



Ellingham, Harbridge & Ibsley Parish Council

PO Box 9710, Ringwood, Hampshire BH24 9HF

Parish Clerk: Mrs Sarah Pinfield

Tel: 07840 146506 / Email: clerk@ehiparishcouncil.org.uk

Ordinary Council Meeting held on Tuesday 28 March 2023

at 7.30pm in Ellingham Church Hall, Ibsley BH24 3PJ

Present:

Cllr Errington (Chairman)

Cllr Blake (Vice Chair)

Cllr Loader

Cllr Thierry

Cllr Coundley

Cllr Sampson

In attendance:

Parish Clerk, Sarah Pinfield

MINUTES

1. 23/03/82 To accept and receive apologies for absence:

Apologies were received and accepted from Cllrs Burtenshaw and Taylor

2. 23/03/83 Declarations of pecuniary and other interests in relation to the agenda:

None

3. 23/03/84 To agree the minutes of the council meeting of the 28 February as a true and accurate record and any matters arising:

It was proposed by Cllr Thierry and seconded by Cllr Coundley that the minutes of the Council meeting held on 28 February 2023 be signed as a true and accurate record.

AGREED

4. 23/03/85 Public Forum:

No members of the public were present

5. 23/03/86 County / District Matters:

CCllr Thierry had nothing to report.

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6. 23/03/87 Finance

(i) Sanction payments due for the period from 28 February 2023:

It was proposed by Cllr Blake and seconded by Cllr Loader that the listed payments be sanctioned. ALL IN FAVOUR. [see Appendix 1 to the minutes]

(ii) To review bank account balances as at 28 March 2023:

Members noted the account balances and reconciliation. [see Appendix 1 to the minutes]

(iii) Review and Adopt EH&I Grant Application form for 2022/23:

Cllrs agreed that the new form now contained all the necessary information to insure that due diligence could be done when assessing grant applications for the coming year. PDF and 'Word' versions will be made available online; Cllr Blake will produce an editable version of the PDF.

Proposed by Cllr Errington, seconded by Cllr Loader. All in Favour

(iv) Review and Adopt EH&I Asset Register for 2022/23:

Cllrs agreed that the Asset Register had been updated to show all recent purchases. Although the updated register has been formally adopted, the document needs to be re-formatted in line with the EH&I Design Book. **Cllr Blake to action**
Proposed by Cllr. Errington and seconded by Cllr Thierry. All in Favour

(v) Review and Adopt EH&I Risk Assessment for 2023:

Cllrs agreed that the Risk Assessment was accurate and up to date. A review of the assessment will be diarised for later in the year to ensure it remains current.
Proposed by Cllr Blake and seconded by Cllr Coundley. All in Favour

7. 23/03/88 Parish Council Matters:

(i) Review Arrangements for Annual Parish Meeting (APM):

Cllrs agreed that a different format should be trialled this year. Instead of an evening meeting with presentations from Cllrs and invited speakers, it is hoped that trying a more informal, daytime arrangement might attract more attendees. The APM will be held on Saturday May 20 from 2pm until 5pm (get-in at 1.30pm). Afternoon tea will be available. Local organisations, such as Hooves, National Trust, Cemex etc. will be invited to attend and have a stand (free of charge). Cllrs discussed how this event should be advertised, suggesting an advertisement in the R&F News, a newsletter to all parishioners and on the EH&I website.

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(ii) Parish Elections (4 May 2023):

Clls completed and signed their Parish Election forms for the Clerk to deliver on their behalf to NFDC Appletree Court.

(iii) FOI Request:

The Chairman updated Cllrs on the FOI request received by the Parish Council. Cllr Errington shared the letters that have been sent to the FOI applicant on behalf of the Parish Council. The Chairman informed Cllrs about the amount of time it has taken to fulfil this FOI request and that it was a priority for the Parish Council to adopt a FOI policy. This policy would allow the parish to then charge for printing and postage costs and set a maximum expenditure limit to the Parish Council for compliance with any future FOI request.

(iv) Ellingham Show stand - progress:

It is hoped that ideas might come out of the Annual Parish Meeting. Other suggestions made were:

- Name / shame the worst pothole in the parish(!)
- Have a large unmarked map and ask people to correctly locate areas within the Parish
- A photographic or other quiz
- Promote producers in the parish

8. 23/03/89 Environmental Matters:

None reported

9. 23/03/91 Community Matters:

Nothing to report this month

10. 23/03/91 Crime in the Parish:

Nothing reported this month

11. 23/03/92 Notification of items for future Parish Council Meetings:

The Chairman advised that he is suggesting adding this as a future standing agenda item so that anything that Cllrs would like to discuss can be raised and then added as agenda items for future meetings.

Cllr Coundley asked that the Parish Council looks at how information is sent out to Cllrs, suggesting that Dropbox should be considered as well as using mobile signal 'dongle' internet connection. This will be added as an Agenda item for the next meeting.

Date of next meeting: Tuesday 25 April 2023 at 7.30pm

There being no other business to be transacted, the meeting was closed at 8.50pm

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Parish Council Meeting - Tuesday 28 March 2023

Dates of 2023 EH&I PC meetings starting at 7.30pm, Ellingham Church Hall:

Planning Committee
11 April

Parish Council
25 April

Dates of 2023 / 2024 EH&I PC meetings starting at 7.30pm, Ellingham Church Hall:
(dates to be confirmed at Annual Meeting)

Planning Committee

Parish Council

2023

09 May

13 June

11 July

08 August

12 September

10 October

14 November

12 December

2023

20 May (APM)*

23 May (Annual Meeting)

27 June

25 July

26 September

24 October

28 November

2024

09 January

13 February

12 March

09 April

2024

23 January

27 February

26 March

23 April

*Parish Council organised event substituting for Annual Parish Meeting
(to be held at Ibsley Village Hall 2.00 – 5.00pm)

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Appendix One

Ellingham, Harbridge & Ibsley Parish Council meeting 28 March 2023

Agenda item 6

6.i) From Current Account:

Payments previously sanctioned and paid since 28 February 2023

01/03/23	Greenbarnes Ltd	£ 1,193.17
06/03/23	S. Pinfield (clerks wages)	£ 785.12

TOTAL

£ 1,978.29

Payment to be sanctioned (not yet paid):

31/03/23	Cllr. Errington (Expenses)	£ 386.34
31/03/23	Scribe (accounting package for Parish Councils)	£ 700.80
31/03/23	Fair Account (Internal auditor)	£ 165.00
06/04/23	S. Pinfield (clerks wages)	£ 785.12

TOTAL

£ 2,037.26

6.ii) Bank Account Balances:

Account balances as of 28 March 2023:

Current A/C	£ 5,140.06
Instant Access A/C (£5,000 transferred to current A/C)	£ 52,789.86
Dodington Trust A/C	£ 3,669.17

Reconciliation of Current A/C

Balance 28 February 2023 (debit)	£ 2,118.68
Payments made 31 Jan – 28 Feb 23 (debit)	£ 1,978.29
Interim balance	£ 140.39

Transfer from Instant access account (credit)	£ 5,000.00
Balance	£ 5,140.39