

**Minutes of a Meeting of Ellisfield Parish Council  
held in the Memorial Hall on Monday 24 March 2014**

**Present**

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

Apologies: None

**In Attendance**

Jacqueline Matthews (Clerk)  
PC Andy Reid. Local Beat Officer, Hampshire Constabulary)  
2 members of the public

1. **Apologies for Absence.** None but Chairman was late and Vice-Chair commenced to chair meeting and continued.
2. **To Receive Declarations of Interests on any matter on this Agenda:** None
3. **Minutes of Meeting held on Monday 03 February 2014;** 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 since last EPC meeting Police had been called to a number of incidents locally; sudden death of an elderly resident, dangerous tree in Axford Road, hunt monitors at local meet, suspicious vehicle in Furzen Lane. Recent Speed Enforcement in 30mph limit on Axford resulted in 4 drivers receiving a warning. PC Reid also reported that Cliddesden Parish Council had not let him know their thoughts about sharing a Community Speedwatch with Ellisfield and that Herriard might be interested but not the Candovers.*

*Glenn Shaw, recently moved into 4 Hill Farm Cottages asked if parish council could write to Cliddesden school in support of his request for his daughter to have a place at the school. It was discussed and agreed to write and mention that Ellisfield Education Trust had been set up when it was decided there was insufficient need for Ellisfield to build a school on land allocated and houses built (Cannon Close). Action: Clerk*

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
14/00613/HSE Orchard House Church Lane	Two storey extension to provide a family room with a bedroom and ensuite over together with internal alterations. <b><u>Status: Pending Consideration</u></b>
14/00398/CMA Mr Rob Storey Ref: PLAN/WJA/BA103 Veolia Environmental Services Ltd Green Waste Composting Facility Bushywarren Lane	Erection of a fixed screener to replace 2 no. mobile screeners <b><u>Status: Pending Consideration</u></b>
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) <b><u>Status: Pending Consideration</u></b>
13/02794/HSE 3 Park View, Green Lane	Erection of two storey side and single storey side/front extensions <b><u>Status: Approved</u></b>
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><u>Status: Refused Pending Appeal</u></b>
13/01052/LBC Widmoor Farm College Lane	Replacement of existing crittle windows with timber units. <b><u>Status: Refused Pending Appeal</u></b>

Plans for Application 14/00613/HSE, Orchard House Church Lane were reviewed – No Objections

Application 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). Discussed and agreed to send written objection; Following earlier letter from EPC raising a number of questions, it was agreed that Veolia's response to third question about the 'run-off' leaching issue was so inadequate that EPC ask HCC Planners to recommend refusal of this application until this issue is properly confronted and resolved.

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

**i. Localism/HALC/Local business liaison:**

Cllr Cazenove provided councillors with a written report following attendance at 'Localism' Training Session, Candover Valley Club on 30 January 2104; which included discussions on potential of '*Community Right To Build*' Cllr Cazenove to circulate information to all councillors. Also discussed possibility of 'Brown Signs' to The Fox Inn to support local business. Clerk to establish costs etc.

**Anaerobic Digester:** Cllr Wright reported he had been in email contact with Chris Cooper of Barfoots to enquire about a visit to site it appears that the site is not yet fully operational and an organised visit may not be possible until Summer 2014. Meanwhile Cllr Wright and Dee Haas, EVA chair will continue to liaise with Chris Cooper and discuss on-going issues; signage, including STOP signs at the entrance, landscaping and replacing ugly oil drum filled with concrete with a large piece of Portland stone to discourage lorries turning right on exit. The question of payment of £1,000 to Parish Funds as soon as site fully operational was raised.

**Solar Farm:** At the last meeting, Cllr Guinness reported that in response to a letter requesting contributions to Parish Funds, John Laing had reported that they were in the process of selling the Solar Farm business to a *listed fund* and would contact EPC once this was complete; Cllr Guinness to follow-up if nothing heard by next meeting.

Cllr Wright raised the point that the original planning application had stated that the Solar Farm would be 'no noisier than the previous use of the land' (i.e. the occasional tractor) Concern that the cooling fans may get noisy during summer sunshine. Cllr Wright to monitor and liaise with closest resident Susie Deane.

