

Minutes of the Meeting of Elvetham Heath Parish Council
Held at The Key Centre Elvetham Heath
Monday 18th September 2017 at 7.30pm

PRESENT

CLlr Marilyn Robson (MR)	Elvetham Heath PC (EHPC)
CLlr Emma Watmore (EW)	Elvetham Heath PC
CLlr Richard Woods (RW)	Elvetham Heath PC
Jan Hyatt (JH)	Elvetham Heath PC

Also Present

CLlr Steve Forster (SF)	Hart District (HDC) & Hampshire County (HCC)
Mr Gordon Smith	
Ms Claire McGoldrick	

Please note: in the absence of a planning committee meeting, planning matters were dealt with at full council

66/17	<p>Apologies for Absence Apologies were received from Cllrs Bond & Brown who were both away. County Cllr A. Collett had also sent apologies which were noted.</p> <p>Resolved: To accept the apologies</p>
67/17	<p>Declarations of Interest & associated dispensations None.</p>
68/17	<p>Approval of the Minutes The minutes of the meeting of 17th July 2017 (nos. 54/17 – 65/17) were confirmed as an accurate record and signed by the Chairman.</p> <p>The minutes and recommendations of the following committee were received and accepted:</p> <ul style="list-style-type: none"> • Planning Committee– 17th July 2017: Nos. 20/17 – 25/17
69/17	<p>Public Session None but MR welcomed the 2 prospective councillors to the meeting.</p>
70/17	<p>Police Report Members of the local neighbourhood team were unable to attend but had submitted a report highlighting the following:</p> <ul style="list-style-type: none"> • 1 x drug offence • 1 x report of theft – bicycle stolen from Morrisons Supermarket entrance.

	<ul style="list-style-type: none"> • 2 x incidents of drivers leaving the petrol station without paying • 1 x case of criminal damage • 4 x instances of ASB
71/17	<p>CAB Grant Request</p> <p>The Citizens' Advice Bureau relies on financial support and has requested help from the local town and parish councils. The last time EHPC received this request was in 2013 when a £1,500 grant was awarded based on the level of activity the CAB carried out with EH residents. Representatives from the Hart CAB has offered to visit the council.</p> <p>Resolved: to award a grant of £1,500.</p>
72/17	<p>Skate Park Repair</p> <p>The half-pipe has developed a hole and other damage through wear and tear. 2 companies quoted for the work and one included the cost of tensioning the cable way/zip wire.</p> <p>Resolved: To accept the quotation from Radium Ramps at £925 to remove and replace 2 damaged boards.</p>
73/17	<p>Traffic Calming</p> <p>The Council had received some correspondence from a resident concerned about traffic speeds along EH Way particularly approaching roundabouts. He had also raised the suggestion for turning off street lights after midnight. JH had passed this correspondence on to Cllr Collett who had responded but had asked for EHPC's opinion.</p> <p>Cllr Forster stated that Hampshire CC would not consider calming measures approaching a roundabout as it is a braking zone and whilst there are funds available for safety improvements, these are only available where there have been incidents (ie, accidents).</p> <p>EHPC agree that there is a problem with speeding cars and inconsiderate motorists but it appears that there is currently little that can be done.</p> <p>With regards to street lights, SF stated that HCC is considering dimming the lights still further. EHPC agree that dimming is preferable to turning them off completely.</p>
74/17	<p>Grounds Maintenance</p> <p>Over the summer there have been numerous issues with the level of service received from the grounds maintenance contractors. Over the last few weeks these have been put right and most areas are back up to standard. One area that has always been a problem, despite the contractors' best efforts, is the roundabout at the junction of EH Way and Harrow Road (at the golf course end). VPS were asked for their suggestions and had quoted for turfing the roundabout and verges and putting 3 large phormium shrubs in the centre.</p> <p>Resolved: Not to accept the quotation but to ask for a lower maintenance solution perhaps with gravel and planting. If this costs less than £5k, the work can go ahead.</p>
75/17	<p>The Key Centre – CCTV</p> <p>Whilst there is money in the budget for CCTV, recent events at the centre have increased</p>

