

ELLISFIELD PARISH COUNCIL

The Minutes of the Ordinary meeting of ELLISFIELD PARISH COUNCIL, held on the 20th January 2025 in the Memorial Hall, Ellisfield at 7.00pm

ELLISFIELD PARISH COUNCIL MEMBERS

NAME	ATTENDANCE	APOLOGIES	ABSENT
Cllr Haas	√		
Cllr Rule	√		
Cllr Guinness	√		
Cllr Swanston	√		
Cllr Alexander	√		

Also in attendance: Julie Russell (Parish Clerk) and one member of the public.

Open Session:

No matters were raised in the open session

250101 Apologies for absence

There were no apologies for absence.

250102 Declarations of interest

For agenda item 250111, Cllrs Alexander and Swanston noted that their homes are nearby to the SSE pole mounted transformer.

250103 Minutes

- i. Councillors **resolved** to approve the minutes of the Full Council meeting held on the **18th November 2024** and they were duly signed.
- ii. Councillors reviewed the outstanding actions

ELLISFIELD PARISH COUNCIL CURRENT ACTIONS				
Minute Ref.	Date of Meeting	Action	Assigned To	Status
240618	17/06/2024	Make attempts to locate the members of 'the Brand family' to assist with cost of memorial repair. The incoming Clerk and Cllr Rule would pursue this action	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
240907.03	23/09/2024	To open a new savings account with Unity Trust Bank. The incoming Clerk would pursue this action	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
240913		Open and utilise a free 2GB DropBox account as a trial to file sharing within the Parish Council. It was agreed that the OneDrive option for councillors would be used going forward	Clerk	Outstanding
240914		Investigate if the Parish Council can move email providers. The incoming Clerk would pursue this action but the Locum Clerk would contact the current provider to ascertain what period EPC are signed up for at present.	Clerk	Outstanding
241106 (v)	18/11/2024	Clerk to secure an SSL Certificate for the Ellisfield PC web site	Clerk	Completed
241106 (vii)		Council to review Statement of Fees during 2025	Councillors	Outstanding
241110		Council to consider Burial Ground fee structure during 2025	Councillors	Outstanding

Councillors agreed to cease action 240618 to locate members of the Brand family as this has proved futile despite efforts by previous clerks. The chairman noted that he has written to

Herriard Bio Power and Veolia and will follow up to arrange a meeting. Several of the actions are still outstanding due to the locum clerk waiting to pass them on to the new parish clerk.

250104 Reports

i. **Report from the Chair of the Parish Council**

The chairman discussed the drainage and flooding issues in the village with councillors. More comprehensive solutions are needed than just digging out drainage grips, and potentially could include new and/or deeper drainage pits, interventions to divert water-streams, sandbags where applicable and a bigger culvert on the Axford Road (which will involve Preston Candover PC). The chairman has made plans to meet with a representative of the Portsmouth estate to discuss options and solutions that involve their land. The council needs to find a new professional Lengthsman as the present one has stepped down. One potential contractor was proposed, and the clerk will also ask other neighbouring parish councils for suggestions.

ii. **Clerk's report**

The clerk is only one week in post, so there is no clerk's report. Councillors welcomed the new clerk and wished to record their thanks to Peter Baston, the outgoing Locum Clerk. They briefed the clerk on the background to action points in the table above.

iii. **HCC councillor's report**

The report was circulated in advance and will be published with the minutes.

250105 Finance

- i. Councillors **resolved** to approve the requests for payments for October, November and December 2024.
- ii. The income and expenditure statements for November and December 2024 were completed by the Locum Clerk in his last week in post but not circulated with the meeting papers and so will be signed at the March council meeting.
- iii. The bank reconciliations as at 31st December 2024 were completed by the Locum Clerk in his last week in post but not circulated with the meeting papers and so will be signed at the March council meeting.
- iv. Councillors **resolved** to approve the revisions to the 2025/26 Ellisfield Parish Council budget and precept, which will now be submitted to BDBC.

250106 Projects

Updates were received on the following village projects and other village matters:

- **Flood defences:** This was discussed at length earlier in the meeting.
- **Village gates:** There has been no progress on village gates as the council are still waiting for information.
- **History of Ellisfield:** The book is at the stage of looking at printing costs. Following this, councillors need to decide how / whether to charge for it.
- **Trees:** There is currently no opportunity to get a grant to replace the trees that needed to be removed, but the window for applying will open again next September.

250107 Planning Applications:

The following late planning application was received after the agenda was issued:

- i. **25/00047/HSE, Blencathra, The Green, Ellisfield Hampshire RG25 2QS**
Erection of side extension with dormer windows and roof lights to east and west elevations, pitched roof to existing flat roofed dormer, erection of rear porch and a double garage.

Ellisfield Parish Council reviewed the application and had no objections so agreed to defer the decision to the planning officer.

250108 Parish Council Vacancy.

Councillors **resolved** to co-opt Richard Holme as a new parish councillor and they welcome him joining the council.

250109 Reassignment of Councillor's roles

Cllr Dunse had responsibilities for footpaths, the playground and the Memorial Hall Committee. Councillors proposed that Cllr Guinness take over his role on the Memorial Hall Committee and that Cllr Holme is asked if he will take over the other two roles. All other councillors' roles will remain unchanged. The clerk will update councillor details in the parish magazine.

250110 Burial Ground Maintenance

Councillors approved that the volunteer group will undertake work on selected graves with stone borders that are overgrown but cannot be mowed. They propose that weedkiller is used to kill the weeds on the graves, then barrier material and stones will be used to cover them within the border. There are ten graves affected and it is estimated that 50x20kg bags will be required. Cllr Rule will draft a letter to send to families of the affected graves first before work is undertaken.

250111 Communication to SSE

The Council noted that there are problems with a Pole Mounted Transformer (PMT) behind the property Greystones. It is operating at its maximum capacity and there have been issues with connecting additional load to it, plus there are potential issues with cessation of the wayleave for its site on private land. This means that the PMT has to be replaced and moved to a new location. There could be an impact on properties in the vicinity, as well as ramifications for any future new developments in the area that will need to connect to the grid via that PMT, and it could have an impact on any future planning applications in that area, as work could take up to two years to complete. There will shortly be a meeting with SSE for the people involved. Councillors have proposed to write a letter to SSE to support residents affected by these issues, and Cllr Swanston will produce the first draft.

250112 Correspondence.

The Parish Council noted the following correspondence:

- i. London Hearts Defibrillator Scheme.
- ii. Basingstoke & Deane Borough Council Planning Policy Documents.
- iii. Victoria County History Enquiry.

241113 Date of Next Meeting.

The next meeting was conformed as 17th March 2025 at 7pm. Two items were raised for consideration at the next meeting: i) a resident has requested a plaque to mark the jubilee trees; ii) plans are required for the next parish assembly, with regard to format and whether refreshments will be provided.

There being no other business the meeting was closed at 9.05pm.