

EWSHOT PARISH COUNCIL

**THE MINUTES OF THE MEETING OF EWSHOT PARISH COUNCIL
HELD ON MONDAY 9 MAY 2022 AT 7 PM
IN THE VILLAGE HALL**

Present: Cllr G Bredin (Chairman), Cllr D Morgan-Jones, Cllr D Rook and Cllr C Turner.

In Attendance: Alison Ball (Clerk). Cllr S Parker (Hampshire County Council) (until 7.50pm).

22/76	Election of Chairman for the Municipal Year
	RESOLVED: That Councillor Gary Bredin be elected Chairman for the year 2022/23. Proposed by Cllr Morgan-Jones, seconded by Cllr Rook and agreed unanimously.
22/77	Declaration of Acceptance of Office by the Chairman
	Councillor Bredin signed his declaration of acceptance of office of Chairman.
22/78	Election of the Vice-Chairman for the Municipal Year
	RESOLVED: That Councillor Deirdre Rook be elected Vice-Chairman for the year 2022/23. Proposed by Cllr Morgan-Jones, seconded by Cllr Turner and agreed unanimously.
22/79	Apologies for Absence
	Cllr E Jennings. Cllr T Collins (Hart District Council).
22/80	Approval of the Minutes of the meeting of Ewshot Parish Council held on 4 April 2022
	RESOLVED: To approve the Minutes of the meeting of Ewshot Parish Council held on 4 April 2022.
22/81	Matters arising from the Minutes
	None.
22/82	Announcements from Chairman, Clerk and Members' Questions
	None.

22/83	District and County Council Report
	<p>Hart District Council (HDC):- None.</p> <p>Hampshire County Council (HCC):- Cllr Parker advised that he would be circulating his regular report with updates shortly.</p>
22/84	Declaration of Interests and Requests for Dispensations
	None.
22/85	Public Participation
	None.
22/86	Neighbourhood Development Plan
	Cllr Morgan-Jones confirmed he was due to meet with a resident who had experience of putting together NDPs and he would report back after that meeting.
22/87	Platinum Jubilee
	<p>It was noted that the £1,000 grant from HDC for the costs associated with the Jubilee lunch for older people had been received. The Village Show Committee were making all the necessary arrangements for this and had requested that the £1,000 be transferred to them as they were now incurring costs.</p> <p>RESOLVED: That the £1,000 received from HDC as funding towards the Jubilee events be awarded to the Village Show Committee as a grant to fund the lunch for older people taking place on Friday 3 June 2022.</p> <p>The Chairman advised that the Beacon had been built and an application to the Safety Advisory Group had been completed for submission shortly. A risk assessment for the event had also been carried out. It had been agreed that the event would not include fireworks.</p> <p>The landowner had been asked to give permission for the event in writing and once this had been received the Clerk would follow up with the insurance company to ensure cover was being provided.</p>

	<p>The Chairman asked that anyone who could help out with being a marshal on the night to let him know and he would make sure they had a high-viz jacket and instructions.</p> <p>It was suggested that an official flag for the Jubilee be purchased to fly over the Jubilee weekend. The Clerk agreed to find a supplier and get costs.</p>
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22/88	Highways Issues at Doras Green
	<p>The new STOP sign had been installed at Doras Lane and work was ongoing to see if it would be possible to install an electronic vehicle activated sign. It was felt that the STOP sign was helping and people did seem to now be stopping at the junction.</p> <p>Cllr Turner advised that the anti slip surface had been removed and not replaced and he was aware that there was some signage laid on the ground and not installed at the junction. Both these would be raised with Hampshire Highways.</p>

22/89	Highways Issues as a result of the temporary closure of Redfields Lane
	<p>There was nothing new to report on this.</p>

22/90	A287
	<p>Cllr Turner agreed to follow up on action being taken by Hampshire Highways on the flooding at the top of the A287. It was suggested that Hampshire Highways look at extending the kerb edging in this location as without doing this the drains would keep being blocked by the debris from the verges.</p>

22/91	Beacon Hill Road
	<p>Cllr Turner advised that he was due to meet with residents from Beacon Hill immediately after the meeting to listen to concerns. Following the meeting he would liaise with Hampshire Highways to see if anything could be done.</p>

22/92	Hampshire Local Transport Plan Discussion
	<p>HCC were currently conducting a consultation on a Local Transport Plan (LTP) which set out the vision for the future transport and travel infrastructure. The LTP described HCCs transport vision for 2050 setting out the key transport outcomes hoping to be achieved and the principles that would guide future investment and decision making in relation to transport and travel.</p> <p>It was suggested that the Parish Council respond to the consultation and Cllr Turner agreed to have a look at the response questionnaire and circulate a draft response if appropriate.</p>