The question of as yet unfulfilled undertaking to replace metal gate with something more rural was raised; Cllr Guinness to pursue.

**Telecoms mast (planting) etc:** Cllr Guinness reported concern that the recent planting of screening trees had not been very effective, stating he would continue to monitor through Spring/Summer growing season and liaise with D Haas and N Palmer.

**Veolia:** Planning Application – see above

**ii. Highways:** Cllr Richards reported tyres had been dumped in lay-by on Axford Road/Bagmore Lane near bottom of Kit Lane; Clerk to report to BDBC Flytipping section.

Cllr Wright reported a group of Bell Lane residents had taken their spades to clear draining channels in response to repeated flooding making the road difficult to use at the end of Bell Lane, just before Bagmore Lane. The area had apparently been partially cleared two years ago but not properly excavated for several years. Clerk to establish whether Government Funding (mentioned in George Osborne's recent budget speech) for flood relief would include an annual maintenance allocation for the clearing of rural grips and gullies which form village flood defences.

Clerk reported ongoing discussions including HCC Highways, Winchester Diocese, Rev Stephen Mourant, Churchwardens, Chris Allen, Portsmouth estates etc in an attempt to solve the problems caused by fallen tree in Church Lane that although not blocking the road has affected several phone lines. Seems to be some lack of clarity about who owns the tree/land so therefore who is responsible for its removal.... Rev Steven Mourant has been liaising with Winchester Diocese, HCC Highways and BT whilst Parish Clerk away on holiday.... BT has said that the job to repair/replace damaged phone line is in hand. It appears Winchester Diocese say the tree is not theirs as the field fence puts the tree on the road side, however HCC suggest the fence is often

positioned more for convenience than marking precise boundary, therefore ownership/responsibility still not clear. Clerk spoken to Tristram Meakins of HCC Highways who has given assurance that this will be investigated and HCC will remove tree if it proves to be theirs &/or notify EPC if tree does not belong to HCC. Clerk to continue to liaise with interested parties in an attempt to find solution

- iii. **Web Site:** Cllr Guinness reported he had been taking advice from HALC on how to document the arrangements between parish council and web administrator and had also contacted several other parishes who appear to have similar issues and obtained a quote from e-mango who host HALC site and several parishes; Cllr Guinness expressed thanks to website administrator for carrying on while issues remain unresolved and proposed website working party to meet again within next two weeks to consider situation and possible solutions, including commercial hosting.

- iv. **Broadband:** Clerk circulated Rural Service network briefing received today;

*A £10m fund to help take superfast broadband to Britain's most remote communities has opened for business. Firms can now bid for funding to test innovative ways of connecting up communities in the countryside, said culture secretary Maria Miller. Opening of the fund on Friday (21 May), Ms Miller said the focus was shifting to bring better broadband to the hardest to reach premises in Britain. It follows an announcement of the £10m rural broadband funding package earlier this year. Procurement documents related to the fund can be accessed here. Ms Miller said: "Government's rollout of superfast broadband is already reaching more than 10,000 homes every week but now we need to focus on the hardest to reach communities. "These pilots will be instrumental in helping us understand how to overcome the challenges of reaching the most remote areas of the UK." The government's ambitious broadband programme was already on track to deliver superfast speeds to 95% of the UK by 2017, she added. The £10 million fund would enable a range of pilot projects to be run, as the government sought to include the most remote areas in the broadband transformation that was taking place. Suppliers can submit bids in three different categories:*

- *Technology - seeing whether a technology that works can be used in remote areas*
- *Operating models - trying novel operating models such as joining smaller networks together into a common larger network*
- *Financial - testing innovative public / private funding models that could bring in new investment*

*Rural affairs minister, Dan Rogerson said: "The aim of this fund is to help people living in very remote areas secure the benefits of superfast broadband. He added: "Fast and reliable broadband coverage is crucial in building a stronger economy and fairer society for farmers and all rural businesses to be able to compete and grow."*

Cllr Wright confirmed that no further progress had been made since last EPC meeting despite a number of phone calls/emails. It remains that the deadline of providing the village with a minimum of 2Mbps by the end of Q4 2015 is now only 18 months away. Meanwhile, 10 houses in the village have a private 3G system, which is proving more successful than the 2 houses that tried a satellite solution. Cllr Wright confirmed that rural nature of many parts of Hampshire makes it inherently more expensive and difficult for BT the standard solution, owing to the long copper wire connections.

