

# 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 6<sup>th</sup> March 2023 at 7pm**

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

## A G E N D A

**1. Apologies**

Received from 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 Ordinary Council Meeting held on 6<sup>th</sup> February 2023**

- *To be circulated prior to the meeting*

**4. Review progress of actions from meeting held on 6<sup>th</sup> March 2023**

- *As given at end of agenda*

**5. To receive minutes of Pinder Recreation Trust meeting held 9<sup>th</sup> January 2023**

- *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 6<sup>th</sup> February 2023:**

**To consider:**

- 23/00299/LBC Ridgemoor Cottage West Street Burghclere RG20 9LB  
Installation of a flue connected to a wood burner  
Documents available here:

[23/00299/LBC | Installation of a flue connected to a wood burner | Ridgemoor Cottage West Street Burghclere Hampshire RG20 9LB \(basingstoke.gov.uk\)](#)

**Response due by:** 3<sup>rd</sup> March 2023 – comments will be accepted after the meeting date.

- 23/00297/FUL Heatherwold Stud Farm Ox Drove Burghclere RG20 9DU  
Construction of drainage infrastructure to facilitate use of part of paddock as sand arena and creation of landscaped bund.

Documents available here:

[23/00297/FUL | Construction of drainage infrastructure to facilitate use of part of paddock as sand arena and creation of landscaped bund. | Heatherwold Stud Farm Ox Drove Burghclere Hampshire RG20 9DU \(basingstoke.gov.uk\)](#)

**Response due by:** 3<sup>rd</sup> March 2023 – comments will be accepted after the meeting date.

- T/00068/23/TPO 2 Sandham Gardens Burghclere RG20 9AW  
Application to remove Holly to the rear of garden within blanket TPO area.

Documents available here:

[T/00068/23/TPO | Application to remove Holly to the rear of garden within blanket TPO area. | 2 Sandham Gardens Burghclere Hampshire RG20 9AW \(basingstoke.gov.uk\)](#)

**Response due by:** 13<sup>th</sup> March 2023

**To note:**

- Planning Applications received for consultation after the meeting agenda has been published may also be considered.
- Appeals
  - 23/00005/REF Land at Manor Farm Old Burghclere Newbury Hampshire RG20 9NS  
Erection of steel portal framed building to be used as an on-floor grain dryer and store  
**Lodged**
- Planning Applications currently being considered to be reviewed as required:
  - 22/03203/FUL Land Between the Junction Of Winchester Road And Harts Lane Burghclere  
**Update**
- Decisions recorded by B&DBC since previous meeting:
  - 23/00057/GPDE Ivy Cottage Ox Drove Burghclere RG20 9HJ  
Erection of a single storey rear extension (permitted development notification)  
**Granted**
  - 23/00004/HSE Treetops Harts Lane Burghclere RG20 9JN  
Construction of a wheelchair store  
**Granted**

## **11. Planning update**

- *LURB: reforms to national planning policy*
- *Local Plan Update*
- *Neighbourhood Plan*

## **12. Electric Vehicle Chargers**

- *Receive updated information*

## **13. Road matters.**

## **14. Footpaths report.**

## **15. Hampshire 2050 Climate Change.**

## **16. Lengthsman**

- To note:
  - Next date – 16<sup>th</sup> March 2023 and agree tasks.
  - Agree continuation as an associate member of Lengthsman cluster for year commencing 1<sup>st</sup> April 2023.

## **17. Website/IT update**

- *Parish*
- *Pinder*

## **18. Coronation**

- *Update*

## **19. Co-option to casual vacancy**

- *To note vacancy and expressions of interest*

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

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

## **21. Civility & Respect Pledge**

- *To consider and pass resolution to sign up to the Civility & Respect Pledge.*

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

- *Litter Picker absence update*
- *Confirmation of completion of Clerk's Annual Review*

### 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 note actual/budget 22/23 to date*

### 24. Clerk's report

### 25. Future meetings

- *Monday 3<sup>rd</sup> April 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 – 1<sup>st</sup> March 2023**

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

<b>Item No:</b>	<b>Action</b>	<b>Due by</b>	<b>Progress</b>	<b>Owner</b>
208	Update website to: <ul style="list-style-type: none"><li>• Remove A Wason</li><li>• Add new cllr roles</li></ul>		Actioned Actioned	JL JL
209	Upload 9 <sup>th</sup> January minutes to website		Actioned	Clerk
210 c/f	Progress Countryside Stewardship application re Burghclere Common		Actioned	Clerk
210 c/f	Progress submission of older signed minutes for archiving.		Carry forward	Clerk
210 c/f	Progress disconnection of defibrillator at Carpenters Arms		Actioned	Cllrs Collins & Carrow
210 c/f	Upload Action Plan to website.		Actioned	Clerk
215	Share National Lottery Awards for All link with Sports Club.		Actioned	Clerk

218	Submit responses to Planning Consultations		Actioned	Clerk
220	<ul style="list-style-type: none"> <li>• Progress installation of chargers.</li> <li>• Inform Sports Club.</li> </ul>		Actioned	Cllrs Crowley & Carrow
224	Submit letter to Thames Water		Actioned	Cllr Carrow
226	Submit schedule to Lengthsman		Actioned	Clerk
227	Amend website to include new booking rates			Cllr Crowley/ Clerk
228	Upload updated asset register to website		Actioned	Clerk
229	<ul style="list-style-type: none"> <li>• Maintain contact with Litter Picker</li> <li>• Arrange Clerk's annual review</li> </ul>		Ongoing  Actioned	Clerk  Staffing committee
230	Clarify remaining balance re NP funding		Actioned	Clerk