



CHINEHAM PARISH COUNCIL

Minutes of the Meeting of the Council

Date: Tuesday 11th April 2023
 Time: 7.45pm
 Place: Community Rooms, Chineham Village Hall
 Present: Cllr. Paul Miller (Chair) Cllr. Sue Fuller (Vice Chair)
 Cllr. Marian Adams Cllr. Jonnie Jenkins
 Cllr. Xander Chestney-Stagg Ellen Harmon (Asst. Clerk)

Cllr. Miller welcomed everyone to the meeting and wanted to take the time to thank Cllr. Adams for her hard work producing flyers and posters for the Chineham Parish Council's recruitment drive. There has been a healthy amount of interest generated within the Chineham Parish, with 7 new potential candidates interested in standing for co-option.

1. To receive and accept apologies for absence.

Apologies were received from Cllr. Bennett, and from County Councillor Still.

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 13th March 2023.

The minutes of the Full Council meeting held on Monday 13th March 2023 were signed by the Chair as a correct record.

4. Public participation.

None.

5. To receive reports from: Borough and County Councillors

Cllr. Edwards updated the meeting with regards to the following:

- There is to be a Chineham Conservation Group meeting held at Binfields Woodland Park on Saturday 22nd April at 10am – attendance from both the public and Parish Councillors is encouraged.
- From the week commencing the Chineham Constituents and other area's surrounding are strongly encouraged to start putting their bins out earlier for collection, or where possible, the evening before. The weather is gradually getting better; therefore, collections will become earlier, and we do not want people missing their bin collections due to anticipating that the collections will be later in the morning.

Cllr. Vaux updated the meeting in regard to the following:

- Basingstoke Festival will be held from Friday 23rd June – Sunday 9th July. Basingstoke Festival is a free annual event which celebrates art, culture, and community and all are welcome to attend across these dates to enjoy the array of events taking place. More information can be found at basingstokefestival.co.uk
- Green week will be held on Saturday 10th-Sunday 18th June 2023. More information can be found on the Basingstoke and Deane Borough Council website or if viewing the meeting minutes, you can follow the link by clicking [here](#).
- There was an initial roll out of the Cost-of-Living fund in Autumn of 2022, which was successful. There is a second fund currently available with £95,000 in the pot, with each application potentially being eligible for up to £5000. This closes next week on the 18th of April 2023 and those who may be eligible are encouraged to place applications as soon as possible. More information on this, including eligibility criteria can be found on the [Basingstoke & Dean Borough Council website](#).

Chairman

- There is Energy bill support available to those living within care/sheltered accommodation – there is £ 1million in this fund with each applicant being able to receive up to £500 to assist with rising energy costs, subject to income and eligibility. More information can be found on the [Basingstoke & Deane Borough Council website](#). This support is directed towards those living in sheltered housing or care homes.
- There is also the Warmer Homes Grant available to homes which do not have central heating, with a household income of below £30,000. Homes will need an EPC rating of E, F or G, plus there is limited funding available for those with an energy rating of D. There is more information regarding eligibility criteria on the [Basingstoke & Deane Borough Council website](#).
- Lastly, Ofgem are keen to hear from those who have moved onto pre-payment meters regarding a survey to hear about the experiences of those moved onto pre-payment meters for their energy supply. There is a ‘Customer Experience’ form on the Stevenage Council website, which we would like to encourage all constituents who now have pre-paid meters to take the time to fill out. The form can also be accessed by clicking [here](#).

Cllr. Miller updated the meeting in regard to the following:

- Cllr. Miller has received two complaints regarding people using wood in their fireplaces, which is causing air pollution within the local area. Cllr. Miller would like to highlight that people should be using things such as Kiln dried logs in fireplaces in aid of reducing air pollution. We ask that if anybody is aware of any legalities surrounding this issue, could they please get in touch and enlighten us, so we can ensure all constituents are made aware. It is believed that there are no rules or stipulations on burning wood outside the home, but we believe there are regulations in place concerning what kind of fuels can be used within the home.
- There have been many applications for Coronation Street Party’s which the Chineham Parish Council is pleased to see. Cllr. Miller who is also the Worshipful Mayor of Basingstoke and Deane intends to attend as many of these as possible.

CVHMC Representative

Chineham Village Hall report can be found at **APPENDIX A**. It was noted that the Chineham Village Hall’s Annual General Meeting was held on the 5th of April 2023 – The Chineham Parish Council is awaiting the full minutes of this meeting with interest.

RRW

The Rapid Response Wardens report can be found at **APPENDIX A**.

6. To agree whether to have a stall at the Summer Fayre.

The Chineham Parish Council discussed attending/having a stall at the Summer Fayre on 1st July 2023. It was agreed by all Councillor’s that the Chineham Parish Council would accept the offer of having a stall and will produce some solid ideas as to what we will do with our time spent there. Cllr. Fuller put forward the idea of getting some new posters/leaflets to show what the Chineham Parish Council has been up to over the past 3-4 years, as there has been a lot going on behind the scenes, we would love to share with the Chineham Constituents. Cllr. Fuller also mentioned a previous idea of getting some plants/seeds in small planters and handing them out at our stall, as the Chineham Parish Council is keen to endorse being environmentally friendly, in particular the conservation of wildlife and we feel this could fit nicely in with our ethos. All ideas are to be discussed fully at the next full CPC meeting at the beginning of May, where notions will be voted upon and set into action.

7. To consider the grant application from Chineham Repair Café.

The forms were not submitted, so this was not discussed.

8. To retrospectively approve the printing & distribution fee for the ‘Chineham Needs You’ flyer.

The amount to be discussed can be seen in the Requests for Payment which is item number 10 on the agenda. Cllr. Miller chose to approve all payment requests at the same time as we had it open on the screen for all to view. Cllr. Adams proposed we approve all payment requests, seconded by Cllr. Jenkins. All members voted unanimously to accept all payment requests.

Chairman

9. To note the current financial situation.

Cllr. Miller noted he is happy with the current financial situation, and they can see things are beginning to level out nicely. No other comments were made regarding the reconciliation as all is ok.

10.To authorise any requests for payment

As noted in item 8, all requests for payment were authorised.

Cllr. Adams proposed all requests be authorised, seconded by Cllr. Jenkins.

All members voted unanimously to authorise all payment requests.

April Payment Requests			
From	Item	Invoice Number	Amount
Staff	Salary - April	April	£988.09
Staff	Salary - April	April	£1,125.47
Staff	Salary - April	April	£226.42
Staff	Expenses	Jan - Mar	£26.40
Staff	Expenses	April	£8.44
HMRC	Tax & NI		£251.36
Aviva	Pension		£131.41
Aviva	Employer Pension Charge		£33.00
HALC	HALC Affiliation Fees and NALC Levy	Inv 5629	£1,334.28
The Liquorice Press	Chineham Needs You flyer	Inv 008677	£1,077.00
Source for Business	Allotment Water - 22 Nov 22 to 21 March 23	3081456617	£24.58
Total			£5,226.45

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

Cllr. Fuller updated the meeting on the following:

- The Chineham Allotment Team met at the allotments recently for an inspection – Cllr. Fuller, Cllr. Jenkins and the Assistant Clerk were in attendance. The works required were discussed and noted by the Assistant Clerk to discuss with the Parish Lengthsman and obtain a quote for approval by the Chineham Parish Council. Just some of the items on the list included, clearance and treatment of the pavement running throughout the allotments, cutting back of overgrowth and brambles around the perimeter and along the path of the allotments, cutting back of tree's which are applying pressure to the bottom fence section of the allotments and lastly, the clearance of rubbish at the bottom of the allotments. The Assistant Clerk has plans to meet with the Lengthsman this coming week to discuss these works and obtain a quote. The Assistant Clerk will also contact Basingstoke & Deane Borough Council to discuss council contracted Tree Surgeons to deal with the problem trees, as they are behind the fence line backing onto the railway line, so we feel it is imperative to seek professionals to do this job in order for it to be done safely and effectively. Regarding the clearance of the rubbish, the Assistant Clerk will be contacting a private licensed company for a quote to remove the items. A quote will be required in writing before the Chineham Parish Council will agree it.
- The Assistant Clerk is also going to obtain an up-to-date quote for the Queens Platinum Jubilee bench to be fitted in an area of Petty's Brook. This has been delayed significantly due to issues surrounding ownership of the land, but we look forward to finally having the bench put into place for the community to enjoy.
- It was agreed that Cllr. Miller would reach out to the Basingstoke & Deane Allotment Team to discuss new locks and key's for the Chineham Allotments, as the key supply we have is minimal and the key's we currently use have been discontinued - the Assistant Clerk has made efforts to contact the relevant department over the past few weeks, with no calls being returned.

Chairman

- It was noted that the Chineham Allotment Team are happy with the current progress of plot holders at the allotment – it is noticeable that many tenants have begun working on their plots as the weather has gradually become nicer. No plots are currently on the watch list. We have had a few plots handed back this year with new tenants taking over, because of this we have agreed to be a little more lenient with them at the start of the season regarding getting their plots up to scratch.

Cllr. Adams also took the time to highlight that in previous years she has gone around and applied compost to the daffodils planted throughout Chineham, in order to encourage their growth. She would like to go around and fertilise some of the Daffodils which are thriving less than others, with the view to being reimbursed for the products purchased as she has been in previous years. Cllr. Miller suggested the Chair of the Recreation Committee puts in a request for up to £50 at the next meeting for this, so once Cllr. Adams provides us with an invoice for costs incurred, we will have pre-approved funds to reimburse her with. Cllr. Fuller supports this notion and it will be added to the agenda for the next Full Chineham Parish Council meeting to be held in May.