	<p>the urgency for the installation of a CCTV system. Prior to the meeting one quotation had been received with at least 2 other companies about to quote.</p> <p>Resolved: to delegate authority to the Executive Officer to accept the best quotation under £2k for the installation of CCTV to enable the work to be completed as soon as possible.</p>
<p>76/17</p>	<p>Planning – Elvetham Chase</p> <p>The original planning application has not been determined and a new application is to be submitted soon. This will include plans for a community bus – similar to the Hartley Wintney model. The developer is seeking EHPC’s agreement to support the bus on a ‘without prejudice’ basis.</p> <p>NB. EHPC would query the figures in the proposal as they look very optimistic.</p> <p>Resolved: not to support the bus proposal on any basis at this stage as EHPC is opposed to the planning application.</p>
<p>77/17</p>	<p>Planning – Consideration of Current Applications</p> <p>Reference: 17/01821/HOU Address: De Havilland Arms Proposal: Internal & external refurbishment of public house incl. installation of French doors and sliding/folding doors, landscaping works (new pathways, entrance way structure, family area with kids’ play & new raised decking area)</p> <p>Comment: EHPC support this application</p> <p>Reference: 17/02002/HOU Address: 2 Winta Drive Proposal: Part single & double rear extension. Comment: No objection</p> <p>Reference: 17/02023/HOU Address: 10 Reynolds Street Proposal: Single storey ground floor side and rear extension to enhance existing kitchen area. Comment: No objection</p> <p>Reference: 17/02063/HOU Address: 59 Upper Mount Street Proposal: Convert existing garage to games room. Comment: Objection. Converting the garage halves the number of car parking spaces, leaving a 5-bedroomed house with inadequate parking provision.</p> <p>Reference: 17/02073/HOU Address: Mews Cottage, 2 Chertsey Street Proposal: Loft conversion with roof lights. Comment: No objection but concern about parking – this will become a four-bedroomed property without the increased parking provision.</p>

	<p>Reference: 17/02128/HOU</p> <p>Address: 2 Winchfield Close</p> <p>Proposal: Loft conversion with dormer windows to front and rear elevations.</p> <p>Comment: Objection. The proposed rear dormer window would cause an unacceptable degree of overlooking of the surrounding 7 residential properties and their gardens resulting in loss of privacy and harm to amenity. The rear dormer, due to its scale and design, is unacceptable and harmful to the appearance of the property and the character of the surrounding area.</p>
78/17	<p>Audit for Year Ended 31 March 2017</p> <p>JH presented the audited annual return and confirmed that there were no issues arising.</p> <p>Resolved: to accept and approve the final audited annual return.</p>
79/17	<p>Financial Review</p> <ul style="list-style-type: none"> • JH presented the financial reports for July & August – these were reviewed and accepted. • The schedule of debtors at 31 August was reviewed. It was noted that there was one debtor still owing over £700 of the £1,600 total whereas most other debts had been settled prior to the meeting. • The schedule of payments for July and September were reviewed and approved. (see attached).
80/17	<p>Chairman's Report and Announcements</p> <p>Cllr Robson highlighted the following:</p> <ul style="list-style-type: none"> • Attended and helped out at the Countryside Day – MR congratulated EW on this event. • Attended several meetings both internal and external • Attended the photo call for the Green Flag Award – JH to request copy of photo for website. • Represented EHPC at the RAF Odiham Annual Reception • Has been in correspondence with the organisers of the EH Car Show about bringing it back for 2018 and the following 4 years.
81/17	<p>Councillor Reports</p> <ul style="list-style-type: none"> • Cllr Watmore <ul style="list-style-type: none"> ○ Attended the Countryside Day ○ Attended 2 internal meetings • Cllr Woods <ul style="list-style-type: none"> ○ Attended the Countryside Day ○ Attended the working party meeting. ○ Advised that the Grove Farm planning determination has been deferred until 6th October. • District/County Cllr Forster <ul style="list-style-type: none"> ○ Roads policing unit will be targeting Reading Road North and Elvetham Road over the next 2 months ○ HCC budget consultation has ended with a low response rate. There will be

