

# GREYWELL PARISH COUNCIL

**The next meeting of Greywell Parish Council  
will be held in the Village Hall at 6pm on Wednesday 13 April 2022**

Beverley Bridgman, Parish Clerk – 7 April 2022



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**Members of the public and press are warmly invited to attend the Parish Council meeting as observers and can speak once on any agenda item during the public session. Speeches shall not exceed three minutes and the session shall not normally exceed 15 minutes. In line with our Standing Orders the meeting should not exceed 2 hours.**

## Agenda

1. Receive and accept apologies for absence
2. Receive and note any declarations of interest relevant to the Agenda
3. The Chairman to sign as a correct record the minutes of the Parish Council meeting held on 23 February 2022
4. Open the meeting to members of the public
5. Receive reports
6. Consider and discuss the following planning application:
  - a) Replace roof tiles at Northbourne, The Street, Greywell, RG29 1DA  
Reference 22/00503/HOU
7. Update on previous planning applications
8. Discuss whether the Parish Council wishes to comment on the Construction Method Statement submitted for the approved planning application at the Old Dairy (21/02002/FUL)
9. Approve the Electronic Payment request for April
10. Note the current financial situation and sign bank statements
11. Note the Parish Council accounts for Q4
12. Note comments and discuss any necessary action from this years Internal Audit
13. Approve and sign end of year Bank Reconciliation
14. Approve and sign the Certificate of Exemption (Form 2 of the Annual Governance and Accountability Return (AGAR) 2021/22)
15. Approve and sign Section 1 of the AGAR, the Annual Governance Statement 2021/22
16. Approve and sign Section 2 of the AGAR, Accounting Statements 2021/22
17. Review the Greywell procedure for the Death of a National Figure (replacement Councillor for Sue O'Neill)
18. Discuss Parish Councillor vacancy as the result of the Uncontested Election
19. Discuss training for new Councillors
20. Note the date and time of the first meeting of the new Parish Council, 6pm on Thursday 19 May 2022

**An Agenda Pack is available on line at [www.greywell.info](http://www.greywell.info)**

**Email: [parishclerk@greywell.info](mailto:parishclerk@greywell.info)**

# GREYWELL PARISH COUNCIL

Minutes of the Greywell Parish Council meeting  
held in the Village Hall at 7pm on Wednesday 23 February 2022

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

## Draft minutes subject to confirmation

### 1. Receive and accept apologies for absence

All Parish Councillors present, apologies received from District Councillor C. Dorn

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

None

### 3. The Chairman to sign as a correct record the minutes of the Parish Council meeting held on 14 December 2021

Approved and signed

### 4. Open the meeting to members of the public

Two members of the public attended the meeting

### 5. Receive reports from the Parish Clerk and County and District Councillors

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

County Cllr Glen had also provided a written report for February which was circulated to Parish Cllrs and the village prior to the meeting; this can also be found in Appendix A

### 6. Update on previous planning applications

Since the last Parish Council meeting on 14 December 2022 Hart District Council have granted the following Planning Applications:

21/02461/HOU Erection of a two storey part first floor side extension, first floor rear extension, first floor front extension, alterations to all doors and windows and creation of additional parking space with access from the public highway at Bryntirion, Deptford Lane, Greywell, RG29 1BS

21/03027/HOU Erection of a single storey rear extension following demolition of existing conservatory, single storey side extension, porch, raised patio, alterations to roof and erection of a dormer window to rear to provide additional accommodation within roof space and replace french doors to ground floor rear with sliding doors at Coomberry, Hook Road, Greywell, RG29 1BT

21/02002/FUL Demolition and replacement of an agricultural building, silo and stores to provide for a wellness centre with flexible rural workspace and ancillary vitality bar, creation of a secondary access road, parking and landscaping at The Old Dairy, White Lane, Greywell, RG29 1TL

### 7. Agree renewal of Whitewater Valley Preservation Society membership for 2022

Agreed renewal at £30

### 8. Approve the Electronic Payment request for February

Approved - The Electronic Payment request for February is shown below:

To	Item	Amount	Invoice number
Staff	Salary February 2022	£266.08	02/22
Whitewater Valley Preservation Society	Annual Membership Renewal	£30.00	Renewal 02/22
Greywell Village Hall	Hire of hall February 2022	£10.00	220002

## **9. Note the current financial situation and sign bank statements**

**Noted** - The current financial situation can be found in Appendix B. The balances as at 17 February 2022 were:

Current Account: £6898.78

Savings Account: £12.26

## **10. Approve and sign bank standing orders for 1 April 2022 to 31 March 2023**

**Approved and signed** by Cllrs Millard and Barter

## **11. Sign Greywell Grant Awarding Policy (approved Dec 21)**

**Signed** by Cllr Millard

## **12. Review and approve Standing Orders, Financial Regulations, Asset Register and all other Policies**

**Reviewed and approved** the items below. Next review date will be March 2023

Standing Orders

Financial Regulations

Asset Register

Code of Conduct

Data Protection Policy

Publication Scheme

Document Retention and Disposal Policy and Appendix A

Risk Assessment

## **13. Discuss and agree audit arrangements for 2022**

The Parish Clerk advised the Parish Council must have an internal audit each year. "Do the Numbers" have been employed by the Parish Council since 2017 and the Parish Clerk confirmed she is very happy with their service. "Do the Numbers" have confirmed their fee for the 2021-2022 internal audit will not change from last year (£125 no VAT charged)

### **Discussed and agreed to employ "Do the Numbers" for this years Internal Audit**

As the Parish Council will not have income/expenditure of over £25,000 the Parish Clerk advised the Parish Council can choose to certify themselves as exempt from an external audit. In 2021 the cost of an external audit was £240 including VAT, the cost for 2022 is not yet available

### **Discussed and agreed the Parish Council will certify themselves as exempt from an external audit**

## **14. Discuss Parish Council elections for 2022**

The Parish Clerk confirmed that elections for Greywell Parish Council will take place on 5 May. The necessary paperwork from the District Council will be published at the end of March 2022 and this will be circulated to the village along with information about applying to be a Parish Councillor. Whilst the Parish Clerk can provide information on the role of a councillor and the Parish Council she cannot be involved in canvassing prospective candidates and the current councillors will need to encourage villagers to apply for the positions. Should there be a contested election (ie more than five candidates) the parish will need to pay election costs to the District Council, this cost is expected to be around £1500.

Cllr Millard confirmed he will include information about elections and applying to be a councillor in a Parish Council article which will be published in the spring edition of the Greywell Gazette

## **15. Discuss and, if necessary, agree dates for the Annual Parish Meeting and the Annual Meeting of the Parish Council**

The Parish Clerk confirmed the procedure for the Annual Meeting of the Parish Council; the 'old' Parish Council retires on the Monday after elections on 5 May 2022. The 'new' Parish Council must then hold its Annual (and first) Meeting of the Parish Council within the next 14 days

### **Agreed the Annual Meeting of the Parish Council will be held in the village hall at 6pm on Thursday 19 May 6pm**

The Parish Clerk confirmed there is no legal requirement for the Parish Council to call an Annual Parish Meeting, this type of Meeting is a legacy from the Middle Ages, when Local Councils did not exist and all local decision making was carried out by meetings of the whole community and often took place in the church vestry. An Annual Parish Meeting must be held between 1 March and 1 June.

As elections are taking place this year and effectively there will be a 'new' Parish Council in May it was **agreed to leave the decision of an Annual Parish Meeting until after May elections**

## **16. Agree jobs for County Lengthsman**

The Parish Clerk confirmed the Parish Council has 29.5 hours owing to them until the end of March 2022. These can be carried over for the period 2022-2023 however the Parish Council should be aware that the scheme may be discontinued in 2023 and so care should be taken to ensure that hours aren't 'lost'.

**Agreed to ask the Lengthsman to complete a litter collection in the Parish** (including Hook Road) every couple of months. To ensure there is no cost to the Parish Council councillors will dispose of the collected litter.

