

GREYWELL PARISH COUNCIL

Minutes of the Greywell Parish Council meeting held remotely on 14 July 2020 at 6.00pm

In attendance: - Cllr D Millard, Cllr M Barter, Cllr S O'Neill, and Cllr Lord J Malmesbury

Also in attendance-Beverley Bridgman (Parish Clerk), County Cllr J. K. Glen, District Councillor K. Crookes and District Cllr J. Kennett and 2 members of the public

Draft minutes subject to confirmation

1. Receive and accept apologies for absence

Apologies received from Cllr Mogg and District Cllr Dorn

2. Receive and note any declarations of interest relevant to the Agenda

None

3. To note the resignation of Cllr O'Neill as Vice Chairman of the Parish Council and to elect a replacement

Cllr O'Neill has submitted her resignation as Vice Chairman of the Parish Council. The Chairman thanked Cllr O'Neill for serving as Vice Chairman for the past couple of years and also thanked her for agreeing to stay on as a Parish Councillor.

Cllr Barter was elected as Vice Chairman of Greywell Parish Council (proposed by Cllr Malmesbury and seconded by Cllr O'Neill)

4. The Chairman to approve as a correct record the minutes of the Parish Council meeting held on 19 May 2020

The Chairman approved as a correct record the minutes of the Parish Council meeting held on 19 May 2020. These will be physically signed at the next available opportunity

5. Open the meeting to members of the public

2 members of the public attended the remote meeting

6. Receive reports from:

- a) County Cllr**
- b) District Cllr**
- c) Parish Clerk**
- d) Cllr O'Neill**

Reports were presented and can be found in Appendix A. The Chairman also presented a report

7. Consider and discuss the following planning applications:

- a) Demolition of existing garage and erection of a detached garage with habitable accommodation at first floor. Extension of hardstanding area and relocation of existing retaining wall**

Old Wharf House, Hook Road, Greywell, RG29 1BT

References 20/01338/LBC, 20/01306/HOU and 20/01307/LBC

The Parish Council discussed the application. It was resolved to submit a comment of support

b) Erection of part first floor part two storey rear extension, extension to driveway and alterations to fenestration

Skylark Cottage, Deptford Lane, Greywell, RG29 1BS

Reference 20/01567/HOU

The Parish Council discussed the application. It was resolved to submit a comment of support

8. Update on previous planning applications

- 20/00569/LBC Old Pound Cottage Hook Road Greywell Hook RG29 1BU this application has been withdrawn as listed building consent is not needed
- 17/03487/FUL (Basingstoke & Deane Borough Council) J6 M4 this application is still live and is currently a much bigger threat as the applicants consider they have satisfied the concerns of Highways England. There is however a recent objection by Basingstoke Transition Network regarding potential air quality at the proposed site
- A Concept Document for a Garden Community on Estate land has been submitted to Basingstoke & Deane Borough Council by Viscount Lymington and the Trustees of the Portsmouth Settled Estates. Marketed as a garden town, this application will be for 2500 houses between Cliddesden, Ellisfield and Winslade

9. Discuss a potential planning application for a Solar Farm on land at Chosley Farm, North Warnborough

In anticipation of this application the Chairman circulated an email to canvas opinion from the village. Around 12 responses with mixed comments have been received and shared with all Councillors. It was agreed to wait for the submission of a concrete planning application before discussing further

10. Update on land at the Pumping Station

The Clerk has researched information forwarded by District Councillor Dorn after the last Parish Council meeting. The HM Land Registry website offers guidance and forms for adverse possession but also states this is aimed primarily at solicitors and other conveyancers. As a starting point the Clerk suggested the Parish Council seek help from villagers qualified in these matters. It was agreed the Chairman will circulate an email to the village asking for potential helpers

11. Approve the Electronic Payment requests for July and August

The Electronic Payment requests for July and August, as shown below, were approved and will be physically signed at the next available opportunity

Greywell Parish Council July Electronic Payment Request

| To | Item | Amount | Invoice number |
|----------------------------------|--------------------------------|---------|----------------|
| Staff | Salary July | £172.64 | 07/20 |
| Staff | Expenses July | £6.55 | 07/20 |
| Information Commissioners Office | Renewal of Data Protection Fee | £35.00 | ZA267323 |
| Chairmans Signature and date: | | | |

