



Ellingham, Harbridge & Ibsley Parish Council

Locum Parish Clerk: Ms Kate Mason

Email: clerk@ehiparishcouncil.org.uk

Ordinary Council Meeting held on Tuesday 27 September 2022
at 7.30pm in Ellingham Church Hall, Ibsley BH24 3PJ

Present:

Cllr Wilson (Chair)

Cllr Errington (Vice Chairman)

Cllr Blake

Cllr Loader

In attendance:

CCllr Michael Thierry

Locum Parish Clerk, Kate Mason

Sarah Pinfield

MINUTES

The Chairman welcomed Sarah Pinfield who has accepted the post of Parish Clerk and will start her duties in October.

1. 22/09/39 To accept and receive apologies for absence
Apologies were received and accepted from Cllrs Burtenshaw and Taylor
2. 22/09/40 Declarations of pecuniary and other interests in relation to the agenda
There were no declarations of pecuniary interests declared
3. 22/09/41 To agree the minutes of the council meeting of the 26 July 2022 as a true and accurate record and any matters arising
It was proposed by Cllr Errington and seconded by Cllr Blake that the minutes of the Council meeting held on 26 July 2022 be signed as a true and accurate record.
AGREED
There were no matters arising.
4. 22/09/42 Public Forum
No members of the public present
5. 22/09/43 County / District Matters
CCllr Thierry stated that there is nothing new to update.
The Chairman raised the alterations to Kent Lane by Hampshire Highways, replacing the blocks on the hedge side with cones which is an improvement.
6. 22/09/44 Finance
 - (i) Payment of Accounts 26 July to 27 September 2022

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It was proposed by Cllr Blake and seconded by Cllr Errington that the listed payments be sanctioned. ALL IN FAVOUR. [Payments attached to these minutes as Appendix 1]

- (ii) To review bank account balances as at 27 September 2022
Members noted the account balances and reconciliation.

The Clerk advised that the half yearly precept of £9,587.50 will be paid in by NFDC on 29 September.

- (iii) Marquee Purchase

Cllr Errington proposed that a collapsible marquee be purchased for use by the Council at the annual Ellingham Show and for other parish organisations to use. The cost of the marquee will be approximately twice what it costs to hire so will have paid for itself in two years. Tables and chairs will also need to be purchased. Cllr Errington agreed to store the equipment.

It was proposed by Cllr Errington and seconded by Cllr Blake that a marquee, tables, and chairs be purchased up to £1000 plus VAT limit. ALL IN FAVOUR.

- (iv) Ellingham Church Hall AV facilities

Cllr Errington proposed that the Parish Council approach Ellingham Church Hall Committee with the offer to fund the purchase of a screen, projector, audio system (including hearing loop) and replacement lighting in the Church Hall. This would improve the current facilities for the Parish Council and other Hall users and provide an incentive for new users to hire the Hall. The total cost would be between £5k and £10k depending on what was required and the associated labour costs.

It was proposed by Cllr Errington and seconded by Cllr Loader that in principle the proposal be accepted, and Ellingham Church Hall Committee be approached with the proposal. ALL IN FAVOUR.

This will be an agenda item at the October meeting.

- (v) Harbridge church noticeboard

The current noticeboard at Harbridge Church is old and in need of replacement. The cost of a new, larger noticeboard will be approx. £1200 inc. VAT. The PCC has been approached, are in favour and will sort out the necessary faculty from the Diocese.

It was proposed by Cllr Errington and seconded by Cllr Loader that the purchase and fitting of a new noticeboard be agreed up to a maximum budget of £1200. ALL IN FAVOUR.

- (vi) HCC Pension Scheme – new Clerk appointment

It was proposed by Cllr Errington and seconded by Cllr Blake that the Local Government Pension Scheme administered by Hampshire County Council be the nominated pension scheme that the Parish Council use for their employees. ALL IN FAVOUR.

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(vii) Asset Register April 2022

The Clerk is awaiting more information.

(viii) SAAA Central External Auditor appointment

It was AGREED by Councillors that Ellingham, Harbridge & Ibsley PC remain as part of the SAAA sector led auditor appointment regime and accept the external auditor appointed.

7. 22/09/45 Parish Council Matters

(i) To receive update on Clerk recruitment

The Chairman advised members that following interviews on Monday 26 September Sarah Pinfield had been appointed as Parish Clerk.

It was AGREED a new Apple laptop and software up to £1500 and additionally an Apple phone would be purchased as soon as is practical. Cllr Errington advised the old laptop could then be used for Planning meetings as the current one is now becoming too old.

