

ECCHINSWELL, SYDMONTON AND BISHOPS GREEN PARISH COUNCIL

Minutes of the ordinary meeting held at Ecchinswell Village Hall on

Wednesday 12th June 2024, commencing at 19:30 hours

Present: Cllrs Stamp (Chair), Sadler (Vice Chair), Dain, Debenham and Parkes .

In attendance: Sarah Jones (Clerk), 1 member of the public.

Item		Action
1	Apologies: Apologies were received and accepted from Cllr Hardy-Giles, Borough Cllr Izett and County Cllr Mellor.	
2	Declarations of interest There were no declarations of interest.	
3	Minutes of previous meeting and actions arising To receive and confirm the minutes of the Annual General Meeting held on Wednesday 8th May 2024, and the extraordinary meeting held on 15 th May 2024, and matters arising. All Cllrs agreed them as a true record, and they were signed by Cllr Stamp. Cllrs also agreed to publish the draft Annual Assembly minutes on the website.	SJ
4	Public participation One member of the public was present to observe the meeting.	
5	Borough Councillor's Report There was no report as Borough Cllr Izett was not present, but he had sent a brief report and is keeping abreast of various planning applications.	
6	County Councillor's Report. There was no report as County Cllr Mellor was not present.	
7	<p>Planning</p> <p>a) New applications: 23/03165/FUL 5 Royal Oak Hydes Platt Ecchinswell Newbury Hampshire Two storey extension to public house for increased capacity, ancillary provision and staff accommodation, single storey rear extension to public house, single storey out-building equipped for catering and WC facilities and single storey C1 new build in existing public house garden.</p> <p>ESBG PC continue to SUPPORT this revised application with the following points:</p> <ol style="list-style-type: none"> 1) It is noted the parking issue has been addressed with the front area being turned into parking. 2) The changed accommodation cladding is supported as long as the colour is defined as black. 3) The revision has not addressed the original submission concern that access to the garden toilets remains hidden from public view and would like details of any security measures in place. <p>b) Decisions 23/02039/LDEU The Annexe at Malthouse Farm Ecchinswell Road Ecchinswell Newbury Hampshire RG20 4TT Certificate of lawfulness for Use of Cottage as an Independent dwelling Decision Granted</p> <p>T/00552/23/TPO 31 Eagle Road Bishops Green Hampshire RG20 4HP G1 x 2 Field maples: prune T2 Sycamore: prune. Decision Granted</p> <p>24/00001/HSE Elderfield Mill Lane Ecchinswell Hampshire RG20 4UD Erection of single storey rear extension Decision Granted</p>	

