

**Minutes of an Ordinary Meeting of Burghclere Parish Council held on
5th July 2021 at 7pm in the Portal Hall Clubroom**

Present: Cllrs R Carrow (Chairman), S Whiting, G Morton, I Collins and J Parkes

Borough Cllr J Izett (from item 55 to item 62)
Borough Cllr Carr (to item 62)

Tom Cullen, representing St Michael’s School (to item 55)

Helen Brierley – Parishioner

J Letsome (Clerk)

51. Apologies

Apologies were received and accepted from Cllrs Wason, Crowley, and County Cllr Thacker.

52. Declaration of members’ interests for this meeting

None declared

53. Confirm minutes of the meeting held on 7th June 2021

The minutes of the meeting held on 7th June 2021 had been circulated prior to the meeting, Cllr Carrow proposed they be accepted as a true record, this was agreed by all.

54. Review Progress of actions from meeting held on 7th June 2021

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

Item No:	Action	Due by	Progress	Owner
29	Take necessary actions re Cllr Vacancy		Actioned	Clerk
31	Upload approved May meeting minutes to website		Actioned	Clerk

Chairman Signature:Date:

32	Progress options re online document storage with Clerk. <i>Clerk advised that dropbox is being trialed as an option by herself and Cllrs Crowley & Carrow.</i>		Actioned	Cllr Crowley
32	Prepare final version of amended Clerk's contract for signing by Cllr Carrow		Actioned	Clerk
34	Invite Community Safety Patrol Officer to speak at a future meeting <i>Clerk to establish contact and invite to future meeting.</i>		Ongoing	Clerk
38	Submit response to planning application 21/01335/FUL	8 th June	Actioned	Clerk
38	Invite representative of St Michael's School new church project to attend next meeting	5 th July	Actioned	Clerk
43	Amend booking form on website		Ongoing	Cllr Crowley
43	Send suitable dates to Cllr Crowley re meeting to set up email address <i>Cllr Carrow offered to assist – Cllr Collins to liaise re dates.</i>		Ongoing	Cllr Collins
44	Arrange for removal and repair of noticeboards to be set up as a future lengthsman task. Set up Parish Facebook noticeboard page. <i>Removal and repair to be covered in later agenda item.</i>		Ongoing	Clerk
45	Upload amended emergency plan to website		Actioned	Clerk
48	Submit signed AGAR form re external audit and upload to website. Promote dates re exercise of public right to inspect.	11 th June	Actioned	Clerk

Chairman Signature:Date:

55. New Church at St Michael’s School, Harts Lane

Tom Cullen was in attendance to respond to questions raised by Cllrs regarding the proposal for a new church at St Michael’s School. He was assisted by Father John Brucciani via telephone as he was unable to attend in person.

56. County Councillor Report

Cllr Thacker was unable to attend the meeting, however requested that he be passed the details of any reports submitted online regarding issues related to highways. This would enable him to monitor and progress them on behalf of the Parish.

He had also noted the details of the parishioner correspondence regarding the Ox Drove/Well Street speeding concern. He felt it unlikely that Highways would be willing to take any action unless this were to be supported by the Police. This matter would be considered further under a later agenda item.

57. Borough Councillor Report

Cllr Izett opened his report by welcoming Cllr Carr, who had recently been elected as a third Borough Councillor the newly created Evingar ward. Cllr Carr would primarily represent the Parishes of St Mary Bourne and Hurstbourne Priors but was in attendance to introduce himself to Cllrs. His contact details would be shared after the meeting.

Cllr Izett reported that:

- He understood that discussions between HCC and WBC were still ongoing regarding a permanent solution to the arrangements permitting Hampshire residents’ access to the Newtown Road Recycling Facilities. He was cautiously optimistic but added that B&DBC were not party to these negotiations.
- B&DBC had considered the revenue budget for 2020/21 at a cabinet meeting held on 6th July. It had reported an overall favourable variance of £2.55M which Cllr Izett felt to be due to the policies and early action taken to reduce expenditure ahead of the impacts of the pandemic. Increases in expenditure and decreases in income had been offset by Government funding of £5.09M.
- He had recently had sight of a report on waste disposed of in domestic black bins, which showed that 49.3% of the contents were made up of food waste and 20.19% were items that could be recycled by other means. He noted that the upcoming Environment Bill would seek to address how domestic waste could be reduced and recycled more effectively in the future.

