

ELLISFIELD PARISH COUNCIL

The Minutes of the Ordinary meeting of ELLISFIELD PARISH COUNCIL, held on the 18th May 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), BDBC Cllrs Julian Jones and Alex Rowley, 22 other members of the public.

260501	Election of Chairman The Council resolved to elect Cllr Haas as Chairman for the next 12 months.
260502	Election of Vice Chair The Council resolved to elect Cllr Swanston as Vice Chair for the next 12 months.
260503	Apologies The Council resolved to approve apologies for absence for Cllrs Guinness and Alexander (due to other commitments).
260504	Declarations of Interest None were received.
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260506	Presentation from STaNHd The meeting was opened to the public. Gordon Dunse gave a presentation on behalf of STaNHd to update residents and other members of the public on matters relating to the BDBC Local Plan and the planning application at Upper Swallick.
260507	Public Participation A resident raised a concern over the footpath behind Hill Farm as it is not possible to get through the stile with a dog. Cllrs Haas or Swanston will talk to the Farleigh Estate about the matter. The public participation was then closed and members of the public left.
260508	Minutes Councillors resolved to approve the minutes of the Full Council meeting held on 16th March 2026 and they were duly signed.
260509	Reports i. Chairman of the Parish Council Following previous meetings with Veolia and Herriard Bio Power where issues

	over lighting were raised, it is believed that both companies have initiated changes and the issues are hopefully now resolved. The Chairman has been approached by a resident about an overgrown footpath but the resident has been made aware that it is owned by a private individual and is not Ellisfield Parish Council's responsibility and EVG do not have insurance to work on areas outside the three agreed as part of their scheduled work plan. The Chairman has attended another informal meeting with Bell Lane residents regarding planning applications on the lane, but there is nothing specific to report at this stage. ii. Parish Clerk / RFO The Clerk noted the return of the Bell Lane post box and the College Lane road sign. The Clerk has passed on permission to the Newt Conservation Partnership to survey the pond and this is pending arrangement by them. iii. HCC Councillor A written report from Cllr Juliet Henderson was circulated in advance. iv. Allotments (Cllr Rule) The Pro-Grow has been received from Veolia. v. Burial Ground (Cllr Rule) The Clerk made the Council aware of a request for burial of ashes in an old grave for which there was no current living owner and transfer is possible going to be problematic. She will continue to work on resolving issues and will keep Councillors updated if any decisions are needed by them. vi. Ellisfield Volunteer Group (Cllr Swanston) The season has started with no major issues. The location where the mower for Lower Common is stored is up for sale, but another resident has come forward and offered to store it. Cllr Swanston continues to look at options for new mowers, at prices in the £3.5-£5k range. The Council will also explore any grant options that may be available. vii. Footpaths (Cllr Holme) There was nothing new to report on footpaths (beyond the matters raised by residents already covered). viii. Welcome Packs (Cllr Guinness) There was no update as Cllr Guinness was absent. ix. Residents List There was no new version of the list to circulate but the Clerk will review it ahead of the August meeting.
260510	Projects i. Flood defences There was nothing new to report. ii. Village Signage (Cllr Alexander) There were no updates. There is further work needed on this to understand the Council's liabilities. The Clerk will check with HCC and also follow up with BDBC Cllr Harvey, as he said in January that he might be able to provide information. BDBC Cllr Julian Jones indicated that he had been looking into the matter for Dummer Parish Council and the Council will follow up with him.

