



Sherfield Park Parish Council (SPPC)
Minutes of an Ordinary Meeting at The Parish Office
at 7.30pm on Wednesday 9th November 2022

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

In attendance: Cllr Vaux and 1 member of the public,
The meeting was chaired by Cllr Circuit and Clerked by Jane Stewart.

Agenda Number	Item	Actions
112201	To receive and accept apologies of absence Apologies received from Cllr Miller and Cllr Edwards	
112202	To receive any declarations of interest relevant to items on this agenda There were no declarations of interest relevant to this Agenda	
112203	To sign as a correct record, the minutes of the Full Council Meeting held on 12th October 2022. Minutes were deemed a true representation of the meeting on 12 th October 2022 <i>Proposed by Cllr Wisniewski Seconded by Cllr Phoenix</i>	
112204	Matters arising from previous meetings and actions as noted on the action log. Bus shelter replacement glass quotation for polycarbonate received for £768.42 plus VAT (total £922.10). It was approved for the longevity of the shelters and safety. Washers confirmed no VAT applied to quotation for washing the bus shelters. The quote of £450 was agreed <i>Proposed by Cllr Parfrey Seconded by Cllr Gordon</i> Clerk to commission works	Clerk

Signed
Chair of Council

112205	<p>To receive any Chairman’s announcements</p> <p>The Chair attended the Inspectors meeting on 18th October regarding planning permission for an additional 57 houses on the Redlands development. The Chair reported he had the opportunity to speak and inform the Inspectorate why the Parish Council did not support the planning application. The Inspector had visited Sherfield Park and noted the points of view regarding the Community Centre and access.</p> <p>On 26th October the Chair met the three PCSO’s assigned to the Parish to raise concerns over the numbers expected on the Park during Halloween trick or treating and the increased traffic that would bring. Other issues were discussed including a rise in car theft and theft of items from vehicles. It was agreed the Council would bring this to the attention of Parishioners via Loddon Valley Link.</p>	
112206	<p>Public Participation Session – 15 minutes.</p> <p>A member of the public stated how pleased he was to hear Washers had been appointed to undertake a wash down of the bus shelters and that their price had not increased.</p>	
112207	<p>To receive reports from:</p> <p>Cllr Vaux – Suggested the Clerk follow the Facebook page of the local police force in order to keep Parishioners informed of areas of concern.</p> <p>The Redlands Appeal for the additional housing had been ruled on that afternoon and allowed, due to a lack of land supply. Councillor Vaux commented that the next planning decision would be for the 200 homes due to be built by Miller Homes. She noted that the Inspector stated there had been no firm evidence of over capacity presented by the Nursery or the Community Centre and this should be looked at for inclusion in any other appeals.</p> <p>BDBC Cabinet meeting the previous evening discussed a £5 million grant for capital projects which local charities and communities could apply for. It was hoped this would be approved in February’s budget setting.</p> <p>Cllr Miller and Cllr Vaux have an appointment to meet the new owners of the Chineham Shopping Centre with a view to understanding their intentions regarding the centre as it is an important asset for the local community.</p> <p>PPG - Jamieson House – no news</p> <p>There are meetings taking place between the hospital and the voluntary sector in order to alleviate the pressure on the hospital. The intention is to enable patients to leave hospital sooner or be treated at home with support.</p>	

Signed
Chair of Council

	<p>Cllr Vaux urged the Parish Councillors to look at the Off-Street Parking Consultation currently underway via BDBC's website. The car parks owned by the Council in the town centre are being reviewed as they are underused. If residents want to keep them, they need to engage with the consultation.</p> <p>Cufaude Lane closure had elicited a number of comments on social media. Cllr Vaux stated that Network Rail were responsible for the closure. A discussion took place on the signage and deployment of speed indicator devices to monitor the traffic through the park.</p> <p>Cllr Vaux stated she had used half her Councillor grant to support the Warm Spaces initiative. To her knowledge Warm Spaces were being set up in Christchurch Chineham, St Leonards in Sherfield on Loddon and the Community Centre at Sherfield Park. She reminded Councillors that each Borough Councillor had a grant for projects in their area and applications needed to be received by the end of January.</p>	
112208	<p>To note the current financial situation. Cllr Gordon presented the current financial situation and commented on the Spend Requests which will include VAT going forward. She also stated that due to the mourning period for the late Queen, spend requested in one month had been deferred to the following month. The Clerk has added more detail to the spend requests for clarity.</p>	
112209	<p>To authorise requests for November payments. This item was deferred until items 112210/11/12 were discussed. Once discussed the payment request was amended and agreed</p> <p><i>Proposed by Cllr Gordon Seconded by Cllr Parfrey</i></p>	
112210	<p>To consider and resolve moving the website support to Premium Plus packaging increasing e mail storage from 5gb to 10gb for cost of £80 to year end. Agreed</p> <p><i>Proposed by Cllr Parfrey Seconded by Cllr Palmer</i></p>	
112211	<p>To consider renewing contract for Broadband with BT. A discussion took place regarding options for broadband. It was agreed to accept the offer from BT which includes Macafee security software</p> <p><i>Proposed by Cllr Wisniewski Seconded by Cllr Parfrey</i></p>	Clerk
112212	<p>To consider expenditure on office storage solution A discussion took place regarding shelving and storage. It was agreed storage boxes x 5 would be purchased at a cost of £60</p>	