Greywell Parish Council August pre-payment authorisation

| To | Item | Amount | Invoice number |
|-------------------------------|---------------------|---------|----------------|
| Staff | Salary August | £172.64 | 08/20 |
| Upper Bridge Enterprises | Annual Website fees | £189.49 | tbc |
| Chairmans Signature and date: | | | |

12. Note the current financial situation and approve bank statements

The current financial situation was noted and can be found in Appendix B. The bank statements will be physically signed at the next available opportunity. The current balances are:

Current Account: £8476.96 less £200 for unpresented cheques

Savings Account: £12.26

13. Presentation of Q1 accounts

The first quarter accounts were presented by the Clerk and can be found in Appendix C

14. Discuss signatories on the Parish Council bank accounts

It was discussed and agreed to re-add Cllr Millard as a signatory on the Parish Council bank accounts. The Clerk expressed concern that on line payments don't need authorisation by any Councillors. It was agreed to amend payment control on the bank account so that two people need to authorise each payment (one can be the Clerk). All signatories on the bank account will be registered to authorise payments

15. Approve the Lead and Associate Parish Agreement for the Parish Lengthsman Scheme 2020-2021

The Lead and Associate Parish Agreement for the Parish Lengthsman Scheme 2020-2021 was approved. It was agreed the Clerk will sign the agreement and return to the lead Parish Council

16. Discuss and agree a schedule of works for the Lengthsman

The next visit of the Lengthsman will be on Friday 17 July. It was agreed to submit the following schedule of works:

- Clear/dig ditch in front of the pumping station
- Clear litter from the village, particularly along Hook Road
- Clean and clear foliage from all street signs

The Chairman also asked members of the public attending the meeting to send the Clerk potential jobs for the current and future schedule of works

17. Discuss the village website

The Clerk has received requests from third parties to add information to the website. Whilst she is happy to change the website in respect of Parish Council items there is not the time for website work for other parties. The Chairman advised that, pending his potential future retirement from the Parish Council, he is happy to take over some of the website work, perhaps in conjunction with others. All Councillors were happy with this decision. The Clerk will liaise with the website provider and the various interested parties to take this matter further

18. Discuss comments to be raised at the next Hart District Council Community Recovery Sounding Board Meeting

It was discussed and agreed that at the present time Greywell Parish Council do not have any comments to be raised at the next Hart District Council Community Recovery Sounding Board Meeting

19. Confirm the date and time of the next meeting

The next meeting will be held in September. The date and time will be agreed at a later date

20. To agree that under the Public Bodies (Admission to Meetings) Act 1960, the press and public are excluded from the meeting whilst confidential business is discussed

It was resolved to close the meeting to the press and public under the Public Bodies (Admission to meetings) Act 1960

21. To discuss confidential business regarding the agreed three month review of Parish Clerks salary and hours

Information under confidential minutes

There being no other business the meeting closed at 7.32

Appendix A

Reports from District Cllr J.G. Glen:

Basingstoke Canal Joint Management Committee

Chairmans Report

23 June 2020

The Basingstoke Canal was rescued from dereliction and restored to full navigable condition by the combined efforts of the Basingstoke Canal Society and Hampshire County Council, who in conjunction with Surrey County Council acquired the canal in the 1970s

The canal is now managed on behalf of the County Councils by the Basingstoke Canal Authority, which is supported by a large number of volunteers, many of who regularly work on the canal and raise funding from the operation of the John Pinkerton trip boat based in Odiham

Finance for the canal is covered by both County Councils, along with seven riparian district councils, which includes Hart. The work of the BCA and the strategic management of the canal is overseen by the Basingstoke Canal Joint Management Committee (JMC) of which I am currently Chairman

I have recently been in touch with all the members of the Canal Partnership and I set out below a letter which I have recently sent to them informing them about the effects of the Covid 19 pandemic on the operation of the canal. The letter also seeks local authority support to promote the canal which has provided residents with exceptional opportunities to enjoy the canal corridor for recreation and to experience its beautiful and rich natural environment

“As you know, the lockdown resulting from the Coronavirus pandemic has meant that we have not be able to hold the Joint Management Committee meeting scheduled for 24th June 2020. I am therefore writing to update you on the actions we are taking to manage and develop the canal in order to protect it as a valuable local amenity and to secure its future. The half yearly Finance and Management reports are being sent to you in the next few days. If you have any questions on those reports, please let me know and I will ask the County officers to respond

