

Minutes of the Meeting of Beech Parish Council

Monday 18th May 2020

(Due to Coronavirus and Government social distancing advice this meeting was virtual)

PARTICIPANTS : Councillor Graham Webb (Chairman)
Councillor Daniel Gordon
Councillor Ruth Duffin
Councillor Alana Coombes
Councillor Tony Ransley
Mrs Louisa Thomson – Clerk to the Council

Road Safety Working Group Chairman
Charles Cockburn

Part I

20.64 CONFIRMATION OF MINUTES - **RESOLVED**

The Minutes of the Council meeting held on 27th April 2020, copies previously circulated,

Proposed as a true record by Tony Ransley, Seconded by Daniel Gordon and RESOLVED (Ruth Duffin abstained as not present at the April meeting.)

20.65 ROAD SAFETY AND FOOTPATH WORKING PARTY

Proposed Daniel Gordon, Seconded Alana Coombes and UNANIMOUSLY RESOLVED to suspend Standing Orders so a member of the Working Party can speak.

Charles Cookburn, Working Party Chairman, reported on the last Working Party meeting explaining the reasoning for the proposed speed posters.

All the Working Party minutes can be viewed on the Parish Council website beechpc.com.

The Working Party will look into the requirements for volunteers to move the Speed Limit Reminder sign.

Proposed Ruth Duffin, Seconded Alana Coombes and UNANIMOUSLY RESOLVED to reinstate Standing Orders.

- a) **Proposed Daniel Gordon, Seconded Alana Coombes and UNANIMOUSLY RESOLVED:** to approve the expenditure for the speed posters costing up to £600 subject to Hampshire County Council approval and East Hampshire District Council and Land Owner agreement to the positions of the signs.
- b) **Proposed Tony Ransley, Seconded Alana Coombes and UNANIMOUSLY RESOLVED:** to apply to Hampshire County Councillor and District Councillor for grant funding towards the cost of the posters.

20.66 LETTER TO CHIEF CONSTABLE

Proposed Daniel Gordon, Seconded Alana Coombes and RESOLVED (Tony Ransley abstained) that Graham Webb sign the letter on behalf of the Parish Council.

20.67 NEIGHBOURHOOD PLAN

- a) **Proposed Daniel Gordon, Seconded Tony Ransley and RESOLVED**, Ruth Duffin abstained, to accept the amendments to the Neighbourhood Plan in accordance with the Examiner's and East Hampshire District Council's recommendations.
- b) **Proposed Daniel Gordon, Seconded Alana Coombes and RESOLVED**, Ruth Duffin abstained, to agree the draft press release, Appendix A, and its distribution in the Beech Newsletter and on the Beech Parish Council website and Nextdoor Beech.
- c) **Proposed Alana Coombes, Seconded Tony Ransley and UNANIMOUSLY RESOLVED** to continue the Neighbourhood Plan website for a further 12 months costing £72.

20.68 DEFIBRILLATOR PADS

Proposed Ruth Duffin, Seconded Daniel Gordon and UNANIMOUSLY RESOLVED that the clerk should purchase replacement defibrillator pads on an ongoing basis, as and when needed, at a cost of circa £50 per set.

20.69 PLANNING

Ruth Duffin left the meeting

- a) Council considered on application their comments to be forwarded to East Hampshire District Council, comments to include reference to the draft Beech Neighbourhood Plan where applicable.

54482/005

Strathyre, 41 Medstead Road
Detached dwelling with associated access and parking.**OBJECT****Proposed Daniel Gordon, Seconded Tony Ransley and RESOLVED:***Beech Parish Council objects to this planning application on the following grounds:*

1. *The building is a three storey one, when viewed from the front, with car parking and utility rooms on the lowest floor. This contravenes Condition 3 of outline planning permission 54482/003.*
2. *The oval window at roofspace level facilitates the use of the roofspace for purposes other than incidental domestic storage (and gives the impression of habitable roofspace), in contravention of Condition 6 of outline planning permission 54482/003.*
3. *The overall design on this hillside setting does not comply with Policy BPC06(b) and (c) of the Beech Neighbourhood Plan. The height, massing and roofline do not reflect the vast majority of the surrounding and nearby dwellings, and the view of the front of the house (from other properties and from the village green) is not an acceptable vista and disrupts the character of the area.*
4. *The proposed design and materials do not reflect the predominant form of development in the immediate vicinity, so do not comply with Policy BPC07(a) of the Beech Neighbourhood Plan.*
5. *The proposal does not comply with Policy BPC07(b) of the Beech Neighbourhood Plan in that the building overlooks, and compromises the privacy of, houses below fronting Medstead Road, in particular no.39.*

Note that the Beech Neighbourhood Plan is in final form, only awaiting a coronavirus-delayed referendum, and so now should be given significant weight when determining planning applications.

- b) Decision whether to make a complaint regarding planning applications 54482, 41 Medstead Road postponed.

Ruth Duffin rejoined the meeting

20.70 INSURANCE RENEWAL

Proposed Daniel Gordon, Seconded Alana Coombes and UNANIMOUSLY RESOLVED: to renew insurance with Zurich – small council policy costing £206.80 with the option to change the policy mid-term if the councils assets increase.