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

Cllr. Miller noted there is nothing major to report and that all applications have been straight forward but would like to take a moment to note that the trip some of the Councillor's took on the 22nd of March to the Water Treatment Facility was extremely worthwhile and enlightening for those who attended.

13.To note the minutes of the Planning Committee meetings held on the 13th & 27th March 2023

No comments regarding the minutes – both were signed as a correct record of those meetings.

14.To receive an update with regards to the Annual Parish Assembly.

It is confirmed that the Chineham Conservation Group will be giving a talk at the Annual Parish Assembly on 24th May 2023, with the possibility of the Chineham Repair Café also giving a small talk/update on what they have been doing and how it is going.

15.To agree the date of the next meeting.

It was agreed that the date of the next meeting be held in Monday 15th May 2023.

There being no other business, the meeting closed at 20:30.

Chairman

APPENDIX A

Reports for April 2023

March 2023

Rapid Response Warden

- 34(20) Abandoned shopping trolleys reported via Trolleywise. Locations include:
 - Footpaths through Binfields Woodland Park o
 - Binfields Play Area o Elvetham Rise o Coppice Pale
 - Lillymill Chine o Binfields Close o Binfields Farm Lane
 - St. Josephs Crescent,
 - Simons Close
- Printed and posted multiple noticeboard updates
- Reported abandoned house sold sign on Longacre Rise to estate agent
- Reported abandoned wheelie bin near A33 crossing to B&DBC
- Reported fly-tipped mattress on A33 to B&DBC
- Reported abandoned estate agents board on Thornhill Way to local office
- Reported abandoned works safety barrier at Reading Rd pond to SSE
- Reported loose kerbstone on Mattock Way to HCC
- Reviewed bus shelters (since some had received attention)
- Reinstated water supply to allotments
- Reported redundant coppicing posters to B&DBC street cleansing team
- Reported uncollected house sold sign on Longacre Rise to B&DBC
- Reviewed CVH defibrillator status
- Reported broken fences and footbridge near Park Pale to B&DBC

Chineham Village Hall

The Village Hall is struggling with the energy crises and inflation. Our last six months electricity invoices have been £21000 (last year equivalent £9600) and cost of replacing some play area equipment £11600. Previous prices before Ukraine war about £6500. We would have to increase all rentals by 100% to stay ahead! Our AGM is on the 5th April and like the Parish Council looking for new volunteers.

Chineham Village Hall needs new Management Committee members

Are any residents able to help - or do you know someone who may be interested?

Chineham Village Hall Management Committee is urgently looking for additional members (please note, this is not related to the Village Club Committee), to ensure the Village Hall and all the facilities on site remain open and available to the Chineham community. This includes the entire building (incorporating village halls, village club, meeting rooms), the playground, playing fields, and car park.

This facility is run as a charity and Members attend Committee meetings of approximately 1-2 hours on the fourth Monday of each month at 8pm, 10 months of the year.

If you are over 18 and interested in your community, would like to be involved in the decisions concerning the village hall and all its amenities, and are able to attend most of these meetings, we would love to hear from you.

Please email chinehamvillagehall@gmail.com giving your contact details, or call 07926 583071 and leave a message. We will respond as soon as possible.

APPENDIX B

Date: 03/04/2023	Chineham Parish Council	Page 1
Time: 11:50	Bank Reconciliation Statement as at 31/03/2023 for Cashbook 1 - Community A/C	User: AMANDA

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
Community A/C	31/03/2023		0.00
			<u>0.00</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			0.00
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			0.00
		Balance per Cash Book is :-	-562.46
		Difference Excluding Adjustments is :-	562.46
<u>Adjustments to Reconciliation</u>			
31/03/2022 103518	Unpresented Cheque	412.46	
31/03/2022 103519	Unpresented Cheque	150.00	
			<u>562.46</u>
		Unreconciled Difference is :-	0.00

Date: 03/04/2023	Chineham Parish Council	Page 1
Time: 11:27	Bank Reconciliation Statement as at 31/03/2023 for Cashbook 2 - Business Money Manager	User: AMANDA

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
Business Maney Manager	31/03/2023		0.00
			<u>0.00</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			0.00
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			0.00
		Balance per Cash Book is :-	0.00
		Difference is :-	0.00

Date: 03/04/2023

Chineham Parish Council

Page 1

Time: 11:44

**Bank Reconciliation Statement as at 31/03/2023
for Cashbook 3 - Lloyds Treasurer Account**

User: AMANDA

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
Lloyds Treasurer Account	31/03/2023		126,645.23
			<u>126,645.23</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			126,645.23
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			126,645.23
		Balance per Cash Book is :-	126,645.23
		Difference is :-	0.00