

ECCHINSWELL, SYDMONTON AND BISHOPS GREEN PARISH COUNCIL

Minutes of meeting held at Ecchinswell Village Hall  
 Wednesday 8 March 2017, commencing at 19.30 hours  
**Present:** Councillors Bayliss, Dain, Hall, Keyse, Lowrie.

**In attendance:** Borough Councillor John Izett, 3 members of the public, Doreen Gascoine (Parish Clerk)

Item		Action
1	<p><b>Apologies</b>                      County Cllr Tom Thacker, Cllr Nick Owen.</p>	
2	<p><b>Declarations of interests</b>                      None</p>	
3	<p><b>Minutes of previous meeting and actions arising</b>  <b>79/16 Resolved</b>                      To receive and confirm the minutes of the meeting held on 8 February 2017. Signed by the Chairman (Cllr Hall) as a true record.                      Actions arising:                      The Clerk has sent the grant application form for the May Fair.  <b>80/16 Resolved</b>                      After discussion to consider projects for using the profits from the May Fair at the next meeting; all Cllrs to bring suggested projects to that meeting.                      The Clerk has sent a copy of the PC's response to the planning application at the Old Post Office to the applicant.                      The Clerk has sent the Financial Risk Assessment to all Cllrs.                      The resident who made the donation for the replacement oak tree has responded that if the local paper wanted to print an article about the issue she would prefer that her name is not mentioned. No further action will be taken on this unless the paper contact us.                      The Clerk has contacted the local school regarding the increase of litter in the car park opposite the school. The school will raise this with parents and teachers but all accept that people who have no connection with the school also use this car park.                      All others are agenda items.</p>	<b>ALL</b>
4	<p><b>Public participation</b>                      Derek Mellor introduced himself as the prospective County Cllr for the Bishops Green area of the parish, following the boundary changes. He explained that he has read the minutes and agendas of recent meetings, so he can become aware of the local issues. And that he was a Parish Cllr for 6 years in Berkshire.                       Keith Bright advised that he was now the Chairman of the Bishops Green Community Association and asked whether there was any news about their proposed LIF application. The Clerk explained that the application was the responsibility of the BGCA, not the PC, but that the PC would be consulted for their views. Since the PC hasn't been contacted, it seems the application has not yet been made.                      Borough Cllr John Izett advised that he might be able to help with obtaining funding and he will contact Keith direct to discuss this.</p>	
5	<p><b>Borough Councillor's Report</b>                      Borough Cllr John Izett reported that the BDBC budget was approved last week. He explained that the Government grant has been cut by 50% and from 2020 the grant will actually be negative – BDBC will have to pay the Government. BDBC has been advised that in return for this they will be allocated a proportion of the local business rates and the borough will be able to retain a proportion of business growth.                      As a result, there will be an increase in the Council Tax of £5 per year for a Band D property. And there will be a shortfall of £4.6 million in the BDBC budget by 2019. BDBC is therefore looking to make further savings and is taking steps to ensure that the borough's money works harder. Money will be moved from Government gilts to commercial property, which should give a higher rate of return. BDBC will also lending to business and developers, which should also give a higher rate of return.</p>	

