

**Minutes of a Meeting of Ellisfield Parish Council  
held in the Memorial Hall on Monday 24 November 2014**

**Present**

Tim Guinness (Chair), Caroline Cazenove, David Richards, Rose Taplin, (Councillors)

Apologies: Julian Wright, Gavin Park-Weir

**In Attendance**

Jacqueline Matthews (Clerk)  
6 members of the public

1. **Apologies for Absence:** Julian Wright, Gavin Park-Weir
2. **To Receive Declarations of Interests on any matter on this Agenda:** None
3. **Minutes of Meeting held on Monday 01 September 2014;** Agreed and signed as a true record
4. Matters Arising from the Minutes (for which no relevant Agenda Item is listed below). In PC Reid's absence it was noted that the meeting to discuss the future of rural policing, St Mary's Church, Herriard, on Saturday 8 November was well attended and hopefully a working party to explore a range of options. Cllr Guinness reported he had arranged a meeting with the Chief Constable to discuss matters raised at the meeting.
5. **OPEN FORUM – PC Andy Reid sent apologies.**

*There was some discussion following meeting to discuss the future of rural policing held at St Mary's Church, Herriard on Saturday 08 November 2014, the meeting had concluded with the intention to form a working party to explore options to address position. Cllr Guinness confirmed he had been unable to attend the meeting and had now arranged to meet the Chief Inspector to explore the matter further.*

*Next matter to be discussed was the application proposing changes to the number of traffic movements allowed in Anaerobic Digester planning permission. Chairman asked for specific incidents of traffic issues that could be attributed to the Anaerobic Digester and therefore provide a basis for objection; there appeared to be number of incidents which had formed the basis of individual objections, but no one at the meeting provided any specifics. There was further discussion about the nature of the original application and how soon into production an increase of traffic movements was being requested, without any increase in capacity, original permission had allowed more structures to be built. There was concern that the permission refers only to deliveries into the plant and lorries removing digestate were not included.*

*Next matter to be discussed was the condition of Grips and Gullies, Clerk confirmed telephone conversations and Hantsweb to request a digger to clear grips. Historically this had been done on a regular, routine basis but now only when specially requested. It was discussed and agreed that Cllr Richards would contact HCC Highways and ask for a programme for clearing Grips and Gullie, also Clerk to report via Hantsweb. If HCC refused to re-establish the programme, then village volunteers to consider setting up own system.*

*Finally concern about the condition of some public footpaths in the village, specifically the path from St Martin's Church to The Fox Inn, Paul Turner commented that the kissing gates had been installed by the now defunct Parish Paths Partnership which has now merged into EVG. Cllr Wright to liaise with EVG to explore restoring damaged gates/paths.*

6. **To receive an update on current Planning Applications and to consider any new Planning Applications:** Clerk confirmed;

14/02978/HSE, Woodfalls Green Lane Erection of part two storey part single storey side extension, ground floor front infill extension and erection of rear ground floor extension following demolition of conservatory **Status: Granted**

14/02994/GPDADW, Barn at Berrydown Farm, Berrydown Lane Notification of proposed change of use from Agricultural Building to a Dwelling house and associated operational development (Use

Class C3) **Status: Withdrawn** it is believed the owners of Berrydown Farm bought the barn from Portsmouth Estates.

13/01052/LBC, Widmoor Farm College Lane Replacement of existing crittall windows with timber units. **Status: Application Refused – Appeal under consideration**

PLAN/RS/BA173 Land Adjoining Green Waste Composting Facility Bushywarren Lane. Application for the amendment to condition 8 (vehicle movements) and condition 12 (annual throughput) to planning permission BDB/76332 - Application No. 14/03351/CMA. Decision to be made by Hampshire County Council. **Status: Pending Consideration** Cllr Wright (not present) conflicted.