	<p>severe cuts to services as the council has to have a balance budget.</p> <ul style="list-style-type: none"> ○ The source of the Hitches Lane flooding has been found and it is hoped remedial work will be completed before the winter. ○ Fleet Medical Centre (& Fleet Hospital) is looking to expand both its number of doctors and the amount of parking. ○ Updated the council on the progress with road adoptions.
<p>82/17</p>	<p>Officer Report</p> <p>JH highlighted the following from her written report:</p> <ul style="list-style-type: none"> ● Hall bookings for parties are increasing ● Looking to have the hall decorated over the school Christmas holidays ● Locks have been changed on The Key Centre ● We have had locks on the tennis courts and the Centre superglued in the last few weeks ● The allotment water tank is to be drained and cleaned to investigate why it refills so slowly ● We are using VPS to carry out our weekly play area safety checks until we can get a member of staff trained ● There have been more problems with fly-tipping at the recycling area at Morrisons and the manager would like something to be done ● We have received the money for the boardwalk along the footpath behind Hawkley Way – this was a planning condition for Brickyard Plantation ● The road adoption process is progressing but deadlines set in the meeting earlier this year have been missed. ● Church Crookham PC has asked if we would be interested in exploring jointly employing a youth worker to try to help with issues of ASB. <i>EHPC – we would be interested in finding out more.</i>
<p>83/17</p>	<p>Date of next meeting</p> <p>The next meeting is scheduled for Monday 16 October 2017.</p>

There being no further business the meeting closed at 9.45pm

Signed.....

Date.....

Payments - August 2017

Payee	Invoice Ref	Invoice Date	Description	Payment Date	Net Amount	VAT	Total	Payment Ref
Internet Payments								
Total Payroll			Payroll - August	19-Aug	4,519.94		4,519.94	BP
K Howden			Expenses - July/Aug	19-Aug	50.89		50.89	BP
J Hyatt			Expenses - Aug	19-Aug	53.00	10.60	63.60	BP
Disconsulting Ltd			IT support - July	19-Aug	136.99	27.40	164.39	BP
Lyreco UK Ltd			Stationery	19-Aug	45.59	9.12	54.71	BP
Fleet Town Council			First Aid course - J Perkins	19-Aug	50.00	10.00	60.00	BP
CH Cleaning Services			Caretaking - July	19-Aug	680.00	136.00	816.00	BP
W C Baker & Son			Hardware supplies	19-Aug	45.97	9.23	55.20	BP
C&M South Ltd			July cleaning service (incl vacuum cost)	19-Aug	1,337.50	267.50	1,605.00	BP
Sixth Sense Marketing Ltd			Comms & marketing service - July	19-Aug	399.00	79.80	478.80	BP
SE Water			Allotment water bill Feb - Aug	19-Aug	88.58	-	88.58	BP
VPS Grounds Services			Monthly maintenance	19-Aug	6,146.90	1,229.38	7,376.28	BP
HMRC			Tax & NI re August payroll	31-Aug	1,080.37		1,080.37	BP
Hampshire Pension Fund			Pension contributions - August	31-Aug	368.23		368.23	BP
Direct Debit Payments								
Milk & More			Office milk - July	01-Aug	7.80		7.80	DDR
Intouch Communications			Telephone & Broadband - July	15-Aug	78.65	15.73	94.38	DDR
SSE Swalec			Cycle path electricity - July	19-Aug	24.77	1.23	26.00	DDR
Engie			Key Centre gas - July	25-Aug	74.33	3.72	78.05	DDR
Veolia Ltd			Refuse collection - July	28-Aug	128.48	25.70	154.18	
NEST			Pension contributions - August	28-Aug	24.48		24.48	DDR
TOTAL					15,341.47	1,825.41	17,166.88	
Payments Approved	18th September 2017							
Signed:								
Signed:								

