

MINUTES OF A MEETING OF TADLEY TOWN COUNCIL HELD VIA ZOOM AT 7.30PM ON 4 MAY 2021

Present: Cllrs Atkinson, Burdett (Chairman), Flahive, Flake, Hankinson, Leeks, Lovegrove, Mullan, Page, Slimim, Spence and Witton

In Attendance: Clerk, Borough Cllrs Bound and Carruthers

Cllr Page expressed how much she had enjoyed her time serving as Chairman. She thanked Cllr Burdett for her help and support, in particular in the early days of her chairmanship. She also thanked the Clerk for her efficiency and organisation.

1. APOLOGIES

Received and accepted from Cllr Bower and County Cllr Mellor.

2. ELECTION OF CHAIRMAN

1/22FC It was

RESOLVED (12/0/0) that Cllr Burdett be elected to serve as Chairman for the coming year. Cllr Burdett then made her Declaration of Office and took the chair. Cllr Burdett gave a huge thank you to Cllr Page for her dedication to Tadley Town Council.

3. ELECTION OF VICE-CHAIRMAN

2/22FC It was

RESOLVED (12/0/0) that Cllr Leeks be elected to serve as Vice-Chairman for the coming year. Cllr Leeks then made his Declaration of Office.

4. DECLARATIONS OF INTEREST & DISPENSATION REQUESTS

There were no declarations of interest and dispensation requests.

5. MINUTES

3/22FC It was

RESOLVED (12/0/0) to receive and confirm the accuracy of the minutes of the meeting held 1 March 2021.

6. OPEN FORUM

There was no requirement for an open forum.

7. FORMATION OF COMMITTEES & ELECTION OF CHAIRMEN

4/22FC It was

RESOLVED (12/0/0) to form the following committees for the coming year:

In addition to Cllrs Burdett and Leeks who are automatically members of all committees,

Cllrs Atkinson, Bower, Flake, Hankinson, Knight, Slimin and Witton were elected to serve on the Recreation & Leisure Committee.

Cllrs Bower, Lovegrove, Mullan, Slimin, Spence and Whitton were elected to serve on the Highways & Planning Committee.

Cllrs Flahive, Hankinson and Mullan were elected to serve on the Personnel Committee.

Cllrs Atkinson, Spence and Whitton were elected to serve on the Burials Committee.

Cllrs Atkinson, Flahive and Leeks were elected to serve on the Christmas Tree Event Working Party.

Cllrs Burdett, Mullan and Spence were elected to serve on the Documents Working Party.

Cllrs Atkinson, Flahive and Leeks were elected to serve on the You Decide Working Party.

5/22FC It was

RESOLVED (12/0/0) to elect Chairman and Vice-Chairmen for the coming year:

Cllr Slimin as Chairman and Cllr Flake as Vice-Chairman of the Recreation & Leisure Committee.

Cllr Mullan as Chairman and Cllr Slimin as Vice-Chairman of the Highways & Planning Committee.

Cllr Hankinson as Chairman and Cllr Burdett as Vice-Chairman of the Personnel Committee.

Cllr Leeks as Chairman and Cllr Burdett as Vice-Chairman of the Burials Committee.

6/22FC It was

RESOLVED (12/0/0) that in addition to Cllrs Burdett and Leeks, who are automatically members of all committees, Cllrs Flahive, Hankinson, Leliveld, Lovegrove, Mullan, Slimin and Spence be elected to serve on the Finance & General Purposes Committee for the coming year.

7/22FC It was

RESOLVED (12/0/0) to elect Cllr Flahive as Chairman and Cllr Leeks as Vice-Chairman of the Finance & General Purposes Committee for the coming year.

8. APPOINTMENT/CONFIRMATION OF REPRESENTATIVES

Representatives were reminded to send copies of minutes of meetings to the Clerk.

8/22FC It was

RESOLVED (12/0/0) that representatives be appointed to serve on the following organisations in the coming year:

- a) Age Concern Tadley and District - Cllr Witton
- b) AWE Local Liaison Committee - Cllrs Burdett, Leeks, Mullan
- c) Barlows Park Management Association - Cllr Slimin
- d) Basingstoke and District Association of Parish Councils - Chairman & Vice Chairman
- e) Hampshire Association of Local Councils - Chairman & Vice Chairman
- f) Heath End Village Hall Trust - Cllr Lovegrove
- g) Tadley Elderly Day Care - Cllr Witton
- h) National Association of Local Councils - Chairman & Vice Chairman
- i) Pamber Forest Management Committee - Cllr Mullan
- j) Public Transport Representative - Cllr Slimin
- k) Tadley and District Community Association - Vacancy
- l) Tadley Citizens Advice Bureau - Cllr Slimin
- m) The Point Champions - Cllr Flake

