

# Sherfield Park Parish Council (SPPC) Minutes of an Ordinary Meeting at The Parish Office

## at 7.30pm on Wednesday 12th April 2023

Councillors:	IN ATTENDANCE	APOLOGIES	ABSENT
Cllr. Circuit (Chair)	<b>✓</b>		
Cllr. Gordon	<b>√</b>		
Cllr. Palmer	<b>✓</b>		
Cllr. Parfrey	<b>✓</b>		

In attendance 2 members of the public and Councillors Edwards, Vaux and Miller

Meeting Chaired by ClIr Circuit and Minuted by Clerk and RFO Jane Stewart

Agenda Number	Item					
Public Participation	A member of the public asked if references to 'a member of the public' in minutes will continue to be referred as 'a member of the public'. The Chair explained the adoption of a new format of meetings as recommended by the Association of Local Councils.					
	A member of the public asked about the installation of the new flagpole and when it would be ready to fly flags. Armed Forces Day which celebrates veterans, the military, families of the military and cadets is Saturday 24 <sup>th</sup> June, and a flag is usually flown from the Monday before. The member of the public offered to donate a flag to the Council and wondered if a flag raising ceremony could be undertaken on the 18 <sup>th</sup> June. The Chair thanked the member of the public on behalf of the Parish and stated the Council would take him up on the offer.					
042301	To receive and accept apologies of absence.  No apologies received and no absences					
042302	To receive any declarations of interest relevant to items on this agenda.  Cllr Gordon declared she has been appointed as the Chair of Trustees for the Sherfield Park Community Association. Due to this role she will					

Signed Chair of Sherfield Park Parish Council

	not be able to participate in any discussions or voting on	grant						
042303	applications from the SPCA.	-f.u. = 11						
042303	To sign as a correct record, the minutes of the meeting of the Full Council held on 8th March 2023							
	Proposed Clir Parfrey Seconded Clir Pa	lmar						
042304	To receive any Chairman's announcements.	imer						
0.250.		s to Cllr						
	The Chair asked it to be put on record the Councils thanks to Cllr Wisniewski who has had to stand down for personal reasons. The							
	Council appreciate the contribution he made.							
	The Chair attended Sherfield on Loddon Church and met	the new Vica						
	who wants to forge deeper links with Sherfield Park Com							
		The Chair stated it was a good Clean Up Day on the 25 <sup>th</sup> March and he						
	thanked all those that came and helped. It demonstrates							
	community spirit.	a great						
042305	Council is asked to hear reports from:							
	Cllr Edwards stated that on 22 <sup>nd</sup> April the Chineham Cons	ervation						
	Group were meeting at Binfields Wood. Anyone is welco	me to come						
		and support them. From 1st May to 30th August bin collections will be						
	earlier due to warmer weather and lighter mornings.							
	Cllr Miller – Thanked Cllr Vaux for arranging the trip to th	e water and						
	sewage works. It was very useful and gave an insight into what they							
	are doing and how complicated the process is. He stated that Sherfield							
	Park Coronation celebrations are on the list for a visit for							
	Cllr Vaux – Would like to put some photographs on social							
	visit to the water works and asked permission of the Cou							
	so. Agreed. She stated the Basingstoke Festival was between	ween 23 <sup>rd</sup>						
	June and 9 <sup>th</sup> July. Green week was from 10 <sup>th</sup> June to 18 <sup>th</sup>	June. Cost o						
	Living Grant funding has been re-opened and is available							
	applications up to 18 <sup>th</sup> April. Household fund has re-open							
	is energy bill support for those houses that don't pay the							
	direct to a supplier. Up to £400 is available. OfGem are requestionnaire for people on pre-payment meters via Citiz							
	Chineham PPG are meeting Monday and Cllr Vaux will up	data the						
	Parish Council via the Clerk if there is anything of note.	date the						
042306	Council is asked to consider grant applications from She	ufield Deul						
0.1200	Community Centre.	ттею Рагк						
	community centre.							
	Sherfest £2,000, Over 55's trip to Bournemouth £200, Lov	ve Where You						
	Live £1,500							
	Cllr Parfrey requested the sponsorship/grant by the Paris	h Council way						
	acknowledged in the Sherfest programme or by some oth	er means.						
	SPCA to ask BDBC if Sherfest can be added to the Basings	toke Festival						
	Programme. Grants approved.							

