

CHINEHAM PARISH COUNCIL
Minutes of the Meeting of the Council

Date: Monday 9th January 2023
Time: 19:45
Place: Community Rooms, Chineham Village Hall.
Present: Cllr. Paul Miller (Chair) Cllr. Shane Bennett
 Cllr. Marian Adams
 Amanda Owen (Clerk) Ellen Harmon (Assistant Clerk)

Observing: Jonathan Jenkin

Cllr. Paul Miller welcomed everyone to the meeting.

1. To receive and accept apologies for absence.

Apologies were received and accepted from Cllr. Sue Fuller and Cllr. Ginny Wright.

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

No declarations of interest were received.

3. To sign as a correct record the minutes of the full Council meeting held on Monday 12th December 2022.

The minutes of the full council meeting held on Monday 12th December 2022 were signed by the Chair as a correct record.

4. Public Participation.

The Rapid Response Warden addressed the meeting with concerns regarding the non-functional street lighting on the A33, by the toucan crossing at the shopping centre and also near to the railway bridge. Following lack of response and clarity from his previous reports, and attempting to locate whom is responsible for the lighting, it was agreed that the Clerk would assist to escalate the matter further.

5. To receive reports from:

Borough & County Councillors

Cllr. Jenny Vaux addressed the meeting and provided a report with regards to the following:

- *Low Cost Home Ownership Event* – An event is taking place with regards to low cost home ownership on Wednesday 25th January, 15:00 – 19:00. Further details can be found here: <https://www.basingstoke.gov.uk/low-cost-home-ownership>
- Real Christmas Trees can be recycled with your garden waste subscription from the 9th to 29th January. Alternatively, they can be recycled at one of the following listed locations: <https://www.basingstoke.gov.uk/christmas-tree>
- £2 single fares on Bus Services are running until the end of March.
- Following two accidents near Oram Green, Cllr. Vaux is meeting with the County Council Road Safety team to discuss illuminated signage at suitable locations.

Cllr. Paul Miller addressed the meeting and provided an update with regards to the below:

- The Council Budget Committee meeting begins next month.
- Reiterated that the Low Cost Home Ownership event is popular, particularly between the 24 to 35 year old age range.
-

CVHMC Representative

No report was received.

RRW

The RRW report can be found at Appendix A.

Chairman _____

6. **To consider a response to the Hampshire Minerals and Waste plan.**
Following discussion, it was decided that no comment would be made.
7. **To consider an application for a banking hub at Chineham Shopping Centre.**
The Parish Council are well aware that residents would like a Post Office / access to an ATM at the Chineham Shopping Centre. Difficulties have arisen as no current shops can dedicate space to a Post Office. Cllr. Paul Miller is meeting with the Shopping Centre Owners in March so will bring this matter up again.
8. **To consider endorsing HALCs recommendation to remove articles of association and replace with new.**
Following discussion, due to the unclear documentation provided it was decided that the Clerk would contact HALC and ask for the impact the changes would have on Parish Councils and why the changes are being proposed.

FINANCE

9. **To note the current financial situation.**
The Clerk provided an update with regards to the new Lloyds bank account.
10. **To authorise any requests for payment.**
It was agreed to authorise the January payment requests as listed below.
Proposed by Cllr. Shane Bennett, seconded by Cllr. Marian Adams.
All members voted unanimously to accept this resolution.

January Payment Requests			
From	Item	Invoice Number	Amount
Staff	Salary - January		£666.80
Staff	Salary - January		£795.60
Staff	Salary - January		£193.05
Staff	Salary - January		£12.79
Staff	Expenses		£24.00
HMRC	Tax & NI		£201.85
Aviva	Pension		£119.45
Aviva	Employer Pension Charge		£33.00
Total			£2,046.54

11. **To agree the quote received from Vision ICT for gov.uk email addresses.**
It was agreed to accept the quote from Vision ICT for gov.uk email address.
Proposed by Cllr. Paul Miller, seconded by Cllr. Marian Adams.
All members voted unanimously to accept this resolution.

(The following agenda items, 12 & 13, were reversed. The budget being discussed first.)
13. **To agree the 2023 / 2024 budget.**
It was agreed to accept the 2023 / 2024 budget as displayed at Appendix B.
Proposed by Cllr. Shane Bennett, seconded by Cllr. Marian Adams.
All members voted unanimously to accept this resolution.
12. **To agree the 2023 / 2024 precept.**
The 2023 / 2024 precept was agreed as £38,450.00.
Proposed by Cllr. Paul Miller, seconded by Cllr. Marian Adams.
All members voted unanimously to accept this resolution.

Chairman _____

RECREATION**14. To receive an update from the Chair of the Recreation Committee.**

In the absence of Cllr. Sue Fuller, the Assistant Clerk addressed the meeting. She advised that a Recreation meeting is due to take place shortly and that if anyone has any suggestions, or ideas to send them via email for discussion.

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

Cllr. Paul Miller advised that the Planning Committee had been quiet in the lead up to Christmas and New Year. No further update could be provided with regards to the Chineham Shopping Centre.

ADMINISTRATION**16. To consider the Annual Parish Assembly.**

The date of the Annual Parish Assembly was circulated (Wednesday 24th May at 19:00). A potential speaker was highlighted with a topic of Biodiversity. The Assistant Clerk is contacting to discuss further.

17. To agree the date of the next meeting as Monday 13th February 2023.

The date of the next meeting was agreed as Monday 13th February 2023.

There being no other business, the meeting closed at 20:40.

