

ECCHINSWELL, SYDMONTON AND BISHOPS GREEN PARISH COUNCIL

Minutes of meeting held ONLINE

Wednesday 8th April 2020, commencing at 19.30 hours

Present: Cllrs Hall (Chair), Dain (Vice Chair), Bayliss, Kearney, Stamp and Debenham.

In attendance: Sarah Jones (Clerk), County Cllr Mellor (part), Borough Cllr Izett (part).

Item		Action
1	<p>Apologies There were no apologies as all Cllrs were present, although Cllr Izett advised he was unable to join the meeting until 8pm.</p>	
2	<p>Declarations of interest Cllr Dain advised the planning application relates to a neighbour so she would not participate in the discussion or decision. Cllrs discussed whether the meeting should be recorded; it was agreed the face to face meetings are not recorded and the minutes act as an accurate record and that would be the same in this situation.</p>	
3	<p>Minutes of previous meeting and actions arising To receive and confirm the minutes of the ordinary meeting held on 12th March 2020. All Cllrs agree as the Chair cannot sign them, the clerk will pp them on his behalf, as a true record. Actions arising: None</p>	
4	<p>Public participation There were no members of the public online to join the meeting.</p>	
5	<p>Borough Councillor's Report Borough Cllr Izett joined the meeting at 8pm and gave his report out of order, after Item 8. Cllrs began by thanking him and the rest of the staff at BDBC for their support and information at this difficult time, which has been helpful and informative. Cllr Izett said he would like feedback on any information he feels is being missed or issues not being addressed but nothing was raised. All other items have been put on hold whilst the borough deal with the Coronavirus issues. They are working closely with HCC and the Basingstoke Voluntary Association (BVA) to ensure all vital services, and food and medicine deliveries are kept up. Volunteer groups across the borough have been mobilised quickly and are doing great work. There has been a notable increase in help to the people within the vulnerable section. Cllr Izett raised the possibility of leafletting the whole parish to ensure on-one has been overlooked. Cllrs agreed that the parish is small, and they feel the people in need are known and have been picked up. The leaflet drop has gone to many homes except for some very remote properties. Cllrs agreed the doctors' surgery in Wash Common should be contacted to ensure they are aware of the volunteer group as some residents in Bishops Green use it. Cllr Izett said there are options for delaying council tax payments to help financially during this period. Businesses can claim financial support; they can find information on the website. Grounds maintenance programmes are continuing. BDBC and HCC are continuing to work together and planning for the next stages of this problem. The waste collection has changed to fortnightly, effective from 20th April. Garden waste collections are no longer happening. £200k of funding has gone into BVA. Overall things are going well; restrictions are generally being observed by everyone which is helping. There being nothing further to report, Cllr Izett signed off at 8.23pm.</p>	TH
6	<p>County Councillor's Report</p>	