20.71 ALTON COMMUNITY HOSPITAL

Write to NHS Southern requesting to keep the extra beds at Alton Community Hospital and to open a minor injury unit following Coronavirus. Postponed until more information is available.

20.72 AGENDA ITEMS

- a) **Proposed Daniel Gordon, Seconded Alana Coombes and RESOLVED:**
Clerk to send draft agenda to councillors the Friday before the agenda is due to be published, councillors to confirm if there are any further items to be included.
- b) **Proposed Tony Ransley, Seconded Alana Coombes and RESOLVED:**
The Clerk to pp signatures on minutes, quarterly receipts and payments and any other documents once agreed at a meeting during the period of virtual meetings.

20.73 ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN 2019/2020

I) EXEMPTION CERTIFICATE 2019/2020

Proposed Daniel Gordon, Seconded Tony Ransley and UNANIMOUSLY RESOLVED:

- a) That Beech Parish Council meets the criteria to complete the Exemption Certificate:
 - The authority was in existence on 1st April 2016
 - In relation to the preceding financial year (2018/19), the external auditor has not:
 - issued a public interest report in respect of the authority or any entity connected with it
 - made a statutory recommendation to the authority, relating to the authority or any entity connected with it

- issued an advisory notice under paragraph 1(1) of Schedule 8 to the Local Audit and Accountability Act 2014 (“the Act”), and has not withdrawn the notice
 - commenced judicial review proceedings under section 31(1) of the Act
 - made an application under section 28(1) of the Act for a declaration that an item of account is unlawful, and the application has not been withdrawn nor has the court refused to make the declaration
 - The court has not declared an item of account unlawful after a person made an appeal under section 28(3) of the Act.
 - The council neither received gross income, nor incurred gross expenditure, exceeding £25,000.
- b) Following Resolution of the above the Council declared itself an exempt authority and not subject to a limited assurance review, the Certificate of exemption will be signed by the Chairman Graham Webb and the Clerk Louisa Thomson.

II) INTERNAL CONTROL SYSTEM

Proposed Tony Ransley, Seconded Daniel Gordon and UNANIMOUSLY RESOLVED:

Following receipt of the completed Annual Internal Audit Report 2019/2020 and having reviewed its internal control systems including internal audit procedures Council confirmed its procedures are current and fit for purpose.

III) ANNUAL GOVERNANCE STATEMENT 2019/2020

Proposed Daniel Gordon, Seconded Alana Coombes and UNANIMOUSLY RESOLVED:

Council approved the Annual Governance Statement which will be signed by Chairman Graham Webb and the Clerk Louisa Thomson.

IV) ACCOUNTING STATEMENTS 2019/2020

Proposed Daniel Gordon, Seconded Alana Coombes and UNANIMOUSLY RESOLVED:

Accounting Statements 2019/2020 are approved which will be signed by Chairman Graham Webb and the Clerk Louisa Thomson.

20.74 ACCOUNTS 2020/2021

- I) Review of how the accounts of reports with a possible change to be in line with IFRS (International Financial Reporting standard), council to find out more information before deciding.
- II) **Proposed Tony Ransley, Seconded Daniel Gordon and UNANIMOUSLY RESOLVED that the following payments are approved:**
- | | |
|---|----------|
| a) Clerk’s Salary (May 2020) | £ 715.04 |
| b) Clerk’s expenses (May 2020) | £ 30.98 |
| c) Hampshire Pension Fund (Clerk’s Pension – May 2020) | £ 180.75 |
| d) DCK Accounting Solutions Ltd – Monthly payroll processing | £ 30.00 |
| e) Hampshire Association of Local Councils – Affiliation Fees | £ 285.37 |

20.75 CONFIDENTIAL BUSINESS - There were no public or press present.

Part II

20.76 CLERKS ANNUAL APPRAISAL

Proposed Tony Ransley, Seconded Ruth Duffin and UNANIMOUSLY RESOLVED to approve the Clerks annual appraisal, carried out by Chairman Graham Webb and Alana Coombes, to be signed by Graham Webb.

Part III (To be held in public)

20.77 MEETING DATES

- a) **Proposed Ruth Duffin, Seconded Alana Coombes and UNANIMOUSLY RESOLVED**, the following dates for Council meetings for 2020/2021 are confirmed and will be published.

**COUNCIL MEETING PROGRAMME
JUNE 2020 – JUNE 2021**

Scheduled meeting dates may be subject to change or additional meetings of the Council may be called to deal with urgent matters (e.g. planning applications) as necessary.
These will be advertised on the Notice Boards and the Website.

2020

June 22nd
July 20th
August Meeting to be scheduled, if required.*
September 21st
October 19th
November 16th
December Meeting to be scheduled, if required.*

2021

January 18th
February 22nd
Annual Parish Meeting plus Council meeting
March 22nd
April 19th
Annual Council Meeting
May 24th
June 21st

- b) Confirmed the date of the next scheduled Council meeting as Monday, 22nd June 2020 at 7.30pm, with public question time at 7.15pm. This will be a virtual meeting in line with Government advice.

CLOSURE OF MEETING – Chairman thanked all present for their attendance and closed the meeting at 9.30pm.

signed:

Chairman Beech Parish Council

date: 22nd June 2020