



Sherfield Park Parish Council (SPPC)
Ordinary Meeting held remotely
at 7.30pm on Wednesday 14th October 2020

	<u>IN ATTENDANCE</u>	<u>APOLOGIES</u>	<u>ABSENT</u>
Councillors:			
Cllr. Bowyer	✓ (joined at 8.10pm)		
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.
 2 members of the public were in attendance.

Agenda Item	Issue	Actions
102001	To receive and accept apologies of absence Apologies were received from Louise Grainger (SPCA)	
102002	To receive any declarations of interest relevant to items on this agenda. <ul style="list-style-type: none"> Cllrs Rouse and Alvares declared an interest as members of Chineham RFC with regards to item 14. Cllr Gordon declared an interest as a trustee of the SPCA with regards to item 13. Cllr Circuit declared an interest as a member of Chineham Tigers with regards to item 12. 	
102003	To sign as a correct record, the minutes of the remote meeting of the Full Council held on 9th September 2020. The Council unanimously agreed the minutes. <i>Proposed by Cllr Rouse and seconded by Cllr Alvares.</i>	
102004	Matters arising from items from previous meetings and actions as noted on the action log. <ul style="list-style-type: none"> Cllr Rouse and the Clerk met with the Lengthsman who is quoting on work to resume improvements along Taylors Farm Drive path. The Clerk has restarted conversations between BDBC and Croudace from Feb 2020 to progress resurfacing Pettys Copse Path. Cllr Rouse will reach out to County and Borough Councillor Elaine Still, as the Parish Council feel they are unable to facilitate this matter any further. Red bins – BDBC to confirm ownership, some are still 	Clerk

Signed by Chair.....

	<p>Croudace owned. The Clerk confirmed there is a long waiting list for new bins and installation but that conversations are ongoing.</p> <ul style="list-style-type: none"> Staggered black railings – Cllr Rouse to establish numbers and facilitate a quote to repaint. 	
102005	<p>To receive any Chairman’s announcements.</p> <ul style="list-style-type: none"> Planters at office are in place. Councillors have volunteered to complete planting. Flooded area around Amport Way – Croudace have confirmed this is an unregistered area and they will not be undertaking any clearance or remedial works. Open Spaces will consider this moving forward. There will also be a need to budget for twice yearly cutting of the greenery along path and some remedial tree works. Dove House volunteers have now resumed work around Sherfield Park and items agreed to purchase earlier in the year has been completed and will be passed on asap. Covid-19 – Cllr Rouse suggested the formation of a Covid-19 Task and Finish group who will focus on the best way to support and engage with our local community, as well as Nisa, SPCA, Spotlight. The following members volunteered to steer the group: Cllrs Parfrey, Gordon and Rouse supported by the Clerk. <i>Proposed by Cllr Rouse and seconded by Cllr Parfrey.</i> Halloween – It was agreed that the Clerk will update and circulate the previous message. The banners will also be placed at strategic points for the half term week. Sherfield School – Cllr Rouse thanked Cllrs Circuit and Alvares for their help setting up and lending the speedwatch equipment to Sherfield School which has been highly appreciated. Cllr Rouse reported that Basingstoke Hospital will be rebuilt. The site of the new hospital is under discussion now. More on this will be announced in the New Year, when the next public engagement will take place. Now that planning permission for the upgrade to Chineham Shopping Centre has been granted, work should start in the New Year, to prevent disruption to sales leading up to Christmas. Chineham Parish Council will be running an online survey to assess which post office services would be most valued in Chineham, to see if a smaller outlet might be possible (along the lines of the sub post office in Sherfield on Loddon). The HCC consultation on reducing costs to run the county library services responded favourably to the massive public support for Chineham Library to stay open. Chineham was the only library on the proposed closure list to remain open. Levels of positive Covid-19 cases in the borough are rising. For week 4-10 October the BBC reports 42 cases per 100k population (UK 81/100k), with 75 new cases (a rise of 40 compared to the previous week - so nearly double). So far 	

