

CHINEHAM PARISH COUNCIL
Minutes of the Meeting of the Council



Date: Monday 10th October 2023
Time: 7:30pm
Place: Community Rooms, Chineham Village Hall
Present: Cllr. Sue Fuller (Vice Chair) Cllr. Marian Adams
Cllr. Olumide Oratokhai Cllr. Xander Chestney-Stagg
Cllr. Luis Fajardo Cllr. Neha Sompura
Amanda Owen (Clerk) Ellen Harmon (Assistant Clerk)
Apologies: Cllr. Paul Miller (Chair) Cllr. Tom Brine
Cllr. Nigel Rose
Also present: 5 members of the public.

Cllr. Sue Fuller chaired in the meeting in the absence of Cllr. Paul Miller and welcome everyone to the meeting.

1.	To receive and accept apologies for absence. Apologies were received and accepted from Cllr. Paul Miller, Cllr. Tom Brine & Cllr. Nigel Rose. Apologies were also noted from Cllr. Jenny Vaux.
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 11th September 2023. The minutes of the Full Council meeting held on Monday 11 th September 2023 were signed by the Chair as a correct record.
4.	Public Participation. None.
5.	To receive reports from: Borough & County Councillors No reports received. CVHMC Representative No reports received. RRW The Rapid Response Warden report can be found at APPENDIX A.
6.	To receive a report from Imelda Medina, Sustainability Advisor from Basingstoke & Deane Borough Council. Imelda Medina and Beth Elliott, Green Team Sustainability Advisors addressed the meeting to provide their report. If residents would like a copy of the report, they can contact the Green Team directly using the details at APPENDIX B.
7.	To receive a report with regards to Sherfield Hill Farm from Meeting Places, in conjunction with Miller Homes. Joseph Baum (Meeting Places) and Jon Sebbage (Savills) addressed the meeting to provide an overview of their report. The report can be found at APPENDIX C. Signed _____

8.	To consider a response to the public consultation on the Public Space Prevention Order. It was AGREED the Chineham Borough Council were content with the Public Space Prevention Order to continue. Proposed by Cllr. Olumide Oratokhai, seconded by Cllr. Xander Chestney-Stagg. All members voted unanimously to accept this resolution.																																																								
	FINANCE																																																								
9.	To consider the grant request application from Sherfield Park Community Association for £3463.20. It was AGREED to support the grant application from Sherfield Park Community Association for £3463.20 from S137 funds. Proposed by Cllr. Marian Adams, seconded by Cllr. Neha Sompura. All members voted unanimously to accept this resolution.																																																								
10.	To note the conclusion of the external audit. The conclusion of the external audit was noted.																																																								
11.	To note the current financial situation. The current financial situation and the bank reconciliation were noted with the bank balance at 30 th September 2023 being £ 145,593.25. The bank reconciliation can be found at APPENDIX D .																																																								
12.	To authorise any requests for payment. It was AGREED to authorise the September payment requests as listed below. Proposed by Cllr. Xander Chestney-Stagg, seconded by Cllr. Marian Adams. All members voted unanimously to accept this resolution. <table><tr><th colspan="4">October Payment Requests</th></tr><tr><th>From</th><th>Item</th><th>Invoice Number</th><th>Amount</th></tr><tr><td>Staff</td><td>Salary</td><td>October</td><td>£758.04</td></tr><tr><td>Staff</td><td>Salary</td><td>October</td><td>£875.47</td></tr><tr><td>Staff</td><td>Salary</td><td>October</td><td>£226.42</td></tr><tr><td>Staff Expenses</td><td>Office Expenses</td><td></td><td>£10.00</td></tr><tr><td>Staff Expenses</td><td>Office Expenses</td><td></td><td>£19.60</td></tr><tr><td>HMRC</td><td>Tax & NI</td><td></td><td>£218.44</td></tr><tr><td>Aviva</td><td>Pension</td><td></td><td>£131.41</td></tr><tr><td>Aviva</td><td>Employer Pension Charge</td><td></td><td>£33.00</td></tr><tr><td>BDO</td><td>Limited Assurance Review 2022 / 2023</td><td></td><td>£252.00</td></tr><tr><td>Gallagher Insurance</td><td>Insurance 2023 / 2024</td><td></td><td>£1,727.25</td></tr><tr><td>Vision ICT</td><td>Email & Wesbite hosting</td><td></td><td>£344.40</td></tr><tr><td></td><td></td><td>Total</td><td>£4,596.03</td></tr></table>	October Payment Requests				From	Item	Invoice Number	Amount	Staff	Salary	October	£758.04	Staff	Salary	October	£875.47	Staff	Salary	October	£226.42	Staff Expenses	Office Expenses		£10.00	Staff Expenses	Office Expenses		£19.60	HMRC	Tax & NI		£218.44	Aviva	Pension		£131.41	Aviva	Employer Pension Charge		£33.00	BDO	Limited Assurance Review 2022 / 2023		£252.00	Gallagher Insurance	Insurance 2023 / 2024		£1,727.25	Vision ICT	Email & Wesbite hosting		£344.40			Total	£4,596.03
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13.	To receive an update from the Chair of the Recreation Committee. Cllr. Sue Fuller advised of the following: <ul style="list-style-type: none">- 30th November is the date of the next Recreation Committee meeting, to be held via Zoom.- The trees within the Community Orchard require pruning. The Assistant Clerk advised that the foliage and trees within the allotment were being discussed / reports to Basingstoke Dean Borough Council as necessary.																																																								