9. TRUSTEES

- a) William Mothes/Ambrose Allen – Cllr D Leeks (21/11/23), Cllr S Mullan (18/5/23), Mr P Williams (18/5/23)
- b) Allotments for the Labouring Poor - Cllr A Burdett (1/3/24), Chris Spence (18/5/23) **Noted.**

10. SUBSCRIPTIONS

9/22FC It was

RESOLVED (12/0/0) to renew the following subscriptions at the appropriate date:

- a) Hampshire Association of Local Councils (£1719)
- b) National Association of Local Councils - Direct Information Service (£81)
- c) Society of Local Council Clerks (£262)
- e) Data Protection (£35)
- f) Institute of Cemetery & Crematorium Management (£95)
- g) Parish Online (£180)

11. DIRECT DEBITS & STANDING ORDERS

10/22FC It was

RESOLVED (12/0/0) to approve the following direct debits and standing orders:

Payee		Frequency
Direct Debits		
Basingstoke & Deane	Rates	Monthly
Basingstoke & Deane	Cemetery rates	Monthly
Business Credit Card		Ad hoc
Business Stream	Cemetery water	Half yearly
Castle Water	Office water	Monthly
EE	Mobiles	Monthly
Gradwell	Broadband	Monthly
Hampshire County Council	Pension	Monthly
HMRC	PAYE & NI	Monthly
Information Commission	Data Protection	Yearly
Inty Cascade	Email	Monthly
Ivideon	CCTV	Yearly
Land Registry		Ad hoc
Lloyds Bank	Account Fee	Monthly
Mainstream Digital	Telephone	Monthly
Sage	Software	Monthly
SGW Payroll Ltd	Payroll	Monthly
Southern Electric	Electric (skatepark)	Quarterly
UK Fuels		Ad hoc
Vision ICT	Website	Yearly
Standing Orders		
Chesmetalwork	Skatepark painting	4 times a year
Hanging Garden	Flower baskets	Yearly
Intratest	ND testing lights	Yearly
M&C Landscapes	Grounds maintenance	Monthly
Turbary Charity	Rent	Quarterly
Credit Card		
Adobe	Software	Yearly

12. ACCOUNTS

11/22FC It was

RESOLVED (12/0/0) to receive and sign a statement of receipts & payments for the month of March and April 2021.

12/22FC It was

RESOLVED (12/0/0) to acknowledge responsibility for the preparation of the accounts and to approve the Annual Governance Statement in Section 1 of the Annual Return.

13/22FC It was

RESOLVED (12/0/0) to approve the Accounting Statements in Section 2 of the Annual Return.

14/22FC It was
RESOLVED (12/0/0) to approve the 2020/21 Accounts.

15/22FC It was
RESOLVED (12/0/0) to note that the period of the elector's rights will be 14 June – 23 July 2021

13. CHAIRMAN AND VICE-CHAIRMAN'S REPORTS

Outgoing Chairman reported – On the 8 March I gave a presentation at the Inspiring Women meeting. This meeting was hosted by Maria Miller MP as part of the Government drive to encourage women to become volunteers in local government and school governor positions. On the 24 March I joined with other Councillors to discuss Tadley residents' concerns about the perceived rise of ASB incidents in the area with Inspector Hannah Luchesa. On the 31 March I joined with other Councillors to meet with a representative of Gigaclear to discuss installation of fibre broadband in Tadley and on the 24 April I attended the CPRE AGM. I also have an update from PCSO Bethany Ireland based at Tadley Police Station - In Tadley and Baughurst following on from reports of fires this has become a priority due to the risk it poses. Extra patrols in woodland areas will be taking place in response to this. Her patch of priority for Tadley is Wigmore Heath, Bishopswood Road Shops and surrounding area, this is in response to continuous anti-social behaviour reports. Her priority for Baughurst remains The Hurst College with children going on to site, on to roofs and having parties. Now that pubs are open, evening and daytime patrols will be conducted for engagement purposes. Shops will always be a main focus, making sure shops keepers and staff are safe and well. She has also taken over Beat 3 temporarily, which covers Highclere, Kingsclere, Burghclere, Ashford Hill, Bishops Green, Headley, Hannington and more, however Tadley and Baughurst still remain her beat and she will have extra help from colleagues to cover the area. Please do contact her at any time with any concerns or questions.

Outgoing Vice Chairman – No report.

