

ELLISFIELD PARISH COUNCIL

The Minutes of the Ordinary meeting of ELLISFIELD PARISH COUNCIL, held on the 12th

January 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: Cllr Paul Harvey, Julie Russell (Parish Clerk) and 24 members of the public (of which 5 stayed after the Open Session).

260101 (Open session)	BDBC Cllr Paul Harvey spoke to the assembled Councillors and members of the public on the BDBC Local Plan, Upper Swallick and Local Government Reorganisation. There were no other matters arising from members of the public and the <u>open session closed at 8pm.</u>
260102	Apologies None from Ellisfield Councillors. The HCC and BDBC ward councillors sent their apologies.
260103	Declarations of Interest None received.
260104	Minutes Councillors resolved to approve the minutes of the Full Council meeting held on 17th November 2025 and they were duly signed.
260105	Reports i. Chairman of the Parish Council The Planning Inspectorate has upheld the refusal of both planning applications on Coopers Farm Barn so it is now back to the applicant to work with residents to see if any acceptable application can be made. Cllrs Haas and Swanston have meetings planned with Veolia and Herriard Bio Power. Issues to be raised include light pollution and traffic volumes. ii. Parish Clerk / RFO The Clerk has written again to the Post Office to report the post box on Bell Lane missing and she has also logged an issue with BDBC noting the missing road sign on College Lane. Cllr Paul Harvey offered to help flag both issues. She has received a response from SSEN over her query about a wayleave for the electricity pole in the cemetery and they are looking into the matter. There are no outstanding issues in the cemetery.

	<ul style="list-style-type: none"> iii. HCC Councillor A written report from Cllr Juliet Henderson was circulated in advance. iv. Allotments (Cllr Rule) There was nothing to report. v. Burial Ground (Cllr Rule) There was nothing to report. vi. Ellisfield Volunteer Group (Cllr Swanston) EVG has completed the end of year clear up and ended the year with new members and a full set of volunteers. The equipment will be serviced before the start of the new mowing season and Cllr Swanston is looking at quotes for a new ride-on mower. vii. Footpaths (Cllr Holme) Cllr Holme has written an email to be sent to Hill Farm concerning a footpath on its property over which residents have had issues. viii. Welcome Packs (Cllr Guinness) There was nothing to report. ix. Flood defences There are no issues with the newly dug drainage ditches which are working well. There is still a drainage problem behind the Village Hall and the Clerk will ask the Chairman of the Memorial Hall to raise any issues with HCC regarding the pipe running under the road to the pond. Cllr Alexander had seen a Highways engineer in the village and reported that the gulley at the bottom of Axford Road needs clearing. x. Residents List There were no new names to add and GDPR measures were considered adequate for now, to be kept under review.
260106	<p>Planning Matters</p> <ul style="list-style-type: none"> i. Planning Applications There were no new planning applications. ii. Planning Decisions There were no new planning decisions to note. iii. Planning Appeals <ul style="list-style-type: none"> a. Both Planning appeals at Coopers Farm Barn have been unsuccessful. b. There are no new appeals to note. iv. BDBC Local Plan Update The deadline for consultation on the BDBC Local Plan closes on 26th January and STaNHd is finalising its response. v. STaNHd Update The petition organised by STaNHd against Upper Swallick has reached over 10,000 signatures. Leaflets have been printed which will be delivered to the whole village.
260107	<p>Projects</p> <ul style="list-style-type: none"> i. Village Signage (Cllr Alexander/ Clerk) Cllr Alexander proposed an option for the village signage that would cost £2895 + VAT per pair of signs. Councillors agreed in principle and the next steps are to get estimates for installation costs and costs payable to HCC. Cllr Harvey offered to look into issues regarding responsibilities and ownership.

