

**Minutes of a Meeting of Ellisfield Parish Council
held in St Martin's Church on Monday 03 February 2014**

Present

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

Apologies: Rose Taplin, Julian Wright (Vice-Chair),

In Attendance

Jacqueline Matthews (Clerk)

PC Andy Reid. Local Beat Officer, Hampshire Constabulary)

4 members of the public

1. **Apologies for Absence.** Cllrs Taplin and Wright
2. **To Receive Declarations of Interests on any matter on this Agenda:** None
3. **Minutes of Meeting held on Monday 25 November 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 only one incident in Ellisfield that came to Police attention; a car left the road having skidded on ice at Saucy Corner on 01 January 2014, no one injured.*

Paul Turner asked permission to take photograph for website – first Ellisfield Parish Council meeting to be held in St Martin's Church.

Chairman asked PC Reid if there had been any progress regarding Community Speedwatch; PC Reid reported that it costs approx. £3,000 to set up such a scheme and there had been little interest from neighbouring parishes to share the cost. PC Reid to ask Cliddesden, a minimum of 6 volunteers need to be trained, a minimum of two on duty at any time to record speeds and submit details to Hampshire Police who would follow up as appropriate. Hampshire Police would arrange training and insurance.

Clerk to respond to Axford Road resident, Peter Hopwood who raised the issue of Community Speedwatch, explaining it may be cost prohibitive to proceed if only Ellisfield is interested, sharing the cost with 1 or 2 other villages may make the idea viable.

Chairman thanked PC Reid for sending his Annual Review concerning Policing in Ellisfield parish and the local area which had been forwarded to all parish councillors by email.

<i>Ellisfield</i>	<i>REPORTED CRIME 2011</i>	<i>5</i>
	<i>REPORTED CRIME 2012</i>	<i>9</i>
	<i>REPORTED CRIME 2013</i>	<i>10</i>

Sadly this Parish saw an increase in reported crime with one more than in 2012 totally ten reported crimes in the parish. Burglary offences rose considerably in this parish during the year. Three burglary dwelling offences were reported, two of which a man was later arrested but sadly there was insufficient evidence to proceed with and two Non Dwelling Burglary offences, one vehicle crime, two Criminal Damages one of which has been detected and two possession of drugs which also were detected.

Other incidents in the parish included eight False / Fault burglary alarm activations, a report of illegal hunting, three concerns for welfare calls, one injury and three damage road traffic incidents (accidents) and one involving a deer. We had reports of two trees across roads, a missing man who was found a short while later a domestic dispute, a suspicious vehicle seen; two abandoned 999 calls caused due to a fault and an abandoned car at Northgate which was found to be a visitor to a nearby house.

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
14/00182/CMA Veolia Environmental Services Ltd Green Waste Composting Facility Bushywarren Lane	Variation of condition 4 of planning permission BDB/56369 (to allow a wider range of waste to be permitted) Status: Pending Consideration SOME CONCERNS – SEE BELOW
13/02371/HSE Woodside, Axford Road	Erection of single storey side and rear extensions, front canopy roof and conservatory. Installation of front veranda with raised decking and alterations to the roof. Status: Pending Consideration – No EPC objections
13/02794/HSE 3 Park View, Green Lane	Erection of two storey side and single storey side/front extensions Status: Pending Consideration
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. Status: Refused
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. REFUSED see below
13/02191/HSE Mulberry House College Lane	Conversion of garage to living accommodation and erection of new garage and store. Enclosure of front porch. APPROVED

14/00182/CMA, Veolia Environmental Services Ltd Green Waste Composting Facility Bushywarren Lane, application for variation of condition 4 of planning permission BDB/56369 (to allow a wider range of waste to be permitted). Chairman read Veolia's letter written to explain application; then opened the discussion to include villagers; Dee Haas, commenting as both local resident and Chairman of Ellisfield Village Association (EVA); Concerns that Veolia site is already causing problems, with lorries queuing before 7.30pm site opening, photographic evidence taken by Ellisfield resident Katie Spraggs circulated, breaking down verges on narrow lanes, also on-going problem with litter and more serious issue of water run-off. Mrs Haas explained Veolia had installed a reed bed system to deal with 'leachate' run-off from composting process, but this had been insufficient and every year, excess leachate is removed by tanker and sprayed on local farmers' fields, this year with heavy rain, the problem probably worse. Concern that in the past environmental survey had identified rare Duke of Burgundy butterfly in the area where leachate sprayed (most recent survey – butterfly not found – significant?) also spraying in NV2 zone, nitrate vulnerable zone – not supposed to be sprayed in winter. Mrs Haas also mentioned a recent visit to Barfoot's Anaerobic Digester site which had been assisting with Veolia leachate problems, allowing their lagoon (not yet needed as Anaerobic Digester processing not started) to be used for Veolia leachate – probably not an option going forward. It was mentioned, the concerns about leachate had been raised in previous years by a Herriard resident. Cllr Park-Weir suggested that a meeting be set up with parish council and Veolia to explore H & S issues, also the need for a disaster recovery plan to be included in planning application.