14. COMMITTEES

16/22FC It was
RESOLVED (12/0/0) to receive and approve the reports of the Highways and Planning Committee held on 29 March and 26 April 2021.

17/22FC It was
RESOLVED (/0/0) to receive and approve the report of the Recreation and Leisure Committee held on 6 April 2021.

18/22FC It was
RESOLVED (12/0/0) to accept the recommendation **28/21FGP** in line with Tadley Town Council's policy to refuse a request from a resident to purchase a 3-meter-wide strip of land to the side of 10 Whitedown Road.

19/22FC It was
RESOLVED (12/0/0) to receive and approve the report of the Finance & General Purposes Committee held on the 6 April 2021.

15. REPORTS

Borough Cllr Bound reported: Wished Cllr Page all the best for the future. The LIDL planning application is going to appeal, written representations can be made up until 28 May.

Borough Cllr Carruthers reported: It is not yet clear whether the LIDL planning appeal will be held online or in person. Attended a meeting with the local Clinical Commissioning Group where residents concerns about GP surgeries in Basingstoke were discussed. The future of

the Ice Rink in Basingstoke is still not known and Basingstoke & Deane Borough Council are waiting for Planet Ice to come back with a revised proposal. Wished Cllr Page the best of luck for the future.

Borough Cllr Leeks reported: Had nothing further to add to his colleague’s reports.

Borough Cllr Lovegrove reported: Gave thanks to Cllr Page for all her work with Tadley Town Council and Tadley Elderly Day Care. Two Licensing meetings had been cancelled. Has received several reports of rats in Tadley. There are Government grants available for start-up companies in the area, the application process is run by Basingstoke & Deane Borough Council.

Cllr Flahive, Tadley Environmental Group (TEG) reported: Tadley Tree Trail will take place 31 May – 30 June, there will be three trails: Tadley, Baughurst and Pamber Heath and walkers can vote for their favourite trees. No Mow May is taking place with Tadley Town Council not mowing the open spaces in-between Almswood Road, Furze Road and Plantation Road and the A340, and the open spaces in Honeybottom Road and Carrington Crescent. At the next Full Council meeting July TEG will be asking Tadley Town Council to declare a climate emergency. The Great British Spring Clean is due to take place 28 May – 13 June.

Cllr Lovegrove, Heath End Village Hall reported: The hall is back up and running.

The meeting closed at 20.15pm.

Signed:

Dated: 5 July 2021

Tadley Town Council
Unreconciled Bank Transactions Report

Bank: Bank Account Current (1200)

Account Balance: £4,218.29

Reconciled Balance: £5,500.00

Date	Name	Reference	Type	Payment	Receipt
19/04/2021		PAYE March	Other Payment	1,281.71	0.00
TOTAL				£1,281.71	£0.00
				BALANCE	-£1,281.71

BANK RECONCILIATION		
Bank Statement Balance	PREMIUM ACCOUNT	36186.09
Bank Statement Balance	CURRENT ACCOUNT	5500.00
	Less uncleared payments	1281.71
	TRUE BANK BALANCE	40404.38
Sage Accounts	PREMIUM ACCOUNT	36186.09
Sage Accounts	CURRENT ACCOUNT	4218.29
	TOTAL ON BALANCE SHEET	40404.38

Tadley Town Council
Receipts and Payments Day Book Report

Receipt/Payment: Payments, Account: Bank Account Current (1200)

