

GREYWELL PARISH COUNCIL

Minutes of the Annual Meeting of Greywell Parish Council meeting held remotely at 6pm on Tuesday 4 May 2021

In attendance: - In attendance: - Cllr D. Millard, Cllr M. Barter, Earl of Malmesbury, Cllr H. Mogg and Cllr S. O'Neill,
Also in attendance-Beverley Bridgman (Parish Clerk), County Cllr J. K. Glen, and District Cllrs K. Crookes, C. Dorn, and J. Kennett

Draft minutes subject to confirmation

1. Election of Chairman and declaration of acceptance of office

Cllr D. Millard was elected as Chairman, proposed by the Earl of Malmesbury, seconded by Cllr O'Neill and unanimously agreed. The declaration of acceptance of office will be physically signed at the next available opportunity

2. Election of Vice Chairman and declaration of acceptance of office

Cllr M. Barter was elected as Vice Chairman, proposed by Cllr Millard, seconded by the Earl of Malmesbury and unanimously agreed. The declaration of acceptance of office will be physically signed at the next available opportunity

3. Receive and accept apologies for absence

All Parish Councillors present

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

None

5. The Chairman to approve as a correct record the minutes of the Parish Council meeting held on 10 February 2021

Approved-The Chairman approved as a correct record the minutes of the Parish Council meeting held on 10 February 2021. These will be physically signed at the next available opportunity

6. Open the meeting to members of the public

2 members of the public attended the meeting remotely

7. Receive reports

Reports were received from the County and District Councillors, these can be found in Appendix A.

8. Consider and discuss the following planning applications:

a) Replace the existing roof tiles

The Old Forge, Hook Road, Greywell, RG29 1BT

Reference 21/00980/LBC

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

b) Erection of a Solar Photovoltaic Farm with an output capacity not to exceed

**49.9 MW of energy, with associated battery storage and supporting infrastructure including inverters and a transformer, fencing, CCTV installation and landscaping works-ADDITIONAL INFORMATION SUBMITTED
Chosley Farm, Bidden Road, North Warnborough, RG29 1BW
Reference 20/03185/FUL**

The Parish Council discussed the application. It was resolved to submit a comment of **objection**. Cllr Barter will prepare a letter of objection for approval by all Councillors

9. Update on previous planning applications

Since the last Parish Council meeting on 10 February 2021 the Parish Council has sent a comment of support to Hart District Council (HDC) for the following application: Excavation and installation of a swimming pool with changing hut at Southfields, The Street, Greywell, RG29 1BZ. Reference 21/00438/HOU

This application has now been granted by HDC

10. Discuss renewal of membership to Basingstoke Canal Society

Agreed to renew at a contribution of £30

11. Approve the Electronic Payment request for May

Approved-The Electronic Payment request for May, as shown below will be physically signed at the next available opportunity:

Greywell Parish Council May 2021 Electronic Payment Request

To	Item	Amount	Invoice number
Staff	Salary May	£266.08	05/21
Staff	Expenses May	£14.39	05/21
Basingstoke Canal Society	Renewal	£30.00	01779
Do The Numbers Ltd	Internal Audit	£125.00	12/1064
Christine Gallop	Grass cutting 2021-2022	£200.00	21-22
Community Heartbeat Trust	Annual Support	£151.20	8396
Hampshire Association of Local Councils	HALC & NALC affiliation fees 21-22	£169.95	INV 4440

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: £11099.19

Savings Account: £12.26

13. Approve bank standing orders for April 21-March 2022

Approved-the standing order represents payment of salaries

14. Review and approve:

- **Asset Register**
- **Code of Conduct**
- **Data Protection Policy**
- **Standing Orders**
- **Financial Regulations**
- **Privacy Notice**
- **Publication Scheme**
- **Risk Assessment**

Reviewed and approved

15. Approve Retention and Disposal Policy and Appendix A

Approved

16. Note internal auditors report 2020-2021 and agree action plan if necessary

Noted-The Internal Auditors report can be found in Appendix C.