Signed

	PLANNING
14.	To receive an update from the Chair of the Planning Committee. No update was received.
15.	To note the minutes of the Planning Committee Meetings held on 11th & 25th September 2023. It was confirmed that the minutes of the Planning Committee meeting held on 11 th & 25 th September 2023 were noted.
	ADMINISTRATION
16.	To agree the date of the next meeting as Monday 9th October. An error was noted. The date of the next meeting was agreed as Monday 13 th November.
	CONFIDENTIAL
17.	To consider working from home allowance for the RRW. The entry in the minutes relating to this agenda item is confidential.

There being no other business, the meeting closed at 20:55.

Signed _____

APPENDIX A

Rapid Response Warden - August 2023

- 12(8) Abandoned shopping trolleys reported via Trolleywise. Locations include:
 - footpaths through Binfields Woodland Park, near Hartswood
 - Simons Close
 - St Josephs Crescent
 - Pettys Brook Road
- Printed and posted multiple noticeboard updates
- Update bench survey reports
- Reported CVH defibrillator status to clerk
- Attended monthly CPC meeting
- Contacted CSPO wrt parking issue on Hanmore Road
- Reported broken fence at Talmey Close to property maintenance team
- Reported uneven road surface on Pettys Brook Road to HCC roads
- Reported damage to footbridge near Renown Way to HCC
- Reported pothole on Reading Road to HCC roads
- Checked on outstanding ticket with HCC wrt vegetation issues on Cufau de lane path
- Updated HCC ticket wrt broken fence at CVH
- Exchanged correspondence wrt annexation near Renown Way
- Attended allotments to swap padlocks
- Reported broken fences and footbridge at Park Pale to HCC Countryside Access Team
- Contacted HCC street lighting wrt outstanding faults on A33
- Reported fly-tipping in Renown Way to B&DBC
- Reported overgrown footpath on Hanmore Road to HCC
- Reported smell of gas o/s CVH to manager
- Reported fly-posting o/s Four Lanes School to B&DBC
- Reported pothole on Maynards Wood footpath to B&DBC
- Submitted allotment water meter readings to clerk

APPENDIX B

Green Team Sustainability Advisors Contact Details.



Here to help you go greener

Free advice from the Basingstoke and Deane Green Team,
including how to:

- ✓ save money and cut carbon by using less energy
- ✓ travel more sustainably
- ✓ make your garden a haven for plants and wildlife
- ✓ buy less, reuse what you have and recycle more

Scan for more



or go to

sustainable-basingstoke.co.uk/green-team



Say hello



For a friendly chat over the phone or by email, or to book a free home visit including an energy assessment, get in touch.

