

## Ellingham, Harbridge & Ibsley Parish Council

### Council Meeting held at Ellingham Church Hall, Ellingham on Tuesday 4<sup>th</sup> August 2020 at 6.30pm

In attendance:

Cllr Burtenshaw - Chairman  
Cllr Errington – Vice Chairman  
Cllr Blake  
Cllr Coutts  
Cllr Loader  
Cllr Taylor  
Cllr Wilson

Acting Clerk: Kate Mason  
Observing: Joanna Ramsay

#### **20/08/33 Apologies for absence**

Apologies for absence were received from Cllr Stainton-Burrell & NFDC Cllr Lane

#### **20/08/34 Declarations of Interest**

There were no declarations of interest.

#### **20/08/35 Welcome to the new Clerk Joanna Ramsay**

The Chairman welcomed the new Clerk, Joanna Ramsay, thanked her for attending and introduced her to the Councillors present. Joanna will start in post on 1<sup>st</sup> September 2020. Joanna is also the Clerk to Manston & Hammoon Parish Council in Dorset.

#### **20/08/36 Minutes of the Council meeting held on 25<sup>th</sup> February 2020 & Planning Committee meeting on 10<sup>th</sup> March 2020**

It was proposed by Cllr Taylor and seconded by Cllr Wilson that the minutes of the Council meeting held on 25<sup>th</sup> February 2020 and the minutes of the Planning Committee meeting held on 10<sup>th</sup> March 2020 be signed as a true and accurate record: ALL IN FAVOUR.

#### **20/08/37 Chairman's report on matters arising from the Council meeting of 25<sup>th</sup> February 2020**

(i) Matters arising - Parish Council meeting 25<sup>th</sup> February 2020

Scoopa Nan ice cream tender. The annual rent is £1500. Because of the Covid-19 pandemic the National Trust and Forestry England did not allow ice cream vans on their pitches in the forest until 23<sup>rd</sup> May 2020. In line with that policy, EHI PC gave permission for the Moyles Court pitch to be used from that date also.

Because the Easter and the May day bank holidays had been missed the following proposal was made:

It was proposed by Cllr Burtenshaw and seconded by Cllr Blake that the annual fee for 2020 be reduced by £100 to **£1400** as a compensation for missing two public holidays. ALL IN FAVOUR.

Chairman

Date

**ACTION: Clerk**

Ward Boundary changes - ongoing discussions with other parishes to endeavour to change the forest ward. Boundary Commission consultation ends on 7th September.

**Action: LB & Clerk**

Parish Ditches – A contractor is to be instructed to carry out the work.

**ACTION: Clerk**

Noticeboards – Quotes are being sought

**ACTION: Clerk**

Standing Orders – The changes made to Para 18.1 were subsequently deemed to be unlawful and the amendment is cancelled. Para 18.1 of Standing Orders remains as 6 months.

(ii) Matters arising – Planning meeting, 10<sup>th</sup> March 2020

Druce Acres – the applicant failed to obtain planning permission and has left the site. The mobile home has been removed together with the livestock. The future of the site is unknown.

Ragwort – this is currently prevalent in the parish. No ragwort pulling was organised this year but people are to be encouraged to remove it from Parish Council verges. Private land infestation is the responsibility of the landowner.

(iii) Future Meetings

Members decided they would investigate holding remote meetings on Zoom. Cllr Errington will advise. If necessary, planning applications will be dealt with at the Council meetings without the need to hold a separate Planning Committee meeting. Applications will continue to be dealt with by member contribution via email.

**ACTION: RE**

The Clerk advised that there requires to be 3 meetings, plus the Annual meeting, held by a Parish Council each year (Local Government Act 1972, Sch 12). It would be prudent to hold meetings in September and October to satisfy the law, especially as there could be a further lockdown in the winter months ahead.

The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020, which came into force on 4<sup>th</sup> April 2020 allows Parish Council to cancel or delay the Annual Parish meeting which normally has to be held in May.

The legislation also gives Parish & Town Councils the power to hold remote meetings until May 2021 which is an option to be considered.

### **20/08/38 Public Forum**

No public present.

### **20/08/39 Finance**

#### **i. Approval of Annual Governance statement 2019/2020**

It was proposed by Cllr Errington and seconded by Cllr Coutts that the Annual Governance Statement 2019/20 be approved. ALL IN FAVOUR.

#### **ii. Approval of Annual Accounting statement 2019/2020**

It was proposed by Cllr Errington and seconded by Cllr Loader that the Annual Accounting Statement 2019/20 be approved. ALL IN FAVOUR.

#### **iii. Explanation of variances**

It was proposed by Cllr Errington and seconded by Cllr Loader that the explanation of variances be approved. ALL IN FAVOUR.

Members noted the Bank reconciliation as at 31<sup>st</sup> March 2020 and the Supporting Statement 2019/20.

#### **iv. Election of signatories and Bank payment authorisation**

In the absence of an annual meeting, it was proposed by Cllr Loader and seconded by Cllr Wilson that Cllrs Burtenshaw and Errington and the Clerk be signatories on the Council bank accounts and for electronic banking purposes. ALL IN FAVOUR>

#### **v. Payment of accounts March 2020 and April 2020 – August 2020**

(i) Members noted the following credits received and payments made under delegated powers by bank transfer:

##### 31.03.20 payments

• HMRC end of financial year pmt	311.88
• Clerk salary Dec 2019 – Mar 2020	1241.82
• Cllr Errington expenses/projector hire	114.80
<b>TOTAL</b>	<b>1668.50</b>

##### June 2020 payments

• HALC annual subscription 2020/21	407.39
• SLCC Enterprises job advert (Feb 2020)	138.00
• Scribe Accounts annual fee 2020/21	339.60
• Zurich Municipal insurance 2020/21	393.16
• Bank service charge	18.00
<b>TOTAL</b>	<b>1296.15</b>

##### June 2020 credits:

• NFDC Half year precept pmt	9,587.50
• Nat West compensation for poor service	166.20
<b>TOTAL</b>	<b>9753.70</b>

(ii) Payments to be sanctioned

• P Reynolds, Internal Audit fee	500.00
• K Mason, Clerk Salary April to July inc	1,685.04
• Stamps	13.92
<b>TOTAL</b>	<b>2198.96</b>

It was proposed by Cllr Burtenshaw and seconded by Cllr Taylor that the above payments as listed be sanctioned. ALL IN FAVOUR.