22/93	Lengthsman Agreement 2022/2023
	<p>The lengthsman scheme would be continuing in 2022/2023 and members were asked whether they wished the Parish Council to continue to be part of the scheme. It was noted that during 2021/22 the lengthsman had cut back some of the verges and hedges and had completed a number of litter picks. It was requested that a list of all the works carried out by the lengthsman be circulated which the Chairman agreed to do.</p> <p>RESOLVED: That the Parish Council sign up to the Lengthsman Scheme for 2022/2023 and that the Chairman be authorised to sign the agreement for this.</p>
22/94	Grass Cutting 2022
	<p>It was noted that at the last meeting it had been reported that the Clerk had received an email from the contractor who had been engaged to cut the grass for three years from 2020 to say he would no longer be able carry this work out. The Clerk had contacted lots of alternative companies and had received a limited number of responses, some to say that they were already at full capacity for the year and would not be quoting. However, three quotes had been received, and the Clerk recommended that the cheapest quote be accepted. The company already carried out work for Fleet Town Council and a positive reference had been received from the Clerk at Fleet.</p> <p>Due to the delay in being able to make a decision on the contract for grass cutting NJL Box Green had carried out a one off cut of the Recreation Ground and MGB Services had done a one off cut of the Play Area and Village Hall. This action had been agreed at the last meeting to stop the grass getting too long before a permanent contractor could be approved.</p> <p>RESOLVED: That NJL Box Green be appointed as the Grass Cutting Contractor for 2022 and that the Chairman be authorised to sign the contract.</p>
22/95	Bin Emptying 2022/2023
	<p>It was noted that at the last meeting the Clerk had advised that she had been contacted by the contractor who emptied the bins on the recreation ground to say prices would be going up £1 per bin per empty from 1 April. Quotes had been sought from other companies to check if this was competitive and as some of the quotes had been tied in with the grass cutting contract it had been agreed to delay a decision on this contract. The current contractor had agreed to continue on a month to month rolling contract until a decision could be made.</p>

	<p>Three quotes had been received and the Clerk did not recommend accepting the cheapest quote as this had been received from a very small company, based quite far away. The second cheapest quote was from the current provider who had proven to be reliable and was not a lot more expensive.</p> <p>RESOLVED: To accept the quote from Larkstel for the emptying of the bins for 2022/2023 and that the Chairman be authorised to sign the contract.</p> <p>(NOTE: Cllr Parker left the meeting on the conclusion of this item.)</p>
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22/96	Farnborough Airport
	<p>The Chairman had advised that there was nothing to report.</p> <p>Cllr Turner requested that details of flight paths be shared with residents and it was agreed to add something to the website.</p>

22/97	Asset Register 2022/2023
	<p>The Asset Register had been reviewed and no changes were recommended at this time. It would be kept under review during the year.</p> <p>RESOLVED: That the review of the Asset Register be noted and it be adopted in its current form.</p>

22/98	Roles and Responsibilities 2022/2023																				
	<p>RESOLVED: That the following appointments be agreed:</p> <table border="1" style="margin-left: 40px;"> <thead> <tr> <th style="background-color: #d9ead3;">Responsibilities</th> <th style="background-color: #d9ead3;">Appointment</th> </tr> </thead> <tbody> <tr> <td>Traffic and Highways</td> <td>Cllr Turner</td> </tr> <tr> <td>Planning</td> <td>Cllr Rook</td> </tr> <tr> <td>Estates</td> <td>Cllr Bredin Cllr Jennings</td> </tr> <tr> <td>Finance</td> <td>Cllr Turner</td> </tr> <tr> <td>Responsible Finance Officer (RFO)</td> <td>Parish Clerk</td> </tr> <tr> <td>HR and Standards</td> <td>Cllr Turner Cllr Jennings</td> </tr> <tr> <td>Fundraising</td> <td>Cllr Jennings</td> </tr> <tr> <td>Parish Plan/Neighbourhood Plan</td> <td>Cllr Morgan-Jones</td> </tr> <tr> <td>Operational Risk Management and Contingency Planning</td> <td>Cllr Morgan-Jones</td> </tr> </tbody> </table> <p>Representatives</p> <ul style="list-style-type: none"> • Ewshot Village Hall: Cllr Jennings • Crookham Alms-houses: Cllr Bredin 	Responsibilities	Appointment	Traffic and Highways	Cllr Turner	Planning	Cllr Rook	Estates	Cllr Bredin Cllr Jennings	Finance	Cllr Turner	Responsible Finance Officer (RFO)	Parish Clerk	HR and Standards	Cllr Turner Cllr Jennings	Fundraising	Cllr Jennings	Parish Plan/Neighbourhood Plan	Cllr Morgan-Jones	Operational Risk Management and Contingency Planning	Cllr Morgan-Jones
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	<ul style="list-style-type: none"> • HDATPC: Cllr Bredin Parish Clerk
22/99	To appoint the Internal Auditor for 2022/2023
	RESOLVED: To appoint Mike Platten of Farsight Consulting as the Internal Auditor for 2022/2023.
22/100	Summary of Payments and Receipts for Q4 to 31 March 2022
	<p>A summary of the figures for quarter four had been circulated prior to the meeting. This also showed the total spend to 31 March across the budget headings against the budget for the year.</p> <p>It was noted that the overspend on the Grounds Contractors and Maintenance of hedges, verges and ditches budgets would be partially offset against the underspend on the Repairs and Maintenance budget with any additional funds needed coming from general reserves.</p> <p>The overspend on the capital budget was due to the costs involved in the two elections held in 2021 which had not been predicted.</p> <p>RESOLVED: To approve the summary of receipts and payments for quarter four.</p>
22/101	Bank Reconciliation to 31 March 2022
	<p>The RFO had produced a bank reconciliation to 31 March 2022 which had been circulated prior to the meeting.</p> <p>RESOLVED: To accept the bank reconciliation to 31 March 2022.</p>
22/102	Appointment of Bank Signatories
	<p>It was noted that all councillors were appointed as Bank Signatories with the majority having online access.</p> <p>RESOLVED: That the current arrangements were acceptable.</p>
22/103	Adoption of the Internal Auditors Report
	<p>Consideration was given to the report of the internal auditor which had been circulated prior to the meeting. All sections of the internal audit part of the Annual Governance and Accountability Return (AGAR) had been signed off without any comments. It was noted that the internal auditor had suggested that VAT claims be aligned with financial year end and be submitted at the end of September and the</p>