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	<p>cases in the hospital have remained low, however there are rising numbers in both Basingstoke and Winchester hospitals. The Anvil will be opening next week 7 days a week for 6 months as a winter Covid-19 testing site; bookings will be online in the usual way.</p> <ul style="list-style-type: none"> • HCC have appointed consultants to run a strategic transport project exploring how to ensure effective movement of people between current and proposed communities/developments and the major towns in the area e.g. Basingstoke, Reading, Bracknell, Fleet and Wokingham. The A33 is considered one of two major blockages in the region. The current phase is focussed on "blue sky" thinking, with all ideas included for further exploration, including dualling the A33, creating bypasses, a further link road between the M4 and M3, new railway stations etc. There will be further engagement when proposals have been analysed and prioritised. • All borough, district, county and city councils have been hit financially by the coronavirus crisis. BDBC has additional cost pressures of nearly £6m this year due to loss of income and higher costs. The borough received approx £2m in additional central funds to support Covid activities however the borough has had to put in place additional savings measures to balance the books. There currently remains a £2m gap which will probably have to be drawn from reserves. Therefore the 2021/22 budget is likely to be far more stringent than in previous years. BDBC is in a comparatively strong position compared to most councils, with considerable commercial assets, however we should expect the council to focus on "must do" activities next year. 	
102006	<p>Public Participation Session.</p> <p>Nil.</p>	
102007	<p>To receive reports from the County Councillor, Borough Councillors, the SPCA & the PPG</p> <ul style="list-style-type: none"> • County Councillor – CC Elaine Still updated with the following information: <p>With winter coming and the prospect of severe weather, I thought it would be useful to remind readers of useful contacts.</p> <p>Flooding from a main river: Environment Agency at: www.gov.uk/government/organisations/environment-agency or phone 0800 80 70 60.</p> <p>Urgent issues on the public highway and surface water problems: County Council via www.hants.gov.uk/transport/roadmaintenance/roadproblems during office hours and via 101 outside office hours.</p> <p>For other incidents of flooding:</p>	

Signed by Chair.....

	<p>www.hants.gov.uk/landplanningandenvironment/environment/flooding/reportingflooding..</p> <p>Flood prevention guidance on reducing the risks and impacts of flooding: www.hants.gov.uk/landplanningandenvironment/environment/flooding/floodprevention</p> <p>Waste Grants Open Grant funding is now available to community groups, small businesses, schools, charities, and Parish Councils to fund projects to help reduce waste, reuse, or repair items.</p> <p>The deadline for the first round of applications is Friday 4 December 2020. For more information www.hants.gov.uk/News/02102020Wastegrant</p> <ul style="list-style-type: none"> • Borough Councillors - Nil • SPCA – See Appendix 1 • PPG - Nil 	
102008	<p>To note the current financial situation and half year update. The Council noted the present financial situation is satisfactory. See Appendix 2.</p>	
102009	<p>To authorise any requests for payments The Council resolved to approve the payments in Appendix 3 to these minutes. <i>Proposed by Cllr Rouse and seconded by Cllr Gordon.</i></p>	
102010	<p>To consider Halloween 2020 activities in association with SPCA. The Council resolved to approve the purchase of a £20 Amazon Voucher to offer as a prize for the Halloween competition. <i>Proposed by Cllr Bowyer and seconded by Cllr Parfrey.</i></p>	Clerk
102011	<p>To consider an application from St Leonards Parish Church, Sherfield on Loddon, for a grant of £300 under Section 19 of LGA 1976 to support pollination project activities. The Council resolved to approve the above grant application. <i>Proposed by Cllr Bowyer and seconded by Cllr Circuit.</i></p>	Clerk
102012	<p>To consider an application from SPCA for a grant of £292.99 under Section 19 of LGA 1976 to purchase an outside boot scraper for the centre. The Council resolved to approve the above grant application. Cllr Circuit abstained from voting. <i>Proposed by Cllr Vaux and seconded by Cllr Parfrey.</i></p>	Clerk
102013	<p>To consider an application from SPCA for a grant of £8957.52 under Section 19 of LGA 1976 to support the provision of the Youth Club over the next year. The Council resolved to approve the above grant application.</p>	Clerk

Signed by Chair.....

