# SHERFIELD PARK

# Sherfield Park Parish Council (SPPC)

# Minutes of an Ordinary Meeting at the Parish Office

# At 7.30pm on Wednesday 14th February 2024

Councillors:	IN ATTENDANCE	<b>APOLOGIES</b>	<u>ABSENT</u>
Cllr. Circuit (Chair)	√		
Cllr. Gordon	√		
Cllr. Palmer		$\checkmark$	
Cllr. Parfrey		$\checkmark$	
Cllr Scott	×		
Cllr. Skarin	√		
Cllr. Stebbings	√		

Members present at meeting (LGA 1972, Schedule 12, para. 40)

Apologies Cllr Vaux and Still

In attendance Reverend Pycroft and a member of the public

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

Agenda	Item	Action
No		
	Presentation/Update on Land East of Basingstoke – Hilary	
	Satchwell, Tibbalds Planning and Urban Design Ltd	
	Purpose of the presentation was to update Councillors on the	
	recent developments of the consultation held in the summer 2023.	
	Hampshire County Council own the land and it has been allocated	
	for housing in the Local Plan. HCC will look to achieve planning	
	permission and then seek a Developer to take on the project. The	
	land is 68 hectares between the Redlands Development to the	
	north, Old Basing and Lychpit to the south. A new access road will	
	be put in place on the A33 to accommodate the development.	
	Sewage lorries and waste to energy traffic would access their	
	respective sites via the new access road.	

	<ul> <li>Bus routes to connect homes and services considered.</li> <li>Dedicated cycle ways – separate to the carriageway.</li> <li>900 homes proposed.</li> <li>Density of development similar to Sherfield Park</li> <li>2025/26 first houses to be built.</li> <li>Consultation on changes to the development will take place 3:00pm</li> <li>- 6:00pm on Wednesday 21st February at Chineham Library, Chineham Shopping, Basingstoke RG24 8BQ</li> <li>10:00am - 1:00pm on Saturday 24th February in the Pavilion Tea Room, Old Basing Cricket Clubhouse, Riley Ln, Old Basing, Basingstoke RG24 7DA</li> </ul>	
	Public Participation Session – 15 minutes. This section (at the Chairman's discretion may last up to 15 minutes) is not part of the formal meeting of the Council and minutes may not be produced. Public Bodies (admissions to meetings) Act 1960 s 1 extended by the LG Act 1972 s 100.	
	No public participation. Reverend Pycroft attended the meeting in support of his grant application and answered questions from Councillors. Left meeting at 2020.	
022401	To receive and accept apologies of absence. Schedule 12 of the Local Government Act 1972 Apologies received and accepted from Councillors Parfrey, Palmer, Vaux and Still.	
022402	To receive any declarations of interest relevant to items on this agenda. Disclosable Pecuniary Interests) Regulations 2012 (SI 2012/1464) None declared for this Agenda.	
022403	To sign as a correct record, the minutes of the meeting of the FullCouncil held on 10th January 2024LGA 1972 Sch 12 para 41(1)Proposed Cllr SkarinSeconded Cllr Stebbings	
022404	<ul> <li>To receive any Chairman's announcements.</li> <li>Chair has met with the new local beat policeman PC Frostick. The PC will be attending events at the Community Centre. The Chair discussed issues on the Park and PC Frostick stated he intends to be visible and support solving of any issues highlighted. Chair has offered to walk him</li> </ul>	

asked to consider funding pastries for attendees to the value of £30 per day.         Refreshments will be provided – no requirement from SPPC. Cllrs will be supporting the re-planting on both days.         Council is asked to note the current financial situation.         Deposit Account £77,897.73         Current Account £26,068.97         Clerk explained overspend against code 4145 due to enhanced web service package and the purchase of PDF Studio to enable full Accessibility of documents online.         Council is asked to note the annual pay award advice from HALC and agree increase from 1 <sup>st</sup> April.         Council noted and adopted.         Council is asked to consider a grant application from St Leonards Church for £600 and London United Reformed Church social group The Memory Tree for Millers Ark visit £550.00.         Council agreed to defer application for St Leonards Church	
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February at 10am and Saturday 16 <sup>th</sup> March at 10am. Council is	
woodlands. Council is asked to confirm attendance at tree	
they need to register in advance. Cllr Miller stated he will be	
Hospital Consultation is ongoing and for those wanting to attend	
a 24 hour license which she felt was not in keeping with the area.	
•	
Questions submitted by a Parishioner were discussed.	
be shared with Chineham PC.	
response with Sherfield on Loddon PC. The comments will	
Cllrs had a meeting with ET Planning to confirm joint	
<ul> <li>Local Plan – SPPC is providing comments on the Local Plan.</li> </ul>	
nature of the issues residents face.	
	<ul> <li>Local Plan – SPPC is providing comments on the Local Plan. ClIrs had a meeting with ET Planning to confirm joint response with Sherfield on Loddon PC. The comments will be shared with Chineham PC.</li> <li>Questions submitted by a Parishioner were discussed. Councillors noted the discrepancy in proposed station plan in the Local Plan verses the imminent planting of trees in the ancient woodland at The Larches.</li> <li>Council is asked to hear reports from: Councillor Update – ClIr Edwards noted McDonalds had applied for a 24 hour license which she felt was not in keeping with the area. Hospital Consultation is ongoing and for those wanting to attend they need to register in advance. ClIr Miller stated he will be supporting the planting at The Larches. Sherfield Park Community Centre – see attached report</li> <li>Council is asked to note an update from BDBC Lead Ranger on woodlands. Council is asked to confirm attendance at tree planting at the Larches on the following dates: Saturday 17<sup>th</sup></li> </ul>

