

# 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 5<sup>th</sup> December 2022 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 7<sup>th</sup> November 2022**

- *To be circulated prior to the meeting*

**4. Review progress of actions from meetings held on 7<sup>th</sup> November 2022**

- *As given at end of agenda*

**5. To receive minutes of Pinder Recreation Trust meeting held 3<sup>rd</sup> October 2022**

- *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 7<sup>th</sup> November 2022:**

**To consider:**

- T/00503/22/TPO 2 Sandham Gardens Burghclere Hampshire RG20 9AW  
Oak T1: prune. Oak T2: deadwood (exempt) Oak T3: prune

Documents available here:

[T/00503/22/TPO | Oak T1: prune. Oak T2: deadwood \(exempt\) Oak T3: prune.  
| 2 Sandham Gardens Burghclere Hampshire RG20 9AW \(basingstoke.gov.uk\)](#)

**Response due by:** 5<sup>th</sup> December 2022 (will accept comments after meeting)

- T/00514/22/TPO Woodside Ayres Lane Burghclere  
Oak T1: prune.

Documents available here:

[T/00514/22/TPO | T1 Oak Tree - prune. | Woodside Ayres Lane Burghclere Newbury Hampshire RG20 9HG \(basingstoke.gov.uk\)](#)

**Response due by:** 14th December 2022

**To note:**

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

**To note decisions recorded by B&DBC since previous meeting:**

- 22/02617/RET Welcombe Winchester Road Burghclere RG20 9DX  
retrospective application for conversion of garages into living selfcontained annexe with the addition of a bay window to the rear  
**Granted**
- 22/02727/HSE Periwinkle Cottage 9 West Street Burghclere RG20 9LD  
Removal of existing garage and replacement garage  
**Granted**
- 22/02845/HSE Griord House Broken Way Adbury Holt Newtown  
Installation of a glass canopy  
**Granted**

**To note application targeted for inclusion in Development Control Committee 7<sup>th</sup> December:**

- 22/00832/FUL Signal Box Farm Spring Lane Burghclere  
Erection of an agricultural barn

## 11. Planning update

- *Local Plan Update*
- *Neighbourhood Plan:*
  - *Feedback from Regulation 14 consultation. Consideration of Regulation 15 documentation and agreement. Approve submission to B&DBC for Regulation 16 consultation.*
  - *Orchard Homes*

## 12. Electric Vehicle Chargers

- *Review updated quotes and agree next steps*

### **13. Pre-School**

- *Update on continued discussions between Pre-School, WI and members of Pinder Management Committee regarding Portal Hall use. Consider and agree future policy.*

### **14. Road matters.**

- *Road cleaning.*

### **15. Footpaths report.**

### **16. Hampshire 2050 Climate Change.**

- *The Greening Campaign*

### **17. Tree report.**

- *To review quotes received and agree next steps.*

### **18. Defibrillator**

- *Agree disconnection of decommissioned defibrillator located at Carpenters Arms*

### **19. Lengthsman**

- *To note next scheduled visit – 17<sup>th</sup> January 2023 and agree tasks.*

### **20. Website/IT update**

- *Parish*
- *Pinder*

### **21. Documents for review and agreement**

All documents to be circulated prior to the meeting.

- *Data Protection Policy*
- *Review updated Action and Strategic Objectives plan for year commencing 1.4.23*

### **22. Staffing matters (confidential item)**

- *Update on Litter Picker recruitment*

### **23. 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 and budget monitoring document.*

- To continue review of draft budget 23/24

## 24. Clerk's report

## 25. Future meetings

Monday 9<sup>th</sup> January 2023

*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** – 30<sup>th</sup> November 2022

### **Actions from November meeting**

<b>Item No:</b>	<b>Action</b>	<b>Due by</b>	<b>Progress</b>	<b>Owner</b>
139	Upload 3 <sup>rd</sup> October minutes to website		Actioned	Clerk
140 c/f	Complete guide to the FLIR camera attachment.			Cllr Carrow
140 c/f	Progress Countryside Stewardship application re Burghclere Common		Ongoing	Clerk
143	Submit article re dog behaviour for monthly news.		Actioned	Cllr Carrow
144	Submit article re February flooding for monthly news.		Actioned	Cllr Carrow
145	Submit planning consultation responses.		Actioned	Clerk
146	Promote B&DBC budget consultation in monthly news.		Actioned	Clerk
149	Report outstanding pothole repairs.			Cllr Patrick-Smith
153	Inform grant applicants of outcome.		Actioned	Clerk
154	Upload reviewed policies to website.		Actioned	Clerk
155	Progress advertising of Litter Picker vacancy.		Actioned	Clerk

155	Draft amended contract letter for approval re Clerk hours as of 1.4.23.			Clerk/ Staffing Committee
156	Progress approved payments.		Actioned	Clerk/CLlr Carrow
156	Prepare amended budget for review in December meeting.		Actioned	Clerk
157	Progress submission of older signed minutes for archiving.			Clerk