



Sherfield Park Parish Council (SPPC)
Full Council Meeting held at Sherfield Park Parish Office
at 7.30pm on Wednesday 15th January 2019

| | <u>IN ATTENDANCE</u> | <u>APOLOGIES</u> | <u>ABSENT</u> |
|---------------------|-----------------------------|-------------------------|----------------------|
| Councillors: | | | |
| Cllr. Bowyer | | ✓ | |
| Cllr. Gordon | ✓ | | |
| Cllr. Vaux | ✓ | | |
| Cllr. Goodenough | | ✓ | |
| Cllr. Alvares | ✓ | | |
| Cllr. Rouse | ✓ | | |

In attendance: Borough Councillor Edwards, Tracy Hamer (Clerk) taking the minutes and 1 member of the public. Apologies were received from Borough Councillor Miller, County/Borough Councillor Still and Carl Lesh (SPCA). The meeting was chaired by Cllr Vaux.

| Agenda Item | Issue | Actions |
|---------------|--|---------|
| 012001 | To receive and accept apologies of absence Apologies were received from Cllrs Bowyer and Goodenough, Borough Councillor Miller and County/Borough Councillor Still. | |
| 012002 | Declarations of interest relevant to items on this agenda Nil. | |
| 012003 | To sign as a correct record, the minutes of the Full Council meeting held on 11th December 2019 and the Finance Committee meeting held on 16th October 2019. The Council unanimously agreed the minutes of both meetings. Proposed by Cllr Rouse and seconded by Cllr Alvares. The minutes were signed by the Chair – Cllr Vaux and Finance Chair – Cllr Gordon. | |
| 012004 | Matters arising from items from previous meetings and actions noted on the Action Log. <ul style="list-style-type: none"> Cllr Vaux noted that Cllr Goodenough has reported the faulty streetlights on Cufau de Lane. Cllr Alvares noted that speed awareness projects will be resumed once new equipment has been purchased, when the roads are fully adopted. | |

Signed by Chair.....

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| 012005 | <p>To receive any Chairman's announcements.</p> <ul style="list-style-type: none"> • The current SHELAA document was published in December 2019. The Chair and Clerk will review the document and bring relevant items to February Full Council for discussion. • Cllr Vaux noted that the traveller incursion at Sherfield Park was swiftly resolved. The area was vacated by 4pm and left clean and tidy. • The Posh Nosh Licence has been granted by BDBC. Areas of concern were raised by BDBC with the applicants who have provided assurance of their intention to promote the nearby shop to their customers, to produce high quality food and work as part of the community. The trader operates and extraction and filter system to eliminate/minimise business associated odour. Officers shall undertake compliance visits to monitor trading activities and will work to address any non-compliance matters if established. • A local resident raised concerns regarding the lack of local cash points. Cllr Vaux and Borough Councillor Edwards noted there are cash points located as Tesco Express in Popley and Old Basing. Cash back is available at Tesco and M&S in Chineham and Sherfield on Loddon Post Office. | Cllr Vaux/Clerk |
| 012006 | <p>Public Participation session – 15 minutes</p> <p>A local resident asked for clarification regarding the emergency plan. Cllr Rouse explained that the SPCA is not a registered respite centre. Until this status is fulfilled the PC are unable to formulate further plans.</p> | |
| 012007 | <p>To receive reports from the County Councillor, Borough Councillors, SPCA and the PPG</p> <ul style="list-style-type: none"> • County Councillor Still via email: A new resident permit system will begin operating at Waste Recycling Centres later this year. It will be controlled by Automatic Number Plate Recognition (ANPR) and will ensure continued free access for Hampshire residents to any of Hampshire's 24 HWRCs to dispose of household waste, while access for non-Hampshire residents will be for a fee of £5 per visit. Charges for non-household waste, including soil and rubble, plasterboard and asbestos remain. Hampshire residents can register up to three vehicles via the Hampshire County Council website. The introduction of this system will allow those living outside Hampshire to continue to use Hampshire HWRCs while making a contribution | |

Signed by Chair.....

