

ECCHINSWELL, SYDMONTON AND BISHOPS GREEN PARISH COUNCIL

Minutes of meeting held at Ecchinswell Village Hall
 Wednesday 13 April 2016, commencing at 19.30 hours

Present: Councillors Bayliss, Hall, Johnson

In attendance: Borough Councillor John Izett, 4 members of the public,
 Doreen Gascoine (Parish Clerk)

Item		Action
	<p>Apologies Cllr Dain, County Cllr Tom Thacker – written report sent.</p>	
2	<p>Declarations of interests None.</p>	
3	<p>Minutes of previous meeting and actions arising 92/15 Resolved To receive and confirm the minutes of the meeting held on 9 March 2016. Signed by the Chairman (Cllr Hall) as a true record. Actions arising: The Clerk has not contacted the land owner about the leaning tree in the grounds of the pub because this matter was raised with them in January and they replied that the tree was safe. Also, the tree was not damaged during the recent storm, when other trees at Digweeds fell. She would contact the landowner again if Cllrs wished her to do so. After discussion it was agreed not to contact the landowner for the time being. All others are agenda items.</p>	
	<p>Public participation Two members of the public were present to give the Cllrs advance notification that they were putting in a planning application at Rosemead Cottage; they were proposing to demolish a single storey extension and replace it with a two storey extension and to add a single storey extension on the other end of the property. This has been discussed already with the planning officers and with their neighbours. The Chairman replied that they had done the sensible thing in having a pre-meeting at BDBC and he suggested that when the application has been submitted they attend the relevant PC meeting where it will be considered by the Cllrs. The other member of the public had recently moved in to the area and, having been involved with the local community where he used to live, had come along to “see what happened”. Chris Hutchins (EVH) was present to explain that they had been consulting with the BDBC about the problem of dog mess at the playing fields site. An additional litter bin was being provided and BDBC had asked if the PC could (as landowner) provide a letter agreeing to them taking enforcement action, should that be necessary. Chris explained that they were hoping not to have to use enforcement, but they would like the letter to be provided so such action could be taken if there was no alternative. 93/15 Resolved After discussion, that the Clerk send a letter of agreement to Sarah Ratcliffe, Anti-Social Behaviour, BDBC.</p>	<p>DG</p>
5	<p>Borough Councillor’s Report Borough Cllr John Izett reported as follows: <u>Basingstoke Local Plan</u>. The Inspector has approved the Local Plan. It will go to the Cabinet on 18 May and to the full Council on 20 May, for adoption. The Plan covers the period to 2029. It provides for housing growth on a sustainable basis, with most new housing around Basingstoke (Manydown, for example) and existing settlements like Whitchurch and Overton. The Inspector has confirmed that BDBC will now have a 5 years plus housing provision and this will help deter developers from using the NPPF and the issue of a “housing shortage” to submit plans for small developments in rural areas. With regard to housing in the countryside, there are new criteria for development outside the settlement boundary. Previously such development was subject to the support of the relevant Parish Council, but the Inspector has removed this condition. The Plan does, however, give considerable protection to the countryside.</p>	

