

**Minutes of a Meeting of Ellisfield Parish Council
held in the Memorial Hall on Monday 10 December 2012**

Present

Tim Guinness (Chair) Caroline Cazenove (Vice-Chair), Gavin Park-Weir, David Richards, Rose Taplin,
(Councillors)

Apologies: Julian Wright

In Attendance

Jacqueline Matthews (Clerk)
Susie Deane assisting
PC Andy Reid. Local Beat Officer, Hampshire Constabulary)

1 member of the public

Before the meeting started Councillors and Clerk completed paperwork necessary to grant Special Dispensation under the Localism Act 2011 to all members of Ellisfield Parish Council to enable discussions to agree and set Precept.

1. **Apologies for Absence.** Cllr Julian Wright
2. **To Receive Declarations of Interests on any matter on this Agenda:**

No interests declared
3. **Minutes of the Meeting held on Monday 29 October 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 that there had been two false alarm activations. The last crime of theft of heating oil was on 13 October 2012.**

Cllr Park-Weir asked about the fly tipping on the road to Cliddesden, near Swallick Byway, which PC Reid said would be a Borough Council responsibility.

NEW WEBSITE – Chairman invited Paul Turner to bring council up to date with progress on new parish website;

1. Paul Turner reported that the new website is now "live" and complete, apart from a few 2012 Minutes to be uploaded in the next few days and pre-2010 minutes (which will be added, year by year, over the course of the coming month).
2. The website's domain is *ellisfield.org.uk* and the website is currently hosted as an "Add-On domain" within one of Paul Turner's hosting accounts.
3. As well as the *ellisfield.org.uk* domain Paul also obtained the *ellisfield.org* domain, primarily to protect the "ellisfield" name.
4. If someone enters *ellisfield.org* into their browser, they will be automatically redirected to *ellisfield.org.uk*.
5. For the time being, Paul has also re-directed his private *ellisfield.com* to *ellisfield.org.uk* but reserves the right to stop this redirection.
6. The website was created using software called WebPlus X6 from Serif. It is a WYSIWYG (What You See is What You Get) website creator, although it permits HTML code to be added.
7. All village organisations (Horticultural Association, Ladies Club, Neighbourhood Watch, Village Association and Volunteer Group) are now satisfied that their content is accurate and up to date.
8. Periodically Paul downloads the website's source code to the FTP server. This means that anyone with the server's password will be able to upload this file into their

copy of WebPlus X6.

FURTHER ACTION

1. The village to be told formally about this new website, via a PC newsletter or Paul will produce a flyer to be distributed by Councillors. Questions to be included: if anyone in Ellisfield uses Serif's WebPlus software please to contact Paul Turner and would anyone deputise the management of the website for Paul Turner in an emergency.
 2. BDBC needs to be told to redirect *ellisfield.gov.uk* to *ellisfield.org.uk/council.html* and to redirect all mail sent to clerk@ellisfield.gov.uk to clerk@ellisfield.org.uk. Urgent action needed before Christmas in order to obtain £375 grant. The Chairman asked Paul Turner if he would undertake this. Clerk to create a separate Account with Outlook in order to send out email as "Ellisfield Parish Council".
 3. The website needs to be moved to an independent hosting site. Paul recommended Easy Internet Solutions (*easyinternetsolutions.co.uk*). The cost of their "Lite" hosting is £39.99 (£47.99 including VAT) for a one year (renewable) contract and a discounted £69.99 (£83.99) for a two year (renewable) contract. One year contract recommended.
 4. The total initial expenditure (including VAT) will be:
 £47.99 for one year's hosting
 £ 6.30 for one year's registration of *ellisfield.org.uk*
 £11.39 for one year's registration of *ellisfield.org*

 £65.68
- BDBC will send the PC a bill annually for the renewal/hosting of *ellisfield.gov.uk* (estimated at £50 per annum) and that hosting and domain renewals (see above) will need to be paid again at this time every year.
5. One or more residents needed to take over from Paul Turner, temporarily or permanently. Steve Brown is willing and would not need WebPlusX6 if only up dating content on behalf of Paul Turner.
 6. The Minutes of the Annual Parish Meeting need to be uploaded on the website.
 7. The Clerk to thank Mark Thomas for his work maintaining the previous website.
 8. The former website will need removing in due course.

Chairman said how fortunate Ellisfield is to have Paul Turner's expertise and thanked Paul on behalf of the Parish Council for all his work.

6. To receive an update on current Planning Applications and to consider any new Planning Applications:

Anaerobic Digester

The HCC planning inspectorate decided to reopen the new Minerals and Waste policy for further consultation. This will not help our case with the Ellisfield AD site but the PC response could help stop the widespread proliferation of AD on green-field sites in Hampshire. Response form filled in and returned to HCC before 17 December 2012.

