

ECCHINSWELL, SYDMONTON AND BISHOPS GREEN PARISH COUNCIL

Minutes of meeting held ONLINE

Wednesday 8th July 2020, commencing at 19.30 hours

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

In attendance: Sarah Jones (Clerk), County Cllr Mellor (part), Borough Cllr Izett (part), 1 member of the public.

Item		Action
1	<p>Apologies There were no apologies as all Cllrs were present.</p>	
2	<p>Declarations of interest Cllr Bayliss advised her property is in Item 7(20/01370/HSE) and also her neighbour (20/01376/HSE), and she will not participate in the discussions; Cllr Hall advised he will not participate in Item 7 20/01380/HSE as he is friends with the residents of the property. Cllr Dain advised she will not participate in Item 7 20/01376/HSE as she is friends with the residents.</p>	
3	<p>Minutes of previous meeting and actions arising To receive and confirm the minutes of the ordinary meeting held on 10th June 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 was 1 member of the public online to join the meeting. Item 12(c) of the agenda was moved out of order as he was there to discuss the VJ day celebration. As the vicar of the parish he advised he would be pleased to give an address on 15th August. He advised other members of the parish can join in should they wish. The running order, rough format and promotion of the event were discussed, and Cllr Hall and he will finalise the details and share with the council and members of the parish. A wreath has been ordered.</p>	TH
5	<p>Borough Councillor's Report Borough Cllr Izett reported that a decision has been reached and from 31st July Hampshire residents will no longer be able to use the Newtown Road recycling centre. The decision is very unpopular, and the borough have received many emails relating to resident's discontent and unhappiness at the decision. BDBC would like to find a solution but at present there is no leeway offered by West Berks. The dialogue is ongoing, and it is still hoped a solution will be found. The online meeting regarding the location of a new hospital took place. It looks likely one will be built and there are 3 possible sites, 2 in Basingstoke on the M3 near Junction 7, and 1 in Winchester. A focus meeting will take place to hear residents' opinions. Cllr Izett advised outline planning permission for the Manydown development has been granted. The first phase is 3500 houses. The development build is due to start in early 2022. The Covid related problems seem to be easing with fewer people contacting BDBC requesting help. The economic recovery is worrying; Festival Place is open, but footfall is currently 50% of the usual amount. There being nothing further to report, Cllr Izett signed off at 8.25pm.</p>	
6	<p>County Councillor's Report County Cllr Mellor advised that the county have dealt well with the Coronavirus issues and rates are low at present. No-one has been admitted to hospital in Basingstoke for 2 weeks. However, the council have had to spend £109m on Covid-related issues. Some will be regained from Central Government. Care homes are coping and there is no sign of a second spike at present.</p>	

