

CHINEHAM PARISH COUNCIL
Minutes of the meeting of the Council



Date: Monday 14th April 2025 **Time:** 7:45pm
Place: Community Rooms, Chineham Village Hall
Present: Cllr. Paul Miller (Chair) Cllr. Marian Adams (Vice Chair) Cllr. Tom Brine
 Cllr. Olumide Oratokhai Cllr. Sue Fuller Cllr. Nigel Rose
 Cllr. Neha Sompura Cllr. Richard Green Cllr. Ruth Kellaway

Also present: Amanda Owen (Clerk), Ellen Harmon – Assistant Clerk, Borough Councillors Jenny Vaux & Jonathan Jenkin & no members of the public.

Councillor Miller welcomed everyone to the meeting.

1.	To receive and accept apologies for absence. None.
2.	To receive declarations of interest relevant to items on the agenda. Cllr. Adams advised that she had submitted an expense claim at item 13.
3.	To sign as a correct record the minutes of the Full Council meetings held on Monday 10th February & Monday 10th March 2025. The minutes of the Full Council meetings held on Monday 10 th February & Monday 10 th March 2025 were signed as correct records.
4.	Public Participation. None.
5.	<p>To receive reports from: Borough & County Councillors CVHMC Representative RRW Borough & County Councillors Cllr. Jenkin addressed the meeting and advised the following:</p> <ul style="list-style-type: none"> - With the upcoming VE Day 80th anniversary it would be nice to see some street parties within Chineham. <p>Cllr. Vaux addressed the meeting and advised the following:</p> <ul style="list-style-type: none"> - Sherfield Park are holding a VE Day celebration on bank holiday Monday. - Councillor Grants applications are open again, up to £3000. - Strengthening Community Grant closes on 23rd April. - No changes to bin collections over Easter. <p>Cllr. Miller addressed the meeting and advised:</p> <ul style="list-style-type: none"> - The Development Control Committee at Basingstoke & Deane Borough Council are visiting the proposed site of 350 homes at Sherfield Hill Farm on Thursday 17th April. Discussions will take place at the Borough on Wednesday 23rd April. <p>CVHMC Representative No report was received.</p> <p>RRW The Rapid Response Warden report can be found at APPENDIX A.</p>
6.	To receive an update from the Parish Newsletter working group. Following contact from Chineham People Magazine, it was agreed that Chineham Parish Council would like to contribute to their publication.
7.	<p>To consider the replacement of Fete stall materials. It was noted that the Fete is taking place on 7th June 2025 between 12:00 and 17:00. Cllrs. Fuller, Adams & Brine agreed to review existing Fete materials. It was noted that the free seedlings that have been provided by the Parish Council to Fete visitors has been a great success in previous years, Cllr. Adams will research the provision of these again and update the Parish Council in May. It was AGREED to reserve a central spot within the Fete. Proposed by Cllr. Adams, seconded by Cllr. Miller. All members voted unanimously to accept this resolution.</p>
	FINANCE
8.	<p>To note the S106 allocations from Basingstoke & Deane Borough Council. Cllr. Miller will discuss allocations with Basingstoke & Deane Borough Council as the current allocations show funds which are accessible to Sherfield Park as well as Chineham.</p> <p style="text-align: right;">Signed _____</p>

9.	<p>To consider the grant application from Chineham Repair Café under powers afforded by S137.</p> <p>The grant application from Chineham Repair Café was considered and it was AGREED to award a total of £650.00 under section 137.</p> <p>Proposed by Councillor Oratokhai, seconded by Councillor Adams.</p> <p>All members voted unanimously to accept this resolution.</p>																																																												
10.	<p>To confirm no conflict of interest with BDO.</p> <p>It was NOTED that there were no conflicts of interest with BDO. Councillor Miller and the Clerk signed the no conflict of interest form.</p>																																																												
11.	<p>To note Do The Numbers as Internal Auditor.</p> <p>The appointment of Do The Numbers as internal auditor for financial year 2024 / 2025 was NOTED.</p>																																																												
12.	<p>To note the current financial situation.</p> <p>The current financial situation and the bank reconciliation were NOTED with the bank balance at 31st March 2025 being £103,869.07. The bank reconciliation can be found at APPENDIX B.</p>																																																												
13.	<p>To authorise any requests for payment.</p> <p>It was AGREED to authorise the April payment requests as listed below.</p> <p>Proposed by Councillor Fuller, seconded by Councillor Brine.</p> <p>This motion was passed on a vote of 8 FOR and 1 ABSTENTION.</p> <table><tr><th colspan="4">April 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>April</td><td>£1,038.60</td></tr><tr><td>Staff</td><td>Salary</td><td>April</td><td>£1,192.81</td></tr><tr><td>Staff</td><td>Salary</td><td>April</td><td>£367.67</td></tr><tr><td>Staff</td><td>Expenses</td><td></td><td>£5.30</td></tr><tr><td>Staff</td><td>Expenses</td><td></td><td>£21.60</td></tr><tr><td>Councillor Adams</td><td>Expenses</td><td></td><td>£15.00</td></tr><tr><td>HMRC</td><td>Tax & NI</td><td></td><td>£642.30</td></tr><tr><td>Aviva</td><td>Pension</td><td></td><td>£146.30</td></tr><tr><td>Aviva</td><td>Pension</td><td></td><td>£33.00</td></tr><tr><td>Rialtas</td><td>Accounts Support & Maintenance 25/26</td><td>SM31318</td><td>£243.60</td></tr><tr><td>Rialtas</td><td>Allotments Support & Maintenance 25/26</td><td>SM31319</td><td>£318.00</td></tr><tr><td>Allotment Holder</td><td>Allotment Deposit Return</td><td></td><td>£70.00</td></tr><tr><td></td><td></td><td>Total</td><td>£4,094.18</td></tr></table>	April Payment Requests				From	Item	Invoice Number	Amount	Staff	Salary	April	£1,038.60	Staff	Salary	April	£1,192.81	Staff	Salary	April	£367.67	Staff	Expenses		£5.30	Staff	Expenses		£21.60	Councillor Adams	Expenses		£15.00	HMRC	Tax & NI		£642.30	Aviva	Pension		£146.30	Aviva	Pension		£33.00	Rialtas	Accounts Support & Maintenance 25/26	SM31318	£243.60	Rialtas	Allotments Support & Maintenance 25/26	SM31319	£318.00	Allotment Holder	Allotment Deposit Return		£70.00			Total	£4,094.18
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RECREATION																																																													
14.	<p>To receive an update from the Chair of the Recreation Committee.</p> <p>Cllr. Fuller and the Assistant Clerk addressed the meeting with regards to the following:</p> <ul style="list-style-type: none">- Bench works.- Allotment vegetation encroachment has been cleared.- Allotment invoices have been issued.- Allotment renumbering on hold due to Contractor machinery failure.																																																												
PLANNING																																																													
15.	<p>To receive an update from the Chair of the Planning Committee.</p> <p>Cllr. Miller reiterated with regards to the Sherfield Hill Farm application and advised all other applications have been routine.</p>																																																												
16.	<p>To note the minutes of the Planning Committee Meetings held on the 27th January, 10th February, 24th February & 24th March 2025.</p> <p>The minutes of the Planning Committee meetings held on 27th January, 10th February, 24th February & 24th March 2025 were NOTED.</p>																																																												
ADMINISTRATION																																																													
17.	<p>To note Parish Assembly updates.</p> <p>The Clerk addressed the meeting and advised that Inspector Ilderton from Hampshire Police will be in attendance and that Home Instead, Basingstoke have also been invited but is pending response.</p>																																																												
18.	<p>To agree the date of the next meeting as Monday 12th May 2025.</p> <p>The date of the next meeting was AGREED as Monday 12th May.</p>																																																												

There being no other business, the meeting closed at 20:45.

Signed _____

APPENDIX A
CPC RRW Report
March 2025

- 9(14) Abandoned shopping trolleys reported via Trolleywise.
Locations include
Reading Road
Binfields Close
St Josephs Crescent
Binfields Woodland Park
- Printed and posted multiple noticeboard updates.
- Reported damaged keep-left bollard at Crockford Lane junction with Hanmore Road to HCC.
- Reported abandoned tree cuttings on Bowman Road to B&DBC.
- Reported damaged keep-left bollard on Great Binfields Road to HCC.
- Reported insecure manhole cover on Great Binfields Road to Openreach.
- Queried dam in Pettys Brook with South East Rivers Trust and later reported to B&DBC.
- Reported abandoned tree cuttings on Mongers Piece to B&DBC.
- Reported loose manhole cover in Reading Road to Virgin Media.
- Reported advertising banners on railings at Binfields roundabout to HCC.
- Reported evidence of missing traffic sign on Thornhill Way to HCC.
- Reported green waste and DIY waste on Simons Road FP to B&DBC.
- Reported suspended broken tree branches in BWP to B&DBC.
- Attended damaged verge near Four Lanes schools to provide photos fao clerk.
- Reported tagged street cabinet on Thornhill Way to Openreach.
- Reported damaged street light on Cufau de Lane to Enerveo.
- Reported 2x tagged street cabinets on Thornhill Way to Virgin Media.
- Reinstated allotment water supply.

APPENDIX B

Date: 01/04/2025		Chineham Parish Council		Page 1
Time: 17:10		Bank Reconciliation Statement as at 31/03/2025 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	31/03/2025		103,869.07	
			<u>103,869.07</u>	
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>		
		0.00		
			<u>0.00</u>	
			103,869.07	
<u>Unpresented Receipts (Plus)</u>				
		0.00		
			<u>0.00</u>	
			103,869.07	
				Balance per Cash Book is :-
				103,869.07
				Difference is :-
				0.00