Cllr Millard will include a request for villagers to put forward their thoughts on possible jobs for the Lengthsman in the Parish Council article for the spring edition of the Greywell Gazette

**17. Update from Councillors regarding:**

**Fibre Broadband** - Cllr Mogg advised she has received information from Open Reach stating that Hampshire is going into procurement. This is part of the Governments Project Gigabit (PG) program where providers will look to see where they will deliver FTTP (full fibre broadband) in the county. During this initial phase vouchers are frozen for the area. If Greywell are picked up in the PG program there will be no need to progress with the voucher scheme. If this is not the case Greywell should be able to progress further with the voucher scheme.

At the present time we do not know how long the vouchers will be frozen for but the village will be kept updated

**Speed Watch** - Cllr Mogg confirmed a Speedwatch will take place at the end of April

**Adverse Possession of land at the pumping station** - Cllr Barter confirmed he has started the process via the HMRC website

**Re-painting of the telephone box** - Cllrs Millard and Barter confirmed the landlords of the Fox and Goose have the paint to complete the job. They will enquire as to the current position

**Village Spring Clean** - Cllr Millard confirmed the Parish Council article in the next Greywell Gazette will be asking for volunteers to organise the Village Spring Clean

**18. Consider resolution to support the 20 is Plenty campaign**

Councillors considered whether to support the local campaign for “20 is plenty” as detailed in the agenda pack circulated before the meeting.

The Chairman asked County Cllr Glen for his thoughts on the proposed scheme. Cllr Glen explained that the “20 is plenty” scheme was originally introduced several years ago to encourage drivers to reduce speeds around schools, homes for the elderly and hospitals. The scheme has now gained traction and popularity and as a result the current cabinet member has agreed to take a positive look at the proposal of introducing a Policy to state that Hampshire County Council (HCC) adopts 20mph as the default speed for residential streets in towns, villages, and rural settlements in Hampshire.

A working party has been set up by the HCC Scrutiny Committee and this group will report back with the pros and cons of the proposed scheme in the autumn. Cllr Glen suggested that if the Parish Council agree to support the campaign they should put their opinion to Stuart Jarvis, Director of Economy, Transport and Environment at HCC

**Agreed to support the campaign.** The Parish Council will put their views forward to Stuart Jarvis

**19. Confirm the date and time of the next meeting**

**Confirmed** - 13 April 2022 at 6pm in the village hall

There being no other business the meeting closed at 7.15pm

## **Appendix A**

### **Parish Clerk Report**

A blocked drain/pipe on the Hook Road was reported to Hampshire County Council (HCC) on 17 February (Reference 21536541)

HCC has responded advising “ *The enquiry you raised has been inspected and does require action. Defects of this nature are added to our contractor's work programme and are normally processed within two months. Please note, this could take longer depending on the severity of the issue, availability of resource and severe weather events*”

I have updated the Greywell website to include a page on current planning applications in the parish

Solar Farm at Chosley, I have contacted both the agents acting on behalf of Clearstone Energy Ltd and Hart District Council to ask that the Parish Council be consulted with regard to the Construction Management Plan. The agents have confirmed that when they get to the point of preparing this Plan they will try to look into the matters the Parish Council has raised

### **County Councillor J. Glen**

Funding to improve accessibility at Hook railway station is looking promising. Proposed plans include raising the platform and a lift to cross the platform without having to use the road. There will be a community consultation regarding the project and further information will follow

### **District Councillor J. Kennett**

Garden waste collections have been resumed for existing customers as staffing levels have now stabilised following a period of staff absences; for the time being new subscribers will not be accepted.

The Hart District Council (HDC) budget for 2022-2023 will be agreed at a Full Council Meeting on 24 February. The Overview and Scrutiny Committee are still negotiating salary increases from April 2021, the plan is to assume an increase of 1.75% for 2021-2022 and to deal with any back pay as necessary. Salary increases of 2.4% have been proposed for 2022-2023. HDC staff costs cover approximately half of the total budget and so these figures can make quite a difference to the total budget.

By late summer HDC hopes to have a Planning Technical Advice Note in place regarding solar farms and the need to provide for a cumulative effect.