58. Parishioners’ open time

There were no Parishioners’ comments raised.

59. Councillor Vacancy

Helen Brierley was in attendance with an interest in becoming a Cllr, subject to further consideration after the meeting. She gave Cllrs a brief overview of her background.

Cllr Carrow noted that the resignation of Cllr Canning left three roles vacant, on discussion it was agreed that:

- Cllr Collins would be appointed as the third Parish Council representative on Earlstone Common Management Committee.
- The area known as the Triangle did not require a named officer but would be monitored by the PC.
- The role of allotments officer did not need to be filled by a Cllr, therefore Briony Canning's offer to continue could be accepted, provided that the Clerk undertook the financial aspects of the role, such as invoicing allotment holders.

60. Chairman's comments

Cllr Carrow thanked all Cllrs for their sterling work, especially noting how busy Cllrs Whiting and Crowley had recently been. He encouraged Cllrs to inform him if they were feeling over committed and would welcome more support.

61. Planning applications received since 7th June 2021

The following applications were discussed:

- 21/01673/HSE Earlstone Cottage Burghclere Road Earlstone Common Burghclere RG20 9HN
Erection of part two-storey, part single-storey extension, replacement windows and associated landscaping

Response to be submitted by 9th July: No comment

- 21/01774/ROC Ridgeway West Street Burghclere RG20 9LB
Removal of condition 4 of Planning permission KWR/8546 to remove agricultural occupancy condition.

Response to be submitted by 16th July: No comment

To following application had been considered by the Working Group prior to the meeting:

- 21/01625/LBC & 21/01624/HSE Elms Farm Winchester Road Whitway Burghclere RG20 9LE

Part demolition and part conversion of existing garage and erection of two storey replacement side extension. Erection of outbuilding for use as garage and storage of garage equipment.

Response submitted: No comment

Decisions reached since previous meeting:

No decisions had been reached since the previous meeting; however, it was noted that the planning application relating to 4 Weir Vale Cottages had been referred to the Development Control Committee on 21st July.

62. Planning

It was agreed that Cllr Carrow would submit responses on behalf of the Parish Council to the consultations regarding Neighbourhood Plans for East Woodhay and Ashford Hill with Headley. He would continue to provide advice to Ecchinswell & Bishops Green when invited on the development of their plan.

It was noted that Newtown Parish Council were concerned about a planning application for 4 new dwellings at Newtown Court Farm.

Cllr Carrow said there were no further updates following on from the Government White Paper, sensing that anti-development feeling and local election results may have stalled progress. He felt that it did contain some positive aspects, which merited action irrespective of trying to achieve a complete package.

63. Road matters

Cllr Carrow spoke to an email that had been received from a parishioner raising concerns regarding traffic speed around the Ox Drove/Well Street junction. The email contained details of a report commissioned by the parishioner covering usage and speed over the course of one week. Cllr Carrow had suggested that the parishioner should consider undertaking a survey to gauge local opinion. Cllr Carrow asked Cllrs to consider if this was an initiative that the Parish Council wished to support. On discussion, a vote was undertaken with the majority (3:2) not agreeing to the proposal. Nevertheless it was noted that the parishioner could still undertake a survey and representation to HCC.

64. Footpaths Report

Cllr Carrow reported that he and other volunteers had undertaken some strimming and cutting back on the paths around the railway line. He and Chris Saint have agreed to repair the access to the gate off Spring Lane. He also intends to use the North Hampshire e-strimmer later in the month to clear some of the paths. He will advertise on next-door.com when this work would take place.

It was noted that action may be required to address several overgrown hedges that were obstructing footpaths. Cllr Morton agreed to report these.

Cllr Morton raised concerns regarding fly-tipping of grass cuttings and hedge trimmings in Ox Drove, and the risks it presented. Cllr Carrow agreed to investigate.

