



## East Tisted Parish Council

<http://www.easttisted.btck.co.uk/EastTistedParishCouncil>

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### Minutes of the Parish Council Meeting held on Thursday, 10 December 2015 at 7.30pm in East Tisted Village Hall, Gosport Road GU34 3QW

**Present:**

David Bowtell (Chairman)  
Mary Jane Carter (Councillor)  
Emma Dillnutt (Clerk)  
Helen Evison (Councillor)  
Kevin MacEntaggart (Councillor)  
Sir James Scott (Councillor)

Charles Louisson (District Councillor)  
5 Members of the Public

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The meeting commenced at 7.26pm due to inclement weather.

### **MINUTES**

#### **1. Apologies and welcome.**

No apologies had been RECEIVED and the Chairman welcomed those present.

Cllr MacEntaggart then informed the meeting that he would be standing down as Councillor having moved out of the area. The Clerk will follow the approved procedure for filling this vacancy. **ACTION: CLERK**

#### **2. Public Forum**

- a. No members of the public present wished to speak.
- b. Updates were RECEIVED as follows:
  - East Tisted Superfast Broadband Campaign informed the meeting via email that the service is due to be installed imminently and that additional funding from the Parish Council would not be required.
  - Matt Sheppard, our Hampshire Constabulary PCSO has now taken over from Jess Hornsby and informed the meeting via email that he will endeavour to attend future meetings once he has the dates. The Clerk will forward the dates once agreed. **ACTION: CLERK**
  - Larry Johnson (Neighbourhood Watch) ran through his Report and presented information confirming the legality of the speed signage on Station Road.
  - Basil Lansdale (East Tisted Community Website) confirmed that the village website has had one more local business make use of its listings section for information.
  - Charles Louisson (District Councillor) – EHDC are currently analysing the implications of a combined authority across Hampshire. More information would be made available once decisions are made.

The Chairman thanked the public for their input and closed the meeting for public participation.

#### **3. Minutes of the previous meeting and matters arising.**

With the exception of a typing error in section 2.a. Members RECEIVED the amended minutes of the Parish Council's meeting held on 10 September 2015 and the Chairman signed them as a correct record.

Matters arising were:

- 2.b. The Clerk informed the meeting that the verge and pavement on the A32 has now been cleared thanks to Rotherfield tenants and Hampshire County Council.
- 5.d. Members RECEIVED the response from the SDNPA regarding East Tisted's settlement boundary.



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#### 4. Declaration of interests.

No declarations were made.

#### 5. Official Notices & Responses (attached by email and pages 5-8 below)

- a. A32 FAG – Members RECEIVED the minutes of the Officer's meeting held on 20 October.
- b. Members RATIFIED the response sent to the HCC East Hampshire Transport Study.
- c. Members discussed the proposed expansion to TAG Farnborough airport and AGREED to write to the Civil Aviation Authority in support of EHDC's call for a re-run of the public consultation. The Clerk will prepare a draft for approval. **ACTION: CLERK**
- d. Electoral Review of Hampshire. Members RECEIVED the draft recommendations and will respond individually. **ACTION: MEMBERS**
- e. The Clerk REPORTED the installation of an additional grit bin on Monkey Lane with thanks to Hampshire County Council.

#### 6. Planning

- a. SDNP/15/05432/SCREEN  
Request for Screening Opinion - South East Water (SEW) is proposing to construct 70m of water main along Hill Farm Road, (grid ref: 467927, 130539 to 468088, 130433). The new main will be a 180mm diameter water main in parallel to the existing 150mm diameter main. Additional plan received titled Proposed working area Site of Water Main Replacement, Hill Farm Road, Monkwood, Alresford. Closed 10 November 2015 – no comment made.