01256 845777

GreenTeam@basingstoke.gov.uk

The Green Team works for Basingstoke and Deane Borough Council.
You can phone the council to find out more on **01256 844844**.



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APPENDIX C



Presentation team



Site location



The latest proposals – a reminder



Engagement so far (southern half of the site)



Consultation in late 2021/early 2022



Cabinet

- An initial briefing with Cllr Tristan Robinson, Cabinet Member for Homes and Housing Regeneration and Kate Randall, Head of Housing and Social Inclusion.
- Following the submission of an EIA screening opinion request to BDBC in October 2021, a follow-up meeting was held with Cllr Tristan Robinson and Kate Randall.

Ward and Parish representatives

- Following the submission of an EIA screening opinion request to BDBC in October 2021, a meeting was held with ward members and neighbouring ward members, as well as several members of Sherfield-on-Loddon Parish Council and Sherfield Park Parish Council.
- A meeting was also held with representatives from both Parish Councils to discuss aspirations for the community buildings/village hall.

Community newsletter

- Sent to 4,035 addresses.
- Feedback form enclosed.

Contact details

- Freephone number.
- Freepost address.
- Dedicated email inbox.



Consultation in late 2021/early 2022

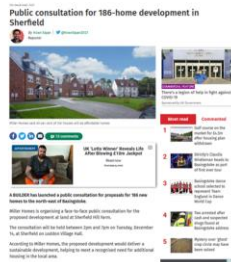


Local media

- Article published by the Basingstoke Gazette in December 2021.

Online exhibition

- Held online due to changes to government guidance on Covid-19 introduced in December 2021.
 - Tuesday 11th January, 14:00
 - Thursday 13th January, 18:30



Responding to feedback



- In a variety of different ways, helping to ensure there is **no additional pressure on the wider road network**.
- Ensuring that this development **responds to the Council's ecological emergency**, by delivering a net gain in biodiversity on site.
- Recognising the **need for community space** on the site.
- Responding to concerns raised by local residents, by ensuring that any development is sympathetic to and **keeping with the surrounding area**.



Further engagement & consultation



Building on engagement that took place in 2021 and early 2022, we are continuing to engage with the local community to ensure their views have been considered in the new proposals.

Ward and Parish representatives

- Close engagement, including meetings and written correspondence, with ward members and parish councils.

Letters to near neighbours

- Letters sent out to those living near the site (42 addresses) inviting them to attend one-to-one meetings to discuss the new proposals and provide feedback directly to the team. Feedback form enclosed.

Website and online survey

- Updated in line with new proposals.
- Ensuring that any new homes are **energy efficient and respond to the climate emergency**.
- Encouraging active and sustainable travel, including



Further engagement - summer 2023



Meetings with ward and Parish representatives

- In-person meeting on 20th June at the Sherfield on Loddon Village Hall, attended by ward and neighbouring ward Councillors, and members of both Sherfield Park Parish Council and Sherfield on Loddon Parish Council.
- Outlined how we have responded to feedback received through first round of consultation on southern half of the site in 2021/22, and the intended approach to the second round of consultation.

Correspondence with near neighbours

- Letter sent to 42 addresses nearest the northern part of the site at Church End, inviting them to meet the team online on a one-to-one basis on 26th June.
- Feedback form enclosed, along with Freepost envelope.

Feedback

- Second round of consultation received 20 direct representations to the project team.
- Support for proposed sustainability features.
- Some recognition of revised proposals having responded to feedback submitted in first round of consultation.
- Concern remained around the perceived strain the proposals would have on local facilities and the A33.

Illustrative Masterplan



APPENDIX D

Date: 03/10/2023

Chineham Parish Council

Page 1

Time: 10:01

**Bank Reconciliation Statement as at 30/09/2023
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	30/09/2023		145,593.25
			<u>145,593.25</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			145,593.25
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			145,593.25
		Balance per Cash Book is :-	145,593.25
		Difference is :-	0.00