



Sherfield Park Parish Council (SPPC)
Draft Minutes of an Ordinary Meeting at The Parish Office
at 7.30pm on Wednesday 12th January 2022

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

In attendance: Borough Councillors Miller and Vaux, Tracy Hamer (Clerk) taking the minutes, 3 members of the public. The meeting was chaired by Cllr Rouse.

Agenda Item	Issue	Actions
012201	To receive and accept apologies of absence County Councillor Still and Borough Councillor Edwards.	
012202	To receive any declarations of interest relevant to items on this agenda. Nil.	
012203	To sign as a correct record, the minutes of the Ordinary Meeting of Sherfield Park Parish Council held on 8th December 2021. The Council unanimously agreed the content of the minutes. <i>Proposed by Cllr Parfrey and seconded by Cllr Gordon.</i>	Clerk
012204	Matters arising from items from previous meetings and actions as noted on the action log. <ul style="list-style-type: none"> • Pettys Copse Path Update – see item 012210 • Bus Shelter incident – The Clerk is liaising with the insurance company. 	Clerk
012205	To receive any Chairman’s announcements. <ul style="list-style-type: none"> • Cllr Rouse wished everyone a Happy and healthy New Year. 	
012206	Public Participation Session. Nil.	
012207	To receive reports from the County Councillor, Borough Councillors, the SPCA & the PPG <ul style="list-style-type: none"> • County Councillor – As you are aware the work being undertaken on Taylors Farm Roundabout are promoted, 	

Signed by Chair.....

	<p>being funded and are the responsibility of the developer Bellway. The process of construction has been delayed significantly by several unforeseen factors including boundary positions, underground services (utility plant) adjustments and the relevant design changes required in both instances, and also a requirement for a temporary traffic regulation order to be able to complete a major element of the works. We have insisted that the roads remain unrestricted during the time that these issues have taken to be resolved and accordingly traffic has not been delayed in any way. We currently expect the work to restart 17th January 2022 when a section of Gaiger Avenue will be under traffic control to enable a foul sewer to be installed. Further, we believe the boundaries are close to being agreed which will lead to the design being finalised and enable us to review the final proposals. Given that approval is possible the remaining construction work can be completed. Whilst it is true that there is a lot of work still to be completed Hampshire County Council, as a Highways Authority, and the developer are keen to complete this work as soon as possible and are working together to finalise the work in a timely manner.</p> <ul style="list-style-type: none"> • Borough Councillor – Cllr Vaux explained that as part of the Councillor Community Grant Scheme, each of our Borough Councillors has an allocation of £2,000 per year to put towards individual grants of between £250 and £1,000 for small-scale, local initiatives that will make a difference to people's lives and bring communities together. Individual councillors may combine their allocations. Any not-for-profit that represents or works with a specific community or group of people within a BDBC ward can apply. Borough Councillors have until 28th January to submit any applications so please ensure any applications are received before this date. More details are available at www.basingstoke.gov.uk/cllr-community-grants. It was confirmed that garden waste removal has been suspended due to staff shortages. Cllr Vaux noted that a planning application for Dixon Road is forthcoming. Once more detail is known it will be publicly available. • SPCA – Nil • PPG – Cllr Vaux noted a meeting is planned for next week when the potential new location for the surgery will be discussed further. 	
012208	<p>To note the current financial situation including Q3 update. The Council noted the present financial situation is satisfactory. See Appendix 1.</p>	Clerk/Cllr Gordon

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012209	<p>To authorise requests for January payments. The Council resolved to approve the payments in Appendix 2 to these minutes. <i>Proposed by Cllr Gordon and seconded by Cllr Parfrey.</i></p>	Clerk/Cllr Gordon
012210	<p>To hear an update from Open Spaces.</p> <ul style="list-style-type: none"> • Pettys Copse Path – following a meeting with Croudace, the Clerk sent a formal request on 13/12/2021 to progress the permissions required from Croudace to resurface the path. The following response has been received: <p><i>I can confirm that I have put the following forward to my directors for their consideration. In doing so I have asked them to be mindful of the fact that this is intended to be a woodland walk, that we do not collect any contributions from the community for maintaining, and that we currently allow unrestricted use by the public.</i></p> <ul style="list-style-type: none"> - <i>To indemnify SPPC to carry out their own repairs to the surface of the footway. This will be conditional in respect of workmanship, materials, insurances and H&S.</i> - <i>To possibly make a financial contribution for the future repair and upkeep of the footway.</i> - <i>To transfer the land to SPPC, so that they have total control of when and how the footway should be maintained.</i> <ul style="list-style-type: none"> • Cllr Parfrey has completed the planning application for the entrance signage, payment pending. • Following a meeting with Cllr Vaux and BDBC officers, it was agreed that a full ‘audit’ of SP will be undertaken by the Parish Council. The walk-round flagged various maintenance issues which will be explored further. The Clerk has asked residents to report any local issues. Cllr Parfrey will lead on the initiative and has delegated areas for inspection to be collated and discussed on the 26th January. 	Clerk/Cllr Parfrey
012211	<p>To update members following the Miller Homes virtual meeting on Tuesday 11th January. Cllr Rouse and the Clerk attended the remote meeting on the 11th January and noted that a meeting will be organised between SPPC, the SPCA and Ward Councillors, with Miller Homes in attendance to discuss the impact on Sherfield Park and ways to improve infrastructure.</p>	Clerk/SPPC/SPCA/ Ward Councillors
012212	<p>To consider planning application: 21/03649/HSE at 80 Allington Rise, RG27 0SU <i>Proposed first floor side extension over existing garage.</i> It was resolved that the Parish Council have no objection to this planning application. <i>Proposed by Cllr Circuit and seconded by Cllr Wisniewski</i></p>	Clerk/Cllr Circuit

