

ECCHINSWELL, SYDMONTON AND BISHOPS GREEN PARISH COUNCIL

Minutes of meeting held at Ecchinswell Village Hall

Wednesday 13 September 2017, commencing at 19.30 hours

Present: Councillors Hall, Bate, Bayliss, Dain, Lowrie

In attendance: Sarah Jones (Clerk), County Cllr Thacker, Mags Wylie and Tim Davis, 1 member of the public

Item		Action
1	Apologies Borough Cllr Izett, Cllr Keyse, Cllr Owen – Cllrs wish Cllr Owen a speedy recovery after his biking accident.	
2	Declarations of interests There were no declarations of interests.	
3	Minutes of previous meeting and actions arising 31/17 Resolved To receive and confirm the minutes of the previous two meetings held on 12 July 2017 and 7 August 2017. Signed by the Chair (Cllr Hall) as a true record. Actions arising: All Cllrs to provide information regarding what they view their roles to be, for discussion at the September meeting. The assets register and insurance schedule need to be reviewed and updated. TH The issue of full compliancy with the Transparency Protocol was raised. This will be reviewed in the September meeting. ALL Rural Communities Fund countryside access grants can be applied for to improve stiles etc. To be reviewed by Cllr Dain to see if the PC is eligible for a grant. MD After discussion, it was agreed that the broken fencing at the War Memorial will be replaced. TH	
4	Public participation An architect attended to advise Cllrs of any additional information they required regarding the planning application for the Old Post Office. He advised the that due to the planned works, the overall size of the property will increase but due to an increase in size on the 1 st storey, the footprint will decrease in size.	
5	Borough Councillor's Report No report as County Cllr Izett was unable to attend.	
6	County Councillor's Report County Cllr Thacker gave an update on the recycling centre in Newbury. Information he had sent out was circulated before the meeting, which confirmed residents can continue to use the Newbury facilities until December 2018 as an interim arrangement. At the moment there is no permanent solution after this date. Cllr Thacker is attending a meeting next week during which he is hoping a resolution will be found; and he will advise the outcome after the meeting. Cllr Dain is to include a report in the Parish Magazine. The Highways Survey (agenda point 11b) was raised with Cllr Thacker and he urged the council to complete the questionnaire.	MD
7	Planning 32/17 Resolved a) New applications 17/02737/HSE The Old Post Office, Ecchinswell Road, Ecchinswell. Erection of two storey rear extension following demolition of existing extensions.	

