

*Minutes of an ordinary meeting of Burghclere Parish Council held on  
7<sup>th</sup> October 2019 at 7.30pm at the Portal Hall*

**Present:** Cllrs R Carrow (Chair), C James (Vice Chair), R Butler, S Whiting, G Morton,  
A Crowley, I Collins  
S Jones (Clerk), 4 parishioners (part)

**1. Apologies**

Apologies were received and accepted from Cllr Canning, Borough Cllr Izett and County Cllr Thacker.

Cllr Carrow introduced Jacqui Letsome, who will be taking over the clerk role.

**2. Declaration of members' interests for this meeting**

Cllr Crowley advised he would not participate in the planning application for 19/02313/HSE, which is a neighbouring property.

**3. Confirm the minutes of the ordinary meeting held on 9<sup>th</sup> September 2019**

The minutes of the ordinary meeting held on 9<sup>th</sup> September 2019, and the extra-ordinary meetings held on 24<sup>th</sup> June, 16<sup>th</sup> July, 31<sup>st</sup> July and 16<sup>th</sup> September were confirmed as a correct record and signed by the Chair.

**4. County Councillor's Report**

There was no report as County Cllr Thacker was not present.

**5. Borough Councillor's Report**

There was no report as Borough Cllr Izett was not present.

**6. Parishioners' open time, including miniature railway**

The parishioners advised they were present for the planning section.

Cllrs Morton and Butler reported that there was an excellent running weekend held; monies raised for the trains and outside stalls totalled £2816 and the bar took £2000 so it was a very successful.

**7. Chairman's comments**

Cllr Carrow addressed the council and advised that now the parish council is back to full complement he would like to stress the value of communication and in particular working to find solutions between meetings. This should allow time for discussion at meetings where necessary and should also allow for options to be drawn up beforehand, leading to swifter decisions, which is fundamental to the role of Cllrs.

He was heartened by contact had with many of the Cllrs in the last month, both written and face-to-face, which has done a lot to expose issues, establish what is needed and consider how problems might best be resolved. He welcomed the calls and emails from fellow Cllrs and parishioners, and appreciated the interest shown and help offered. He concluded that by noting he does not see much slowing down in the near future and thanked everyone for their continued efforts.

**8. Planning applications received since 1<sup>st</sup> July:**

<b>Application number</b>	<b>Location</b>	<b>Description</b>	<b>Decision</b>
19/02514/LBC	Sandham Memorial Chapel, Harts Lane, RG20 9JT	Repairs to the original chapel entrance doors and replacement of the external oak facing and associated works. Repairs to the stone steps in front of the chapel doors.	No objections from the parish council who feel the listed building team are better equipped to respond to listed building applications.
19/02444/HSE	Ladle Hill House, Old Burghclere, RG20 9NR	Erection of a single storey rear extension, erection of two storey garage/store following demolition of existing garage and access alterations with new gates.	No objections.
19/02313/HSE	Breach Copse, Harts Lane, RG20 9JN	Erection of a single storey rear extension, extension of roof to include dormer windows and external alterations.	No objections.
18/00778/OUT	Carlton Harts Lane, RG20 9JN	Outline application with all matters reserved except for access and layout, for the erection of no. 2 dwellings with detached garages.	Strong objections as detailed below.

**Carlton objection details:**

**Representation on Planning Application 18/00778/OUT  
Carlton, Harts Lane, Burghclere, RG20 9JN**

**The Parish Council OBJECTS to the planning application 18/00778/OUT at  
Carlton, Harts Lane, Burghclere on the following grounds:**

- inappropriate infill and out of character contrary to LPA policies;
- biodiversity and impact on woodland
- not compliant with the local housing needs
- failure to take into account LPA Supplementary Planning Guidance
- significant neighbour and streetscene impacts

Further flaws are exposed in relation to the emergent policy in the Neighbourhood Plan in respect of Residential Garden Land.

The PC's full argument has been sent to B&DBC for publication on the planning portal.

