

ECCHINSWELL, SYDMONTON AND BISHOPS GREEN PARISH COUNCIL

Minutes of the ordinary meeting held at Ecchinswell Village Hall on

Wednesday 12th March 2025, commencing at 19:30 hours

Present: Cllrs Sadler (Vice Chair), Debenham, Parkes, Hardy-Giles and Monteith.

In attendance: Sarah Jones (Clerk), Borough Cllr Izett (part), 0 members of the public.

Item		Action
1	Apologies: Apologies were received and accepted from Cllr Stamp.	
2	Declarations of interest There were no declarations of interest.	
3	Minutes of previous meeting and actions arising To receive and confirm the minutes of the Ordinary Meeting held on Wednesday 12 th February and matters arising. All Cllrs agreed them as a true record, and they were signed by Cllr Sadler.	
4	Public participation There we no members of the public present.	
5	Borough Councillor's Report Borough Cllr Izett reported the following: <ul style="list-style-type: none"> • He has recently helped with rehousing a family which has improved their living conditions. • The re-organisation of boroughs and councils is at critical point and on 23rd March a meeting will take place with Central Government re Unitary councils to replace borough and districts. This has been carried out in a speedy timescale and there have been differing view points and no leadership consensus at BDBC. HCC are seeming to prefer a 3 way split but BDBC feel that would be too large and not a coherent unit. Final arrangements are expecting in the Autumn, with Mayoral elections in 2026. • A new Planning and Infrastructure bill was received from Central government this week. This could increase pressure on planning officers and also reduces the number of statutory consultees on planning applications. • There is no further action on the Royal Oak planning application. There being nothing further to report, Cllr Izett left the meeting at 7.40pm.	
6	County Councillor's Report. County Cllr Thacker was not present so there was no report.	
7	Planning <p>a) New applications: 25/00468/RET 4 Merlin Road Bishops Green Hampshire RG20 4AJ Partial conversion of garage to create insulated room for storage</p> <p>ESBG PC is supportive of this retrospective application; the garage conversion is invisible to the community and does not increase on-road parking. Comment to BDBC – how have garages been allowed to be built which did not meet minimum internal dimensions required to define a parking space.</p> <p>T/00069/25/TPO Land To The Side Of 53 Eagle Road Bishops Green Newbury Hampshire RG20 4HP Proposal: Tree number 890178 Horse Chestnut to the side of the water tower on Eagle Road – Prune No objections, leave to the tree officer to decide extend of works</p> <p>b) Decisions: 24/01780/LBC Mill Lane Barn Mill Lane Ecchinswell Hampshire RG20 4UD The refurbishment and change of use of a Listed Building (Mill Lane Barn) into a 3 bedroom dwelling with associated frontage parking and rear amenity areas. Decision: Granted 20.02.25</p>	

	<p>24/01779/FUL Mill Lane Barn Mill Lane Ecchinswell Hampshire RG20 4UD The refurbishment and change of use of a Listed Building (Mill Lane Barn) into a 3 bedroom dwelling with associated frontage parking and rear amenity areas. Decision: Granted 20.02.25</p> <p>24/02503/FUL Land At Clere House Farm 450107 159482 Ecchinswell Road Ecchinswell Hampshire Demolition of existing agricultural building and erection of new dwelling, access, hard and soft landscaping and associated works (resubmission of 24/01260/FUL) Decision: Granted 12.02.25</p> <p>c) Unauthorised planning update BDBC advised the site has been visited and information sent to them from the resident. A retrospective planning application will be sent out in due course. Further works have been carried out since the inspection and BDBC will be informed accordingly.</p>	SJ																		
8	<p>Finance</p> <p>(a) Electronic payments made in March:</p> <table> <tr> <td>S Jones</td> <td>Clerk's salary (February)</td> <td>£898.30</td> </tr> <tr> <td>D McClelland</td> <td>Litter warden – (February)</td> <td>£195.20</td> </tr> <tr> <td>R Wherry</td> <td>Litter warden - (February)</td> <td>£146.44</td> </tr> <tr> <td>HMRC</td> <td>PAYE – RW, DM, SJ</td> <td>£87.00</td> </tr> <tr> <td>D McClelland</td> <td>Expenses</td> <td>£20.00</td> </tr> <tr> <td>S Jones</td> <td>Expenses</td> <td>£27.19</td> </tr> </table> <p style="text-align: center;">Total £1,374.13</p> <p>(b) The next actual/against budget will be reviewed in April at the end of the financial year.</p> <p>(c) The 3 year forecast will be presented at the April meeting for the start of the new financial year.</p>	S Jones	Clerk's salary (February)	£898.30	D McClelland	Litter warden – (February)	£195.20	R Wherry	Litter warden - (February)	£146.44	HMRC	PAYE – RW, DM, SJ	£87.00	D McClelland	Expenses	£20.00	S Jones	Expenses	£27.19	
S Jones	Clerk's salary (February)	£898.30																		
D McClelland	Litter warden – (February)	£195.20																		
R Wherry	Litter warden - (February)	£146.44																		
HMRC	PAYE – RW, DM, SJ	£87.00																		
D McClelland	Expenses	£20.00																		
S Jones	Expenses	£27.19																		
9	<p>Correspondence 24.02.25 – BDBC; CIL Spend Protocol – circulated and reviewed by all.</p> <p>03.03.25 – Resident, respect to horses on the roads; Cllrs noted the comments and agreed a reminder should be sent to all road users to respect other users.</p>																			
10	<p>Highways and Rights of Way The outcome or a response to the pothole audit is awaited from HCC.</p> <p>Hyde Lane is closed for works; it is hoped these works will continue throughout the parish.</p>																			
11	<p>New Business</p> <p>a) <u>Financial Regulations review and sign off</u> A new model Financial Regulation policy had been issued in 2024; the clerk is reviewing the documents and will present at the April meeting.</p> <p>b) <u>Financial Risk Assessment Policy review and sign off</u> The document was circulated and reviewed by all, agreed and signed off.</p>	SJ																		