The current exceptional circumstances have meant that the management team has needed to concentrate on assessing and communicating the risks faced by the public in using the canal given the Government’s rules on safe distancing. On your behalf, I would like to thank James Taylor, Fiona Shipp and the Basingstoke Canal Authority staff for the way in which they have risen to the challenge of running the canal against the background of the very strict controls imposed on us by the Government

However, in recent weeks, I am pleased to say that some very encouraging trends have emerged. For example, at a time when the canal has only been accessible to local communities, there has been a significantly increased use of the towpath by walkers and cyclists. Although powered boats have not been permitted to use the navigation, we have seen a larger volume of unpowered boat traffic, including canoes and paddle boards. I believe that the availability of the canal for recreational use by local people has emphasized its significant value to the communities it serves I would therefore urge you, please, to promote the canal as a highly regarded local amenity which is providing an excellent, safe and attractive place for people to enjoy at a time when travel and other activities are significantly restricted. I look to you, as members of the Canal Partnership, to consider ways in which you can publicise the value of the canal. In that regard, the County Officers and the Canal Society will be able to assist you in developing promotional material – but please ask us.

As we mentioned at the last JMC meeting, a report identifying income generating

Appendix A

opportunities is being prepared and we are hoping to circulate this to members very shortly. As you know, the canal is funded on very tight budgets and the financial effect of the lockdown is bound to have an adverse impact on the finances of the canal. For that reason, it is vitally important that we explore more ways to increase our revenue and I believe that you, as members of the Canal Partnership, can help in that regard. I am therefore intending to include on the agenda for the JMC meeting in November an item for discussion on the way in which we can develop the opportunities which will be identified in the report. I think it's important to have a single point of contact in your organisation to contribute to the discussion on this important topic and I should be grateful if you would therefore nominate someone who can help us

Although the canal is suffering some severe adverse consequences as a result of the pandemic, I am confident that it will emerge from the lockdown with renewed vigour. Accordingly, I look forward to your continued support in achieving our primary aim which is to provide a very highly valued amenity to the public and to protect an extremely important reserve for wildlife

Yours sincerely,

Cllr Jonathan Glen

County Matters

It's good to be in touch again, and yes, I plan to report on the 'C' word.....CRIME

I imagine you all have probably heard enough about the coronavirus measures currently in place (and changing every day) but in these challenging times it is frustrating that there are always people who will take advantage of the situation and make it even more difficult. However, petty crime is actually an issue we can do something about now

Jennifer Lovegrove, our new Hart District Inspector for the police, recently asked me to share my thoughts on local crime. Since COVID-19 took over our lives, our rural communities have been feeling particularly isolated and vulnerable. There has been an increase in rural crime throughout Northern Hampshire which includes theft of quad bikes, burglaries to farms, and garage break-ins. Luckily, Hart has not been affected as much as other districts

There are special operations in place to target this type of offending and in Hart there is now a new Engagement & Prevention Plan in place to ensure that this level of criminal activity does not escalate. In early May, Hart suffered from a small increase in minor burglaries, particularly in Crondall. Our new Inspector is passionate about rural policing and targeting those responsible, and teams have now been set up to tackle these challenges

Thanks to their vigilance and community support the police have recently made arrests at a site in Hartley Wintney where several of the Crondall items were recovered, and a suspicious car stopped and searched in Hook Road, with the result the driver was arrested for intent to commit a crime

In addition, I was informed and have reported on the following:

- Bicycle thefts in Rotherwick, where entry was probably made from the fields

Appendix A

- Rotherwick Woods – you may be aware that a company is advertising land for sale along the Hook Road, where reports have come in of suspicious campsites there appearing at random. Hart District Council and the police are aware and are watching the situation
- Over three months ago there was a spate of burglaries in Holt Park. The MO was to engage youngsters to monitor residents' movements and report back to their criminal masters when houses were likely to be empty. Access had been gained through back doors, keys taken and selected cars driven away. There have also been incidents of 'key-less' car thefts, where the criminals replicate the signals from wireless key fobs. Keep your keyrings out of sight and as far from the vehicles as possible! There is also anecdotal evidence of 'county-lines' activity along the Holt Lane track from the bridleway bridge over the M3. This allows east entry north and south of the motorway

If you have outside lights you might consider leaving them on at night to deter opportunist burglars. As ever, if you see any suspicious behaviour or activity that makes you uncomfortable, please make a note of when and where and email myself and Jennifer (jennifer.lovegrove@hampshire.pnn.police.uk)