	<p>HCC are now looking at boosting the economy. The high unemployment rate is worrying, 40,000 children have gone back to school and it is expected that all children will be back to school in September which will help with the economic recovery. The library consultation has finished; it is expected Tadley will stay open but some community libraries such as Kingsclere may not. No decisions have been made so far. Cllr Mellor raised the recycling centre, as these are the responsibility of the County. West Berks were advised HCC can no longer afford to pay the fee for residents on the county boarder to use the site in Newtown Road. As with BDBC, HCC hope a resolution can be found. However, it is understood that West Berks are unwilling to accept a 'fee per visit' option.</p> <p>Cllr Mellor advised he had nothing further to report and left the meeting at 8.20pm.</p>																									
7	<p>Planning</p> <p>a) Planning applications:</p> <p>20/01370/HSE: 2 Ratts Cottages Ecchinswell Road Ecchinswell RG20 4TX Erection of single storey flat roofed kitchen extension No objections</p> <p>20/01380/HSE: Lane End Farm Featherbed Lane North Sydmonton RG20 4UW Conversion and alterations of stables and storage building to form ancillary annexe accommodation to Lane Farm House No objections</p> <p>20/01376/HSE: Ratts End House Ecchinswell Road Ecchinswell RG20 4TX Erection of replacement garage and store with playroom above in new location in rear garden, following demolition of old garage and garden shed No objections but it is requested the trees at the back of the property are not damaged.</p> <p>b) Decisions – none.</p>																									
8	<p>Finance</p> <p>Electronic Payments:</p> <p>(a) The following payments were agreed for June, the bank reconciliation will be pp signed by the clerk this month:</p> <table data-bbox="300 1350 1278 1653"> <tr> <td>S Jones</td> <td>Clerk's salary (June)</td> <td>£576.54</td> </tr> <tr> <td>S Jones</td> <td>Clerk's Expenses (June)</td> <td>£59.24</td> </tr> <tr> <td>D McClelland</td> <td>Litter warden – (June)</td> <td>£218.00</td> </tr> <tr> <td>R Wherry</td> <td>Litter warden - (June)</td> <td>£125.56</td> </tr> <tr> <td>HMRC PAYE</td> <td>RW, DM, SJ</td> <td>£31.40</td> </tr> <tr> <td>Premier Grounds</td> <td>- Village maintenance</td> <td>£460.20</td> </tr> <tr> <td>John Murray</td> <td>Internal audit</td> <td>£200.00</td> </tr> <tr> <td></td> <td>Total</td> <td>£1,670.94</td> </tr> </table> <p>The clerk advised a DD of £40 per annum has been set up to pay ICO for their usual Data Protection Regulation Services; A payment of £130 was agreed and will be made to a resident for arranging a service on the parish council's hedge cutter.</p> <p>(b) The actual/against budget for the period to the end of June 2020 was agreed. (c) The audit outcome letter was read out by the clerk and the final forms will be signed by the Chair after the meeting.</p>	S Jones	Clerk's salary (June)	£576.54	S Jones	Clerk's Expenses (June)	£59.24	D McClelland	Litter warden – (June)	£218.00	R Wherry	Litter warden - (June)	£125.56	HMRC PAYE	RW, DM, SJ	£31.40	Premier Grounds	- Village maintenance	£460.20	John Murray	Internal audit	£200.00		Total	£1,670.94	
S Jones	Clerk's salary (June)	£576.54																								
S Jones	Clerk's Expenses (June)	£59.24																								
D McClelland	Litter warden – (June)	£218.00																								
R Wherry	Litter warden - (June)	£125.56																								
HMRC PAYE	RW, DM, SJ	£31.40																								
Premier Grounds	- Village maintenance	£460.20																								
John Murray	Internal audit	£200.00																								
	Total	£1,670.94																								

9	<p>Correspondence 11/06/2020 – BDBC Tree Office : T/00246/20/DDD OLD VICARAGE, HYDES PLATT, ECCHINSWELL. Notice of exempt work to protected trees. PROPOSAL: fell 1 dead willow This was noted by Cllrs. 22nd June – ICO, Data Protection Registration Renewal 29th June – HCC – Highways cutting priority list acknowledgement and thanks 30th June – Ratts cottage stile issue and reply from estate manager – this issue has been resolved. 1st July – Baughurst PC, planned changes to the A339; information only 4th July – Borough Cllr John Izett – changes to the recycling centre usage 6th July – Hart Waste, overflowing charity bins in Bishops Green. The land ownership issue also needs to be reviewed.</p>	
10	<p>Highways and Rights of Way Cllr Dain advised the kissing gate project still hasn't moved forward; the estate manager has been advised the criteria of the grant specification need to be met or the monies cannot be used. This has been made clear so the council are waiting to hear the final decisions. Works are being carried out behind Ratts Cottages on 8th July.</p>	
11	<p>New Business</p> <p>a) <u>Allotment land ownership – formal lease agreement</u> The agreement has been located and sent to Cllr Hall but is incomplete. The full agreement will be reviewed but it appears the council should be paying £50 per annum for the land. This will continue to be investigated.</p> <p>b) <u>EVH land access licence</u> The licence has been re-vamped and sent to HALC for review.</p> <p>c) <u>EVH committee meeting report</u> A meeting took place on 1st July and Cllr Bayliss advised the current bank balance is £16,673 however EVH have to keep £5k in reserve, there is £3,500 in bills to pay and an electrical test due. As there is no revenue at present the finances are not as healthy as they seem. EVH is re-opening on 1st August. Bookings are being taken, including for weddings, subject to a maximum of 30 people. The members of EVH have been undertaking Covid related cleaning and sanitising training. At present there is no date when the football can resume. The black mould in the changing rooms needs to be addressed. Coffee mornings have been postponed until the new year. Work will commence on redecorating the kitchen. 1 hour classes such as Pilates are being booked in. Cllr Dain suggested looking into whether inside exercise classes are allowed. A mistake on the new curtains has happily resulted in a free pair of curtains being received; these will be used on the upstairs window. It was raised that people have been seen on the outside balcony. They should not be there and this needs to be looked into.</p> <p>d) <u>Review of clerk's salary and homeworking assessment</u> The clerk salary was reviewed and, in line with local government and council reviews, it was agreed that there would be an increment of 2% which will be backdated to April. The clerk will also assess her homeworking needs and report back at next meeting.</p> <p>e) <u>Village magazine distribution</u> The council are investigating getting extra copies of News from the Villages to distribute in Bishops Green so more people are aware of the work the council are doing and what is happening in the parish. Cllr Debenham has an approximate figure of £300 for 370 copies of the magazine, Whilst the principal was agreed, Cllrs thought this figure sounds high based on the subscription cost and so needs looking into further by Cllr Debenham.</p>	<p>TH TH/SJ MS/SJ PD</p>

