



# SHERFIELD PARK PARISH COUNCIL

**Sherfield Park Parish Council (SPPC)**  
**Ordinary Meeting held remotely**  
**at 7.30pm on Wednesday 10<sup>th</sup> January 2021**

	<u>IN ATTENDANCE</u>	<u>APOLOGIES</u>	<u>ABSENT</u>
<b>Councillors:</b>			
Cllr. Gordon	✓		
Cllr. Vaux	✓		
Cllr. Alvares	✓		
Cllr. Rouse (Chair)	✓		
Cllr. Circuit	✓		
Cllr. Parfrey	✓		
Cllr. Noakes	✓		

In attendance: Tracy Hamer (Clerk) taking the minutes. The meeting was chaired by Cllr Rouse.  
 1 member of the public was in attendance.

Agenda Item	Issue	Actions
<b>022101</b>	<b>To receive and accept apologies of absence</b> Borough Councillors Miller and Still.	
<b>022102</b>	<b>To receive any declarations of interest relevant to items on this agenda.</b> Nil.	
<b>022103</b>	<b>To sign as a correct record, the minutes of the remote meeting of the Full Council held on 13<sup>th</sup> January 2021.</b> The Council unanimously agreed the content of minutes. <i>Proposed by Cllr Parfrey and seconded by Cllr Rouse.</i>	
<b>022104</b>	<b>Matters arising from items from previous meetings and actions as noted on the action log.</b> <ul style="list-style-type: none"> <li>• Pettys Copse Path – No further update at this time.</li> <li>• Pettys Copse Woods – see Appendix 1.</li> <li>• Cllr Rouse requested a meeting to reconvene the collation of signage around the flats.</li> <li>• Cllr Rouse confirmed the required paperwork from Cllr Noakes is now complete and BDBC have been notified.</li> </ul>	
<b>022105</b>	<b>To receive any Chairman’s announcements.</b> <ul style="list-style-type: none"> <li>• Elections this year will take place on Thursday 6 May, the Government has confirmed, and will see residents in Basingstoke and Deane voting on who will represent them on the borough council, county council and, possibly, their parish council and as Police and Crime Commissioner.</li> </ul>	

Signed by Chair.....

	<ul style="list-style-type: none"> <li>• It was agreed that Sherfield Park and Sherfield on Loddon could collaborate on protocol in the event of the death of a Senior Royal.</li> <li>• The SPPC Internal Audit is booked for 20<sup>th</sup> April.</li> <li>• Cllr Rouse confirmed the new Police Sergeant for the Rural Neighbourhood Team based out of Tadley Police Station is Lisa Kempster and we look forward to liaising her with in the future.</li> </ul>	
022106	<p><b>Public Participation Session.</b> The following questions were submitted by email from a Sherfield Park parishioner:</p> <p>1. Will there be flat number signs for the flats at Monxton Place to assist with delivery and service vehicles looking for a particular flat number in the block? <i>Cllr Alvares will investigate signage.</i></p> <p>2. Will the Community Centre install signage for those accessing the takeaway vans in the SPCA carpark, to avoid parking at Monxton Place and walking down the path rather than use the car park at the community centre? <i>- This was discussed at length and it was noted that there is signage to the Community Centre. It was suggested that the PC contact the Community Centre to establish if more is required.</i></p> <p>3. What was the point of cleaning the railings, gate and bench with the high-powered water hose when the grass border (ruined by the bin lorries reversing) and the road areas by the Monxton Road sign has car oil leaked on it. The car was reported to BDBC, however, they did not want to act and said it was a Parish matter. <i>- This was also discussed and noted that the oil leak would not be a Parish Matter. The PC suggested that an email to Environmental Health should be advised.</i> <i>- The reversing bin lorry incident was witnessed by Cllr Noakes who noted that the bin lorry had to reverse onto the verge as double-parked cars left no option. Photos of the verge will be collated, and the Clerk will report to BDBC and the refuse company.</i></p> <p>Cllr Rouse also read out a reply from HCC in reference to verges being damaged by delivery drivers:</p> <p><i>I refer to the e-mail you sent to xxxx last week which xxxx has forwarded to me for investigation and response. As xxxx indicated in his initial response, there has been an increase in the number of instances of vehicles being parked on verges in recent months - availability of space for delivery vehicles for instance in some residential areas has become more limited with so many people restricted on leaving home. xxxx has been to inspect the area and whilst I share the disappointment to see the way what is probably a very small number of vehicles are being driven, I have to say that the severity of damage done is low and does not justify any repair action</i></p>	

Signed by Chair.....

