

**Minutes of an Ordinary Meeting of Burghclere Parish Council held on
2nd October 2023 at 7pm in the Portal Hall Clubroom**

Present: Cllrs A Crowley (Vice-Chairman), S Whiting, I Collins, J Parkes, A Harvey and G Morton.

Borough Cllr Izett (to item 115)

J Letsome (Clerk)

The meeting was chaired by Cllr Crowley in the absence of Cllr Carrow.

109. Apologies

Accepted from:

- Cllr Carrow
- Cllr Patrick-Smith
- County Cllr Thacker

110. Declaration of members' interests for this meeting

There were no pecuniary interests declared.

111. Confirm minutes of the Ordinary Council Meeting held on 4th September 2023

The draft minutes of the Ordinary Council Meeting held on 4th September 2023 were proposed for acceptance for signing by Cllr Morton seconded by Cllr Whiting and agreed by all.

112. Review Progress of actions from meeting held on 4th September 2023

There was an update shared on progress of the actions, as follows:

Item No:	Action	Due by	Progress	Owner
85	Upload 3 rd July 2023 meeting minutes to website		Actioned	Clerk
91	Actions re co-option of Cllr Harvey <ul style="list-style-type: none"> • Set up email address • Send Register of Interest form • Add to website 		Actioned Actioned Actioned	Clerk
93	Submit responses to planning consultations.		Actioned	Clerk

Chairman Signature:Date: 6th November 2023

94	Arrange meeting with Borough Cllrs Harvey and Konieczko re Local Plan		Actioned	Clerk
96	Progress EVC project and share deed (when received) with Cllr Parkes		Agenda item	Cllr Crowley
97	Notify Horticulture Society of approval re bulb planting.		Actioned	Chair
97	Write to Carpenters Arms re Hedge		Actioned	Clerk
97	Contact HCC re overgrown gorse in Winchester Road.		Actioned	Clerk
99	Visit Elkington Close resident re tree concern		Agenda item	Cllr Morton
100	Arrange for purchase of litter picking equipment		Actioned	Clerk
100	Chase B&DBC re bins <i>Noted not to have been installed – Clerk to chase</i>		In progress	Clerk
101	Arrange fob for Cllr Harvey		Outstanding	Cllr Crowley
101	Research alternative email providers		Agenda item	Cllr Crowley
102	Amend documents as required and upload to website		Actioned	Clerk
103	Prepare “mock up” and establish contact with WI and Horticulture Society.		Agenda item	Cllrs Harvey & Patrick-Smith
104	Advise Cllr Whiting of amount of coronation funding still unspent.		Actioned	Clerk
105	Obtain further clarification re S106 funds available.		Agenda item	Chair
106	Invite Sports Club to invoice re sports pitch maintenance.		Actioned	Clerk/Cllr Collins
108	Record Cllr Carrow’s apologies on Oct agenda		Actioned	Clerk

113. To receive minutes of Pinder Recreation Trust meeting held 3rd July 2023

Cllr Whiting proposed that the minutes of the Pinder Recreation Trust meeting held on 3rd July 2023 were accepted as a report to the Parish Council, this was seconded by Cllr Morton and agreed by all. These are attached at Appendix A.

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114. County Councillor Report

Cllr Thacker was not in attendance however submitted a report which is attached at Appendix B.

115. Borough Councillor Report

Cllr Izett reported on:

Land at Manor Farm – He felt it unlikely that an appeal decision relating to the first application (22/00428/FUL) would be reached before the end of the year. He understood the second application (22/03266/FUL) had been referred to the development control committee at the request of another ward councillor with a concern relating to failure of process because Highclere PC had not been informed of the application. He advised Cllrs to determine who would represent the PC at the meeting and indicated he would be willing to also attend if requested to do so.

Local Plan – He would be attending the meeting taking place on 9th November between members of the Parish Council and Borough Cllrs Harvey and Konieczko. He noted that the new administration had concluded they had to proceed with applying the government’s standard methodology on housing numbers required. Instead, they are proposing a stepped trajectory. The Economic Planning & Housing Committee was starting to consider the merits of specific sites.

Burghclere Sports Club – He had attended the recent meeting with the Sports Club (agenda item 127) and confirmed he was supportive of their plans to develop the facility.

Abandoned Caravan – Cllr Crowley reported on a caravan that had recently been abandoned on the slipway from the Winchester Road to Old Burghclere which neither B&DBC or HCC would address. Cllr Izett would make enquiries.

116. Parishioners’ open time

Nothing raised.

117. Chairman’s Comments

Nothing raised.

118. Planning applications and appeal notifications received since 4th September 2023

The following applications and appeals were discussed:

23/02255/LBC & 23/02254/FUL Norman Farm Well Street Burghclere RG20 9HS

Internal and external alterations to enable the conversion of a listed barn to use as a residential annex.

