

SHERFIELD PARK PARISH COUNCIL

Sherfield Park Parish Council (SPPC)
Minutes of an Ordinary Meeting at The Parish Office
at 7.30pm on Wednesday 13th July 2022

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

In attendance: 2 members of the public, Jane Stewart (Clerk) taking the minutes, Cllr Paul Miller and Lesley Phoenix,
 The meeting was chaired by Cllr Circuit.

Agenda Item	Issue	Actions
072201	To receive and accept apologies of absence Apologies received from Cllr Vaux	
072202	To receive any declarations of interest relevant to items on this agenda No declarations of interest declared	
072203	To sign as a correct record, the minutes of the Full Council Meeting held on 15th June 2022. Minutes were deemed a true representation of the meeting <i>Proposed by Cllr Parfrey Seconded by Cllr Wisniewski</i>	
072204	Matters arising from previous meetings and actions as noted on the action log. All matters arising are covered in the Agenda	
072205	To receive any Chairman's announcements The Chair thanked the Team and Trustees at SPCA for an excellent Sherfest event. It brought the community together and there was a lot of hard work with setup and takedown. The Chair also thanked the Councillors and Clerk who supported manning the Grand Raffle stall where £600 was raised.	
072206	Public Participation Session – 15 minutes.	

Signed by Chair



	A member of the public pointed out the Parish Council web page on the BDBC site was out of date. Clerk thanked the member and was actioned to get amendments done.	Clerk
072207	<p>To receive reports from:</p> <p>Borough Councillor Jenny Vaux</p> <ol style="list-style-type: none"> 1. Cllr Vaux has followed up with the local police and HCC (through County Councillor Elaine Still) complaints about the time taken to clear the A33 following the recent accident, and how future A33 road closures can be better managed to avoid the traffic chaos experienced on Sherfield Park. She has copied SPPC with the responses from the Police and Cllr Still. SPPC to consider how to take this forward (and how Borough Councillors can assist). 2. Hampshire County Council have published a consultation on their draft <u>Basingstoke & Deane Local Cycling & Walking Infrastructure Plan</u>. This plan reflects earlier engagement with stakeholders and the public, and proposes a number of priority routes including ones from this area into town. Deadline is 4th September to comment. The LCWIP will form part of the Local Plan Update. Please note that funding for any or all of the routes has to be sourced (the Chineham cycle route in the last LCWIP remains outstanding). There will be some national funding available, plus local funding from S106/LIF etc., and some aspects might be incorporated into housing developments where they fall on proposed routes (e.g. East of Basingstoke). Responses to this current engagement is likely to inform where funding is allocated – so if we would like to promote the Chineham route, people should be encouraged to respond. 3. There was an engagement exercise on 14th July held by consultants Tibbards regarding the East of Basingstoke development site. Cllr Paul Miller, and Cllrs Circuit and Gordon, were present and will have their own impressions. Please be aware that Old Basing & Lychpit Borough and Parish Councillors will propose no community facilities in this development, preferring residents to use the underutilised Lychpit Community Centre. Cllr Vaux is concerned residents would prefer to come to Sherfield Park, so she will continue to press for another community centre. The 	<p>SPCC</p> <p>SPCC and Clerk</p>