	iii. History of Ellisfield (Cllr Haas) The Clerk has provided financial information requested by Mr. Guinness, who has written a report for the executors of the Sally Adam's estate. This has informed them about how the royalty funds that the Council receives have been spent on the History of Ellisfield. He has also thanked the executors on behalf of the Council. They enquired about the possibility of there being a prize in Sally Adam's name. iv. Speed indicator device (Cllr Alexander) Cllr Alexander has plans to meet with someone who is interested in on the role of looking after the SID on the Axford Road. v. Replacement noticeboard The Council agreed to buy a Greenbarnes 2 door 6xA4 recycled plastic noticeboard at a cost of £2,037 for Bell Lane to replace the broken noticeboard there. The order will be placed shortly, but delivery will likely take 8-10 weeks. vi. Bus Shelters The Council has been successfully awarded a grant for work to renovate the village bus shelters. At the last meeting the Council considered quotes from three contractors but sought additional information from one of them on the cost of the handrail before deciding. That was subsequently provided, but then that contractor pulled out due to injury. The Council has therefore considered the two remaining quotes but resolved to choose the cheapest of the two as that offered the best solution and best value for what the Council requires. The Clerk will now progress this with HCC and the contractor. vii. EVG Mower replacement This was discussed under the agenda item for the EVG report. viii. Any other projects Nothing was raised.
260511	Update on previous actions i. Bell Lane post box / road sign: As noted already, the post box has returned and the Clerk was asked to write to Cllr Paul Harvey to thank him for help in making this happen. ii. Herriard Bio Power visit: The Clerk has not heard anything on this and will chase it up with her contact at the company. iii. Veolia Pro-Grow: This has been provided. Veolia was also asked about gifts towards village projects; Cllr Swanston is still waiting for a reply and will follow this up. iv. SSEN Transformer: There was no new information on this. v. Memorial Hall trees: Work is scheduled by the landowner for 22nd June. vi. Lloyds Bank: The Clerk needs to sort out changing the status of the Allotments account and will go into the Basingstoke branch to re-initiate the process as it has currently stalled with Lloyds. vii. Amber Solar Visit Cllr Swanston will liaise with Amber Solar.
260512	Financial Matters i. The Council resolved to retrospectively approve and sign the authorised Requests for Payments for March and April 2026. ii. The Council resolved to approve and sign the Income & Expenditure statements for March and April 2026.

	iii. The Council noted and approved the current financial situation and the reconciliation of the bank balance as of 30th April 2026. iv. It was agreed that the Clerk and Cllr Swanston should be additional signatories to the NS&I account. Cllr Haas will need to arrange this as he is currently the signatory. v. Councillors noted that the internal audit will happen on 28th May and they resolved that they are independent of the auditor (Do The Numbers Ltd). vi. Councillors agreed to an extraordinary Council meeting on 3rd June at 2pm in the Memorial Hall to sign off the AGAR and accounts. vii. It was agreed that allotment fees would be unchanged for 2026/27. viii. The Council resolved that it would pay the broadband fees for the Memorial Hall again in 2026/27. The Clerk will write to the Memorial Hall Chairman. ix. The Council resolved to agree payment for playground inspections with BDBC again for 2026/27. x. The Council resolved to renew its insurance policy with Zurich.
260513	Planning Matters i. Planning Applications 26/00802/OUT Land At Upper Swallick, Alton Road, Winslade, Hampshire Outline planning application for development comprising residential dwellings (Use Class C3), elderly living units (Use Class C2), serviced Gypsy and Traveller pitches (sui generis), a village centre and neighbourhood hubs comprising a mix of commercial and business uses (Use Class E), community uses (Use Class F2(B)), the expansion of Cliddesden Primary School and provision of a new primary school (Use Class F1), and associated infrastructure including the formation of sustainable urban drainage systems, public open space, allotments and sports pitches with facilities. All matters reserved, save for the formation of new accesses from the A339 and Woods Lane, and the alteration of accesses from Northgate Lane and Farleigh Road. The Council resolved to strongly object to this planning application. Its submitted response is in the Appendix 2. ii. Planning decisions, appeals and enforcements There were no new planning decisions, appeals or enforcements to note. iii. Other planning matters and late planning applications There was nothing to address.
260514	Policies The Council reviewed the following policies (pre-circulated) and agreed to adopt or readopt them. (Note that Standing Orders (normally reviewed at the Annual Meeting in May) were already recently reviewed, amended and re-adopted in March). i. Financial Regulations ii. Grievance Policy iii. Disciplinary Policy
260515	Other arrangements to consider i. The Council reviewed Councillors' roles and responsibilities and appointments to external bodies and agreed that they will remain unchanged. ii. The Council reviewed delegation arrangements with the clerk and agreed these will remain unchanged. iii. The Council reviewed arrangements with other local authorities, not-for-profit bodies and businesses, direct debits and standing orders and agreed all arrangements will remain unchanged.

