

BEECH PARISH COUNCIL

Clerk: Louisa Thomson
Telephone: 01420 562130 E-Mail: clerk@beechpc.com

Minutes of the Meeting Monday 23rd May 2022

PARTICIPANTS : Councillor Graham Webb (Chairman) Members of the public
Councillor Tony Ransley
Councillor Kim Eakers
Councillor Alana Coombes
Councillor Daniel Gordon
Louisa Thomson – Clerk to the Council

22.037 ELECTION OF CHAIRMAN

Proposed Alana Coombes, Seconded Ingrid McCormack, UNANIMOUSLY RESOLVED: That Councillor Graham Webb be elected as Chairman. Chairman Webb signed a declaration of acceptance of office and took the Chair.

22.038 APOLOGIES FOR ABSENCE

Apologies were received and accepted from Councillors Daniel Gordon and Ruth Duffin.

22.039 CONFIRMATION OF MINUTES – UNANIMOUSLY RESOLVED

The Minutes of the Council meeting held on 21st March 2022, copies previously circulated, **Proposed as a true record by Alana Coombes, Seconded by Tony Ransley, UNANIMOUSLY RESOLVED and signed by Chairman Graham Webb.**

Council reviewed its internal control systems and procedures, Proposed Kim Eakers, Seconded Tony Ransley, UNANIMOUSLY RESOLVED that they are current and fit for purpose.

- a) **Standing Orders**
- b) **Protocol for Reporting at Meetings** [Annex to Standing Order No. 3 (I)]
- c) **Financial Regulations**
- d) **Risk Assessment**
- e) **Complaints Procedure**
- f) **Publication Scheme**
- g) **Grant Awarding Policy & Procedure and Application Form**
- h) **Safeguarding Children, Young People and Vulnerable Adults Procedure**
- i) **Disciplinary and Grievance Policy**
- j) **Social Media Policy**
- k) **General Data Protection Regulation (GDPR) Privacy Notices** – Graham Webb to update
- l) **AutoSpeedWatch Camera Policy**
- m) **Code of Conduct**
- n) **Delegation Scheme**

Copies to be loaded on to the Parish Council website detailing the review date and minute reference.

22.041 INTERNAL AUDITOR

Proposed Kim Eakers, Seconded Alana Coombes, UNANIMOUSLY RESOLVED a vote of thanks to Allen Leech for time and work over the last ten years.

Proposed Alana Coombes, Seconded Kim Eakers, UNANIMOUSLY RESOLVED that Mr Nigel Sillick is confirmed as Internal Auditor.

22.042 GENERAL POWER OF COMPETENCE

Proposed Tony Ransley, Seconded Ingrid McCormack, UNANIMOUSLY RESOLVED the Council still meets the General Power of Competence prescribed criteria, being:

- a) Two thirds of the councillors have been elected, Beech has 100% of elected councillors.
- b) The Clerk holds relevant professional qualifications: Beech Clerk has passed CiLCA.
- c) The Clerk has completed relevant training in the exercise of GPC, unless training was included in (b) above: Beech Clerk has carried out HALC training in GPC and the CiLCA qualification includes GPC.

22.043 ROAD SAFETY WORKING GROUP

- a) **Beech Road Safety Working Group – Graham Webb report to Parish Council 23 May 2022**

The Road Safety Working Group has amended and resubmitted the parish council's application to EHDC for strategic Community Infrastructure Levy (CIL) funding, in line with the decision made under the Delegation Scheme due to the April parish council meeting being cancelled. The revised CIL application has been circulated to councillors. The revised project covers only the

BEECH PARISH COUNCIL

Clerk: Louisa Thomson
Telephone: 01420 562130 E-Mail: clerk@beechpc.com

Minutes meeting 23rd May 2022 page 2 of 6

proposed on-road footways, which have been costed, and not the off-road footways, for which a reliable cost estimate has not yet been obtained.

The revised CIL application was for £14,000 to put towards a new on-road footways scheme in the village, for which HCC had provided a budget cost of £22,580. We are seeking funding for around 60% of the project cost – about the same percentage as in the original, larger application submitted in March. We should find out whether the application has been successful in June.

In April we received from Ian Janes at HCC Highways a draft proposal for on-road ‘white line’ footways and associated street furniture and road markings. This was circulated for information to parish councillors on 23 April. The Working Group then met Ian Janes on 6 May to discuss our comments on his proposal. A modified proposal was agreed with him, within the constraints of Government regulations and HCC policy around road markings and street signage. With the parish council’s permission, we will confirm with Ian Janes that he should work up the revised proposal in detail. This detailed design work will be at no cost to the parish council.

