

ELLISFIELD PARISH COUNCIL

The Minutes of the Ordinary meeting of **ELLISFIELD PARISH COUNCIL**, which was held on the 13th May 2024 in the Memorial Hall, Ellisfield at 7.00pm

ELLISFIELD PARISH COUNCIL MEMBERS

NAME	ATTENDANCE	APOLOGIES	ABSENT
Cllr Haas	✓		
Cllr Rule	✓		
Cllr Guinness			✓
Cllr Dunse	✓		
Cllr Swanston	✓		
Cllr Alexander	✓		

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

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.

240501 To elect a chairman and receive the signed acceptance of office form.

RESOLVED

to elect Cllr Richard Haas as Chairman. The acceptance of office form was **RECEIVED**.

240502 To elect a Vice chairman and receive the signed acceptance of office form.

RESOLVED

to elect Cllr Andy Swanston as Vice-Chairman
The acceptance of office form was **RECEIVED**.

240503 To approve direct debits and standing orders.

APPROVED

- **Sovereign Housing**
- **ICO**

The direct debits for Sovereign Housing and the ICO (Information Commissioners Office).

240504 To adopt the following policies

- **Standing Orders**
- **Financial Regulations**
- **Code of Conduct**
- **Asset register**
- **Risk Assessment**

RESOLVED adopt the following policies

- Standing orders
- Code of Conduct
- Asset Register
- Risk Assessment

RESOLVED not to adopt the Financial Regulations.

The inclusion of the SIDS sign on the Asset Register was also requested.

240505 To receive and accept apologies for absence.

Apologies for absence were noted from PCSO Andy Jones and County Councillor Juliet Henderson. Her report can be found as Appendix A.

240506 To receive and note any declarations of pecuniary interest relevant to the agenda.

RECEIVED

There were no declarations of pecuniary interests

240507 To receive any reports

No reports were received

240508 To agree the dates of the meetings for the ensuing municipal year.

17 th June 2024	7pm
15 th July 2024	7pm
23 rd September 2024 Allotment Trustees Meeting Parish Council Meeting	6.30pm 7pm
18 th November 2024	7pm
20 th January 2025	7pm
17 th March 2025 Allotment Trustees Meeting Parish Council Meeting	6.30pm 7pm
11 th April 2025 Annual Parish Meeting	7pm

240509 To approve as a correct record the minutes of the Ellisfield Parish Council meeting held on 18th March 2024, and the extraordinary meeting on the 8th April 2024.

APPROVED and SIGNED

The minutes of the Ellisfield Parish Council meeting held on 18th March 2024 and The minutes of the extraordinary meeting held on the 8th April.

240510 To approve the requests for Payments for April and May 2024.

APPROVED

The payments for April and May 2024.
These can be found as Appendix B.

240511 To note the current financial situation and the reconciliation of the bank balance.

NOTED

The financial situation and the reconciliation of the bank balance.
The financial situation update sheets can be found as Appendix C.

240512 To confirm that 'Do the numbers' will be engaged as our internal auditor for 2023/2024.

RESOLVED

to appoint 'Do the numbers' as the internal auditor for 2023/2024.

240513 To approve the Insurance policy for 2024-2025.

APPROVED

The Insurance policy with Zurich at a cost of £280.00

240514 To note there have been no additional findings from the play area inspection.

NOTED

that there been no additional findings from the play area inspection.

240515 To receive an update on the Cosmic Roots music festival

A SAG meeting was held with BDBC where no complete transport plan or noise management plan was submitted. The licence stipulates that these documents must be submitted 3 months before the date of the festival.

A request was made for some 'No Entry' signs for the village to deter traffic.

The organisers are expecting 2,000 people and 750 cars.

240516 To agree Councillors roles and responsibilities

Cllr Alexander is responsible for Highways and Planning

Cllr Rule is the Liaison for the Allotment sites in the Village

240517 To approve the purchase of plaque for the Queens Jubilee Fruit trees at the playground.

The plaque is to be inscribed with "Planted to celebrate Queen Elizabeth II Platinum Jubilee 2022"

240518 To consider changes to the frequency of mowing in the Burial Ground by the EVG

APPROVED

to reduce the frequency of mowing in the Burial Ground.