Cllr Guinness reported that he understood a fibre-optic connection had been made to the telecom mast in College Lane and that he intended to attend a free conference in Lancaster on 10 April to hear how groups of villages in Lancashire have addressed solving the superfast broadband problem.

Cllr Park-Weir explained briefly how residents of West Coast of Scotland had approached the issue using a fixed wireless solution.

- v. **Land and Property:**

Notice Boards Agreed at last meeting that in line with EPC budget decision to replace one noticeboard each year (unless additional funding can be obtained) starting with noticeboard at junction of Bell Lane and College Lane 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. Cllr Park-Weir to circulate details of noticeboards constructed from real and recycled wood from 2 suppliers before next meeting.

Phone Box: Clerk confirmed that Florence de Jersey Lowney of Merritt's Farm continues with her project to refurbish the phone box as part of her 'Community Work' for her Duke of Edinburgh Award - one hour per week from January – March. Clerk had emailed parish councillors to ask if they had any objection to her painting the phone box which she has cleaned and tidied. It was agreed that her parents should supervise painting. Clerk to obtain COSHH data sheets, safety glasses and gloves and arrange another shelving unit (Budget £30 approx.)

Local resident Glenn Shaw offered to prepare phone box and stick masking tape on windows to make painting easier.

Clerk showed meeting a flyer designed by Florence to deliver to houses in village to raise awareness and encourage use of Phone Box Library; It was discussed and agreed that Clerk could print flyers for her.

- vi. **Allotments:** Clerk reported no objection from members of EAGA so letter sent to Trevor Lucas granting permission to move his shed from allotment plot No 12 to plot No 8.
- vii. **Rights of Way:** Clerk reported receipt of grant to purchase 'kissing gates' on zig-zag path £752.. Progress with this project on-hold as Estate in the process of being sold following Hilary de Ferranti's death.

Cllr Wright reported emails/discussions to address issue of 4x4 vehicles using Kit Lane and extending footpath access through 'permissive paths.

*Guidance from The Ramblers Association; You will need to apply for a Traffic Regulation Order. It doesn't change the status but it prohibits vehicular use. Section 1(1) of the Road Traffic Regulation Act 1984 gives various reasons for making these on roads; "road" means any highway and any other road used by the public. It's not the kind of TRO to enable works to be done or deal with emergencies; it's for (a) avoiding danger to persons, e.g. from vehicles; (b) preventing damage to the "road"; (c) for facilitating the passage of any class of traffic including pedestrians; (d) preventing use by vehicles which are not suitable to the character of the road; (e) preserving the character of the road where it is particularly suitable for walkers or riders; (f) preserving the local amenity.*

*It's necessary to lobby for it, with evidence of danger, mud, narrowness, with pedestrians squeezed against hedges, green lane being churned up into quagmire, etc.*

*Information about the 'countryside code' can be found on our website:  
<http://www.ramblers.org.uk/what-we-do/news/2012/may/refreshed-countryside-code.aspx>*

Cllr Wright also outlined discussions with landowners (JJ & A de F) based on previous discussions with HCC Rights of Way Officers which intimated that restricting access to one right of way might be more sympathetically considered if 'permissive access' was granted to other pathways; routes to consider might include; Coopers Farm to Kit Lane and across to College Lane (perhaps and ancient route) access to the old railway line adjacent to Alley Lane/Duck Lane. The process would involve Parish Council agreement followed by an informal approach to HCC.