	iv. The Council confirmed that arrangements for insurance cover are in place in respect of all insurable risks. v. The council reviewed subscriptions to professional bodies and agreed that arrangements will remain unchanged.
260516	Meeting dates for 2026/27 It was agreed to defer deciding this until the Extraordinary meeting on 3rd June.
260517	Correspondence i. Tree grant: The Council noted correspondence from HCC on ‘Hampshire Tree Planting Opportunities’ and noted the limitations on the scheme and did not intend to apply at this time. ii. There was no other correspondence.
260518	Date of Next Meeting The date of the next meeting was confirmed as the Extraordinary meeting on 3rd June 2026.

The meeting closed at 9.25pm

Signed:Date.....

Appendix 1

	ELLISIFIELD PARISH COUNCIL				
	2025/26 Financial Report				
	MARCH 2026				
	LLOYDS CURRENT ACCOUNT			£	£
	Cash book		Balance Bought Forward		14,320.23
Date	Income received		Description		
25-Mar	ALCS ALCS - RADLEYC0001.	BGC	Sally Adams book royalties	137.45	
	Total income				137.45
	Payments				
02-Mar	Sovereign Housing (Feb)	DD	Garage rental	-56.98	
17-Mar	Lloyds Bank	DD	Bank service charge	-4.25	
18-Mar	Talk Mobile	DD	Mobile phone charges	-7.95	
30-Mar	Sovereign Housing (Mar)	DD	Garage rental	-59.19	
31-Mar	HALC	FPO	Training	-64.20	
31-Mar	Julie Russell	FPO	Clerk salary (Feb)	-467.75	
31-Mar	Julie Russell	FPO	Clerk salary (Mar)	-366.95	
31-Mar	XNet services Ltd	FPO	Email service	-120.00	
	Total payments				-1,147.27
	Cashbook balance at 31st March				13,310.410
	<u>Reconciles with Lloyds bank balance as follows</u>				
	Bank balance at 31st March				13,310.41
	Less uncleared items			0	
	Add unbanked items			0	
					13,310.41

Payment Requests March - April 2026

Date	Request from	Item Description	Method	Amount (£)
	Mar 2026			
02-Mar	Sovereign Housing (Feb)	Garage rental	DD	56.98
17-Mar	Lloyds Bank	Bank service charge	DD	4.25
18-Mar	Talk Mobile	Mobile phone charges	DD	7.95
30-Mar	Sovereign Housing (Mar)	Garage rental	DD	59.19
31-Mar	HALC	Training	FPO	64.20
31-Mar	Julie Russell	Clerk salary (Feb)	FPO	467.75
31-Mar	Julie Russell	Clerk salary (Mar)	FPO	366.95
31-Mar	XNet services Ltd	Email service	FPO	120.00
	Apr 2026			
14-Apr	DM Payroll	Payroll services	FPO	172.80
14-Apr	HALC	Annual membership subscription	FPO	226.00
14-Apr	JKG Autos Ltd	Mower servicing	FPO	244.25
14-Apr	Lloyds Bank	Service charge	PAY	5.32
16-Apr	Towergate Insurance	EVG mower insurance	FPO	182.54
16-Apr	HMRC	Q4 Tax and NI	FPO	338.28
16-Apr	Julie Russell	Clerk salary (Mar)	FPO	366.95
16-Apr	S. Foster	EVG refreshments	FPO	130.77
16-Apr	S. Foster	EVG petrol	FPO	7.84
20-Apr	Talk Mobile	Phone charges	DD	7.95
28-Apr	Sovereign Housing	Garage rental	DD	59.19