

**Minutes of the Meeting of Elvetham Heath Parish Council**  
**Held at The Key Centre Elvetham Heath**  
**Monday 18<sup>th</sup> March 2019 at 7.30pm**

**PRESENT**

CLlr Marilyn Robson (MR)	Chairman	Elvetham Heath PC (EHPC)
CLlr Nicky Bond (NB)		Elvetham Heath PC
CLlr Gordon Smith (GS)		Elvetham Heath PC
CLlr Nick White (NW)		Elvetham Heath PC
Jan Hyatt (JH)	Executive Officer	Elvetham Heath PC

**Also Present**

CLlr Adrian Collett	Hampshire County Council (HCC)
CLlr Sara Kinnell	Hart District Council (HDC)
CLlr Steve Forster	HCC & HDC
1 x member of public	

<b>150/18</b>	<p><b>Apologies for Absence</b>  Apologies had been received from Cllrs Brooks-McGoldrick, O'Donoghue &amp; Walmsley.  Apologies were also received &amp; were noted from District Cllr Angela Delaney.</p> <p><b>Resolved:</b> to accept the apologies</p>
<b>151/18</b>	<p><b>Approval of the Minutes</b>  The minutes of the meeting of 18<sup>th</sup> February 2019 (nos. 137/18 - 149/18) 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 – 18<sup>th</sup> February 2019: 57/18 – 62/18</li> </ul>
<b>152/18</b>	<p><b>Declarations of Interest &amp; associated dispensations</b>  None</p>
<b>153/18</b>	<p><b>Public Session</b>  None</p>
<b>154/18</b>	<p><b>Police report</b>  None received.</p>
<b>155/18</b>	<p><b>Spring Clean Event</b>  NW reported that the spring clean event is organised and currently being advertised.</p>

	<p>He highlighted the following:</p> <ul style="list-style-type: none"> <li>• Morrisons has donated about approx. £100 worth of cleaning products &amp; food;</li> <li>• HDC is providing litter pickers, bin bags &amp; hi-vis jackets;</li> <li>• HDC will also pick up all the rubbish collected the following day;</li> <li>• Plastic rubbish is to be separated to highlight how much is discarded;</li> <li>• There will be forms and clipboards to report any defects found;</li> <li>• Play equipment will be cleaned;</li> <li>• Road signs will be cleaned;</li> <li>• A full risk assessment has been carried out which covers any child volunteers;</li> <li>• For insurance purposes, the names &amp; postcodes of volunteers will be collected.</li> </ul>
<p><b>156/18</b></p>	<p><b>Road Adoptions</b></p> <p>County Cllr Collett stated that the new officer responsible for the adoption seems very focussed and keen to complete the work. Persimmon also seems to be keen to progress and has recently had staff assessing the road and carrying out temporary repairs for the most dangerous potholes.</p> <p>A resident had written to the parish asking for legal action to be taken. It was agreed that everyone wants to push for action but that it is important to be encouraging whilst negotiations seem to be progressing. Legal action would delay matters further and possibly damage the relationships which are being established.</p> <p>Agreed actions</p> <ul style="list-style-type: none"> <li>• JH to write to the Chief Executive of Persimmon asking for a progress update and letting him know that this is now an agenda item at every council meeting.</li> <li>• JH to respond to the resident and clarify the position.</li> </ul>
<p><b>157/18</b></p>	<p><b>Floral Displays</b></p> <p>EHPC has entered the parish section of South &amp; South East in Bloom – this is non-competitive category that looks at the parish as a whole. It was thought that this would be a good way to focus the efforts of both the staff &amp; the grounds contractors in making Elvetham Heath more attractive and environmentally aware.</p> <p>To improve the appearance of the Key area, the phone box will be filled with flowering plants that the grounds contractors are supplying. The Fleet &amp; Church Crookham Men’s Shed group is making shelves for the planters to rest on.</p> <p>In addition, it is proposed to install floral planters in the Key over the summer months. A comparison of prices has been carried out looking at buying the planters and maintaining them versus leasing them for 4-5 months using either Amethyst Horticulture or Amberol.</p> <p><b>Resolved:</b> to lease the floral displays (May – October) from Amethyst Horticulture at a cost of £4,430.</p> <p>It was suggested that the planters could be refilled at little or no additional cost for winter displays as no watering/maintenance is required. JH to investigate if this is possible.</p>
<p><b>158/18</b></p>	<p><b>The Key &amp; Key Centre Car Park</b></p> <p>JH reported that there has recently been an escalation in the parking issues in the Key mainly caused by the building works at Morrisons. JH had attended another meeting with representatives from the School, Church, Pub and Morrisons to try to ascertain why the problem has worsened and to try to find a solution. It is now clear that the parking</p>