The Overview and Scrutiny Committee discussed energy efficient development and renewable/ low carbon energy generation at their meeting held on 15 February 2022. Further information will be provided in the minutes of this meeting once published on the [HDC website](#)

### **District Councillor K. Crookes**

In respect of Council Tax increases for 2022-2023 it has been proposed that HDC apply a £5 annual increase for a Band D property, this represents an annual increase of just under 3%

# Hampshire County Councillor report

February 2022

## 1. HWRCs update

The system of booking to visit Hampshire's household waste recycling centres (HWRCs) is to be made permanent following feedback from users who overwhelmingly supported the approach. It was introduced in June 2020 in response to the pandemic but also helped smooth visits and reduce queuing. The ability to book multiple trips will remain.

## 2. Support for Community Transport

With the COVID-19 pandemic still having an impact on levels of all public and community transport use across the county, Hampshire County Council has agreed to maintain contract payments for community transport operators at 100% from 1 April 2022 to 31 March 2023.

Community transport operators have reported that around 35% fewer passengers are travelling than before the pandemic. The move will assist those operators in the recovery and operation of their services, supporting them to maintain service levels whilst they experience lower than usual passenger numbers, and user confidence rebuilds during the coming financial year.

## 3. County councillor grants

A reminder that applications for county councillor grants for this financial year need to be submitted by 28 February. The 2022/23 county councillor grant window will open on 1 June. The link for applications is <https://www.hants.gov.uk/community/grants/grants-list/county-councillor>

## 4. Roads, Transport and Environmental investment

Hampshire County Council is to be asked to approve on 17 February an increased 2021-22 capital programme of investment in countywide highways maintenance, road safety, transport improvements, flood alleviation, waste management, and bridge strengthening, as well as economic development and town centre improvements, amounting to £112.885 million. This includes £7 million additional financial support for highways maintenance.

Planning continues for the next generation of waste infrastructure to support the county's ability to recycle a wider range of materials. As part of the capital programme of work is the continued development of a plan for [a new materials recovery facility in Eastleigh](#).

The proposed [programme and appendices](#) highlight an Integrated Transport Programme of over £100 million in value. Local schemes to enable people to walk and cycle more for local journeys represent a £11.3 million investment.

Separately, Hampshire County Council is the first council in England to trial plastic bollards made from sugar cane on its pavements; these are being installed as a lower carbon alternative to the traditional concrete ones. The plant-based bollards are also lighter, easier to install and cheaper - costing £150 compared with £190 for concrete. They are also just as resilient in the event of a crash and do not splinter if they are hit by a vehicle. The proposal is part of the county's plans to meet its climate change targets to be Carbon Neutral by 2050 and resilient to a two-degrees rise in temperature.

In recognition of the importance of building resilience, the council has declared 2022 the "Year of Climate Resilience". This presents an opportunity for it to increase awareness of the importance of resilience and to develop some showcase projects in partnership with key stakeholders. More information can be found on the Council's Climate Change website:

<https://www.hants.gov.uk/landplanningandenvironment/environment/climatechange>

## 5. Platinum Jubilee Celebrations

Hampshire County Council is putting plans in place to celebrate the Queen's Platinum Jubilee this year. These will provide opportunities for residents across the county to participate, including through schools, libraries, care homes, and outdoor sites. The primary focus is during the extended bank holiday weekend of Thursday 2 to Sunday 5 June 2022.

The plan also have is a significant focus on complementing The Queen's Green Canopy theme, with £0.5 million is to be made available to help organisations and communities plant trees across the county.

The celebrations will be launched on Thursday 10 February at a high-profile event in Winchester attended by HRH The Prince of Wales, who will unveil 'Licoricia of Winchester', a new life-size bronze statue of a prominent medieval Jewish woman, designed by award-winning sculptor Ian Rank-Broadley.