	<p>Cllr Gordon abstained from voting.</p> <p>It is noted that the SPCA have applied for 25% of the total grant from Chineham Parish Council. It was agreed that SPPC would pay the grant up until year ending March 2021 – the total amount being £3,359.07, payable in two instalments of £1,679.53 (October 2020 and January 2021).</p> <p><i>Proposed by Cllr Bowyer and seconded by Cllr Parfrey.</i></p>	
102014	<p>To consider an application from Chineham RFC for a grant of £2000 under Section 19 of LGA 1976 to support the purchase of a secure storage unit.</p> <p>The Council resolved to approve the above grant application.</p> <p>Cllrs Rouse and Alvares abstained from voting.</p> <p>It is noted that the SPCC will pay the agreed figure once the remainder of the required funds have been secured by Chineham RFC. It was also requested that 3 quotes will be shared with SPPC.</p> <p><i>Proposed by Cllr Gordon and seconded by Cllr Vaux.</i></p>	Clerk
102015	<p>To consider and approve cost of Christmas lights for the tree and office.</p> <p>This item was deferred for discussion at the November Full Council meeting.</p>	
102016	<p>To consider purchase of signage for office exterior</p> <p>The Council unanimously resolved to spend £170 plus VAT and £70 for installation of the above item.</p> <p><i>Proposed by Cllr Gordon and seconded by Cllr Bowyer.</i></p>	Clerk
102017	<p>To receive an update from Open Spaces</p> <p>See items 4 and 5.</p>	
102018	<p>Consultation on Government plans to reform the planning system - https://www.gov.uk/government/consultations/planning-for-the-future</p> <p>Cllr Rouse proposed the formation of a task and finish group to formulate an adequate and informed response to this consultation. This will be comprised of Cllrs Parfrey (lead), Bowyer, Alvares and Vaux with support from the Clerk as required.</p> <p><i>Proposed by Cllr Rouse and seconded by Cllr Alvares.</i></p>	Cllrs Parfrey, Bowyer, Vaux and Alvares/Clerk
102019	<p>Consultation from BDBC regarding Climate Change - www.basingstoke.gov.uk/climate-consultation</p> <p>Cllr Rouse proposed the formation of a task and finish group to formulate an adequate and informed response to this consultation. This will be comprised of Cllrs Circuit (lead) and Alvares with support from the Clerk as required.</p> <p><i>Proposed by Cllr Rouse and seconded by Cllr Alvares.</i></p>	Cllrs Circuit and Alvares/Clerk
102020	<p>Consultation from BDBC regarding Local Plan updates - www.basingstoke.gov.uk/Issues-and-Options</p> <ul style="list-style-type: none"> To consider comments regarding Issues and Options 	Cllrs Parfrey, Bowyer, Vaux and Alvares/Clerk

Signed by Chair.....

	<ul style="list-style-type: none"> • To consider comments regarding Promoted Sites • To consider comments regarding Site Assessment Process • To consider comments regarding Local Green Space Promotion at Sherfield Park <p>Cllr Rouse proposed the formation of a task and finish group to formulate an adequate and informed response to this consultation. This will be comprised of Cllrs Parfrey (lead), Bowyer, Alvares and Vaux with support from the Clerk as required. <i>Proposed by Cllr Rouse and seconded by Cllr Bowyer.</i></p>	
102021	<p>To note and approve updates to the risk register and consider any additional risks identified in this meeting.</p> <p>Nil.</p>	
102022	<p>To consider matters for including in the next issue of the Loddon Valley Link</p> <ul style="list-style-type: none"> • Grants • Speedwatch • Covid-19 • Spotlight 	
102023	<p>To confirm the date of the next Parish Council meeting as 11th November 2020.</p>	

There being no further business, the meeting closed at 9.10pm

Signed by Chair.....