Signed by Chair.....

012213	<p>To hear an update regarding the Speed Indicator Device. Cllr Circuit reported that between the 2nd and 14th December the SID was positioned on Gaiger Avenue and recorded 12,500 vehicles in total. The average speed was 24mph. The fasted speed recorded was 43mph.</p> <p>January data will be published on the Parish Council at the end of the month. A second unit has been ordered to further encourage traffic calming at Sherfield Park.</p> <p>It was also agreed to explore the potential purchase of a handheld speedwatch unit which Cllr Circuit will action.</p>	Cllr Circuit
012214	<p>To discuss ideas to celebrate the Queen’s Platinum Jubilee at Sherfield Park. The SPCC have reserved the 5th June 2022 to host ‘The Big Lunch’ on the sports field. Further details will be discussed in due course and the Parish Council thanked John Morley for his contributions and enthusiasm for the event.</p>	Clerk
012215	<p>To consider any additional risks identified in this meeting and update as required. Nil.</p>	Clerk
012216	<p>To consider matters for including in the next issue of the Loddon Valley Link.</p> <ul style="list-style-type: none"> • SP grounds audit • Queens Jubilee • Lengthsman work • New SID • Miller Homes • Casual Vacancies 	Clerk
012217	<p>To confirm the date of the next Parish Council Meeting as Wednesday 9th February 2022 at 7.30pm at The Parish Office.</p>	
	<p>There being no further business, the meeting closed at 8.40pm</p>	
012218	<p>Admission to meeting to pass a resolution in accordance with the public bodies (Admission to meetings) act 1960 to exclude the public and press from the remainder of this meeting as publicity will be prejudicial to the confidential nature of the business. It was resolved that in accordance with the public bodies (Admission to meetings) act 1960 to exclude the public and press from the remainder of this meeting as publicity will be prejudicial to the confidential nature of the business. <i>Proposed by Cllr Parfrey and seconded by Cllr Circuit.</i></p>	
012219	<p>To consider confidential staffing matters. It was resolved to increase the Clerk & RFO’s weekly hours to 18. <i>Proposed by Cllr Circuit and seconded by Cllr Rouse.</i></p>	

Signed by Chair.....

Appendix 1 – Agenda Item 012208

Date: 05/01/2022

Sherfield Park Parish Council

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Time: 09:59

**Bank Reconciliation Statement as at 31/12/2021
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	31/12/2021		31,217.27
			<hr/> 31,217.27
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<hr/> 0.00
			31,217.27
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<hr/> 0.00
			31,217.27
		Balance per Cash Book is :-	31,217.27
		Difference is :-	0.00

Date: 05/01/2022

Sherfield Park Parish Council

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Time: 10:00

**Bank Reconciliation Statement as at 31/12/2021
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	20/12/2021	55	76,404.21
			<hr/> 76,404.21
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<hr/> 0.00
			76,404.21
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<hr/> 0.00
			76,404.21
		Balance per Cash Book is :-	76,404.21
		Difference is :-	0.00

Signed by Chair.....

Appendix 2 – Agenda Item 0122089

BT	Monthly office broadband charge	GP00546968	DD	£46.14	DD 01/01/2022
Clerks Expenses	Mobile Phone and Avast Security		EP	£25.58	
OVO Energy	Electricity	2405418415	SO	£15.00	DD 21/01/2022
Lengthsman	Work to path and ditches	1321	EP	£1,944.00	
Lengthsman	Work to path and ditches	1325	EP	£1,113.60	
Chairmans allowance	Christmas sundries		EP	£18.75	
Sleeptight Security	Annual service	1837	EP	£258.00	
BDBC Planning	Permission for signage		EP	£259.00	
Staff salaries & associated costs	Staff salaries, Tax & NI	January	EP	£1,081.83	Staff salaries & associated costs
PAYMENT TOTALS				£4,761.90	

Signed by Chair.....

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