Response: No comments raised.

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

Oak: Monolith

Response: Cllr Morton reported that he had viewed the tree. On discussion it was agreed to object to the proposal for a monolith because it was felt the damage could be corrected by a crown reduction enabling the tree to be saved more appropriately.

- **To note:**

- **Applications received since publication of agenda**

23/02415/RES Carlton Harts Lane Burghclere Hampshire RG20 9JN
Reserved matters application for the erection of 2 no. dwellings with detached garages, including appearance and scale (pursuant to outline planning permission reference 18/00778/OUT approved at appeal)

and

23/02394/FUL Fir Cottage Heatherwold Newtown RG20 9BG
Demolition of existing dwelling and erection of replacement singlestorey dwelling, incorporating an attached annexe and associated works.

Both of these will be included on the agenda for the meeting being held on Monday 6th November.

- **Planning Applications currently being considered:**

22/03203/FUL Land Between The Junction Of Winchester Road And Harts Lane Burghclere

Cllrs noted this had been considered by the Development Control Committee on 6th September 2023 and Cllr Patrick-Smith had been in attendance to speak on behalf of the Parish Council.

- **Decisions recorded by B&DBC since previous meeting:**

T/00291/23/TPO 4 Stembridge Close Burghclere Hampshire RG20 9AL
Granted

23/02049/LBC Portal Hall Church Lane Burghclere RG20 9HX
Granted

119. Planning Update

- **Local Plan Update**

Cllrs noted the meeting arranged for Thursday 9th November with Borough Cllrs Harvey and Konieczko.

120. Renewable Energy

Cllr Carrow had recently attended a B&DBC which indicated that more information should be shared with future users of the FLIR camera to ensure they were better able to interpret the results.

121. Electric Vehicle Chargers

Cllrs considered the previously circulated draft licence agreement received from B&DBC, along with Cllr Parke's comments. It was agreed that Cllr Crowley would submit a response to B&DBC.

122. Road matters

Cllrs noted there were still sections of road encroached by overgrown gorse/hedges/trees, along with concerns relating to the overgrown Tothill roundabout. Cllr Morton would share specific locations with the clerk to enable all areas to be reported.

123. Footpaths Report

Nothing to report.

124. Tree Report

Cllr Morton reported that he had visited the Elkington Close resident who had raised a concern about the Recreation Ground trees. He confirmed there were overhanging branches that needed removing. On discussion it was agreed he would obtain three quotes, including one from the contractor due to undertake work on the nearby Ash Tree.

125. Lengthsman

Cllr Morton confirmed he was available for supervision for the visit scheduled for 23rd October and it was agreed to include the following tasks:

- Strimming of the "build outs".
- Repair Harts Lane sign.
- Leaf clearance and cutting back any overgrowth around the Portal Hall, clubroom entrance and path between the sports club and hall.

126. Website & IT

Nothing to report.

127. Sports Club

Cllr Crowley gave an overview of a meeting held recently with members of the Sports Club to discuss future developments and improvements to the facility noting that it was

not intended for the PC to lead the project, however would be supportive of their plans. The club were in the process of designing a questionnaire to obtain local opinion.

Cllr Whiting noted that other local groups were finding there was not much capacity for fundraising activities in addition to those already taking place. It was agreed they could be encouraged to arrange these collaboratively.

128. Community Engagement

Cllrs considered a draft sample newsletter and logos prepared by Cllrs Harvey in conjunction with Cllr Patrick-Smith. On discussion there was a positive response to the draft, however it was agreed that there should be consultation with the producers of “News from the Villages” prior to taking the draft to the community café for feedback. There was the potential for community involvement in the design of a logo, possibly in the form of a competition.

129. Documents for review

Cllrs considered a draft Action Plan for the year commencing 1st April 2024 noting this would assist in budget preparation. It was agreed that a final draft to include any further amendments would be presented for approval in the November meeting.

130. Remembrance Events

- **Remembrance Sunday 12th November**

Cllrs noted the previously circulated risk assessment and schedule, Cllr Carrow would report on the final arrangements during the meeting being held on 6th November. It was agreed to continue to use the existing wreath and make a £20 donation to the Royal British Legion.

- **D-Day 80 – 6th June 2024**

Cllrs considered the circulated information and agreed not to commit the parish council to any involvement with the beacon project.

131. Coronation Funding

The Clerk confirmed she had purchased 3 each of litter picker grabbers and bin bag hoops for a total of £40.95. These were now available for loan but it was agreed to further consider the procedure for doing so and how they could be easily accessed. Cllr Whiting had purchased a 1 x bug box and 2 x bird boxes for £90. This left approximately £170 to be spent on additional items.

