

Minutes of the Meeting of Elvetham Heath Parish Council
Held at The Key Centre Elvetham Heath
Monday 12th December 2016 at 7.45pm

PRESENT

Cllr Marilyn Robson (MR)	Elvetham Heath PC (EHPC)
Cllr Nicky Bond (NB)	Elvetham Heath PC
Cllr George Brown (GB)	Elvetham Heath PC
Cllr Emma Watmore (EW)	Elvetham Heath PC
Cllr Michelle McDarmaid (MM)	Elvetham Heath PC
Cllr Richard Woods (RW)	Elvetham Heath PC
Jan Hyatt (JH)	Exec Officer Elvetham Heath PC

Also Present

Cllr Steve Forster	Hart District Council (HDC)
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124/16	Apologies for Absence Apologies had been received from Cllr Alden. District Cllr Kinnell had also sent apologies.
125/16	Declarations of Interest & associated dispensations None.
126/16	Approval of the Minutes The minutes of the meeting of 21 st November 2016 (nos.106/16- 123/16) were confirmed as an accurate record and signed by the Chairman. The minutes and recommendations of the following committee were received and accepted: <ul style="list-style-type: none"> • Planning Committee – 21st November 2016: Nos. 40/16 – 45/16
127/16	Public Session None.
128/16	Police Report Members of the local neighbourhood team were unable to attend. A written report for November had been received which highlighted the following: <ul style="list-style-type: none"> • 1 x bicycle theft from Twyford Close • 2 x incidents of criminal damage – Turgis Road & the Scout HQ. • Several reports about a door-to-door salesman with cleaning goods being abusive. • 1 x incident of anti-social behaviour in Elvetham Crescent.

129/16	<p>Outline Planning Application - Pale Lane Farm</p> <p>The planning committee outlined its recommendation and proposed response to the application.</p> <p>The residents had asked that the council produce a leaflet explaining its position which those residents would deliver.</p> <p>Resolved: to accept the recommendation of the planning committee and produce a leaflet.</p>																																																																																																						
130/16	<p>2017/18 Budget</p> <p>JH had circulated a draft budget showing that without any project/one-off expenditure a precept increase would be necessary to prevent a large drawdown of reserves.</p> <p>Resolved: to agree a 2.5% precept increase but to finalise the budget at the January meeting.</p>																																																																																																						
131/16	<p>Monthly Financial Review</p> <p>The council reviewed and accepted the following:</p> <ul style="list-style-type: none"> • The management accounts comparing actual to budget to the end of November • The monthly schedule of debtors • Cash books and bank reconciliations. 																																																																																																						
132/16	<p>Finance</p> <p>The Clerk presented the schedule of payments for December as below. These were reviewed and signed.</p> <table border="1" data-bbox="276 1120 1347 2000"> <thead> <tr> <th>Date</th> <th>No.</th> <th>Payee</th> <th>Description</th> <th>VAT</th> <th>Total</th> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td>£</td> <td>£</td> </tr> </thead> <tbody> <tr> <td>01-Dec</td> <td>DD</td> <td>Hart District Council</td> <td>Key Centre Rates 9/10</td> <td></td> <td>351.00</td> </tr> <tr> <td>01-Dec</td> <td>DD</td> <td>Milk & More</td> <td>Office milk supply - November</td> <td></td> <td>10.92</td> </tr> <tr> <td>02-Dec</td> <td>DD</td> <td>British Gas</td> <td>Tennis court & Key electricity - Oct</td> <td>35.94</td> <td>215.66</td> </tr> <tr> <td>10-Dec</td> <td>DD</td> <td>NEST</td> <td>Pension contributions - Nov</td> <td></td> <td>24.62</td> </tr> <tr> <td>14-Dec</td> <td>BP</td> <td>Band Systems Ltd</td> <td>50% balance for door system</td> <td>173.00</td> <td>1,038.00</td> </tr> <tr> <td>15-Dec</td> <td>DD</td> <td>Intouch Communications</td> <td>Phone & broadband - Nov</td> <td>16.04</td> <td>96.26</td> </tr> <tr> <td>19-Dec</td> <td>BP</td> <td>Engie Gas LTd</td> <td>Key Centre gas - Nov</td> <td>44.38</td> <td>266.26</td> </tr> <tr> <td>19-Dec</td> <td>BP</td> <td>SSE Swalec</td> <td>Cycle path electricity - Nov</td> <td>1.25</td> <td>26.33</td> </tr> <tr> <td>19-Dec</td> <td>BP</td> <td>Staff</td> <td>Payroll</td> <td></td> <td>5,919.64</td> </tr> <tr> <td>19-Dec</td> <td>BP</td> <td>J Hyatt</td> <td>Expenses</td> <td></td> <td>15.28</td> </tr> <tr> <td>19-Dec</td> <td>BP</td> <td>K Howden</td> <td>Expenses</td> <td></td> <td>58.04</td> </tr> <tr> <td>19-Dec</td> <td>BP</td> <td>Travis Perkins</td> <td>Building supplies</td> <td>12.62</td> <td>75.71</td> </tr> <tr> <td>19-Dec</td> <td>BP</td> <td>Hart Windows & Glazing Ltd</td> <td>Door closures supply & fit</td> <td>60.00</td> <td>360.00</td> </tr> <tr> <td>19-Dec</td> <td>BP</td> <td>Disconsulting Ltd</td> <td>IT support & backup - Nov</td> <td>27.40</td> <td>164.39</td> </tr> <tr> <td>19-Dec</td> <td>BP</td> <td>C&M (South) Ltd</td> <td>November cleaning services</td> <td></td> <td>1,137.50</td> </tr> </tbody> </table>	Date	No.	Payee	Description	VAT	Total					£	£	01-Dec	DD	Hart District Council	Key Centre Rates 9/10		351.00	01-Dec	DD	Milk & More	Office milk supply - November		10.92	02-Dec	DD	British Gas	Tennis court & Key electricity - Oct	35.94	215.66	10-Dec	DD	NEST	Pension contributions - Nov		24.62	14-Dec	BP	Band Systems Ltd	50% balance for door system	173.00	1,038.00	15-Dec	DD	Intouch Communications	Phone & broadband - Nov	16.04	96.26	19-Dec	BP	Engie Gas LTd	Key Centre gas - Nov	44.38	266.26	19-Dec	BP	SSE Swalec	Cycle path electricity - Nov	1.25	26.33	19-Dec	BP	Staff	Payroll		5,919.64	19-Dec	BP	J Hyatt	Expenses		15.28	19-Dec	BP	K Howden	Expenses		58.04	19-Dec	BP	Travis Perkins	Building supplies	12.62	75.71	19-Dec	BP	Hart Windows & Glazing Ltd	Door closures supply & fit	60.00	360.00	19-Dec	BP	Disconsulting Ltd	IT support & backup - Nov	27.40	164.39	19-Dec	BP	C&M (South) Ltd	November cleaning services		1,137.50
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19-Dec	BP	HCC	Janitorial supplies & stationery	17.89	107.33
19-Dec	BP	Lyreco UK Ltd	Janitorial supplies & stationery	9.71	75.74
19-Dec	BP	Garden Creations	Key Centre garden visit - Nov		75.00
19-Dec	BP	Identibadge Co Ltd	Lanyards etc for key cards	10.66	64.00
19-Dec	BP	WC Baker & Son Ltd	Hardware supplies - Nov	11.22	67.33
19-Dec	BP	Lotus Landscapes Ltd	Monthly maintenance & Xmas tree etc	1,370.38	8,222.28
19-Dec	BP	C&S Banners Ltd	4 market banners	27.20	163.20
19-Dec	BP	Network Security LTd	Emergency call-out	15.80	94.80
22-Dec	BP	Epsilon Lighting Ltd	Street light repairs	83.92	503.20
22-Dec	BP	Band Systems Ltd	Exit guard alarm supply & install	26.00	156.00
22-Dec	BP	C&S Banners Ltd	Banner date stickers	1.00	6.00
22-Dec	BP	The Heritage fruit Tree Co	Orchard trees, stakes & guards	188.18	745.08
22-Dec	DD	NEST	Pension contributions - Dec		24.62
28-Dec	DD	Veolia UK	Refuse collection - Nov	24.94	149.66
31-Dec	BP	Hampshire Pension	Dec contributions		453.20
31-Dec	BP	HMRC	Tax & NICs December		1,562.08
		Total		2,157.53	22,229.13

133/16

Chairman's Report

MR reported the following:

- She had met with Suzanne the Services Manager at the orchard site.
- She attended the Hampshire Police Band concert.
- She had heard back from Karen Murray, the HCC Director for Culture, Communities and Business Services regarding the £3k pa for grass cutting. Karen Murray has obtained agreement that the money will be paid to the parish council.

134/16

Councillor Reports

- **Cllr Brown**
 - Attended an HDC seminar for stakeholders on green infrastructure.
 - Collected just under £1k on Friday 11th November selling poppies outside Morrisons.
- **Cllr McDarmaid**
 - Has been involved in discussions about parking outside the school and road safety for children accessing the school.
- **Cllr Watmore**
 - Nothing to report
- **Cllr Woods**
 - Nothing to report
- **Cllr Bond**
 - Helped with the newsletter delivery

	<ul style="list-style-type: none"> • District Cllr Forster <ul style="list-style-type: none"> ○ Concerns have been raised about speeding on EH Way – the parish may wish to consider sites for a speed indicator device ○ Officers are having a blitz on parking in Fleet and especially blue badge bays. ○ Increased number of complaints about littering throughout the district.
<p>135/16</p>	<p>Officers' Report JH reported the following:</p> <ul style="list-style-type: none"> • Still having difficulty recruiting a duty caretaker. • Automatic door entry system has been fitted and will be fully operational from the start of the new year. • Have been having some issues with cleaning at the Centre – the situation is being monitored. • Orchard has been planted and the potential sponsors will be contacted in the next week. • The new benches on the green have caused problems for the local residents as they have become a magnet for groups of young people. In the last week one has been wrenched from its grounding and the residents have asked whether they could be relocated. • December market was a great success thanks to the efforts in organising and advertising. • Scouts have asked whether the den could be used as a base for NHS health visitors. This would be against both the lease agreement they have with the parish council and the head lease. <i>JH will respond accordingly.</i>
<p>136/16</p>	<p>Date of next meeting The next meeting is scheduled for Monday 16 January 2017.</p>

There being no further business the meeting closed at 8.58pm

Signed.....

Date.....