	<p>He also advised that a planning application has been made for the first phase of the Manydown development – 3,200 homes from a total of some 10,000 in the project. The land is owned by BDBC and HCC and they will be setting up a joint venture with a private partner; the name of the partner will be announced in the summer. The scheme will include a 250 acre country park, which will provide an education centre for local children etc.</p> <p>He also reported that if the planning application for Lake House goes to Development Control this will not be before May.</p> <p>In response to a question he confirmed that the redevelopment of the Leisure Park is going ahead. The developer will be New River and discussions are on-going.</p>																			
6	<p><b>County Councillor's Report</b> No report, as County Cllr Tom Thacker not present.</p>																			
7	<p><b>Planning</b> <b>81/16 Resolved</b> a) New applications <b>17/00575</b> Ham Hill, Sydmonton Road, Ecchinswell. Demolition of existing building and erection of replacement dwelling house with attached single storey service wing and garage. No objection, provided the adjacent public Rights of Way are not obstructed at any time and that safe access to them is maintained at all times. b) Decisions <b>16/04657</b> Hare Warren farm, Ashley Warren. Removal of feed store and erection of a horse walker. Granted with conditions. <b>16/04658</b> Hyde House, Hyde Lane, Ecchinswell. Two storey rear extension to existing garage/staff accommodation building. Granted with conditions.</p>																			
8	<p><b>Finance</b> a) Financial Report and Payments <b>82/16 Resolved</b> Payments for February <b>Cheque payments:</b> None</p> <p><b>Electronic payments:</b></p> <table> <tr> <td>D Gascoine</td> <td>Clerk's salary (February)</td> <td>£436.64</td> </tr> <tr> <td>D Gascoine</td> <td>Clerk's expenses (February)</td> <td>£ 39 19</td> </tr> <tr> <td>R Wherry</td> <td>Litter warden – (February)</td> <td>£ 92.20</td> </tr> <tr> <td>D McClelland</td> <td>Litter warden – (February)</td> <td>£142.20</td> </tr> <tr> <td>HMRC</td> <td>PAYE – DG, RW, DM</td> <td>£133.80</td> </tr> <tr> <td>Southern Water</td> <td>Allotment water</td> <td>£ 35.66</td> </tr> </table>	D Gascoine	Clerk's salary (February)	£436.64	D Gascoine	Clerk's expenses (February)	£ 39 19	R Wherry	Litter warden – (February)	£ 92.20	D McClelland	Litter warden – (February)	£142.20	HMRC	PAYE – DG, RW, DM	£133.80	Southern Water	Allotment water	£ 35.66	
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9	<p><b>Correspondence</b> HALC – copies of Service Brochure. Steven Lugg – Re consultations on Govt White Paper on Planning and Housing Reform. Safer North Hampshire – monthly newsletter. Circulated by email. HALC – re Lantra Awards Basic Tree Survey and Inspection Course. Circulated by email. HALC – Letter from Hampshire Police and Crime Panel – invite to provide written evidence to their proactive scrutiny session on Rural Crime. BDBD – Consultation re Whitchurch Neighbourhood Plan. W Berks – Consultation on Stratfield Mortimer and Burghfield Neighbourhood Plan. Action Hants – re Rural Affordable Housing. To discuss. <b>83/16 Resolved</b> After discussion, to invite Mags Wylie to the April PC meeting to give the Cllrs further details. HALC – e-update. Circulated by email. Cllr Dain raised the question of the Better Broadband Subsidy and it was agreed that this should be put on the website and mentioned in the parish magazine. Cllr Dain also raised the question of the Transparency Fund, which provides a grant to those PCs who incur additional expense as a result of meeting the requirements of the Transparency Code. The Clerk advised that the PC didn't qualify under this scheme, as we had not incurred additional expense directly relating to the Transparency Code.</p>	<p><b>DG</b></p> <p><b>TH/NO</b></p>																		

