

# ELLISFIELD PARISH COUNCIL

**Chair:** Councillor Richard Haas

**Clerk (Locum):** Peter Baston

**Email:** [clerk@ellisfield.gov.uk](mailto:clerk@ellisfield.gov.uk) **Tel:** 07776 950069

## NOTICE OF MEETING

### To: Members of Ellisfield Parish Council

You are summoned to attend the ordinary meeting of Ellisfield Parish Council for the transaction of business as set in the agenda below on **Monday 18<sup>th</sup> November 2024** at **7pm** to be held at **The Memorial Hall, Ellisfield.**

*Peter Baston Parish Clerk (Locum)*

Members of the public and press are welcome to all meetings

**Prior to the commencement of the Parish Council meeting there will be an opportunity for residents to ask questions or make statements regarding any matter on the agenda**

## AGENDA

### 241101 Apologies

To receive and accept apologies for absence.

### 241102 Declarations of Interest

To receive and note any declarations of pecuniary interest relevant to the agenda.

### 241103 Minutes

- i. To approve as a correct record the minutes of the Ellisfield Parish Council meeting held on 23<sup>rd</sup> September 2024.
- ii. Matters Arising:

#### **ELLISFIELD PARISH COUNCIL CURRENT ACTIONS**

Minute Ref.	Date of Meeting	Action	Assigned To	Status
240618	17-Jun-24	Make attempts to locate the members of 'the Brand family' to assist with cost of memorial repair	Clerk	Outstanding
240624		Cllr Swanston and Cllr Haas will write to Herriard Bio Power to raise concerns regarding the speed of vehicles and remind them of the planning conditions in place	Cllrs Swanston & Haas	Outstanding
240904	23-Sep-24	Sovereign Housing Representative to provide Ellisfield PC with plan of action for proposed ideas	Sovereign Housing Representative	Outstanding
240907.02		Cllr Guinness to look into Tree Felling Grant application process	Cllr Guinness	Outstanding
240907.03		To open a new savings account with Unity Trust Bank	Clerk	Pending
240908		Councillors to contact NALC regarding concerns over the appropriateness of the Financial Regulations to smaller Parish Councils	Cllr Haas	Outstanding
240910		Clerk to circulate a revised GDPR form for resident list permissions	Clerk	Outstanding
240911		A list of projects should be discussed at the Annual Parish Meeting in May 2025 to gauge village residents' opinions and ideas	Annual Parish Meeting	Pending
240912		Purchase a storage box for Clerk's files	Clerk	Outstanding
240913		Open and utilise a free 2GB DropBox account as a trial to file sharing within the Parish Council	Clerk	Outstanding
240914		Investigate if the Parish Council can move email providers	Clerk	Outstanding

- 241104 Sovereign Housing Representative**  
Update re Sovereign Housing actions regarding Cannon Close.
- 241105 Reports**  
To receive reports from:
- i. Chair of the Parish Council
  - ii. Parish Clerk / RFO
- 241106 Finance**
- i. To retrospectively sign the approved Requests for Payments for September **and** October 2024.
  - ii. To sign the Requests for Payment for November 2024.
  - iii. To note the current financial situation and the reconciliation of the bank balance as of 31<sup>st</sup> October 2024.
  - iv. To consider and approve the 2025/26 Ellisfield Parish Council budget and precept.
  - v. To approve the adoption and fee for an SSL certificate to be applied to the Ellisfield Parish Council domain.
  - vi. To re-approve and adopt the revised Financial Regulations.
  - vii. Statement of Fees.
- 241107 Projects**  
To discuss upcoming projects for the Parish.
- 241108 Planning Applications**
- i. **24/O2309/GPDAG.** Notification of proposed change of use of identified building from agricultural to B8 (storage and distribution), together with use of the associated yard for access and parking. Hill Farm, Green Lane, Ellisfield Hampshire RG25 2QP.
  - ii. **24/O2470/GPDADW.** Notification of proposed change of use from agricultural building to Class C3 dwellinghouses with additional windows, doors and rooflights. Coopers Farm Barn, Bell Lane, Ellisfield.
- 241109 Parish Clerk Recruitment.**  
To receive an update on the appointment of the permanent Clerk / RFO.
- 241110 Burial Ground.**
- i. To consider the application for the Exclusive Right of Burial.
- 241111 Correspondence**  
To note and review the following correspondence received:
- i. Annual return – Ellisfield Allotments.
  - ii. GU Solutions Ltd. – Village Hall management
  - iii. Hampshire Forest Partnership
  - iv. Grip maintenance in village.
  - v. Flooding on Green Lane.
  - vi. Hampshire ALC County Forum – November 2024
- 241112 Date of Next Meeting.** To confirm the date of the next meeting as 20<sup>th</sup> January 2025 at 7pm.

