

# SHERFIELD PARK PARISH COUNCIL

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

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

Agenda Item	Issue	Actions
<b>032101</b>	<b>To receive and accept apologies of absence</b> Borough Councillors Miller and Still.	
<b>032102</b>	<b>To receive any declarations of interest relevant to items on this agenda.</b> Nil.	
<b>032103</b>	<b>To sign as a correct record, the minutes of the remote meeting of the Full Council held on 10<sup>th</sup> February 2021.</b> The Council unanimously agreed the content of minutes. <i>Proposed by Cllr Rouse and seconded by Cllr Vaux.</i>	
<b>032104</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 – Cllr Still confirmed the path resurfacing is on the works programme, awaiting confirmation of date.</li> <li>• The Clerk has contacted Savills to arrange a meeting regarding Sherfield Hill Farm.</li> <li>• Croudace are costing to resurface the path along Amport Way and will let the Clerk know outcomes.</li> </ul>	
<b>032105</b>	<b>To receive any Chairman’s announcements.</b> <ul style="list-style-type: none"> <li>• Following confirmation of Elections on Thursday 6<sup>th</sup> May, BDBC have confirmed that the nomination period runs from 22<sup>nd</sup> March – 4pm Thursday 8<sup>th</sup> April. Publication of persons nominated will be made public by 4pm Friday 9<sup>th</sup> April.</li> <li>• Cllr Rouse noted the resignation of Cllr John Noakes on Monday 8<sup>th</sup> March 2021. The vacancy will not be advertised</li> </ul>	

Signed by Chair.....

	<p>due to the impending elections.</p> <ul style="list-style-type: none"> <li>• Cllr Rouse confirmed a meeting with Dove House has been arranged for next week and that a new schedule of works will be formulated with students returning to Sherfield Park.</li> </ul>	
032106	<p><b>Public Participation Session.</b></p> <p>The following questions were re-submitted by email from a Sherfield Park parishioner, following updates relayed to them after the last meeting. <i>New responses are noted in blue.</i></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>  <i>- Cllr Alvares updated that he has noted 11 key areas that would benefit from updated signage and will circulate his findings.</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>  <i>- The Clerk has contacted SPCC who have agreed to contact both traders about putting up a notice/fb post and they will also post on the SPCC Facebook page too, as well as observing the areas on those evenings too.</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>  <i>- The Clerk reported that they have taken the issue to BDBC who have stated that HCC are responsible for the repair. Cllr Elaine Still has offered to take the query forward on behalf of the PC.</i></p> <p>4. The same MOP also noted a For Sale board at Monxton Place which has been requested for removal. The Clerk reported that they had called the estate agent who have confirmed removal of the board is in progress. The Clerk has shared this information with the MOP who has asked for it to be noted during the meeting that they note a concern with this agent and the potential issue of boards relating to non-existing sale or rental properties in the Parish.</p>	

Signed by Chair.....

032107	<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 032104</li> <li>• Borough Councillors – Nil</li> <li>• SPCA – See Appendix 1</li> <li>• PPG – Cllr Vaux noted that a meeting of the PPG had taken place last week and that a possible change in location of the new surgery is under consideration. It was also noted that the Covid-19 vaccination programme is very successful.</li> </ul>	
032108	<p><b>To note the current financial situation.</b> The Council noted the present financial situation is satisfactory. See Appendix 2.</p>	
032109	<p><b>To authorise any requests for payments</b> The Council resolved to approve the payments in Appendix 3. to these minutes. <i>Proposed by Cllr Gordon and seconded by Cllr Parfrey.</i></p>	
032110	<p><b>Planning Item - 21/00620/HSE at 7 Stanswood Grange Sherfield On Loddon RG27 0SR</b> <i>Conversion of garage and single storey extension.</i> The application was discussed and unanimously supported by all members. <i>Proposed by Cllr Gordon and seconded by Cllr Rouse.</i></p>	Clerk
032111	<p><b>Agree SPCC meeting dates for 2021/22 and arrangements of meetings.</b> The proposed meeting dates were agreed. Face to face meetings are expected to resume from 7<sup>th</sup> May 2021. Therefore, the May AGM required to be held within 2 weeks from the election date is confirmed as Wednesday 12<sup>th</sup> May. The Clerk has requested the SPCC to book the hall for the May and June PC meetings. <i>Proposed by Cllr Parfrey and seconded by Cllr Circuit.</i></p>	Clerk
032112	<p><b>To consider the purchase of ZOOM subscription for another year.</b> The Council resolved to approve the above expenditure. <i>Proposed by Cllr Vaux and seconded by Cllr Circuit.</i></p>	Clerk
032113	<p><b>To hear an update from Open Spaces.</b> Cllr Parfrey updated members regarding the current situation regarding signage and planters along Gaiger Avenue following a meeting with principal engineers at HCC Highways. The use of the Community Incentive Fund for signage is plausible. Bespoke licences will be required for planters. Once land ownership has been confirmed, a site meeting will be organised with HCC Highways.</p>	Clerk, Open Spaces
032114	<p><b>To consider and approve the purchase of two speed signs for use at strategic points on Gaiger Avenue and Rockbourne Road.</b> Cllr Circuit asked that this item is deferred until the April meeting.</p>	Cllr Circuit