Signed by Chair



	<p>potential new housing on the far side of the A33 includes Redlands (165); Miller Homes (400); East of Basingstoke (900) and Lodge Farm (600). Cllr Vaux doubts Lychpit could cope.</p> <ol style="list-style-type: none"> 4. Telson have sold Chineham Shopping Centre – Cllr Miller can provide more detail. 5. We are continuing to apply pressure on Serco to improve their waste collection service. Members of the public are urged to report missed collections or other instances of poor service, to highlight where the service needs to improve. Collecting waste in the current hot weather is a very challenging job. During Amber Weather Warnings Serco's agreed heat contingency plans include waste collection teams starting much earlier in the morning (which residents may find disturbing). This is likely to happen on Monday & Tuesday next week, so may not be in force by Sherfield Park's collection day next week. There will be publicity about the change before it happens. 6. Initial results from last year's national census for the borough's population are available on the borough's website: https://www.basingstoke.gov.uk/census. There is also a <u>Chineham Ward</u> profile, showing 2021 data and comparisons with the 2011 data. <p>There are no further updates on Pettys Copse.</p> <p>The Chineham PPG is meeting next week.</p> <p>To Receive Report from Councillor Paul Miller Councillor Miller added to Councillor Vaux's report re consultation at the Tibbald's meeting regarding development East of Basingstoke. This has always been a difficult area as the land belongs to Hampshire County Council and the ongoing issue around access on to the A33, the increase in effluent into the sewage works, Taylor's Farm roundabout being the only access point and lorry traffic needing to access the recycling plant. Is the area sustainable for development – no.</p> <p>An SPPC Councillor commented on the referral of planning to the Planning Inspectorate for non-determination and how this act took the decision on planning away from local councils and residents and its increasing use by developers being something the government needed to address.</p>	
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	<p>The sale of Chineham Shopping Centre by Telon was due to an offer from a retail investment group.</p> <p>Councillor Miller reminded the Parish Council that Councillors Grant System comes into effect this month with each Councillor having £2,000 to grant</p>	
072208	<p>To consider planning applications: Item brought forward Location: 20 Fernhill Place Sherfield-On-Loddon RG27 0SJ Proposal: Proposed single storey side extension to replace existing conservatory. Property owner explained the current conservatory was leaking and the planned extension would not impact on neighbours as the build backed onto the A33.</p> <p>Councillors were supportive of the proposed planning application. Clerk to inform BDBC</p> <p><i>Proposed by Cllr Parfrey Seconded by Cllr Wisnieski</i></p>	Clerk
072209	<p>To Co-opt Councillor – application received from Lesley Phoenix: Item brought forward <i>Proposed by Cllr Wisniewski Seconded by Cllr Parfrey</i></p> <p>Chair thanked Lesley for taking an interest and welcomed her to the Parish Council.</p>	
0722010	<p>To note the current financial situation. Cllr Gordon confirmed the financial situation is all in order, monies paid out in June as agreed last meeting, month end complete and correct, quarter end showed salary expenditure ahead of budget. This is due to crossover between Clerks for a handover and all grants had been received as expected</p>	
0722011	<p>To authorise requests for July/August payments. <i>Proposed by Cllr Gordon Seconded by Cllr Wisnieski</i></p>	
072212	<p>To consider and approve cost of ILCA Training for the Clerk at a cost of £120 plus VAT. <i>Proposed by Cllr Parfrey Seconded by Cllr Wisnieski</i></p>	
072213	<p>To consider the purchase of a Laser Jet printer Brother MFC Wireless £174 + VAT, cartridges £37.99 + VAT each or HP Laser Jet M209DW £214 + VAT, cartridges £43.03 each +VAT A Councillor noted the proposed cost was for a black and white replacement. Councillors agreed a colour printer should be purchased. Clerk authorised to spend up to £500</p>	Clerk

Signed by Chair



	<p>excluding cartridges and to inform the Council of the details of the proposed purchase.</p> <p><i>Proposed by</i> Cllr Parfrey <i>Seconded by</i> Cllr Gordon</p>	
072214	<p>To consider parking and the impact to traffic management and bus routes</p> <p>Diversions reference recent A33 road closure, subsequent gridlock and parking discussed. Agreed a considerate parking article should be written for the autumn newsletter to go out to all residents</p>	Chair
072215	<p>To hear an update from Open Spaces.</p> <p>Update re Fly tipping – Open Spaces Chair made Councillors aware of response to a resident complaint regarding the disposal of garden waste by a contractor to Croudace and anti-social behaviour. Clerk to set up meeting with Croudace representative</p> <p>Update regarding the Speed Indicator Device.</p> <p>Data from Speed Indicator Device's presented to Councillors. Agreed Speed Watch plans would be worked on over August, with a programme staffed with volunteers to go live in the Autumn. Data to be shared with Highways and BDBC as Hampshire Constabulary cannot use current data. New SID locations to be agreed and potential traffic calming measures explored</p> <p>Update regarding Pettys Copse Path.</p> <p>Offer by Parish Council to re-surface path has not been responded to. Chair to follow up and report back to Council in September</p> <p>Entrance sign for Park has stalled due to adoption issues. Chair to follow up</p> <p>Banner Requests</p> <p>Clerk is receiving a number of requests to put banners on railings in the park to promote events. Councillors agreed a policy should be put in place along with a booking system so this can be tracked and administered accordingly</p>	<p>Clerk</p> <p>Cllr Parfrey</p> <p>Chair</p> <p>Chair</p> <p>Clerk</p>
072216	<p>To hear update regarding Dixon Road</p> <p>Letter circulated to Councillors from Chief Executive of BDBC to Maria Miller MP regarding steps BDBC have taken and permissions granted to owners of the land at Dixon Road.</p>	

