

ELLISFIELD PARISH COUNCIL

The Minutes of the Ordinary meeting of ELLISFIELD PARISH COUNCIL, held on the 17th March 2025 in the Memorial Hall, Ellisfield at 7.00pm

ELLISFIELD PARISH COUNCIL MEMBERS

NAME	ATTENDANCE	APOLOGIES	ABSENT
Cllr Haas (Chairman)	√		
Cllr Rule	√		
Cllr Guinness	√		
Cllr Swanston	√		
Cllr Alexander	√		
Cllr Holme	√		

Also in attendance: Julie Russell (Parish Clerk) and nine members of the public.

Open Session:

- i. A resident raised an issue over mud on the footpath from the Church to the pub by a kissing gate, and the Clerk reported that it had been raised with HCC. She agreed to write to the Portsmouth Estate about it.
- ii. The Portsmouth Estate and its measures to reduce water flooding were discussed. There are plans to create a trench to divert water from the bridle way to the existing pit and to use wildflower strips to slow water flow. The weather has been poor which has hampered activity.
- iii. A resident questioned whether we could get more cones to put in gullies at the edge of the road. The council advised residents to report problems to HCC and to send photos. A resident suggested that a link to FixMyStreet should be added to the Ellisfield PC webpage. This is an independent website for reporting a range of issues to the responsible councils, including potholes, and removes uncertainty over who to contact.
- iv. A number of residents discussed the Coopers Farm Barn, Bell Lane planning application. There were concerns about the number of vehicle movements with potentially two cars per property plus delivery vehicles. They pointed out misleading information on the movement of farm traffic on the site, which typically uses farm tracks rather than Bell Lane. It is not on mains drainage and would require a large area of drainage field. Issues were also raised about barn owls, bins and incompatibility with the design statement for the village and the fact that its curtilage lies in the conservation area.

250301 Apologies for absence

None received.

250302 Declarations of interest

None received.

250303 Minutes

- i. Councillors **resolved** to approve the minutes of the Full Council meeting held on the **20th January 2025** and they were duly signed.
- ii. Councillors reviewed the outstanding actions.

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 Hilll 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

On the action to circulate a revised GDPR form for resident list permissions, it was agreed that Cllr Guinness would help the Clerk with what is required.

250304 Reports

i. Report from the Chair of the Parish Council

The Chairman updated the council on his activities on flood defences and his conversations with the Portsmouth Estate and other landowners. He discussed a letter from Preston Candover and Nutley Parish Council, which communicated their concerns over flooding on Berrydown Lane and requested that the council share the costs of clearing the drainage grips there. The Chairman asked the Clerk to reply to let them know that we are currently taking steps to mitigate the problems and are in discussions with landowners over a number of measures, so do not want to enter into a sharing agreement at this time.

ii. Clerk's report

The Clerk reported on cemetery activity, which had been unexpectedly high with four burials since the last council meeting. She had started a comparison of cemetery fees with other burial grounds but still needed further data. She reported back on a comparison of interest rates for business deposit accounts across a range of large and lesser-known banks.

Much of the last two months has been spent on getting up to speed on Ellisfield and the council's activities and dealing with admin matters related to the handover.

iii. HCC councillor's report

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

iv. Ellisfield Volunteers Group

Cllr Swanston informed councillors that Andy Webb has stood down as chairman of EVG, and in the absence of a volunteer for the role, he will take over the chairmanship on behalf of the council and the Clerk will manage any changes to the rota. He suggested that the role of chair rotate around councillors. The council agreed to fund £100 towards refreshments for the EVG AGM (Section 137 expenditure), as the volunteer group is of direct benefit to the whole Ellisfield parish community. EVG needs to purchase a new mower, and Cllr Swanston proposed to contact the BDBC councillors for a grant.

250305 Finance

- i. Councillors approved the requests for payments for January and February 2025.
- ii. Councillors signed the Income and Expenditure statements for November to February 2025.

- iii. Councillors noted the current financial situation and approved the reconciliation of the bank balance as of 31st December 2024 and 28th February 2025
- iv. Councillors approved the re-appointment of Do the Numbers Ltd (Eleanor Greene) for the end of year audit 2024/25 and confirmed that they are independent of her.

250306 Projects

The History of Ellisfield is currently being readied for printing.

There were no updates on the village gates and village sign. Flood defences is covered separately on the agenda below.

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.

Ellisfield Parish Council reviewed the application and strongly objected based on a number of points. The main ones were:

- Increase in traffic volumes on a narrow single-track lane and the impact on traffic safety
- The curtilage of the barn extends into the Ellisfield conservation area (and parking is likely to be in the conservation area) meaning it is not eligible under the Permitted Development Order.
- It is contrary to five of the design guidelines set out in the Ellisfield Village Design Statement
- It will have a significant effect on the Water Protection Area

Councillors agreed that Cllr Guinness would draft the full response to the planning application, drawing on the excellent work already done by a village resident.

- ii. There were no late planning applications to consider.
- iii. Councillors noted the following planning decision:
 - 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

The Chairman had already noted discussions with land owners regarding flood protection measures earlier in the meeting.

The council proposed to buy deep-water warning signs for the drainage water site near the playing field, with probably two required, and Cllr Swanston will investigate the costs. The option of fencing was discussed but councillors felt it would be very expensive and is not required as signs will be sufficient.

Cllr Swanston is drawing up the specification for drainage grip work in order for the council to get quotes.

250309 Upcoming visits

Councillors noted the Chairman's upcoming visits to Veolia and Herriard Bio Power.

250310 Burial Ground Maintenance

Cllr Rule will soon be scheduling a visit to the cemetery to determine which graves with stone borders would benefit from being covered with gravel. She will then provide a list to the clerk, who will write to the grave owners to get their written permission.

250311 SSE Pole Mounted Transformer

The issue with the pole mounted transformer is sorted for the time-being and no further action is currently required. SSE finally gave permission to connect a resident's air source heat pump and it is working okay.

250312 Jubilee Trees

Cllr Rule is to take a photo of the trees.

250313 Annual Parish Meeting

The Clerk will write to the village organisations and ask for reports for the Annual Parish Meeting. The same organisations will be contacted as previously and Hill and Dale has the contact details. The Council will provide food and drinks after the meeting has ended and it was agreed to fund this using Section 137 funding.

The list of projects to be discussed at the Annual Parish Meeting is village gates, village sign, replacement of trees, history of Ellisfield, investments for the future in playgrounds and flood defences.

250314 Meeting dates for 2025/26

The Clerk confirmed that the council is staying with the third Monday and bi-monthly meetings and will produce a proposed schedule of meetings for the council on the same basis as last year.

250315 Correspondence.

The Parish Council noted the following correspondence, with no action required:

- i. HCC: Devolution and Reorganisation invitation to HCC online Teams briefing 19th 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.

The next meeting was confirmed as 19th May 2025 at 7pm. Councillors proposed that Cllr Holme take on responsibility for the Playground and Footpaths, and the next agenda will contain an item on roles and responsibilities of councillors.

There being no other business the meeting was closed at 9.04pm.