Dee Haas to liaise with EVA membership and EPC and to submit EVA objection.

Clerk to contact HCC Planning Dept. to request extension to consultation period, also to raise a number of questions to enlighten EPC response and clarification of the following points:

1. What is the maximum volume of animal waste/bedding material that will be permitted, also this volume as a percentage of total raw material being processed
2. Additional traffic movements that will be generated by this permission and type of vehicle – we understand the existing permission does not have any restrictions to vehicle movements but anticipate additional source of raw material will generate additional traffic movements
3. Further environmental action to be put in place to deal with run-off – current lagoon system seems inadequate for existing process, additional concerns raised if animal waste being processed and leaching and/or being sprayed on to local fields

13/02794/HSE, 3 Park View, Green Lane. Clerk reported a phone call to Trevor Campbell-Smith, Case Officer, BDBC Planning had revealed the Goulds have submitted further changes to plans in response to planning officers suggestions which addressed many of their concerns.

13/00688/HSE, Northgate Cottage, Northgate Lane. BDBC refusal notice;

1. **By virtue of its height, scale and design the proposed outbuilding would appear overly large and have an unacceptably domestic appearance in the context of its siting within a residential curtilage. As such the proposal would appear out of keeping and unduly dominant in the context of the character of the site as a whole and also within this rural setting to the detriment of the landscape character and visual amenity of the area, contrary to the National Planning Policy Framework and Saved Policies E1 and E6 of the Basingstoke and Deane Borough Local Plan 1996-2011.**

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

- i. **Localism/HALC/Local business liaison: Localism** – Cllr Cazenove reported she had attended 'Localism Training Session, Candover Valley Club - Thursday 30 January 2014. The meeting had been interesting and helpful. HALC CEO, Steven Lugg had delivered the training and suggested that villages combine forces to produce a Neighbourhood Plan, indicating that there is currently funding available to support such initiatives, but he didn't expect the funding to be available in future years. Cllr Cazenove to provide written report to councillors.

Anaerobic Digester - Nothing new to report

Solar Farm - Cllr Guinness reported second letter had been sent to Ben Pollock, Portfolio Manager, Renewable Energy and brought the following response;

We are in the process of selling the project into a listed fund (I recall we mentioned this to you when Andy and I visited last year). John Laing will stay involved as the asset manager so in terms of daily contact, that remains with us and Daniel Baguena is the contracts manager for this scheme now. So far as your application for funding, I will pass that forward to the first Board Meeting to be held under the new owners and update you following that meeting. I expect that will be in April 2014. In order to manage expectations, I would say that it is more common for us to review community funding arrangements on an annual basis rather than commit to an ongoing amount. We will be in touch again in due course.

Cllr Guinness commented that this takes us back to square one and fresh approaches will need to be made to the new entity.

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

Veolia site – Clerk reported a new Planning Application had been submitted and being handled by HCC – see above with Rob Storey as Case Officer. Cllr Park-Weir reported he had visited the Veolia site and raised the question of Community Funding with Paul Stocker, Operations Director; Veolia who confirmed they have an Environmental Trust to which villages close to any Veolia site can apply for a grant towards a specific project (eg noticeboards) also Veolia Employees may be available to volunteer manpower for environmental projects (kissing gates?).

Concerns about lorries, litter etc dealt with in association with planning application – see 6 above.

- ii. **Highways:** Cllr Richards reported that he had been in touch with Keith Holdsworth, HCC Highways, regarding gullies and grips, engineers had cleared gullies along Axford Road but not College Lane. Cllr Richards to follow-up with KH. Clerk reported Highways teams have been round and cleared grips and filled potholes – but it keeps on raining so all will need further attention.
- iii. **Web Site:** Cllr Guinness reported the 'Website Working Party' had met to discuss concerns raised at last EPC meeting about the status of the Ellisfield website and having taken advice from HALC and contacted other parishes that had migrated their website away from the district authority host,

the working party intend to meet again and prepare appropriate documentation to regularise the arrangement with Paul Turner and would then meet with him to discuss and come to an agreement.