240519 To agree the date of the next meeting as 17th June 2024.

The date of the next meeting was agreed as the 17th June at 7pm.

There being no other business the meeting was closed at 7. 50pm.

Cllr Juliet Henderson
Candovers Oakley and Overton Division May 2024 Report

Do you know anyone who may qualify for free childcare?

Do you need 30 hours funded childcare? If you are a working parent or carer with a three or four year-old, then you might be eligible for Government funded childcare.

You may be able to access the funding if you (and your partner) meet the working and income eligibility criteria.

Check your family's eligibility for the 30 Hours Childcare and other help with childcare costs, by using the childcare calculator <https://www.gov.uk/childcare-calculator>

For more information and apply online, see <https://www.childcarechoices.gov.uk> or call 0300 1234097.


Supporting Hampshire's farmers



My Hampshire County Councillor colleague [Cllr Russell Oppenheimer](#) has written an excellent Op-Ed piece for the [Hampshire Chronicle](#) about how we can all help Hampshire's farmers.



I recommend it to you, it's here:


<https://www.hampshirechronicle.co.uk/.../24233542.../>


Different coloured markings on pavements and roads


 People often ask me about the markings on roads and pavements, often wondering what they mean.


Here's a quick guide to understanding this unique highway language!  


Across England over 50 utility companies utilise a vivid array of spray-painted symbols to communicate what lies beneath our feet. Each colour and symbol serves as a critical guide, ensuring safe and efficient urban maintenance.  


 **Red**: A warning of electrical cables. Lines, numbers, and letters like 'L/V' (low voltage) or 'H/V' (high voltage) indicate the position and type of electrical hazards. Look out for 'SWA' to spot steel-wire armoured cables!

 **White**: The all-rounder colour used for general instructions and notes by contractors. Whether it's marking previous road schemes or indicating utility cover issues, white is essential for communication on the ground.

 **Blue**: This colour flags the presence of water mains. Often marked by specialized locating companies, these indicators help preemptively map out water infrastructure to prevent mishaps during digging.


 **Yellow**: Not just for parking lines! On pavements, yellow highlights gas lines, detailing pressure levels (LP, MP, HP) and other pertinent info like bends in the pipes.

 **Green**: Increasingly used to denote cable communications and networks such as CCTV and cable TV lines. It's a digital world under there!

 **Others**: Sometimes, you might come across markings that seem like a cryptic code or even resemble hieroglyphs! These could indicate anything from future street furniture like lamp posts to specific utility needs.

However, if there isn't a white line around a pothole or road defect for example it doesn't mean it's not being fixed. Much of the reporting process for work to fix problems is now carried out digitally - so imagine a virtual white line being painted around the pothole which has been photographed and geolocated so they repair team know exactly what they are doing.

Remember, these colours and symbols are not dictated by law but by convention. They represent a critical language spoken by those who maintain and engineer our county's infrastructure, ensuring safety and continuity in our daily lives.

Next time you're walking around, take a moment to spot these colourful clues to what's hidden beneath your path! 

[#UtilityMarkings](#)

Winter Salting Route Test Runs

Don't be surprised if you catch sight of one of our salting lorries out in the next few weeks. In preparation for next winter, our highways teams are testing some

spreading equipment and doing this now before the gritters are parked up for summer.

If you do come across 'Snow Patroller' or 'Grittindor' on your travels, please be patient and give them the space they need to operate and remember these vehicles are limited to a maximum speed of 30mph for everyone's safety.

Reporting Highway Problems

Links to report road issues are here:

Potholes:

<https://www.hants.gov.uk/transport/roadmaintenance/roadproblems/potholes>

Tree/hedge problems:

<https://www.hants.gov.uk/transport/roadmaintenance/roadproblems/treehedge>

Flooding/drainage issues:

<https://www.hants.gov.uk/transport/roadmaintenance/roadproblems/flooding>

Pavement problems:

<https://www.hants.gov.uk/transport/roadmaintenance/roadproblems/paving>

Problems with rights of way:

<https://www.hants.gov.uk/landplanningandenvironment/rightsofway/reportaproblem>

When reporting an issue, you'll be sent an email confirming a reference number for the report. If you would like me to follow this up for you then do please forward that message to me and I will chase for you

