

MINUTES OF THE MEETING OF **EVERSLEY PARISH COUNCIL** HELD BY VIDEOCONFERENCE AT 7.30pm ON **TUESDAY 8th SEPTEMBER 2020**.

PRESENT: Cllr A McNeil (Chairman, AM)
Cllr S Dickens (SD)
Cllr E Dixon (ED)
Cllr P Todd (PT)

ALSO PRESENT: Mrs J Routley (Clerk)

ACTIONS

49 Apologies for Absence
Cllr K Neville was absent.

50 Declarations of Interest
Cllr P Todd declared a non-pecuniary interest in item 14 c), (See Min: 62 c) as he knows the applicant.

51 Minutes of the Last Meeting
Receipt of Minutes
The minutes of the meeting of Eversley Parish Council held on **Tuesday 16th July 2020** had been previously circulated to all Councillors.

RESOLVED

That the Minutes be approved and signed by the Chairman (*note these will be signed electronically and signed in person at the next Council meeting held in person*).

AM

52 Public Questions and Comments
Anti-social behaviour A resident had contacted the council about anti-social behaviour. Councillors made a number of suggestions to pass on to the resident.

Fencing by Firgrove Fishing Lake It was noted that barbed wire fencing had been installed near the public highway. This could present a danger to walkers as it would prevent them from moving out of the way of traffic.

Litter Picking EPC wishes to thank the resident who has been litter picking around Lower Common. EPC will arrange for flowers to be sent by way of thanks.

53 Financial report
Schedule of Accounts
The Responsible Financial Officer's reconciliations for June and July 2020 had been previously circulated along with copies of the bank statements. (See Appendix A)

RESOLVED

- The reconciliations for June and July were accepted.

Payments

RESOLVED

- To note the payments made in August (as the Council does not meet) (See Appendix B).
- To authorise the schedule of payments for September 2020 (See Appendix C).

Year to Date

RESOLVED

The Year to Date reports for June and July 2020 were accepted (See Appendix D)

Emergency Spend

RESOLVED

To note the costs authorised under delegated powers in an emergency:

1. £190+VAT for clearing soil at burial ground
2. £200+VAT for additional visits to clear bins
3. £288+VAT for repair of gate at burial ground as unable to open
4. £100+VAT for web updates – to meet Accessibility legislation deadline

NALC National Pay Scales

The new NALC national pay scales, effective from 1st April, were noted; and, in accordance with NALC guidance, will be back dated to 1st April 2020.

54 Playground inspection

RESOLVED

To continue with the current provider (The Play Inspection Company) and to request the next inspection for around November 2020.

55 Grant Application

RESOLVED

To refuse a grant application from Victim Support as it did not demonstrate a specific benefit to Eversley residents.

56 Website Accessibility

RESOLVED

- i) To approve additional hours for the Clerk to achieve website accessibility compliance.
- ii) To approve and adopt the Council's Website Accessibility Statement.

57 Play Areas

i) Play Area Inspections

RESOLVED

- i) To note the Play Area Inspections from February 2020 - August 2020 except for April 2020 when inspections were not carried out as the Play Areas were closed.
- ii) Vandalism – Chequers Green

Over the past few months there had been several incidents of vandalism at Chequers Green. Thanks were given to residents, the Litter Picker, contractors and Councillors who alerted the Council and helped to clear up and make the area safe. The Council was despondent about having to pay for repairs in this area repeatedly, only for equipment to be damaged again.

RESOLVED

- To note the multiple incidents of vandalism to the play equipment at Chequers Green which had been reported to Police.
- To include an article on the website and parish magazine to inform residents of the incidents. **Clerk**
- To monitor the situation for the next 6 months.

58 Cross Green

It was agreed that this item should be referred to the Open Spaces Committee to make recommendations to Full Council about new play equipment for the Cross Green play area. **OSC**

59 Burial Ground

RESOLVED

- i) To approve the cost of £150+VAT to have the hedge cut hard back on both sides, including St Mary's PCC side, and cut back by 2 feet on the EPC Burial Ground side to allow for further ashes interments.

- ii) To advise St Mary’s PCC that the hedge on their side is not EPC’s responsibility but that there will be a one off overall cut back of the hedge to get it back to a state where it could be maintained by volunteers in the future. **Clerk**

60 Working Groups

- i) Affordable Housing Working Group – this item was deferred until the next AGM.
- ii) Road Safety and Traffic Working Group – this item was deferred until the next Full Council Meeting in November.