	<p>ii. History of Ellisfield (Cllr Haas) Printing has been completed and the book delivered for free to every household in Ellisfield, with voluntary donations sought from those interested in donating. The money raised is to be put in a reserve to go towards the next print run. The Council formally thanked Tim Guinness for his work on this project. Thanks to Cllr Henderson for her grant support was also noted.</p> <p>iii. Speed indicator device (Cllr Alexander) and Crime Commissioner Correspondence A resident has confirmed that she is willing to take over this activity and a handover meeting is planned. Cllr Swanston will look into the correspondence from the Crime Commissioner on speed cameras.</p> <p>iv. Replacement noticeboard The Clerk provided Councillors with details and costs of a range of noticeboards from various companies that could replace worn out, damaged notice board on College Lane. The best option and closest match to the existing noticeboard is a 6x4 A4 double-door noticeboard in wood-effect recycled plastic from Greenbarnes. The Council plans to apply for a BDBC Councillor grant or HCC Councillor grant to support this.</p> <p>v. Bus Shelters The Clerk has sought three quotes for work needed on the two bus shelters, with the intention to make a grant application. At present, she is still waiting for some of the quotations.</p>
<p>260108</p>	<p>Budget / Precept</p> <ul style="list-style-type: none"> i. The Council resolved to submit a precept request of £13,337 for 2026/27. This is unchanged from the amount considered in the budget that was reviewed at the November meeting. ii. The Council formally approved the budget that was reviewed in November without any changes (included in the Appendix). iii. It was agreed that Cllr Swanston would provide the same level of explanation as last year, to be put on the website.
<p>260109</p>	<p>Financial Matters</p> <ul style="list-style-type: none"> i. The Council retrospectively approved and signed the authorised Requests for Payments for November and December 2025. ii. The Council approved and signed the Income & Expenditure statements for November and December 2025. iii. The Council noted and agreed the current financial situation and the reconciliation of the bank balance as of 31st December 2025. iv. The banking mandate requests for Cllr Guinness, Cllr Alexander and Cllr Holme to be added as signatories had expired again before those Councillors had managed to verify their identities. They have been initiated for a second time (third in some cases) and Councillors should go into the bank branch in Basingstoke if possible to complete identity verification as there appear to be problems in doing this online. v. The Council agreed to spend £52 on HALC training on Digital and Data Compliance for the Clerk. vi. The Council approved the calculations of the pay increase for the Clerk, based on the NJC Local Government Services inflationary pay rise of 3.2%.
<p>260110</p>	<p>Other village matters</p> <ul style="list-style-type: none"> i. Bell Lane post box This has already been covered.

	<p>ii. Village Hall trees The oak tree that fell has been removed. There are a further 5-6 diseased trees to come down. The Memorial Hall has not accepted liability for any damage to the hall that may occur during this work and responsibility must sit with the landowner and their contractors.</p> <p>iii. Cemetery Grounds Mole control measures have already been undertaken in the burial ground as an extension of work by a neighbouring property.</p> <p>iv. College Lane SSEN Transformer The transformer in College Lane that had issues a year ago has again experienced technical problems. There are also issues concerning wayleaves that could impact on replacement. This could potentially have a significant impact on future electricity supply in that part of the village. Cllr Alexander will draft a letter to be sent to SSEN by the Chairman, to be copied to Cllrs Harvey and Henderson. Cllr Guinness will look into legal matters concerning the deeds for the land it is sited on.</p>
260111	<p>Email system migration The Council's email provider is going to migrate the hosted email service onto a new platform. Councillors were advised to expect notification of this change.</p>
260112	<p>Correspondence There was no new correspondence to note.</p>
260113	<p>LGR Consultation The Clerk has responded to this consultation on behalf of the Council based on its previously agreed position.</p>
260114	<p>Date of Next Meeting The date of next meeting was confirmed as 16th March.</p>

The meeting closed at 9.30pm

Signed:Date.....