Signed Chair of Sherfield Park Parish Council

	Proposed Cllr Palmer	Seconded Cllr Parfrey						
042307	Council is asked to note the cu	rrent financial situation Noted						
	Council is asked to note the increases in Electricity charges from 1 <sup>st</sup> April and BT increase in charges by 14.4% (10.9% CPI + 3.9% service							
	improvements) - Noted	10 Mari - 10 Mar						
042308		serve to four Amellian and						
042308	Council is asked to authorise re							
	License £79.99.	in Agenda item 042306 and Microsoft						
	Proposed Clir Gordon	Seconded Cllr Parfrey						
042309		response to Accounting Question 11						
0.2303								
		and Internal Control Objective L of the AGAR - Noted Council is asked to approve Section 1 of the Annual Governance						
	Statement 2022/23 – Approved	■ 30 Ne						
	No conflict of interest with Exte							
	Proposed Cllr Circuit	Seconded Cllr Parfrey						
042310	Council is asked to note the ho	urly increase in pay for the Litter						
	Warden to £10.42 per hour as per the new National Minimum Wage							
	from 1 <sup>st</sup> April - Noted							
042311	Council is asked to consider an	d approve the following. Changes to						
	the Transparency Code page on the council website recommended in							
	the Interim Audit report January 2023. Approved.							
	Proposed Cllr Circuit	Seconded Cllr Parfrey						
042312		d agree the annual contract with						
		in the Parish Lengthsman scheme.						
	Approved							
	Proposed Cllr Circuit	Seconded Cllr Palmer						
042313		ate from Open Spaces Committee to						
040044		ate delivered at Annual Parish Meeting						
042314		ate on Speed Indicator Devices –						
043345	Update delivered at Annual Par							
042315	council is asked to consider an	y additional risks identified for the ris						
	register in this meeting and up	date accordingly. None identified						
042316	Councillors are asked to inform	the Clerk which items it wishes her to						
042310	highlight in the Loddon Valley Link – Grants awarded, recruitment of							
042310	nignlight in the Loddon Valley I	ink Grants awarded, recruitment of						
042310	councillors, photography winne							
042317	councillors, photography winne							

Meeting ended 20.40

Signed
Chair of Sherfield Park Parish Council



#### 042308 - April Payment Request

Company Name	Detail	Inv/QuoteNumber	Method	Amount	Code	Notes
BT	Monthly office broadband charge	M048 R5	DD	£51.53	4155	
HMRC	Month 12		BACS	£146.85	4000	
Clerk	April mobile phone allowance		Expenses	£6.50	4160	
HALC	Affiliation fees and levy	5654	BACS	£589.55	4115	-
Nest	Pension contribution to 23 April		DD	£88.94	4000	
Staff salaries	Clerk and Litter Warden		BACS	£1365.60	4000	
Viking Stationery Order	4 x inks, stamps, file dividers		BACS	£219.95	4060	
SPCA	Room Hire 12th April		BACS	£12.00	4105	
DM Payroll	Process payroll 23/24	2794	BACS	£132.00	4070	
			PAYMENT TOTALS	£2,612.92		

Plus £79.99 Microsoft license renewal

Grant payments Sherfield Community Centre £3,700 Agenda item 042306

Greenhouse Graphics £185 plus VAT agreed 18th April 2023

Date: 03/04/2023

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### Bank Reconciliation up to 31/03/2023 for Cashbook No 1 - Current Bank A/c

Date	Cheque/Ref	Amnt Paid	Amnt Banked	Stat Amnt	Difference Clea	red	Payee Name or Description
06/03/2023	DD	51.53		51.53	R		ВТ
09/03/2023	BACS	552.00		552.00	R		Black Cat Creative
09/03/2023	BACS	28.80		28.80	R		Paul Parfrey
09/03/2023	BACS	38.93		38.93	R		Jane Stewart
09/03/2023	BACS	50.00		50.00	R		South & South East In Bloom
10/03/2023	BACS	780.00		780.00	R		Wedding in a Teacup
10/03/2023	BACS	500.00		500.00	R		First Chineham Scouts
14/03/2023	DD	88.94		88.94	R		Nest
15/03/2023	BACS	290.40		290.40	R		Flagpole Express
21/03/2023	BACS	144.00		144.00	R		Rialtus
21/03/2023	BACS	13.72		13.72	R		Safety Gloves
22/03/2023	BACS	12.00		12.00	R		HALC
22/03/2023	BACS	146.85		146.85	R		HMRC
23/03/2023	BACS	197.60		197.60	R		Richard Oats
23/03/2023	BACS	1,193.08		1,193.08	R		Jane Stewart
27/03/2023	BACS	35.30		35.30	R		Jane Stewart
28/03/2023	BACS	38.30		38.30	R		Jane Stewart
29/03/2023	BACS	31.48		31.48	R	100	Prestige Flowers
		4,192.93	0.00				

Date: 03/04/2023

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# Bank Reconciliation up to 31/03/2023 for Cashbook No 2 - HSBC

Date	Cheque/Ref	Amnt Paid	Amnt Banked	Stat Amnt	Difference Cleared	Payee Name or Description
20/02/2023	Interest		68.31	68.31	R	Receipt(s) Banked
20/03/2023	Interest		68.58	68.58	R 💹	Receipt(s) Banked
21/03/2023	21175902		50.00	50.00	R 📕	Receipt(s) Banked
		0.00	186.89			