

# BURGHCLERE PARISH COUNCIL

Clerk: Mrs J Letsome, Portal Hall, Church Lane, Burghclere, RG20 9HX  
07851 956078 E-mail: [clerk@burghclerepc.com](mailto:clerk@burghclerepc.com)

**Parish Councillors are summoned to a meeting of Burghclere Parish Council on  
Monday 4<sup>th</sup> March 2024 at 7pm**

**to be held in the Portal Hall Club Room**

## A G E N D A

### 1. Apologies

Received from:

- *Cllr Patrick-Smith*

### 2. Declaration of members' interests for this meeting

- *To be submitted to the Clerk prior to the meeting*

### 3. Confirm minutes of the Ordinary Council Meeting held on 5<sup>th</sup> February 2024

- *To be circulated prior to the meeting*

### 4. Review progress of actions from meeting held on 5<sup>th</sup> February 2024

- *As given at end of agenda*

### 5. To receive minutes of Pinder Recreation Trust meeting held 8<sup>th</sup> January 2024

- *To be circulated and accepted as a report to this meeting.*

### 6. County councillor report

### 7. Borough councillor report

### 8. Parishioners' open time

### 9. Chairman's comments

### 10. Planning applications and appeals received since 5<sup>th</sup> February 2024

- **To consider:**

24/00353/HSE Greenmantle Ox Drove Burghclere RG20 9JS

Proposed replace roof with new raised height, and new first floor, single storey rear extension and associated alterations

**Response due:** 11<sup>th</sup> March 2024

**Documents available here:**

[24/00353/HSE | Proposed replace roof with new raised height, and new first floor, single storey rear extension and associated alterations. | Greenmantle Ox Drove Burghclere Hampshire RG20 9JS \(basingstoke.gov.uk\)](#)

T/00093/24/TPO Fernlea Heatherwold Newtown  
T1 Copper beech: prune.

**Response due:** 1<sup>st</sup> March 2024 (extension agreed)

**Documents available here:**

[T/00093/24/TPO | T1 Copper beech: prune. | Fernlea Heatherwold Newtown Newbury Hampshire RG20 9BG \(basingstoke.gov.uk\)](#)

24/00297/OUT Workshop Tothill Burghclere Hampshire  
Proposed detached dwelling with detached garage following the demolition of group of buildings formerly a builders yard.

**Response due:** 6<sup>th</sup> March 2024

**Documents available here:**

[24/00297/OUT | Proposed detached dwelling with detached garage following the demolition of group of buildings formerly a builders yard. | Workshop Tothill Burghclere Hampshire \(basingstoke.gov.uk\)](#)

24/00347/OOBC Sandford Park West Warren Road Newbury RG14 6NH  
Outline application for the phased delivery of up to 360 dwellings.  
NB: To be decided by West Berkshire Council.

**Response due:** 7<sup>th</sup> March 2024

**Documents available here:**

[23/01585/OUTMAJ | Outline application for the phased delivery of up to 360 dwellings; demolition of Warren House and other buildings; widening of Warren Road to provide access through to Andover Road to the west; emergency access via Kendrick Road; provision of open space; drainage, walking, cycling, green and other associated infrastructure, including 40% affordable housing provision. All matters to be reserved, except for access into the site for vehicles, pedestrians and cycles along the Warren Road corridor. | Sandford Park West New Warren Farm Warren Road Newbury RG14 6NH \(westberks.gov.uk\)](#)

• **To note:**

- Planning Applications received for consultation after the meeting agenda has been published may also be considered.
- Planning Applications currently being considered/in appeal to be reviewed as required.

- Decisions recorded by B&DBC since previous meeting:

**T/00408/23/TPO** Hawthorn House Laurel Bank Burghclere RG20 9AH  
Granted

## **11. Planning update**

## **12. Community Engagement**

- *To review draft of March “Burghclere Bulletin”*

## **13. Sports Club**

- *Receive update on progress.*

## **14. Renewable Energy and Climate Change.**

## **15. Electric Vehicle Chargers**

- *Receive updated information if available.*

## **16. Road matters.**

## **17. Footpaths report**

## **18. Tree report**

- *To receive update on work to Oak on path from Sports Club to School.*

## **19. Website/IT update**

- *Parish*
- *Pinder*

## **20. S106 contributions**

- *Update on request relating to creation of Millennium Garden path.*

## **21. Policies**

To review:

- *Financial Risk Assessment*
- *Code of Conduct*

## **22. Accounts**

- *All documents to be circulated prior to the meeting:*
  - *To note monthly payments previously approved and approve any additional payments,*
  - *To receive and note monthly bank reconciliation.to 27<sup>th</sup> February 2024*
  - *To note actual/budget for 23/24 as 27<sup>th</sup> February 2024*

### 23. Staffing Committee (Confidential item)

- *Update*

### 24. Clerk's report

### 25. Annual Assembly

- *To confirm date amended to Tuesday 14<sup>th</sup> May 2024*

### 26. Future meetings

- *The next Ordinary meeting will be held on Monday 8<sup>th</sup> April 2024 at 7pm.*

*Public or Press are welcome to attend. Alternatively, Parishioners are invited to submit comments to the Clerk via telephone - 07851 956078 or email – [clerk@burghclerepc.com](mailto:clerk@burghclerepc.com).*

*The meeting minutes will be published on the parish website – [www.burghclerepc.co.uk](http://www.burghclerepc.co.uk).*

**Jacqui Letsome, Clerk** – 27<sup>th</sup> February 2024

### **Actions from February meeting:**

<b>Item No:</b>	<b>Action</b>	<b>Due by</b>	<b>Progress</b>	<b>Owner</b>
220	Upload 8 <sup>th</sup> January 2024 meeting minutes to website		Actioned	Clerk
221 (c/f)	Research alternative email providers			Cllr Crowley
226	Write to Thames Water		Actioned	Cllr Carrow
227	Respond to planning application.		Actioned	Clerk
228	Submit Local Plan Update consultation response by 4 March.			Chair
229	Update and circulate Burghclere Bulletin		Actioned	Clerk
232	Review draft licence and send comments to Cllr Crowley			Cllr Parkes
236	Submit Lengthsman Schedule		Actioned	Clerk
237	Liaise with Cllr Crowley re logo for website.		Actioned	Clerk

240	Finalise new policy documents and upload to website.		Actioned	Clerk
241	Progress payments.		Actioned	Clerk/Chair
242	Arrange meeting with Litterwarden.		Actioned	Clerk