

BURGHCLERE PARISH COUNCIL

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

**Parish Councillors are summoned to a meeting of Burghclere Parish Council on
Monday 6th June 2022 at 7pm**

to be held in the Portal Hall Club Room

A G E N D A

1. Apologies

- Cllr Crowley

2. Declaration of members' interests for this meeting

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

3. Confirm minutes of the Annual Council Meeting held on 9th May 2022

- *To be circulated prior to the meeting*

4. Confirm minutes of the Ordinary Council Meeting held on 9th May 2022

- *To be circulated prior to the meeting*

5. Review progress of actions from meetings held on 9th May 2022

- *As given at end of agenda*

6. Notes of the Annual Parish Assembly held on 17th May 2022

To receive and accept as a true record.

7. To receive minutes of Pinder Recreation Trust meeting held 4th April 2022

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

8. Declaration of Acceptance – Cllr Wason

- *To confirm signing.*

9. Co-option to existing vacancy

10. General Power of Competency

- To resolve BPC meets the criteria required for eligibility as set out by the *Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012*. *The criteria has been met by having:*
 - *two thirds of its councillors elected.*
 - *a qualified Clerk*

11. County councillor report

12. Borough councillor report

13. Parishioners' open time

14. Chairman's comments

15. Planning applications and appeals received since 9th May 2022:

To consider:

- 22/01381/LDEO Whitway Farm Industrial Units Winchester Road Whitway
Certificate of lawfulness to confirm that the development permitted under 20/00015/RES has been lawfully commenced on site

Copies of documents and plans can be found here:

[22/01381/LDEO | Certificate of lawfulness to confirm that the development permitted under 20/00015/RES has been lawfully commenced on site | Whitway Farm Industrial Units Winchester Road Whitway Burghclere Hampshire RG20 9LF \(basingstoke.gov.uk\)](#)

Response due by: 8th June 2022

- 22/01423/RET Ayres House Ayres Lane Burghclere RG20 9HG
Retrospective planning application for existing timber stable block/garden storage building together with a Change of Use of paddock land to residential garden amenity land

Copies of documents and plans can be found here:

[22/01423/RET | Retrospective planning application for existing timber stable block/garden storage building together with a Change of Use of paddock land to residential garden amenity land | Ayres House Ayres Lane Burghclere Hampshire RG20 9HG \(basingstoke.gov.uk\)](#)

Response due by: 16th June 2022

The following consultation required a response prior to this meeting:

- 22/01162/LDED Annexe At Froyle House Harts Lane RG20 9JN
Certificate of Lawfulness for the existing use of the Annexe at Froyle House as a single dwelling house

Response considered by Planning Group and submitted:

“The Parish Council is disappointed but not surprised at this application, which will be dealt with by legal officers. We wish to point out that 16/01428/LPDO was granted despite the parish councils misgivings at the time and our request that its use must always remain that of which is stated in the application. We note that the application specifically acknowledges that the owners have breached planning controls in paras 3.3-3.5 of the application over the last 6 years in converting what had been agreed into a dwelling house. We deplore this action and wish to register our objection to this proposal.”

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.
- 21/00228/OUT Land to rear of Millbrook House – update

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

- 22/00767/FUL Brices Well Street
Erection of a detached 2 bedroom bungalow and associated access on the side garden of the existing property

Refused

16. Planning update

- *Local Plan Update*
- *Neighbourhood Plan:*
 - *Review*
 - *Orchard Homes*

17. Road matters.

- *Hampshire County Council’s Local Transport Plan*

18. Footpaths report

19. Playground Project

- Update

20. Hampshire 2050 Climate Change

21. Website/IT update – to include fibre network scheme

- *Parish*
- *Pinder*

22. Queen's Platinum Jubilee

Cllr Whiting to provide feedback

23. Community Engagement

- *To include review of draft policy.*

24. Documents for review and agreement

- *Review role descriptions for:*
 - *Tree Officer*
 - *Footpaths Officer*

25. Lengthsman

- *To note schedule of visits for 22/23.*

26. Signing of Minutes from meeting held on 4th May 2021

- *To agree signing of minutes of meeting held on 4th May 2021 as accepted during meeting held on 7th June 2021.*

27. Accounts

All documents to be circulated prior to the meeting:

- *To review internal auditor report for year ending 31st March 2022*
- *To review and approve Annual Governance and Accountability Return 2021/22:*

Section 1 – Annual Governance Statement 2021/22

Section 2 – Accounting Statements 2021/21

- *To agree dates re exercise of public right to inspect*
- *To note monthly payments previously approved and approve any additional payments, including approval of Clerk's additional hours and reimbursement of SLCC subscription fee.*
- *To agree amendment to Litterwarden payment arrangements.*
- *To receive and note monthly bank reconciliation and budget monitoring document*

28. Clerk's report

29. Future meetings

Monday 4th July 2022

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.

The meeting minutes will be published on the parish website – www.burghclerepc.co.uk.

Actions from May meeting

Item No:	Action	Due by	Progress	Owner
17	Upload April minutes to website		Actioned	Clerk
20	Add Hampshire County Council's Local Transport Plan 4 to June agenda		Actioned	Clerk
22	Progress actions re prevention of fly-tipping.			All
22	Establish responsibilities re Japanese Knotweed clearance.			Cllr Izett
22	Contact PCSO re rally drivers.		Actioned	Clerk
24	Upload responses to Planning Applications		Actioned	Clerk
25	Arrange meeting between Orchard Homes and Borough Cllrs Izett and Carr.		Actioned	Cllr Carrow
29	Complete guide to the FLIR camera attachment.		In progress	Cllr Carrow
30	Encourage Fibre Networks to remove and "make good" prior to Jubilee weekend.		Actioned	Cllr Crowley
30	Add communications strategy to June agenda		Actioned	Clerk
31	Sign and return Jubilee Grant acceptance form		Actioned	Clerk
32	Upload amended documents to website.		Actioned	Clerk
33	Progress payments to be made.		Actioned	Cllr Carrow
34	Complete Clerk's Pension arrangements			Cllr Crowley