Chairman _____

APPENDIX A**Rapid Response Warden Report
December 2022**

- 22(15) Abandoned shopping trolleys reported via Trolleywise. Locations include the footpath through Binfields Woodland Park and near Hartswood, Reading Road and on Binfields Close, Coppice Pale, Hanmore Road, Bowman Road, St. Josephs Crescent, Simons Road and Simons Close.
- Printed and posted multiple noticeboard updates.
- Reported abandoned worksite barriers on link from Reading Road to Crockford Lane to SSE.
- Requested update on street lighting fault on A33 from B&DBC following referral from Enevero (obo HCC).
- Reported abandoned House Sold sign on Hanmore Road to local estate agent.
- Reported abandoned House Sold sign on Thornhill Way to local estate agent.
- Reported icy condition of A33 footbridge to HCC.
- Reported damaged direction sign at Binfields R/A to HCC.
- Applied grit to icy paving under bus shelter on Thornhill Way.
- Checked CVH defibrillator status.
- (2 weeks vacation)

APPENDIX B

DRAFT

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Chineham Parish Council

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Annual Budget - By Centre

	<u>Last Year</u>		<u>Current Year</u>						<u>Next Year</u>			
	Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward	
100	Income											
1076	Precept	0	0	0	0	38,450	0	38,450	39,089	38,450	0	0
1080	Bank Interest	0	0	0	0	25	0	25	73	0	0	0
1085	Grants & Donations Received	0	0	0	0	650	0	650	0	0	0	0
	Total Income	0	0	0	0	39,125	0	39,125	39,162	38,450	0	0
	Movement to/(from) Gen Reserve	0	0			39,125		39,125	39,162	38,450		
200	Staff Costs											
4000	Staff Costs	0	0	0	0	25,700	0	25,700	12,715	21,100	0	0
4005	HMRC (Tax & NI)	0	0	0	0	0	0	0	2,113	2,500	0	0
4010	Pension	0	0	0	0	2,000	0	2,000	981	1,850	0	0
	Overhead Expenditure	0	0	0	0	27,700	0	27,700	15,809	25,450	0	0
	Movement to/(from) Gen Reserve	0	0			(27,700)		(27,700)	(15,809)	(25,450)		
250	Administration											
4100	Audit Fees	0	0	0	0	350	0	350	190	375	0	0
4105	Bank Charges	0	0	0	0	0	0	0	98	0	0	0
4110	Payroll Services	0	0	0	0	130	0	130	0	139	0	0
4120	Insurance	0	0	0	0	1,375	0	1,375	1,014	1,471	0	0
4130	Mileage	0	0	0	0	0	0	0	3	0	0	0
4140	Subscriptions	0	0	0	0	1,560	0	1,560	1,469	1,669	0	0
4150	Grass Cutting	0	0	0	0	725	0	725	0	776	0	0
4160	Office Expenses	0	0	0	0	500	0	500	372	535	0	0
4180	Telephone & Broadband	0	0	0	0	1,800	0	1,800	461	1,926	0	0

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Annual Budget - By Centre

	<u>Last Year</u>		<u>Current Year</u>						<u>Next Year</u>		
	Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
4190 Training & Seminars	0	0	0	0	100	0	100	461	107	0	0
4200 IT	0	0	0	0	250	0	250	638	268	0	0
4210 PO Boxes	0	0	0	0	350	0	350	0	375	0	0
4220 Website/email Maintenance	0	0	0	0	500	0	500	0	535	0	0
4230 Zoom	0	0	0	0	150	0	150	74	161	0	0
4299 Sundry Expenditure	0	0	0	0	250	0	250	2,222	268	0	0
Overhead Expenditure	0	0	0	0	8,040	0	8,040	7,003	8,605	0	0
Movement to/(from) Gen Reserve	0	0			(8,040)		(8,040)	(7,003)	(8,605)		
300 Allotments											
1000 Allotment Rental Income	0	0	0	0	0	0	0	710	0	0	0
1050 Allotment Deposit Income	0	0	0	0	0	0	0	60	0	0	0
Total Income	0	0	0	0	0	0	0	770	0	0	0
Movement to/(from) Gen Reserve	0	0			0		0	770	0		
400 Council Activities											
4400 Section 137 Grants	0	0	0	0	2,000	0	2,000	3,381	2,140	0	0
4410 Seating Additional Costs	0	0	0	0	2,000	0	2,000	0	2,140	0	0
4420 Bulb Planting	0	0	0	0	2,000	0	2,000	0	2,140	0	0
4430 Bus Shelter Cleaning	0	0	0	0	100	0	100	0	107	0	0
4440 Four Lanes Fete	0	0	0	0	125	0	125	0	134	0	0
Overhead Expenditure	0	0	0	0	6,225	0	6,225	3,381	6,661	0	0
Movement to/(from) Gen Reserve	0	0			(6,225)		(6,225)	(3,381)	(6,661)		
999 VAT Data											

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Annual Budget - By Centre

	<u>Last Year</u>		<u>Current Year</u>						<u>Next Year</u>		
	Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
115 VAT on Receipts	0	0	0	0	0	0	0	2,519	0	0	0
Total Income	0	0	0	0	0	0	0	2,519	0	0	0
515 VAT on Payments	0	0	0	0	0	0	0	779	0	0	0
Overhead Expenditure	0	0	0	0	0	0	0	779	0	0	0
Movement to/(from) Gen Reserve	0	0			0		0	1,740	0		
Total Budget Income	0	0	0	0	39,125	0	39,125	42,451	38,450	0	0
Expenditure	0	0	0	0	41,965	0	41,965	26,971	40,716	0	0
Movement to/(from) Gen Reserve	0	0			(2,840)		(2,840)	15,480	(2,266)		