	<p><u>Leisure Centre</u>. The Cabinet has agreed the proposal for the renovation of the leisure centre area, including a retail outlet.</p> <p><u>Community Infrastructure Levy</u>. The proportion of the money from this levy that was allocated to Parish Councils was greater if the PC had a Neighbourhood Plan, so it was financially advantageous to develop such a plan; there were grants available to assist with developing one.. The Chairman (Cllr Hall) and the Clerk advised that the PC has raised the issue of a Neighbourhood Plan on several occasions but there had been no expressions of interest from residents; the Plan could not be drawn up by the Cllrs and it needed a reasonable number of residents to volunteer to undertake the necessary work. The question of a Neighbourhood Plan would be raised again at the coming Parish Assembly.</p> <p>Finally, Cllr Izett advised that Borough Cllrs were now “in purdah” due to the coming elections; there was no election in our ward though.</p>										
6	<p>County Councillor's Report</p> <p>County Cllr Tom Thacker sent a written report as follows: He is continuing to try to save/protect family and children’s support services in Bishops Green. The mobile library service is ending; communities will be expected to organise volunteers to provide books to those requiring them, under the Home Library scheme. There is a new Cabinet member for Environment and Transport (including Highways) – Rob Humby. The announcement of county boundary changes has been delayed but it is expected there will be no changers to the original proposals; those proposals will have an impact on this parish, as reported at a previous meeting.</p>										
7	<p>Planning</p> <p>94/15 Resolved</p> <p>a) New applications</p> <p>16/00616 Ham Hill House, Sydmonton. Demolition of existing building and erection of replacement dwelling with attached single storey service wing and garage. No objection provided safe access is maintained at all times to the ROW adjacent to the site.</p> <p>16/00730 Swaits Farm, Hyde Lane, Ecchinswell. Erection of single storey outbuilding following demolition of existing kennels. No objection.</p> <p>b) Decisions</p> <p>15/04456 Peake Gate Cottage, Ecchinswell Road, Sydmonton. Erection of replacement dwelling with detached garage following demolition of existing dwelling and outbuilding. Granted with conditions.</p> <p>15/04360 Mill View, Mill Lane, Ecchinswell. Erection of conservatory to east side of bungalow. Granted with conditions.</p> <p>16/00098 11 Harrier Road, Bishops Green. Conversion of loft to living accommodation involving construction of front and rear dormer windows. Erection of single storey rear extension and realignment of rear garden wall. Granted with conditions.</p> <p>c) Planning training</p> <p>Cllr Johnson reported on the recent training event he had attended at HALC. He found this interesting and helpful, though it focused on Local and Neighbourhood Plans to a considerable extent. He circulated the training materials to other Cllrs.</p> <p>The Clerk reported that she has contacted BDBC regarding a planning officer attending a PC meeting to give Cllrs some general training and advice. Despite the advice given by Borough Cllr John Izett and Steven Lugg of HALC, BDBC are not prepared to do this. They are intending to provide planning training at the BDBC offices, in the autumn. (See also agenda item 9 below.)</p>										
8	<p>Finance</p> <p>a) Financial Report and Payments</p> <p>95/15 Resolved</p> <p>Payments for March</p> <p>Cheque payments:</p> <table border="0"> <tr> <td>HMRC</td> <td>PAYE - DG, RW</td> <td>£135.80</td> </tr> </table> <p>Electronic payments:</p> <table border="0"> <tr> <td>D Gascoine</td> <td>Clerk’s salary (Mar)</td> <td>£436.64</td> </tr> <tr> <td>D Gascoine</td> <td>Clerk’s expenses (Mar)</td> <td>£ 37.25</td> </tr> </table>	HMRC	PAYE - DG, RW	£135.80	D Gascoine	Clerk’s salary (Mar)	£436.64	D Gascoine	Clerk’s expenses (Mar)	£ 37.25	
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	<p>Cllrs accepted the point made but were concerned that the matter be dealt with as quickly as possible, so the path could be re-opened quickly. Cllr Johnson was also concerned that the tree might block the water course, if not moved soon.</p> <p>99/15 Resolved</p> <p>After discussion, that the Clerk contact the PCC about ownership of the land. And that the Clerk obtain a quote from the maintenance contractor for the cutting up of the fallen trees.</p> <p>The question of the swing that has been put up at Digweeds was also considered. The Clerk has discussed this with our insurers and been informed that, since the PC looks after the area, should there be an accident because the swing has not been put up safely, the PC could be held liable. The insurers recommended that the swing be removed.</p> <p>100/15 Resolved</p> <p>After discussion, that the swing be removed in the interests of Health and Safety. Cllr Johnson offered to do this.</p> <p>b) New issues</p> <p>Cllr Bayliss reported that there was an unsafe stile on the path beside Ratts Cottages. She will send details of the exact location to the Clerk and the Clerk will contact the landowner.</p>	<p>DG</p> <p>PJ</p> <p>JBa/DG</p>
11	<p>New business</p> <p>a) <u>LIF funding</u></p> <p>The Chairman (Cllr Hall) reminded Cllrs that there is some £71K available under this fund for infrastructure developments and this money will be lost if not used. Cllrs should consider what projects could use this funding; it cannot be used for accelerating the provision of superfast broadband. One possibility would be to ask the school if they have any suitable projects. This issue can be raised with residents at the Assembly.</p> <p>b) <u>Review of Financial Regulations and internal controls</u></p> <p>This item was taken out of agenda order, before item 8b above.</p> <p>101/15 Resolved</p> <p>After discussion, to agree the financial risk assessment circulated by the Clerk. And that Cllrs were happy with the Financial Regulations and the work of the internal auditor. The financial risk assessment was duly signed by the Chairman (Cllr Hall).</p> <p>c) <u>Pension provision</u></p> <p>The Clerk advised that no action is needed at present and asked Cllrs to confirm that the scheme the PC will offer will be the NEST scheme. Cllrs confirmed this.</p> <p>d) <u>Arrangements for Neighbourhood Watch/Police</u></p> <p>The Chairman reported that ex-Cllr Daniela Court had said she would be unable to continue circulating Neighbourhood Watch information but that she is currently still doing so. In the event of her not continuing the PC has the option of contacting those on the circulation list and advising them to sign up to Police Alerts direct. Neighbourhood Watch doesn't have to be run by the PC and it would not be essential for a Cllr to take over the task.</p> <p>e) <u>Risk Assessment</u></p> <p>The items raised by the latest risk assessment were dealt with under agenda item 10a above.</p> <p>f) <u>Pond clearance day</u></p> <p>Cllr Bayliss reported that Basingstoke Conservation Volunteers have suggested a date of 6 November.</p> <p>The Clerk said she understood that an earlier date would fit best with the habits of the great crested newts. Confirmation that this date will be suitable can be obtained when the Volunteers contact the Clerk about the lost cheque – agenda item 8a above.</p>	<p>ALL</p>
12	<p>Matters for discussion</p> <p>a) <u>Parish Lengthsman</u></p> <p>The Clerk reported that the Lengthsman scheme is continuing for the coming year, with the grants at the same level. The tasks the scheme covers have been extended to include work on</p>	

