to police attention since last meeting; 19 June suspicious female at Cannon Close, 20 June suspicious male at Rectory, 22 June fallen tree across Berrydown Lane, 02 September car through fence in Berrydown Lane. Also Police Speed Enforcement resulting in 3 verbal warnings and one Fixed Penalty Notice (43mph).*
5. **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/76637/38 Hill Farm Cottage, Green Lane ; Erection of a rear extension and associated alterations following demolition of existing rear extension – no objection from parish councillors, **application not yet decided**

BDB/76263 College Farm House, College Lane: Erection of a single storey front extension – **Approved**

BDB/76333 Land adjoining Green Waste Composting Facility, Bushywarren Lane **Construction of anaerobic digestion installation** for rotational arable crops and local food waste together with landscaping and highway improvements - Application BDB/76332 Kristina King PLAN/WJA/BA173. This application was considered by HCC Regulatory A Committee meeting on Wednesday 12th September – **Approved with conditions**; that site be returned to greenfield if no longer an AD plant, also transport limited to eight return journeys daily for vehicles making any type of waste delivery.

Cllr Wright reported that above approval constituted a departure from HCC Policy on the basis of gaining green credentials; he also reported there was to be a meeting of Ellisfield Village Association (EVA) on Thursday 20 September to consider further action. It was likely that a letter would be written to a Planning QC to seek advice. It would be necessary to consider;

1. Cost of advice
2. Cost of taking case to Judicial review
3. Timescales and availability of resources both time and money

BDB 75822 Solar Farm Bushywarren Lane, Variation of Condition 1 of Planning Permission BDB/73851 to amend plan numbers to relocate the solar farm to the northern perimeter of the site and redistribute solar panels within an alternate field layout; reduce the height of solar panels from 3.3m to 2.3m; erect an earth bund; relocate fencing line and amend specification to replace approved 1.1m stock proof fencing with 2m stock proof fence; amended number, size and location of control box, switch gear and inverter equipment; amended number, location and size of CCTV

camera systems; and amended landscaping scheme (Part Retrospective). Approved after adjournment and consultation with village

Cllr Wright reported the agreed actions still to be implemented and compliance with approval would need to be monitored. The consultation following retrospective application achieved a 20 decibel reduction in noise by turning down cooling fans. Noise levels now within general background noise levels, both measured and perceived.

Cllr Wright also reported other on-going planning issues relating to:

Veolia site, Bushywarren Lane: Veolia appear to be implementing what was agreed, only outstanding issue; to organise a site tour for village residents.

Landscaping of Telecoms mast College Lane: Cllr Wright reported that Cllr Guinness had agreed to follow up actions agreed to meet planning requirements.

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

- i. **Highways:** Clerk reported still no sign of grips being cleared by mechanical digger – more heavy rain recently have caused localised flooding.

Clerk reported another reminder email sent to Keith Holdsworth HCC Highways on 15 August – no response. It was suggested that Clerk explore the cost of sufficient public liability insurance to enable EPC to arrange with local contractor to undertake this work. *Action: Clerk*

Clerk reported several residents including Jane Evans and Chris Allen and Maggie Heath had complained about the poor visibility caused by uncut verges. Clerk had passed these concerns on to Keith Holdsworth, Mrs Evans and Heath had contacted Hampshire Highways direct. Cllr Guinness to speak to Portsmouth Estates Manager. *Action: Cllr Guinness*

Clerk confirmed Basingstoke Half Marathon would be coming through village between 11.30 and 2.00pm on Sunday 07 October 2012 – as last year village roads will be closed for the duration of the race.

ii. Web Site & Broadband:

WEBSITE: Clerk reported receipt of emails from Martin Slatford, Chair BDAPTC re progress towards a combined approach to solving the problem minimising costs etc. which had been forwarded to Tim Guinness and Paul Turner.

In Cllr Guinness' absence, Paul Turner (PT) reported that at the last BDAPTC meeting there had been general discussion regarding website following BDBC's decision to stop hosting/supporting parish websites from March 2012 and it had been agreed to hold a special meeting specifically to discuss websites. Although BDBC has offered a subsidy of £375 to those parishes who moved away from BDBC hosting by December 2012 (PT indicated he thought this would be extended).

PT continued to say he had contacted 'VisionICT', who have offered a fixed price £325 + VAT to include transfer of data to any parish within BDBC. PT commented that their approach is contact management based, an approach that can be clumsy.

PT to look at another option ParishCouncils.net and hoped to have a good feeling for how Ellisfield.gov is positioned by the end of September in terms of cost and set up; so will liaise with TG and report back.

PT also to investigate to see if there are any individuals in the village who would be willing to get involved.