#### 7. Responsible Financial Officer (pages 10 to 12 below)

- a. The RFO REPORTED BDO's Notice of Conclusion of Audit with no issues arising. The Notice has been displayed in accordance with Financial Regulations and the RFO REPORTED that the Council continues to be fully compliant with the Transparency Code.
- b. Members RECEIVED and unanimously APPROVED the Quarterly Financial Statement with the exception of a spelling error (amendment attached).
- c. Members REVIEWED the budget prepared by the RFO and formally AGREED for the 2016/17 precept request to remain static at £3,500.
- d. Members REVIEWED the content of the 2016 through to 2018 Ground Maintenance Specification and AGREED for it to go to tender with the correction of a spelling error and with the addition of a request for a Method Statement and Risk Assessment for Health & Safety reasons (amendment attached). Tenders will be considered at February's meeting **ACTION: CLERK**
- e. Members CONSIDERED a grant request from East Tisted with Colemore Parochial Church Council for funds to maintain the churchyard. Councillors unanimously APPROVED a £300 donation. **ACTION: CLERK**

#### 8. Meetings to be held in 2016.

Members RECEIVED the dates for meetings in 2016 as follows:-

- Thursday 25 February at 7.30pm
- Thursday 26 May (7pm AGM followed by the Annual Village Meeting at 8pm)
- Thursday 25 August at 7.30pm
- Thursday 24 November at 7.30pm.

EmmaD  
Clerk & Responsible Financial Officer  
Saturday, 12 December 2015



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### 7.b. Quarterly Financial Statement (amended)

<b>10 Sep 2015</b>	<b>Bank Balance</b> (*Reconciled to Bank Statement 55)	<b>£3,015.46</b>
Payments Out	441 East Tisted Village Hall (Hire Fees)	£20.00
	442 E Dillnutt (Sept Salary)	£83.72
	443 E Dillnutt (Sept Expenses)	£23.34
	444 HMRC (PAYE Tax Due Apr-Sep)	£48.80
	445 E Dillnutt (Oct Salary)	£47.76
	446 E Dillnutt (Nov Salary)	<u>£83.52</u>
	Total	<u>£307.14</u>
Payments In	Precept – 2 <sup>nd</sup> stage	£1,500.00
<b>10 Sep 2015</b>	<b>Bank Balance</b> (*Reconciled to Bank Statement 56&57)	<b>£4,208.32</b>
<b>Notes:</b>	£390 allocated for community projects (pond/playground) £18 VAT to be reclaimed at 31.12.15	

2015/6 Six month contingency calculated to circa. £1.9K.  
2015/16 Precept £3.5K - £2K in April and £1.5K in October.



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**7.d. Ground Maintenance Contract**

To whom it may concern

**EAST TISTED PARISH COUNCIL**

**GROUND MAINTENANCE FOR THE 3 YEARS - 2016 2017 2018**

East Tisted Parish Council is responsible for two areas of ground within the village, the pond and the playground area off the A32. Using the specification below, you are invited to provide a tender quotation for the maintenance work to be carried out in the three years from 2016 through to 2018. This will be considered at East Tisted Parish Council meeting to be held in February 2016 and you will be notified then if you have been successful.

**General**

The work is required to be undertaken every two weeks during the period from Lady Day (25 March) through to Michaelmas (29 September) in each year.

To:     provide the appropriate equipment and fuel for the job.  
          provide evidence of adequate public liability insurance.  
          provide a method statement and risk assessment of the work required.  
          remove all cuttings/debris.

**Pond Area**

The ongoing, regular work required is to mow and edge the lawn surrounding the pond leaving a one metre 'wildlife belt' to the inside slope. Strim around the trees and ensure a generally tidy appearance.

Any extra work to clear and strim the 'wildlife belt' and trim the trees will be requested individually.

**Playground Area**

The ongoing, regular work is to mow and strim the area surrounding the playground equipment on the left hand edge of the cricket pitch up to a 10 feet boundary of the equipment.

Any extra maintenance work to the playground equipment will be requested individually.

If you have any questions, please contact Emma Dillnutt or David Bowtell.

Clerk

Approved by East Tisted Parish Council at their meeting on 10 December 2015.