# STRATFIELD SAYE PARISH COUNCIL

Minutes of the Meeting held on Monday 17th May 2021 at 7.30pm

at Stratfield Saye Village Hall

## ORDINARY MEETING

Present:

Cllr Speed Cllr Harborne Cllr Hall

Cllr Toms Cllr Vaughan Cllr Mahaffey

Mrs L. Webb (Parish Clerk)

1 member of the public

**18.21. Apologies for Absence**

Apologies were received from Cllr Toosey, Cllr Preston and Cllr Tomblin.

**19.21. Minutes of the Meeting 7th December 2020**

Cllr Harborne proposed acceptance of the minutes of the meeting of 8th February 2021, seconded by Cllr Toms and signed by the Chairman Cllr Speed.

**20.21 Co-option of Councillor**

Cllr Speed proposed that Nick Hall be co-opted back onto the Parish Council, seconded by Cllr Harborne.

**21.21. Matters Arising from the Minutes**

44.18a Lengthsman Scheme. Update provided by Cllr Toosey via email. It was agreed that the lengthsman should be asked to carry out the following tasks: -

1 Strimming and cutting back vegetation to improve visibility around road signs, junctions and footpath signs

2 Cleaning road signs including village entry points and speed limit signs.

3 Cleaning benches and strimming immediately around benches in New Street, recreation ground, 5 Crossroads & at Fair Cross.

4 Cleaning kerbs on New Street  **CT**

44.18b Football Pitch future. Heads of Terms have been agreed with Wellington FC and the terms of an agreement have been agreed. They want to start playing in September. LW Obtain maintenance plan from them. Signpost at Rec Ground re liability for accidents and injuries has been reinstated by Cllr Hall. **AS/LW**

7.21b New Street Phone Box. BT have sent over a sale Contract to us. Daniel Ayre of the Planning and Development Team at BDBC has confirmed that they will not serve BT with a Repairs Notice under Section 48 of the Planning Act because if BT does not comply with the notice, the Council is required to compulsorily purchase the phone box, which is not generally seen a good use of public money. Mr Ayre has confirmed that listed building consent is not needed if we want to repair or paint the phonebox.

We could use it as a combined book swap library and a dog walking/walkers mapping station.

Marc Sillince has volunteered to carry out the work needed to clean and repair the phonebox and he is also willing to give the bench and lay-by near it a tidy, jet-wash and re-stain, if we would provide the materials needed to do it. We have also received an offer of help from Steve and Julie Carter. LW to coordinate.

7.21c Village Noticeboards. Update provided by Cllr Toosey via email.The Lengthsman is lined up to repair them and Cllr Toosey has the bolts and the Osmo 420 oil ready to be applied when the weather has been dry for a period of time. Cllr Speed will ask the Estate carpenter to make a new front for the noticeboard at Fair Cross. **AW/CT**

54.19a Pest Control. Mr Kane Wootten has been asked to attend again. LW to keep chasing him. Mr Phil Buley will come from the Estate too. **LW**

7.21g Parish Council Insurance. To be renewed by LW in June. Looking for a better deal. NFU gave us a good price. **LW**

8.21a SSE Smart Meter. LW waiting for an installation date from SSE. They have confirmed that if they install a smart meter we can swap providers at a later date, as the new provider would be able to use the same meter. SSE’s standing line charge is still payable (we had been advised differently previously) together with the cost of electricity actually used. It simply does away with estimated bills. **LW**

6.21 Littering posters. Have been supplied by Cllr Vaughan. Cllr Speed will get them put on display boards and displayed around the village. **AS**

7.21f Repairs to electricity box cover at Rec Ground. Estate will repair. **AS**

14.21 Broken pylons near West End Green. Letter sent by Cllr Speed but it has not yet been repaired. It has been leaning like this for several decades. No further action to be taken.

**22.21. Borough Councillors’ reports**

Report from Cllr Mahaffey. He is about to meet with the other 2 borough councillors, Cllr Chris Tomlin and Cllr Nick Robinson. They will try and arrange a rota for attending PC meetings in the future. Cllr Mahaffey is thinking about starting a closed FaceBook page for the 3 borough councillors, to allow everyone to share resources and communicate. information. All councillors will be invited to join.

Silchester, Pamber, Mortimer West End and Bramley all have Speedwatch set up. Cllr Mahaffey would like to organise 3 or 4 deployments a year, where we all go out at the same time. Police are happy to deploy alongside Speedwatch teams. It was agreed this is a good idea.

Cllr Mahaffey was asked to provide an update regarding Travellers in the area. There are 2 injunctions affecting the Silchester site - one is site specific and the other is Borough wide. The injunctions name individuals and ‘persons unknown’. Unfortunately, the ‘persons unknown’ wording seems to have dropped off of the paperwork, suggesting new travellers could settle on the site. Legal advice being sought on this point. The Silchester Traveller appeal is scheduled for the 1st and 2nd of July and will be held in Silchester village hall.

**23.21. County Councillor’s Report**

Report from Cllr Vaughan. We now have 3 borough councillors Cllr Simon Mahaffey, Cllr Chris Tomlin and Cllr Nick Robinson and we should invite all 3 councillors to our meetings.