Clerk reported that to date HCC had received 8 objections and a request from County Councillor, Anna McNair Scott for this application to be considered by the Regulatory Committee (11 February 2015). EPC has an extension to consultation period from 02 to 05 December 2014. Councillor Guinness reported a meeting with Julian Marks of Barfoots at which this application had been discussed and stated that it was his view that whilst the parish council should object to reflect support of those residents who had objections, he thought it beneficial to build a constructive relationship with local businesses. Other councillors expressed concern that the initial planning application requiring low traffic movements was at best misleading. Also existing traffic issues/concerns, largely related to Veolia lorries. It was agreed that Clerk draft an objection to be circulated to councillors for refinement before submission.

7. To receive an update from Chairman regarding progress towards recruiting new Parish Clerk; there will be a closed session at the end of the meeting to enable councillors to review applications in confidence.

Following advice from HALC the parish council agreed to form a sub-committee comprising 3 councillors to interview and select from candidates.

8. **To receive a report and approve any action needed on:**

- i. **Localism/HALC/Local business liaison**

**Anaerobic Digester:** See planning above

**Solar Farm:** Cllr Guinness reported he continued an email exchange ref support for Broadband Initiative.

**Telecoms mast (planting) etc.** Nothing new to report

**Veolia site** Nothing new to report

- ii. **Highways:** Clerk reported response to request for Keith Holdsworth's replacement to make contact; it is Steve Goodall, now engineer responsible for Ellisfield. Can be contacted via Hants Direct 01329 225393.

In answer to question about routine maintenance of grips and gullies – gullies are emptied routinely once a year, Grips only cleared when problems reported – SG commented that even when cleared they are very often damaged by farm vehicles. Hants Direct website has online report forms for most eventualities; <http://www3.hants.gov.uk/roads/roads-contact-us.htm> including potholes, fallen trees, refilling salt bins,

Also reported via Hanstweb that all Grips need clearing as roads become rivers in heavy rain. Case No 21128786

**Litter-pickers** - Clerk reported Ellie Rudd has resigned and Harry Rumpus is interested in taking over. Clerk also spoke to Scott Claessens and he is able to continue for another year before going to University. It was discussed and agreed to appoint Harry Rumpus. Clerk to arrange appropriate training, equipment, work permit and other documentation. Zani Robinson volunteered to collect litter in Bell Lane.

Clerk confirmed that photos and details of road signs that need repairing/refurbishing have now been passed on to Linda Searle, Specialist Services Manager, Community Services, BDBC (845247)

- iii. **Web Site:** Clerk reported Ellisfield Parish Council website has been restored, thanks to Charlie Hellewell for achieving this; [www.ellisfield.gov.uk](http://www.ellisfield.gov.uk) now hosted by e-mango and Charlie will keep it updated.
- iv. **Broadband:** in his absence, Cllr Wright asked Cllr Guinness to make his proposal that the £1,000 already received from Barfoots is put towards the broadband programme as a pledge. It was discussed and agreed that this was appropriate as the donation had been made towards *Community Funds*.

Clerk reported that following two emails from Parish Council and canvassing by members of Broadband Team, pledges totalling £35k have been made towards Superfast Broadband Initiative.

Clerk reported Cllr Wright had sent an email to Colin Brooks, BT on 20 November reminding him of outstanding questions...

**Indicative Speeds** - *You had asked one of your planners to produce indicative on premise speeds for those houses on cabinet two (for those on the new cabinet we intended to come up with a separate estimate based on percentage of DP speed.) We have been waiting for this for several weeks and I am now increasingly concerned as to how long this is taking.*

**VAT Position** - *Your original advice was to plan on the assumption that VAT would not be charged. What's the current position on the internal BT deliberations on this and/or external UK Treasury input?*

**GAP Funding** - *You had asked your planners to look into whether there are any additional subscribers that could receive a service via the new cabinet. My understanding is that any additional subscribers would attract further BT credit to the cost model and therefore reduce the price for either or both Ellisfield projects.*

v. **Land and Property:**

Notice Boards: Clerk confirmed order had been placed for 1 x oak 2 door, glass fronted to accommodate 6 x A4 sheets behind each door. To be delivered to Cllr Park-Weir who will liaise with EVG for installation.

Swings Risk Assessment from BDBC states chains notched, fixings loose (medium risk) and seats notched – Clerk reported email sent to original supplier Lappset for quote to replace these parts.

Ordered new nets for goal posts on Lower Common

- vi. **Allotments:** Clerk reported all invoices for 2014-15 had been issued to allotment tenants and most have paid.
  - vii. **Rights of Way:** Cllrs Guinness and Wright to select type of kissing-gate for installation at top of zig-zag lath, Cllr Wright to liaise with Andy Swanston, Chair of EVG re installation. Cllr Guinness to liaise with landowner, Adrian de Ferranti re access etc.
  - viii. **Burial Ground:** Cllr Cazenove - Nothing new to report
  - ix. **Environment:** Nothing new to report
  - x. **Hill Farm Pond:** Cllr Cazenove reported a working party tackled undergrowth surrounding pond on Saturday 11 October, also bale of barley straw to tackle algae. Pond looking good.
- Neighbourhood Watch:** Nothing new to report in addition to monthly report issued by email. Cllr Cazenove to asked Zani Robinson if she would take over the role of Area Coordinator.
- xi. **Memorial Hall:** Cllr Taplin reported both the Hog the Limelight event and Christmas Fayre had been a great success. Next committee meeting scheduled for January 2015 and another Hog the Limelight event.

xii. **Basingstoke District Association of Parish & Town Councils and Localism:**

Minutes of September meeting circulated to councillors by email

xiii. **New Residents:** New residents since last meeting, Laurel House – Sonia & Carl Gilbert JR & JM delivered welcome pack on 25 October, The Old Manor – new residents have not yet moved in.

xiv. **Affordable Housing:** Still awaiting Adoption of Basingstoke Local Plan

**9. To receive a report from the Clerk on Administration Matters:** Nothing new to report

**10. To receive a report from the Clerk on Financial Matters and to discuss budget requirements and precept calculation.**

Clerk provided a written report to all councillors - Monthly financial report (appendix 1) and confirmed Standing Order to Ellie Rudd cancelled following October payment (01 Nov 2104)

Clerk provided draft budget figures which were discussed. To be confirmed at January meeting ahead of BDBC deadline for submission of Precept and General Grant request.

Cheques to be signed and payments approved

23-Nov-14	Information Commissioner - Data Protection	35.00	35.00
24-Nov-14	J Matthews - Clerks salary and expenses (Oct - Dec)	889.86	889.86
24-Nov-14	S. Claessens (Litter Picking – Dec)	32.00	32.00
24-Nov-14	A N Other (Litter Picking - Dec)	32.00	32.00
24-Nov-14	S. Claessens (Litter Picking – Jan)	32.00	32.00
24-Nov-14	A N Other (Litter Picking - Jan)	32.00	32.00
24-Nov-14	Monthly direct debit payment for garage rental (Nov)	42.03	42.01
24-Nov-14	Monthly direct debit payment for garage rental (Dec)	42.03	42.03
24-Nov-14	Arien Design Ltd (replacement oak noticeboard half payment)	538.80	538.80
24-Nov-14	Memorial Hall rent - meetings (up 8 meeting at £27/mtg)	216.00	~
24-Nov-14	credit for £40 being rent to church paid)	-40.00	~
24-Nov-14	Memorial Hall rent - APM	27.00	203.00
24-Nov-14	Monthly direct debit payment for garage rental (Jan)	42.03	42.03

**11. To discuss any matters which the Chairman considers urgent:**

**12. To decide upon the date of the next Meetings:** Monday 26 January 2015

**13. Closed session - pursuant to Section 100 of the Local Government Act 1972 - the public are excluded from this session as it discusses items of a confidential nature.**

Application from candidates for the post of Parish Clerk were reviewed and discussed. It was agreed to set up a sub-committee to interview and select the best candidate. Interviews to take place either Tuesday 16 December between 6-9pm or Sunday 21 December between 9-11am. All councillors to attend if possible. Clerk to meet candidates prior to interview to explain role.

**The meeting closed at 10.37pm**

Chairman ..... Date .....