

Ellisfield Parish Council

Clerk to the Council – Mrs Julie Russell

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NOTICE OF MEETING

To: Members of Ellisfield Parish Council

16th September 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 22nd September 2025 at 7pm** to be held at **The Memorial Hall, Ellisfield.**

Julie Russell

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.

AGENDA

250901	Apologies To receive and accept apologies for absence
250902	Declarations of Interest To receive and note any declarations of pecuniary interest relevant to the agenda
250903	Cllr Paul Harvey To receive a briefing from the BDBC Leader of the Council, Cllr Paul Harvey <u>After Cllr Harvey has spoken, the meeting will be closed for the rest of this agenda item to allow questions from members of the public</u>
250904	Minutes To approve as a correct record the minutes of the Ellisfield Parish Council meeting held on 17 th June 2025
250905	Reports To receive reports from the following: i. Chairman of the Parish Council ii. Parish Clerk / RFO iii. HCC Councillor iv. Allotments (Cllr Rule) v. Burial Ground (Cllr Rule) vi. Ellisfield Volunteer Group (Cllr Swanston) vii. Footpaths (Cllrs Holme / Haas) a. Clearance of footpath off Green Lane b. Other footpath issues viii. Welcome Packs (Cllrs Guinness and Alexander) ix. Resident's List (Clerk)
250906	Planning matters i. Planning applications To receive any late-arising planning applications ii. Planning decision notices To receive any planning decision notices iii. Planning Appeal To receive any updates on Coopers Barn Farm, if available iv. BDBC Local Plan Update To receive any updates v. STaNHd To appoint Gordon Dunse as the Council's delegated representative on STaNHd
250907	Projects To receive an update on the agreed projects for the Parish:

	<ul style="list-style-type: none"> i. Flood defences and deep-water sign (Cllr Swanston) <ul style="list-style-type: none"> a. To agree new contractor for flood defence work b. To agree request for £1000 Lengthsman funding again for 2025/26 c. To agree any updates regarding Preston Candover PC's request for work on the Axford Road d. To receive any updates on local landowner actions e. To consider any updates on deep water signage ii. Village Signage (Cllr Alexander/ Clerk) iii. History of Ellisfield (Cllrs Guinness and Haas) iv. Ladies' Club Bench Project v. Any other projects
250908	Trees <ul style="list-style-type: none"> i. To receive updates and consider any decisions on tree issues <ul style="list-style-type: none"> a. Rear of Memorial Hall b. Furzen Lane / Green Lane junction ii. Hampshire Forest Partnership's Tree and Hedge Planting Funds - to note now open for applications
250909	Financial Matters <ul style="list-style-type: none"> i. To retrospectively approve and sign the authorised Requests for Payments for June, July and August 2025 ii. To approve and sign the Income & Expenditure statements for June, July and August 2025 iii. To note and agree the current financial situation and the reconciliation of the bank balance as of 31st August 2025 iv. To note conclusion of the Period of Public Right of inspection v. To approve reappointment of Do the Numbers as Internal Auditor for 2025/26 and reconfirm no conflicts of interest vi. To consider paying the Clerk's incremental SLCC membership fee (£55) for second Clerk role vii. To agree payment of outstanding PAYE tax of £30 from previous tax year viii. To agree the budget process and timetable and note any new matters that will need costing for the budget ix. To agree inflationary salary increase of 3.2% for Clerk (back-dated to April) in line with Local Government Services Agreement 2025/26 x. To agree additional bank signatories for the Lloyds account
250910	Wayleaves To agree what applications should be made
250911	Policies To approve revised Financial Regulations in line with changes of legislation regarding contracts
250912	Fees and processes for purchase and transfer of Exclusive Rights of Burial <ul style="list-style-type: none"> i. To consider whether to introduce new fees for transfers of ERoB ii. To consider whether to allow pre-purchase of EroB and if so to agree the fee iii. To agree amendment of application forms to make the owner of ERoBs explicit
250913	Security of website To agree any actions required
250914	Theft of Village Property To note theft of two signposts and post box and consider any actions
250915	Correspondence To note any new correspondence <ul style="list-style-type: none"> i. Herriard Bio Power visit ii. BDBC Conservation Area Appraisal iii. Any other correspondence arising
250916	Date of Next Meeting To confirm date of next meeting and agree any items for the agenda