	<p>County Cllr Mellor advised it has been a month of change. Social services are co-ordinating action groups and they seem to be handling the bizarre situations currently very well. There have been some issues as some carers are struggling to travel to where they need to be due to limited transport but generally things are running well.</p> <p>HCC has a skeleton staff; most people are working from home. Generally, HCC are reasonably satisfied with their responses to the issues arising. All recycling centres are closed for now. Weekly bin collections will be changing (this was reported before Cllr Izett's report). Highways – there is now a £1bn pothole fund and the plan was for 50 crews to be out in April. Unfortunately, the work is unable to be carried out at present due to social distancing, so an improvement won't be seen before the lockdown rules are lifted. Work can begin as soon as the lockdown is lifted.</p> <p>The verges in Ecchinswell have been severely cut back. It is too early in the season and the cut has been extreme; this has been reported by several residents. Cllr Mellor advised he is sorry to hear this; the work is outsourced, and he apologises that the work has produced such detrimental results. He will investigate what happened to try and ensure it can be prevented from happening again.</p> <p>The Kingsclere library is getting a much higher usage. The consultation has now closed but results won't be available until Autumn.</p> <p>Cllr Mellor had nothing further to report.</p>																									
7	<p>Planning</p> <p>a) Planning applications: 20/00773/HSE Springbourne Stud Farm, RG20 4UP Extension and house remodelling plus erection of wooden garage/store with studio space above. No objections but the council would like assurance that the studio is non-residential.</p> <p>b) Decisions – none.</p>																									
8	<p>Finance Electronic Payments:</p> <p>(a) The following payments were agreed for March, the bank reconciliation will be pp signed by the clerk this month:</p> <table data-bbox="300 1317 1276 1556"> <tr> <td>S Jones</td> <td>Clerk's salary (March)</td> <td>£575.34</td> </tr> <tr> <td>S Jones</td> <td>Clerk's Expenses (March)</td> <td>£36.48</td> </tr> <tr> <td>D McClelland</td> <td>Litter warden – (March)</td> <td>£205.25</td> </tr> <tr> <td>R Wherry</td> <td>Litter warden - (March)</td> <td>£131.40</td> </tr> <tr> <td>HMRC</td> <td>PAYE – RW, DM, SJ</td> <td>£34.00</td> </tr> <tr> <td>Bishops Green CA</td> <td>Hall rental</td> <td>£16.00</td> </tr> <tr> <td>Premier Grounds</td> <td>Removal of rubbish</td> <td>£72.00</td> </tr> <tr> <td colspan="2" style="text-align: right;">Total</td> <td>£1,070.47</td> </tr> </table> <p>(b) The actual/against budget for the period to the end of the financial year March 31st 2020 was agreed.</p> <p>(c) The end of year accounts was circulated and agreed. It will be signed off by the Chair at the next face to face meeting.</p> <p>The litter wardens were discussed; one is on compassionate leave and the other in isolation with a vulnerable person. Cllrs were in unanimous agreement that both should continue to receive their full salaries for this period. Cllr Bayliss was thanked for her assistance in picking up some of their duties.</p>	S Jones	Clerk's salary (March)	£575.34	S Jones	Clerk's Expenses (March)	£36.48	D McClelland	Litter warden – (March)	£205.25	R Wherry	Litter warden - (March)	£131.40	HMRC	PAYE – RW, DM, SJ	£34.00	Bishops Green CA	Hall rental	£16.00	Premier Grounds	Removal of rubbish	£72.00	Total		£1,070.47	
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9	<p>Correspondence 3.4.20 – Action Hampshire; Hampshire Home Hubs is LIVE</p> <p>There is no other correspondence this month as anything has either been dealt with or circulated and refers to the Coronavirus issue. The main points are:</p> <ul style="list-style-type: none"> - ESGB have a fairly extensive list of volunteers. Some are still available, and some have been 'paired up' with people in need within the parish. There haven't been any issues, so far. - The council volunteer list has been added to the BDBC Covid-19 Community Support Network - A form is being sent back to BDBC for a grant of £300. This is for situations where volunteers have collected prescriptions and/or shopping, but the residents are unable to pay as have run out of cash/no access to online banking. The monies can be paid to the volunteers and the resident pays back BDBC. - If the £300 isn't used, it gets paid back to BDBC. - Food parcels are available from BDBC for people who find they cannot afford to buy food; these can be distributed very quickly if needed. <p>Other items relating to Coronavirus:</p> <ul style="list-style-type: none"> - There is no requirement for an AGM this year and the Chair/Vice Chair roles can stay in situ until May 2021. A decision can be made at a later stage as to whether the roles remain, or an AGM is held later in the year. - The audit deadline has been extended to November so it should be fine with the internal audit taking place in July. - Grass cutting and other maintenance works will continue. 	
10	<p>Highways and Rights of Way Cllr Dain reported that the supplier of the kissing gates is no longer working at present and she is waiting for further information as to when the project can commence. The police haven't been contacted about the implementation of a speed scheme in the village as they were due to attend the Annual Assembly; as this will no longer be taking place, the clerk will ask them to attend a face-to-face meeting later in the year so this matter can be discussed.</p>	SJ
11	<p>New Business</p> <p>a) <u>Review of Councillors' areas of responsibility</u> The form will be circulated; all Cllrs can state what areas they would like to take responsibility for, and the finalised form will be signed off at the next meeting.</p> <p>b) <u>Allotment land ownership – formal lease agreement</u> This is postponed until the next meeting.</p> <p>c) <u>1st Quarter risk assessment</u> The risk assessment has been carried out and circulated. The only finding was a fence panel blown over, but this is on the process of being sorted out. Application of the wood preserver cannot be done until Covid-19 restrictions are lifted.</p> <p>d) <u>Grass cutting grant</u> The paperwork as not been received; Cllr Bayliss will chase this up. County Cllr Mellor left the meeting at this point 8.25pm.</p> <p>e) <u>Review of the Clerk's salary</u> It was agreed the discussion on this item would be postponed until the next meeting but any change in salary backdated to 1st April 2020.</p> <p>f) <u>New councillor</u> A potential new Cllr has sent in some information. This was well received, Cllr Hall will liaise with her, and discuss the co-option process which can happen once a face to face meeting can take place.</p> <p>g) <u>AGM arrangements</u> The AGM will not take place. Rules have changed and the Chair/Vice Chair can stay in position until May 2021. Cllr Hall thanked Cllr Dain for all her hard work as vice-chair.</p>	TH

12	<p>Matters for discussion</p> <p>a) <u>Pond - algae update</u> Cllr Dain circulated a report. Skimming has taken place and helped enormously – Cllrs Dain and Bayliss and their helpers were thanked for their efforts. Weevils will be needed; a company has been approached and the cost is £780. Cllrs were unanimous the money could be spent to prevent the real danger that the pond could die. Cllr Debenham advised he has done some research and found an alternative which may help if the weevils can't be sourced; he would circulate his findings.</p> <p>b) <u>BGCA update</u> There is no report as BGCA is closed.</p> <p>c) <u>Parking at Bishops Green Village Hall</u> There is no update on this item.</p> <p>d) <u>Parish Magazine</u> The parish magazine is not being published at present, but Cllr Bayliss will write a newsletter for the website.</p>	PD
13	<p>Date of next meeting: Wednesday 13th May ONLINE at 7.30pm. There being no further business, the meeting closed at 8.54pm.</p>	

ACTIONS:

The police haven't yet been contacted about the implementation of a speed scheme in the village as they were due to attend the Annual Assembly; as this will no longer be taking place, the clerk will ask them to attend a face-to-face meeting later in the year so this matter can be discussed.

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