Action Plan:

- Standard documents-these have been reviewed at this meeting
- Grants to external groups-the Parish Council will consider a Grant Awarding Policy and Application form at the time of the next budget calculations. This will ensure there is an allocation in the budget for any grants that are awarded

17. Approve end of year Bank Reconciliation

Approved-This will be physically signed at the next available opportunity

18. Approve the Certificate of Exemption (Part 2 of the AGAR 2020/21)

Approved-This will be physically signed at the next available opportunity

19. Approve Section 1 of the Annual Governance Statement 2020/21

Approved-This will be physically signed at the next available opportunity

20. Approve Section 2 of the Annual Governance Statement, Accounting Statements 2020/21

Approved-This will be physically signed at the next available opportunity

21. Update from Cllr Mogg regarding parking in The Street

A response has been received from HDC regarding parking in The Street;

“ It is a very similar issue in many rural locations where there are walks and places of interest near large urban centres such as Basingstoke.

The way we are dealing these issues, is firstly with a soft approach before considering more enforceable methods. The reason being is that these issues have only arisen since the March 2020 and across 'Lockdown' where society is suddenly becoming more active with walking and cycling in rural areas, but which may alter again as we move out of lockdown and society returns to some other kind of normal; with a reduction in working from home [returning to offices and workplaces] the impact in such areas reduces.

Should the latter happen, then the enforceable traffic management measures left behind become almost redundant and are then adversely affecting the community. Such

enforceable measures would result in double yellow lines to keep the area free of parked vehicles but would also adversely affect the residents of Greywell and their visitors.

So, we are taking an 'Educational' approach, using notices (in the form of a letter) placed on windscreens advising the vehicle owner the consequences of parking on footways. If such an approach does not prove successful, then we would look to place the location within our traffic management programme to introduce enforceable measures.

The Civil Enforcement Officers will visit Greywell during their rounds next week, so should there be any vehicles parked on the footway, then those vehicles will have letter notices placed on its windscreen.

Turning back to enforceable measures, unfortunately, our traffic management programme for the next two years is already full, so the implementation of restrictions would not be for some time.”

Cllr Mogg confirmed that a response has been sent to HDC to advise that parking in The Street has not just occurred since March 2020 and has always been a problem in Greywell.

Unfortunately, for now, the only option available to villagers is to be pro-active in asking people not to block driveways and gates and to ask that people park responsibly

22. Update from Cllr O'Neill regarding the VETS scheme

There is still no face to face training available from Heartstart Meon Valley. All VETS volunteers have been sent details of a very good training video which can be accessed for free. Heartstart also offer the use of a CPR dummy for training.

The VETS scheme will be reviewed in June to see if any COVID related restrictions can be lifted

23. Discuss renewal of the Parish Council insurance Policy

A 3 year Long Term Agreement (LTA) for the Parish Council insurance expires this year. 4 new quotes were obtained:

A- £595.32

B- £339.13

C- £619.54

D- £420.77

It was agreed to proceed with quote B, which is with Hiscox Insurance and is based on a 3 year LTA

24. Agree jobs for the County Lengthsman

Agreed the Parish Clerk will circulate an old schedule of works to the Parish Councillors so a decision can be made regarding jobs for this year. The Parish Clerk will be kept updated

25. Discuss and agree delegation/terms of authority for the Parish Clerk to make decisions appertaining to the Parish Councils normal routine business between 4 May 2021 and 21 June 2021 (the planned date for all COVID related restrictions to be lifted)

In a recent decision in the case of (1) Hertfordshire County Council (2) Lawyers in Local Government (3) Association of Democratic Services Officers & the Secretary of State for Housing, Communities and Local Government ('the virtual meetings case') it was made clear that, until the existing primary legislation is changed (ie the Local Government Act 1972, and/or the Coronavirus Act 2020), council meetings from 7 May 2021 onwards can no longer continue to be held remotely.

It was agreed that due to the time period between now and 21 June, when all COVID related restrictions should be lifted the Parish Clerk will have authority to make decisions in line with the Parish Council Standing Orders and Financial Regulations. Any decisions made under these terms will be minuted at the next Parish Council meeting

26. Confirm the date and time of the next meeting

Due to the uncertainty regarding meetings in person the date and time of the next meeting will be decided in June

There being no other business the meeting finished at 7.20pm

<https://www.greywell.info>

Appendix A

County Councillor J. K.Glen

Cllr Glen expressed the view that virtual meetings should continue as not only do they enable representatives to attend many more meetings than previously it also saves on travelling costs which is good for climate change. The savings Hampshire County Council have been able to make since remote meetings were permitted is extraordinary.

