0BENTWORTH PARISH COUNCIL

Clerk: Louisa Thomson
Email: clerk@bentworthparishcouncil.org

Neal Day - Chairman, Nikki White – Vice Chairman, Veronica Parker, Scott Neville, Simon Lane, Christian Browning and David Eyre-Brook

MINUTES OF MEETING

Tuesday 7th May 2024 at Jubilee Hall, Bentworth

Present:

Parish Councillors	Clerk	District & County Councillors	Others
Neal Day Nikki White Veronica Parker Scott Neville Simon Lane Christian Browning David Eyre-Brook	Louisa Thomson	Tony Costigan	Members of the public

24.001 ELECTION OF CHAIRMAN
Proposed Nikki White, Seconded Scott Neville, UNANIMOUSLY RESOLVED: That Councillor Neal Day is elected as Chairman. Chairman Day signed a declaration of acceptance of office.

24.002 ELECTION OF VICE-CHAIRMAN
Proposed Veronica Park, Seconded David Eyre-Brook, UNANIMOUSLY RESOLVED: That Councillor Nikki White is elected as Vice-Chairman. Vice-Chairman White signed the declaration of acceptance of office.

24.003 APOLOGIES FOR ABSENCE
Apologies were received and accepted from Councillor Christian Browning.

24.004 CONFIRMATION OF MINUTES – Unanimously Resolved
The Minutes of the Council meeting held on 2nd April 2024, copies previously circulated. **Proposed as a true record by Simon Lane, Seconded Nikki White and UNANIMOUSLY RESOLVED and signed by chairman Neal Day.**

24.005 PUBLIC PARTICIPATION
Members of the public address council regarding the proposed development – Planning Application 60094 Land South of Glebe Fields.

- The proposed development is bigger than previously proposed, it doesn't fit with the village and boarders the Conservation Area.
- The original proposal was for retirement homes, residents don't want to retire to the village they want to retire somewhere with more facilities.
- The site has been earmarked by EHDC for possible development with five properties not the proposed six properties.
- The Planning Officer should be assessing the application but seems to be aiding the applicant.
- The application states the cesspool would need emptying every four weeks with two tankers travelling from the Medstead direction and leaving via the A339. The tankers would block access for the residents during this period or the alternative would be for them to park on the road.
- The drainage consultant objected to the cesspool and suggested a sewage treatment plant. The size of the cesspool need emptying every twenty days not every four weeks, the calculations are based on eleven residents but there would be seventeen bedrooms.

24.006 REPORT FROM DISTRICT COUNCILLOR TONY COSTIGAN

Glebe Fields

- The Glebe Fields planning application has caused unrest, Tony's opinion is that the application has changed to suit the objections previously raised.

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- The Planning Office at EHDC is in disarray and Planning Officers are leaving. Simon Jenkins has been actioned with sorting planning applications.
- EHDC will write to Tony when they are ready to make a decision on Glebe Fields, Tony will request it goes to Full Committtee.

AutoSpeedWatch

- Eighteen villages in East Hampshire have cameras.
- MOT, road tax and insurance are highlighted, the data is sent to the Police.
- It is possible use the Public Spaces Protection Order (PSPO), using this order the council can issue fines.
- Fines will be issued to persistent offenders, more than three offences, in conjunction with the Police but EHDC will issue the fines. It's suggested that the litter pick fine department is enhanced to do this and the revenue from the fines will be used to fund this.

Elections – The Cabinet at EHDC hasn't changed following the elections.

24.007 COUNCIL REGULATION AND PROCEDURES

Council reviewed the regulations and procedures, **Proposed Scott Neville, Seconded Nikki White, UNANIMOUSLY RESOLVED:** the following regulations and procedures are confirmed and fit for Purpose. The Standing Orders and Financial Regulations are postponed until the new NALC model regulations have been reviewed.

a) Grant Awarding Policy & Procedure and Application Form
b) Disciplinary and Grievance Policy
c) Social Media Policy
d) East Hampshire District Council Code of Conduct
e) Complaint Handling Procedure
f) Risk Assessment

Copies to be added to the Parish Council website detailing the review/adoption date and minute reference.

24.008 REVIEW OF DELEGATED ARRANGEMENTS FOR COMMITTEES

Proposed Simon Lane, Seconded Nikki White, UNANIMOUSLY RESOLVED: Delegated arrangements for Planning Committee are confirmed fit for purpose.

24.009 TERMS OF REFERENCE

Clerk to contact Hampshire Association of Local Councils to see if there is a recommended template.

24.010 ASSET REGISTER

Proposed Simon Lane, Seconded Scott Neville, UNANIMOUSLY RESOLVED: The Asset Register is current and correct, the Pond Liner has been removed from the list.

24.011 INSURANCE

Having reviewed the Insurance Policy Renewal, **Proposed Veronica Parker, Seconded Nikki White, UNANIMOUSLY RESOLVED** to renew with Zurich Municipal, renewal fee £418.06.

24.012 ANNUAL ACCOUNTS AND ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN 2023/24

a) Summary of Receipts and Payments for the 4th Quarter Ended and Year Ending 31st March 2024 were presented to Council as follows:

BALANCE BROUGHT FORWARD on 01/01/24	£22,074.02
ADD Total Receipts	£ 36.08
LESS Total payments	£ 2,096.56
Balance Carried forward 31/03/24	£20,013.54

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These cumulative funds are represented by:

Current Account Balance	£ 8,857.46
BB Inst Account Balance (Neighbourhood CIL)	£11,156.08
	£20,013.54

b) Council confirmed receipt of the Annual Internal Audit Report carried out by Farsight Consulting.

c) **Proposed Nikki White, Seconded Scott Neville and UNANIMOUSLY RESOLVED** the council certify themselves as exempt from a limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015 and they meet the criterial required to do so.
The Certificate of Exemption is signed by the Chairman Neal Day and Responsible Finance Officer Louisa Thomson.

d) Annual Governance and Accountability Return, variances report and bank reconciliation.

i) Annual Governance Statement 2023/24 – Council completed the Annual Governance Statement. **Proposed Nikki White, Seconded Scott Neville, UNANIMOUSLY RESOLVED** it is signed by Chairman Neal Day and Clerk Louisa Thomson.

ii) Accounting Statements 2023/24 – The Annual Accounts for the year ended 31st March 2024 were presented to council for approval. **Proposed Nikki White, Seconded David Eyre-Brook, UNANIMOUSLY RESOLVED** that the Accounting Statements 2023/24 are approved, and were signed by Chairman Neal Day, Clerk Louisa Thomson had signed before presenting to council.

iii) Notice of Public Rights dates Monday 3rd June 2024 to Friday 12th July 2024.

e) Conflict of Interest with BDO LLP Form
Proposed Simon Lane, Seconded Nikki White, UNANIMOUSLY RESOLVED that no members of Bentworth Parish Council have a conflict of interest with BDO, the form was signed by Chairman Neal Day and Clerk Louisa Thomson.

24.013 PLANNING
Council considered two planning applications, their comments are forwarded to East Hampshire District Council.

i. 38104/005 Hall Farm Grainstore, Holt End Lane, Bentworth **NO OBJECTION**
Construction of new grainstore, cattle barn, shed and hardstanding (part Remodelling following previous approval 38104/002)
Proposed Nikkie White, Seconded Scott Neville, UNANIMOUSLY RESOLVED: Bentworth Parish Council have no objection to this application.

ii. 60094 Land to the south of Glebe Fields, Station Road, Bentworth, Alton
Development of three 2 Storey Houses, two Chalet Bungalows and One Bungalow; New Access Road and Pedestrian Links; Hard and Soft Landscaping and Open Space; and Associated Works.

This item will be dealt with at a separate Planning Meeting, the following week, to allow Councillors more time to review the application.

Proposed Veronica Parker, Seconded Simon Lane, UNANIMOUSLY RESOLVED to suspend Standing Orders to allow members of the public to speak on the above application.

Members of the public addressed the Council.

Proposed Nikki White, Seconded Scott Neville, UNANIMOUSLY RESOVED to reinstate Standing Orders.

