

EWSHOT PARISH COUNCIL

**THE MINUTES OF THE MEETING OF EWSHOT PARISH COUNCIL
HELD ON MONDAY 14 SEPTEMBER 2020 AT 7 PM
MEETING HELD VITUALLY DUE TO THE CONTINUING GUIDANCE ON SOCIAL DISTANCING TO
HELP STOP THE SPREAD OF COVID-19**

Present: Cllr G Bredin (Chairman), Cllr B Cranstone and Cllr E Jennings.

In Attendance: Alison Ball (Clerk), Cllr J Bennison (Hampshire County Council), Cllr T Clarke (Hart District Council). There were no members of the public present.

20/82	Apologies for Absence
	Cllr A Taylor and Cllr T Wells
	It was noted that Cllr Taylor had recently been unwell and everyone expressed their best wishes.
20/83	Approval of the Minutes of the meeting of Ewshot Parish Council held on 13 July 2020
	RESOLVED: To approve the Minutes of the meeting held on 13 July 2020.
20/84	Matters arising from the Minutes
	On Minute 20/81 Defibrillator it was confirmed that the defib that had been sent away for repair and subsequently lost in the post could not be found. It had been agreed that the one that had been lent to the Parish Council could be kept as a permanent replacement. This defib would still need to be checked weekly and these checks needed to be reported.
	On Minute 20/91 and Minute 20/92 Approval of the Annual Return for 2020/21 it was noted that the annual return had been sent to the external auditors and an acknowledgement email had been received in response.
20/85	Announcements from Chairman, Clerk and Members' Questions
	None.
20/86	District and County Council Report
	Hampshire County Council:- Councillor Bennison added his best wishes to those expressed for Cllr Taylor for a speedy recovery. He went on to give the following details:

a) Highways – Cllr Bennison had recently circulated to the Parish Council two lots of plans for highways works. The first was for the entrance to the site at Watery Lane. Whilst the majority of the site was in Crookham Village Parish Council, a section of the cycleway and pedestrian refuge was within Ewshot parish. These works had started the previous week and included temporary traffic lights. Work would take approximately seven weeks depending on the weather and on other bodies such as BT. There was a person designated at the site to monitor the traffic light phasing to check traffic did not build up especially during peak times. The second project was the proposed roundabout at the junction of the A287 and Redfields Lane. The details of this project had not yet been approved by Hampshire County Council (HCC) and it could be some months before the details were finalised. This did not stop the developer doing work on private land in the area.

b) Naishes Lane – various ‘pop up’ schemes had emerged as a response to the lockdown and Cllr Bennison had put forward a proposal to close Naishes Lane from the allotments. This proposal had been discussed previously but had never been implemented. Cllr Bennison would report back on this when he had received a response.

c) Flooding – Cllr Bennison requested that any flooding in the village be reported to Hart District Council (HDC) via its website.

In response to a question about the works at Warren Corner/Doras Green Cllr Bennison confirmed that he had not received any details about when this work would be carried out. He suspected that as the project involved quite a lot of new signage it would be delayed as there was a backlog on signage due to factory closures during the lockdown.

Hart District Council:-

Cllr Clarke confirmed that a planning application had been made by the developers of the land at Watery Lane to vary the planning permission for the site to allow the roundabout to be built prior to the fiftieth occupation of the development rather than prior to the first occupation. It was understood that this requirement had been included in the planning permission to help to mitigate the impact of the construction traffic on this junction. Cllr Clarke had discussed this application with the Chair of the Planning Committee at HDC who had advised that this was currently with officers for a decision but if officers were minded to approve the application it would be brought to the Planning Committee for a decision. The next meeting was due to take place on 14 October. He would keep the Parish Council informed of any progress.

Cllr Bennison advised that filming was taking place in the area and this was likely to cause a temporary increase in traffic. The Chairman stated that he had the contact details for people involved and if the traffic became a problem he could report it.

