

GREYWELL PARISH COUNCIL

Minutes of the Greywell Parish Council meeting held in the Village Hall at 6pm on 5 February 2025

In attendance: - Cllr M. Barter, Cllr R. Cole, and Cllr H. Mogg

Also in attendance - Beverley Bridgman (Parish Clerk), District Cllr's C. Dorn & S. Highley and County Cllr J. Glen

Draft minutes subject to confirmation

1. Receive and accept apologies for absence

Apologies had been received and were accepted from Cllr Muir. The Earl of Malmesbury was, at the last moment, unable to attend

2. Receive and note any declarations of interest relevant to the Agenda

None received

3. The Chairman to approve as a correct record the minutes of the Parish Council meeting held on 27 November 2024

Approved and signed

4. Open the meeting to members of the public

No members of the public attended the meeting

5. Receive reports from County and District Cllrs

Both County and District Cllrs spoke of Local Government re-organisation within our area. In two years' time there will no longer be District, Borough or County councils. In their place will be a Pan-Hampshire Unity Authority. All existing County Councillors will now be involved with planning the re-organisation of Hampshire's local government structure and as a result there will be no County elections in 2025.

District Cllr Dorn advised the Hart District Council (HDC) Development Management Committee is considering Hart's 5 year housing land supply as current targets are not being achieved.

District Cllr Highley advised that following discussions within the Hart Overview and Scrutiny Committee a report and suggestion that the Multi Agency Flood Forum (MAFF) should continue, but only if it operates to a new approach and commitment from all key parties, will be put forward to Cabinet. There is also a recommendation to allow a further 12 months opportunity for the forum to work

6. Update of previous planning applications

Since the Parish Council meeting held on 27 November 2024 HDC has granted the following application:

Reference: 24/01901/FUL

Change of use of a disused cow shed to use ancillary to adjoining wellness centre for the purpose of the installation of 2 padel courts at Barnsgrove, White Lane, Greywell, RG29 1GF

7. Approve the Electronic Payment request for February

Approved - The electronic payment request and copies of all invoices had been circulated to Councillors prior to the meeting. The approved request can be found on the next page:

To	Item	Amount	Invoice number	Type
Staff	Salary February 2025	£364.00		
	Home Office Allowance February 2025	£16.50		
	Total	£380.50		SO
Staff	Expenses January 2025	£0.85	Feb 25	EP
Greywell Village Hall	Hall hire February 2025		tbc	EP

8. Note the current financial situation

Noted - The current financial situation can be found in Appendix A. Bank statements were circulated to Councillors prior to the meeting.

The balances as at 30 January 2025 were:

Current Account: £41.16

Savings Account: £9538.60

9. Note Q3 accounts

Noted. The Q3 accounts can be found in Appendix B

10. Note completion of the Parish Council application to claim Adverse Possession of land at the pumping station, approve the updated Asset Register and discuss tree maintenance on the land

Noted the Parish Councils application for a claim of adverse possession on land at the pumping station has been approved by Land Registry. Title documents have been received and will be held by the Parish Clerk, the area is named as "land on the North Side of Deptford Lane". The Parish Council has also received a refund of £10 against their application fee from Land Registry.

The Parish Clerk explained that as there is now legal paperwork to confirm the Parish Council own the land tree maintenance must be considered.

There are two options:

- A tree survey could be actioned by a qualified Arboriculturist who wouldn't complete any necessary maintenance work, so a quote would be unbiased, in this instance any liability for issues missed would fall on the Arboriculturist. A guide price for the survey of 14 trees and a full report would be £700 plus VAT.
- Alternatively Councillors may decide to "survey" the trees themselves in which case any liability would fall on the Parish Council. In both instances the Parish Council would have a duty to rectify any dangerous issues with the trees.

Discussed and agreed that, due to his knowledge of trees, The Earl of Malmesbury, along with Cllr Barter, will conduct a "survey" of the trees and provide a report at the next Parish Council meeting

11. Review and approve all Policies and Procedures

The following Policies were reviewed and approved and will be uploaded to the Parish website in due course:

- Publication Scheme
- Defibrillator Risk Assessment
- Grant Awarding Policy
- Appendix A for Document Retention and Disposal

- Document Retention and Disposal Policy
- Complaints Procedure
- Asset Register
- Standing Orders
- Data Protection Policy
- Code of Conduct
- Financial Regulations
- Asset Register
- Defibrillator Risk Assessment

Agreed the Parish Clerk will update the Parish Council Risk Assessment to include a check of trees on the Parish Council owned land at the Pumping Station. The updated document will be on the agenda for approval at the next Parish Council meeting

