



CHINEHAM PARISH COUNCIL

Minutes of the Meeting of the Council

Date: Monday 4th May 2021
 Time: 7.30pm
 Place: Meeting held remotely via Zoom
 Present : Cllr. Marian Adams Cllr. David Thornton
 Cllr. Andy Clarke Cllr. Luke Williams
 Cllr. Kirsty Giles Cllr. Ginny Wright
 Cllr. Les Fryer
 Cllr. Sue Fuller Sally Jackson (Clerk)
 Cllr. Paul Miller (Chairman) Julia Johnston (Asst. Clerk)

The Chairman welcomed everyone to the remote meeting being held via Zoom.

1. To receive and accept apologies for absence.

No apologies were received.

2. To sign as a correct record the minutes of the Full Council Meeting held on 12 April 2021 and the Annual Parish Assembly held on 19 April 2021.

It was acknowledged that the minutes of the Full Council meeting held on 12 April 2021 and the Annual Parish Assembly held on 19 April 2021 would be signed by the Chairman as a correct record.

3. To receive declarations of interest relevant to items on the agenda.

No declarations of interest were received.

4. Public session.

No members of the public were present.

5. To receive reports from:

County and Borough Councillor Elaine Still

Cllr. Still advised members that the County Council is currently in purdah prior to the elections. She thanked Cllr. Thornton for all of his work as Chairman of the Parish Council and as a Parish Councillor, especially with regard to the environment and as a tree warden. She also congratulated Cllr. Miller on his appointment as the new Chairman of the Parish Council. Cllr. Thornton acknowledged her thanks & confirmed that he would be happy to continue to provide any assistance with regards to the local environment.

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 Chairman

Borough Councillor Laura Edwards

Cllr. Edwards advised members that the Borough Council is in purdah prior to the elections. She also echoed Cllr. Still's thanks to Cllr. Thornton for all his work and also congratulated Cllr. Miller on his appointment as the new Chairman of the Parish Council.

Borough Councillor Paul Miller

Cllr. Miller also advised members that the Borough Council is in purdah prior to the elections.

CVHMC

Cllr. Fryer informed members that approximately 30% of hirers are back using the Village Hall's facilities although groups such as the Guides haven't started back yet. He confirmed that the Village Club is operating an outside service at the moment in line with current guidelines.

RRW

The report was noted (Appendix A). Cllr. Miller advised members that he had spoken to the Borough Council's litter picker in Chineham and had thanked her for all her hard work. He acknowledged that she provides a valuable service to the community and encouraged others to thank her if they met her. Cllr. Adams referred to the abandoned works signage around the parish. The Asst. Clerk reminded members that this had already been discussed and that the Borough Council had advised that it was not within their remit to collect the signage. Cllr. Miller requested that Cllr. Still arrange for the County Council to collect the various signage. Cllr. Still acknowledged that this was also an issue in Old Basing and agreed that should she be returned as the County Councillor she would deal with this.

6. To note the current financial situation.

The current financial situation was noted (Appendix B). Cllr. Fryer advised members that the first half of the precept had been received by the Parish Council.

7. To authorise any requests for payment.

Cllr. Fryer proposed and Cllr. Adams seconded the motion and it was unanimously agreed that the items for payment shown on the list below be authorised for payment, such sums to be debited to the account of the Parish Council.

Payment Requests May 2021		
FROM	ITEM	AMOUNT £
Staff	Expenses – mileage April	£3.60
Staff	Expenses – Zoom Pro monthly subscription (20/4/21 – 19/05/21)	£14.39
Victim Support	S.137 grant application	£150.00
Aviva	Employer pension charge - May	£33.00

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Chairman

Aviva	Pension contributions – May	£122.06
HMRC	Tax/NI - May	£69.37
Staff	Total salary costs for 3 members of staff - May	£1949.49

8. To receive an update from the Chair of the Recreation Committee.

Cllr. Fuller advised members of the following:

Projects: there are no further updates on the new seats project or the replacement bridges. We do not propose to advance the new seats project until all current restrictions have been lifted - hopefully June 21st - as this involves neighbour consultations. Cllr. Fryer queried whether COVID restrictions since March 2020 had impacted on the delivery of the two projects. The Asst. Clerk acknowledged that staffing levels at the Borough Council during the pandemic had hindered the delivery of these projects.

Community Orchard: the apple trees are currently in blossom and looking healthy - apart from one which (reported by Cllr. Thornton) has had the top sawn off so it will need to be replaced. The Asst. Clerk will liaise with Hortus Loci to arrange a new one to be planted in the autumn, ideally of the same variety so that the poster in the noticeboard doesn't need to be replaced too.

Allotment site: all allotment plot holders have now paid their annual rents and as reported last time, only one plot was handed back this year.

Recreation Committee Meetings: the Committee is considering the current guidance about in person meetings before June 21st and may postpone the planned May meeting until the end of June when it is expected that meetings may be able to return to a more normal format.

9. To note the minutes of the Planning Committee Meetings held on 12 and 26 April 2021.

The minutes of the Planning Committee Meetings held on 12 and 26 April 2021 were noted.

10. To receive an update from the Chair of the Planning Committee.

Cllr. Thornton advised members that there was nothing further to add and confirmed that a Planning Committee Meeting had not been required this evening as there were no new planning applications to consider.