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Chair of Council

	<i>Proposed by Cllr Palmer</i>	<i>Seconded by Cllr Parfrey</i>	
112213	<p>To consider proposal from Parishioner regarding equipment to support maintaining the park</p> <p>A written request has been made regarding.</p> <ul style="list-style-type: none"> a) the Parish Council purchasing equipment for Parishioners to borrow and use to keep the park clean e.g. leaf blower and strimmer. b) The Parish Council employing a company to pressure wash the block paving and pavements <p>A discussion took place regarding areas of responsibility and liability. Cllr Vaux stated the roads and pavements were Hampshire County Councils responsibility and BDBC should be dealing with the weeds. Cllr Parfrey to follow this up with HCC. Councillors agreed that whilst the idea for purchasing and lending equipment to Parishioners was an interesting idea, the liability issues that would arise from the 'Safe use of work equipment' meant that this was beyond the Parish Councils remit.</p>		Cllr Parfrey
112214	<p>To consider and decide on Lengthsman tasks for year ending March 2023.</p> <p>A discussion took place regarding possible tasks the Lengthsman could be tasked with. Councillors to feed back to Cllr Parfrey</p>		Cllr Parfrey
112215	<p>To consider and decide on Budget and Precept for 2023 – 2024</p> <p>A discussion took place on the proposed budget for 2023/24 following a meeting by the Budget Working Group on 26th October. Clerk to make amendments and re-present to the Councillors on 14th December for final approval.</p>		Clerk
112216	<p>To note feedback on Remembrance poppy and Tommy displays</p> <p>Councillors fed back the positive comments they had received regarding the Poppy and Tommy display. All agreed for next year the plan would be to build on the display. Clerk to add this to the Agenda in January</p>		Clerk
112217	<p>To hear an update on Open Spaces</p> <p>A meeting took place 1st November with Councillors to go through parish boundaries and areas of responsibility. Cllr Parfrey to set up an Open Spaces meeting to discuss re-surveying the Park and updating the Action Log for projects 2023/24</p>		Cllr Parfrey
112218	<p>To hear an update on Speed Watch</p> <p>Cllr Parfrey stated a Risk Assessment had been done by Hampshire Constabulary which had resulted in no approved site being identified for a handheld speed gun to be deployed. This had an impact on the reactivation of the Speed Watch Group. Following a discussion, another potential site was identified. Cllr Parfrey to respond to Hampshire Constabulary.</p> <p>Cllr Parfrey asked if there had been any response on the three additional locations for the SID's to be placed from HCC. The Clerk stated that despite several chase ups there was still no License</p>		Cllr Parfrey

Signed
Chair of Council

	agreement. Two new brackets and another charger are required. The cost to be presented in December's meeting for approval.	Cllr Parfrey
112219	To note and approve updates to the risk register and consider any additional risks identified in this meeting and update as required An additional Risk Assessment was written for the installation of the Poppy's. Clerk to add it to the Risk Register.	Clerk
112220	To consider matters for including in the next issue of the Loddon Valley Link. Clerk has suggested copy to send to Councillors for approval	Clerk
112221	To confirm the date of the next Parish Council meeting – Wednesday 14th December at 7.30pm. Confirmed	

Meeting closed at 2105

112209 – November Payment Request

Company Name	Detail	Inv Number	Method	Amount	Code	
BT	Monthly office broadband charge	GP00546968	DD	£46.14	4155	
Rialtus	Software and annual support	Inv SM26407	BACS	£154.80	4070	
HMRC	Month 7		BACS	£156.05	4000	
Clerk	November mobile phone allowance		Expenses	£6.50	4160	Paid Dec
Netwise	Website Package upgrade to increase storage	Inv 2686	BACS	£90.77	4145	
The Range	Storage boxes 5 x Boxes £60		Expenses	£60.89	4130	Paid Dec
Viking	Stationery Ink cartridges, scissors, stapler and staples		BACS	£214.49	4060	
Bus Shelter Wash Down	Washers quoted	Quote	BACS	£450	4080	Paid Dec
Replacement Glass Bus Shelters	2 x Polycarbonate windows	Quoted	BACS	£922.10	4080	Paid Dec
Nest	Pension contribution to 23 November		DD	£83.32	4000	
Staff salaries	Clerk and Litter Warden		EP	£1387.89	4000	
Clerk expenses	Mileage to HALC event			£27.90		
				PAYMENT TOTALS	£3,600.85	

Signed
Chair of Council

Date: 02/11/2022

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Time: 11:49

Bank Reconciliation Statement as at 31/10/2022
for Cashbook 2 - HSBC

User: JANE

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
SPPC HSBC	31/10/2022	65	76,467.40
			<u>76,467.40</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			76,467.40
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			76,467.40
		Balance per Cash Book is :-	76,467.40
		Difference is :-	0.00

Date: 01/11/2022

Sherfield Park Parish Council

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Time: 16:21

Bank Reconciliation Statement as at 31/10/2022
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	31/10/2022		30,026.26
			<u>30,026.26</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			30,026.26
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			30,026.26
		Balance per Cash Book is :-	30,026.26
		Difference is :-	0.00

Signed
Chair of Council