	<p><b>84/16 Resolved</b> That Cllr Dain would check whether the PC did qualify and that a grant application would be made, if appropriate. The Clerk will send her details of the costs relating to the new website.</p>	<p><b>MD</b> <b>DG</b></p>
10	<p><b>Highways and Rights of Way</b> a) Survey of paths and stiles The Chairman (Cllr Hall) reported that there were some problems with FP17 in Ecchinswell. The fence between the footpath and the adjacent property was leaning over considerably and dogs in the garden of the adjacent property were aggressive, causing some residents to avoid using the footpath.</p> <p><b>85/16 Resolved</b> That that the Clerk will write to the owner of the adjacent property asking that the fence be repaired and that the dogs be kept under control.</p> <p>b) Exploring Ecchinswell leaflet Cllr Dain explained that HCC have produced a revised, more printer-friendly version of these leaflets and they want to know if we would like our leaflet to continue to be promoted, in this format.</p> <p><b>86/16 Resolved</b> After discussion, to have the leaflet promoted in the new version. The Clerk will advise HCC of some slight changes to the routes which will, hopefully, be incorporated in the new version. It was also agreed that the considerable stock of “new residents” leaflet covers should be recycled, as there seems no practical use for them now.</p> <p>c) New issues Cllr Dain reported on the meeting she had attended regarding HCC’s Path Warden scheme. She has volunteered to be a Warden, as a personal rather than a PC matter, and will investigate the possibility of setting up a local volunteer group. If this is feasible it would be preferable if it was under the auspices of the PC, since the PC’s insurance would then cover any work carried out. The Clerk will seek advice from our insurers as to whether this would be possible.</p>	<p><b>DG</b></p> <p><b>DG</b> <b>MD</b></p> <p><b>DG</b></p>
11	<p>New business a) <u>Cllrs’ responsibilities</u> The Chairman (Cllr Hall) explained that he would like Cllrs to consider the allocation of responsibilities between them and have two Cllrs take responsibility for different areas of PC work. This would be for a trial period initially and could be re-visited if any changes were necessary.</p> <p><b>87/16 Resolved</b> After discussion, that the responsibilities would be as follows: Planning – Cllr Hall, Cllr Lowrie ROW/Highways – Cllr Dain, Cllr Bayliss BGCA – Cllr Lowrie, Cllr Bate Lengthsman/village maintenance – Cllr Keyse, Cllr Hall Website and e-communication – Cllr Owen, Cllr Keyse Employment: Clerk and Litter wardens – Cllr Hall, Parish Clerk PC operating model – Cllr Hall, Parish Clerk, Cllr Keyse Grants – Cllr Bate, Cllr Dain Allotments – Cllr Bayliss, Cllr Owen EVH liaison – Cllr Bayliss, Cllr Dain Risk assessment and management – Cllr Dain, Cllr Hall Pond clearance – Cllr Bayliss, Cllr Lowrie The Clerk will circulate this list to all Cllrs.</p> <p>b) <u>Assets register</u> The Chairman (Cllr Hall) advised that the Assets register needed updating, to include some equipment the PC has which is used on pond clearance day (a wheel barrow, four forks and three pairs of waders) and the “pop up” banners. The value of these items was estimated at £250 and the Clerk will raise this with the insurers. The Assets register will be updated and posted on the website.</p> <p>c) <u>Publication scheme</u> The Chairman (Cllr Hall) advised that Cllr Owen had queries whether the Publication scheme on the website was out of date, since it was signed in 2009. The Clerk advised that the Publication</p>	<p><b>DG</b></p> <p><b>DG/NO</b></p>

	<p>scheme was basically a list of what information would be provided to residents, on request, and what charge there would be. This doesn't vary and no updating is needed.</p> <p><b>88/16 Resolved</b> That the Publication scheme be re-dated, signed by the Chairman and posted to the website.</p>	<b>DG/NO</b>
12	<p><b>Matters for discussion</b></p> <p>a) <u>Parish Lengthsman</u> The Clerk advised that all hours for the current year have been allocated. Cllrs raised queries about whether all the work has been done. The signpost hasn't been repainted, the railings have yet to be painted, and the ditching along the Ecchinswell road hasn't been cleared. Also, there were concerns that the ditch clearance opposite the old churchyard has effectively narrowed the width of the road. The number of hours the Lengthsman quoted for cutting back the hedge alongside Digweeds was also queried. The Cllrs responsible for Lengthsman tasks will raise these issues with him.</p> <p>b) <u>Pond clearance day</u> The amended risk assessment form will be circulated to all Cllrs. Item to be removed from the agenda.</p> <p>c) <u>C57</u> The Chairman (Cllr Hall) advised that he is continuing to try to arrange a site meeting with Highways to determine what actions, if any, would be possible under the Community Funded Traffic Management Measures. He has also updated the resident who raised the issue.</p> <p>d) <u>WWI commemoration</u> The Clerk reported that Kingsclere PC are interested in holding an event and will be happy to join with our PC in doing so. They are considering possible sites for a bonfire and are investigating the possibility of also joining with Hannington, where there is a potential site which has been used for similar events in the past.</p> <p><b>89/16 Resolved</b> That the Clerk will advise Kingsclere that Cllr Dain will be our representative for helping to plan an event.</p> <p>e) <u>Neighbourhood Plan</u> The Clerk advised that she has received a reply from BDBC giving further information about the Neighbourhood Plan process. They have agreed that someone from their team will attend the Assembly to give a presentation to those residents present. Cllr Bate suggested that a Community Plan might be more appropriate than a Neighbourhood Plan and Cllrs will look in to this if residents don't want to go ahead with a Neighbourhood Plan. (See also agenda item 12j below.)</p> <p>f) <u>EVH Committee meeting</u> Cllr Bayliss gave an update on the recent EVH Committee meeting. The Committee are going to look in to the possibility that the parents whose children use the play park be asked for practical help regarding maintenance issues at the play park. They have received a donation of £500 from the Sydmonton Estate, to add to the proceeds from the pantomime, which are now £3,500. They are considering purchasing two defibrillators, one for Ecchinswell, possibly to be sited at the Royal Oak, and one for Bishops Green. The costs of maintenance and servicing would be substantial and they asked if the PC would pay these costs. If not, they will carry out further fund raising and asked whether the PC would manage these funds. With regard to the work to replace the floor, they are still seeking matched funding from the Greenham Trust.</p> <p><b>90/16 Resolved</b> After discussion, that the EVH Committee be advised that the PC cannot meet the costs of the maintenance and servicing of the defibrillators, nor would it be appropriate for the PC to manage the funds for this work. Also, that the PC will not take permanent responsibility for the maintenance of the replacement oak tree. This isn't an additional tree, just a replacement for the one that was cut down. The PC wasn't responsible for the original tree and so will not take responsibility for its replacement.</p> <p>g) <u>Vacancy on the Parish Council</u> (This item was taken out of order, after agenda item 3 above.) The Chairman advised that Stephen Bate had expressed an interest in joining the PC and that a brief CV had been circulated to all Cllrs. Stephen addressed the Cllrs and explained that he had worked for BDBC for some years but is now responsible for the church in Newbury, after having</p>	<p><b>TH/SK</b></p> <p><b>MD</b></p> <p><b>TH</b></p> <p><b>DG</b></p> <p><b>JBa</b></p>

