

**Minutes of a Meeting of Ellisfield Parish Council  
held in the Memorial Hall on Monday 14 October 2013**

**Present**

Tim Guinness (Chair), Julian Wright (Vice-Chair), Caroline Cazenove, David Richards, Rose Taplin,  
(Councillors)

Apologies: Gavin Park-Weir

**In Attendance**

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

2 members of the public

1. **Apologies for Absence.** Cllr Park-Weir
2. **To Receive Declarations of Interests on any matter on this Agenda:** None
3. **Minutes of Meeting held on Monday 02 September 2013;** 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 there had been no crime in Ellisfield since May 2013 and that police had attended 2 faulty burglar alarms and one tree fallen half way across Green Lane. Following Hannah Houstin-Lacey's resignation as Area Co-ordinator for neighbourhood Watch, PC Reid to confirm if she will still continue to oversee her own two NHW area; top and middle of Green Lane.*

*Meg Freeman reported that a considerable number of plastic water bottles had been thrown into hedges and remained after Basingstoke half-marathon. Clerk to liaise with Destination Basingstoke.*

6. **To receive an update on current Planning Applications and to consider any new Planning Applications:** Written summary of current/recent planning applications in agenda:

Application number/Address	Details
13/00688/HSE Northgate Cottage, Northgate Lane	Demolition of existing garage/store, adjacent sheds and animal pens. Erection of new lofted outbuilding and garage to provide additional accommodation associated with the existing residential smallholding. <b>Still pending decision</b>
13/00619/HSE Blencathra, The Green	Erection of side extension with front and rear dormer windows and roof lights, pitched roof to existing flat roofed dormer window and erection of a rear porch. <b>Granted</b>
13/01466/HSE 3 Park View, Green Lane	Erection of single storey front and side and first floor rear extensions. Erection of store to front. Alterations to rear roof line and installation of new windows to south east and north east elevations. <b>Still pending decision</b>
13/01052/LBC Widmoor Farm College Lane	Replacement of existing crittall windows with timber units <b>Refused</b>
13/01130/LBC Hill Farm Cottage Green Lane	Reconstruction of chimney stack (retrospective) <b>Granted</b>
T/00711/13/TCA Mulberry House College Lane	Intent to reduce Height/Canopy by approx. 7m one Lime tree in back garden. <b>Approved</b>

Clerk reported she had responded to Mr Holland's letter to Cllr Guinness regarding his pre-planning application to build a bungalow in the garden of Laurel House, College Lane, explaining that the parish council is not in a position to "help" him get planning permission and having taken advice from HALC it was not clear at all as to whether we could respond to the question "what do you think

of this proposal”.

However, it was noted that the New Local Plan (not yet adopted) does propose that development proposals outside the settlement boundary may be permitted if there are;

Residential proposals that have the support of the local parish council provided that:

- They do not result in an isolated form of development;
- The scale is appropriate to the site and location;
- The development will respect the local environment and amenities of neighbouring properties;
- The development is well related to the existing settlement.

The parish council response to BDBC Local Plan consultation was confirmed, supporting CPRE proposals and;

- *We believe that small affordable housing developments in ones and twos are a very good way of protecting the character of very small rural communities like ours and encourage such development. This change will greatly help that as it will allow the private development of one home on a Rural Exception Site (Greenfield) to finance one affordable home. Without such an amendment the clause is "unsound" as it fails to allow this added protection and encouragement. All of our village is outside a settlement boundary. Without this latter amendment it is possible the economics will not work i.e. a one market house development may not be financially viable if it has to support the construction of 2 affordable homes and this mathematics will push in the direct of requiring larger scale developments than are desirable to protect the character of the village.*
- *delete "respect" and replace it with the stronger "not detrimentally affect" to emphasize the need for affordable housing developments to be of high visual quality and (ii)change the mathematics in the subject clause by inserting "an equal to" and so permit the building of one market home provided it finances at least one affordable home.*

There followed a discussion about the need/benefits of producing a Village Plan (VP) or Neighbourhood Plan (Neighbourhood Plan). Following a recent training session for councillors Cllr Guinness confirmed the importance of having a clear idea of the perceived outcome of producing either a VP or NP before embarking on the project. It was confirmed that the main benefit of producing a VP is that it would engender good community spirit, whilst an NP is in fact a development plan, an onerous exercise to produce a document that would become a Supplementary Planning document within the new BDBC Local Plan. Cllr Guinness reported his concern that he had been unable to find another village as small as Ellisfield which had completed a NP; some small villages had collaborated with neighbouring villages.

Points raised included;

- a VP would be initiated by the village and supported by Parish Council
- a VP is the only possibility for such a small village
- Perhaps worth carrying out a cost/benefit analysis to see if there are enough people within the village willing to becoming involved to produce Neighbourhood Plan
- A VP is for the village by the village
- a VP has no statutory standing - no teeth!
- Neighbourhood Plan would be controlled by Parish Council and to be produced with support of BDBC

It was noted that a small village in Norfolk, Strumpshaw originally produced a VP and had since 'upgraded' to a Neighbourhood Plan. It was discussed and agreed not to pursue the matter further but to keep under review.