Our preliminary thoughts are that, even if our application for strategic CIL funding were to be unexpectedly rejected in June, the parish council now has enough Neighbourhood Portion CIL funds (and remaining S106 funds) to deliver the proposed on-road footways costing £22,580, and so there would be no reason not to go ahead with them. In which case we should proceed with the detailed design at pace. The detailed design will, of course, come back to the parish council for approval.

In respect of the proposed new off-road footways, HCC Highways sent us a proposal for a feasibility study, but priced it at £20,000 and without a detailed design being included. The proposal made numerous unrealistic and unwarranted assumptions about the types of footways needed, resulting in a wildly inflated preliminary estimate of how much the footways are likely to cost to build – up to £400,000 - on which the price of the feasibility study was based. We have reverted to HCC Highways with our concerns, and more information on our needs, and we also removed the upgrade of the existing path to the A339 from the scope of work (as a lower priority).

HCC Highways has responded by acknowledging that their standard process for Community Funded Highways Infrastructure (CFHI) projects seems to be unsuited to simple rural schemes like ours, producing cost figures that are clearly excessive. They are re-examining their methodology, including whether HCC Countryside Services (who specialise in rural footpath rights-of-way) could become involved. We await a revised proposal, and answers to our many questions, from HCC Highways.

Proposed Kim Eakers, Seconded Ingrid McCormack, UNANIMOUSLY RESOLVED that Hampshire County Council continue to look at design for the on-road footway at no cost to the Parish Council. They will come back to the Parish Council with design and costs.

Proposed Alana Coombes, Seconded Kim Eakers, UNANIMOUSLY RESOLVED to suspend Standing Orders so members of the public can speak.

Members of the public spoke supporting the proposal for the 130m of screening of the roadside footpath in the private woodland. Because the path is raised above road level anyone using the path can see into the gardens and houses opposite including the bedrooms and therefore feel the screening is essential to regain their privacy.

Proposed Kim Eakers, Seconded Tony Ransley, UNANIMOUSLY RESOLVED to reinstate Standing Orders.

- b) Having heard the opposing opinions of members of the Council regarding the footpath clearing which was a result of the Beech Road Safety Working Group pegging out the path, the cost involved for the Parish Council and how the screening will look and how the plants will be maintained.

Proposed Kim Eakers, Seconded Alana Coombes, RESOLVED BY MAJORITY (Tony Ransley voted against) that the Parish Council proceed with the screening of 130m (i) permanent screening with 140 laurel bushes (in November) and (ii) temporary (5 year) screening fence (installed ASAP) total budget cost £2,475 plus VAT.

BEECH PARISH COUNCIL

Clerk: Louisa Thomson
Telephone: 01420 562130 E-Mail: clerk@beechpc.com

Minutes meeting 23rd May 2022 page 3 of 6

22.044 CLIMATE ACTION WORKING GROUP

Kim Eakers updated Council

- The Thermal Survey has been completed and he is chasing the last few residents for payment.
- There are no open working items for the Working Group, the Working Group will reconvene in the Autumn. If there are any areas the Parish Council wants the Working Group to focus on please let him know.

22.045 AUTOSPEEDWATCH CAMERA TRIAL AND SPEED LIMIT REMINDER SIGN (SLR)

Proposed Kim Eakers, Seconded, UNANIMOUSLY RESOLVED a vote of thanks to Tony Ransley for moving the SLR during the past two years.

a) Report from Tony Ransley

I have continued to supply Belinda with details of the 2 worst average speed offenders weekly for the last two months. We remain ever hopeful that the Police will realise we have a problem and do something about it.

We have now secured a corrected incident report from the police re the malicious damage to our cameras. The worst damaged cameras are still showing problems, but we are hopeful that we will have sorted the issues this week.

As a point of interest, I also looked at repeat offenders through any one of the 3 positions in the 3 camera positions in the village. The total number of vehicles **with different VRNs** speeding through the village at over 36 mph over the period since January numbered 1362, however only 71 of those had their picture taken more than 5 times, just 18 more than 10 times and only 3 more than 15 times... just 24 vehicles accounted for 25% of the speeding infringements... hmmm

The Faulty Speed indicator device has now been evaluated by Westcotec. Westcotec feel they need to replace pretty much all of the interior and if we wish to add a solar panel (so I don't have to lug heavy 5kg batteries around the village and lift them 2.5 meters up to the device each week) the cost would not justify the repair and they recommend purchasing a new device. So repair costs

Westcotec Repair cost with Blue Tooth is £1264.50

The Battery upgrade £580.00

Solar Panel upgrade £615.00 (*The portable solar panel works more as a battery life extender rather than the main power source. With this in mind, the batteries would still need to be changed approximately every 4/5 weeks*)

A total for the repair and upgrade of £2459.50

A new Westcotec unit with Solar panel and lithium batteries costs £3,820

I have obtained 2 competitive quotes (getting quotes wasn't easy??).

Quote 2 "Messagemaker Displays" £2975 – they just sent the price list

Quote 3 "Elan City" - £2250

Additionally, Elan City records traffic in two directions and guarantees its solar panel to maintain battery power (you can see their sign by RAF Odiham)...

To be frank no-one in Highways nor the Police is interested in resolving our speed issue so I recommend that we continue to battle on with the average speed approach with the Police, take legal action ourselves against the offenders (awaiting a barrister quotation) and further acquire 3 Elan city signs and remind the speedsters of the speed limit 3x over the course of 2.5 km that they are speeding... perhaps it will sink in.

BEECH PARISH COUNCIL

Clerk: Louisa Thomson
Telephone: 01420 562130 E-Mail: clerk@beechpc.com

Minutes meeting 23rd May 2022 page 4 of 6

- b) The Parish Council want to explore other avenues with the Police & Crime Commissioner before making a decision whether to take legal action against speeding offenders.
- c) Clerk to resubmit the insurance claim now the Police report has been amended.
- d) **Proposed Kim Eakers, Seconded Alana Coombes, UNANIMOUSLY RESOLVED** to approve the purchase of a new speed sign from Elan City costing £2,250.

22.046 PARISH COUNCIL OBJECTIVES

Proposed Kim Eakers, Seconded Ingrid McCormack, UNANIMOUSLY RESOLVED to adopt:

Beech parish council objectives for the financial year 2022-23

1. To carry out in full, and in line with Government rules and regulations, all of the statutory duties and functions of the parish council.
2. To meet as a parish council in at least 10 calendar months of the year, and to hold council meetings more frequently than monthly where council business so demands.
3. To provide a forum for public questions prior to each parish council meeting, and to hold an Annual Parish Meeting in March each year.
4. To review every planning application and planning appeal for which the parish council is a statutory consultee, subject to adequate lead times being given.
5. To uphold and implement the policies of the Beech Neighbourhood Development Plan.
6. To consider responding to public consultations when invited to do so by EHDC, HCC and other public bodies.
7. To broadly maintain the previous financial year's items of regular expenditure, allowing for inflation, other than to increase the maintenance spend on keeping clear the path from village to the A339.
8. To levy a council tax precept that covers the budgeted regular expenditure, plus a modest contingency amount, so as to avoid depleting the council's reserves if possible.
9. To put in place in the village an AutoSpeedWatch camera system that is approved by Hampshire Constabulary for speeding enforcement in the manner of Community SpeedWatch.
10. To complete the full design of new footways the full length of Medstead Road and Kings Hill, and to have completed, as a minimum, new footway construction in the village centre.
11. To fund expenditure on new footways and/or speed camera initiatives from (i) CIL & S106 monies received from EHDC; and (ii) grant monies from other external sources, augmented where necessary by funds from the parish council's reserves earmarked for road safety measures.
12. To pursue the parish council's climate change initiative, principally through education and public participation, with any expenditure on the initiative principally by participating Beech residents.

BEECH PARISH COUNCIL

Clerk: Louisa Thomson
Telephone: 01420 562130 E-Mail: clerk@beechpc.com

Minutes meeting 23rd May 2022 page 5 of 6

- 22.047 INSURANCE - Clerk is waiting for Zurich to confirm if there is any change to the premium with the increased Assets.
- 22.048 ACCOUNTS 2021/2022
- a) **Proposed Kim Eakers, Seconded Tony Ransley, UNANIMOUSLY RESOLVED** that the Parish Council meets the criteria and will complete the AGAR Exemption Certificate.
 - b) Summary of Receipts & Payments for 4th Quarter Ended 31st March 2022 presented to Council detailing bank reconciliation as follows:

