



## CHINEHAM PARISH COUNCIL

### Minutes of the Meeting of the Council

Date: Monday 14<sup>th</sup> March 2022  
 Time: 7.45pm  
 Place: Community Rooms, Chineham Village Hall  
 Present: Cllr. Paul Miller (Chair) Cllr. Marian Adams (Vice Chair)  
 Cllr. Les Fryer Cllr. Ginny Wright  
 Cllr. Sue Fuller Cllr. Shane Bennett  
 Cllr. Luke Williams Cllr. Andy Clarke  
 Amanda Owen (Clerk) Ellen Harmon (Asst. Clerk)

Cllr. Paul Miller welcomed everyone to the meeting.

#### 1. To receive and accept apologies for absence.

Apologies were received and accepted from Cllr. Kirsty Giles.

#### 2. To sign as a correct record the minutes of the Full Council Meeting held on 14<sup>th</sup> March 2022.

The minutes of the Full Council meeting held on 14<sup>th</sup> March 2022 were signed by the Vice Chair as a correct record.

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

No declarations of interest were received.

#### 4. Public participation.

No members of the public were present.

#### 5. To receive reports from:

##### **Borough Councillors Cllr. Laura Edwards provided the following report:**

Cllr. Laura Edwards reported that Hampshire County Council are leading the efforts with hosting Ukrainian families. Government homes are helping with fostering, wellbeing and schooling. Basingstoke Voluntary Action group are also assisting.

Cllr. Jenny Vaux reported that work was due to commence on the Moat Park (11<sup>th</sup> March), which would last approximately 6 weeks. It was also reported that if you wish to vote during the Election, you will need to be registered to vote by 14<sup>th</sup> March. If you have yet to receive your vote card, please follow up with Basingstoke & Deane Borough Council.

Cllr. Paul Miller reported that he is conscious of the Queens Jubilee and would like to raise the ward of Chineham. Cllr. Paul Miller also reminded those attending that the car park at the Village Hall is very busy during the voting.

### **CVHMC Representative**

Cllr. Les Fryer reported that disability equipment has been ordered and that there is currently a six week wait time for delivery. The accounts have also been audited and the audit is complete.

### **RRW**

The March reported was noted (Appendix A).

#### **6. To receive an update from Councillors Fuller, Adams and Bennett with regards to the Queen's Platinum Jubilee.**

Cllr. Sue Fuller reported that a response was pending with regards to who owned the suggested land sites. Cllr. Paul Miller offered to help with this.

A suggestion was made by Cllr. Luke Williams that the bench should be purchased to prevent any potential delays nearer the event. Cllr. Sue Fuller is going to research benches and a motion will be prepared for the May meeting.

#### **7. To receive a further update from Cllrs. Williams, Giles and Bennett on the Speed Management Initiative solutions and to agree any next steps.**

Cllr. Luke Williams reported that he has had a discussion with Basingstoke & Deane Borough Council and that they have an older speed device that could be rented by Chineham Parish Council. The device would remain the property of, and be taken care of by BDBC. Basingstoke and Deane Borough Council would be willing to set the device in allocated locations and would relay the information collected. After discussion, it was agreed that renting a device would be beneficial whilst the Parish Council researched devices fully. Cllr. Luke Williams is preparing a motion for the rental of the speed device at the May Parish Council meeting.

#### **8. To receive a further update on the Annual Parish Assembly (26<sup>th</sup> April) and agree next steps.**

Cllr. Paul Miller reported to the Councillors that the Parish Assembly is a requirement that the Parish Council must host. The guest speaker for the event is Chief Inspector Matthew Reeves. Visitors are welcome to attend and to ask questions.

#### **9. To consider The Highway Hedgehog Project enquiry.**

After discussion, it was decided that Cllr. Paul Miller would contact the Joint Management Committee of Four Lanes School to see if they are hosting an event this year where the items could be distributed. Cllr. Shane Bennett will also discuss with the Scarecrow Trail committee to see if an opportunity may be available there.

### **FINANCE**

#### **10. To note the current financial situation.**

The current financial situation was noted (Appendix B).

#### **11. To authorise any requests for payment.**

Cllr. Les Fryer proposed and Cllr. Andy Bennett seconded the motion and it was unanimously agreed, that

the items for payment shown on the list below. Such sums to be debited to the account of the Parish Council.

| April Payment Requests |   |           |
|------------------------|---|-----------|
| From                   | Item                                    | Amount    |
| Viking                 | Stationery                              | £43.67    |
| HALC                   | HALC Affiliation Fees 22/23 & NALC Levy | £1,303.94 |
| Amanda Owen            | Expenses - March                        | £14.68    |
| Julia Johnston         | Expenses - March                        | £19.08    |
| Amanda Owen            | Clerk Salary - April                    | £878.52   |
| Ellen Harmon           | Assistant Clerk Salary - April          | £1,032.38 |
| Phil Walker            | Rapid Response Warden Salary - April    | £205.84   |
| HMRC                   | Tax & NI - April                        | £412.46   |
| Aviva                  | Pension Contributions                   | £152.52   |
| Aviva                  | Employer Pension Charge                 | £33.00    |
| Total                  |   | £4,096.09 |

## RECREATION

### 12. To receive an update from the Chair of the Recreation Committee.

Cllr. Sue Fuller reported that the Moat Park works are beginning. The water at the allotment site has been turned on and the facilities cleaned.

