

UPTON GREY PARISH COUNCIL

Minutes of the Upton Grey Parish Council meeting
held in the Village Hall on 11 February 2019 at 6.00pm

In attendance: - Cllr Paul Gray, Cllr Charles Holroyd, Cllr David Janaway, and Cllr Nick Ralls.

Also in attendance- Beverley Bridgman (Parish Clerk), George Hillier (Parish Lengthsman), PC Andy Reid and 4 members of the public. Cllr Mark Ruffell attended for a brief period.

Draft minutes subject to confirmation

001/FC/02/18-19 Receive and accept apologies for absence

Apologies were received and accepted from Cllr J Wallinger.

002/FC/02/18-19 Receive and note any declarations of interest relevant to the agenda

None.

003/FC/02/18-19 The Chairman to sign as a correct record the minutes of the Parish Council meeting held on 17 January 2019

As Chairman of the January meeting Cllr N Ralls signed as a correct record the minutes of the Parish Council meeting held on 17 January 2019.

004/FC/02/18-19 Open the meeting to members of the public

4 members of the public attended the meeting. 2 mentioned safety concerns regarding the damaged verge and post at the pinch point in Weston Road. It was discussed and **resolved** that the Parish Clerk will arrange for repair/replacement of the post as a matter of urgency. In line with the Upton Grey Financial Regulations 4.4 it was agreed the Parish Clerk can authorise payment (up to £500) for this work. This payment will be reported to the Chairman and recorded at the next Parish Council meeting. PC A Reid will obtain safety statistics on Weston Road for the Parish Clerk. The next steps regarding the pinch point will be discussed at the next Parish Council meeting.

005/FC/02/18-19 Receive reports

Reports were received from PC Andy Reid and the Lengthsman, these can be found in Appendix A.

006/FC/02/18-19 Consider and discuss the following planning applications:

006.1/FC/02/18-19 Change of use from paddock for extension of the existing haulage yard hardstanding area (part retrospective).

Reynard House, Weston Road, Upton Grey, RG25 2RJ

Reference number: 19/00021/HSE

The Parish Council discussed the application and it was **resolved** to submit the comment of no objection. However the Parish Council will ask that adequate screening is placed around the extended area.

006.2/FC/02/18-19 Erection of a 2 storey side extension and a single storey side extension following demolition of existing garage and removal of chimney stack. Installation and repositioning of windows and doors.

18 Little Hoddington, Upton Grey, RG25 2RN

Reference number: 19/00021/HSE

The Parish Council discussed the application and it was resolved to submit the comment of **no objection**.

006.3/FC/02/18-19 Fell two dead silver birch trees on the North Western border.

Westfield Cottage, Upton Grey, RG25 2RQ

Reference number: T/00011/19/TCA

The Parish Council discussed the application and it was resolved to submit the comment of **no objection**.

006.4/FC/02/18-19 Summer house to rear at the land south of Flinders, Powntley Copse, GU34 4DL

Reference numbers: 19/00307/OOBC & 57938/001(East Hants)

The Parish Council discussed the application and it was resolved to submit the comment of **no objection**.

007/FC/02/18-19 Update on previous planning applications

Since the last Parish Council meeting on 17 January 2019 Basingstoke and Deane Borough Council have approved the following planning application:

Ref 18/03490/HSE Redwing House, Cemetery Lane, Upton Grey

008/FC/02/18-19 Approve the Electronic Payment Request for February

The electronic payment request as shown below was approved for payment.

Upton Grey Parish Council - February 2019 Electronic Payment Request

To	Item	Amount	Invoice number
Staff	Salary February 2019	£576.00	
	Expenses February 2019	£18.00	
	Total	£594.00	2/19
Staff	Salary February 2019	£44.40	
HMRC	Tax & NI February 2019	£11.00	
	Total	£55.40	February
Saunders Landscape	Maintenance February 2019	£209.00	1204
Upton Grey Village Hall	Village Hall hire July-Dec 2018	£52.50	
	Shop premises lease July-Dec 2018	£600.00	
	Total	£652.50	01 Feb 2019

009/FC/02/18-19 Note the current financial situation and sign bank statements

The current financial situation was **noted** and can be found in Appendix B. The bank statements were signed and reconciled, with the balances being:

Current Account £6567.99

Savings Account £15287.05

010/FC/02/18-19 Discuss adding additional signatories to the bank account

It was agreed that Cllr C Holroyd and Cllr N Ralls will be added as additional signatories to the bank account. Bank mandates allowing for this were signed by Cllr P Gray, Cllr C Holroyd and Cllr N Ralls.

011/FC/02/18-19 Update regarding a new savings account for the Parish Council

Due to the limitations on accounts available for Parish Councils it was discussed and **resolved** that the savings account will remain with Lloyds Bank.

012/FC/02/18-19 Discuss and agree a system for the payment of salaries

It was discussed and **resolved** that in the months of August and December when there is not usually a Parish Council meeting salaries will be agreed and approved at the prior meetings. These payments will be reported at the next available Parish Council meeting.

013/FC/02/18-19 Discuss and agree appointment of an Internal Auditor

It was discussed and **agreed** that the Parish Council are happy to continue using the Internal Auditor they have used for a number of years. The Parish Clerk will book an appointment for the annual Internal Audit.