	<p>restrictions at Morrisons will continue once the refurbished store opens so the problems in the Key will persist. The meeting did not find any answers to the problems.</p> <p>After much discussion, there were no obvious solutions and it was agreed that members would revisit this at the next meeting. County Cllr Forster suggested checking the school's travel plan and offered to put JH in touch with the relevant officer at HCC. It was also noted that the day nursery appears to have no staff car parking.</p>
<b>159/18</b>	<p><b>Fixed Assets</b></p> <ul style="list-style-type: none"> <li>• The updated asset register was reviewed and accepted.</li> <li>• The full list of disposals for the year was approved.</li> </ul>
<b>160/18</b>	<p><b>Maintenance Review</b></p> <p>JH presented a schedule of all the works carried out by the maintenance contractor in the last year. This was reviewed and approved.</p>
<b>161/18</b>	<p><b>Monthly Financial Review</b></p> <ul style="list-style-type: none"> <li>• The management accounts &amp; financial reports for January were reviewed and accepted.</li> <li>• The schedule of debtors for January was reviewed. <ul style="list-style-type: none"> <li>○ MR &amp; JH suggested writing off the long-term debt from Bouncing Bunnies. NW &amp; GS offered to pay the company a visit and it was agreed that they would do this before the debt was written off.</li> </ul> </li> <li>• The schedule of payments for February was presented as attached. This was reviewed and approved.</li> <li>• The proposed budget virements were approved</li> </ul>
<b>162/18</b>	<p><b>Staff Pay Review</b></p> <p>It was agreed to defer this item until more councillors were present.</p>
<b>163/18</b>	<p><b>Chairman's Report and Announcements</b></p> <p>MR reported the following:</p> <ul style="list-style-type: none"> <li>• Attended the first session of the councillor training</li> <li>• Attended the Fleet Community Hospital planning engagement event about plans to create an Integrated Care Centre behind the hospital to enable the delivery &amp; coordination of local community services.</li> <li>• Attended the Calthorpe Park School expansion drop-in session about the plans to increase the school to 1725 pupils in 2021.</li> </ul>
<b>147/18</b>	<p><b>Councillor Reports</b></p> <ul style="list-style-type: none"> <li>• Cllr Bond <ul style="list-style-type: none"> <li>○ NB attended the second session of councillor training</li> </ul> </li> <li>• Cllr Smith <ul style="list-style-type: none"> <li>○ Attended the first training session</li> </ul> </li> <li>• Cllr White <ul style="list-style-type: none"> <li>○ Attended both sessions of training.</li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>• County &amp; District Cllr Forster <ul style="list-style-type: none"> <li>○ A report has been received from the inspector of the HDC Local Plan</li> <li>○ An application for 41 affordable units at Edenbrook has been refused on insufficient parking provision</li> <li>○ Attended a licensing enforcement visit looking at taxis in the district – the standard &amp; safety of the taxis was high</li> <li>○ Attended a community safety meeting where it was suggested that all bus shelters should be removed from Elvetham Heath as many were redundant and most suffer vandalism.</li> <li>○ Hitches Lane/Reading Road roundabout is to be repaired</li> <li>○ Many potholes have been temporarily filled by HCC and have been scheduled for permanent repair</li> </ul> </li> <li>• District Cllr Kinnell <ul style="list-style-type: none"> <li>○ The PSPO re dogs has been slightly delayed</li> </ul> </li> <li>• County Councillor Collett <ul style="list-style-type: none"> <li>○ The accident spot near Whitewater Road on EH Way has been investigated by HCC Highways. As they have found 3 records of injury there, it will be looked into once the road has been adopted. If adoption is further delayed, HCC will tell Persimmon Homes that something must be done to prevent further accidents there</li> <li>○ Street lights on residential roads throughout Hampshire will be switched off between 1am-4am daily. This move will save money &amp; reduce carbon dioxide emissions. Not all roads are affected, HCC has a map on its website. <i>NB. This map will be available on the EHPC website.</i></li> <li>○ The Local Plan report is a good result as it will stop development by appeal which has plagued Hart over the last few years.</li> </ul> </li> </ul>
<p><b>164/18</b></p>	<p><b>Officer Report</b>  The following was highlighted from the written report:</p> <ul style="list-style-type: none"> <li>• CCTV – the installation of CCTV in the Key has been delayed as HDC and Rushmoor Borough Council are carrying out a review. As a result, the £12,000 budget will have to be rolled forward into an earmarked reserve for use in 2019/20.</li> <li>• JH to contact HDC regarding S106 funds for highway verges.</li> <li>• Attended the HALC conference in Southampton which had some useful sessions particularly those on cyber insurance &amp; Hampshire legal services.</li> </ul>
<p><b>165/17</b></p>	<p><b>Date of next meeting</b>  The next meeting is scheduled for Monday 15 April 2019.</p>