An inspection has also been conducted, with a number of plots being placed upon the watch list.

### 13. To note the minutes of the Recreation Committee Meeting held on 31<sup>st</sup> March 2022.

The minutes of the Recreation Committee Meeting held on 31<sup>st</sup> March 2022 were noted.

## PLANNING

### 14. To note the minutes of the Planning Committee Meetings held on 14<sup>th</sup> and 28<sup>th</sup> March 2022.

The minutes of the Planning Committee Meetings held on the 14<sup>th</sup> and 28<sup>th</sup> March 2022 were noted.

### 15. To receive an update from the Chair of the Planning Committee.

There was no update to be received.

### 16. To agree standing orders to set up Clerk & Assistant Clerk salaries from May.

The entry in the minutes relating to this item is confidential.

### 17. To agree standing orders to set up Pension contributions for Clerk & Assistant Clerk.

The entry in the minutes relating to this item is confidential.

## APPENDIX A

### March 2022 Report – Rapid Response Warden

- 7 (5) Abandoned shopping trolleys reported via Trolleywise.  
Locations include the footpath through Binfields Woodland Park and on Lillymill Chine, Elvetham Rise, Simons Road and Reading Road.
- Compiled list and reported graffiti on (6x) Virgin Media street cabinets and (1x) unlocked cabinet to the appropriate support forum. Locations include Thornhill Way, Mattock Way, Mulberry Way, Pettys Brook Road.
- Reported graffiti on street cabinet in Cufaude Lane to HCC. (This has subsequently been referred to BT).
- Reported new instance of graffiti on shelter at Chineham Village Hall bus stop to B&DBC.
- Reported new instance of graffiti on historic information board in Cufaude Lane to B&DBC.
- Reported graffiti at Whitewood bus stop to B&DBC.
- Reported graffiti at Four Lanes bus stop to B&DBC.
- Repeatedly reported fly-posting on shelter at Stockbridge Close bus stop to B&DBC. (This has subsequently been referred to the clerk fao parish lengthsman).
- Compiled list and reported graffiti on (8x) street cabinets to Openreach. Locations include Thornhill Way and Mattock Way.
- Reported graffiti on waste bin in Binfields Woodland Park to B&DBC.
- Reported graffiti on information board in Binfields Woodland Park to B&DBC.
- Reported damaged tree on Thornhill Way near A33 to B&DBC.
- Reported apparently abandoned car on Lillymill Chine to B&DBC. (The owner has since removed it).
- Attended allotment water meter to take reading.
- Attended allotment water meter to reinstate supply but found an issue with the downstream plumbing.
- Referred Allotment plumbing issue to clerk. (This was referred to the CAT member and resolved)
- Returned to allotment water meter to reinstate supply.
- Attended CVH defibrillator to check consumables.
- Reported (3x) instances of graffiti on Hanmore Road pouching-off boxes to Royal Mail.
- Reported graffiti on barrier in Reading Road to B&DBC.
- Reported fly-posting on shelter at CVH bus stop to B&DBC. (This has subsequently been referred to the clerk fao parish lengthsman).
- Attended CVH noticeboard to remove fly-posting.
- Posted multiple noticeboard updates.
- Reported fly-posting on shelter at Bowman Road bus stop to B&DBC. (This has subsequently been referred to the clerk fao parish lengthsman).

**APPENDIX B**

|                            |                     |  |                    |
|----------------------------|---------------------|--|--------------------|
| Balance at 1 March 2022    |                     |  | £129,784.29        |
| Interest - March           |                     |  | £3.60              |
| Allotments                 |                     |  | £904.00            |
| HCC - Moat Park            |                     |  | £500.00            |
|                            |                     |  | <u>£131,191.89</u> |
| DD                         | BT                  | Phone/Broadband - Clerks/Parish Office | £497.62            |
| 103514                     | RC Saunders Limited | New Bench Works                        | £2,040.00          |
| 103515                     | Viking              | Stationery                             | £215.72            |
| 103516                     | Staff               | Salary - March                         | £861.91            |
| 103517                     | Staff               | Salary - March                         | £1,031.82          |
| SO                         | Staff               | Salary - March                         | £193.05            |
| 103518                     | HMRC                | Tax/Ni - March                         | £412.46            |
| DD                         | Aviva               | Employer Pension charge                | £33.00             |
| DD                         | Aviva               | Pension contributions - February       | £152.52            |
| Deduction                  | HSBC                | Bank Charges 25/01/22-24/2/22          | £15.00             |
| 103519                     | Grant               | Victim Support                         | £150.00            |
| 103520                     | Julia Johnston      | Expenses                               | £213.95            |
| 103521                     | Phil Walker - RRW   | Expenses - Printing Dec 21 - Feb 22    | £28.00             |
|                            |                     |  | <u>£5,845.05</u>   |
| Balance at 31 March 2022   |                     |  | <u>£125,346.84</u> |
| Business Money Manager A/c |                     |  | £120,263.06        |
| Business A/c               |                     |  | £5,083.78          |