014/FC/02/18-19 Discuss the Parish Councils procedure in respect of 'Operation London Bridge'

It was discussed and **agreed** that on the passing of HM Queen Elizabeth II the Chairman will write suitable words for the Parish Council website. This is instead of paying £35 for the website provider to action on the Parish Councils behalf.

015/FC/02/18-19 Update and sign Asset register to reflect removal of the unsafe climbing net and frame

The updated Asset register was **agreed** and signed by the Chairman and Parish Clerk.

016/FC/02/18-19 Discuss correspondence received from a villager regarding a sycamore tree on the green at Cleves Lane

The Parish Clerk had received correspondence regarding 3 sycamore trees on the green at Cleves Lane. These were behind the hedge and had grown from seedlings. It had been requested that these trees be removed before they cause damage to power cables and property. It was discussed and **resolved** that the Parish Clerk would obtain a quotes from the maintenance contractor to remove the sycamore trees and check whether permission should be sought from the Tree Officer at Basingstoke and Deane Borough Council.

017/FC/02/18-19 Update from Cllr P Gray and Cllr N Ralls regarding ducks crossing signs at the village pond

Cllr N Ralls reported that he has drafted a letter to neighbours requesting permission to place 'ducks crossing' signs on their property. It was discussed and **resolved** that at least 3 signs will be purchased. Cllr N Ralls will source the signs. It was **agreed** that in line with the Upton Grey Financial Regulations 4.1 the Parish Clerk, in line with the Chairman can authorise payment of the signs up to a value of £100. The expenditure will be reported at the next Parish Council meeting.

018/FC/02/18-19 Report from Cllr C Holroyd about a debate he attended on the future of planning

On 8 February 2019 Cllr C Holroyd attended a CPRE debate on the future of planning. The main 'takeaways' from the debate were:

- In 2018 220,000 new homes were built, this year the figure will be 240,000. The Government is committed to building 300,000 new houses a year by the mid 2020's. The pressure on new housing is set to continue.

- Neighbourhood Plans, although sometimes worthwhile, take a lot of time and effort. As consultancy is required to complete the plans it is also a very expensive project.

019/FC/02/18-19 Discuss the Annual Parish Meeting

The Parish Clerk reported that the Annual Parish Meeting can be called by 6 residents of the Parish who have the right to vote at an election. It is not a Parish Council meeting and should not be confused with the Annual meeting of the Parish Council which is often held on the same day. It was discussed and **resolved** that due to non attendance of electors for a number of years the Parish Council will not call an Annual Parish Meeting this year. If residents have any concerns they are welcome to speak at the public session in all Parish Council meetings. Annual reports will be made at the Annual meeting of the Parish Council which will be held on 16 May 2019.

020/FC/02/18-19 To confirm the date of the next meeting

It was confirmed that the next Parish Council meeting will be held on Thursday 21 March at 7pm.

There being no other business the meeting closed at 7.16pm

Email: clerk@uptongreyparishcouncil

Appendix A

Upton Grey Lengthsman Report February 2019

Litter

Normal clean ups completed.

Fly tipping reported at Fords Lane.

Drainage

Settlement tanks pumped out 24 January

Highways

The repair of potholes in Cleves Lane was chased up in February 2019. Hampshire Highways reference 21338307.

Tuesday 5th Feb a lorry was driven across the grass verge at the pinch point in Weston Road.

Reported to Hampshire Highways reference 7051803.

Highways have said that it has been inspected and no further action is required. I have queried this.

Footpaths

Sign damaged on Greywell Road footpath 12.

Repaired and replaced two days later.

Salt bins

Despite the heavy snow none of the bins were used.

Weston Road flooding

Hampshire Highways have visited and viewed the flooding site at Weston Road.

PC Andy Reid Report February 2019

25.01.2019 Theft of car registration plates

26.01.2019 False burglar alarm activation

31.01.2019 Attempt to enter work van at Little Hoddington

31.01.2019 Theft (domestic related)

04.02.2019 Poaching at Manor Farm

07.02.2019 Speed enforcement Bidden Road/Weston Road, 5 warnings and 1 enforcement issued

Appendix B
Upton Grey Parish Council Monthly Sheet
February 2019

Lloyds Current Account

Balance as at 17 January 2019 £8129.74 (agrees statement dated 31 January 2019)

Payments

Date	To	Amount
21 January 2019	Staff salary & expenses Dec 18 & Jan 19	£1153.95
21 January 2019	Staff salary & expenses Dec 18 & Jan 19	£88.60
21 January 2019	HMRC Tax & NI, Dec 18 & Jan 19	£22.20
21 January 2019	Saunders Landscapes (Invoices 1186 & 1193)	£418.00
21 January 2019	Vision ICT (Invoice 8680)	£240.00

Receipts

Date	From	Amount
28 January 2019	VAT reclaim	£361.00

Balance as at 11 February 2019 £6567.99 (agrees on line statement dated 11 February 2019)

Lloyds Savings Account

Balance as at 17 January 2019 £15287.05 (agrees statement dated 1 February 2019)

Receipts

Date From

Balance as at 11 February 2019 £15287.05 (agrees on line statement dated 11 February 2019)

Total Balance as at 11 February 2019

Lloyds Current Account		£6567.99	
Lloyds Savings Account		£15287.05	
Unpresented cheques	nil		Total
Cancelled cheques	nil		£21855.04
Net Bank Balance	nil		