	<p><i>being taken at this time. Also, the extent of damage would be even less were it not for the ground being very wet currently - the verges will recover in drier weather.</i></p> <p><i>As regards preventative measures, this can be a somewhat contentious area. Installing wooden posts in the verge where the override shown in the photographs with your e-mail may stop it from happening there, but experience tells us the parking would simply 'move down the road'. At 250m long, I suspect the road would look far from appealing with a wooden post every couple of metres and bearing in mind the need to carefully manage future maintenance costs, we would now only install posts in verges in extreme cases where there is a significant highway safety issue.</i></p> <p><i>I do realise and am sorry that this is not providing any definite solution but can assure you we will bear in mind and monitor the situation in the coming months for the need for any corrective action.</i></p>	
<b>022107</b>	<p><b>To receive reports from the County Councillor, Borough Councillors, the SPCA &amp; the PPG</b></p> <ul style="list-style-type: none"> <li>• County Councillor – See Item 022104</li> <li>• Borough Councillors – Nil</li> <li>• SPCA – Nil</li> <li>• PPG – Cllr Vaux noted the last meeting was on the 19.01.21. Covid-19 infection rates continue to decrease and the local supply chain issues regarding the vaccine have been resolved. Some care home residents are awaiting vaccinations as Covid-19 is present in some of the care homes. It was also noted that all NHS dentists will treat emergency cases whether the individual is registered at the practice or not.</li> </ul>	
<b>022108</b>	<p><b>To note the current financial situation.</b> The Council noted the present financial situation is satisfactory. See Appendix 1.</p>	
<b>022109</b>	<p><b>To authorise any requests for payments</b> The Council resolved to approve the payments in Appendix 2. to these minutes. <i>Proposed by Cllr Gordon and seconded by Cllr Alvares.</i></p>	
<b>022110</b>	<p><b>Covid-19 update.</b> The Clerk commented that there has been one request for a prescription. Updates from BVA similarly reflect extraordinarily little need for help other than occasional prescription requests and/or help to attend vaccination appointments.</p>	Clerk
<b>022111</b>	<p><b>To note and consider a response to the HCC Local Transport Plan Engagement Consultation – Due 28<sup>th</sup> February 2021</b> <a href="http://www.hants.gov.uk/transport/localtransportplan">www.hants.gov.uk/transport/localtransportplan</a> The Council resolved to respond to the consultation. <i>Proposed by Cllr Rouse and seconded by Cllr Gordon.</i></p>	Cllrs Rouse, Parfrey and Vaux, Clerk

Signed by Chair.....

022112	<p><b>To consider upgrading the current website to Netwise V2 and approve costs as required.</b>  The Council resolved to approve the above upgrade.  <i>Proposed by Cllr Vaux and seconded by Cllr Circuit.</i></p>	Clerk
022113	<p><b>Planning Items for consideration:</b></p> <ul style="list-style-type: none"> <li>• <b>BDBC - Parish and Town Council briefing note on housing land supply matters</b>  Cllr Vaux explained that BDBC currently does not meet the required 5-year land supply, therefore the area is susceptible to unplanned applications with planning regs governed by the NPPF rather than the Local Plan.</li> <li>• Following the recent activity at the Dixon Road site, it was reported that SPPC had contacted the Planning Officer at BDBC who confirmed there is currently no live application for 100 affordable homes on the site. The conditions placed on the site following the successful appeal are now mostly complete, with only one outstanding.</li> <li>• Savills have contacted SPPC in reference to the potential of developing the land opposite Dixon Road with up to 400 new homes, also to be accessed via the Taylors Farm roundabout. It was unanimously agreed that SPPC will engage with Savills to understand the situation further. Cllr Vaux and the Clerk to action.</li> </ul> <ul style="list-style-type: none"> <li>• <b>20/03434/HSE at 142 Rockbourne Road  Sherfield-On-Loddon RG27 0SR</b>  <i>Proposed use of partial garage conversion to living accommodation.</i>  The application was discussed in detail with the majority in support. However, the loss of garage parking space was noted and concerns were expressed about the building potentially being used as a separate dwelling.  <i>Proposed by Cllr Vaux and seconded by Cllr Rouse.</i></li> <li>• <b>21/00152/HSE at 22 Cufaude Lane  Sherfield-On-Loddon RG27 0FL</b>  <i>Single storey rear extension and conversion of garage to living area.</i>  The application was discussed in detail. SPPC agreed to note the application, with concerns about the loss of the garage parking space in the context of the particular parking challenges for this row of house set back from Cufaude Lane.  <i>Proposed by Cllr Rouse and seconded by Cllr Vaux.</i></li> </ul>	Cllr Vaux, Clerk
022114	<p><b>To review and approve policies as follows:</b></p> <ul style="list-style-type: none"> <li>• Social Media Code of Practice – to be reviewed</li> <li>• GDPR Policy - approved</li> <li>• Grant Awarding Policy- approved</li> <li>• Complaints Code of Practice- approved</li> <li>• Parish Office Maintenance Plan- approved</li> </ul> <p><i>Proposed by Cllr Circuit and seconded by Cllr Gordon.</i></p>	Clerk