Trx No	Type	Date	Name	Ref	Net	VAT	Total
2191	Supplier Payment	01/03/2021	M&C Landscapes	SO			551.00
2292	Supplier Payment	01/03/2021	Kings DIY	Maintenance consumables			12.97
2185	Other Payment	02/03/2021		Land Registry	3.00	0.00	3.00
2215	Other Payment	02/03/2021		46 48 49/21 FC Grants	2,500.00	0.00	2,500.00
2296	Supplier Payment	02/03/2021	Vitaplay	Play area rep 10&11/21RL			2,526.33
2192	Supplier Payment	03/03/2021	UK Fuels Ltd	DD			71.26
2190	Supplier Payment	05/03/2021	Business Stream	DD			16.88
2278	Other Payment	05/03/2021		Public Works Loan Board	8,283.00	0.00	8,283.00
2200	Supplier Payment	08/03/2021	Inty Cascade	DD			97.03
2298	Supplier Payment	11/03/2021	Vitaplay	Play area rep 13/21RL			3,916.50
2189	Supplier Payment	12/03/2021	SGW Payroll	DD			38.88
2242	Supplier Payment	15/03/2021	HALC	Training Cllr Witton			36.00
2257	Supplier Payment	15/03/2021	Mainstream Digital	DD			10.58
2290	Supplier Payment	15/03/2021	Intratest	Lighting columns testing			720.00
2300	Supplier Payment	15/03/2021	P Hiscock	Grounds Maint			640.00
2221	Supplier Payment	17/03/2021	UK Fuels Ltd	DD			81.21
2304	Supplier Payment	18/03/2021	John Lawson	Grounds maint			120.00
2133	Other Payment	19/03/2021		PAYE Feb	1,290.51	0.00	1,290.51
2306	Supplier Payment	22/03/2021	Playdale	Play area rep 9/12/RL			2,350.37
2308	Supplier Payment	22/03/2021	EE	DD			64.70
2279	Supplier Payment	24/03/2021	UK Fuels Ltd	DD			76.12
2234	Other Payment	26/03/2021		Pension March	952.25	0.00	952.25
2236	Other Payment	26/03/2021		Net Wages March	3,630.25	0.00	3,630.25
2237	Supplier Payment	26/03/2021	Lloyds Bank	Lloyds Bank			15.00
2310	Supplier Payment	26/03/2021	SAGE	DD			26.40
2255	Supplier Payment	29/03/2021	Gradwell	DD			85.20
2312	Supplier Payment	29/03/2021	Vitaplay	Play area rep 10/21RL			542.04
						TOTAL	£28,657.48

Tadley Town Council
Receipts and Payments Day Book Report

Receipt/Payment: Receipts, Account: Bank Account Savings (1220)

Trx No	Type	Date	Name	Ref	Net	VAT	Total
2214	Other Receipt	03/03/2021		500490 Add ins Cottrell	51.00	0.00	51.00
2209	Other Receipt	08/03/2021		Add ins Fairhead	51.00	0.00	51.00
2277	Customer Receipt	08/03/2021	Spencer & Peyton Ltd				51.00
2212	Other Receipt	09/03/2021		500491 Add ins Vent	51.00	0.00	51.00
2224	Other Receipt	09/03/2021		Interest	0.44	0.00	0.44
2225	Other Receipt	11/03/2021		Add ins Cobb	51.00	0.00	51.00
2216	Customer Receipt	12/03/2021	Tadley Funeralcare				1,644.00
2266	Other Receipt	12/03/2021		Recharge Mothes AA AL TAC	482.00	0.00	482.00
2238	Customer Receipt	15/03/2021	Tadley Funeralcare				296.00
2270	Other Receipt	17/03/2021		500492 Hall	1,644.00	0.00	1,644.00
2267	Other Receipt	18/03/2021		Recharge CAB	341.32	0.00	341.32
2271	Other Receipt	18/03/2021		500493 Miller & Lowe	292.00	0.00	292.00
2261	Customer Receipt	22/03/2021	Cash	500494			51.00
2268	Customer Receipt	22/03/2021	Miles & Daughters Funeral Directors				73.00
2272	Other Receipt	26/03/2021		500495	148.00	0.00	148.00
2276	Other Receipt	31/03/2021		500496	446.00	0.00	446.00
						TOTAL	£5,672.76

Tadley Town Council
Receipts and Payments Day Book Report

Receipt/Payment: Payments, Account: Lloyds Bank Credit Card (1260)

Trx No	Type	Date	Name	Ref	Net	VAT	Total
2243	Other Payment	15/03/2021		HCC	30.00	0.00	30.00
						TOTAL	£30.00

Unreconciled Bank Transactions Report

Bank: Bank Account Current (1200)

Account Balance: £4,184.46

Reconciled Balance: £5,500.00

Date	Name	Reference	Type	Payment	Receipt
17/05/2021		PAYE April	Other Payment	1,315.54	0.00
TOTAL				£1,315.54	£0.00
				BALANCE	-£1,315.54

BANK RECONCILIATION		
Bank Statement Balance	PREMIUM ACCOUNT	144902.72
Bank Statement Balance	CURRENT ACCOUNT	5500.00
	Less uncleared payments	1315.54
	TRUE BANK BALANCE	149087.18
Sage Accounts	PREMIUM ACCOUNT	144902.72
Sage Accounts	CURRENT ACCOUNT	4184.46
	TOTAL ON BALANCE SHEET	149087.18

Tadley Town Council
Receipts and Payments Day Book Report

Receipt/Payment: Payments, Account: Bank Account Current (1200)