Appendix B

Payment Requests- April 2024				
From	Item	Invoice Number	Payment Method	Amount
Staff	Salary	April	Electronic	494.00
A Webb	Refreshments for EVG AGM		Electronic	66.00
HALC	Annual Subscription	April	Electronic	210.00
Towergate Insurance	Ride on Mower insurance	April	Electronic	169.60
Cllr Dunse	Welcome pack gifts	April	Electronic	38.25
Soverign	Garage Rental	April	Electronic	52.52
A Gilvear	Lower Allotment Expenses	April	Electronic	71.76
Total				£1,102.13
Authorised by				
Authorised by				

Payment Requests- May 2024				
From	Item	Invoice Number	Payment Method	Amount
Staff	Salary	May	SO	494.00
Soverign	Garage Rental	May	SO	57.17
JKG Autos*	EVG maintenance	May	FPO	102.30
DM Payroll	Payroll Services	May	FPO	144.00
BDBC*	Playground Inspection	May	FPO	265.22
Tree of Life	Tree maintenace	May	FPO	1,344.00
Seamus Foster	EVG Expenses	May	FPO	12.23
Total				£2,418.92
Authorised by				
Authorised by				
*These payments were made in April due to the Invoice date				

Appendix C

**Monthly Sheet March
2024**

		Balance Bought Forward	18,464.50
		ALCS	189.72
			18,654.22
FPO	Datacenta	Website Hosting	100.80
FPO	Hannah Ford	Salary	70.58
FPO	HMRC	Tax	86.60
FPO	Karen Ross	Salary	346.74
FPO	Seumas Foster	Expenses	44.68
FPO	Steve Brabbin	Lengthsman	3360.00
FPO	Sovereign	Garage rental	57.17
			4066.57
		Balance as at 31st March 2024	14,587.65
		Lloyds Bank	4,062.66
		NS&I	10,524.99
			14,587.65

Monthly sheet April 2024			
		Balance Bought Forward	14,587.65
		BDBC Grass Cutting Grant	547.79
		Precept	3,036.50
		BDBC Litter grant	1,725.15
			19,897.09
FPO	Adam Gilvear	Fencing reimbursement	71.76
FPO	Towergate	EVG Insurance	169.60
FPO	Andy Webb	EVG Refreshments	66.00
FPO	Gordon Dunse	Welcome Gifts	38.25
FPO	HALC	Subscription	210.00
FPO	Hannah Ford	Salary	494.00
FPO	JKG Autos	Mower Servicing	102.30
FPO	Sovereign Housing	Garage Rental	57.15
FPO	BDBC	Playground Inspections	265.22
			1,474.28
		Balance as at 30th April 2024	18,422.81
		Lloyds Bank	7,897.82
		NS&I	10,524.99
			18,422.81

ELLISFIELD PARISH COUNCIL					
SUMMARY RECEIPTS & PAYMENT ACCOUNT					
QUARTER ENDED 31st March 2024					
				Figures shown Exc of VAT	£
		<u>RECEIPTS</u>			
5521		Precept		-	
		Bank Interest		-	
2958		Other		1,589.72	
		TOTAL RECEIPTS			1,589.72
		<u>PAYMENTS</u>			
4612		Net Salaries & Allowances		2,063.83	
0		HCC - Pension Contributions		-	
20		Clerk's Expenses Net VAT		-	
300		Administration		-	
50		Chairman's Allowance		-	
2,500		Repairs & Maintenance		2,800.00	
438		Insurance Premium		-	
1,500		Grants & Donations:		-	
500		Section 137		70.00	
500		Training		-	
247		Hall Hire		112.50	
162		Audit Fees		-	
300		Subscriptions		-	
		EVG		44.68	
600		Garage Rental		146.54	
250		Communications			
350		Play		131.96	
100		Miscellaneous		64.16	
		VAT on payments		607.52	
500		Projects			
		TOTAL PAYMENTS			6,041.19
21408		BALANCE BROUGHT FORWARD on 01/01/24			19,039.12
		ADD Total Receipts (as above)			1,589.72
		LESS Total payments (as above)			6,041.19
		Balance Carried forward 31/03/24			14,587.65
		Lloyds Bank		4,062.66	
		NS&I		10,524.99	
					14,587.65
		Signed:		Date:	
		Responsible Finance Officer to Ellisfield Parish Council			