

ELLISFIELD PARISH COUNCIL

The Minutes of the ordinary meeting of **ELLISFIELD PARISH COUNCIL**, which was held on the 9th January 2023 in the Memorial Hall, Ellisfield at 7.00pm

ELLISFIELD PARISH COUNCIL MEMBERS

NAME	ATTENDANCE	APOLOGIES	ABSENT
Cllr Haas	✓		
Cllr Rule	✓		
Cllr Guinness	✓		
Cllr Park-Weir	✓		
Cllr Dunse	✓		
Cllr Swanston	✓		

Also in attendance: Hannah Ford Clerk. There were no members of public present.

Prior to the commencement of the Parish Council meeting there was an opportunity for Residents to ask questions or make statements regarding any matter on the agenda.

230101 To open the meeting to members of the public.

Cllr Haas opened the meeting.

230102 To receive and accept apologies for absence.

Apologies were noted from PCSO Andy Jones.

230103 To receive and note any declarations of pecuniary interest relevant to the agenda.

There were no declarations of pecuniary interest relevant to the agenda **RECEIVED**.

230104 To approve as a correct record the minutes of the Ellisfield Parish Council meeting held on 6th December 2022.

The minutes of the Ellisfield Parish Council meeting held on 6th December 2022 were **APPROVED** as a correct record.

230105 To receive any reports.

Cllr Dunse requested that the Councillors submit reports from their areas of responsibilities on a monthly basis so that the council remains informed. Cllr Dunse suggested that moving forward these reports should have ideas and suggestions contained within them from the Councillors respective areas.

PCSO Andy Jones

His report can be found as Appendix A

County Councillor Juliet Henderson

Her report can be found as Appendix B

Councillor Paul Gaskell

There was no report received.

Cllr Dunse will email Cllr Paul Gaskell for an update on local planning matters.

230106 To approve the requests for Payments for January 2023.

The Payment Requests for January 2023 as listed below were **APPROVED** for Payment

Payment Requests- January 2023				
From	Item	Amount	Invoice Number	Payment Method
Staff	Salary	£459.34	January	SO
Soverign	Garage Rental	£49.09	January	SO
Ellisfield Memorial Hall	Hall Hire	£54	January	FPO
Total		£562.43		

Cllr Dunse informed the meeting that the Memorial Hall fees will be increased to £15.00 per hour effective from 1st April 2023.

230107 To note the current financial situation and the reconciliation of the bank balance.

The current financial situation and the reconciliation of the bank balance were **NOTED** with the bank balance as of 31st December being £ 20, 656.42. This can be found as Appendix C.

230108 To approve the Budget for financial year 2023/2024.

The Budget shown in Appendix D for 2023/2024 was **APPROVED**.

Proposed by Cllr Park Weir

Seconded by Cllr A Swanston

APPROVED on a unanimous vote.

Councillors were reminded by the clerk of last year's Audit findings as per PG2022 and the holding of reserves above 12 months of the precept.

230109 To approve the Precept for financial year 2023/2024.

The precept was **AGREED** as £5,521 and remains unchanged from 2022/2023.

Proposed by Cllr Haas

Seconded by Cllr Park Weir

AGREED on a unanimous vote.

230110 To note the Playground Inspection findings and consider any recommendations therein.

The playground inspection findings were **NOTED**.

It was agreed that Cllr Dunse would inspect each finding and report back to the council for inclusion on the agenda in March.

230111 To consider the refurbishment of the benches.

It was decided that Cllr Rule and Cllr Dunse will remove the bench at the Burial Ground as it is dangerous. It was decided to **DEFER** the decision on the remaining benches until the next meeting. Cllr Guinness will provide a report on the condition of the benches in the village for discussion at the next meeting.

230112 To provide an update on the planting of the Jubilee fruit trees.

An update on the planting of the fruit trees was given by Cllr Park-Weir and Cllr Guinness.

The trees will be planted in early spring on the recreation ground by Cllr Park-Weir and Cllr Guinness.

Cllr Guinness will write a proposal on 'adopt a tree' for next meeting.

230113 To consider Burial Ground maintenance

An update was received from Cllr Rule

Tidying area where tree fell.

The church has agreed to share the cost of the Tree removal. Cllr Rule will approach a resident to ascertain if they would be willing to help and at what cost.