11. To receive any further updates on the return to face to face meetings.

The Clerk provided members with an update and referred to the recent guidance issued by HALC on the return to face to face meetings from 7 May 2021. It was acknowledged that the first face to face meeting will therefore be the Planning Committee Meeting scheduled for 24 May 2021 and then the full Parish Council Meeting on 14 June 2021. It was further acknowledged that the Zoom Pro subscription which currently runs to 19 May 2021 should be extended for at least another month. Cllr. Fryer confirmed that the Village Hall had held a Committee Meeting in the Community Rooms and had been able to socially distance. It was acknowledged that the Clerks had already completed a site visit to ensure that the Community Room could be set up appropriately for the various meetings. Cllr. Adams suggested that the

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Chairman

full Parish Council Meeting could be rescheduled from 14 June until after 21 June 2021 but the Clerk advised members that the Annual Governance & Accounting Report (AGAR) will need to be agreed and signed off & then submitted to the External Auditors by 30 June 2021. Cllr. Miller informed members that the Borough Council had not circulated any advice yet on their meetings, but he would advise the Clerks if there was anything that the Parish Council could also consider adopting.

12. To formally note the resignation of Cllr. Thornton and to receive an update on the procedure to fill the casual vacancy.

On behalf of the Parish Council, Cllr. Miller thanked Cllr. Thornton for all of his time and hard work and wished him well for the future. The Clerk advised members that the procedure to fill the casual vacancy involves advising Electoral Services at Basingstoke & Deane Borough Council which allows local residents the opportunity to call for a poll. If a poll is called by ten or more residents, then an election will be held. If no poll is called then the Parish Council may co-opt a replacement Councillor.

13. To confirm the date of the next meeting of Chineham Parish Council – Monday 14 June 2021.

The next Full Council Meeting will be held on Monday 14 June 2021.

The meeting closed at 8pm.

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Chairman

APPENDIX ARRW Report – April 2021

- 9 (13) Abandoned shopping trolleys reported via Trolleywise. Locations include footpaths through Binfields Woodland Park, near Remembrance Gardens, Hartswood and Talmey Close and in Lillymill Chine, Binfields Farm Lane, Simons Road and at the Village Hall.
- Multiple updates posted to noticeboards.
- Checked allotment water meter.
- Liaised with B&DBC for temporary repair to Moated Farmhouse footbridge.
- Reported abandoned roadworks sign frame at the Village Hall.
- Reported broken fencing in Reading Rd near Simons Road to B&DBC
- Reported broken fencing near Chineham Shopping Centre / Binfields Woodland Park to B&DBC.
- Reported broken fencing in A33 Reading Rd / Binfields Woodland Park to HCC.
- Reported abandoned tree cuttings in the brook near Four Lanes School to B&DBC.
- Followed-up on report of abandoned tree cuttings on Tollhouse Meadow.
- Reported fly-tipped mattress at South Binfields Play Park to B&DBC.
- Reported abandoned tree cuttings on the verge in Thornhill Way (near footpath from Guinea Copse) to B&DBC
- Reported disturbed safety fencing around open manhole near Four Lanes School to Openreach and rendezvous with technician to identify the site.
- Reported open street cabinet on Binfields Roundabout to HCC.

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Chairman

Appendix B

Balance at 1 April 2021	£139,944.06
Allotment rental - plot 14	£40.00
Allotment rental - plot 7	£40.00
Allotment rental - plot 12	£40.00
Allotment rental - plot 37	£60.00
Allotment rental - plot 1a	£40.00
Allotment rental - plot 26	£60.00
Allotment rental - plot 27	£80.00
Allotment rental - plot 4	£40.00
Allotment rental - plot 35	£80.00
Allotment rental - plot 2	£80.00
Precept - 50%	£19,225.00
Grant - grass cutting at VH	£633.00
VAT reclaim	£555.11
Interest - April	£1.14
	<u>£160,918.31</u>

DD Aviva	Employer pension charge	£33.00
103439 Staff	Expenses - mileage/March	£1.80
103439 Staff	Expenses - Zoom Pro monthly subscription	£14.39
103440 Staff	Expenses - mileage/March	£1.53
103440 Staff	Expenses - title search/Planning	£9.00
103441 Staff	Expenses - reimbursement of printing/RRW	£9.00
103442 BDBC	Grass cutting - Chineham Village Hall	£851.40
103443 HALC	Affiliation fees 2021/22 incl. NALC levy	£1,309.25
103444 Viking	Stationery: stamps, envelopes, file inserts, printer cartridges/Clerk's printer	£304.14
103445 HMRC	Tax/NI - April	£69.37
103446 J. Monger	Refund of allotment deposits - Plot 24	£60.00
103447 Sherfield Park Community Association	S.137 grant - 2nd quarterly payment	£559.85

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DD	Aviva	Pension contributions - April	£122.06
SO	Staff	Salary - April	£844.80
SO	Staff	Salary - April	£911.64
SO	Staff	Salary - April	£193.05
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			£5,294.28

Balance at 30 April 2021

£155,624.03

Business Money Manager A/c
Community A/c

£149,218.45
£6,405.58

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Chairman