61 SANG Proposal at Eversley Cross

EPC had received a letter received from Obsidian that proposes the creation of new SANG land south of Eversley Road and East of Marsh Lane, Eversley Cross.

RESOLVED

To respond to Obsidian that EPC would support the creation of SANG provision only if it included the site at Marsh Lane as this was shown to be unsuitable for development. **Clerk**

62 Planning

RESOLVED

To note receipt of the following and, where appropriate, to forward the comments listed below to HDC. **Clerk**

a) 20/01692/HOU Nursery View Reading Road

Demolition of garage and conservatory and erection of a two storey side extension and single storey rear extension. Proposed loft conversion with rear dormer and rooflights to front and rear roof slope and alterations to fenestration.

EPC Consultee Comment: No comment.

b) 20/01812/HOU Orchard Grove Chequers Lane

Erection of a rear orangery.

EPC Consultee Comment: No comment.

c) 20/01892/FUL 3 Arlott Close

Change of use of amenity land to ancillary residential garden and the erection of a 1.8m high fence and 0.8m high sleeper retaining wall (retrospective).

EPC Consultee Comment: No comment.

d) 20/02034/AMCON Camberley Kart Club Blackbushe Airport London Road Blackwater Camberley

Variation of Condition 8 (restricting use to 40 days per calendar year) and Condition 9 (restricting use to 2 days per calendar month May-October) attached to planning permission HDC/21916 dated 12/04/1994 to increase the permitted use from 40 days per calendar year to 60 days per calendar year and to alter how many days it can be used per calendar month.

EPC Consultee Comment: EPC has concerns as this is a Site of Special Scientific Interest which could be impacted adversely by an increase of noise during birds breeding season.

63 Co-option

This item was deferred until the Full Council Meeting in October.

There being no further items for discussion the Chairman closed the meeting at 9.29pm

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

The next Meeting will be confirmed – Virtual Meetings will be scheduled if, and when, required.

Forward Plan

Date	Meeting	Draft Items
TBC	Full Council	

Appendix A

Eversley Parish Council	Bank Reconciliation			
30th June 2020				
Prepared by				
<u>J Routley, Clerk/RFO</u>				
Date				
Approved by				
<u>A. McNeil, Chairman</u>				
Date				
Approved by				
<u>Councillor</u>				
Signed				
<u></u>				
Date				
Current Account No. 37685868				
Brought forward as at 31st May 2020				73,059.06
as per Bank Statement Lloyds sheet				
03-Jun-2020	Staff	Salaries - May		-1,230.90
03-Jun-2020	J Routley, Clerk	Expenses/Admin - May		-99.29
03-Jun-2020	Hampshire Pension Fund	May contribution		-423.00
03-Jun-2020	Nick Robins Ltd	Grounds Maintenance - May		-1,098.00
03-Jun-2020	Basingstoke Skip Hire	Skip Hire - May		-91.75
03-Jun-2020	Paragon Internet Group	email hosting 20/6/2020-19/6/2021		-45.48
19.6.2020	Lloyds	Bank Charges		-6.50
Lodgements			Invoice no.	
30-Jun-2020	HCC DOSS	Burial	B004/2020-2021	175.00
Total movement as per cashbook				69,839.14
Unpresented cheques as at 30th June 2020				
Chq no.				
Bank Balance as at 30th June 2020 as per Sheet				69,839.14
Balance in Reserve Account 38770268				32,735.79
	30.6.2020	Interest		<u>1.30</u>
				32,737.09
Total funds held by EPC as at 30th June 2020				102,576.23