Solar Farm

Chairman established contact with the new owners of the site John Laing. Tim Guinness, Dee Haas and Susie Deane will meet their representative Ben Pollock on 20 December 2012.

Telecoms mast (planting)

Nothing to report

Veolia site

Nothing to report

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

i. Highways:

Hedge cutting completed opposite the Fox.

Still no sign of grips being cleared by mechanical digger – more heavy rains recently have caused localised flooding.

Cllr Richards reported that he had twice phoned BDBC and that now all lanes except Church Lane had been swept. He had also cleared the silt from the drain at the top of Green Lane which had caused two large areas of water.

Clerk to thank John Gould of Gravelins who dug out the drainage outlets on College Lane to divert the rain water.

ii. Broadband:

Cllr Guinness reported that he was researching wireless links, using water mains, poles above ground and digging trenches. The cost of £100 per metre is applicable in towns but not rural areas. The Herriard PC Chairman is pushing for faster broadband (Ellisfield is linked to the Herriard Exchange). Options are fibre to the box at College Lane/Church Lane junction then copper to households. Or microwave to mast, fibre to box, copper to households.

Hampshire Broadband programme has moved forward since State aid has been approved and gone out to tender for a commercial partner. An appointment is likely to be made in February/March 2013 and work will start on delivering faster broadband services in the summer of 2013. Suggestion to contact local MP to ask about funding.

iii. Land and Property: Nothing to report

iv. Allotments:

AGM cancelled due to illness. To be re-scheduled.

v. Rights of Way:

Paul Turner reported landowner Adrian de Ferranti had agreed for a kissing gate to be placed on the footpath running from College Lane towards Furzen Lane.

vi. Burial Ground:

Cllr Cazenove reported that the fallen headstone would be mended by the company at no cost.

vii. Environment: Cllrs Richards and Taplin

CPRE membership application to be made April 2013.

Tree Warden: Seumas Foster has accepted to be Tree Warden.

viii. Hill Farm Pond:

Cllr Cazenove to ask the Volunteer Group if they will trim the nettles in front of the pond.

- ix. **Neighbourhood Watch:** Nothing to report
- x. **Memorial Hall:** – Cllr Taplin reported Mrs Hilary de Ferranti had resigned as Chairman. New Chairman now needed.
- xi. **Basingstoke District Association of Parish & Town Councils and Localism:**
Parish Conference and Mayor's reception to be held on Monday 28th January 2013. Cllr Caroline Cazenove and Clerk to attend.
- xii. **New Residents:** Cllr Guinness reported new residents have moved in to Falconers, Church Lane and Karen and Paul have taken over at The Fox, Green Lane
- Xiii Affordable Housing:**
The Chairman reported he had met with Oliver Lymington to discuss a possible piece of land north of Patches on Green Lane.
- xiv. **Localism/HALC/ Neighbourhood Plan**
Cllr Cazenove to contact CPRE to ask for advice on creating a Neighbourhood Plan.

8. To receive a report from the Clerk on Administration Matters. None

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

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

The meeting discussed and agreed the 2013/14 Budget and set the Precept for 2013/14 and signed the Precept Demand and Basingstoke & Deane Borough Council's Application for Limited Grant. It was agreed to hold the Precept unchanged to keep the costs down. If necessary to use savings.

Suggestion to move Interest Account to a better rate.

Cheques to be signed and payments approved

10-Dec-12	approval of DD payment for kingfisher garage rental Dec 2012	38.82
10-Dec-12	approval of DD payment for kingfisher garage rental Jan 2012	38.82
10-Dec-12	approval of DD payment for kingfisher garage rental Feb 2012	38.82
10-Dec-12	S. Claessens (Litter Picking – Dec)	32.00
10-Dec-12	E. Rudd (Litter Picking - Dec)	32.00
10-Dec-12	S. Claessens (Litter Picking – Jan)	32.00
10-Dec-12	E. Rudd (Litter Picking - Jan)	32.00
10-Dec-12	S. Claessens (Litter Picking – Feb)	32.00
10-Dec-12	E. Rudd (Litter Picking - Feb)	32.00
10-Dec-12	Information Commissioner	35.00
10-Dec-12	J Matthews - Clerks Salary & expenses	887.90
10-Dec-12	Ellisfield Volunteer Group - wood for Lower Common bridge	78.94

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

11. Dates of future meetings:

25th February 2013
8th April 2013
May – Annual Parish Meeting

Open Forum. No one present

The meeting closed at 10pm

Chairman Date