8	<p>New Business</p> <p>a) <u>Parking at Oakfields Close – resident petition</u> Notification has been received of a petition set up by a resident due to the problems with parking at Oakfields Close. The clerk will respond and suggest the petition be sent to Vivid and BDBC.</p> <p>b) <u>Azolla at the pond</u> The azolla is still present on the pond. The weevils have been ordered but there is a waiting list. Advice will be sought as to whether skimming the pond will help. Cllrs agreed pond maintenance costs should be included in the 3 year forecast. The clerk will investigate whether this can be paid for out of CIL money.</p> <p>c) <u>Cllrs areas of responsibility</u> In light of Cllrs absence and a possible new Cllr, this item is postponed until the July meeting.</p> <p>d) <u>Planning Committee set up discussion</u> During the audit, it was suggested a Planning Committee could be set up to alleviate the need for extra meetings. Cllrs discussed and decided to continue with ad hoc extra meetings when they are needed. 2 new planning applications have been received and an extra meeting was arranged for Tuesday 25th June at 7pm at Ecchinswell Village Hall.</p> <p>e) <u>Litterwarden's Annual Review</u> The litterwardens have been contacted and their reviews completed. There are no issues, other than Oakfields Close as there seems to be some rubbish collecting on footpaths etc. The clerk will report this to Vivid.</p> <p>f) <u>Tree audit – update on work and audit for going forward</u> Cllr Dain reported that all maintenance work has been carried out. The next step is the trees at the pond and allotments to be assessed. There is a walnut tree leaning into the allotments, which needs work urgently; this is on Vivid land so they will be contacted. Works will cost £50 per hour if Cllr Dain scribes which she has agreed to do. Cllrs agreed to this cost. Wood left at EVH has been taken by someone who drove a trailer onto the fields. The person was unknown to the parish council, nor was this agreed by the parish council. As a gesture of good will, Cllrs will offer EVH the remaining wood to sell so they may be able to recoup some of the costs for making the field good. EVH will be advised accordingly.</p> <p>g) <u>Lengthsman Scheme – extra hours</u> The lengthsman scheme has advised that there is an extra £180 towards maintenance costs or 6 hours work. Cllrs agreed unanimously to have the extra hours. The next tranche of hours is on 8th July and the following jobs were identified:</p> <ul style="list-style-type: none"> a) The footpath in Bishops Green from the cattery to the woods b) Cleaning road signs and sorting sight lines. Cllr Sadler will send details of the signs that need work. c) The clerk will check the progress with the drain cover removal and clearing with the lengthsman. 	<p>SJ</p> <p>SJ</p> <p>SJ</p> <p>SJ</p> <p>SJ</p> <p>SJ</p> <p>SJ</p> <p>KS</p> <p>SJ</p>
9	<p>Matters for discussion</p> <p>a) <u>Local Government Complaint Progress</u> NALC have responded that they are aware of the issue with parish council complaints and are working on a solution. This matter is now closed.</p> <p>b) <u>CIL monies, project progress</u> Cllr Stamp reported that a new website provider has been sought and the base content agreed. Work will continue on this project. A phone application giving a second number for the parish council has been suggested and alleviates the need for a new phone. There will be a monthly cost but no need to purchase a new phone, so Cllrs agreed this is a good idea.</p>	

	<p>Thanks were given to the volunteer who tried to fix the broken SID. He was unable to make it work, so the SID will be replaced and viable options for purchase will be looked into.</p> <p>The clerk will give an overview of the CIL monies at the next meeting.</p> <p>c) <u>Allotment update and tool purchase</u></p> <p>The insurance company suggested a risk assessment should be in place when volunteers are using parish council equipment and Cllr Debenham has drafted a version which was agreed unanimously by all Cllrs.</p> <p>A new strimmer will be purchased.</p> <p>There is another working party day planned at the end of June or beginning of July.</p> <p>d) <u>Sustainability and Environment working party</u></p> <p>The questionnaire will be completed and circulated as soon as possible. Cllr Dain will work on this with Cllr Sadler.</p> <p>e) <u>30 mph zone update</u></p> <p>A response has been received from Kit Malthouse advising he will see if any help can be given to the 4 houses affected by there not being a 30mph zone.</p> <p>The General Election has put all work on hold, so a response will be awaited after the election.</p> <p>f) <u>BGCA and EVH updates</u></p> <p>Cllr Dain reported that Vivid have visited the centre and are going to look into putting in more parking spaces.</p> <p>The new preschool arrangements are moving forward and the soft surface in the hall play area is being refurbed by BDBC.</p> <p>Youth Club is up and running.</p> <p>Cllr Debenham reported that the EVH committee met on 24th April. They have established they should have various policies in place so will work towards this.</p> <p>g) <u>Solar Farm update</u></p> <p>The ESBG PC's response has gone to BDBC but there is no further action at present.</p> <p>h) <u>Setting up a petition to HCC re state of local roads</u></p> <p>The petition does not seem viable so Cllrs will portion up the parish and do a 'pothole audit' over the summer.</p> <p>The clerk will provide a map at the July meeting which Cllrs can fill in and present to County Cllr Mellor.</p>	MS/SJ SJ																														
10	<p>Finance</p> <p>(a) Electronic Payments made in June:</p> <table> <tbody> <tr> <td>S Jones</td> <td>Clerk's salary (May)</td> <td>£898.30</td> </tr> <tr> <td>D McClelland</td> <td>Litter warden – (May)</td> <td>£195.20</td> </tr> <tr> <td>R Wherry</td> <td>Litter warden - (May)</td> <td>£164.72</td> </tr> <tr> <td>HMRC PAYE – RW, DM, SJ</td> <td></td> <td>£91.60</td> </tr> <tr> <td>D McClelland</td> <td>Expenses</td> <td>£20.00</td> </tr> <tr> <td>S Jones</td> <td>Annual Assembly Expenses</td> <td>£60.60</td> </tr> <tr> <td>S Jones</td> <td>Audit expenses - mileage</td> <td>£21.12</td> </tr> <tr> <td>John Murray</td> <td>Internal audit fee</td> <td>£275.00</td> </tr> <tr> <td>Premier Grounds</td> <td>Village maintenance</td> <td>£483.60</td> </tr> <tr> <td>James George</td> <td>Tree works</td> <td>£3,285.00</td> </tr> </tbody> </table> <p style="text-align: right;">Total £5,495.14</p> <p>(b) There was no actual/against budget, this will be presented at the July meeting.</p> <p>(c) Bank signatories will be agreed, and the relevant signatures obtained before the form can be sent back to the bank.</p> <p>(d) The internal audit has been completed and the outcome presented at the meeting. The clerk will now finalise the external audit.</p>	S Jones	Clerk's salary (May)	£898.30	D McClelland	Litter warden – (May)	£195.20	R Wherry	Litter warden - (May)	£164.72	HMRC PAYE – RW, DM, SJ		£91.60	D McClelland	Expenses	£20.00	S Jones	Annual Assembly Expenses	£60.60	S Jones	Audit expenses - mileage	£21.12	John Murray	Internal audit fee	£275.00	Premier Grounds	Village maintenance	£483.60	James George	Tree works	£3,285.00	
S Jones	Clerk's salary (May)	£898.30																														
D McClelland	Litter warden – (May)	£195.20																														
R Wherry	Litter warden - (May)	£164.72																														
HMRC PAYE – RW, DM, SJ		£91.60																														
D McClelland	Expenses	£20.00																														
S Jones	Annual Assembly Expenses	£60.60																														
S Jones	Audit expenses - mileage	£21.12																														
John Murray	Internal audit fee	£275.00																														
Premier Grounds	Village maintenance	£483.60																														
James George	Tree works	£3,285.00																														

