



East Tisted Parish Council

Minutes of the Parish Council Meeting held on Thursday 19th March 2020 at 6.30pm in East Tisted Village Hall, Gosport Road GU34 3QW

- Summoned to attend:** Phil Cutts (Councillor, Chairman & Webmaster)
Helen Evison (Councillor, Clerk & RFO)
Peter Finch (Councillor, Chair Highways Working Group)
Colin Rule (Councillor & NW Co-ordinator)
- By Invitation:** Charles Louisson (District Councillor) – until 7.25pm
- Apologies:** Russell Oppenheimer (County Councillor)
Sandra Nichols (Councillor, Vice-Chairman)
Dan Ross (Hampshire Constabulary)
Mick Crumplin (Acting Chair, Village Hall Mngmnt Committee)

The meeting opened at 6.30pm

1. Apologies and welcome

The Chairman welcomed all and outlined the action taken to clean the Hall and furniture, the availability of handwashing facilities and need to remain 2m apart in response to the Covid- 19 outbreak.

Members discussed what might be done to support residents of the village. It was noted that the Village Shop were willing to help and to take orders. The Farm Shop would now open every Saturday until further notice. Also, some individual residents had offered support with shopping etc.

Apologies were received from RO, SN, DR and MC.

2. Declaration of interests

None.

3. Public forum

a. The Council noted receipt of written reports from RO, DR and MC.

b. CL reported that:

- East Hants had set their budget for 20/21. This was up by about 2%. This funding was ring-fenced for welfare. Currently there was a reserve of approximately £750,000 for welfare projects; they hoped to increase this. There was also £1m in reserve for the Community Project Scheme. This was for community capital projects and was accessed via a bidding process. £300,000 had been provided last year and a similar figure would be available this year. He would be happy to provide further information.

- Covid-19 was the dominant issue. The Council offices were to be shut down and decisions deferred. Planning decisions would be delegated wherever possible.

The Chairman thanked CL and closed the meeting for public participation.

4. Minutes of the previous meeting and matters arising

The minutes of the Parish Council meeting held on 17th December 2019 were accepted as a true and correct record and were signed by the Chairman.

Further to item 7 it was noted that SN had replied to NALC's consultation regarding the adequacy of police powers to tackle unauthorised encampments.

Other actions and matters arising were covered by today's agenda.



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5. Correspondence Received

PC summarised the update from SE Water regarding the project to install a new pumping station in Farringdon; they had purchased that land, were hoping to install the new station over the summer and have the project completed by the end of the year.

CR advised that work to replace the high tension wires on the national grid near Colemore was expected to take place in April/May and August/September. This was expected lead to the temporary closure of Shell Lane.

6. Website and Villager Engagement

a. PC advised that, as recently circulated, he had received a proposal from TEEC Ltd which would provide a solution to the three issues identified at the last meeting, namely update of the village website, meeting the latest Web Content Accessibility Guidelines (WCAG) and to discontinue the use of private email addresses.

TEEC offered a template based solution (see <https://myparishcouncil.co.uk/>) which would be updated periodically to reflect relevant standards. They offered hosting of the website and up to 10 e-mail accounts for £120 p.a.. They could also purchase a [.gov.uk](https://www.gov.uk) domain on behalf of ETPC at a cost of £99.98 for the minimum period of two years, i.e. total cost of £170 p.a. They could also offer migration services at a cost of about £1,000 but these were not needed as PC was willing to undertake this on a voluntary basis.

PC proposed that the Parish Council subscribe to the TEEC website template and ask them to purchase the relevant domain. This proposal was seconded by CR. All Councillors were in favour.

ACTION: Cllr Cutts

b. The 'Improving Communications' note had been partially distributed. This had already resulted in two requests to join the NW list. Councillors discussed whether it was appropriate to complete distribution of the note at this time. It was agreed to complete distribution within 10 days.

ACTION: Cllrs Cutts & Finch

c. CR advised that the trial of 'Groups IO' had not indicated any significant added value and suggested that this be discontinued once the new website was up and running. This proposal was agreed.

ACTION: Cllr Rule

d. It was agreed that the issue of communications had been adequately dealt with by the 'Improving Communications' note and planned new website. PF suggested that there was still scope to develop community cohesion around the shop and the Village Hall and that social media might provide the catalyst to increase usage of the Village Hall.

7. Facilities - Recreation Ground (Cricket Pitch)

PC advised that there had been no further communication from Rotherfield Estate or their solicitors regarding a new lease for the Recreation Ground. Thus, the Parish Council continued to hold a 'tenancy at will' on the same terms as the lease that had expired on 28th June 2019. Members discussed the need to fence the 'parking area' outside the cricket field. No action had been taken by the Estate. It was concluded that, as according to the expired lease which was still in operation, this area was the responsibility of the Estate so was not of immediate concern to the Parish Council.

8. Planning

Members noted receipt of SDNP/20/00148/APNB prior notification of a proposed agricultural building for the storage of straw and machinery at Hawkers Cross Farm, Hullam Lane, Newton Valence.

9. Highways

The Council thanked CL for providing a Councillor's grant of £750 towards the cost of speed control measures.



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PF and PC had met with Highways a few weeks ago, made good contacts and gained some useful information.

PF advised that there was a meeting with Ian Janes of Highways tomorrow to look at possible sites for poles for the portable speed indicator device on the A32 and Station Road, signage declutter and condition of the roads.

ACTION: Cllrs Cutts, Rule & Finch

As the signs were in relatively poor condition and due for replacement soon it may be possible to have these removed free of charge.

It was unlikely to be practical to pursue purchase of village gates. These were expensive as they had to be installed by approved third party contactors.

The portable speed indicator (with data collection unit), the purchase of which had been agreed at the last meeting, had not yet been ordered.

ACTION: Cllr Finch

7.25pm CL left the meeting

10. Responsible Financial Officer (RFO)

a. Members received and approved for signature by the Chairman the latest Quarterly Financial Statement and the Reconciliations relating to Bank Statements 24 and 25.

b. Councillors approved a grant of £650 to Rotherfield Park Cricket Club for maintenance of the recreation ground and a donation of £120 to the Village Hall Management Committee for use of the building from Parish Council meetings April 2020/March 2021.

c. Members received and reviewed the Budget Monitoring Report to 09.03.20 The RFO advised that the year-end forecast figures had been made on the assumption that expenditure on speed control measures would not be until 2020/21 but that the Councillor’s Grant would be received within the current financial year.

d. Members reviewed and agreed to adopt the updated Financial Regulations and systems of internal control (based upon the HALC model of 2019).

e. It was agreed to postpone the addition of Cllrs Rule and Finch as cheque signatories until after the Covid-19-related restrictions were lifted.

11. Meeting Schedule

It was agreed to retain the planned date, 6.30pm Thursday 21st May, for the next Parish Council Meeting and Annual Village Meeting. However, it was recognised that plans might need to change to take account of the development of the Covid-19 outbreak. The Clerk and Chairman would advise further in due course.

ACTION: Cllrs Cutts & Evison

There being no other business the Chairman closed the meeting at 7.40pm.

Helen Evison
Clerk and Responsible Financial Officer
March 2020

Agreed as a true and correct record.

Signature....., Chairman Date.....