Payments - September

Payee	Invoice Ref	Invoice Date	Description	Payment Date	Net Amount	VAT	Total	Payment Ref
Internet Payments								
Total Payroll			Payroll - September	19-Sep	3,540.25		3,540.25	BP
Red Key Locksmiths	RK1035	29/08/2017	4 x high security locks plus 20 keys	11-Sep	428.00	-	428.00	BP
Red Key Locksmiths	RK1037	01/09/2017	8 x padlocks with 20 keys	11-Sep	258.00	-	258.00	BP
J Hyatt			Expenses - Sept	19-Sep	19.90	-	19.90	BP
Crystal Clear cleaning	INV03051	08/08/2017	August window cleaning	19-Sep	40.00	8.00	48.00	BP
Castle Water Ltd	491630	18/08/2017	Waste water Aug/Sept 2016	19-Sep	80.83	-	80.83	BP
Castle Water Ltd	500401	21/08/2017	Waste water Oct 16 - Sept 2017	19-Sep	546.66	-	546.66	BP
Disconsulting Ltd	11644	26/08/2017	IT support - Aug	19-Sep	136.99	27.40	164.39	BP
FDB Leasing Ltd	294639	24/08/2017	Dishwasher service & clean	19-Sep	138.00	27.60	165.60	BP
VPS Grounds Services	SMLT005912	31/08/2017	Monthly maintenance	19-Sep	6,146.90	1,229.38	7,376.28	BP
VPS Grounds Services	SMLT005911	31/08/2017	Tree surgery - Falconer Road	19-Sep	180.00	36.00	216.00	BP
Hampshire CC	58051335	04/09/2017	County Supplies - stationery	19-Sep	9.36	1.87	11.23	BP
CH Cleaning Services	643	31/08/2017	Caretaking - August	19-Sep	680.00	136.00	816.00	BP
W C Baker & Son	1441	31/08/2017	Hardware supplies	19-Sep	20.57	4.11	24.68	BP
C&M South Ltd	10887	31/08/2017	August cleaning service	19-Sep	1,137.50	227.50	1,365.00	BP
Sixth Sense Marketing Ltd	INV663	30/08/2017	Comms & marketing service - Aug	19-Sep	399.00	79.80	478.80	BP
BDO LLP	1650840	27/08/2017	External audit	19-Sep	800.00	160.00	960.00	BP
Bin cleaning Co Ltd	25281	31/08/2017	Commercial waste bin clean	19-Sep	17.00	3.40	20.40	BP
Red Key Locksmiths	RK1047	13/09/2017	Replacement front door lock	19-Sep	195.00	-	195.00	BP
D Judson	257	15/09/2017	PAT Testing	19-Sep	39.00	-	39.00	BP
HMRC			Tax & NI re Sept payroll	30-Sep	765.37		765.37	BP
Hampshire Pension Fund			Pension contributions - September	30-Sep	368.23		368.23	BP
Direct Debit Payments								
Milk & More	39194987	25/08/2017	Office milk - August	01-Sep	6.24		6.24	DDR
South East Water	20009100-9	10/08/2017	Key Centre water - March - Aug 2017	01-Sep	255.87		255.87	DDR
Intouch Communications	7240267	01/09/2017	Telephone & Broadband - Aug	15-Sep	78.81	15.76	94.57	DDR
SSE Swalec	24	04/09/2017	Cycle path electricity - August	21-Sep	25.40	1.26	26.66	DDR
Engie	1-00019114	08/09/2017	Key Centre gas - Aug	22-Sep	284.52	26.90	311.42	DDR
Veolia Ltd	8801092225	31/08/2017	Refuse collection - Aug	28-Sep	144.54	28.91	173.45	DDR
NEST			Pension contributions - September	28-Sep	24.48		24.48	DDR
TOTAL					16,766.42	2,013.89	18,780.31	
Payments Approved:	18th September 2017							
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