**Decisions:**

There were no decisions to report.

Cllr Morton asked if there was any progress with the pool house which has been reported to the enforcement team. There was nothing further to report.

Cllr Morton advised he has spoken to a resident relating to an overgrown hedge which is obstructing the payment; he has been advised the hedge will be completely removed and replaced by fencing.

**9. Falcon Development**

Cllr Carrow advised that the parish council response to the Harts Lane proposal has been sent to BDBC. Thanks go to O'Neill Homer for their help with this process. 50 objections went into BDBC.

A new 'permission in principle' application by Falcon was submitted on 2<sup>nd</sup> October for a development of between 7-9 houses on part of the same site on Harts Lane. A response was needed by BDBC by 18<sup>th</sup> October. Cllrs were unanimous in their agreement that the concerns relating to the 35 houses remain unchanged as well as infrastructure, construction traffic, waste water etc, and the parish council's previous objections remain valid.

**10. Neighbourhood Plan update**

Cllr Carrow read the attached report to Cllrs.

**11. Review of Cllrs areas of responsibility:**

The following areas and roles were agreed:

Planning – Cllrs Whiting, Carrow and Butler

Finance – Cllrs Morton and Whiting

Earlstone – Cllrs Canning, Morton and James

Herbert Plantation – Ian Findlay

Sports Club - Cllr Morton and Butler

Pinder – Cllrs James (Chair) and Carrow (Vice Chair)

Monitoring roles remain as agreed at the AGM.

IT needed to be addressed and Cllr Crowley agreed to take on this role. Specifically, he will look at the website, generic email addresses, an outlook email for the clerk, cyber security and social media.

Cllr Carrow observed that how planning issues were considered also needed to ; responses need to be more direct and consistent and the council need to ensure best practice is used. Cllrs Whiting, Butler and Carrow will work on this.

**12. Lengthsman update**

A list of regular jobs for the lengthsman needed to be created and this will be looked into by the clerk.

**13. Sport Club report**

Further to the earlier report under item 6, Cllr Morton advised the annual accounts will be considered at the meeting taking place next week. Cllr James asked Cllr Morton to raise the trees works as the sports club will be asked to contribute to the costs.

**14. Pinder Recreational Trust Management Committee Update**

Cllr James advised the works in the clubroom are approximately a week away from completion. Decoration then needs to take place.

The boiler in the cottage is very old and may need to be replaced soon.

The tenant has asked if the green metal shed can be replaced by a larger shed, with a 50/50 split on costs and that he will erect. This will need to go through planning and Cllr James will find out more details.

**15. Website update progress report**

This was dealt with earlier under item 11 and Cllr Crowley will address the issues.

**16. Footpaths report**

There was nothing specific to report under this item.

**17. Accounts**

The following payments were presented for approval.

Budget Section	Date	Details	Cheque number/Payment method	Amount	Income
Salary/PAYE	02/10/2019	Clerk's Salary/Home work allowance - S Jones		£422.30	
Admin	02/10/2019	Clerk's expenses		£74.88	
Salary/PAYE	02/10/2019	Litterwarden Salary 02/09/19 - 02/10/19	SD	£390.00	
Salary/PAYE	02/10/2019	HMRC PAYE - SJ,FK		£116.40	
Misc Maintenance	02/10/2019	TJR Consulting - website hosting		£50.00	
Audit	02/10/2019	PFK Littlejohn, external audit		£240.00	
Neighbourhood Plan	02/10/2019	Oneill Homer		£780.00	
Precept	02/10/2019	BDBC 2nd stage precept			£6,214.50
			TOTAL	£2,073.58	£6,214.50

A bank reconciliation, as attached, was circulated.

**18. Clerk's report**

The Clerk reported that the external audit has been signed off.

Proposed works to reduce speed through the village have been noted and agreed by Cllrs.

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

The next meeting will take place on Monday 4<sup>th</sup> November 2019.

Chairman \_\_\_\_\_ Date \_\_\_\_\_