11	<p>Correspondence</p> <p>10.05.24 – BDBC, Adoption of the Cold Ash and Hermitage Neighbourhood Development Plans - noted</p> <p>22.05.24 – BDBC Making of the updated Sherborne St John Neighbourhood Plan (as modified 2023) Neighbourhood Plan - noted</p> <p>04.06.24 – Resident, hedge behind the raised beds/no longer a volunteer for raised beds. Need to add raised beds to the lengthsman duties but the hedge is the responsibility of the Vivid tenant.</p>	
12	<p>Highways and Rights of Way</p> <p>Adbury Ford is currently without a depth gauge which is dangerous. The clerk will report this.</p> <p>HCC have advised that no footpaths will be cleared by them this year.</p>	SJ
13	<p>Communications – newsletter (Clerk) and other media output</p> <p>It was agreed the draft minutes do not need to be published this month.</p> <p>Items for the magazine were agreed.</p>	
14	<p>Date of next meeting:</p> <p>Wednesday 17th July 2024 at 7.30pm at Ecchinswell Village Hall.</p> <p>There being no further business, the meeting closed at 9pm.</p>	

ACTIONS:

Cllrs also agreed to publish the draft Annual Assembly minutes on the website

Advice will be sought as to whether skimming the pond will help.

Cllrs agreed pond maintenance should be included in the 3 year forecast.

The clerk will look into whether this can be paid for out of CIL money

Oakfields Close has rubbish collecting on footpaths etc. The clerk will report this to Vivid.

There is a walnut tree leaning into the allotments, which needs work urgently; this is on Vivid land so they will be contacted.

Cllrs will offer EVH the remaining wood to sell so they may be able to recoup some of the costs for making the field good. EVH will be advised accordingly.

Lengthsman jobs:

The footpath in Bishops Green from cattery to the woods

Cleaning road signs and sorting sight lines. Cllr Sadler will send details of the signs that need work.

The clerk will check the progress with the drain cover removal and clearing with the lengthsman

the SID will be replaced and viable options for purchase will be looked into.

The clerk will give an overview of the CIL monies at the next meeting

The clerk will provide a map at the July meeting which Cllrs can fill in and present to County Cllr Mellor

Adbury Ford is currently without a depth gauge which is dangerous. The clerk will report this