Appendix 1 – Agenda Item 102007, update from Carl Lesh

The Centre has now been reopened for 5 weeks and it has been lovely to welcome back a number of our regular classes/groups. Although we lost a further class due to COVID restrictions, Sherfield Park Boxing Club are sadly not returning, the new adult Art Classes, Local Creatives, commenced on 22nd September with both a daytime and an evening class on Tuesdays. In addition, we have had a number of hall hire enquiries and hope to announce details of another new class next month. We have also secured some weekend bookings for training course on behalf of BDBC, which has boosted income, especially in light of having to cancel (& refunded as necessary) all private party bookings until the end of the year.

To give an indication of the Centre's current usage, prior to COVID we had 28 groups/classes, since reopening we have welcomed back 10 regular classes and 1 new class, by the end of November we should hopefully have half of the 26 classes resumed (3 classes lost due to COVID/relocation).

We would like to thank the regular hirers and their attendees, for their support and how well they have adjusted to the new procedures at the Centre/within their groups.

With effect from 24th September, the Centre has its own unique NHS QR code displayed at the entrance to support the NHS Covid-19 Test & Trace system. One of our volunteers has kindly set up a system to record the data for those who are unable to use the app.

We continue to monitor government advice and pending announcements, which may impact planned half term activities, namely the Football Camp and the Youth Club returning. However, we are running a couple of competitions for Halloween, Paint, draw or colour a picture and create a Magic Potion, as advertised via our Newsletter and Social Media, and supported by the SPPC.

We are pleased to announce that the SPCA has joined a new fundraising initiative that will launch on 20th October, the Basingstoke & Deane Community Lottery, (in conjunction with BVA, Basingstoke Voluntary Action) which will support the Centre and other local charities/good causes. Ticket Sales go live on this date and the Centre will have a dedicated page/unique link. The 1st weekly draw is on 28th November, tickets cost £1, with 50p from each ticket sold going direct to the SPCA, with a 1 in 50 chance to win a cash prize or free tickets. Full details will be available once it goes live on 20th October.

Signed by Chair.....

Appendix 2 – Agenda Item 102008

Date: 07/10/2020

Sherfield Park Parish Council

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Time: 10:23

**Bank Reconciliation Statement as at 30/09/2020
for Cashbook 1 - Current Bank A/c**

User: TRACY

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
SPPC Lloyds	30/09/2020		32,509.79
			<u>32,509.79</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			32,509.79
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			32,509.79
		Balance per Cash Book is :-	32,509.79
		Difference is :-	0.00

Date: 07/10/2020

Sherfield Park Parish Council

Page 1

Time: 10:23

**Bank Reconciliation Statement as at 30/09/2020
for Cashbook 2 - HSBC**

User: TRACY

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
SPPC HSBC	20/09/2020	40	66,394.67
			<u>66,394.67</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			66,394.67
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			66,394.67
		Balance per Cash Book is :-	76,394.67
		Difference is :-	-10,000.00

Signed by Chair.....

Appendix 3 – Agenda Item 1020009

BT	Monthly office broadband charge	GP00546968	DD	£61.55	DD 01/10/2020
Clerks Expenses	Mobile Phone x 3 months		EP	£19.50	
SSE	Electricity	2405418415	SO	£15.00	DD 21/08/2020
Staff salaries & associated costs	Staff salaries, Tax & NI	October	EP	£1,476.09	Staff salaries & associated costs
Roots	Grass Cutting	1809	EP	£72.00	
SSE	Electricity	2405418415	EP	£11.52	
RBS Rialtus	Annual Support and Maintenance	SM22373	EP	£148.80	
Greenhouse Graphics	Halloween Banners	23072	EP	£237.60	
				PAYMENT TOTALS	£1,961.01

Signed by Chair.....

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