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

### i. Localism/HALC/Local business liaison (Cllrs Guinness/Wright/Park-Weir)

**The Fox Inn:** Clerk reported latest news continues to be published on Ellisfield website, pub's own website slightly behind schedule likely to go live 23 October 2013. "Friends of The Fox" e-newsletter also in the pipeline. Also Preston Candover Parish Council considering 'Community Purchase' of village shop. Cllr Guinness reported that he had been researching the potential of a

similar approach for The Fox should Mentor Inns decide to sell/close the pub.

**Anaerobic Digester:** Clerk reported that since last meeting an EPC newsletter and subsequent email, posters on noticeboards and website had forewarned residents about the potential traffic disruption and published actual dates (with a week's notice) of potential traffic disruption towards the end of September/early October when, over a period of 3 days, there would be 300 deliveries of Maize crop to the site.

Cllr Wright reported that the maize harvest was 90% complete with the final 10% due to be completed by 15 October 2013 and that agricultural vehicles had come from various parts of Herriard Estate, travelling through several neighbouring villages and along the A339. Clerk reported there had been no response following newsletter etc. and only one Ellisfield resident had expressed any concern. There had been no response from any residents to newsletter warning but one response from Mark Thomas (Bell Lodge) regarding actual dates.

Cllr Wright confirmed to the meeting that Barfoots, Owner/Operators of Anaerobic Digester had offered to contribute £1,000 a year for the lifetime of the plant (25 years) to both Ellisfield and Herriard Parish Council funds. This sum of money will be paid in December on commissioning of the Plant and is not linked to any specific project or issue and as such is offered as a general non obligatory contribution to the local community for the Parish Council to administer. Cllr Wright proposed this offer be accepted, seconded by Cllr Guinness and unanimously agreed by all other councillors present. Cllr Wright to draft letter of thanks to be sent by Clerk. Cllr Wright proposed that this money should be spent on specific projects each year and not just absorbed into general finances, he also suggested approaching Solar Farm and Veolia for similar contributions; discussed and agreed. Cllr Guinness to approach Solar Park owners, Laing and Cllr Park-Weir to approach Veolia.

Cllr Wright also reported that the landscaping of the AD site remained to be confirmed and that it had been informally agreed that once the construction of the main structures have been completed (towards the end of November) he and Dee Haas would meet with Chris Cooper to discuss and agree final landscaping plan.

**Solar Farm:** Nothing new to report

**Telecoms mast (planting) etc.** Nothing new to report

**Veolia site:** Clerk reported Cllr Park-Weir had arranged to meet with Veolia Operations Director and would report back at next meeting.

- ii. **Highways:** Clerk reported responses to newsletter request to establish if sufficient Ellisfield residents would be prepared to undergo training and then operate Community Speed Watch.

Response: in total 6 residents had responded and said they would be prepared to get involved; Peter and Lyng Hopwood (Acorns, Axford Road), Roy Frankham (Pemberton Bays, Axford Road), Stuart Holland (Laurel House, College Lane), Ted Dowson (Woodpeckers, Axford Road), Mark Selby(Copper Beeches, Axford Road).

It was discussed and agreed that Clerk should contact PC Reid to establish how to progress.

Clerk reported an email had been received from one resident in response to EPC newsletter.

*Could you please ask the council members why they wish to use money purchasing a speed camera and arranging training for volunteers to protect a small section of road which skirts about 1,000 metres along the southern perimeter of the village affecting less than 24 residential houses? At the same time they are prepared to allow traffic to pass through the main residential artery of the village (Green Lane) at speeds of up to 60 miles per hour.*

*This route affects many Ellisfield residents, has several long bends, skirts a children's play area, farm, public house and in parts narrows to less than 3 metres. Many houses along this road have their front doors less than 2 metres from the route. Surely money would be better spent on signs extending the current 30 mph zone throughout the village rather than supplementing the work of the police*

It was discussed and agreed that Clerk send results of last village survey into desire for speed limit

throughout the village to councillors who would discuss at next meeting.

It was commented that the roads had been nicely repaired and swept in advance of the Basingstoke half-marathon.

Following concern raised by local resident that trees etc are (over)growing into middle of road particularly between Lower Common and The Fox, Clerk had reported this to HCC Highway (Keith Holdsworth) but received no response. Cllr Richards to follow up.

- iii. **Web Site – Cllr Guinness and Paul Turner:** There was some discussion about the actual wording of announcements from parish council included on website, Cllr Wright requested Paul Turner double check wording of any announcements before inclusion.

Paul Turner confirmed that the new website for The Fox inn would be completely separate from the Ellisfield.org website... The original timescale was overoptimistic and the website is now scheduled to be ready for presentation in a few weeks' time. There was also some discussion about the potential for an 'e-newsletter' to be part of the new format. In the meantime, The Fox page on 'Ellisfield.org' website will continue to be updated with the pub's News and Events.