	<p>No objections from the Parish Council however Cllrs wished to highlight the 2 objections raised:</p> <p>1) 1 property adjacent has raised an issue of privacy due to a new upstairs window which overlooks their property.</p> <p>2) Detailed information needs to be provided as to where the builders may park their vehicles as access to the property is difficult.</p> <p>The next item raised relates to 12(d) and was dealt with out of agenda order. Cllrs agreed with the tree officers and concur with their decision to fell the oak tree at Hydes Platt. Another tree work consultation, relating to reduction in the size of 2 cherry trees and a maple tree in Eagle Road was received. There were no objections. The council requested the clerk to arrange that in future all considerations to be emailed to the Clerk.</p>	SJ																					
8	<p>Rural Affordable Housing – Short report by Action Hants</p> <p>Mags Wylie from Action Hants and Tim Davis, Enabling Officer at BDBC attended the meeting to give a brief overview of the Hampshire Affordable Housing Scheme and ascertain whether this is something ES&BG would be interested in exploring further. They advised that the scheme has already built 400 houses in 14 rural parishes. The building is paid for by the Housing Association who can also get grants. The houses may be built on rural exception sites, which are just outside or adjacent to current housing. The scheme provides affordable housing where it is needed. This is established by reviewing the BDBC housing register, and currently 17 applicants on the register have connections with our parish. Ms Wylie advised that if the Parish want to explore this further, the first stage is to do a survey regarding who needs affordable housing. This could be carried out in conjunction with the Community Plan which is being considered by the Parish Council. The council felt this warranted more investigation and it was agreed to hold an extra-ordinary meeting before the end of November to discuss this further. Action Hants agreed to send the relevant information for review by Cllrs.</p>	TH/SJ																					
9	<p>Finance 33/17 Resolved a) Financial Report and Payments</p> <p>Payments for August</p> <p>Cheque payments: None</p> <p>Electronic payments:</p> <table border="0" style="width: 100%;"> <tr> <td style="width: 30%;">S Jones</td> <td style="width: 40%;">Clerk’s salary (August)</td> <td style="width: 30%; text-align: right;">£403.36</td> </tr> <tr> <td>S Jones</td> <td>Clerk’s expenses (August)</td> <td style="text-align: right;">£ 25.43</td> </tr> <tr> <td>R Wherry</td> <td>Litter warden – (August)</td> <td style="text-align: right;">£ 96.00</td> </tr> <tr> <td>D McClelland</td> <td>Litter warden – (August)</td> <td style="text-align: right;">£150.00</td> </tr> <tr> <td>HMRC</td> <td>PAYE – RW, DM, SJ</td> <td style="text-align: right;">£124.80</td> </tr> <tr> <td>Premier Grounds Maint</td> <td>Maintenance August</td> <td style="text-align: right;">£516.00</td> </tr> <tr> <td colspan="2" style="text-align: right;">Total</td> <td style="text-align: right;">£1315.59</td> </tr> </table> <p>34/17 Resolved b) The actual/against budget for April to June was reviewed and signed off.</p>	S Jones	Clerk’s salary (August)	£403.36	S Jones	Clerk’s expenses (August)	£ 25.43	R Wherry	Litter warden – (August)	£ 96.00	D McClelland	Litter warden – (August)	£150.00	HMRC	PAYE – RW, DM, SJ	£124.80	Premier Grounds Maint	Maintenance August	£516.00	Total		£1315.59	
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10	<p>Correspondence 34/17 Resolved: Thank you from residents for work done by the lengthsman 15/8/17. Noted. Trailer Training UK – 16/8/17. Noted. Cross Boarder Recycling email from Cllr Tom Thacker emailed 11/9/17. Discussed under point 6 above. PO Box closure – Royal Mail letter dated 1/9/17. Noted. Notification of an overgrown footpath email 21/8/17. Pathway cut back and all finalised</p>																						

	<p>now. Information about pond maintenance 19/8/17. The Lengthsman to be contacted re the grass cutting and potential meeting with the resident. Hampshire Wildlife Association have been contacted and information provided re helping sustain wildlife in village ponds. Business in Basingstoke – A33 Road improvements Noted.</p>	SJ
11	<p>Highways and Rights of Way a) <u>Survey of paths and stiles</u> The issues raised by residents re overgrown footpaths have been noted and footpaths have been cleared.</p> <p>b) <u>National Highway and Transport Public Satisfaction Survey</u> The council discussed the survey and raised issues on each question and it was agreed that Cllr Dain and Cllr Bayliss complete the survey reflecting the views of the Council.</p>	MD/JB
12	<p>New Business 35/17 Resolved a) <u>EVH Litter Bins and General Litter Issues</u> Residents have requested a new litter bin for dog mess to be located at the bottom of White Hill. The Clerk is to establish exactly where the best place for this would be, possibly Digweeds. Also the bin at the Village Hall was overrun with wasps and a new letter box style bin requested. Residents have also requested a new bin by the school. The Clerk will contact BDBC to request these bins, and also find out how the Council make decisions re where they place bins.</p> <p>b) <u>EVH Car Park</u> 36/17 Resolved EVH have requested that they can paint white lines on their car park. Cllrs agreed and the Clerk will advise accordingly.</p> <p>c) <u>Transparency Protocol</u> The Clerk has reviewed the website to ensure the relevant Policies are published; she is to check the policies missing to see if they are required and report back to Cllrs.</p> <p>d) <u>Tree Work Consultation</u> Dealt with Under Section 6 above.</p>	<p>SJ</p> <p>SJ</p> <p>SJ</p>
12	<p>Matters for discussion a) <u>Parish Lengthsman</u> 37/17 Resolved The Lengthsman will be asked what jobs remain to be completed. Please can Cllrs bring ideas to the next meeting of jobs he can do.</p> <p>b) <u>C57</u> The speed survey has started this week and any results will be advised at the next meeting.</p> <p>c) <u>Insurance schedule and assets register</u> 38/17 Resolved The assets register agreed in March and totalling £24,833 was reviewed and amended and now totals £23,437. The insurance schedule has been amended accordingly and totals £22,840 which needs to be advised to the insurance company.</p> <p>d) <u>Litter Wardens</u> The route taken by the litter wardens is to be circulated and reviewed.</p> <p>e) <u>Cllrs areas of responsibility</u> The form showing Cllrs' areas of responsibility is to be circulated. All Cllrs present were happy with the distribution of responsibilities.</p> <p>f) <u>Community Plan Update</u> It was agreed to postpone this until the extra-ordinary meeting as the discussion needs to take place in conjunction with the rural affordable housing issue.</p>	<p>ALL/SJ</p> <p>SJ</p> <p>ALL</p> <p>SJ</p>