- viii. **Burial Ground:** Clerk reported the body of Mrs Joan Bialik had been interred on Thursday 06 March 2014, the number of vacant plots in the Burial ground is now only 15 full size and 38 in the cremated remains section; some of the full-size plots may not be accessible due to tree roots.
- ix. **Environment:** Cllr Guinness reported he had inspected the seat at The Gravel Pits which had been reported in poor condition; only to find that local resident, Julian Evans had repaired it. It appears the seat commemorates the Coronation and was originally in the Burial Ground.
- x. **Hill Farm Pond:** Cllr Cazenove reported that some clearing of the area around the pond was probably needed following February storms, she would liaise with Seumas Foster to see what could be cleared and what should be left for wildlife; snowdrops have spread and lots of ducks seems to have made the pond their home – a sign of a healthy pond?

**Neighbourhood Watch:** Nothing new to report in addition to monthly report issued by email. Cllr Cazenove confirmed a replacement for Hanna Houstin-Lacey still needed.

- xi. **Memorial Hall:** Cllr Taplin reported the committee had agreed to install two sets of double doors from annexe out to back garden - the question of planning permissions was raised.

Also dates confirmed;

- Annual General Meeting – Tuesday 13 May 2014
- Ellisfield Wine Walk - Friday 13 June 2014
- Ellisfield Barbecue - Sunday 27 July 2104

- xii. **Basingstoke District Association of Parish & Town Councils and Localism:** Cllr Richards to attend AGM on Thursday 19 June 2014.
- xiii. **New Residents:** Welcome packs delivered to new residents at Falconers and 4 Hill Farm Cottages.
- xiv. **Affordable Housing:** Cllr Guinness attended Rural Housing Conference 21 Feb 2104 organised by Rural Services Partnership and reported that one speaker from Cornwall outlined a solution where a small number of single and double dwellings had been built. Also a conversation with new CEO of HASTOE where he explained previous unsuccessful attempt to find a solution in Ellisfield. It had been agreed that a meeting would be arranged once the evenings are lighter to survey the village once again to look for an appropriate site(s).

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

Clerk reported EPC response to BDBC consultation - Community Infrastructure Levy (CIL) had been submitted within the deadline and a copy emailed to all parish councillors.

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

Clerk provided a written report to all councillors - Monthly financial report (appendix 1) and confirmed receipt of BACS payment of £752 from HCC for kissing gates.

Letter from CPRE to inform Parish Councils that although subscriptions have been held at £29 since 2008, in response to growing financial pressure, parish council subscriptions to increase to £36 in line with fees paid by other members. Discussed and approved

DATE FOR ANNUAL AUDIT – 30 June – financial records to be available for inspection between 02 – 27 June – Audit return to be approved by EPC meeting on or before 30 June 2014

DEPARTMENT FOR COMMUNITIES & LOCAL GOVERNMENT (DCLG) has issued a consultation on whether parish council with a turnover of <£25,000 should be exempt from complying with new code of Transparency (which requires similar information to that currently prepared for Annual Audit to be published electronically)

The Local Audit and Accountability Act 2014 received Royal Assent on 30 January 2014. The Act sets out a new audit framework for local public authorities which are currently covered by the Audit Commission regime. Under this new framework, smaller authorities with an annual turnover not exceeding £25,000, including parish councils, will be exempt from routine external audit. Instead, these parish councils will be subject to the new transparency requirements laid out in the draft Code included in this consultation document. Discussed and agreed that this would benefit EPC.

Cheques to be signed and payments approved

24-Mar-14	Rural Services Partnership (Cllr Guinness attendance Rural Housing Conference 21 Feb 2104)	£54.00
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**10. To discuss any matters which the Chairman considers urgent:**

Cllr Guinness reported that an Ellisfield resident had asked if the village was planning an event to mark the outbreak of World War One – to be put on Agenda for next meeting.

Also a letter sent to Chairman advising that Farnborough Aerodrome are planning an increase in air

traffic – this will have an effect on activities at Lasham Gliding; Cllr Wright declared an interest and it was agreed that Clerk to email information to village residents.

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

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)

MEMORIAL HALL DATES...  
Tuesday 13May 2014 - ANNUAL GENERAL MEETING  
Friday 13 June 2014 - ELLISFIELD WINE WALK  
Sunday 27 July 2014 - ELLISFIELD BARBECUE

*Open Forum.*

Paul Turner confirmed all relevant dates on the website

**The meeting closed at 9.50pm**

Chairman .....

Date .....