	<p>worked abroad for a year. At BDBC he was involved with LIF funding, which experience could be of value to the PC.</p> <p>It was proposed by the Chairman (Cllr Hall) and seconded by Cllr Dain, that Stephen be co-opted on to the PC.</p> <p><b>91/16 Resolved</b></p> <p>Unanimously, that Stephen Bate be co-opted on to the PC. Stephen signed an acceptance of office form and the Clerk will send him further documents, information etc.</p> <p>h) <u>Village maintenance</u></p> <p>i) Oak tree</p> <p>The Clerk advised that Cllrs need to make formal arrangements to ensure the follow up visits are made, to check on the condition and progress of the tree.</p> <p><b>92/16 Resolved</b></p> <p>That Cllr Bayliss take on this responsibility.</p> <p>ii) Maintenance contract</p> <p>The Clerk advised that the PCC has decided to take over the grass cutting at the old churchyard and arrange their own contractor. This has therefore been taken off the PC's maintenance contract. Two copies of the amended maintenance contract were signed by the Chairman (Cllr Hall) and the Clerk will send these to the contractor, for counter-signing.</p> <p>i) <u>Allotments</u></p> <p>The Chairman (Cllr Hall) reported that the quote he had received for the black plastic seemed excessive and he could source it more cheaply via the internet. The Clerk pointed out that over the last two years the PC has spent a substantial sum on the dealing with vacant plots, including the purchase of black plastic last year. She queried what had happened to this black plastic and why it could not be re-used. She also said that the condition of the plots being given up needed to be checked, to make sure they had been left in a suitable condition.</p> <p><b>93/16 Resolved</b></p> <p>That the Cllrs responsible for the allotment site should check what had happened to the black plastic and also check the condition of the vacant plots, and report back to the next meeting. The Clerk also will also contact Cllr Owen, since his plot needs attention.</p> <p>j) <u>Assembly</u></p> <p>The Clerk reported that the Chairman of Kingsclere PC (Cllr John Sawyer) would be happy to attend the Assembly to give a presentation on their experiences in drawing up their Neighbourhood Plan. The Clerk will issue formal invitation to him and to a representative from BDBC. (See also agenda item 12e above.)</p> <p>k) <u>Parish website</u></p> <p>No update, as Cllr Owen not present. The Clerk reported that the updating of the statutory documents on the website has not been completed and she will contact Cllr Owen about this.</p> <p>l) <u>Litter wardens</u></p> <p>No new issues.</p> <p>m) <u>Parish Magazine</u></p> <p>Items for inclusion in the parish magazine were agreed.</p>	<p><b>DG</b></p> <p><b>JBa</b></p> <p><b>DG</b></p> <p><b>JBa/NO</b></p> <p><b>DG</b></p> <p><b>DG</b></p> <p><b>DG</b></p>
13	<p><b>Date of next meeting</b></p> <p>Wednesday 12 April 2017 at Ecchinswell Village Hall, starting at 7.30 pm.</p> <p>There being no further business, the meeting closed at 9.30 pm.</p>	