20/87	Declaration of Interests and Requests for Dispensations
	Cllr Bredin declared an interest in agenda item number 11 as he had provided a quote for the supply and planting of rhododendrons at Broomhill.
20/88	Public Participation
	None.
20/89	Planning
	<p>(a) 20/01419/HOU Hamptons Farm, Ewshot Lane Erection of a two storey extension, extension of first floor in roof space, internal alterations and alterations to fenestration.</p> <p>The deadline for responses to this planning application had passed prior to the meeting and no response had been submitted. It was agreed to note this.</p> <p>(b) 20/01420/LBC Hamptons Farm, Ewshot Lane Erection of a two storey extension, extension of first floor in roof space, internal alterations and alterations to fenestration.</p> <p>The deadline for responses to this planning application had passed prior to the meeting and no response had been submitted. It was agreed to note this.</p> <p>(c) 20/01810/AMCON Land On The East Side Of Beacon Hill Road Variation of Condition 2 attached to Planning Permission Application 19/00428/REM dated 03/06/2019 to amend the plans to alter the floor levels of units 3-10 and changing the cladding on all the units to a grey colour.</p> <p>The deadline for responses to this planning application had passed prior to the meeting and no response had been submitted. It was agreed to note this.</p> <p>(d) 20/01844/AMCON Land at Watery Lane, Church Crookham Variation of condition 37 attached to Planning Permission Application 14/00504/MAJOR dated 26/06/2015 to vary the wording of the condition prior to the 50th occupation of the development.</p> <p>A response was required before the meeting so the following had been submitted: The Parish Council objects on the grounds that the development is going to put additional pressure on an already busy and dangerous junction and it is essential that the roundabout be completed before any houses are occupied causing more vehicles to be on this section of road.</p>

	<p>It was agreed to note this response.</p> <p>(e) 20/01742/HOU Clare Lodge, Doras Green Lane Erection of a part two storey, part single storey extension and alterations to the existing dwelling. Relocation of vehicular access.</p> <p>The deadline for responses to this planning application had passed prior to the meeting and no response had been submitted. It was agreed to note this.</p> <p>(f) 20/02004/HOU 3 Partridge Close Erection of a single storey attached garage, conversion of existing integral garage to habitable accommodation and alterations to fenestration.</p> <p>RESOLVED: To submit no objection. Proposed by Cllr Cranstone, seconded by Cllr Bredin and agreed unanimously.</p> <p>(g) 20/02072/HOU 3 Crondall Heights, Farnham Road Conversion of existing garage to habitable accommodation, enlargement of existing dining room window and erection of a three bay detached garage.</p> <p>It was agreed that this be discussed by email as not all councillors had been able to look at the proposals.</p>
--	--

<p>20/90</p>	<p>Bin Emptying 2021/22</p>
	<p>It was reported that notification had been received from HDC advising that the costs associated with emptying the bins had been reviewed and as a result there would be increases from 1 April 2021. In previous years there had been an inflationary rise of 3% with no increase in charges for 10 years.</p> <p>The Clerk had asked HDC for clarification of the new charge as it appeared to be for weekly empties and currently the bins were only emptied once a fortnight. The Clerk was unsure whether fortnightly collections would be an option for 2021/22.</p> <p>The Clerk had contacted some private companies for quotes but had not yet received any responses. The Grounds Caretaker already emptied two bins on the rec for the Parish Council and she had indicated she would be willing to add the three additional bins to her role. There would be some costs involved in this and she would not be able to do this within her current hours. There would also be an issue with how to get rid of this waste as the two bins were emptied into the wheelie bin next to the play area but there would not be sufficient capacity to take the waste from three more bins.</p>

	<p>It was suggested that the bins at the entrance to the tennis court and the one next to the table and benches on the rec should be replaced as birds had been getting into them and pulling rubbish out.</p> <p>It was agreed that as the increase was so significant other options should be explored and details brought to a future meeting.</p>
--	---

20/91	Highways – Quiet Lanes
--------------	-------------------------------

	<p>An email had been received from the Chair of ZCRA (Zebon Copse Residents Association) asking that the Parish Council consider supporting the designation of Dares Lane and Ewshot Lane as Quiet Lanes. As a result of greater use by local people on foot and on bikes during the lockdown and with this continuing they believed the time was right to revisit the speed limit on these roads.</p> <p>The Clerk had been in contact with Hampshire Highways and was told that minor rural roads could be designated as Quiet Lanes. The roads would need to have low flows of traffic at low speeds, and they would also need to be used by walkers, horse riders and cyclists. The purpose would be to improve awareness that there may be a variety of road users and minimise the effect of motorised traffic. It would not introduce any traffic calming or reduce the speed limit.</p> <p>To set up Quiet Lanes there would need to be a significant level of consultation and community involvement. Hampshire Highways advised that schemes implemented elsewhere had seen limited success in the outcome with little change in vehicle speeds or traffic flows.</p> <p>Cllr Bennison advised that Crookham Village had received the same email and ZCRA had done a presentation to the Parish Council. He was not aware of Quiet Lanes and was making enquiries to find out more.</p> <p>It was agreed to consider this again once Cllr Bennison had obtained more information.</p>
--	---

