

STEVENTON PARISH COUNCIL MEETING - MINUTES

Monday 23rd October 2017, at 8pm at Steventon Village Hall

Contact: Rosina Forde, steventonpc@hotmail.com

1. **Councillors Present:** Peter Lees, Tony Carter, Harriet Aldridge, Mike Everton-Browne, Rosina Forde.

Apologies for Absence: None.

Public Present: John Smith, Karl Baker, Alan Drew.

2. **Declarations of Interests:** None.

3. **Meeting Open To The Public:** No public spoke.

4. **Minutes:** The minutes of the Parish Council Meeting held on 20 July 2018 were approved and signed.

5. **Matters Arising from Minutes:** None.

6. **Current Planning Applications:**

<https://www.steventonvillage.co.uk/planning/>

17/03118/HSE | Erection of new swimming pool building and associated garden walls | Oakdown House Ashe Park Lane Steventon RG25 3BJ

UNDECIDED

No objections from Parish Council

T/00351/17/TCA | 1 Lawson fir: fell. | Cedar Cottage Steventon Basingstoke Hampshire RG25 3BH

UNDECIDED

No objections from Parish Council

7. **Planning Compliance Issues: None**

8. **Highways and Village Appearance:**

There has been no progress with potholes. They are still in a dire state.

The joint application between Steventon and Overton Parish Councils to Hampshire Countryside Services to replace three stiles with gates on footpaths 6 and 13 has been approved. The grant funding is matched funding, so the Parish Council will be contributing some money as will Overton. We are waiting for confirmation of the amount which will be less than £300 and was approved in principle by the Parish Council at a previous meeting. The work will be done on the 25th and 31st of October by volunteers from Steventon and Overton, thank you John Smith and Paul Wright, and overseen by the Countryside Ranger Emma Broadbent.

Peter had planned to reduce the height of the hedge between Orchard House and the Church. However, Scottish & Southern Electricity appeared unannounced and is concerned about the small semi power box on the boundary as the hedge has grown up around it. They want to bring the height down themselves to seven foot six inches, and ensure that the box is exposed, and hopefully they will pay for the cost.

It was noted that a small dead tree is hanging over the road and resting on a wire along the lane towards the Deane Gate. The owner of the property where the tree is located will be contacted. TC

9. **Defibrillator:**

Being progressed by Peter. PL

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10. Notices, Correspondence and Circulars:

Basingstoke and Deane Borough Council wrote requesting information from us to justify future S106 contributions. These concern government regulations when house building. S106 contributions represent a provision supplied by the builder that can be spent on infrastructure, parks and open spaces. The Council also wanted to know what allotments we have. Neither of these issues is currently relevant to Steventon.

An email was received from North Waltham Parish Council commenting that a large lorry was seen reversing from the middle of Steventon up to the crossroads with Waltham Lane, and that there was no signage at the crossroads warning approaching vehicles of the low tunnel in Steventon. They experience similar problems of large lorries in North Waltham and offered their assistance in contacting Hampshire County Council. Steventon Parish Council noted that there is in fact large clear signage at these crossroads but it may have been partially obscured by the hedge which has recently been cut back. It was felt however that the best solution to stop large vehicles from entering Steventon was to stop them at North Waltham. Rosina to reply and offer to work together if so desired. RF

11. Finance:

Receipts: None

Payments: None

Current Balance: £1,116.55

The Council's external auditor, BDO, has notified us that their review of last year's annual return is complete and there were no issues. This was posted on the website and on the Notice Board, and an email sent to all parishioners.

A decision is needed about how much money the Parish Council should grant to the PCC for the churchyard. The Council discussed a reduction in the amount of the grant this year due to the reduction in the Council's funding. As it is a municipal churchyard we prefer to make a small nominal fee at least, despite our funds being tight. The decision will be deferred until January.

Peter confirmed that there was no need to have another meeting with village to discuss village finances.