- Handrail replacement in Burial ground

Quotes for an Oak Handrail has been requested by Cllr Rule. On receipt, they will be sent to the clerk.

- Replacement of dead trees in the hedge

62 trees have died out of 250 originally planted.

Quotes have been requested to replace these Trees

The Council agreed to purchase 62 new beech trees at a cost of £107.88.

Cllr Rule agreed to plant them before the end of March when the bare root season is over.

- Reseeding of area under power cable.

The area will be reseeded and protected by a fleece for the winter to protect it from animals and wear and tear whilst it establishes at nil cost to the Parish Council.

Proposed by Cllr Guinness

Seconded by Cllr A Swanston

RESOLVED on a unanimous vote

230114 To receive a report from a tree surgeon regarding the diseased tree at Hill Farm Pond

A Tree report was noted regarding the diseased trees at Hill Farm Pond. This can be found as Appendix E.

It was

RESOLVED

That the clerk will contact the Tree surgeon to request a quote for felling the single diseased tree and for that the wood be left in lengths. An additional quote will also be requested on this basis.

The clerk advised the meeting that whilst the overhanging tree was not on council land it had been found to be diseased despite being inspected by Hampshire Highways. Local residents had expressed concern that the tree would damage their property should it fall. It was agreed that this Tree was not on Council and therefore would not be felled by the Parish Council.

Proposed by Cllr Park-Weir

Seconded by Cllr Dunse

RESOLVED on a unanimous vote.

230115 To receive an update on the 'History of Ellisfield' book.

Cllr Haas provided an update on the 'History of Ellisfield' book. The intention is that it is to be published in time for the Kings Coronation in May.

230116 To approve the contents of the new village Welcome Pack.

It was requested that the new Village welcome pack should also include a list of societies in the village.

- Belles of St Martins
- Horticultural society
- Groups at the Memorial Hall, including Tai Chi.

230117 To consider the production of a Parish Council e-newsletter.

It was

RESOLVED

that the clerk would investigate the number of householders who don't have an email address on the database and compare this to those who receive Hill and Dale in order to decide the best method of communication. This would be presented at the next meeting.

230118 To consider planning applications received since the last meeting.

It was noted that there was a proposal for a development of 6 dwellings on land north of Green Lane listed in the SHELAA. The report states " *the site is available and is likely to be achievable, however, due to its location in the countryside its development would not be in line with the borough's current planning framework*"

No planning applications had been received.

The following planning applications have been decided

22/O2933/GPDADW

Coopers Farm Barn Bell Lane

Notification of proposed change of use from agricultural building to Class C3 dwellinghouse, including the installation of door and windows.

Application Withdrawn

22/O2849/HSE

High Meadows Green Lane

Erection of first floor rear extension to enlarge bedroom. Erection of single storey rear extension following demolition of existing garden room.

Granted

230119 To confirm the date of the next meeting as 14th March 2023.

The next meeting was confirmed as 14th March 2023 at 6pm.

There being no other business the meeting closed at 8.30pm.

Appendix A

Report from PCSO Andy Jones

Happy New Year everyone!

Please accept my apologies for not being in a position to attend this evening. I find myself on rest days.

On the 8th November a report was received that damage had been caused to crops in a field by what appears to be a car doing doughnuts. This has believed to of happened late evening on the 8th.

A report was made to the Police on the 8th November that a local resident believed that he had been the victim of a Burglary. The circumstances are that are, that on the 31st of August 2022, two persons have come to the address to complete guttering cleaning service. The resident has noticed recently that an item cannot be located and suspects that a person from the gutter cleaning company has gained access to their property whilst back was turned. No further Police action.

21st November a third hand report of Poaching locally was reported to Police. Because the report only suggested a torch was seen in a field the report was altered as a suspicious incident and Police were not deployed.

On the 19th December a vehicle got stuck in the mud whilst driving over a field. The vehicle was a Mitsubishi Shogun. The index of the car has been obtained by Police and is on our radar.

On the 28th December an articulated Lorry crashed on the A339 Ellisfield. Good news it was recovered safely in a timely manner. Bad news DPD deliveries were delayed.

Appendix B

Hampshire County Councillor report

I hope that everyone had an enjoyable Christmas break. My very best wishes for 2023.