	<p>end of March going forward. The Clerk agreed that this would be done, but additional claims would be made through the year if large sums for reclaiming built up.</p> <p>RESOLVED: To accept and note the report of the internal auditor for the year 2021/2022.</p>
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22/104	To receive and approve the Summary of Accounts for the year ended 31 March 2022
	<p>Prior to the meeting the Clerk had circulated a summary of the 2021/22 accounts which had already been subject to internal audit.</p> <p>RESOLVED: That the summary of the accounts for 2021/22 be approved.</p>

	Approval of Annual Return for the year ended 31 March 2022
22/105	RESOLVED: To approve Section 1 – The Annual Governance Statement 2021/22 as completed by the Clerk.
22/106	<p>RESOLVED: To approve Section 2 – the Accounting Statements 2021/22 as completed by the Clerk.</p> <p>Both sections were signed by the Clerk/RFO and Chairman of the meeting as appropriate.</p>

22/107	To approve the dates for Electors Rights
	<p>The Clerk advised that each year the parish council set a period of 30 working days (which must include the first 10 working days of July) during which the accounts would be available for inspection by the public. It was suggested that the period commence on 6 June and end on 15 July as this was as soon as possible whilst complying with the requirements of the legislation.</p> <p>RESOLVED: That the period for the inspection of the accounts commence on 6 June 2022 and end on 15 July 2022.</p>

22/108	Payments								
	<p>The following payments were approved:</p> <table border="1"> <tr> <td>May Payroll</td> <td>£472.30</td> </tr> <tr> <td>Clerk – AB – Stationery</td> <td>£6.04</td> </tr> <tr> <td>Gary Bredin – Printer Ink</td> <td>£24.00</td> </tr> <tr> <td>Larkstel – Bin emptying (May)</td> <td>£171.60</td> </tr> </table>	May Payroll	£472.30	Clerk – AB – Stationery	£6.04	Gary Bredin – Printer Ink	£24.00	Larkstel – Bin emptying (May)	£171.60
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	NJL Box Green – Grass Cutting	£312.00
	MGB Services – Grass Cut – Play Area and Village Hall	£200.00
	HALC/NALC Affiliation Fees	£379.10
	Westcotec – New Battery for SID	£105.00
	Village Show Committee – Grant for Jubilee Lunch	£1,000.00
	Farsight Consulting – Internal Audit Fee	£189.00
	Scottish Power	£25.80

22/109	Correspondence
	An email had been received from the maintenance contractors for the SANG land to advise that a charity walk would be taking place on 15 May and the route for the walk would partially come onto land owned by the Parish Council. It was agreed that this was acceptable and thanks were expressed for the consultation.

22/110	Date of Next Meeting
	It was noted that the next meeting was due to take place on 13 June 2022 at 7pm in the Village Hall. It was noted that the Annual Parish Assembly was due to take place on 30 May 2022 at 7pm (open from 6.30pm for informal chat) in the Village Hall.

22/111	Any Other Business
	In response to a question Cllr Morgan-Jones advised that he was still in the process of having the website updated to be able to collect additional data for the fibre project. Cllr Turner suggested that volunteers go house to house with paper forms to fill in as 30 more houses needed to sign up for the project to be viable and he did not want to miss out because there had been a delay in recruiting more households.

The meeting ended at 7.59 pm

Signed.....

Dated