Signed by Chair.....

022115	<p><b>To note and approve updates to the risk register and consider any additional risks identified in this meeting.</b></p> <p>Nil.</p>	Clerk
022116	<p><b>To consider matters for including in the next issue of the Loddon Valley Link.</b></p> <ul style="list-style-type: none"> <li>• Littering issues and thank you to litter warden/pickers</li> </ul>	Clerk
022117	<p><b>To confirm the date of the next Parish Council meeting as 10<sup>th</sup> March 2021.</b></p>	

There being no further business, the meeting closed at 9pm

Signed by Chair.....

**Appendix 1 – Agenda Item 022104**

Email from Principal Tree Officer at BDBC:

*Further to our telephone conversation this morning, I have spoken to [REDACTED] who helps to manage the completion certificates for developers. She has been advised by Croudace that they believe all the necessary work to allow a completion certificate will be completed by February; however, the transfer can take many months following this. As such, I think it is unlikely that BDBC will be responsible for managing the woodland until next winter.*

*We had requested a woodland management plan as part of the S106 agreement. Whilst I did not agree completely with the contents of the plan and had requested amendments, it was decided that it was sufficient to meet the requirements of the S106 clause. However, ideally, I would prefer to proceed with the operations we discussed when we met onsite. This includes felling discrete groups of conifers with a view to promoting the broadleaf trees.*

*You mentioned that there was interest in setting up a conservation group for the site. If you haven't done so already, I would suggest speaking with [REDACTED] in the first instance to see whether there are any existing opportunities with one of the existing groups.*

Signed by Chair.....

**Appendix 2 – Agenda Item 022108**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
SPPC Lloyds	31/01/2021		14,870.91
			14,870.91
<b><u>Unpresented Cheques (Minus)</u></b>		<b><u>Amount</u></b>	
		0.00	
			0.00
			14,870.91
<b><u>Receipts not Banked/Cleared (Plus)</u></b>			
		0.00	
			0.00
			14,870.91
		<b>Balance per Cash Book is :-</b>	<b>14,870.91</b>
		<b>Difference is :-</b>	<b>0.00</b>

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
SPPC HSBC	20/01/2021	44	76,397.20
			76,397.20
<b><u>Unpresented Cheques (Minus)</u></b>		<b><u>Amount</u></b>	
		0.00	
			0.00
			76,397.20
<b><u>Receipts not Banked/Cleared (Plus)</u></b>			
		0.00	
			0.00
			76,397.20
		<b>Balance per Cash Book is :-</b>	<b>76,397.20</b>
		<b>Difference is :-</b>	<b>0.00</b>

Signed by Chair.....

**Appendix 3 – Agenda Item 022109**

BT	Monthly office broadband charge	GP00546968	DD	£46.14	<b>DD 01/02/2021</b>
Clerks Expenses	Mobile Phone (1 month)		EP	£6.50	
SSE	Electricity	2405418415	SO	£15.00	<b>DD 21/02/2021</b>
Staff salaries & associated costs	Staff salaries, tax & NI	February	EP	£1,008.29	Staff salaries & associated costs
Greenhouse Graphics	Mailer Printing	23501	EP	£294.00	
Boots	Litter Warden		EP	£92.00	
Viking	Stationery	760514	EP	£20.39	
Viking	Stationery	759206	EP	£37.31	
			<b>PAYMENT TOTALS</b>	<b>£1,519.63</b>	

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Signed by Chair.....

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