Clerk reported Ellisfield Ladies pages still need updating - Cllr Guinness to follow up.

BROADBAND: Nothing new to report

- iii. **Land and Property:** Nothing to report

- iv. **Allotments:** It was discussed and agreed that following Andy Webb's resignation, Cllr Rose Taplin would take responsibility for overseeing allotments.
- Mr and Mrs Trevor Lucas's request to install a polytunnel, no larger than 10' x 8' was discussed and no objections were raised. Clerk to write and confirm. *Action: Clerk*
- v. **Rights of Way:** Nothing new to report
- vi. **Burial Ground:** In relation to the fallen headstone reported by Ellisfield Volunteers, Cllr Cazenove reported that she had been trying to trace family without success. It was discussed and agreed that quotes should be obtained from monumental stonemasons for repair. *Action: Clerk*
- vii. **Environment:** Following email from BDBC forwarded by Clerk to all Parish Councillors enquiring if Ellisfield Parish Council would be interested in appointing a Tree Warden; it was discussed and agreed that Clerk should contact Seumas Foster and Julian Evans to see if they would be interested. *Action: Clerk*
- viii. **Hill Farm Pond:** Nothing new to report except the area appears to be inhabited by large amounts of wildlife.
- ix. **Neighbourhood Watch:** latest NW report for H & D forwarded to all councillors by email
- x. **Memorial Hall:** Clerk reported Mrs Meg Freeman had expressed concern that there had been no meetings of the Memorial Hall Committee recently. It was discussed and agreed that Clerk should write to Memorial Hall Secretary to raise this issue. *Action: Clerk*
- xi. **Basingstoke District Association of Parish & Town Councils and Localism:** Clerk reported the date of meeting had changed from 20 to 27 September and Cllr Richards would be unable to attend; no other councillors available, Clerk to send apologies. *Action: Clerk*
- xii. **New Residents:** Clerk reported Welcome Pack delivered on 31 August to Kandahar to Amanda Harborne + 3 teenage children – husband works abroad.
- Xiii Affordable Housing:** Nothing new to report
Cllr Cazenove reported CPRE Workshop on 'Neighbourhood Plans – getting started', scheduled for Thursday 21st June had been cancelled. Discussions with CPRE had identified that it would be preferable for a group to attend from Ellisfield once a Neighbourhood Planning working party had been established.
- xiv. **Localism/HALC:** Clerk reported all Ellisfield Parish Councillors' completed forms of registration of Members Interest had been filed with BDBC Monitoring Officer and were now available to view on BDBC website.

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

It was noted that there was to be an election following resignation of Cllr Andrew Webb to be held 27 September 2012 with two candidates; Glen Horgan and Gavin Park-Weir.

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

Clerk reported Annual Return to Audit Commission had been satisfactorily completed with no actions. A notice to this effect was placed on EPC noticeboard on Friday 24 August enabling electors to request a copy of Annual return on request and payment of £5.00 to cover administration costs.

Clerk provided a written report to all councillors - Monthly financial report (appendix 1)

01-Aug-12Big Wood Play Systems	1,500.00	655
01-Aug-12Linda S Russell (Planning Solicitor (AD opposition)		656
17-Sep-12Linda S Russell (Planning Solicitor (AD opposition)	588.00	657

17-Sep-12J Matthews - Clerks Salary & expenses	909.73	658
17-Sep-12Audit Commission	144.00	659
17-Sep-12S. Claessens (Litter Picking – Aug)	42.00	SO
17-Sep-12E. Rudd (Litter Picking - Aug)	42.00	SO
17-Sep-12S. Claessens (Litter Picking – Sept)	32.00	SO
17-Sep-12E. Rudd (Litter Picking - Sept)	32.00	SO

10. To discuss any matters which the Chairman considers urgent: None

10. To confirm the date of the next Meeting.
29 October 2012 at 7.30pm

Open Forum. No one present

**JM book Memorial Hall with Jane Evans &
Notify Anna NcNair Scott, Mark Ruffell, Mark Thomas, PC Reid, HHL, Neighbourhood Watch**