As the Parish Council did not renew its subscription with the Hampshire Association of Local Councils, we have instead subscribed to CPALC (Communities, Parishes and Local Councils), annual fee £22.50. This is an independent national organisation providing information about, and to, town and parish councils

12. 2018/19 Parish Precept (Open to public for discussion)

Steventon Parish Council is proposing to raise a precept for the first time. An open discussion took place with the members of the public present. Peter explained the history of why this is now necessary. Harriet presented a paper on the rationale and estimated impact on households in the parish. See the attachment at the end of these minutes.

In previous years Steventon Parish Council, in common with other parish councils in the borough of Basingstoke and Deane, has received an annual grant of £1,100. The Parish Council is required to take out public liability insurance and also to conduct its meetings in public. Once these items have been funded the remaining grant has historically been spent on access projects (footpath gates) and maintaining village appearance (including

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an annual grant to the Parochial Church Council towards the maintenance of the churchyard).

Expenditure over the last five years and for the current year to date is summarised in the attached paper.

Comments and Questions from the public:

- I. It was felt that the proposed precept divided by eighty-two households in Steventon would be affordable.
- II. It was queried whether in future years a management fee might be imposed on the handling of the precept. It was felt that, as the precept is a tax that would not be allowed but the Parish Council will keep this under review.
- III. It was pointed out to the Parish Council that there is a need for on-going maintenance for the: The bus shelter, which is getting dry and needs another coating of preservative. The bench around the tree on the triangle needs a lot of maintenance. The footpath up the steps may require additional work in the future. The Council noted that ongoing maintenance projects had been taken into account as part of the precept considerations and that the level of the precept will be reviewed annually.

It was agreed that we should be prudent and raise a precept of £1200, in order to maintain expenditure at the average level over the last 5 years and try to maintain that level going forwards.

It was agreed that Harriet's paper should be posted on the website and an email sent to all parishioners notifying them of the paper and the agreed £1200 precept to be raised. The paper would also be posted on the Notice Board. RF

The Parish Council very much appreciated the three members of the public who attended the meeting and participated in the precept debate. It was noted that, in order to give all parishioners the opportunity to discuss the precept this meeting was very well advertised: the Agenda highlighted that the precept would be discussed; the Agenda was emailed to all parishioners with a covering note also highlighting the fact; the Agenda was also posted on the Notice Board. It was felt that nothing more could have been done to encourage more parishioners to attend. See attached Agenda with covering email.

13. Councillors' Announcements: None

14. Questions to the Chairman: None

15. Items for insertion in the Parish Magazine:
Status of current planning applications.

16. Next Meeting Dates 2017:
29th January 2018 at 8.00pm in the village hall.

Signed:, **Chairman**

Date:

Proposed Steventon Parish Council Precept for 2018/19

Steventon Parish Council is proposing to raise a precept for the first time: the rationale and estimated impact on households in the parish is set out below.

Previous funding arrangements and historic expenditure

In previous years Steventon Parish Council, in common with other parish councils in the borough of Basingstoke and Deane, has received an annual grant of £1,100. The Parish Council is required to take out public liability insurance and also to conduct its meetings in public; once these items have been funded the remaining grant has historically been spent on access projects (footpath gates) and maintaining village appearance (including an annual grant to the Parochial Church Council towards the maintenance of the churchyard).

Expenditure over the last five years and for the current year to date is summarised below:

	2012/13 £	2013/14 £	2014/15 £	2015/16 £	2016/17 £	2017/18 YTD £
Insurance	265	273	265	265	276	283
Hire of hall for public meetings	50	50	50	50	50	tbc
Grant to Steventon PCC	400	400	300	400	400	tbc
Jubilee mugs	224	-	-	-	-	-
Brass plaque for oak tree	75	-	-	-	-	-
Footpath gate	-	583	-	-	-	tbc
Flowers	-	60	11	12	-	8
Tree surgeon	-	-	-	350	-	-
Village signs	-	-	-	-	500	-
Telephone box						1,305*
Other	251	77	78	200	60	tbc
Total	1,265	1,443	704	1,277	1,286	1,596