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24.014 ACCOUNTS 2024/25

Proposed Nikki White, Seconded Scott Neville, UNANIMOUSLY RESOLVED to approve the following payments:

a)	Louisa Thomson – Clerk Salary April 2024 (previously paid)	£504.60
b)	Louisa Thomson – Clerk's expenses April 2024	£ 94.71
c)	Zurich Municipal – Insurance renewal (if approved in item 13.)	£418.06
d)	April Skies Accounting – Internal Audit	£314.40
e)	Hampshire Association of Local Councils – Affiliation Fees and NALC Levy	£300.00
f)	SJL Contracting – Village Green grass cutting	£160.00
g)	DCK Payroll Solutions Ltd – Payroll and Year End processing	£ 72.36

24.014 SPEED INDICATOR DEVICE / SPEEDWATCH

i. AutoSpeedWatch Camera – Waiting for Hampshire Highways to install the posts for the cameras.

ii. AutoSpeedWatch Camera MPH threshold – **Proposed Veronica Parker, Seconded Simon Lane, UNANIMOUSLY RESOVED** the threshold is initially set at 45mph, this will be reviewed after a months data has been collected.

iii. Speed Indicator Sign – Report from David Maltby

SID Report for Wellers 7 April to 21 April

	to Pond	to Medstead	Total	
Vehicles recorded	9809	10464	20273	
31-35mph	2806	3592	6398	
36-40mph	724	959	1683	
41-45mph	162	166	328	
46-50mph	48	37	85	
51-60mph	12	12	24	
61-70mph	1	0	1	
>30mph	3753	4766	8519	(42.02%)
>35mph	947	1174	2121	(10.46%)

Vehicles travelling at 60mph or higher:
Sat 20 Apr 21:20 67mph towards Pond

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SID Report for Denyers 21 April to 5 May

	to Wellers	to Medstead	Total	
Vehicles recorded	11467	12110	23577	
31-35mph	4332	3973	8305	
36-40mph	1475	1200	2675	
41-45mph	311	276	587	
46-50mph	55	62	117	
51-60mph	17	19	36	
61-70mph	1	2	3	
>30mph	6191	5532	11723	(49.72%)
>35mph	1859	1559	3418	(14.50%)

Vehicles travelling at 60mph or higher:
Thu 25 Apr 15:44 61mph towards Medstead
Sat 27 Apr 19:31 60mph towards Medstead

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Wed 1 May     06:06    63mph    towards Wellers
Wed 1 May     20:35    60mph    towards Medstead
Fri 3 May     22:30    67mph    towards Medstead
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The numbers for the year to date for both directions are:
Vehicles recorded    162,569
>30mph                72,853  (44.81%)
>35mph                18,882  (11.61%)
18 travelling at 60mph or higher.

David
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24.015 COMMUNITY UPDATES

i) COMMUNITY CARE – have enough drivers and clients.
ii) NEIGHBOURHOOD WATCH – nothing to report.

24.016 COUNCILLOR UPDATES

- Village Pond – Council are investigating costs of repair / replacement of the linning.
- Litter Pick – will be carried out before the fete.
- Pot Holes – Councillors will be reporting all pot holes to Hampshire Highways. Individuals can report pot holes on the HCC website.
- Parish Council Newsletter – will be distributed next month.
- Website – working on email alerts being sent when new items are added to the website.
- Jubilee Noticeboard – repairs are due to be carried out in August / September.
- Parish Council Surgery – the last surgery was carried out on the 16th April.

24.017 ANNUAL PARISH MEETING

Will be held on the 4thJune following the monthly Parish Council meeting which will start at 7pm.

24.018 MEETING DATES

a) Council confirmed meetings will be held as follows:

2024		
June	4th	
July	2nd	
August	Meeting to be scheduled, if required.*	
September	3rd	
October	1st	
November	5th	
December	3rd	
2025		
January	Meeting to be scheduled, if required.*	
February	4th	
March	Meeting to be scheduled, if required.*	
April	1st	
May	6th	Annual Council Meeting
June	3rd	Annual Parish Meeting and Monthly Parish Council Meeting

b) Confirm the date of the next scheduled meeting is Tuesday 4th June 2024.

24.019 CLOSE OF MEETING – The Chair thanked all present for their attendance and closed the meeting at 8.56pm.

Signed……
Chair Bentworth Parish Council

4th June 2024