The meeting closed at 9.46pm

Chairman Date

Payments	Invoice	Cheque	Cheque No	Statement	Minute
	0.00	0.00			
30-Apr-12 HALC Affiliation Fee for 2012/13	131.00				
30-Apr-12 NALC Levy for 2012/13	13.00	144.00	644	34	934/9
30-Apr-12 Broxap (replacement nets Lower Common Goal posts)	63.00	63.00	645	34	934/9
30-Apr-12 Best Regulatory Consulting (Microsoft licences x 8 30/3/12 to 19/5/12)	67.20	67.20	646	34	934/9
08-May-12 Communicorp (Jubilee Mugs)	662.52	662.52	647	34	934/9
09-May-12 Linda S Russell (Planning Solicitor (AD opposition))	500.00	500.00	648	34	934/9
01-May-12 E. Rudd (Litter Picking April)	30.00	30.00	SO	34	934/9
01-May-12 A. Claessens (Litter Picking – April)	30.00	30.00	SO	34	934/9
01-Jun-12 Broker Network (EPC Insurance)	393.35	393.35	649	35	
18-Jun-12 Caroline Cazenove - invoice for food for Annual Parish Meeting	52.37				
18-Jun-12 Caroline Cazenove - invoice for Jubilee mug bags	89.44	141.81	650	35	
18-Jun-12 Beverley Guinness - invoice for drinks for Annual Parish Meeting	119.94	119.94	651	36	
18-Jun-12 Ellisfield Volunteer Group £1,050 less half annual garage rent see below	866.92	866.92	652	36	
18-Jun-12 J Matthews - Clerks Salary & expenses	1,196.50	1,196.50	653	35	
18-Jun-12 Best Regulatory Consulting (Microsoft SharePoint licences x 8 to 19/6/12)	33.60	33.60	654	36	
18-Jun-12 approval of direct debit payments for kingfisher garage to 01 July 2012	119.52	119.52	DD	36	
18-Jun-12 approval of direct debit payments for kingfisher garage July 2012	38.82	38.82	DD	37	
18-Jun-12 S. Claessens (Litter Picking – May)	30.00	30.00	SO	35	
18-Jun-12 E. Rudd (Litter Picking - May)	30.00	30.00	SO	35	
18-Jun-12 S. Claessens (Litter Picking – June)	30.00	30.00	SO	36	
18-Jun-12 E. Rudd (Litter Picking - June)	30.00	30.00	SO	36	
18-Jun-12 S. Claessens (Litter Picking – July)	30.00	30.00	SO	37	
18-Jun-12 E. Rudd (Litter Picking - July)	30.00	30.00	SO	37	
01-Aug-12 Big Wood Play Systems	1,500.00	1,500.00	655	37	
01-Aug-12 Linda S Russell (Planning Solicitor (AD opposition))	88.00	88.00	656	37	
	6,175.18	6,175.18			
Receipts					
13-Apr-12 deposit of funds raised towards Lower Common Play Equip	730.10	730.10	Paying In	Statement	
30-Apr-12 BDBC Parish Precept (first half)	2,760.50		172	33	
30-Apr-12 BDBC Parish Grant	1,100.00	3,860.00	BACS	34	
17-May-12 BDBC (Parish Funding - double taxation?)	450.00	450.00	BACS	34	
23-May-12 donation from village resident to pay 50% of Planning Solicitor costs for AD	200.00	200.00	500173	34	
23-May-12 Contributions to play equipment, Education Trust and C Cazenove	300.00	300.00	500174	34	
	5,540.60	5,540.10			
Opening Bank Balance	2,572.56				
- Payments so far	6,175.18				
+ Receipts so far	5,540.60				
Treasurer's Account as of 18 June 2012		1,937.98			
+ National Savings Account (March 31 2011)		9,875.52			
+ Interest 01 January 2012		9,875.52			
Total Monies		11,813.50			

Notes: The last Bank Statement (37) was dated 24 August 2012. The closing balance on that statement was £1,937.98. There is no difference.

Cheques to be signed and payments approved

01-Aug-12 Big Wood Play Systems	1,500.00	1,500.00	655	37
01-Aug-12 Linda S Russell (Planning Solicitor (AD opposition))		88.00	656	37
17-Sep-12 Linda S Russell (Planning Solicitor (AD opposition))	588.00	588.00	657	
17-Sep-12 J Matthews - Clerks Salary & expenses	909.73	909.73	658	
17-Sep-12 Audit Commission	144.00	144.00	659	
17-Sep-12 S. Claessens (Litter Picking – Aug)	42.00		SO	
17-Sep-12 E. Rudd (Litter Picking - Aug)	42.00		SO	
17-Sep-12 S. Claessens (Litter Picking – Sept)	32.00		SO	
17-Sep-12 E. Rudd (Litter Picking - Sept)	32.00		SO	

ALLOTMENTS

2012 - 2013 FINANCE REPORT (as at 17 September 2012)

Payments

0.00

Receipts

0.00

Opening Bank Balance	1,355.17
- Payments so far	0.00
+ Receipts so far	0.00
Treasurer's Account as of 18 June 2012	1,355.17

Cheques to be signed and payments approved

Notes: No Bank Statement has been received this financial year, as no transactions.