Eversley Parish Council	Bank Reconciliation			
31st July 2020				
Prepared by _____ J Routley, Clerk/RFO				
Date				
Approved by A. McNeil, Chairman				
Date				
Approved by _____ _ Councillor				
Signed _____				
Date				
Current Account No. 37685868				
Brought forward as at 30th June 2020				69,839.14
as per Bank Statement Lloyds sheet				
08-Jul-2020	Staff salaries	Salary - June		-1,475.80
08-Jul-2020	J Routley, Clerk	Expenses/Admin - June		-72.11
08-Jul-2020	Hampshire Pension Fund	June Contribution		-362.57
08-Jul-2020	Nick Robins Ltd	Grounds Maintenance - June		-1,098.00
08-Jul-2020	Nick Robins Ltd	dismantle silver birches Cross Green		-900.00
08-Jul-2020	Nick Robins Ltd	felling remaining silver birch cross green		-210.00
08-Jul-2020	Nick Robins Ltd	removal of dead sorbus tree - chequers green		-30.00
08-Jul-2020	Basingstoke Skip Hire	Skip hire June		-118.02
08-Jul-2020	HMRC	Apr-Jun		-1,274.63
08-Jul-2020	Royal Mail Group Ltd	PO Box Annual Renewal		-352.50
08-Jul-2020	Simple Creative Marketing Ltd	Web SSL and Hosting until 31.5.2021		-232.80
08-Jul-2020	IAC Audit & Consultancy Ltd	Provision of Internal Audit Services in respect of 2020 Annual Return		-180.00
20-Jul-20	Lloyds Bank	Bank fees		-7.15
Lodgements			Invoice no.	
30-Jul-2020	Aviva	Insurance claim - bench Chequers Green		649.00

Total movement as per cashbook				64,174.56
Unpresented cheques as at 31st July 2020				
Chq no.				
Bank Balance as at 31st July 2020 as per Sheet				64,174.56
Balance in Reserve Account 38770268				32,737.09
	9.7.2020	Interest		<u>1.35</u>
				32,738.44
Total funds held by EPC as at 31st July 2020				96,913.00

Appendix B

Eversley Parish Council		
Payments for approval 4.8.2020		
Prepared by by _____ J Routley, Clerk/RFO		
Date		
Approved by _____ A McNeil, Chairman		
Date		
Approved by _____ Councillor		
Signed _____		
Date		
Lloyds Bank	Bank fees	7.15
Staff Salaries	Salaries - July	1,475.80
J Routley, Clerk	Expenses/Admin - July	97.98
Hampshire Pension Fund	July Contribution	362.57

Nick Robins Ltd	Grounds Maintenance - July	1,337.64
Nick Robins Ltd	soil at burial ground and allotment rubbish removal	528.00
Basingstoke Skip Hire	Skip hire July	98.95
Roadware Ltd	2 litter bins	383.76
	TOTAL	<u>4,291.85</u>

Appendix C

Eversley Parish Council		
Payments for approval 8.9.2020		
Prepared by _____		
J Routley, Clerk/RFO		
Date		
Approved by _____ A		
McNeil, Chairman		
Date		
Approved by _____		
Councillor		
Signed _____		
Date		
Lloyds Bank	Bank Fees	6.50
Staff Salaries	Salary - Aug	1,608.20
J Routley, Clerk	Expenses/Admin - Aug	103.64
Hampshire Pension Fund	August contribution	414.19
Nick Robins Ltd	Grounds maintenance - Aug	1,098.00
Nick Robins Ltd	Repair of gate at burial ground	345.60
Basingstoke Skip Hire	Skip hire Aug	97.87
Bentham Ltd	Printer cartridges	86.40
Bentham Ltd	Credit note for returned unused printer cartridges	-69.97
Simple Creative Marketing Limited	Web Updates - Accessibility	120.00
Glasdon UK Limited	PHOENIX SEAT c/w 2 Armrests & Brown Enviropol Slats	718.08
Paragon Internet Group	Domain Renewal- 2 years	119.94
	TOTAL	<u>4,648.45</u>

Appendix D

Year to Date			
at 30th June 2020			
	FY 20-21	Budget 20-21	% of budget used
	YEAR		
	to date		
Income			
Precept (split into 2 payments)	39,488.50	78,977	
HDC Council Tax Support Grant	0.00	0	
Bank Interest (on reserve acc)	4.12	10	
Garden Plot Rents	666.00	500	
S106 Funds	0.00	0	
Burial Ground Fees	1,920.00	1,017	
Donations/Grants	0.00	1,000	
other income	0.00	0	
Insurance claim	0.00	0	
VAT Reclaim	0.00		
Sub Total	42,078.62	81,504	
Expense			
Staff Remuneration + Pension +HMRC	7,030.42	28,382	24.8
Admin/Office Costs	422.98	1,458	29.0
Hall Rental	65.00	550	11.8
Chair/Cllr Expenses	0.00	350	0.0
Bank Charges	19.50	64	30.5
Subscriptions/Publications	699.99	1,017	68.8
Insurance/Audit Fees	1,680.25	2,237	75.1
Election costs (every 4 years unless by-election called)	0.00	0	0.0
Admin Sub Total	9,918.14	34,059	29.1
Rights of Way booklet	0.00	349	0.0
Grounds Maintenance	2,230.01	8,830	25.3
Repairs/Maintenance	50.00	11,455	0.4
conservation volunteers	0.00	509	0.0