Trx No	Type	Date	Name	Ref	Net	VAT	Total
2319	Other Payment	01/04/2021		TAC Rent Q2	3,016.00	0.00	3,016.00
2332	Other Payment	06/04/2021		S Haines (newsletter)	300.00	0.00	300.00
2336	Supplier Payment	06/04/2021	M&C Landscapes	SO			551.00
2371	Supplier Payment	06/04/2021	Kings DIY	Maint Consumables			9.98
2428	Supplier Payment	06/04/2021	HALC	Annual subs			1,719.10
2434	Supplier Payment	07/04/2021	UK Fuels Ltd	DD			73.77
2367	Supplier Payment	08/04/2021	Inty Cascade	DD			95.54
2374	Supplier Payment	08/04/2021	Chesmetal Work	Skatepark 15/21RL			1,325.00
2375	Supplier Payment	08/04/2021	M&C Landscapes	DD			818.17
2369	Supplier Payment	09/04/2021	SGW Payroll	DD			38.88
2368	Supplier Payment	12/04/2021	Southern Electricity	DD			157.24
2355	Supplier Payment	13/04/2021	Arco Wessex	Clothing			48.95
2373	Supplier Payment	14/04/2021	Mainstream Digital	DD			12.52
2403	Supplier Payment	17/04/2021	M&C Landscapes	Bishopswood Stream			1,800.00
2380	Other Payment	19/04/2021		Land Registry	3.00	0.00	3.00
2404	Supplier Payment	19/04/2021	ICCM	Subscription			95.00
2372	Supplier Payment	20/04/2021	Castle Water	DD			17.90
2353	Supplier Payment	21/04/2021	SGW Payroll	DD			38.88
2376	Supplier Payment	21/04/2021	EE	DD			65.46
2377	Supplier Payment	21/04/2021	UK Fuels Ltd	DD			75.94
2432	Supplier Payment	22/04/2021	Basingstoke & Deane Borough Council	DD			256.85
2405	Supplier Payment	26/04/2021	SAGE	DD			26.40
2406	Supplier Payment	27/04/2021	Elmdale Maintenance	Photocopier			15.26
2346	Supplier Payment	28/04/2021	Lloyds Bank	DD			15.00
2389	Other Payment	28/04/2021		Pension April	1,007.33	0.00	1,007.33
2391	Other Payment	28/04/2021		Net wages April	3,652.42	0.00	3,652.42
2436	Supplier Payment	28/04/2021	UK Fuels Ltd	DD			76.85
2366	Supplier Payment	29/04/2021	Gradwell	DD			85.20
2426	Other Payment	30/04/2021		PAYE March	1,290.71	0.00	1,290.71
						TOTAL	£16,688.35

Tadley Town Council
Receipts and Payments Day Book Report

Receipt/Payment: Receipts, Account: Bank Account Savings (1220)

Trx No	Type	Date	Name	Ref	Net	VAT	Total
2318	Customer Receipt	01/04/2021	Tadley Funeralcare				73.00
2413	Other Receipt	09/04/2021		M J Sly	158.00	0.00	158.00
2414	Other Receipt	09/04/2021		Bank Interest	0.32	0.00	0.32
2415	VAT Payment	09/04/2021		VAT Reclaim			2,935.61
2440	Other Receipt	15/04/2021		500497	78.00	0.00	78.00
2408	Customer Receipt	16/04/2021	Tadley Funeralcare				298.00
2409	Customer Receipt	16/04/2021	Tadley Funeralcare				296.00
2382	Other Receipt	17/04/2021		500498	451.00	0.00	451.00
2410	Customer Receipt	19/04/2021	Tadley Funeralcare				149.00
2394	Other Receipt	22/04/2021		Precept Litter/Grass Grt	120,161.84	0.00	120,161.84
2437	Other Receipt	27/04/2021		M J Sly	79.00	0.00	79.00
2438	Other Receipt	28/04/2021		M J Sly	136.00	0.00	136.00
2398	Customer Receipt	29/04/2021	Tadley Funeralcare				148.00
2416	Other Receipt	30/04/2021		LAMIT Propert Fund	471.21	0.00	471.21
						TOTAL	£125,434.98

Tadley Town Council
Receipts and Payments Day Book Report

Receipt/Payment: Payments, Account: Lloyds Bank Credit Card (1260)

Trx No	Type	Date	Name	Ref	Net	VAT	Total
2320	Other Payment	01/04/2021		UK Packaging	267.48	53.50	320.98
2337	Other Payment	06/04/2021		Post Office	2.25	0.00	2.25
2321	Other Payment	10/04/2021		Microsoft	59.99	0.00	59.99
2356	Other Payment	13/04/2021		Post Office	6.85	0.00	6.85
2379	Other Payment	15/04/2021		Viking	75.06	8.68	83.74
						TOTAL	£473.81