132. S106 contributions

No further information available – to carry forward.

133. Accounts

The following payments were noted as having been paid since the previous meeting:

Budget Section	Date	Details	Cheque	Amount
Expenditure		Approved & Paid		
S106	22/09/2023	Burghclere Sports Club	BACS	£412.00
Salary/PAYE	28/09/2023	Clerk's Salary	BACS	£796.40
Admin/Courses	28/09/2023	Clerk's expenses	BACS	£64.12
Salary/PAYE	28/09/2023	Litterwarden	SO	£468.60
Salary/PAYE	28/09/2023	HMRC PAYE & NI	BACS	£128.00
Salary/PAYE	28/09/2023	Nest September Pension	DD	£59.15
Events	28/09/2023	Clerk (Litter-Picking equip)	BACS	£40.95
				£1,969.22

The following payments were approved:

Budget Section	Date	Details	Cheque	Amount
Expenditure		To approve		
Audit	02/10/2023	BDO LLP (Ext Audit)	BACS	£378.00

The Clerk reported that:

- The bank balance at 27th September was £24154.14
- She would be preparing a draft budget for a first review in the November meeting. To assist this process Cllrs were asked to review the current year's budget showing actual and projected figures for the remainder of the year.
- It was agreed that the clerk could attend an advanced excel course run by SLCC costing £120.

134. Clerk's Report

The Clerk had circulated a report which had mostly been covered under earlier agenda items.

135. Next Meetings

The next ordinary meeting would take place on Monday 6th November 2023

There being no further business the Chairman closed the meeting at 8.50 pm.

Chairman Signature:Date: 6th November 2023

Actions from October meeting

Item No:	Action	Due by	Progress	Owner
111	Upload 4 th September 2023 meeting minutes to website			Clerk
100 (b/f)	Chase B&DBC re bins			Clerk
101 (b/f)	Arrange fob for Cllr Harvey			Cllr Crowley
101 (b/f)	Research alternative email providers			Cllr Crowley
115	Establish date of DCC meeting and confirm attendance			Clerk/Chair
118	Respond to planning applications			Clerk
121	Respond to B&DBC re draft licence			Cllr Crowley
122	Share with Clerk areas of concern re overgrowth Report as required.			Cllr Morton Clerk
124	Obtain quotes re branch removal			Cllr Morton
125	Submit Lengthsman schedule			Clerk
128	Progress newsletter consultation and feedback			Cllrs Harvey & Patrick-Smith
129	Prepare draft Action Plan 24/25 for review in November meeting			Clerk
130	Arrange donation to RBL and Add Remembrance Sunday to November agenda			Clerk
131	Consider items to purchase from remaining Coronation funding			Cllr Whiting/all
132	Obtain further clarification re S106 funds.			Chair
133	Set up payments due			Clerk
133	Prepare draft budget for November meeting			Clerk

Chairman Signature:Date: 6th November 2023

Appendix A

Minutes for the meeting of the Pinder Recreational Trust Management Committee
held on 3rd July 2023 at 8.15pm in the Portal Hall Clubroom

Present: Andrew Crowley (AC) (Chairman), Richard Carrow (RC) (Vice-Chairman),
Alex Patrick-Smith (APS), Sandra Whiting (SW), Julian Parkes (JP) and Geoff Morton (GM)

J Letsome (JL) - minutes.

1. Apologies

Received from Ian Collins (IC)

2. Approval of the minutes of the meeting held on 5th June 2023.

AC proposed the minutes be accepted as an accurate record; this was agreed by all.

3. Review of Actions and Matters arising from previous minutes

Item No:	Action	Due by	Progress	Owner
c/f	Arrange meeting with Pre-School		Later agenda item	AC/SW
c/f	Progress purchase and installation of spotlights and fittings.		Later agenda item	IC/AC
c/f	Continue discussion with B&DBC re windows		Later agenda item	APS

4. Pre-School Update

AC reported that the Pre-School had recently experienced a problem with the heating controls leading to the heating being on during hot weather.

On discussion it was agreed to postpone arranging a meeting until the Autumn term when there would be more information on numbers.

RC noted there was no further progress on their request to use permanent paint to mark out an area for hopscotch and a road track. They had been requested to provide a rough plan in chalk.

5. Portal Hall – Future Bookings, Management & Maintenance, Portal Cottage

Bookings

Bookings and enquiries remained very busy. The hall had been booked for the Clere School Prom.