	Council approved the United Reformed Church Memory Tree grant application.	
	Proposed Cllr Gordon Seconded Cllr Scott	
022410	Council is asked to authorise requests for February payments.	
	With amendments	
	Proposed Cllr Gordon Seconded Cllr Skarin	
022411	Council is asked to note situation with HSBC Bank and agree a	
	way forward.	
	Council noted Safeguarding review has been completed and await confirmation of next steps from HSBC.	
022412	Council is asked to consider and approve the following.	
022412	Annual review of Standing Orders	
	Annual review of Finance Regulations	
	Annual review of Asset Register	
	Annual review Financial Risk Management	
	Proposed Cllr Scott Seconded Cllr Stebbings	
022413	Council is asked to note forthcoming elections and the process for	
	submitting required documentation.	
	Councillors were informed of the election timetable and deadlines.	
022414	Council is asked to hear an update from Open Spaces Committee	
	• Three items proposed for agreement from Open Spaces	
	Committee outstanding.	
	<ul> <li>Update on 20<sup>th</sup> Anniversary event – Council agreed cost of</li> </ul>	
	cake and budget of £250 for catering.	
	Council agreed to contribute to event at SPCA on Friday 12 <sup>th</sup>	
	April and fund the Magician and Chocolate fountain.	
	Proposed Cllr Skarin Seconded Cllr Stebbings	
	Cllr Scott proposed investigating a media screen for the office to	
	inform resident of up and comping events – Cllr Scott to cost.	
	Cllr Scott presented the Safety Initiative re traffic and parking to	
	Council. Approved.	
	Proposed Cllr Skarin Seconded Cllr Stebbings	
022415	Council is asked to hear an update on Speed Indicator Devices	
	New SID ordered and will arrive this week. Three free brackets	
	included in cost.	
022416	Council is asked to confirm copy for Loddon Valley Link April	
	edition - Confirmed	
022417	Council is asked to confirm the date of the next Parish Council	
	meeting – 13 <sup>th</sup> March 2024 - Confirmed	

Meeting ended 22.02

# Community Centre Update – 14th February 2024

- We are a 'Welcome & Warm Space' thanks to Sovereign Network Group from whom we have received £1500 grant, we offer a safe warm space, refreshments and support to our visitors.
- Community Café continues to be popular & thank you to local resident who nominated Centre to received £250 Tesco voucher which has been put towards the café & Warm Space initiative.

## **Classes & Bookings**

- New for February & March Guided Meditation Monday evening sessions
- BDBC Local Plan Consultation Evening Thursday 1<sup>st</sup> Feb afternoon/evening
- Several enquiries and some on off corporate bookings

## The Hub - Youth Club

 New timings, 3 sessions continues to work well, regularly have 50+ attendees each week, thank you to the Council for supporting this resource.

### **EVENTS**

- Burns Night Bingo & Buffet Saturday 27<sup>th</sup> January 2024 45 attendees, enjoyed fun evening with hot & cold Scottish themed buffet menu & prizes
- Introduction to Watercolour Painting Friday 23<sup>rd</sup> February Fully Booked
- Clothing Collection Thursday 22<sup>nd</sup> February 2024 residents can drop off bags of clothing from Monday 19<sup>th</sup> Feb
- Easter Event / Trail details tbc shortly
- Wednesday afternoon April 10<sup>th</sup> SPPC Official 20<sup>th</sup> Anniversary Event
- Friday evening April 12<sup>th</sup> SPCA Community Anniversary Celebration
- Sherfest Saturday 6<sup>th</sup> July plans well underway

# Maintenance / Security

Busy few weeks of annual, planned & remedial maintenance works including:

