

Minutes of the Meeting of Elvetham Heath Parish Council
Held at The Key Centre Elvetham Heath
Monday 16th March 2015 at 7.30pm

PRESENT

Cllr Marilyn Robson (MR)	Chairman	Elvetham Heath PC
Cllr Nicky Bond (NB)		Elvetham Heath PC
Cllr George Brown (GB)		Elvetham Heath PC
Jan Hyatt (JH)	Clerk	Elvetham Heath PC

Also Present

Cllr Sharyn Wheale (SW)	Hampshire County Council
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166/14	<p>Apologies for absence Apologies had been received from Cllrs Richard Woods & Chris Alden who both had long-standing other engagements and from Cllr Emma Watmore who was unwell. It should be noted that Caroline Ellison had recently resigned.</p>	
167/14	<p>Declarations of Interest & associated dispensations None.</p>	
168/14	<p>Approval of the Minutes The minutes of the meeting of 16 February 2015 (nos. 152/14-165/14) were confirmed as an accurate record and signed by the Chairman. The minutes and recommendations of the following committee was accepted:</p> <ul style="list-style-type: none"> • Planning Committee 16 February 2015: Nos. 48/14 – 55/14 	
169/14	<p>Public Session None.</p>	
170/14	<p>Police Report Members of the local neighbourhood team were unable to attend but had sent the crime report for February which was reviewed</p> <ul style="list-style-type: none"> • Incident of non-dwelling burglaries involving 3 unlocked garages & an attempted burglary to locked garage in Turner's Avenue • 3 x incidents of theft at Morrison's supermarket • Anti- Social behaviour. Issues continue with female camping out in vehicle. A Criminal Behaviour Order has been submitted, the hearing has been 	

	adjourned again and is now due to be heard at Aldershot Magistrates' Court at end of March.	
171/14	<p>Grant under S137 LGA 1972</p> <p>It was proposed to help the new management of the toddler group that a grant be made for £117 to clear the debt left by the previous organising committee.</p> <p>Resolved: To award a grant of £117 to the Little Elves Toddler Group.</p>	
172/14	<p>Highway Verge Maintenance</p> <p>The Clerk updated the council on progress:</p> <ul style="list-style-type: none"> • Hampshire County Council had drawn up a cultivation licence to run from 1 April 2015. This is renewable on an annual basis. The licence covers maintenance of the all vegetation, excluding trees, along the adopted highway on the Heath. • The unadopted part of EH Way is maintained by Hart District Council using the S106 funds. HDC to investigate how to transfer this responsibility and obtain HDC cabinet approval. • HDC is responsible for some areas of verge and will look to transfer these to EHPC. • Aim is to get HDC approval at next cabinet meeting on 2 April. • HDC will remain responsible for all highway verge maintenance until all approvals are in place. <p>Resolved: to accept the way forward and to sign the cultivation licence.</p> <p>2 x members and the Clerk duly signed the document.</p>	
173/14	<p>Grounds Maintenance Contract</p> <p>In light of the terms & duration of the cultivation licence, it was proposed that the grounds maintenance contract be extended for a further 6 months to 31 March 2016 to coincide with the renewal date.</p> <p>Resolved: to extend the contract with Lotus Landscapes Ltd until 31 March 2016 to satisfy the terms of the cultivation licence.</p>	
174/14	<p>Insurance</p> <p>The current insurance cover with Aviva through Came & Company was reviewed including their offer to extend the long term agreement until 31 March 2018 which would save the council another 5%.</p> <p>Resolved: to accept the offer to extend the long term agreement with Came & Company until 31 March 2018.</p>	
175/14	<p>Bus Shelter</p> <p>The Clerk reported that little progress had been made as there were complications over the land ownership/responsibility.</p>	

<p>176/14</p>	<p>Self Help Kiosk It had been agreed that the Key Centre would like to house one of the kiosks supplied by the Citizens' Advice Bureau (meeting April 2014). CAB is now starting to install the kiosks and requires confirmation that one is still wanted on Elvetham Heath.</p> <p>Resolved: to confirm decision to house a kiosk in the Key Centre</p>	
<p>177/14</p>	<p>Financial Regulations The Clerk presented the revised version based upon the new model regulations produced by NALC in November 2014.</p> <p>Resolved: to accept the new Financial Regulations</p>	
<p>178/14</p>	<p>Public Reporting of Council Meetings Following the new transparency code, the Clerk proposed a protocol for public & press recording of council meetings.</p> <p>Resolved: to accept the new protocol.</p>	
<p>179/14</p>	<p>Fixed Asset Review The Clerk presented the updated fixed asset register for review.</p> <p>Resolved: to accept the updated register.</p>	
<p>180/14</p>	<p>Debtors The Clerk presented for review the list of debts for 2014/15 which had been deemed irrecoverable and had been or need to be written-off.</p> <p>Resolved: to accept the debt write-offs.</p>	
<p>181/14</p>	<p>Reserves The Clerk presented the list of reserves and their movements for review.</p> <ul style="list-style-type: none"> • It was agreed that the level of reserves was approaching adequate for the council's needs. • The movements in the ear-marked reserves were approved as follows: <ul style="list-style-type: none"> ○ S106 reserve – drawdown of £38,800 for grounds maintenance & addition of £7,800 from David Wilson Homes ○ Play areas reserve – add the budgeted £25,000. 	
<p>182/14</p>	<p>Finance The schedule of payments for March was presented to the council for review and approval.</p> <p>Resolved: to accept & approve the payments</p>	

183/14	<p>Chairman's Report</p> <p>MR reported that she had attended the following meetings:</p> <ul style="list-style-type: none"> • Fete meeting • Meeting with a representative of CCLA who offer investment opportunities for local authorities • Meeting with the new chairperson of the toddler group <p>She had also received the resignation of Caroline Ellison.</p>	
184/14	<p>Councillor Reports</p> <ul style="list-style-type: none"> • Cllr Brown: <ul style="list-style-type: none"> ○ Wished to congratulate the staff on the excellent newsletter • Cllr Bond: <ul style="list-style-type: none"> ○ Noting to report • County Cllr Wheale: <ul style="list-style-type: none"> ○ Issue of bus services in Hart continues to be examined ○ There is to be a trial of getting certain highway works carried out locally eg, hedgecutting, drain/gully clearance. Hart DC will be involved in a trial. ○ Trying to seek a compromise over the Fleet sign which has been sited within Elvetham Heath parish. 	
185/14	<p>Clerk's Report</p> <p>The Clerk had circulated her report previously and highlighted the following:</p> <ul style="list-style-type: none"> • The toilet refurbishment project is not progressing and with the change to the specification it is recommended that the work is retendered with an aim to complete the work over the summer holidays. <i>This was agreed</i> • The dog warden has reported that the problem of dog fouling in the Turgis Road/Twyford Close area is persisting and that the CCTV camera will be set up near the entrance to the allotments. • A reference/letter of support has been written to assist the Minding the Garden project with a grant application. 	
186/14	<p>Date of next meeting</p> <ul style="list-style-type: none"> • Monday 20 April 2015 	

There being no further business the meeting closed at 9.00pm

Signed.....

Date.....