Appendix 1

Payment requests Nov-Dec 2025

Request from	Item Description	Method	Amount (£)
Nov 2025			
Lloyds Bank	Bank service charge (Nov)	PAY	4.25
Talk Mobile	Mobile phone charges (Nov)	DD	7.95
Sovereign Housing	Garage rental (Nov)	DD	56.98
Andy Swanston	Deep water signs	FPO	142.75
SLCC	Annual subscription	FPO	52.00
Julie Russell	Salary (July-Oct)	FPO	1,423.20
Vision ICT	Web hosting	FPO	288.90
HMRC	Tax / NI payment to Oct 25	FPO	638.24
Ellisfield Memorial Hall	Meeting room rental	FPO	262.50
S. Foster	Mower maintenance	FPO	20.00
Dec 2025			
Lloyds Bank	Bank service charge	PAY	4.25
Talk Mobile	Mobile phone charges	DD	8.19
Sovereign Housing	Garage rental	DD	56.98
Inf. Commissioners Office	Annual ICO Certificate	DD	47.00

Monthly Sheets and Bank Reconciliations – Nov and Dec 2025

ELLISFIELD PARISH COUNCIL				
2025/26 Financial Report				
NOVEMBER 2025				
LLOYDS CURRENT ACCOUNT			£	£
Cash book		Balance Bought Forward		19,664.40
Date	Income received	Description		
24-Nov	D. Heath	FPI Ashes plot and memorial fee	200.00	
Total income				200.00
Payments				
14-Nov	Lloyds Bank	PAY Bank service charge	-4.25	
18-Nov	Talk Mobile	DD Mobile phone charges	-7.95	
28-Nov	Sovereign Housing	DD Garage rental	-56.98	
11-Nov	Andy Swanston	FPO Deep Water signs	-142.75	
11-Nov	SLCC	FPO Annual subscription contribution	-52.00	
11-Nov	Julie Russell	FPO Salary (July-Oct)	-1,423.20	
11-Nov	Vision ICT	FPO Web hosting	-288.90	
11-Nov	HMRC	FPO Payment to Oct 25	-638.24	
28-Nov	Ellisfield Memorial Hall	FPO Room rental	-262.50	
28-Nov	S. Foster	FPO Mower maintenance	-20.00	
Total payments				-2,896.77
Cashbook balance at 30th November				16,967.63
Reconciles with bank balances as follows				
Bank balance at 30th November				16,967.63
Less uncleared items			0	
Add unbanked items			0	
				16,967.63

ELLISIFIELD PARISH COUNCIL					
2025/26 Financial Report					
DECEMBER 2025					
LLOYDS CURRENT ACCOUNT				£	£
Cash book			Balance Bought Forward		16,967.63
Date	Income received		Decription		
01-Dec	Book Donor 1	FPI	Book donation	30.00	
02-Dec	Book Donor 2	FPI	Book donation	100.00	
02-Dec	Book Donor 3	FPI	Book donation	20.00	
04-Dec	Book Donor 4	FPI	Book donation	10.00	
08-Dec	Book Donor 5	FPI	Book donation	50.00	
08-Dec	Book Donor 6	FPI	Book donation	20.00	
08-Dec	Book Donor 7	FPI	Book donation	20.00	
09-Dec	Spencer & Peyton (Elbrow)	FPI	Ashes burial fees	450.00	
09-Dec	Book Donor 8	FPI	Book donation	500.00	
12-Dec	Book Donor 9	FPI	Book donation	15.00	
15-Dec	Book Donor 10	FPI	Book donation	25.00	
Total income					1,240.00
Payments					
15-Dec	Lloyds Bank	PAY	Bank service charge	-4.25	
18-Dec	Talk Mobile	DD	Mobile phone charges	-7.95	
29-Dec	Sovereign Housing	DD	Garage rental	-56.98	
12-Dec	Information Commissioners Officer	DD	Annual certificate	-47.00	
Total payments					-116.18
Cashbook balance at 31st December					18,091.45
Reconciles with bank balances as follows					
Bank balance at 31st December					18,091.45
Less uncleared items					0
Add unbanked items					0
					18,091.45