- Main Entrance doors internal second set of auto doors ordered await installed
- New replacement flooring in ladies toilet
- New LED lights being installed in the Main & Small Hall w/c 12<sup>th</sup> February

Time: 13:57

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#### Sherfield Park Parish Council

Page 1 User: JANE

#### Bank Reconciliation Statement as at 31/01/2024 for Cashbook 2 - HSBC

Bank Statement Account Name (s)	Statement Date	Page	Balances
SPPC HSBC	31/01/2024	80	77,897.73
			77,897.73
Unpresented Payments (Minus)		Amount	
		0.00	
			0.00
			77,897.73
Unpresented Receipts (Plus)			
		0.00	
			0.00
			77,897.73
	Balan	ce per Cash Book is :-	77,897.73
		Difference is :-	0.00
Signatory 1:			
Name	. Signed	Date	
Signatory 2:			
Name			

#### Time: 13:57

#### **Sherfield Park Parish Council**

Page 1 User: JANE

#### Bank Reconciliation up to 31/01/2024 for Cashbook No 2 - HSBC

Date	Cheque/Ref	Amnt Paid	Amnt Banked	Stat Amnt	Difference	Cleared	Payee Name or Description
0/01/2024	Interest		128.14	128.14		R 📕	Receipt(s) Banked
		0.00	128.14				
Sign	atory 1:						
-	-		Sigr	ned			Date
Namo	-		Sigr	ned			Date

#### Time: 13:51

#### Sherfield Park Parish Council

Page 1 User: JANE

#### Bank Reconciliation Statement as at 31/01/2024 for Cashbook 1 - Current Bank A/c

Bank Statement Account Name (s)	Statement Date	Page	Balances
SPPC Lloyds	31/01/2024		26,068.97
			26,068.97
Unpresented Payments (Minus)		Amount	
		0.00	
			0.00
			26,068.97
Unpresented Receipts (Plus)			
		0.00	
			0.00
			26,068.97
	Balanc	e per Cash Book is :-	26,068.97
		Difference is :-	0.00
Signatory 1:			
Name	Signed	Date	
Signatory 2:			
Name	Signed	Date	

#### **Sherfield Park Parish Council**

User: JANE

Time: 13:51

#### Bank Reconciliation up to 31/01/2024 for Cashbook No 1 - Current Bank A/c

Date	Cheque/Ref	Amnt Paid	Amnt Banked	Stat Amnt	Difference Cleared	Payee Name or Description
02/01/2024	BACS	60.17		60.17	R	BT
05/01/2024	BACS	113.27		113.27	R 📕	Qoppa Software
10/01/2024	VAT Refund		223.33	223.33	R 📕	Receipt(s) Banked
16/01/2024	BACS	129.00		129.00	R 📕	Currys Online
22/01/2024	BACS	25.20		25.20	R 📕	Jane Stewart
22/01/2024	BACS	95.26		95.26	R 📕	OVO Energy
22/01/2024	BACS	196.25		196.25	R 📕	HMRC
22/01/2024	BACS	63.96		63.96	R 📕	Paul Parfrey
23/01/2024	BACS	216.72		216.72	R 📕	Richard Oats
23/01/2024	BACS	1,153.13		1,153.13	R 📕	Jane Stewart
23/01/2024	BACS	6.50		6.50	R 📕	Jane Stewart
25/01/2024	DD	88.94		88.94	R	Nest
		2,148.40	223.33			

#### ignatory

Name	Signed	Date
	3	
Signatory 2:		
Name	Signed	Date



	February 2024 Request for Payments	Agenda item 022410	1			
Company	Detail	Inv/Quote No	Method	Amount	Code	Notes
ВТ	Office Broadband	MO54GA	DD	60.17	4155	
HMRC	NI and Pension contribution month 10		BACS	196.60	4000	
Clerk	Mobile Phone Allowance		BACS	6.50	4160	
Nest	Pensions 24 December - 23 January 2024		DD	88.94	4000	Due 13 February
Staff salaries	Salary and pension Clerk and litter warden		BACS	1,369.85	4000	
Geoxphere	Parish Online	Invoice	BACS	150.00	4115	Annual subscription. Paid as agreed via WhatsApp
R Oats	New winter boots	Expenses	BACS	75.65	4080	Replace worn out foot wear
SPCA	Contribution to pastries wood replanting		BACS	-	4090	No longer required
South & South East In Bloom	Entry fee to Parish in bloom		BACS	55.00	4080	
St Leornards Church	Lenny's Café Grant Application		BACS	-	4090	Deferred 3 months
London St United Reformed Church	Dementia social group Miller's Ark visit		BACS	550.00	4090	
Total				2,552.71		