	<p>g) <u>Pond Clearance</u> The Clerk has contacted the Hampshire Wildlife Trust and been advised that provided pond clearance is taking place in Autumn, and that due care is taken as detailed in the guidelines provided, no license will be needed. Cllrs Bayliss and Lowrie are leading the project and need to email a running order for the day. Guidelines were circulated and include details of the need to have a first aid kit available and also provide a briefing before work starts. Cllr Bayliss to find out if Basingstoke Volunteers have a first aid kit for this type of event. If necessary the clerk is to purchase a kit for the parish. Details will be published in the parish magazine and an email is to be drafted by Cllr Hall and be circulated to all residents on the mailing list.</p> <p>h) <u>Allotments</u> Nothing to report.</p> <p>h) <u>Parish Magazine</u> Items for inclusion in the parish magazine were agreed. This includes an item on Broadband advising residents that if they do not have it, they should contact the Parish Council.</p>	<p>JB/LL</p> <p>JB/SJ</p> <p>TH/SJ</p>
13	<p>Date of next meeting Wednesday 11th October 2017 at Ecchinswell Village Hall at 7.30pm. There being no further business, the meeting closed at 9.30 pm.</p>	

ACTIONS:

Cllr Dain will include a report on the Newbury Recycling Centre in the Parish magazine.

The Clerk is to ensure all future tree planning consultations are emailed to her.

The rural affordable housing plan warrants more investigation and it was agreed to hold an extra-ordinary meeting before the end of November to discuss this further. **TH.**

The Lengthsman to be contacted re the grass cutting around the pond. **SJ**

Cllr Dain and Cllr Bayliss can review the National Highways and Transport and complete it, reflecting the views of the Council.

The Clerk is to contact BDBC re new litter bins and ask how decisions are made with regard to where they should be placed.

The Clerk is to contact EVH giving confirmation that Cllrs are in agreement to the painting of white lines in the car park.

The Clerk is to review the website in relation to the Transparency Protocol, to ensure the relevant Policies are published; she is to check the policies missing to see if they are required and report back to Cllrs.

Please can Cllrs bring ideas to the next meeting of jobs for the Lengthsman. **ALL**

The insurance schedule has been amended accordingly and totals £22,840 which needs to be advised to the insurance company. **SJ**

The route taken by the litter wardens is to be circulated and reviewed. **ALL**

Cllrs Bayliss and Lowrie are leading the pond clearance project and need to email a running order.

Details of the pond clearance will be published in the parish magazine and an email is to be drafted by Cllr Hall and be circulated to all residents on the mailing list.