1. Schools news

The deadline for school place applications is **15th January**. Hampshire County Council is urging parents of children due to start school in reception year or move to year 3 in a junior school in September 2023 to indicate three school preferences on their application.

Over the last six years, 98 per cent of parents secured a school place for their child at one of their three preferred schools, with between 90 and 93 per cent being offered a place at their first preference school. Online guidance can be found on the [Education and Learning pages on the County Council's website](#).

In other schools news, seven Hampshire schools could undergo major building works as part of a ten-year Government programme to ensure that school buildings are fit for the future. Three primary schools, two secondary schools and two special schools have been included in an announcement last month by the Department for Education (DfE), which has provisionally outlined a fourth round of schools to be prioritised for works under its £1bn School Rebuilding Programme.

2. Keeping homes warm

As more people feel the impact of rising energy costs and increasingly cold weather, Hampshire County Council is reminding those struggling to heat their homes that help is available. Residents can call the 'Hitting the cold spots' phone line for advice and guidance, from temporary heating and first-time central heating to arranging home visits and sourcing boiler repair funding.

To access these services, call the team on 0800 804 8601 (lines are open from 9am to 5pm, Monday to Friday). The phone advice line is open to all Hampshire residents. Some services have eligibility criteria, and the advisors will discuss the best possible solution for each caller. [More information can be found online](#).

3. Minerals and Waste Plan update consultation

A reminder that the consultation on changes to Hampshire's Minerals and Waste Plan closes at the end of this month, at 17:00 hours on **Tuesday 31 January 2023**.

The consultation allows residents to comment on local sites that have been identified for minerals extraction and transportation. Sites for waste processing, recycling and disposal facilities are also indicated in the Plan.

The proposed updated plan and the response form can be found at www.hants.gov.uk/minerals-waste-update. My advice is to study the plan carefully for proposals for your area and respond accordingly.

4. Tree planting

Trees play an important role in carbon sequestration. As part of the commitment to reach Net Zero by 2050, HCC has produced a Tree Strategy and has committed to facilitate the planting of at least one million trees in Hampshire. The Hampshire Forest Partnership has been set up as the public delivery mechanism for this strategy; its aim is to bring together the public and third sector across Hampshire, as well as residents, businesses, schools and the wider community.

Part of the strategy is to plant mini forests across Hampshire, using a technique developed by a Japanese ecologist, Dr Miyawaki, which encourages faster growth and more successful establishment of the trees, as well as a greater number planted, greater biodiversity and carbon sequestration.

More information can be found at <https://www.hants.gov.uk/thingstodo/hampshireforestpartnership>. The council is also encouraging parishes and residents to suggest locations for mini forests and other tree planting. If you have any local suggestions, please also email the team at treeplanting@hants.gov.uk

5. Roads update

Hampshire residents' satisfaction with how Hampshire County Council maintains the county's 5,500 miles of highway has improved, following the County Council's decision to provide additional local funding to try to reduce the impact of the year-on-year reductions in Government funding for local highway maintenance over the past decade.

Hampshire has been rated third out of all 30 English county councils for public satisfaction with highway maintenance and is the highest performing county authority in the South-East region, according to the 2022 National Highways and Transport Survey.

Since the beginning of 2022, Hampshire Highways has repaired around 41,000 carriageway and footway defects, including potholes, and cleared nearly 39,000 gullies and other highway drainage assets to reduce the risk of flooding.

The focus in December was in responding to the cold snap, for example between 1st and 16th December, 26 salting runs were completed, accounting for 5,250 man hours and 5,665 tons of salt being deposited on the county's Priority One routes. More details of Hampshire Highways' winter response can be found at hants.gov.uk/transport/roadmaintenance/severeweather

Appendix C

Monthly sheet December 2022			
		Balance Bought Forward	21,360.11
			21,360.11
FPO	Hannah Ford	Salary	459.34
DD	Soverign Housing LTD	Garage Rental	49.09
FPO	SLCC	ILCA	144.00
FPO	Karen Ross	Expenses	10.26
FPO	Hannah Ford	Expenses	6.00
DD	ICO renewal	ICO renewal	35.00
			703.69
		Balance as at 31st December 2022	20,656.42
	Lloyds Bank		10,142.27
	NS&I		10,514.15
			20,656.42