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| | <p>towards the costs of disposal of their household waste in Hampshire. Hampshire residents, including those who live in Southampton and Portsmouth, will be able to register for free access to any Hampshire HWRC from 19 December 2019 at www.hants.gov.uk/vehicle-registration-hwrc</p> <ul style="list-style-type: none"> • Borough Councillor Edwards noted the yellow lines on Cufau de Lane will be extended w/c 25th January 2020. • The SPCA will be holding a Burns Night Celebration on 25th January 2020. The next SPCA Committee meeting will be 29.01.2020 and the AGM will be 07.02.2020 when new trustees will be elected. • PPG - Nil | |
| 012008 | <p>To note the current financial situation and to note the current YTD spend against budget</p> <p>The Council noted the present financial situation is satisfactory. See Appendix 1.</p> | |
| 012009 | <p>To authorise any requests for payments</p> <p>The Council resolved to approve the payments in Appendix 2 to these minutes.</p> <p>Proposed by Cllr Gordon and seconded by Cllr Vaux.</p> | |
| 012010 | <p>To consider and decide where to spend allocated Lengthsman grant before year end March 2020</p> <p>Following discussion it was resolved that the Clerk will investigate the costs of pea shingle for the Lengthsman to spread on worn areas of the footpath on Taylors Drive.</p> <p>Proposed by Cllr Vaux and seconded by Cllr Rouse.</p> | Clerk |
| 012011 | <p>To review and approve actions from the Fire Risk Assessment.</p> <p>It was resolved to approve all highlighted actions and review annually.</p> <p>Proposed by Cllr Vaux and seconded by Cllr Rouse.</p> | Clerk |
| 012012 | <p>To consider any additional risks identified for risk register in this meeting and update accordingly.</p> <p>Nil.</p> | |
| 012013 | <p>To consider matters for including in the next issue of the Loddon Valley Link.</p> <p>The Council requested that the Clerk prepare an article including information on the following:</p> <ul style="list-style-type: none"> • Yellow Lines on Cufau de Lane • SHELAA | Clerk |

Signed by Chair.....

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| | <ul style="list-style-type: none"> Chineham Library Closure Consultation | |
| 012014 | <p>To confirm the date of the next Parish Council meeting as 12th February 2020</p> <p>The Full Council will next meet on 12th February 2020 and the Finance Committee will meet on 15th April 2020.</p> | Clerk/Chair |

There being no further public business, the meeting closed at 8.40pm

Signed by Chair.....

Appendix 1 – Agenda Item 012008

Bank Reconciliation Statement as at 31/10/2019 for Cashbook 1 - Current Bank A/c

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|---|-------------|
| Bank Statement Account Name (s) | SPPC Lloyds |
| Statement Date | 31/12/2019 |
| Balances | 19,822.09 |
| Unpresented Cheques (Minus) Amount | 0.00 |
| Receipts not Banked/Cleared (Plus) | 0.00 |
| Balance per Cash Book is :- | 19,822.09 |
| Difference is: | 0.00 |

Bank Reconciliation Statement as at 31/10/2019 for Cashbook 2 - HSBC

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|---|------------|
| Bank Statement Account Name | SPPC HSBC |
| Statement Date | 31/12/2019 |
| Balances | 65,983.81 |
| Unpresented Cheques Amount | 0.00 |
| Receipts not Banked/Cleared (Plus) | 0.00 |
| Balance per Cash Book is: | 65,983.81 |
| Difference is: | 0.00 |

Signed by Chair.....

Appendix 2 – Agenda Item 012009

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| BT | Monthly office broadband charge | GP00546968 | DD | £59.99 | DD 31/12/19 |
| PlusNet | Monthly office phone charge | 13355810 | DD | £6.50 | DD 01/01/20 |
| SSE | Electricity | 2405418415 | SO | £15.00 | DD 21/01/20 |
| SSE | Electricity | 2405418415 | EP | £41.98 | |
| Cllr Rouse - Expenses | Refreshments | | EP | £19.05 | |
| HALC | Training | 3694 | EP | £54.00 | Finance for Councillors - Cllr Goodenough |
| Clerks Expenses | Office Supplies | | EP | £8.60 | |
| HMRC | Staff Tax & NI | January PAYE | EP | £115.17 | PAYE |
| Staff Salary | Parish Clerk | January Salary | EP | £682.06 | Clerk |
| Staff Salary | Litter Warden | January Salary | EP | £147.37 | Litter Warden |
| | | | | PAYMENT TOTALS | £1,083.23 |

Signed by Chair.....

Signed by Chair.....