

# Ellisfield Parish Council

Clerk to the Council – Mrs Julie Russell

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## NOTICE OF MEETING

**To: Members of Ellisfield Parish Council**

12<sup>th</sup> March 2025

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 17<sup>th</sup> March 2025 at 7pm** to be held at **The Memorial Hall, Ellisfield.**

*Julie Russell, Clerk to the Council*

**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.**

*Please note: The Openness of Local Government Bodies Regulations 2014 enables the public to record Parish Council meetings, without prior notification, by filming, photographing, audio recording or any other means. By virtue of your continued presence at the meeting it is considered that you consent to be recorded.*

## AGENDA

### **250301 Apologies**

To receive and accept apologies for absence.

### **250302 Declarations of Interest**

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

### **250303 Minutes**

- i. To approve as a correct record the minutes of the Ellisfield Parish Council meeting held on 20<sup>th</sup> January 2025.
- ii. To review action points from the last meeting:

Minute Ref.	Date of Meeting	Action	Assigned To	Status
240907.03	23/09/2024	To open a new savings account with Unity Trust Bank.	Clerk	Pending
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
241110	18/11/2024	Council to consider Burial Ground fee structure during 2025	Councillors	Outstanding
250109	20/01/2025	To update councillor details in Hill and Dale	Clerk	Completed
250104(i)		To ask neighbouring parish clerks for lengthsman suggestions	Clerk	Completed
250110		To draft a letter to grave owners of graves to be dressed with gravel	Cllr Rule	Outstanding
250111		To draft a letter to SSE regarding the PMT	Cllr Swanston	Completed

### **250304 Reports**

To receive reports from the following:

- i. Chairman of the Parish Council, including update on Portsmouth Estates
- ii. Parish Clerk / RFO

- iii. HCC Councillor

**250305 Finance**

- i. To retrospectively sign the approved Requests for Payments for January and February 2025
- ii. To sign the Income & Expenditure statements for November to February 2025
- iii. To note the current financial situation and the reconciliation of the bank balance as of 31<sup>st</sup> December 2024 and 28<sup>th</sup> February 2025
- iv. To approve the appointment of the internal auditor for 2024/25.

**250306 Projects**

To receive an update on the agreed projects for the Parish, including consideration of BDBC community funding opportunities.

**250307 Planning Applications**

- i. [25/00449/GPDADW](#)  
Coopers Farm Barn Bell Lane Ellisfield Hampshire  
Notification for prior approval of a proposed change of use of agricultural building to 5 no. dwellinghouses (Class C3) and for associated operational development.
- ii. To consider any late applications, if applicable
- iii. To note any planning decisions
  - a. [25/00047/HSE](#) Granted  
Blencathra, The Green, Ellisfield, Hampshire RG25 2QS  
Erection of side extension with dormer windows and roof lights, pitched roof to existing flat roofed dormer, rear porch. double garage.

**250308 Flooding and Drainage**

To receive any updates

**250309 Upcoming Visits**

To provide input for upcoming Chairman and Vice Chair's visits to Herriard Bio Power and Veolia.

**250310 Burial Ground Maintenance**

To receive any updates

**250311 SSE Pole Mounted Transformer**

To receive any updates on the replacement of the transformer

**250312 Jubilee Trees**

To consider plaques to mark the trees

**250313 Annual Parish Assembly**

To agree plans for the Annual Parish Assembly

**250314 Meeting dates for 2025/26**

To agree the schedule of meetings for next year

**250315 Correspondence**

To note and review the following correspondence received:

- i. HCC: Devolution and Reorganisation invitation to HCC online Teams briefing 19<sup>th</sup> March
- ii. Police Cyber Crime Team update
- iii. Basingstoke Dialogue Society: Invitation to annual Basingstoke Ramadan Event
- iv. BDBC: Local Plan Update

**250316 Date of Next Meeting**

To confirm the date of the next council meeting as 19<sup>th</sup> May 2025 at 7pm and the Annual Parish Assembly as 11<sup>th</sup> April at 7pm and to receive any suggestions for the next agenda.