12. Discuss and agree whether to re-nominate the Fox and Goose as an Asset of Community Value (ACV)

Noted the existing ACV expires in May 2025. Discussed and agreed the Parish Council would like to re-nominate the Fox and Goose as an ACV. The Parish Clerk will complete the necessary paperwork and send to HDC

13. Note the Parish Councils support for a proposal from Upton Grey Parish Council for the temporary prohibition (during the winter) of mechanically propelled vehicles with three wheels or more on Byways Open to All Traffic (BOATs) - specifically the Fiveways BOAT

Noted

14. Discuss jobs for the Lengthsman visit on 10 March 2025

Discussed and agreed the Parish Clerk will liaise with Cllr's closer to the date of the visit

15. Note the Procurement Act 2023 which comes into effect on 24 February 2025

Noted

16. Confirm the date and time of the next meeting

Agreed the next meeting of the Parish Council will be at 6pm in the village hall on Wednesday 9 April 2025

There being no other business the meeting closed at 6.45pm

Greywell Parish Council Monthly Sheet for February 2025 (Appendix A)

Lloyds Current Account

Balance as at 21 November 2024

£6.26 (agrees statement dated 29 November 2024)

Payments

Date	To	Amount
28 November 2024	Greywell Village Hall Invoice 240033	£12.00
2 December 2024	Staff Salary & Home Office Allowance November	£380.50
2 December 2024	HALC Invoice 6989 (Training Course)	£57.60
30 December 2024	Staff Salary & Home Office Allowance December	£380.50
13 January 2025	CPRE renewal 2025-2026	£64.00
30 January 2025	Staff Salary & Home Office Allowance January	£380.50

Receipts

Date	From	Amount
25 November 2024	Lloyds Savings Account	£500.00
10 December 2024	Lloyds Savings Account	£400.00
13 January 2025	Lloyds Savings Account	£400.00
24 January 2025	Land Registry refund HP876420	£10.00

Balance on 30 January 2025

£41.16 (agrees screen shot dated 30 January 2025)

Lloyds Savings Account

Balance as of 21 November 2024

£10822.07 (agrees statement dated 6 December 2024)

Payments

Date		Amount
25 November 2024	Transfer to Lloyds current account	£500.00
10 December 2024	Transfer to Lloyds current account	£400.00
13 January 2025	Transfer to Lloyds current account	£400.00

Receipts

Date	From	Amount
9 December 2024	Bank Interest	£8.10
9 January 2025	Bank Interest	£8.43

Balance on 30 January 2025

£9538.60 (agrees screen shot dated 30 January 2025)

Total Balance on 30 January 2025

Lloyds Current Account	£41.16
Lloyds Savings Account	£9538.60
Unpresented cheques	Nil
Cancelled cheques	Nil
Net Bank Balance	£9579.76

Greywell Parish Council Q3 Accounts 31 December 2024

Incoming Payments

	Predicted 2024-2025	Already received
Precept	£7250.00	£7250.00
Bank Interest		£98.81
Grants		£0.00
VAT refund (not in budget)		£1246.10
S106 payment from HCC		£6716.13
Totals	£7250.00	£15311.04

Outgoing Payments

	Budget 2024-2025	Already paid	What's left in the budget
Salary	£4368.00	£3486.00	£882.00
Home Office Allowance	£198.00	£148.50	£49.50
Clerk's Expenses	£50.00	£0.00	£50.00
Administration	£75.00	£23.35	£51.65
Insurance	£389.00	£241.00	£148.00
Audit	£138.00	£125.00	£13.00
Venue Hire	£100.00	£48.00	£52.00
Website Management	£332.00	£18.00	£314.00
Repairs and Maintenance	£800.00	£435.00	£365.00
Subscriptions and Donations	£350.00	£261.00	£89.00
Chairmans Allowance	£50.00	£0.00	£50.00
Grants	£200.00	£0.00	£200.00
Training	£200.00	£48.00	£152.00
Adverse Possession		£0.00	
VAT		£1221.85	
SID		£5889.03	
Totals	£7250.00	£11944.73	£2416.15

No budget, agreed to be paid fr
Not included in budget as can b
Not included in budget, as using

Balance Carried Forward 31/3/24	£6639.52
ADD Total receipts (as above)	£15311.04
LESS Total payments (as above)	£11944.73
Total	£10,005.83

Current Account as at 31/12/2024	75.66
Savings Account as at 31/12/2024	£9930.17
Total	£10,005.83