**24.21. Parish Matters**

7.21d. The Greenfields Trophy and the Purdues Trophy. The Mornington Cup has not yet been found but Cllr Speed is still looking. It was agreed that these competitions will not be re-introduced until next year due to Covid risks. **AS**

7.21e Opening Residents Gardens for Charity. This idea will be implemented next year due to Covid risks.

1. Attempted dog thefts in village. All attempted thefts must be reported to the Police on 101 so that they get an idea of what is going on. Residents are advised not to leave their dogs unattended in their gardens. No further action needed.

b. Sign at the top of Green Lane is unreadable. LW to apply to BDBC for repair. **LW**

**25.21. Correspondence**

None received.

**26.21. Highways**

a. We have been notified that resurfacing work will be carried out to Fair Oak Lane on 25th May 2021 and to Rotherwick Lane on 26th  May 2021.

81.18a Cllr Toms gave an update on efforts to limit speeding in the village. Cllr Vaughan has promised another £1,000 to SPPC for this purpose. The council expressed its gratitude to Cllr Vaughan.

Speedwatch should restart soon. LW to send an email to check who still wants to be part of it and ask who needs retraining. Sherfield have bought their own electronic speeding devices. We pay £90 per placement to the Council. Sherfield will let us use their equipment for £50 a time. We have a budget for 16 weeks rental from the Council, but if we use Sherfield’s equipment we could have 28 weeks use, but we would have to move it about ourselves. Site approval from the police is needed for where we want to put the equipment. Lots of potential sites in the village. Cllr Toms to talk to Sherfield about how easy it is to move their equipment around.

Traffic seems quite light at the moment. We should start Speedwatch in September but put up the signs earlier. **MT**

**27.21. Hampshire Constabulary Matters**

Nothing to report.

**28.21.** **Planning Matters**

Nothing to report.

**29.21.**

**a. Basingstoke & Deane Borough Council (BDBC) Matters**

**b. Basingstoke & Deane Association of Parish & Town Councils (BDAPTC)**

**c.** **Hampshire County Council (HCC) Matters**

**d. Hampshire Association of Local Councils (HALC) Matter**s

There were no reports available for any of these items

**30.21. Finance**

a. Payments Made. The Clerk read out the payments listed below made on behalf of the Council since the last meeting: -

Richard Gregory Grass Cutting 540.00

Castle Water Water bill 18.83

Heartstart Defibrillator 160.00

HALC Membership 183.36

ICT Website hosting 2021/22 150.00

**TOTAL £1052.19**

Payments Received: -

BDBC Precept 2423.00

 **TOTAL £2423.00**

Payments to be Made:-

 **TOTAL £0**

b. The Chairman and Parish Clerk signed the Bank Reconciliations for January, February and March 2021.

c. The Parish Clerk informed the Council that the insurance for SSPC is due for renewal on 1st June 2021. **LW**

d. External Audit Forms 2020/21 and Exemption Form. The Parish Clerk has completed the following paperwork required for the annual audit. These documents will be submitted to Tim Light of Lightatouch by 28th May 2021: -

* Cash book between 1 April 2020 and 31 March 2021.
* Risk Assessment dated for 2021
* The insurance renewal
* The Minutes

The Parish Clerk read out all of the statements set out in Section 1 of the Annual Governance Statement for 2020/2021. The Councillors confirmed to the best of their knowledge and belief that those statements were correct and the Parish Council duly completed the checklist.

e. Cllr Speed will sign the audit forms listed below as accurate and they will be sent to the external auditor PKF Littlejohn LLP:

 1. Section 1 Annual Governance Statement 2020/2021

 2. Section 2 – Accounting Statements 2020/2021

 3. Confirmation of Certificate of Exemption

 4. Analysis of Variances

 5. Bank Reconciliations

 6. Notice of the period for the exercise of public rights and other information required by Regulation 15(2) Accounts and Audit Regulations 2015

 7. Contact details

Cllr Speed confirmed that they would all be posted on the Parish Council website as required by law.

f. Ratification of schedules for internal audit –

 1. Statement of Internal Control for 2021/2022

 2. Risk Assessment for 2021/2022,

 3. Standing Orders for 2021/2022

 4. Financial Regulations for 2021/2022

 5. All items of expenditure above £100 for 2020/2021

 6. End of Year Accounts for 2020/2021

The Chairperson Cllr Speed signed all of the schedules, which will be in effect for the financial year 2021/2022 where stated.

**31.21. Parish Councillors Comments**

Councillors were reminded to submit their Candidate Spending Forms by 11th June 2021 following the May election.

**32.21. Open Forum**

No comments made.

**33.21.** **Dates of Next Meetings**

Parish Council meetings will be held on the following dates:

4th October 2021 7.30pm Ordinary Meeting

6th December 2021 7.30pm Ordinary Meeting (to include the setting of the precept for 2022/23)

**34.21. Closing**

The meeting was closed by the Chairman Cllr Speed at 8pm.