Hampshire County Council (HCC)

A cabinet meeting was held today, further information can be found at democracy.hants.uk. The main points of the meeting include:

- Progress report of HCC Response to Covid 19
- Report on the Hampshire Local Outbreak Control Plan
- Creation of a Local Outbreak Engagement Board
- Medium term financial strategy
- 2019-2020 Financial Report

HCC are relying on the Government to help with financial issues caused as a result of Covid-19

- Climate Change Strategy

District Cllr K. Crookes Report July 2020

Covid-19

Hart District Council have processed all payments to businesses that were eligible under the Business Grant Scheme

During the lockdown period car parking in the district was free of charge. Charges will resume from 1 August

The council has lost significant venues during this period from both the leisure centre, car park charges and smaller planning revenues. However there is a scheme in place which will enable the District Council to claim up to 75% of lost revenue from the Government

So whilst the virus has had a financial impact this won't be nearly as significant as it will be on the County Council

Appendix A

You may have heard information on the news about some councils borrowing money to invest in property. Hart District Council completed the purchase of an office block early in May, it will be interesting to see how revenues develop from this purchase. This purchase will be reviewed at a meeting of the Hart Overview & Scrutiny Committee

District Cllr J. Kennett Report July 2020

All Hart District Council staff continue to work from home and all meetings are being held remotely

Councils regularly have routine performance reviews on planning usually on the auspices of the Local Government Association and thereby experienced councillors from other local authorities. The Hart planning department was reviewed before lockdown; this report will be reviewed at the Hart Overview & Scrutiny Committee meeting

It's fair to say the report found the planning department to be performing adequately but very overworked i.e. number of employees versus caseloads. In particular it has been found that, in comparison to other councils, Hart has considerably more objections than is usual by the Conservation department. In other wards objections by the Conservation department have been problematic and caused considerable delays for some planning applications

Green waste collections re-started in mid June and are now part of the regular collection schedule. There has been a number of complaints from residents regarding the difficulty of obtaining slots for the tip which in turn has led to an increase in fly tipping

Parish Clerk Report July 2020

Footpaths

Hampshire Countryside Team have arranged for the Basingstoke Canal Authority to cut the vegetation on the requested paths in the Greywell parish. These footpaths are:

Footpath 2 (Runs parallel with Hook Road behind Pound Cottage)

Footpath 3 (Deptford Lane to Greywell Mill)

Footpath 6 (Beside the Whitewater upstream from the Mill)

Footpath 8 (Manor Farm to Mill to Upton Grey)

Footpath 10 (Through the Little Dell and behind the houses in the Street)

Vegetation cutting generally starts in July so should be anytime soon

VAT repayments

All Parish Council VAT repayments are now up to date. A credit of £267.54 has been received over the past month which represents repayments back to 2017. I will make a claim for the period 2020-2021 as soon as the figure reaches £100 (currently £77.40)

Deptford Lane Fighting Fund

All payments have now been returned to donators

Appendix A

Website Accessibility

The Public Sector Bodies (Websites and Mobile Applications) Accessibility Regulations 2018 requires public sector bodies, which includes local councils, to ensure reasonable adjustments are made to websites so they are accessible to people with various disabilities. These include:

- Impaired vision
- Motor difficulties
- Cognitive impairments or learning disabilities
- Deafness or impaired hearing

From 23 September 2020 all local council websites will have to comply with those regulations. The website provider tells me the village website meets these regulations

Cllr O'Neill Report July 2020

Defibrillator

No problems at the moment

Telephone Box

Hopefully this will be re-painted soon

VETS Scheme

The scheme is currently suspended but after discussion with volunteers we hope to have this up and running again soon

Covid-19 Volunteer Group

This group has gone very quiet now. We will continue with the group so help continues to be there for those that need it

Parish Council Chairman Report July 2020

Annual Chairmans report

As we have been unable to have an Annual Parish Meeting this year I will draft and circulate an annual Parish Council report for the year 2019-2020

Village Invasion

During the first easing of lockdown there were some significant problems in Greywell:

- Parking issues
- Members of the public having picnics on private land
- Litter

It appears these problems have calmed down at the moment and things will hopefully return to normal over time

Greywell Parish Council Monthly Sheet for July (Appendix B)

Lloyds Current Account

Balance as at 13 May 2020

£10918.73 (agrees statement dated 29 May 2020)

Payments

| Date | To | Amount |
|-------------------------|---|---------|
| 20 May 2020 | Staff New Clerk Handover payment (minute reference 19 May 2020 18) | £172.64 |
| 20 May 2020 | Do The Numbers Ltd Invoice 12/936 (Internal Audit) | £160.00 |
| 20 May 2020 | Hampshire Association of Local Councils Invoice 3884 (Yearly Subscription Fees) | £165.26 |
| 20 May 2020 | Came & Company (Insurance Renewal) | £366.13 |
| 20 May 2020 | WR Sindle Invoice 0076 (Tree Removal) | £250.00 |
| 1 June 2020 | May Salary | £172.64 |
| 1 June 2020 | Upper Bridge Enterprises Invoice 0695 (New Website) | £390.00 |
| 1 June 2020-8 June 2020 | DLFF repayments | £250.00 |
| 18 June 2020 | Upper Bridge Enterprises balance of Invoice 0695 (New Website) | £60.00 |
| 22 June 2020 | DLFF repayment (Cheque no 000569) | £50.00 |
| 22 June 2020 | DLFF repayment (Cheque no 000570) | £500.00 |
| 30 June 2020 | June Salary | £172.64 |

Receipts

| Date | From | Amount |
|--------------|------------|---------|
| 3 June 2020 | VAT refund | £125.74 |
| 17 June 2020 | VAT refund | £141.80 |

Balance as at 8 July 2020

£8476.96 (agrees on line statement dated 8 July 2020)

Lloyds Savings Account

Balance as at 13 May 2020

£12.26

£0.00

Balance as at 8 July 2020

£12.26 (agrees on line statement dated 8 July 2020)

Total Balance as at 8 July 2020

| | |
|------------------------|-----------------|
| Lloyds Current Account | £8476.96 |
| Lloyds Savings Account | £12.26 |
| Unpresented cheques | £200.00 |
| Cancelled cheques | Nil |
| Net Bank Balance | £8289.22 |

Chairmans Signature and date:

Greywell Parish Council 1st Quarter Accounts 30 June 2020

Incoming Payments

| | Predicted 2020-2021 | Already received | Payments due |
|---------------|---------------------|------------------|---------------|
| Precept | £4400.00 | £4400.00 | £0.00 |
| Bank Interest | £0.00 | £0.00 | £0.00 |
| VAT refund | £60.00 | £267.54 | £77.00 |
| Totals | £4460.00 | £4667.54 | £77.00 |

Outgoing Payments

| | Budget 2020-2021 | Already paid | Agreed but not yet paid | What's left in the budget |
|--------------------------|------------------|------------------|-------------------------|---------------------------|
| Salary | £2073.00 | £863.20 | £1382.44 | -£172.64 |
| Clerk's Expenses | £110.00 | £16.27 | £0.00 | £93.73 |
| Administration | £50.00 | £0.00 | £0.00 | £50.00 |
| Insurance | £357.00 | £366.13 | £0.00 | -£9.13 |
| Training | £0.00 | £0.00 | £0.00 | £0.00 |
| S137 | £325.00 | £126.00 | £0.00 | £199.00 |
| Chairmans Allowance | £50.00 | £0.00 | £0.00 | £50.00 |
| Repairs and Maintenance | £250.00 | £400.00 | £0.00 | -£150.00 |
| Membership and Donations | £300.00 | £230.26 | £0.00 | £69.74 |
| Village Hall Hire | £100.00 | £100.00 | £0.00 | £0.00 |
| Website | £200.00 | £373.00 | £189.49 | -£362.49 |
| Internal/External audit | £170.00 | £160.00 | £0.00 | £10.00 |
| The Villager | £300.00 | £306.20 | £0.00 | -£6.20 |
| Parish Newsletter | £75.00 | £0.00 | £0.00 | £75.00 |
| VAT on payments | £100.00 | £77.00 | £0.00 | £23.00 |
| DLFF repayments | | £12765.00 | £200.00 | |
| Totals | £4460.00 | £15783.06 | £1771.93 | -£129.99 |

| | |
|--|------------------|
| Balance Carried forward 01/04/20 | £19604.74 |
| ADD Total Receipts (as above) | £4,667.54 |
| LESS Total payments (as above) | £15,783.06 |
| Balance Carried forward 30/6/2020 | £8,489.22 |
| Current Account as at 30 June 2020 | £8,476.96 |
| Savings Account as at 30 June 2020 | £12.26 |
| Total | £8489.22 |