	<p>This will be re-addressed at the September meeting. Re-vamping the Facebook page was also discussed, and it was agreed this is a good idea and excellent way of spreading news. Cllr Coward will look into this in more detail.</p> <p>f) <u>Home-Start charity discussion</u> No further information has been received so this will be postponed until September.</p> <p>g) <u>Website Accessibility Regulation changes</u> The council's website hosts offer the service of ensuring the Accessibility Regulation changes are adhered to; the cost is £85, and Cllrs agreed the clerk can instruct them to proceed.</p> <p>h) <u>2nd quarter risk assessment</u> Cllr Kearney carried out the risk assessment and it is circulated prior to the meeting. There were no issues. Cllrs discussed the wood preserving of the noticeboards; these can be done by volunteers over the summer break. Discussion of the pollarding of the willow trees by the pond was discussed; it was agreed this was a village maintenance/lengthsman job and would be discussed with him.</p> <p>i) <u>The old graveyard</u> The clerk will contact the Parochial Church Council to discuss the old graveyard.</p>	<p>RC</p> <p>ALL</p> <p>SJ</p>
12	<p>Matters for discussion</p> <p>a) <u>Full review of the pond and weevil update</u> Cllr Dain advised the weevils are going to be delivered and Cllrs agreed to meet at the pond on Friday 10th July to release them into the pond. Further discussion on the pond was postponed until September.</p> <p>b) <u>BGCA update and donation discussion</u> Cllr Dain had sent a report prior to the meeting requesting a donation towards the cleaning costs of the hall. Total cost was £504 and Cllrs agreed a one-off discretionary payment of 50% being £252. Cllr Dain expressed her thanks and advised the pre-school is up and running in the hall which is very clean and ready to re-open as soon as they can.</p> <p>c) <u>VJ Day commemoration</u> This was discussed under Item 4 above.</p> <p>c) <u>Parish Magazine</u> The parish magazine is not being published at present, but Cllr Kearney will write a newsletter for the website.</p>	
13	<p>Date of next meeting: Wednesday 9th September ONLINE or at Bishops Green Village Hall at 7.30pm. If guidelines allow, councillors will aim for an in-person meeting in preference to a video call. There being no further business, the meeting closed at 9.35pm.</p>	

ACTIONS:

Cllr Hall and the vicar will finalise the details for the VJ commemoration and share with the council and members of the parish.

The clerk will also assess her homeworking needs and report back at next meeting.

The agreement has been located and sent to Cllr Hall but is incomplete. The full agreement will be reviewed but it appears the council should be paying £50 per annum for the land. This will continue to be looked into.

Whilst the principal was agreed, Cllrs thought this figure sounds high based on the subscription cost and so needs looking into further by Cllr Debenham. This will be re-addressed at the September meeting

Re-vamping the Facebook page was also discussed and it was agreed this is a good idea and excellent way of spreading news. Cllr Coward will look into this in more detail

Cllrs discussed the wood preserving of the noticeboards; these can be done by volunteers over the summer break.

The clerk will contact the Parochial Church Council to discuss the old graveyard.