- iv. **Broadband** – Cllr Guinness reported that there had been an interesting reference in latest Rural Service Network email signposting an article in *The Telegraph* which outlined a £10m government fund aims to help bring faster broadband to Britain's most isolated rural areas. The money is intended to fund alternative technology providers who come up with innovative ideas to take superfast broadband to the most remote communities. By March 2014, the new £10 million fund would enable a range of pilot projects to be undertaken up and down the country. The government was seeking the most effective way to ensure that the most remote areas were included in the broadband transformation taking place across Britain.

Potential technologies that could be piloted under the new fund for remote areas include:

- * Using 4G mobile signal to deliver 'fixed wireless' superfast broadband'.
- * Using fibre direct to premises.
- * Taking fibre from broadband cabinets to a distribution point further down the network, increasing speeds by reducing the reliance on copper.
- * Satellite technology.

The fund will open on 17 March 2014 and the government is asking local authorities to offer support to these pilot projects.

It was suggested Ellisfield should explore whether we can participate. Action Cllrs Wright/Guinness

- v. **Land and Property:** Cllr Park-Weir reported he had obtained another four quotes for replacement noticeboards – all still hugely expensive. It was discussed and agreed that at the budget meeting the decision had been made to replace one each year (unless additional funding can be obtained) and that there was a requirement for one triple pane board for Lower Common and three double pane boards for bus shelters and junction of Bell Lane and College Lane, the latter being in most need of repair and to be replaced first. Cllr Park-Weir to approach Veolia to see if they can assist with funding or installation through their Environment Foundation.
- vi. **Allotments:** Clerk reported Chris Smith had confirmed his intention to give up his allotment but had asked for time to remove his shed/raised beds etc. Clerk confirmed Annie Duncan had asked to go on waiting list.
- vii. **Rights of Way:** Clerk reported receipt of confirmation of grant to purchase 'kissing gates' on zig-zag path. Also Clerk met with James Emmett, Countryside Ranger on-site (030214) who recommended medium sized disability access gates; larger gates not so good for fields containing stock animals. Councillors discussed whether metal or wooden gates would be preferable and agreed Cllr Wright to liaise with landowner, Adrian de Ferranti who should be given final decision. Clerk to liaise with EVG Chairman Andy Swanston about installation, Cllr Park-Weir to explore whether this would fit Veolia Environment Fund volunteers remit.
- viii. **Burial Ground:** Cllr Cazenove reported and thanked EVG members dealt with fallen trees after storms very efficiently. Burial Ground charges to be reviewed during 2014
- ix. **Environment:** Nothing new to report
- x. **Hill Farm Pond:** Cllr Cazenove reported she had discussed the idea of placing a seat at the back of the pond for walkers etc to enjoy the view, it seems doubtful that the rough terrain would allow access to machinery to cut a path and position a seat safely. Also the area surrounding the pond required some clearing following recent storms; Cllr Cazenove to liaise with EVG.
- Neighbourhood Watch:** Nothing new to report in addition to monthly report issued by email. Cllr Cazenove reminded councillors that following Hannah Houstin-Lacey's resignation only another nine months remained to find a replacement.
- xi. **Memorial Hall:** in Cllr Taplin's absence, Clerk reported that at the Memorial Hall Committee Meeting Wednesday 29 January 2014, two resignations had been received and accepted; Jane Evans and Christine Turner, Jane had served as the hall's Bookings Secretary for 27 years and Christine for 16 years as Treasurer. It was confirmed that Tony Matthews (381149) has agreed to take on the role of Bookings Secretary and Susie Deane (381261) will become Treasurer, with another Ellisfield Village Association representative to be nominated to take her place on the

Committee. Clerk to liaise with Ray Reed re rebate for rent as meeting held in church.

- xii. **Basingstoke District Association of Parish & Town Councils and Localism:** Clerk reported no councillor was able to attend Mayor's Annual Reception on Monday 27 January 2014.

BDAPTC meetings in 2014 will be on the following dates:

- 06 March 2014 – to include session on emergency planning where we can review parishes' experiences over the turn of the year with power cuts and flooding
- 19 May 2104 (AGM)
- 25 September 2014

- xiii. **New Residents:** Clerk reported she and Judith Richards had delivered Welcome Packs to;
- 1 Widmoor Cottages
 - Oak View, College Lane
 - Kandahar

Clerk asked councillors to consider if it might be useful to add details of local trades, logs, boiler repairs/servicing, chimney sweep to Welcome Pack? It was discussed and agreed that providing a range of businesses were listed this would be useful information and not recommendation. Clerk to collate details of a range of tradesmen that provide services to village residents.

- xiv. **Affordable Housing:** Cllr Guinness reported he was hoping to attend Rural housing National Conference in Cheltenham on Friday, 21 February 2014 where The Princess Royal is to give a keynote address at a major new conference focusing on the challenges facing rural housing.