There being no further business the meeting closed at 9.20pm

Signed.....

Date.....

Payments - March

Payee	Invoice Ref	Invoice Date	Description	Payment Date	Net Amount	VAT	Total	Ref
<b>Internet Payments</b>								
Total Employment Costs			March Payroll	19-Mar	5,438.29		5,438.29	BP
Technivents	314	28/02/2019	Deposit for concert staging	28-Feb	504.00		504.00	BP
J Hyatt		18/03/2019	Expenses - Sim, stamps, mileage, refreshes	19-Mar	148.39		148.39	BP
Serco Ltd	91553669	18/02/2019	Litter bin emptying	19-Mar	296.19	59.24	355.43	BP
HCC	4 x invoice	25/02/2019	Janitorial supplies	19-Mar	39.72	7.94	47.66	BP
Disconsulting IT Ltd	14178	26/02/2019	IT Support - feb	19-Mar	154.16	30.83	184.99	BP
Disconsulting IT Ltd	14273	28/02/2019	Network access points	19-Mar	584.30	116.87	701.17	BP
C&S banners Ltd	CSL13977	28/02/2019	4 x Market Banners	19-Mar	122.40	24.48	146.88	BP
VPS Grounds Services	SMLT-009835	28/02/2019	Grounds maintenance - Feb	19-Mar	5,237.65	1,047.53	6,285.18	BP
VPS Grounds Services	SMLT-009758	28/02/2019	Tree work - area 1	19-Mar	90.00	18.00	108.00	BP
Roupcycle Ltd	1776	07/03/2019	Rubbish clearance	19-Mar	66.67	13.33	80.00	BP
Amazon UK Ltd	2 x invoice	11/03/2019	Janitorial supplies & office consumables	19-Mar	12.47	2.49	14.96	BP
Pegasus Building Servs	2181	08/03/2019	Key Centre lighting upgrade	19-Mar	6,500.00	1,300.00	7,800.00	BP
Pegasus Building Servs	2180	08/03/2019	Pavilion locks & lights & KC kitchen sink	19-Mar	1,500.00	300.00	1,800.00	BP
Rob's Cleaning	Feb	15/03/2019	Cleaning & caretaking - feb	19-Mar	1,060.00		1,060.00	BP
<b>Cheque Payments</b>								
South/South East in Bloom	2953	01/03/2019	seminar booking	01-Mar	15.00		15.00	100433
<b>Direct Debit Payments</b>								
Gocardless/Orange Pixel		01/02/2019	Web hosting & support - February	01-Mar	37.00	7.40	44.40	DDR
Everflow Ltd	193550	05/03/2019	Water & waste services	13-Mar	96.45		96.45	DDR
Intouch Communications	8811024	01/03/2019	Telephone & Broadband - Feb	15-Mar	84.27	16.85	101.12	DDR
Castle Water Ltd	1750382	01/03/2019	Allotment water - Jan-June 2019	16-Mar	161.95		161.95	DDR
SSE Swalec		04/03/2019	Cycle path electricity - Feb	21-Mar	24.55	1.22	25.77	DDR
Engie	1-00203023	08/03/2019	Key Centre Gas - Feb	22-Mar	357.85	71.57	429.42	DDR
<b>TOTAL</b>					<b>22,531.31</b>	<b>3,017.75</b>	<b>25,549.06</b>	