At a recent County Council networking event it became apparent that many councils across the country are experiencing a high volume of solar farm applications, most of which are at 49.9 megawatt which takes away the need for approval by the Secretary of State.

Objections have been sent with regard to the solar farm application near Rotherwick and will now be dealing with the Chosley Farm application.

District Councillor J. Kennett May Report

Cllr Kennett commented on two solar farm development proposals currently underway at Chosley Farm and Fords Farm, Long Sutton. It is expected that the Chosley Farm application will be heard at the June Hart District Council (HDC) Planning Committee. As yet, no planning application has been received for the Long Sutton development.

Each of these solar farm applications will mainly be considered by HDC in their own right but can take account of the cumulative effect if they are close together. This possibly won't affect the Chosley Farm application as it's the first application but could be a factor for the Fords Farm application.

There is a further application at Bunkers Hill, Rotherwick but this is probably too far away to be taken into consideration cumulatively.

Shapley Heath continues to be discussed; all 3 western wards, Hartley Wintney, Hook and Odiham are against this application. It was originally stated that up to 10,000 homes would be built, this has now been amended to 3,000-5,000.

For the second year running the HDC budget for 2021/2022 will involve the dependence on reserves for the second year running.

District Councillor C. Dorn May Report

Cllr Dorn advised that on Thursday 29 April 2021 HDC unanimously voted to declare a climate emergency. This could be a double edged sword with regard to the development of solar farms and how they are dealt with within the planning system.

There have been quite a few appeal cases relating to solar farm applications, Cllr Dorn will forward this information to the Parish Clerk as it could be helpful as reference points with regard to the Chosley Farm application

Greywell Parish Council Monthly Sheet for May 2021 (Appendix B)

Lloyds Current Account

Balance as at 4 February 2021

£6499.74 (agrees statement dated 26 February 2021)

Payments

Date	To	Amount
11 February 2021	Staff Expenses February	£14.39
11 February 2021	Premier Grounds & Maintenance (Invoice 848)	£24.00
11 February 2021	Whitewater Valley Preservation Society Renewal 21-22	£30.00
1 March 2021	Staff Salary February	£266.08
30 March 2021	Staff Salary March	£266.08

Receipts

Date	From	Amount
15 April 2021	Hart District Council (Precept)	£5200.00

Balance as at 27 April 2021

£11,099.19 agrees on line statement dated 27 April 2021)

Lloyds Savings Account

Balance as at 4 February 2021

£12.26

Balance as at 27 April 2021

£12.26 (agrees on line statement dated 27 April 2021)

Total Balance as at 27 April 2021

Lloyds Current Account	£11099.19
Lloyds Savings Account	£12.26
Unpresented cheques	Nil
Cancelled cheques	Nil
Net Bank Balance	£11111.45

Chairmans Signature and date:

Do the Numbers Limited
37 Upper Brownhill Road
Southampton, SO16 5NG
023 8077 2341

12th April 2021

Beverley Bridgman , Clerk
Greywell Parish Council
Chippington Cottage, Weston Road
Upton Grey
RG25 2RJ

Dear Beverley,

Subject: Review of matters arising from Internal Audit for 31 March 2021

Please find below the list of matters arising following my visit today. The internal audit took place during the COVID lockdown and appropriate allowance has been made for such.

Overall I found the records of the council to be in very good order and I felt that the visit went well.

Control area	Issue	Recommended Action
Standard documents	Due to the ongoing COVID lockdown, the standard documents (Financial regulations, Standing orders, Risk assessment etc) were not re approved in the current year.	It is understood that no changes will be needed and that the documents will be approved in advance of approval of the AGAR.
Grants to external groups	Greywell has not recently made grants to other bodies, but as it has the power to do so it would be good practice to publicise this aspect of community engagement.	A simple grant form along the lines of this could be adopted by the council.

Please find attached my bill for the agreed fee.

If you or your members have any queries or require further information, please do not hesitate to contact me.

Regards



Eleanor S Greene