## Greywell Parish Council Monthly Sheet for February 2022 (Appendix B)

### Lloyds Current Account

Balance as at 8 December 2021

£7599.44 (agrees statement dated 31 December 2021)

### Payments

<u>Date</u>	<u>To</u>	<u>Amount</u>
15 December 2021	The Community Heartbeat Trust Invoice 01587	£120.00
15 December 2021	CPRE Renewal 2022-2023	£36.00
15 December 2021	Greywell Village Hall Invoice 210020	£12.50
30 December 2021	Staff Salary & Expenses December 2021	£266.08
31 January 2022	Staff Salary & Expenses January 2022	£266.08

**Balance as at 17 February 2022**

**£6898.78** (agrees on line statement dated 17 February 2022)

### Lloyds Savings Account

Balance as at 8 December 2021

£12.26

**Balance as at 17 February 2022**

**£12.26** (agrees on line statement dated 17 February 2022)

### **Total Balance as at 17 February 2022**

Lloyds Current Account	£6898.78
Lloyds Savings Account	£12.26
Unpresented cheques	Nil
Cancelled cheques	Nil
Net Bank Balance	<b>£6911.04</b>

**Chairmans Signature and date:**



Greywell Parish Council April 2022 Electronic Payment Request

To	Item	Amount	Invoice	Type
<b>Staff</b>	Salary April 2022	£299.00	4/22	SO
	Home Office Allowance April 2022	£15.00		
	<b>Total</b>	<b>£314.00</b>		
<b>Hampshire Association of Local Councils Ltd</b>	HALC/NALC subscription 2022-2023	<b>174.09</b>	INV-5020	EP
<b>Chairmans Signature and date:</b>				

## Greywell Parish Council Monthly Sheet for April 2022 (Appendix B)

### Lloyds Current Account

Balance as at 17 February 2022

£6898.78 (agrees statement dated 28 February 2022)

### Payments

Date	To	Amount
24 February 2022	Whitewater Valley Preservation Society Annual Renewal	£30.00
25 February 2022	Greywell Village Hall (Feb Hire) Invoice 220002	£10.00
28 February 2022	Staff Salary and Expenses February 2022	£266.08
22 March 2022	Upper Bridge Enterprises Invoice 1167	£112.80
30 March 2022	Staff Salary and Expenses March 2022	£266.08
<b>Balance as at 7 April 2022</b>		<b>£6213.82</b> (agrees on line statement dated 7 April 2022)

### Lloyds Savings Account

Balance as at 17 February 2022

£12.26

**Balance as at 7 April 2022**

**£12.26** (agrees on line statement dated 7 April 2022)

### **Total Balance as at 7 April 2022**

Lloyds Current Account	£6213.82
Lloyds Savings Account	£12.26
Unpresented cheques	Nil
Cancelled cheques	Nil
Net Bank Balance	<b>£6226.08</b>

**Chairmans Signature and date:**

Greywell Parish Council Q4 Accounts 31 March 2022

Incoming Payments

	Predicted 2021-2022	Already received
Precept	£5200.00	£5200.00
Bank Interest	£0.00	£0.00
VAT refund	£100.00	£70.38
<b>Totals</b>	<b>£5300.00</b>	<b>£5270.38</b>

Outgoing Payments

	Budget 2021-2022	Already paid	What's left in the budget
Salary	£3193.00	£3192.96	£0.04
Clerk's Expenses	£50.00	£0.00	£50.00
Administration	£50.00	£55.03	-£5.03
Insurance	£400.00	£339.13	£60.87
Audit	£160.00	£125.00	£35.00
Venue Hire	£100.00	£59.49	£40.51
Website Management	£300.00	£251.91	£48.09
Repairs and Maintenance	£575.00	£473.66	£101.34
Training	£0.00	£0.00	£0.00
Subscriptions and Donations	£300.00	£350.95	-£50.95
Chairmans Allowance	£50.00	£0.00	£50.00
VAT paid	£100.00	£107.62	-£7.62
<b>Totals</b>	<b>£5278.00</b>	<b>£4955.75</b>	<b>£322.25</b>

Balance Carried Forward 30/4/21	£5911.45
ADD Total receipts (as above)	£5270.38
LESS Total payments (as above)	£4955.75
Balance Carried Forward 31/3/22	<b>£6226.08</b>
Current Account as at 31/3/22	£6213.82
Savings Account as at 31/3/22	£12.26
<b>Total</b>	<b>£6226.08</b>

Subscriptions and Donations over budget due to £50 extra donation  
Administration over budget due to price increases for printer ink