- iv. **Broadband:** Cllr Wright reported that a map has recently appeared on the HCC site showing the proposed superfast broadband roll-out: link (<http://www3.hants.gov.uk/broadband/broadband-maps/big-picture-map.htm>). Shaded green are the "Areas of Hampshire Superfast Broadband Programme by the end of 2015". Most parts of Herriard and Ellisfield are green which indicates that Herriard Exchange is due to be upgraded. However, the top part of Green Lane, College Lane and the whole of Bell Lane not covered.

Cllr Wright confirmed he was scheduled to meet with Glen Peacey, Programme Manager, Hampshire Superfast Broadband to discuss and confirm this next week and would report back to next meeting.

- v. **Land and Property:** Cllr Park-Weir to report back to next meeting following research into options for replacing village noticeboards.
- vi. **Allotments:** Clerk reported some allotment holders have still not paid rent and that following concern about allotment water supply, this would be discussed at next EAGA AGM. In the meantime bowser towing hitch to be handed over to Trevor Lucas who can arrange for Bowser to be filled (rotating tenants/water meters). Seumas Foster has confirmed he is happy to donate the 'towing hitch' to allotments.
- vii. **Rights of Way:** Cllr Wright confirmed HCC Rights of Way were no longer able provide 'kissing-gates' and provided the meeting with some quotes for purchase. It was discussed and agreed that this would be a suitable project on which to spend ££ from Anaerobic Digester. Clerk to notify HCC Rights of Way that this work will take place within next 6 months, also to liaise with Andy Swanston, Chair of EVG to see if they can carry out installation. Also to ask AS to replace rotten plank on Lower Common bridge).
- viii. **Burial Ground:** Nothing new to report
- ix. **Environment:** Nothing new to report
- x. **Hill Farm Pond:** Cllr Cazenove thanked Paul Turner for asking the Volunteer group to trim the roadside edge of the pond which now looks better. It was discussed and agreed to liaise with Seumas Foster with regard to clearing an area at the back of the pond for a seat for residents and walkers to enjoy the magnificent view.

**Neighbourhood Watch:** As mentioned by PC Reid during the Open Forum no new crime in Ellisfield since May 2103.

Clerk reported no one had come forward to volunteer to take over Neighbourhood Watch Co-ordinators role. It was discussed and agreed that Cllr Cazenove should speak to Hannah Houstin-Lacey to establish precisely what is involved in the role and to see if she would like to withdraw her resignation.

- xi. **Memorial Hall:** Cllr Taplin reported a meeting of the new Memorial Hall Committee scheduled for

Wednesday 16 October 2013. Clerk reported Ray Reed, new Committee Chairman had emailed to request any old/original M Hall documents that the parish council may have. Clerk to check files.

Christmas Fayre - Saturday 07 December 2013 (2pm to 4pm): Entrance fee £1.00 (Children FREE). Price includes a glass of mulled wine and raffle ticket (to be drawn at the end of the Fayre at 4pm).

- xii. **Basingstoke District Association of Parish & Town Councils and Localism:** Cllr Richards reported he had attended the last meeting of BDAPTC at which Glen Peacey, Programme Manager, Hampshire Superfast Broadband gave a presentation on the latest position in the roll-out of super-fast broadband to rural Hampshire. It was reported that Rotherwick village residents had raised the money (£28k) themselves to pay for the installation.
- xiii. **New Residents:** None
- xiv. **Affordable Housing:** Nothing new to report

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

Clerk reported a request had been received a request from a village teenager asking for suggestions for 'Community Work' for Duke of Edinburgh Award scheme – 1 hour per week from Jan – Mar 2014. It was discussed and agreed that a project to rejuvenate the Phone Box Library might be appropriate.

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

Clerk confirmed Annual Audit had been approved and required notification posted on parish noticeboard offering residents the opportunity to inspect.

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

**Cheques to be signed and payments approved**

14-Oct-03	S. Claessens (Litter Picking – Nov)	32.00
14-Oct-03	E. Rudd (Litter Picking - Nov)	32.00
14-Oct-03	J Matthews - Clerks salary and expenses	944.18
14-Oct-03	BDO LLP (Annual Audit Fee)	120.00
14-Oct-03	Cheque from Allotment a/c to EPC for NSALG subscription	40.00

- 10. To discuss any matters which the Chairman considers urgent:** None
- 11. To decide upon the date of the next Meetings:** Monday 25 November – budget and precept

*Open Forum.*

Paul Turner made the following points:

- Steve Brown had first come across the 'Big Picture' Broadband map
- All work on 'kissing gates' should be done in collaboration with landowner Adrian de Ferranti
- Had HCC Rights of Way been approached to supply 'kissing gates'
- HCC RoW should be notified of intention to replace stiles with 'kissing gates'
- Adrian de Ferranti should be given final say in choice of 'kissing gates'
- Hannah Houstin-Lacey used to send 'items of interest' to Paul Turner in addition to reports to place on website; reports only now received

**The meeting closed at 9.30pm**

Chairman ..... Date .....