Tackling Flooding	0.00	1,526	0.0
Tree Work	425.00	3,051	13.9
Bin emptying	714.99	2,860	25.0
Waste Management	339.47	1,405	24.2
Annual Playground Inspection	0.00	350	0.0
EPC projects + new equipment	145.00	11,976	1.2
Bus Shelters	0.00	0	0.0
Payback team	90.00	2,125	4.2
Clearing allotments	0.00	500	0.0
Emergency Plan	0.00	0	0.0
OS Sub Total	3,994.47	44,936	8.9
Website	37.90	1,000	3.8
Training	0.00	509	0.0
Grants	0.00	1,000	0.0
Section 137 Payments/now GPC and not a limit	0.00	0	
VAT	748.47		
Sub Total	786.37	2,509	31.3
	14,698.98	81,504	18.0
Income - Expenditure	27,379.64	0	
Funds carried over from Current Account	42,463.62	42,464	
Funds carried over from Reserve Account	32,732.97	32,733	
Plus Income-expenditure	27,379.64	0	
<u>Total Funds remaining</u>	<u>102,576.23</u>	<u>75,197</u>	
Earmarked Reserves 2020-21			
6 months running costs	21,600		
Project: New Play Area Cross Green	20,000		
Project: Burial Ground Extension	5,000		
Total	46,600		

Year to Date			
at 31st July 2020			
	FY 20-21	Budget 20-21	% of budget used
	YEAR		
	to date		
Income			
Precept (split into 2 payments)	39,488.50	78,977	
HDC Council Tax Support Grant	0.00	0	
Bank Interest (on reserve acc)	5.47	10	
Garden Plot Rents	666.00	500	
S106 Funds	0.00	0	
Burial Ground Fees	1,920.00	1,017	
Donations/Grants	0.00	1,000	
other income	0.00	0	
Insurance claim	649.00	0	
VAT Reclaim	0.00		
Sub Total	42,728.97	81,504	
Expense			
Staff Remuneration + Pension +HMRC	10,143.42	28,382	35.7
Admin/Office Costs	495.09	1,458	33.9
Hall Rental	65.00	550	11.8
Chair/Cllr Expenses	0.00	350	0.0
Bank Charges	26.65	64	41.6
Subscriptions/Publications	993.74	1,017	97.7
Insurance/Audit Fees	1,830.25	2,237	81.8
Election costs (every 4 years unless by-election called)	0.00	0	0.0
Admin Sub Total	13,554.15	34,059	39.8
Rights of Way booklet	0.00	349	0.0
Grounds Maintenance	2,906.68	8,830	32.9
Repairs/Maintenance	50.00	11,455	0.4
conservation volunteers	0.00	509	0.0

Tackling Flooding	0.00	1,526	0.0
Tree Work	1,375.00	3,051	45.1
Bin emptying	953.32	2,860	33.3
Waste Management	437.82	1,405	31.2
Annual Playground Inspection	0.00	350	0.0
EPC projects + new equipment	145.00	11,976	1.2
Bus Shelters	0.00	0	0.0
Payback team	90.00	2,125	4.2
Clearing allotments	0.00	500	0.0
Emergency Plan	0.00	0	0.0
OS Sub Total	5,957.82	44,936	13.3
Website	231.90	1,000	23.2
Training	0.00	509	0.0
Grants	0.00	1,000	0.0
Section 137 Payments/now GPC and not a limit	0.00	0	
VAT	1,268.69		
Sub Total	1,500.59	2,509	59.8
	21,012.56	81,504	25.8
Income - Expenditure	21,716.41	0	
Funds carried over from Current Account	42,463.62	42,464	
Funds carried over from Reserve Account	32,732.97	32,733	
Plus Income-expenditure	21,716.41	0	
<u>Total Funds remaining</u>	<u>96,913.00</u>	<u>75,197</u>	
Earmarked Reserves 2020-21			
6 months running costs	21,600		
Project: New Play Area Cross Green	20,000		
Project: Burial Ground Extension	5,000		
Total	46,600		