	<p>c) <u>Retention of Documents Policy review and sign off</u> The document was circulated and reviewed by all, agreed and signed off.</p> <p>d) <u>S106 statement review</u> The statement of monies available to the parish council has been circulated. Cllrs will review the areas the money are available to be spend on, and bring ideas for spend to the April meeting.</p> <p>e) <u>Neighbourhood Plan review process</u> Cllrs agreed that the relevant parties need to be contacted relating to the review of the Neighbourhood Plan and what the process is. Cllrs agreed Whitchurch Town Council should be contacted as they are well versed in the review of the NPs and may be able to assist. Parties who have taken an active role in the Neighbourhood Plan and have said will assist in the review, will be contacted and asked if they would like to give a short presentation at the annual assembly.</p> <p>f) <u>Pond clearance day</u> The relevant parties have been contacted and the date has been set for 5th October. The clerk will contact a volunteer who may be able to assist in the catering on the day.</p>	<p>ALL</p> <p>SJ</p> <p>SJ</p> <p>SJ</p>
12	<p>Matters for Discussion:</p> <p>a) <u>Website upgrade progress</u> The update is still in hand but there is no further detail at the moment.</p> <p>b) <u>School lighting request update</u> This needs to be discussed with County Cllr Mellor, who was not able to attend this meeting. The clerk will email him.</p> <p>c) <u>SID purchase update</u> The full business plan will be presented at the April meeting.</p> <p>d) <u>Sustainability and Environmental working party</u> Cllr Sadler will draft an email to be send out with the survey, via the clerk.</p> <p>e) <u>BGCA and EVH updates</u> Cllr Sadler reported that she has been voted onto the BGCA committee and is now a trustee. A variety of activities are now taking place at the hall and more money is coming in than spend which is positive. The youth worker has resigned and the centre are looking to recruit 2 part time youth workers going forward. The half term activities run were very successful and it is hoped similar will take place over the Easter holidays. Local children have been asked to design a new logo for the Youth Club. EVH – Cllr Debenham reported that a meeting took place on 11th March. Finances continue to be strong, helped by a good return from the Panto and jumble sale. The Race Night was very successful and another table top games night is planned for 29th March. The heavy wooden tables are being replaced.</p> <p>f) <u>Allotment renewals</u> All allotment renewal monies have been received bar one; the holder has contacted the clerk and this should be paid in the next few days.</p>	<p>SJ</p> <p>KS/SJ</p>
13	<p>Communications – newsletter (Clerk) and other media output It was agreed the draft minutes do not need to be published this month. Items for the magazine were agreed.</p>	
14	<p>Review of calendar items Calendar items for April 2025 were noted.</p>	
15	<p>Date of next meeting: Wednesday 9th April 2025 at 7.30pm at Bishops Green Village Hall. There being no further business, the meeting closed at 8.12pm.</p>	

ACTIONS:

A retrospective planning application will be sent out in due course. Further works have been carried out since the inspection and BDBC will be informed accordingly.

A new model Financial Regulation policy had been issued in 2024; the clerk is reviewing the documents and will present at the April meeting.

The statement of S106 monies available to the parish council has been circulated. Cllrs will review the areas the money are available to be spend on, and bring ideas for spend to the April meeting.

Cllrs agreed Whitchurch Town Council should be contacted as they are well versed in the review of the NPs and may be able to assist.

Parties who have taken an active role in the Neighbourhood Plan and have said will assist in the review, will be contacted and asked if they would like to give a short presentation at the annual assembly.

The clerk will contact a volunteer who may be able to assist in the catering on the day

The full business plan will be presented at the April meeting