

Minutes of the Meeting of Elvetham Heath Parish Council
Held at The Key Centre Elvetham Heath
Monday 21st September 2015 at 7.30pm

PRESENT

Cllr Marilyn Robson		Elvetham Heath PC
Cllr Nicky Bond (NB)		Elvetham Heath PC
Cllr George Brown (GB)		Elvetham Heath PC
Cllr Richard Woods (RW)		Elvetham Heath PC
Cllr Emma Watmore (EW)		Elvetham Heath PC
Jan Hyatt (JH)	Clerk	Elvetham Heath PC

Also Present

Cllr Sara Kinnell	to 8.30pm	Hart District Council
Cllr Mike Morris	to 8.30pm	Hart District Council
1 x member of public	to 7.45pm	

74/15	<p>Apologies for Absence Apologies were received from Cllr Michelle McDarmaid & Cllr Chris Alden who both had work commitments.</p>	
75/15	<p>Declarations of Interest & associated dispensations None.</p>	
76/15	<p>Approval of the Minutes The minutes of the meetings of 20 July 2015 (nos. 54/15-69/15) and 27 July (nos. 70/15 – 73/15) were confirmed as an accurate record and signed by the Chairman.</p> <p>The minutes and recommendations of the following committees were received and accepted:</p> <ul style="list-style-type: none"> • Planning Committee 20th July 2015: Nos. 23/15 – 28/15 • Finance & Policy Committee 27th July 2015: Nos. 12/15 – 20/15 	
77/15	<p>Public Session 1 x member of public asked about adoption of Lyndhurst Road. He confirmed that the developer had carried out the remedial work. MR promised that the Clerk would contact Hampshire County Council to ascertain when the adoption would take place or why there has been a further delay.</p> <p>N.B. At 7.45pm 1 x member of the public left the meeting.</p>	

78/15	<p>Police Report</p> <p>Members of the local neighbourhood team were unable to attend. A written report had been received which highlighted the following:</p> <ul style="list-style-type: none"> • Several incidents of youth anti-social behaviour over the school holidays • 1 x driving away without paying for fuel from Morrisons • Further breaches of Criminal Behaviour Order by the lady who has been living in a car by the station 	
79/15	<p>Regeneration of Towns & Villages</p> <p>Cllr Mike Morris explained his remit with regards to improving community wellbeing in the towns and villages in Hart. He outlined the work he is doing in Blackwater and asked whether there was any way he could help in EH. He has had success with funding from the local stores in Blackwater and believes other stores will have similar funds for community projects.</p> <ul style="list-style-type: none"> • EW suggested a wild flower meadow on the 'picnic area' next to the nature reserve. She is speaking to the ranger about it. The land is owned by HDC so MM agreed to speak to the countryside service about this. • EW suggested a secure dog park • MR suggested a community orchard. <p>MM suggested that the council find suitable sites for these potential projects and he will then work to help with any which the council would like to progress. He also suggested considering having buildings and outside spaces designated as assets of community value to protect them. He would be happy to help progress this.</p> <p>MR thanked Cllr Morris for his contribution to the meeting and he left the meeting.</p> <p>N.B. At 8.30pm Cllrs Morris & Kinnell left the meeting and the meeting was adjourned briefly</p>	
80/15	<p>Grounds Maintenance</p> <p>The contract with Lotus Landscapes Ltd was due to end on 31 March 2016 and had been extended to that date to coincide with the cultivation licence. The licence had been delayed by almost 5 months meaning that the company would not have a full year to work on the highway verges. MR stated that this seemed unfair given the investment in additional staff and time that Lotus had already put into the larger contract. There is ability within the existing contract to extend for a further 6 months.</p> <p>Resolved: to extend the grounds maintenance contract until 30 September 2016.</p>	
81/15	<p>Banking Arrangements</p> <p>The Finance and Policy committee had recommended that a business current account be opened with Unity Trust Bank which would enable easier internet banking and had the option of a pre-paid debit card.</p> <p>Resolved: to accept the committee's recommendation and open an account with Unity Trust Bank.</p>	

82/15**Dog Facilities**

EW had put forward this item but in view of the work required following the presentation by District Cllr Morris, she suggested deferring this to the next meeting when all the suggestions could be considered together.

83/15**Finance**

The Clerk presented the payments schedules for August & September. These were approved and duly signed by the Chairman.

August

Date	Cheque no.	Payee	Description	VAT	Total
				£	£
01-Aug	DDR	Hart District Council	Key Centre Rates 5/10		348.00
19-Aug	100369	S Mackie	Duty manager cover		199.50
19-Aug	BP	Staff	August payroll		5,001.59
19-Aug	BP	Unison	SMS contributions re August payroll		17.25
19-Aug	BP	HALC	New cllr course	18.00	108.00
19-Aug	BP	Hampshire CC	Cleaning products	13.92	83.53
19-Aug	BP	Lyreco UK Ltd	Printer cartridges	14.97	89.82
19-Aug	BP	C&S Banners Ltd	Play area sign	3.40	20.40
19-Aug	BP	BDO LLP	External audit fee	120.00	720.00
19-Aug	BP	Cryle Trading Ltd	Telephone & broadband - July	9.65	57.91
19-Aug	BP	Hampshire CC	Cleaning & First aid products	6.77	40.62
19-Aug	BP	Lotus Landscapes Ltd	Monthly maintenance - July	619.80	3,718.78
19-Aug	BP	Primavera Cleaning Services	Cleaning - July incl concert cover	-	1,625.50
19-Aug	BP	W Hyatt	Newsletter delivery		75.00
19-Aug	BP	R Hyatt	Newsletter delivery		75.00
25-Aug	DDR	British Gas	Key Centre gas - July	4.38	92.14
28-Aug	DDR	Veolia environmental	Refuse collection - July	27.69	166.12
31-Aug	BP	Hampshire Pension Fund	Contributions re Aug payroll		483.23
31-Aug	BP	HMRC	Tax & NI August		998.24
			TOTAL	838.58	13,920.63