**Note: additional grants of £805 and £544 were received from Basingstoke and Deane Borough Council and Hampshire County Council respectively for the telephone box project.*

Future funding arrangements

From 1 April 2017 the annual grant from Basingstoke and Deane Borough Council is being phased out: we received £733 for 2017/18; we will receive £366 in 2018/19 and £nil from 1 April 2019 onwards. We therefore need to raise additional funds in order to continue to maintain current levels of expenditure.

The Parish Council considered the potential level of the precept at its public meeting on 23 October 2017 and discussed the proposed precept with those parishioners present. Basingstoke and Deane

Borough Council has assisted in the preparation of an estimate of the impact of the proposed precept on households in the parish. This is an estimate and final figures will be confirmed later in the year.

	Potential precept total		
	£800	£1,100	£1,300
Council tax band	Estimated annual amount per household (£)		
A	5.33	7.33	8.67
B	6.22	8.56	10.11
C	7.11	9.78	11.56
D	8.00	11.00	13.00
E	9.78	13.44	15.89
F	11.56	15.89	18.78
G	13.33	18.33	21.67
H	16.00	22.00	26.00

The Parish Council agreed to raise a precept for 2018/19 of **£1,200** to maintain total expenditure at a level that is consistent with the average expenditure in previous years. The level of the precept will be reviewed annually towards the end of each calendar year.

The precept will be administered by Basingstoke and Deane Borough Council: it will feature as an additional line on Council Tax bills and will be collected in the same way as Council Tax before being paid over to the Parish Council.

Harriet Aldridge
Responsible Financial Officer

Re: Steventon Parish Council Meeting moved from 16th October --> 23rd October

Steventon Parish Council <steventonpc@hotmail.com>

Tue 07/11/2017 12:28

To: Steventon Parish Council <steventonpc@hotmail.com>;

From: Steventon Parish Council
Sent: 10 October 2017 12:55
Subject: Steventon Parish Council Meeting moved from 16th October --> 23rd October

Dear All,

Due to work commitments the next Steventon Parish Council Meeting has been rescheduled from 16th October --> 23rd October. It will take place in the village hall at 8.00pm.

For a copy of the meeting Agenda and the Minutes of the previous meeting held on 20 July please see here: <https://www.steventonvillage.co.uk/meetings/>

Note, one particular item on the Agenda that you might be interested in will be a discussion on raising a Parish Precept for the year 2018/19. This is because the Basingstoke & Deane Borough Council are phasing out grants for parish councils. This Agenda item will be open to the public for discussion.

Regards
Rosina

STEVENTON PARISH COUNCIL MEETING - AGENDA

Monday 23rd October 2017, at 8pm at Steventon Village Hall

Contact: Rosina Forde, steventonpc@hotmail.com

1. Present:
 - Councillors Present:
 - Apologies for Absence:
 - Public Present
2. Declarations of Interests:
3. Meeting Open To The Public (10 minutes):
4. Minutes: Approval of minutes of the Parish Council Meeting held on 20th July 2017.
5. Matters Arising from Minutes:
6. Current Planning Applications:
<https://www.steventonvillage.co.uk/planning/>

17/03118/HSE | Erection of new swimming pool building and associated garden walls | Oakdown House Ashe Park Lane Steventon RG25 3BJ
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UNDECIDED
No objections from Parish Council
7. Planning Compliance Issues:
8. Highways and Village Appearance:
9. Defibrillator:
10. Notices, Correspondence and Circulars:
11. Finance:
 - Receipts:
 - Payments:
 - Current Balance:
12. 2018/19 Parish Precept (**Open to public for discussion**)
13. Councillors' Announcements:
14. Questions to the Chairman:
15. Items for insertion in the Parish Magazine:
16. Next Meeting Dates 2017: