

**Minutes of the Meeting of Elvetham Heath Parish Council**  
**Held at The Key Centre Elvetham Heath**  
**Monday 17<sup>th</sup> December 2018 at 7.30pm**

**PRESENT**

Cllr Marilyn Robson (MR)	Chairman	Elvetham Heath PC (EHPC)
Cllr Nicky Bond (NB)		Elvetham Heath PC
Cllr Martyn O'Donoghue (MO)		Elvetham Heath PC
Cllr Gordon Smith (GS)		Elvetham Heath PC
Cllr Candice Walmsley (CW)		Elvetham Heath PC
Cllr Nick White (NW)		Elvetham Heath PC
Jan Hyatt (JH)	Exec Officer	Elvetham Heath PC

**Also Present**

Cllr Steve Forster (SF)	from 7.35pm	Hampshire County & Hart District Councils
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<b>109/18</b>	<p><b>Apologies for Absence</b>          Apologies had been received from Cllr Claire Brooks-McGoldrick (CBM) who was unwell. District Cllrs Kinnell &amp; Delaney and County Cllr Collett had also sent apologies which were noted.</p> <p><b>Resolved:</b> to accept the apologies.</p>
<b>110/18</b>	<p><b>Approval of the Minutes</b>          The minutes of the meeting of 19<sup>th</sup> November 2018 (nos. 95/18 - 108/18) 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"> <li>• Planning Committee – 19<sup>th</sup> November 2018: 37/18 – 42/18</li> </ul>
<b>111/18</b>	<p><b>Declarations of Interest &amp; associated dispensations</b>          None</p>
<b>112/18</b>	<p><b>Public Session</b>          None.</p>
<b>113/18</b>	<p><b>Police report</b>          Members of the local neighbourhood team were unable to attend the meeting but had sent the crime report for November which was noted. The recent increase in the number of break-ins in the whole Fleet area was discussed.</p> <p><b>NB. At 7.37pm 2 x representatives from Fleet Phoenix entered the meeting.</b></p>

<p><b>114/18</b></p>	<p><b>Grant Application</b></p> <ul style="list-style-type: none"> <li>• <b>Fleet Phoenix</b> MR welcomed Charlotte Tickner &amp; her colleague and asked them to give a brief overview of their charity which supports young people and what funding they are seeking. They stated that at last count about 12% of their membership (approx 100 young people) live on Elvetham Heath. They are seeking financial assistance as their funding from Hampshire CC and elsewhere has been cut.</li> </ul> <p><b>Resolved:</b> to award £200 under S137 LGA 1972 to Fleet Phoenix towards insurance and training costs and offer to consider a further application in the new financial year.</p> <p><b>NB. At 7.50pm the 2 representatives left the meeting.</b></p>
<p><b>115/18</b></p>	<p><b>Internal Audit</b></p> <ul style="list-style-type: none"> <li>• The members reviewed and accepted the assessment of the effectiveness of internal audit.</li> <li>• <b>Resolved:</b> to continue the engagement of IAC Ltd as internal auditors</li> </ul>
<p><b>116/18</b></p>	<p><b>Data Protection</b> The council reviewed and accepted the updated Data Protection and Privacy policy.</p>
<p><b>117/18</b></p>	<p><b>Budget 2019/20</b> JH presented the draft budget based upon discussions at the previous meeting. <b>Resolved:</b></p> <ul style="list-style-type: none"> <li>• To accept and adopt the draft budget as presented.</li> <li>• To increase the precept for 2019/20 by 3.00% which results in a total of £135,730. The Band D equivalent is £66.81 per annum an increase of just under £2 per year.</li> </ul>
<p><b>118/18</b></p>	<p><b>Monthly Financial Review</b></p> <ul style="list-style-type: none"> <li>• The management accounts &amp; financial reports for November were reviewed and accepted.</li> <li>• The schedule of debtors for November was reviewed.</li> <li>• The Executive officer presented the schedules of payments for December as attached. These were reviewed and signed.</li> </ul>
<p><b>119/18</b></p>	<p><b>Chairman's Report and Announcements</b> MR reported the following:</p> <ul style="list-style-type: none"> <li>• She had attended meetings with the church representatives and events manager regarding the Live Nativity/Carols in the Key event. This went ahead on 15<sup>th</sup> December but had to be held in the church as the weather was inclement. The event was a great success.</li> <li>• Together with the Executive Officer, she attended a meeting with an HDC senior planning officer and the Head of Regulatory Services. This meeting looked at decisions where the planners had disagreed with EHPC and discussed the way forward. It was a very useful meeting.</li> <li>• With the Executive Officer, she visited the property where EHPC had objected to a garage conversion and agreed that there was no reason for an objection which was</li> </ul>

	<p>subsequently withdrawn.</p> <ul style="list-style-type: none"> <li>• The Pale Lane/Elvetham Chase planning appeal starts on 8<sup>th</sup> January. MR will be speaking as part of the objections.</li> </ul>
<b>120/18</b>	<p><b>Councillor Reports</b> The parish councillors had nothing to report.</p> <ul style="list-style-type: none"> <li>• <b>County &amp; District Cllr Forster</b> <ul style="list-style-type: none"> <li>○ Calthorpe Park School extension consultation has been postponed and will take after Christmas.</li> <li>○ The Grove Farm detailed planning application for 185 houses should be considered soon. It will include funding for road improvements in Hitches Lane.</li> </ul> </li> </ul>
<b>121/18</b>	<p><b>Officer Report</b> JH highlighted the following from her written report:</p> <ul style="list-style-type: none"> <li>• She &amp; District Cllr Delaney met with residents from the Turner's Wood area regarding the buffer zone and acoustic fence. They are trying to challenge the charges from the management company but need to establish the facts. JH has agreed to contact Taylor Wimpey and Cllr Delaney will ask the planning dept at HDC.</li> <li>• She met with representatives of VPS regarding the contract extension. It was agreed that this will be extended until 31 March 2020 with a 10% uplift in costs.</li> <li>• Councillor Training: this has been organised for 19 February &amp; 6 March 2019.</li> </ul>
<b>122/17</b>	<p><b>Date of next meeting</b> The next meeting is scheduled for Monday 21 January 2019.</p>

There being no further business the meeting closed at 8.55pm

Signed.....

Date.....

Payments - December

Payee	Invoice Ref	Invoice Date	Description	Payment Date	Net Amount	VAT	Total
<b>Internet Payments</b>							
Total Employment Costs			December Payroll	19-Dec	5,438.29		5,438.29
Party Deposit		17/11/2018	Refund of deposit	26-Nov	200.00		200.00
J Hyatt		15/12/2018	Expenses - SIM, equipment etc	19-Dec	68.00		68.00
S Pepper		16/12/2018	Expenses - TENs, mileage,	19-Dec	130.05		130.05
HCC	Inv x 2	20/11/2018	Janitorial supplies	19-Dec	30.65	6.13	36.78
Amazon Business	Inv x 3	22/11/2018	Equipment	19-Dec	26.02	5.20	31.22
Disconsulting Ltd	13758	30/11/2018	IT Support - November	19-Dec	152.16	30.43	182.59
Pegasus Building Services	2165	30/11/2018	Kitchen electrics for cooker	19-Dec	1,062.00	212.40	1,274.40
BCC Ltd	28504	30/11/2018	Commercial bin clean	19-Dec	17.50	3.50	21.00
Epsilon Lighting Ltd	2018/802	28/11/2018	Street light repair & maintenance	19-Dec	466.08	93.21	559.29
SLCC Enterprises Ltd	Inv x 2	09/11/2018	Training x 3 & publication	19-Dec	206.49	20.50	226.99
Litho Express Ltd	2214	30/11/2018	Newsletter/Xmas card printing	19-Dec	256.00	51.20	307.20
Easi-leaflets	P00686	10/12/2018	newsletter delivery	19-Dec	114.72		114.72
Amazon Business	Inv x 2	06/12/2018	Equipment & office tea	19-Dec	23.30	1.66	24.96
Robs Cleaning Co	EHPC03	14/12/2018	Cleaning & caretaking - November	19-Dec	1,050.00		1,050.00
VPS Grounds Services	SMLT-009430	30/11/2018	Grounds maintenance & litter - Nov	19-Dec	6,146.90	1,229.38	7,376.28
Lenthall Landscapes	EHPC06	12/12/2018	Play inspections Sept-November	19-Dec	450.00	-	450.00
Radii Skatepark Repairs	20/11/1903	12/12/2018	Replacement of 2 panels & safety check	19-Dec	925.00	-	925.00
<b>Cheque Payments</b>							
Men's Shed	S137	19/11/2018	Grant	03-Dec	450.00		450.00
<b>Direct Debit Payments</b>							
Gocardless/Orange Pixel		01/12/2018	Web hosting & support - December	01-Dec	37.00	7.40	44.40
Milk & More		26/11/2018	Office milk - November	28-Dec	6.24		6.24
Intouch Communications	8463462	01/11/2018	Telephone & Broadband - Oct	15-Dec	85.13	17.03	102.16
Everflow Ltd	148386	05/12/2018	Waste Water services 2018	13-Dec	99.67		99.67
SSE Swalec		04/12/2018	Cycle path electricity - Nov	21-Dec	25.61	1.27	26.88
Engie	1-00173136	07/12/2018	Key Centre Gas - Nov	21-Dec	319.68	63.94	383.62
<b>TOTAL</b>					<b>17,786.49</b>	<b>1,743.25</b>	<b>19,529.74</b>