September

Date	Cheque no.	Payee	Description	VAT	Total
				£	£
01-Sep	DDR	Hart District Council	Key Centre Rates 6/10		348.00
01-Sep	DDR	South East Water	Water rates Qtrs 1&2		323.67
04-Sep	DDR	British Gas	Key & floodlights	8.00	168.16
10-Sep	BP	Full Circle Events	Staging etc for concert	220.00	1,320.00
10-Sep	BP	Enham/Mount industries	replacement cupboard - village room	55.60	333.60
15-Sep	DDR	British Gas	Key Centre gas - August	3.44	72.35
17-Sep	DDR	SSE Ltd	Cycle path electric - Qtr 2	1.48	31.27
19-Sep	BP	Staff	September payroll		4,696.96
19-Sep	BP	Unison	SMS contributions re Sept payroll		17.25
21-Sep	BP	HALC	HR consultancy fee	300.00	1,800.00
21-Sep	BP	the Play Inspection Co Ltd	Annual play area inspections	60.00	360.00
21-Sep	BP	Litho Xpress Ltd	Newsletter printing		238.00
21-Sep	BP	PRS for Music	PRS licence 2015-16	111.51	669.06
21-Sep	BP	Lyreco UK Ltd	Stationery	9.22	55.30
21-Sep	BP	W Hyatt	Duty officer cover		115.50
21-Sep	BP	WC Baker & Son	Hardware	8.92	53.50
21-Sep	BP	Primavera Cleaning Services	Cleaning - August		1,305.00
21-Sep	BP	D Mason - garden Creations	Monthly gardening		44.00
21-Sep	BP	Lotus Landscapes Ltd	Monthly maintenance & litter	1,229.38	7,376.28
21-Sep	BP	Lotus Landscapes Ltd	Tree work - Turners Way pitch	79.00	474.00
21-Sep	BP	Cryle Trading Ltd	Telephone & broadband - August	9.69	58.16
21-Sep	100371	Pegasus Building Services	Floodlight maintenance	181.44	1,088.64
21-Sep	100370	Sutcliffe Play	50% balance play area installation	6,492.30	38,953.82
21-Sep	100372	EPT Services Ltd	2015 PAT testing	7.96	47.74
28-Sep	DDR	Veolia environmental	Refuse collection - August	24.66	147.95
30-Sep	BP	Hampshire Pension Fund	Contributions re Sept payroll		483.23
30-Sep	BP	HMRC	Tax & NI September		998.04
			TOTAL	8,802.60	61,579.48

84/15

Chairman's Report & Announcements

The Chair of the Council had circulated her report previously. She highlighted the following:

- She had met with the Scout leader regarding concerns about youngsters climbing on the roof of the headquarters building and about cleaning road

	<p>signs. The scouts are running Operation Womble next summer and will clean the signs as part of this.</p> <ul style="list-style-type: none"> • Attended the new play park opening • Attended the RAF annual reception • Attended the opening for the new community centre on Crookham Park 	
85/15	<p>Councillor Reports</p> <ul style="list-style-type: none"> • Cllr Watmore <ul style="list-style-type: none"> ○ Attended the play park opening ○ Regularly check the allotment site ○ Have arranged to meet with the ranger at the nature reserve. • Cllr Brown <ul style="list-style-type: none"> ○ Attended the play park opening ○ Met with one plumber re: the toilet refurbishment ○ Met with netball coach about funding assistance for resurfacing • Cllr Woods <ul style="list-style-type: none"> ○ The results of the County Council boundary review are due in November. There will be the ability comment and challenge if necessary. • Cllr Bond <ul style="list-style-type: none"> ○ Attended the play park opening 	
86/15	<p>Clerk's Report</p> <p>The Clerk had circulated her report and highlighted the following:</p> <ul style="list-style-type: none"> • A letter from the Pre-school about issues which could have been resolved through a conversation • Long standing debtor is disputing the debt despite failing to provide any proof that it is not outstanding. • Persimmon is continuing to work on the culverts to provide the evidence Hampshire CC requires for the adoption of the remaining Persimmon roads incl EH Way. They hope to start carriageway works in mid-October. • We have visited all the areas which Taylor Wimpey has asked the parish to adopt. There are some access issues which will need addressing before adoption and Lotus will provide us with a quote for the maintenance so that we can calculate the commuted sum request. 	
87/15	<p>Exclusion of Public & Press</p> <p>It was resolved in accordance with the Public Bodies (Admission to meetings) Act 1960 to exclude the public & press for discussion on staffing matters.</p>	
88/15	<p>Staffing Review</p> <p>The council had already accepted the consultant's report subject to certain amendments. These amendments were presented to the members.</p> <p>Resolved: to accept the revised report and therefore enable the review process to continue.</p>	

89/15	Date of next meeting The next meeting will be held on Monday 19 th October at 7.30pm.	
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There being no further business the meeting closed at 9.20pm

Signed.....

Date.....