	<p>ROW; she will send details of this to Cllr Johnson so he can check if there are any outstanding issues which might be suitable for the Lengthsman.</p> <p>The Clerk will now arrange a meeting between the Chairman (Cllr Hall) and the Lengthsman to have a detailed look at the work needed on ditch clearance.</p> <p>Some tasks were suggested for the Lengthsman:</p> <p>Repairing the village hall signpost.</p> <p>Cutting back trees that are overhanging the stream and removing debris from the stream.</p> <p>The Clerk will ask the Lengthsman to repair the sign, since this was initially raised last year.</p> <p>Further tasks will be allocated once we know how many hours would need to be spent clearing the ditches.</p> <p>b) <u>Parish “house style”</u></p> <p>The Chairman (Cllr Hall) explained that he would like to agree a style for all materials produced by the PC, to achieve uniformity. He showed Cllrs the “pop up banners” he was proposing – and for which a quote of £180 had been obtained – and also a sample of the proposed content.</p> <p>102/15 Resolved</p> <p>After discussion, to order two pop up banners and to consider other materials at the June meeting. The Clerk will send the Chairman samples of the headed paper currently being used.</p> <p>c) <u>AGM and Assembly</u></p> <p>The Clerk advised that PCSO Damon Hope is now unable to attend, as he will be on holiday. She is waiting to hear if a replacement will attend.</p> <p>The Chairman (Cllr Hall) handed out flyers for Cllrs to hand deliver throughout the parish.</p> <p>The Clerk will order refreshments and Cllr Johnson drinks.</p> <p>d) <u>Ditch clearance</u></p> <p>Covered under agenda item 12a above.</p> <p>e) <u>Vacancies on the PC</u></p> <p>The Chairman (Cllr Hall) reported that one person has committed to join the PC; they were unable to attend tonight but will attend a future meeting, when Cllrs will be able to consider co-option.</p> <p>Lissa Tanner, who was present in connection with a planning application, also expressed interest in joining the PC. The Chairman (Cllr Hall) welcomed her expression of interest and the Clerk will contact her to explain the co-option process.</p> <p>In view of the two potential new Cllrs it was decided to postpone delivering leaflets to residents urging them to consider joining the PC.</p> <p>f) <u>Village maintenance</u></p> <p>The Chairman (Cllr Hall) reported that when the grass adjoining the old churchyard wall was strimmed recently the daffodils along his drive were also strimmed. They had finished flowering, but should have been left for a while. He also expressed concern that grass cuttings were being left at the back of the old churchyard and wondered if this was healthy for the trees there.</p> <p>The Clerk will mention these issues to the contractor.</p> <p>g) <u>Allotments</u></p> <p>The Clerk advised that one person was interested in renting a vacant plot. There would only be one half plot un-rented.</p> <p>h) <u>Parish website</u></p> <p>Cllr Johnson gave an update. Most of the content for the Local Directory and Parish Amenities sections has now been uploaded to the new site, with just a small amount remaining. The user manual has been received and once the site goes live it will be possible for it to be altered in ways the PC wants, to create a different feel to the old one. The Clerk will continue to pursue the uploading of the remaining information.</p> <p>i) <u>Litter wardens</u></p> <p>No further update.</p>	<p>DG</p> <p>DG</p> <p>DG</p> <p>TH DG</p> <p>ALL DG/PJ</p> <p>DG</p> <p>DG</p> <p>DG</p>
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	j) <u>Parish Magazine</u> Items for inclusion in the parish magazine were agreed.	
13	Date of next meeting Wednesday 11 May 2016 at Ecchinswell Village Hall. AGM to take place at 7.00 pm with Annual Assembly to follow at 7.30 pm. There being no further business, the meeting closed at 9.30 pm.	