20/92	New Planting
--------------	---------------------

	<p>It was noted that more daffodil bulbs would be planted including at Broomhill and wildflower seeds would be scattered around the village.</p> <p>The Clerk had been in touch with the companies who had provided the quotes for the rhododendrons for Broomhill but neither had given more specific details of the size or type of plants being supplied. The Clerk suggested that planting should wait until there had been a discussion with SSE regarding the details of the new electricity substation at Broomhill. It was agreed to discuss this again at a future</p>
--	---

	<p>meeting as a decision could not be made due to the Chairman having an interest in the item meaning he could not take part in the discussion or vote and without his presence the meeting would not be quorate.</p> <p>(NOTE: Cllr Bredin declared an interest in this item but remained for the discussion as it did not go into the details of the quotes and a decision was not made.)</p>
--	---

20/93	Play Area
	<p>It was noted that the Play Area had reopened on 21 August following the closure required for lockdown and a further period of closure to allow for remedial works to take place. These works had been completed and included repairs to the zipwire and two of the spinners.</p> <p>Additional signage had been put up in the play area reminding users of the requirements of use such as regularly using hand gel and maintaining the Government mandated social distance. Full details of the conditions of use of the play area were on the Council's website.</p> <p>Councillors Bredin and Cranstone had carried out a risk assessment of the play area to ensure that the Parish Council had done everything possible to minimise the risks. It was noted that this risk assessment had been completed.</p>

20/94	New SID
	<p>Cllrs Bredin and Taylor had been moving the SID between the locations approved by HCC and it appeared to be working well. Cllr Bredin asked whether an additional four brackets could be purchased as this would make it easier, and quicker, to move the SID between the various locations. The Clerk advised that the brackets cost £50 each + VAT with a £7.50 delivery fee.</p> <p>RESOLVED: To purchase four more brackets for the SID from Westcotec at a total cost of £207.50 + VAT.</p>

20/95	Lengthsman Scheme
	<p>The Clerk had been contacted by the administrator for the Lengthsman Scheme requesting that the Parish Council provide a schedule of works. The Chairman advised that he had some concerns about the quality of the work with some of the jobs carried out by the lengthsman. It was noted that the Parish Council had been placed in a cluster with other parishes by HCC and the cluster had a designated lengthsman, it was not possible to use someone else. The money used to pay the lengthsman came directly from HCC to the cluster so there would be no financial benefit if the council left the scheme. It was agreed that the Parish Council continue</p>

	with the scheme for the remainder of the year and the Lengthsman be tasked with planting more daffodil bulbs, clearing the ditches and maintaining the footpath along the A287.
--	---

	FINANCE
--	----------------

20/96	Requests for Grants
--------------	----------------------------

	This item had been added to the Agenda as it was thought that an application for a grant would be coming from the group proposing to put on a pantomime in the Village Hall. This application had not been received and it was unsure whether this type of event would be permitted as the Government had recently prevented groups of more than six people meeting socially. Cllr Jennings agreed to let the group know that if they wished to apply for a grant the grant application form would need to be completed and this would then be presented to the Parish Council for a decision.
--	--

20/97	Annual Review of the Risk Assessment
--------------	---

	Prior to the meeting the Clerk had circulated the Annual Risk Assessment which had been updated to include reference to the Covid-19 pandemic. The Risk Assessment was adopted.
--	---

20/98	Risk Assessment for the Play Area
--------------	--

	It was noted that Cllrs Bredin and Cranstone had carried out a Covid-19 specific risk assessment of the play area.
--	--

20/99	Risk Assessment for the SID
--------------	------------------------------------

	The Clerk had drafted a risk assessment for putting up and taking down the SID and it was requested that Cllr Bredin complete this. High-viz jackets had been purchased for the volunteers and were being kept in the office.
--	--

20/100	Asset Register 2020
---------------	----------------------------

	The Clerk had updated the Asset Register to include the SID. All other items remained the same. The document had been circulated prior to the meeting. RESOLVED: That the Asset Register 2020 be approved and adopted.
--	--