**vi. Financial report**

Members acknowledged the financial report and the current financial position:

**Current position @ 31<sup>st</sup> July 2020**

• Current a/c	19,329.74
• Instant Access a/c	57,431.89
• Dodington a/c	2,101.31

The Clerk to check any changes to the Zurich Insurance policy as a result of Covid-19 pandemic.

**ACTION: Clerk.**

**vii. Grant approvals – Ellingham Church Hall Hire fees & Ibsley Village Hall Hearing Loop system.**

Ellingham Church Hall grant - to be deferred until the next meeting.

Ibsley Village Hall – a new PA system has been installed in Ibsley Village Hall after accessing a grant from the District Council. The Village Hall also installed a hearing loop at the same time for £190.00.

It was proposed by Cllr Errington and seconded by Cllr Coutts that a grant of £190 be paid to Ibsley Village Hall for the cost of the hearing loop. ALL IN FAVOUR.

**viii. Kings Oak quote approval (see minute 20/01/181P)**

Following the severe pruning of the Kings Oak a quote has been received from Apex Solutions to improve the ground conditions with nutrients and help prolong the life of the tree.

It was proposed by Cllr Burtenshaw and seconded by Cllr Loader that the quote of **£1700 exc VAT** be accepted. ALL IN FAVOUR.

Cllr Loader suggested that a tree report by an independent tree specialist be carried out as well for advice on future care.

It was proposed Cllr Loader and seconded by Cllr Burtenshaw that a tree report by an independent tree specialist be carried out. ALL IN FAVOUR.

## **20/08/40 Community Funded Initiatives**

Cllr Burtenshaw advised members that Hampshire CC had been contacted to start the process of the signage and road markings at Amies Corner, Ellingham Drove and Linwood.

## **20/08/41 Planning**

### 20/10718 Nea Farm Quarry

The application is from Tarmac Ltd for a five year time extension and revised restoration profile extension to a previous permission gravel extraction. They are no longer going to put in the detailed landscaped plan but will return the area to wetlands, pasture and plant a few trees.

### 20/10716 The Barn, Snails Lane, Blashford. BH24 3PG – New First Floor Balcony

Members agreed that it would not significantly impact on the amenity value or street scene elevation and recommend permission but will accept the decision made by NFDC Planning Officers under delegated powers.

It was noted that the tree with a TPO mentioned in the briefing note has since been felled after permission was granted by NFDC.

Solar Farm, Hamer Warren – an application is forthcoming from the Somerley Estate.

## **20/08/42 Environmental Matters**

### (i) Lengthsman jobs – September 2020

The Chairman advised that Terry Mason was taking on less work. She had asked for a quote from a local window cleaner to clean the bus stops.

Members were reminded to continue to bring forward tasks for future time allocations of the Lengsthman so that we do not lose this important contract.

## **20/08/43 New Website proposal**

A quote had been received from TLC Online based at Calshot:

- Hosting with Guru £60.00 per year
- Web site creation and files uploaded to server £300
- .gov.uk domain for 2 years £105
- Renewal of .gov.uk domain for further 2 years £65
- 1 year backend monitoring £60 per year
- **Total initial spend £590**

Additional work to website is £25 per hour. Annual costs work out at £120

Members requested that, if possible, the website name could be **ehipc.gov.uk**

It was proposed by Cllr Burtenshaw and seconded by Cllr Blake that the quote from TLC Online be accepted. ALL IN FAVOUR.

**ACTION: Clerk**

## **20/08/44 – Co-Option of new members**

There are currently two places for co-option on the Parish Council. The Chairman urged members to try and find candidates.

### **20/08/45 Consultation Papers**

Nothing to report.

### **20/08/45 Attendance at meetings.**

The Clerk advised that under the LGA 1972, Section 85 a Councillor will cease to be a member if absent from meetings for 6 months. Because there have been no Council meetings since February due to Covid-19, it is likely there will need to be a resolution at future meetings to grant special leave of absence, especially if any member is unable to attend in September.

### **20/08/46 Correspondence**

Moyles Court Property – a property by Moyles Court has removed the dragons teeth from outside the property and replaced them with large stones. The Clerk to advise HCC Highways and Natural England.

**ACTION: Clerk**

Toms Lane – Cllr Coutts advised that NFDC Refuse lorries were driving at 30mph, double the 15mph speed limit, down Toms Lane which was causing damage to the road surface and was dangerous for pedestrians. The Clerk to send a letter to NFDC and the Forestry Commission.

**ACTION: Clerk**

Ibsley Churchyard – Alder trees next to Ibsley Churchyard, planted by Bournemouth Water, are now overhanging and causing problems with sightlines on the road.

Gorley Green Triangle – Resurfacing has meant that there is less space for cars passing making it likely there will be a future accident. HCC to be informed.

**ACTION: Clerk**

The meeting ended at 8pm.