(ii) To receive an update on Councillor recruitment

It was AGREED that because of the cost of the Post Office delivering the Councillor Recruitment leaflet to the 502 households in the Parish it would be cheaper to post them second class. The Clerk to check if the information on the electoral register can be used.

Co-Option

Following discussion with CCllr Thierry, Cllr Errington proposed, and Cllr Blake seconded that CCllr Thierry be co-opted onto EHI Parish Council. ALL IN FAVOUR.

Cllr Thierry was duly co-opted onto Ellingham, Harbridge & Ibsley PC, and was welcomed by the Chairman.

8. 22/09/46 Environmental Matters

(i) Verge Protection

Cllr Errington advised members of damage which is currently occurring on Rockford Green. Cars of customers visiting the Alice Lisle PH, which abuts the green, are being encouraged to park on it, with signage clearly visible and this is causing scalping from the underside of low cars and possible oil spillage etc. Currently, the ground is very hard following the hot summer, but there is a risk of further damage when the ground softens following autumn rainfall.

Cllr Errington has advised the New Forest National Park by email and is awaiting a response.

It was AGREED that Cllr Errington and the new Clerk would liaise and hold a site visit to look at verges in the Parish which are at risk of damage.

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(ii) Hedges & Ditching

New Road Ibsley – it was AGREED that the Lengthsman would be charged with removing the brambles which have built up by the pedestrian path and gate at the entrance to New Road.

Other verges – Cllr Thierry agreed to find out which contractor HCC uses for cutting rural verges.

The verge and ditches between the entrance to New Road, Ibsley and Ibsley Garage will need cutting back and clearing during the autumn. It was AGREED that the Clerk contact Earcoate Contractors and arrange a site visit in October or early November with Cllr Errington to assess the ditches and verges.

9. 22/09/47

(i) Ellingham Show 2022 – summary

Members agreed that the displays and layout were excellent and there was reasonable footfall considering it was such a hot day. It was agreed that preparation should begin earlier in the year, the event be themed and that a Newsletter sent out beforehand would encourage parishioners to visit the stand.

(ii) South Central Probation Unpaid Work

The Clerk advised that as part of the Probation Service, persons conducting Community Service were available to carry out various tasks in the Parish and Members might like to consider this resource for future projects.

It was AGREED to contact the service and suggest that a speaker come to a meeting to give more information.

10.22/09/48 Crime in the Parish

Nothing to report.

Date of next meeting: Tuesday 25 October 2022 at 7.30pm

There being no other business to be transacted, the meeting was closed at 8.55pm

Dates of 2022 / 2023 EH&I PC meetings starting at 7.30pm:

Planning Committee

11 October

8 November

6 December

10 January

14 February

14 March

Parish Council

25 October

29 November

No meeting

31 January

28 February

28 March

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Appendix 1

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Agenda item 6

6. i) Payments to be Sanctioned

The list of payments made from current account since 26 July 2022

31.08.22	K Mason Office Expenses Aug 2022	72.26
31.08.22	K Mason Salary (July)	912.60
31.08.22	EPS Design (Councillor leaflets)	113.00
16.09.22	HMRC Sept payment	46.54
16.09.22	K Mason Salary (Aug)	912.60
TOTAL		£2057

Payments to be sanctioned (not yet made):

05.07.22	Ellingham Church Hall fees (April – June inc.)	170.00
29.08.22	Cllr Errington Expenses	58.95
29.08.22	Cllr Errington Projector Hire (April – June inc.)	30.00
02.09.22	Community Heartbeat Trust Annual Support (Yr. 4)	151.20
23.09.22	RYAL Media Group (Clerk advert)	234.00
23.09.22	Ibsley Village Hall Hire (25 October 2022 Meeting)	27.50
27.09.22	K Mason Office Expenses (Sept 22)	90.95
TOTAL		£762.60

6. ii) Bank Account Balances

The account balances as of 27 September 2022 are:

Current A/C	£8258.50
Instant Access A/C	£57,516.18
Dodington Trust A/C	£3,652.43

Reconciliation of Current A/C

Balance 26 July 2022	£10,315.50
Payments made to 27 Sept 2022	£2057
Balance on 27 Sept 2022	£8258.50

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Clerk Expenses Breakdown

August 2022

Giff Gaff Payments 20/08/22	£6.00
MS Office Subscription Fees for Aug 2022	£11.28
Custom pens for Ellingham S how stand	£39.99
Biodegradable cups for Ellingham S how	£14.99
Total	72.26

September 2022

Giff Gaff Payments 20/09/22	£6.00
MS Office Subscription Fees for Sept 2022	£11.28
Amazon Basics A4 paper	£33.70
Book of Condolence x 2	£29.98
Black tablecloth	£9.99
Total	90.95