20/101	Banking Arrangements																								
	<p>The Clerk advised that the Parish Council's Financial Regulations required all payments to be authorised by at least two councillors. This was not currently being done as, to help limit contact and to prevent the spread of the coronavirus, payments were being made electronically and only the Chairman was set up with electronic banking to approve the payments. All payments were being requested by the Clerk and approved by the Chairman.</p> <p>The Clerk requested that members try again to set up online banking as now the lockdown restrictions had eased slightly there was no longer the justification to continue making online payments with only one councillor approval. If no one else was able to set up online banking the Clerk recommended reverting back to payment by cheque.</p> <p>Cllrs Cranstone and Jennings agreed to try to register for online banking.</p>																								
20/102	Approval of Internal Audit Engagement Letter																								
	<p>At the last meeting Mike Platten of Farsight Consulting had been appointed as the Parish Council's internal auditor for 2020/21. A contract had been received for these services and this had been circulated prior to the meeting.</p> <p>RESOLVED: That the contract with Farsight Consulting for the provision of internal audit services be approved and signed.</p>																								
20/103	Payments																								
	<p>The following payments were approved:</p> <table border="1"> <thead> <tr> <th></th> <th style="text-align: right;">£</th> </tr> </thead> <tbody> <tr> <td>Absolute Signs – sign for bridle path</td> <td style="text-align: right;">150.00*</td> </tr> <tr> <td>Nick Robins – installation of sign at bridle path</td> <td style="text-align: right;">72.00*</td> </tr> <tr> <td>KOMPAN – work in the play area</td> <td style="text-align: right;">824.92*</td> </tr> <tr> <td>August Salaries</td> <td style="text-align: right;">524.68*</td> </tr> <tr> <td>Alison Ball – High Vis Jackets + Cable Ties + Ink + Laminating pouches</td> <td style="text-align: right;">37.19*</td> </tr> <tr> <td>September Salaries</td> <td style="text-align: right;">482.68</td> </tr> <tr> <td>KOMPAN – new spinners</td> <td style="text-align: right;">1,763.04*</td> </tr> <tr> <td>KOMAPN – repair to zip wire</td> <td style="text-align: right;">57.60*</td> </tr> <tr> <td>Gary Bredin – reimbursement for trees</td> <td style="text-align: right;">171.00*</td> </tr> <tr> <td>Nick Robins – general cutting back</td> <td style="text-align: right;">95.40*</td> </tr> <tr> <td>Nick Robins – cutting hedges in play area</td> <td style="text-align: right;">£465.60*</td> </tr> </tbody> </table>		£	Absolute Signs – sign for bridle path	150.00*	Nick Robins – installation of sign at bridle path	72.00*	KOMPAN – work in the play area	824.92*	August Salaries	524.68*	Alison Ball – High Vis Jackets + Cable Ties + Ink + Laminating pouches	37.19*	September Salaries	482.68	KOMPAN – new spinners	1,763.04*	KOMAPN – repair to zip wire	57.60*	Gary Bredin – reimbursement for trees	171.00*	Nick Robins – general cutting back	95.40*	Nick Robins – cutting hedges in play area	£465.60*
	£																								
Absolute Signs – sign for bridle path	150.00*																								
Nick Robins – installation of sign at bridle path	72.00*																								
KOMPAN – work in the play area	824.92*																								
August Salaries	524.68*																								
Alison Ball – High Vis Jackets + Cable Ties + Ink + Laminating pouches	37.19*																								
September Salaries	482.68																								
KOMPAN – new spinners	1,763.04*																								
KOMAPN – repair to zip wire	57.60*																								
Gary Bredin – reimbursement for trees	171.00*																								
Nick Robins – general cutting back	95.40*																								
Nick Robins – cutting hedges in play area	£465.60*																								

	Nick Robins – grass cutting	£198.00*
	Alison Ball - stamps	£9.12
	Alison Ball – reimbursement for Zoom (September)	£14.39
	Hart District Council Bin Emptying 2020/21	£200.30
	* Already paid	

20/104	Correspondence
	The Clerk advised that there was no correspondence that had been received in addition to that already forwarded on and none that needed addressing that had not appeared elsewhere on the agenda.

20/105	Any other business
	<p>Cllr Cranstone reported that he was aware that tennis lessons for commercial gain were being carried out on the tennis court. He had approached the people involved and they had advised that the court they had previously used had not yet re-opened after lockdown. He did not think that this was an appropriate use of the tennis court which should be free to use by residents. All agreed that they did not want paid for tennis lessons taking place on the court and it was agreed that this be included in the rules of use on the website and on signage at the court.</p> <p>Cllr Bredin reported that after a long wait he was hopeful that the pothole on Church Lane opposite Sunnyside would shortly be repaired.</p>

The meeting ended at 8.20 pm

Signed.....

Dated