Signed by Chair



	Council acknowledge receipt of copy of letter. Council noted receipt of copy of e mail from Fernhill Working Group sent to the Editor of the Daily and Mail on Sunday regarding Dixon Road	
072217	To consider ideas for Christmas Clerk presented draft ideas for Christmas and costs of installing an electrical feed for Christmas lights at Gaiger Roundabout. Councillors agreed to defer this to the Open Spaces Committee meeting in August to make recommendations to full Council	Clerk and Cllr Parfrey
072218	To consider any additional risks identified in this meeting and update as required. None identified	
072219	To consider matters for including in the next issue of the Loddon Valley Link. Deadline 14 th July. Agreed to focus on new Councillor, recruitment for two remaining vacancies and advertise next meeting date	Clerk
072220	To confirm the date of the next Parish Council meeting – September 14th at 7.30pm date confirmed.	

Meeting closed at 2055

Signed by Chair





072210 – July/August Payment Request

BT	Monthly office broadband charge	GP00546968	DD	£46.14	DD 01/07/2022
Clerks Expenses	Mobile Phone July		EP	£6.50	Mobile Phone
	Postage		EP	£1.45	Post forms to Unity Trust Bank
	Maxone External hard drive		EP	£33.11	To archive from laptop
Rialtus	Software support and Maintenance Contract		BACS	£240.00	Annual payment inc VAT
NetWiseUK	Hosting, support, maintenance & domain name		BACS	£432.00	Annual payment inc VAT
Nest	Pension payment		BACS	£97.56	
SLCC	ILCA		BACS	£120 + VAT	Online course, self-paced and stage one of the CiLCA Qualification
SLCC Training London Bridge and New Clerk Webinar	SLCC		BACS	£60 + VAT	July and August
Laser printer	Replace office printer		BACS	£500 + VAT	Current printer not fit for purpose, budget agreed up to this amount
Staff salaries & associated costs	Staff salaries, Tax & NI	July	EP	£1,657.52	Staff salaries & associated costs
			PAYMENT TOTALS	£2,902.28	



072210 – August Payment Request

BT	Monthly office broadband charge	GP00546968	DD	£46.14	DD 01/08/2022
HMRC	Month 4		BACS	£156.05	
PKF Littlejohn LLP	AGAR		BACS	£240.00	Inc VAT
Clerks Expenses	Mobile Phone Aug		EP	£6.50	Mobile Phone
Mulberry & Co	Training new Councillor		BACS	£60.00	
Staff salaries & associated costs	Staff salaries, Tax & NI	August	EP	£1,387.89	Staff salaries
			PAYMENT TOTALS	£1,896.58	

Date: 06/07/2022

Sherfield Park Parish Council

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Time: 11:19

Bank Reconciliation Statement as at 30/06/2022
for Cashbook 1 - Current Bank A/c

User: JANE

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
SPPC Lloyds	30/06/2022		30,442.49
			<u>30,442.49</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			30,442.49
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			30,442.49
		Balance per Cash Book is :-	30,442.49
		Difference is :-	0.00

**Bank Reconciliation Statement as at 30/06/2022
for Cashbook 2 - HSBC**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
SPPC HSBC	20/06/2022	61	76,417.14
			<u>76,417.14</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			76,417.14
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			76,417.14
		Balance per Cash Book is :-	76,417.14
		Difference is :-	0.00