Current Account Balance	£2,882.99
Less: Cheques drawn but not debited as at 31.03.22	-£850.53
Deposit Account Balance	£5,039.88
Money Market Balance	<u>£24,682.33</u>
	£31,754.67
- 22.049 ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN 2021/22
- a) Council have received and noted the Annual Internal Audit Report carried out by Allen Leech.
 - b) Annual Governance Statement 2021/22 – Council completed the Annual Governance Statement. **Proposed Kim Eakers, Seconded Tony Ransley, UNANIMOUSLY RESOLVED** it is signed by Chairman Graham Webb and Clerk Louisa Thomson.
 - c) Accounting Statements 2021/22 – The Annual Accounts for the year ended 31st March 2022 were presented to council for approval. **Proposed Tony Ransley, Seconded Alana Coombes and UNANIMOUSLY RESOLVED** that the Accounting Statements 2021/22 are approved, and were then signed by Chairman Graham Webb and Clerk Louisa Thomson.
 - e) Exercise of Public Rights notice PKF Littlejohn suggested dates 13th June 2022 to 22nd July 2022.
- 22.050 ACCOUNTS 2022/23
- I) a) £2,303.90 S106 money received for the purchase of the AutoSpeedWatch cameras. Clerk to confirm how much S106 money has been paid and the remaining balance available.
b) Clerk will invoice for the Neighbourhood CIL portion upon receipt of a purchase order for £22,807.54.
 - II) **Proposed Kim Eakers, Seconded Alana Coombes and RESOLVED** (Tony Ransley abstained) that the following payments are approved:

a) Clerk's Salary (May 2022)	£744.33
b) Clerk's Expenses (May 2022)	£32.83
c) Hampshire Pension Fund (Clerk's pension – May 2022)	£208.29
d) DCK Accounting Solutions Ltd – Monthly Payroll processing	£36.36
e) Hampshire Association of Local Councils – HR Subscription	£198.00
f) Anthony Ransley – AutoSpeedWatch camera repairs	£304.72
- 22.051 DELEGATION SCHEME
- Proposed Tony Ransley, Seconded Alana Coombes, UNANIMOUSLY RESOLVED to confirm the decisions made under the delegation scheme due to the April meeting being cancelled.**
- a) **CIL Funding**
PC to decide whether to take receipt of Neighbourhood CIL Portion of c.£22,800 in April, to be available for spending on infrastructure in the parish.
Five Councillors voted in favour and one Councillor voted against.
 - b) **Beech Road Safety Working Group**
The Working Group to amend the CIL application in accordance with information received from HCC before the final submission date of the 18th May 2022.
Five Councillors voted in favour and one Councillor voted against.
 - c) **Planning**
Council to consider two planning items, their comments to be forwarded to the Planning Inspectorate and East Hampshire District Council respectively.
 - i) 25172/007 Hill Brow, 61 Medstead Road, Beech **NO OBJECTION**
Construction of an oak framed rear extension.
Councillors unanimously voted no objection.
 - ii) 23804/009 48 Wellhouse Road, Beech **NO OBJECTION**
New two storey annex to the North-East elevation, following demolition of the existing annex.

BEECH PARISH COUNCIL

Clerk: Louisa Thomson
Telephone: 01420 562130 E-Mail: clerk@beechpc.com

Councillors unanimously voted no objection.

Minutes meeting 23rd May 2022 page 6 of 6

d) **Accounts 2022/2023**

Council to approve the following payments

a) Clerk's Salary (April 2022)	£ 744.53
b) Clerk's Expenses (April 2022)	£ 23.73
c) Hampshire Pension Fund (Clerk's Pension – April 2022)	£ 208.29
d) DCK Payroll Solutions Ltd – Payroll processing (monthly & Year End)	£ 66.36
e) iRed – Thermal Survey	£ 2,100.00
f) Beech Village Hall – Hall hire April meeting & Thermal Survey Workshop	£ 86.26
g) Hampshire Association of Local Councils – Affiliation Fees & NALC Levy	£ 293.16
h) Anthony Ransley – Autospeedwatch expenses (including Adam Williams Groundworks)	£ 377.80
i) Thermal Survey repayment	£ 30.50
j) Hampshire Pension Fund – Replacement for lost cheque issued August 2021	£ 195.59

Councillors unanimously voted to approve the payments.

22.052 MEETING DATES

- a) **Proposed Alana Coombes, Seconded Tony Ransley, UNANIMOUSLY RESOLVED**, the following proposed dates for Council meetings for 2022/2023 were approved and will be published. (These dates may be subject to change.)

2022

June	20 th
July	18 th
August	Meeting to be scheduled, if required.*
September	19 th
October	17 th
November	21 st
December	Meeting to be scheduled, if required.*

2023

January	16 th
February	20 th
Annual Parish Meeting plus Council meeting	
March	20 th
April	17 th
Annual Council Meeting	
May	15 th
(Subject to the date of the EHDC local elections)	
June	19 th

- b) Confirmed the date of the next scheduled Council meeting as Monday, 20th June 2022 at 7pm with public question time at 6.45pm.

CLOSURE OF MEETING

Chairman thanked all present for their attendance and closed the meeting at 9.15 pm.

signed:

Chairman Beech Parish Council
date: 20th June 2022