Maintenance and Management issues raised

It was agreed that:

- periodic deep cleans would ensure the hall remained attractive to hirers and that the cost of cleaning the floor should be investigated. It was noted that SW intended to make enquiries in the village to establish if there was anyone interested in assisting with day-to-day hall cleaning.
- having the curtains cleaned and fire retardant updated was not a priority and could be reconsidered at a later time.
- The chairs should be replaced for some that were more comfortable whilst still being suitable for lifting on to the stage for storage. RC would investigate possible options.
- AC would arrange a working party to tidy the area near the oil tank.
- APS would establish the cost of replacing the remaining areas of guttering when the size was known.
- AC would contact IC to arrange a date to progress the replacement of the light fittings.
- No further progress on improving the fans could be made until feedback had been received from IC.
- SW would approach Ian Mobey to assist with some general maintenance tasks.
- RC would accept the quote of £160 for capping and cleaning the chimney.

Portal Cottage

Nothing further to report.

6. Sports Club Update

GM reported that he had asked them not to continue with dumping grass cuttings by the container which would encourage fly-tipping. He had also asked that the Christmas tree recycling sign be removed. The football pitch was noted to be looking in good condition following the recent re-seeding.

There was no further update on the club's finances.

7. Priority Works List

Windows

Discussions continued with B&DBC and others to identify a satisfactory solution to the problems that had been encountered with the design of the two windows that had been installed, as well as the thickness of glass to be used.

It was agreed that it would not be possible to proceed with any further installation until the October half-term at the earliest, noting that would be weather dependent. RC would contact Paul Walden to advise him that painting would be postponed.

8. Playground update

JL confirmed the weekly inspections had taken place with no findings reported.

9. IT/Website Update

As covered in the earlier PC meeting.

10. Accounts

Update on current finances

JL had previously circulated the latest accounts containing the figures to 28th June 2023. The bank balance as of that date stood at £68,256.22. She noted that this figure did not include the recent payment of two invoices for Ford Fuels of approximately £1300.

11. Date of Next Meeting

Monday 4th September 2023 after the Parish Council meeting.

12. Any Other Business

There being no further business, the meeting closed at 9.10pm.

Appendix B

Hampshire County Councillor Update

October 2023 Tom Thacker

1. HCC financial planning this autumn

The financial challenges facing the County Council, and local government nationally, are well documented. Each year, it costs more to deliver public services, but the money received from central Government and council tax increases is not enough to meet the extra costs, which results in a deficit. High inflation and growing demand for local services means that in the two years up to the 2025/26 financial year, the budget shortfall is expected to rise considerably to £132m, one of the biggest deficits the County Council has ever faced.

Proposals this autumn set out options for how Hampshire County Council could close this budget gap and comes on top of over £0.6bn of spending reductions already delivered since the start of national austerity. Hampshire is in a better financial position than most other county councils, and while the Authority's finances are stable until 2025/26, future stability relies on central Government fundamentally changing the way that local government services are funded, or reducing what councils are legally required to deliver.

In the absence of any immediate Government action in this regard, Hampshire County Council must plan on the basis of closing the budget gap itself, applying a combination of tactics to help balance the books, including changing and reducing services and delivering only those services which the council must legally provide.

A final decision is to be made by the full county council in November. After this, some proposals may then be subject to more detailed public consultation.

2. Transforming in-house nursing and specialist care

A ten week public consultation is now underway on proposals that would see £173 million invested over the next five to six years to transform and expand the future of nursing and specialist accommodation directly provided by HCC for the county's growing older population. The proposals recommend concentrating on the delivery of specialist nursing care, complex dementia care and short-term support – to either prevent a hospital admission or support a hospital discharge, so ensuring care could be provided more cost effectively.

The proposals include:

- building new nursing homes in Havant, Winchester and the New Forest
- modernising and expanding care at existing homes in Basingstoke, Aldershot and Emsworth
- withdrawing over time from the direct provision of residential care, with the closure of a number of the council's older homes.

More detail and a link to the consultation can be found at <https://hampshirecc.welcomesyourfeedback.net/s/HCC-Care2023>.

The consultation closes on 12 November 2023 with a final decision expected in February next year.

3. Countryside Services - Parish Pages

Parishes, town councils and other local groups may find the [Parish Pages](#) page on the HCC website a useful source of countryside information, including opportunities for

grants and funding, information about Parish Pollinators, becoming a Volunteer, Countryside Canines and a guide to rights of way for parishes and communities. In addition, the Definitive Map is useful in identifying and locating rights of ways - www.hants.gov.uk/landplanningandenvironment/rightsofway/definitivemap

4. Increased payments to local residents hosting Ukrainian families

The county council has announced that it will be paying an extra £200 per month to all Hampshire residents hosting Ukrainian guests as part of the Government's Homes for Ukraine Scheme, until the end of March 2024. This takes the monthly payment to £700, which is above the Government's current guidance for local authorities.