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

Clerk confirmed that Florence de Jersey Lowney of Merritt's Farm had started her project to refurbish the phone box as part of her 'Community Work' for her Duke of Edinburgh Award scheme – 1 hour per week from Jan – Mar.

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

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

Confirm all relevant forms submitted to BDBC for Precept for 2014/15 at £5,521 (no increase) + Limited Grant £1,100.

Cheques to be signed and payments approved

03-Feb-14	Monthly direct debit payment for garage rental (Feb)	42.84
03-Feb-14	Monthly direct debit payment for garage rental (Mar)	42.84
03-Feb-14	S. Claessens (Litter Picking – Jan)	32.00
03-Feb-14	E. Rudd (Litter Picking - Jan)	32.00
03-Feb-14	J Matthews - Clerks salary and expenses; Jan - March 2014	871.76
03-Feb-14	S. Claessens (Litter Picking – Feb)	32.00
03-Feb-14	E. Rudd (Litter Picking - Feb)	32.00
03-Feb-14	S. Claessens (Litter Picking – Mar)	32.00
03-Feb-14	Parish of Farleigh – rent for holding meeting in church	£20.00

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

Clerk reported receiving an email from Julian Jones, Chairman of BDAPTC; *The next four years will mark the centenary of events in the 1914-18 war. Parishes may be planning to mark these events with a commemoration at their local war memorial. Changes made in January 2012 may require applications for road closure notices to BDBC and road closure signs to be in place. The parish would have to bear the cost unlike the urban area where costs would be covered by BDBC.*

BDAPTC would like to gather information on the number of parishes that would require a road closure for their commemorations event(s) between June 2014 and 11 November 2018. To allow BDBC and BDAPTC to work together to minimise the cost to parishes of any road closure. Clerk to consult Church Wardens and respond to BDAPTC Chairman: julian.jones@btinternet.com

Cllr Guinness raised the issue of the BDBC Community Infrastructure Levy Consultation potentially to replace Section 106; Clerk to obtain a few additional hard copies.

The Basingstoke and Deane Borough Council commissioned a Viability Study to provide the Council with evidence to assist it in preparing affordable housing policies for the emerging local plan and in drawing up a Community Infrastructure Levy (CIL) charging schedule. The evidence has been prepared in consultation with the development industry and has followed the relevant regulations and guidance as well as being in line with the National Planning Policy Framework. Evidence has been prepared to inform the CIL charging schedule for both residential and non-residential uses. For residential development, the study can also be used to inform local plan policies for affordable housing targets and site size thresholds.

The community infrastructure levy will not be the sole funding source for all infrastructure necessary. It will be used as the mechanism for pooling contributions, in line with the proposal to scale back the scope for Section 106 (S106) agreements (planning obligations) as of April 2015. However, planning obligations can still be used for site specific infrastructure and to provide affordable housing.

The levy is charged in pounds per square metre on the net additional increase in floorspace. Development will be liable for the community infrastructure levy if it involves:

- new build of at least 100sqm gross internal area floorspace
- the creation of one dwelling (even when that is below 100sqm)

Basingstoke and Deane Borough Council has prepared a preliminary draft charging schedule for consultation, which runs until 17 February 2014.

It was discussed and agreed that EPC should make a representation.

11. To decide upon the date of the next Parish Council Meetings: (Mondays)

- 17 May 2014 – Chairman away and Memorial Hall pre-booked changed to 24 March,
- 12 May 2014 – Memorial Hall pre-booked Clerk has requested use of St Martin's Church (EPC meeting +Annual Meeting of Ellisfield Parish Council),
- 30 June 2014
- 01 September 2014

Friday 23 May 2014 (Annual Parish Meeting)

Open Forum.

Resident Paul Turner made the following comments/raised the following questions;

1. The rejection notice from BDBC ref Northgate Cottage was priceless
2. Regarding the Ellisfield website, Mr Turner stated he had supplied Cllr Guinness with a complete solution by email and now the parish council wants to talk about a 'contract.'
3. Did the cost quoted for replacement noticeboards include VAT?
4. Kissing gates on zig-zag footpath, Mr Turner confirmed gates previously installed by Ellisfield volunteers were wood but that he recommended metal but suggested it should be landowner Adrian de Ferranti's decision
5. Does the 'Welcome Pack' contain details of the website?
6. Finally if the parish council's 'meddling' causes him (Paul Turner) to abandon the Ellisfield website then the parish council can answer to the rest of the village.

The meeting closed at 9.40pm

Chairman

Date