ELLISFIELD PARISH COUNCIL		
SUMMARY RECEIPTS & PAYMENT ACCOUNT		
<u>3rd QUARTER ENDED 31 DECEMBER 2022</u>		
		Figures shown Exc of VAT £
	RECEIPTS	
	Precept	-
	Bank Interest	-
	Other	466.91
	TOTAL RECEIPTS	466.91
	PAYMENTS	
	Net Salaries & Allowances	1,743.01
	HCC - Pension Contributions (e'ers & e'ee	-
	Clerk's Expenses Net VAT	16.26
	Administration	-
	Chairman's Allowance	-
	Repairs & Maintenance	354.00
	Insurance Premium	-
	Grants & Donations:	-
	Section 137	-
	Training	120.00
	Hall Hire	193.50
	Audit Fees	-
	Subscriptions	141.00
	Publications (LCR)	208.00
	Communications	-
	Play Area Inspection	122.73
	Miscellaneous	1,454.00
	VAT on payments	440.94
		4,793.44
	BALANCE BROUGHT FORWARD on 01/10/22	24,982.95
	ADD Total Receipts (as above)	466.91
	LESS Total payments (as above)	4,793.44
	Balance Carried forward 31/12/202	20,656.42
These cumulative funds are represented by:		
	Lloyds Bank	10,142.27
	NS&I	10,514.15
		20,656.42
Signed:		
Responsible Finance Officer to Ellisfield Parish Council		

Appendix D

EXPENSE BUDGET 2023-2024

Ellisfield Parish Council

Expense	FY 2022/2023 Actuals YTD	Total Predicted 2022-2023	FY 2022/2023 Budget	FY 2022/2023 Variance to Actuals	FY 2023/2024	Actual 2021/2022	Actual 2019/2020
Net Salaries and Allowances	3,953	5,180	2,500	2,680	4,612	4,150.00	4,319
Pension Contributions	-	-	-	-	-	-	-
Clerks Expenses	27	18	-	18	20	155.19	293
Chairmans Allowance	50	50	50	-	50	-	-
Hall Hire	194	247	128	119	247	-	675
Audit Commission (Audit Fees)	160	160	170	10	162	145.19	-
Insurance	391	391	300	91	438	278.20	412
Subscriptions	326	280	250	30	300	220.97	180
Playground Inspection	250	250	350	100	350	-	-
Grants and Donations	168	1,000	500	500	1,500	2,400.00	8,501
Repairs and Maintenance	354	1,000	4,200	3,200	2,500	2,204.50	1,650
Communications	125	-	250	250	250	-	472
Garage Rental	400	600	572	28	600	-	Incorporated into Hall Hire)
Section 137 Payment	-	-	-	-	500	-	-
Training	120	-	500	500	500	-	-
Playground Equipment	1,944	2,694	2,000	694	-	2,000.00	-
Administration	246	200	300	100	300	-	-
Miscellaneous	392	150	-	150	100	2,103.93	-
Projects	-	-	-	-	500	-	-
Total Budget Expenditure	9,099	12,220	12,070	150	12,930	16502	

Receipts	FY 2022/2023 Actuals YTD	FY 2022/2023 Budget	FY 2022/2023 Variance	FY 2023/2024	Prior Year Budget Variance
Precept	£ 5,521.00	£ 5,521.00	£ -	£ 5,521.00	£ -
Grant	£ 1,958.00	-£	£ 1,958.00	£ 1,958.00	£ 1,958.00
Lengthsman Grant	£ 1,000.00	£ -	£ 1,000.00	£ 1,000.00	£ 1,000.00
Bank Interest	£ -	£ -	£ -	£ -	£ -
Total Budget Income	£ 8,479.00	£ 5,521.00	£ 2,958.00	£ 8,479.00	

Appendix E
Tree Surgeon Report

Please find attached amended quote for the two priority trees discussed. I will send the pictures in a separate email.

As previously mentioned, the two Ash trees in question have major decay at base, as seen in pictures.

One of which has several fungal brackets which I think looks like white rot. White rot occurs when the fungus digests the lignin and cellulose therefore stripping out the darker colours with it.

This gives the timber a soft spongy feel when touched. With regards to the other tree that leans heavily over neighbouring property and road, is showing signs of serious decay at base and die back.

Please let me know if you have any further questions. I look forward to hearing from you soon.