Signed by Chair.....

032115	<b>Covid-19 update</b> Nil.	Clerk
032116	<b>To consider and approve payments of Cilca fees for the Clerk</b> The Council resolved to approve the above expenditure. <i>Proposed by Cllr Parfrey and seconded by Cllr Circuit.</i>	
032117	<b>To review and approve policies as follows:</b> <ul style="list-style-type: none"> <li>• Social Media Code of Practice</li> <li>• SPPC Emergency Policy</li> </ul> <i>Proposed by Cllr Vaux and seconded by Cllr Circuit.</i>	
032118	<b>To note and approve updates to the risk register and consider any additional risks identified in this meeting.</b> Nil.	
032119	<b>To consider matters for including in the next issue of the Loddon Valley Link.</b> <ul style="list-style-type: none"> <li>• Elections</li> <li>• Commencement of works at the Taylors Farm Roundabout</li> </ul>	
032120	<b>To confirm the date of the next Parish Council meeting as 14<sup>th</sup> April 2021.</b>	

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

Signed by Chair.....

## **Appendix 1 – Agenda Item 032107**

### **Centre Update**

Following the government's announcement on 24<sup>th</sup> February, we are busy preparing for reopening on Monday 12<sup>th</sup> April providing the roadmap out of lockdown goes to plan. The same COVID-19 procedures and measures prior to lockdown will remain in place. As per guidance only children's activities will be permitted to resume from 12 April, therefore we could potentially have a handful of classes and groups return. D&D Beauty would also be able to resume their business this date.

The Hub Youth are due to Zoom with attendees before hopefully returning in person after the Easter Holidays. However, if the government's plan is on track there are two activities that could resume from 29<sup>th</sup> March; wraparound care (Easter Holiday Foot Camp) and grassroots football to be confirmed nearer the time pending further announcements.

Although, we look forward to welcoming people physically back into the Centre, it has been lovely to see that several of the Community Groups (Over 55s, Fabric n Threads and Craft Club) not just the exercise classes, have embraced Zoom and been virtually holding their sessions.

### **Events**

The Events Committee are looking to organise a Scavenger Hunt for during the Easter Holidays which residents can participate around the local area.

Unfortunately, due to timings of reopening Sherfest will not be taking place this year. It would have been a special 10<sup>th</sup> birthday celebration for the Centre too, as the building is 10 years old in May! The committee is looking to set a date for some sort of community event in September, perhaps a picnic. More details to follow.

### **Maintenance**

There have been several maintenance issues during the lockdowns, most recently, 2 windows needed replacing and issues with the boiler which resulted in no heating for a couple of weeks. There are also some plumbing issues to be addressed before reopening next month.

Signed by Chair.....

**Appendix 2 – Agenda Item 032108**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
SPPC HSBC	20/02/2021	45	76,397.85
			76,397.85
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			0.00
			76,397.85
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			0.00
			76,397.85
		<b>Balance per Cash Book is :-</b>	<b>76,397.85</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 Lloyds	28/02/2021		13,152.28
			13,152.28
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			0.00
			13,152.28
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			0.00
			13,152.28
		<b>Balance per Cash Book is :-</b>	<b>13,152.28</b>
		<b>Difference is :-</b>	<b>0.00</b>

Signed by Chair.....

**Appendix 3 – Agenda Item 032109**

BT	Monthly office broadband charge	GP00546968	DD	£46.14	<b>DD 01/03/2021</b>
Clerks Expenses	Mobile Phone (1 month)		EP	£6.50	
SSE	Electricity	2405418415	SO	£15.00	<b>DD 21/03/2021</b>
Staff salaries & associated costs	Staff salaries, Tax & NI	March	EP	£1,008.29	Staff salaries & associated costs
HALC	New councillor training part 1 & 2	4267	EP	£114.00	
				<b>PAYMENT TOTALS</b>	<b>£1,189.93</b>

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