65. Hampshire 2050 Climate Change

Cllr Carrow reported on his observations following recent attendance at the Borough climate change meeting and a solar farm meeting (with Cllr Wason). The first included a presentation on how to address energy loss issues in housing; the second tackled the technology and applications for solar farms. He commented as follows:

“Trying to address energy conservation in housing stock is technologically complicated and costly. The problem is compounded by a lack of government guidance

on what is or will be required and a road map of how to get there. Solar farms are in general, a good business proposition, but it is clear that size matters. Over 100 acres is likely to find funding but this type of solar farm is a major undertaking and some councils/ landowners have devolved responsibility to specialist firms to run and share the profits. I am not entirely clear as to where we should be going next and am pleased there is a 2 month pause before our next meeting which will give time for some reflection!"

66. Website & IT

Nothing to report.

67. Parish online

It was agreed to carry this item forward to enable Cllr Wason to be present.

68. Lengthsman visit

The Clerk reported that the next Lengthsman visit was due to take place at the end of July with a specific date to be agreed. It was agreed noticeboards (removal and improvement), strimming and the Whitway footway cut-back (the Old Burghclere end) could all be included as potential tasks.

69. Documents for review and agreement

There were none to consider.

70. Receive and consider Grant Applications

There were none to consider.

71. Accounts

To note monthly payments previously approved

The payments detailed below were approved for payment by BACS

Budget Section	Date	Details	Cheque	Amount
Expenditure		Approved & Paid		
Salary/PAYE	02/07/2021	F Knott - Litterwarden	SO	£463.32
Salary/PAYE	02/07/2021	J Letsome - Salary	BACS	£718.00
Courses/Admin	02/07/2021	J Letsome - Expenses	BACS	£56.11
Salary/PAYE	02/07/2021	HMRC re F Knott PAYE	BACS	£92.60
Richard Carrow	02/07/2021	Defib Pads & Battery	BACS	£318.00
				£1,648.03

Chairman Signature:Date:

One additional payment of £3 for the parish magazine subscription was also approved for payment via cheque.

The Clerk had previously circulated a year end bank reconciliation for period ending 25th June 2021 and showing the following balances:

- A balance in the Treasurers account of £17,233.86
- The balance in the Business Bank Instant Account stood at £6804.07.
- The balance in the Newbury Building Society account stood at £19458.96

Cllrs received and reviewed an up to date actual/budget report, nothing that there were no significant variances of concern.

It was agreed that the signatories on the Newbury Building Society account should be changed as follows:

Remove: Briony Canning and Chris Saint
Add: Andrew Crowley and Jacqui Letsome

72. Clerk’s Report

Nothing to report

73. Future Meetings

Monday 6th September 2021 at 7pm, to be held in the Portal Hall Clubroom.

There being no further business the Chairman closed the meeting at 8.37pm

Actions from July Meeting:

Item No:	Action	Due by	Progress	Owner
53	Upload approved June meeting minutes to website			Clerk
54	Invite Community Safety Patrol Officer to speak at a future meeting			Clerk
61	Submit response to planning application 21/01673/HSE and 21/01774/ROC	9 th July		Clerk
54	Amend booking form on website			Cllr Crowley

Chairman Signature:Date:

54	Send suitable dates to Cllrs Carrow or Crowley re meeting to set up email address			Cllr Collins
54	Set up Parish Facebook noticeboard page.			Clerk
57	Share Cllr Carr's contact details			Clerk
59	Undertake necessary actions re appointment of Cllr Collins to Earlstone Common Management Committee			Clerk
61	Submit response to planning application 21/01673/HSE and 21/01774/ROC	9th July		Clerk
64	Investigate and take action if required: <ul style="list-style-type: none"> • Fly-tipping in Ox Drove • Overgrown hedges 			Cllrs Carrow/ Morton & Clerk
67	Add Parish Online to September Agenda			Clerk
68	Complete Lengthsman schedule and obtain date			Clerk
71	Process BACS payments			Cllr Carrow
71	Update NBS signatories			Cllr Carrow

Chairman Signature:Date: