

*Minutes of an ordinary meeting of Burghclere Parish Council held on
6th January 2020 at 7.30pm at the Portal Hall*

Present: Cllrs R Carrow (Chair) A Crowley, B Canning, S Whiting, G Morton,
I Collins.
J Letsome (Clerk)

1. Apologies

Apologies were received and accepted from Cllr Butler and Borough Cllr Izett.

2. Declaration of members' interests for this meeting

There were none declared.

3. Confirm the minutes of the ordinary meeting held on 2nd December 2019

The minutes of the ordinary meeting held on 2nd December 2019 were confirmed as a correct record and signed by the Chair.

Cllr Carrow thanked Cllr Morton for the work he had undertaken regarding the registration of the land known as the "triangle".

Cllr Carrow reported on a query raised by a Parishioner regarding responsibilities for maintaining a hedge in Harts Lane. He advised Cllrs that he was in touch with HCC to obtain further clarification regarding this matter.

4. Appointment of Vice Chair

Cllr Carrow nominated Cllr Crowley as Vice Chair, this was seconded by Cllr Morton and agreed by all. Cllr Crowley confirmed his acceptance of the position.

5. New Councillor

It was noted that a casual vacancy had arisen following the recent death of Cllr James. The Clerk confirmed she was making enquiries to clarify the correct procedure for advertising the vacancy.

Action: Clerk to progress advertising of casual vacancy

6. Elect new representative for Earlstone Common Trust

It was agreed that this item should be deferred for further consideration in the February meeting.

Action: Clerk to add to February Agenda

7. County Councillor's Report

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

8. Borough Councillor's Report

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

Cllr Carrow suggested that Cllrs may wish to take this opportunity in the agenda to raise queries and questions for the County & Borough Cllrs.

Cllr Morton queried the progress on the Carlton Planning decision. Cllr Carrow reported that he had recently been in touch with BDBC. The delay had been due to an outstanding report from the tree officer, which had now been received but no decision was expected before the week ending 17 Jan. Cllr Carrow undertook to liaise again with Borough Cllr Izett to ensure the parish council's opinion and those of locals were taken into full account.

9. Parishioners' open time

Cllr Canning raised a query regarding the Parish Council's recent response to the death of Cllr James published in the parish newsletter. Following discussion, it was confirmed that that any additional eulogy would not be written in the name of the Council.

10. Chairman's comments

Cllr Carrow reported that there was a lot to do in the light of the death of Cllr James, with it becoming clear that there was not a clear divide between the Pinder Trust and the Parish Council with regards to many of the required actions. He suggested that the Pinder Trust Priority Works List should become a regular Pinder Trust agenda item so that there could be certainty that all issues were being addressed, however it was to be acknowledged that there may be some cross over with matters for consideration on the Parish Council agenda.

Cllr Carrow had received notification that the proposed parking restrictions in the Tothill area had gone to consultation.

The Broken Way temporary road closure was in effect however Cllr Carrow had clarified that there continued to be access for residents, despite the signage that might indicate otherwise.

Action: Clerk to ensure Pinder Trust Priority Works List is added as an item to future Pinder Trust agendas.

11. Planning applications received since 2nd December 2019

Application number	Location	Description	Decision
19/03316/HSE	Cornfields Winchester Road Whitway Burghclere RG20 9LE	Raising of the roof to first floor bedrooms. Erection of first floor extension and creation of porch to south elevation and creation of balcony to east elevation	No objections

12. Neighbourhood Plan update and consideration of Falcon Developments appeal regarding 19/02724/PIP.

Cllr Carrow spoke to the NP SG report to the parish council, which is attached.

Cllr Carrow proposed that the Parish Council agree to remove Policy B3 from the Submission Plan and the bring the end-date of the plan in line with the existing LP (2029). This was agreed unanimously.

Cllr Carrow would draft a note to this effect for the independent examiner on completion of Regulation 16 consultation and would aim to bring that to the Parish Council meeting being held on 3rd February 2020. He noted that work for the PC would increase, if adopted after referendum, especially enacting all the policies.

Cllr Carrow reported that he had prepared a response to Falcon Developments appeal against the rejection by the LPA of their 19/02724/PIP, which had to be submitted by 14th January 2020. He had received advice recommending it was kept simple by reinforcing and elaborating on previously stated key concerns by the parish council.

Action: Cllr Carrow to draft note for independent examiner.
Cllr Carrow to prepare & submit response to Falcon Developments appeal.

13. Lengthsman update

Cllr Carrow said that there were 7.5 hours available to the Parish on 14th January, following discussion two tasks were agreed for the Portal Hall – clearing leaves and spreading gravel. The Clerk would complete and return the required worksheet.

Action: Clerk to complete and return work schedule.

14. Sports Club Report

Cllr Morton said that there had been no meeting, therefore nothing to report, however they were due to meet the following Monday.

15. Pinder Recreational Trust Management Committee Update

Cllr Carrow questioned if this continued to be a relevant agenda item and suggested it remained on future agendas but should be reviewed again.

16. Website/IT update progress report

Cllr Crowley reported that progress was being made and would report further in February.

17. Footpaths report

Cllr Carrow advised that a response was required by 15th January to BDBC regarding the designated footpaths for priority vegetation cutting. Following discussion, it was agreed that there should be no change to the four footpaths currently on the list.

Cllr Carrow reported that he had arranged a meeting with Gemma Clinch for 1 p.m. on 20th January 2020. Cllrs Morton, Whiting, Canning and Collins expressed an interest in attending.

Cllr Morton raised concerns about the overgrown conditions of the footpaths and roundabout in the Tothill area. Following discussion there was some uncertainty regarding the status of these paths which Cllr Carrow would investigate further.

Action: Cllr Carrow to investigate footpaths in Tothill area

18. Basic Tree Survey & Inspection Course for Tree Officer

Cllr Morton reported that he had registered himself for a Basic Tree Survey course to be held in February, he felt this would be useful with regards to supporting his role as the Parish Tree Warden and asked that the Council consider reimbursement if funds permitted.

19. McDonalds Tothill – meeting with new Franchisee

The Clerk had received a positive response from the new Franchisee at the Tothill McDonalds which indicated he was willing to continue with the arrangement to contribute to the litter warden. It was agreed that the Clerk should invite him to attend the February meeting.

Action: Clerk to invite Richard Forte to February meeting

20. Agree Budget/Precept Request

The Clerk had circulated an amended draft 20/21 budget and explained that the precept request needed to be submitted by 31st January 2020.

The Clerk gave a brief overview of further changes to the expenditure and these had resulted in a suggested Precept request of £14,686.00. It was noted that this represented a significant increase and would result in an uplift of approximately 17% when using the formula provided for Band D properties. On discussion it was recognised that this increase was needed to ensure that the Council could meet increases in the national minimum wage as well as having the necessary budget available to adequately fund its activities.

It was agreed to submit a Precept request of £14,686.00 and the form was duly signed.

Action: Clerk to submit Precept request.

21. Accounts and additional signatories

The following payments were presented for approval.

Budget Section	Date	Details	Amount
Expenditure			
Other	18/09/2019	Northway Renovations - Club Room	14000
Salary/PAYE	02/01/2020	F Knott - Litterwarden	£390.00
Salary/PAYE	06/01/2020	J Letsome - Salary	£545.00
Salary/PAYE	06/01/2020	J Letsome - Expenses	£124.56

Other	06/01/2020	Newbury Facilities - Club Room Upgrade	£742.49
Other	06/01/2020	Pinder Rec Trust - Repayment of Loan	£3,600.00
Salary/PAYE	06/01/2020	F Knott - PAYE	£85.20

The Clerk explained that it had been necessary to pay Northway Renovations prior to the meeting but had included the payment on the list for information.

Income totalling £9230.82 had been received since the previous meeting, which included £9000 from the BCBC LIF Grant, £3600 from the Enborne Valley Trust and a short term loan of £5000 from the Pinder Trust – this would be repaid on receipt of a recently submitted VAT claim for £10,663.

Cllr Carrow reported that he had been in touch with both Lloyds and Newbury Building Society to review the current bank signatories, including those for online payments. Several of which needed to be removed. It was agreed that the Clerk, together with Cllrs Whiting, Crowley and Collins should be added as signatories for both accounts. He would follow up with each before submitting the paperwork and noted that signatories would need at some point to provide documentary evidence at the bank.

There being no further business the Chairman closed the meeting at 9.45pm.

The next meeting will take place on Monday 3rd February 2020.

Chairman _____ Date _____

20190106-NP SG report for the Parish Council-6 Jan

I am grateful for your agreement in my absence at December's meeting to agree the appointment of Janet Cheesley as Independent Examiner of the Neighbourhood Plan, which will take place once Regulation 16 consultation concludes on 24 Jan.

There are two linked matters for agreement that the NP SG wish to put to the Parish Council as Qualifying Body. The principal one is to remove Policy B3 from the Plan. Plans can still alter at this point or indeed after the Independent Examiner's review based on their recommendations, and are frequently amended. I will now set out the reason for doing so.

At a meeting with B&DBC and North Wessex Downs AONB on 9 Apr 19 we asked whether it was possible to provide an indicative housing figure as per Paragraph 66 of the NPPF. B&DBC were unable to do this, nor could they indicate at that point any details of their future spatial strategy. The NP SG consequently undertook to consider adding a policy in respect of a 'reserve site' to provide headroom in case of any further uplift, in accordance with NPPF Paragraph 65. Indicative housing figures were again discussed on 12 Jun 19 at a meeting with B&DBC about their Local Plan Review, but no certainty was forthcoming.

ONeill Homer (OH) noted that to designate a reserve site required a site capacity assessment, for which funding needed to be allocated. The NP SG considered adding a reserve site at its meeting on 10 Jul 19 but opted to maintain its position of indicating a looser 'future direction of growth' - as had been proposed and discussed with B&DBC in April & June - and which did not require any additional evidence gathering. Adding a new policy to this effect was agreed.

Consequently Policy B3 was introduced into the NP to extend the shelf-life of the plan beyond 2029 and to address the current uncertainty of the Local Plan Review spatial strategy, and the possibility of any additional housing being distributed to Burghclere Parish in response to NPPF Paragraph 65.

Since then it has become clear that B&DBC have ongoing concerns about the relationship between policy B2 and B3. In the absence of a means of satisfactorily resolving the Local Planning Authority's (LPA) concerns as set out in their response to Regulation 14 - notwithstanding several attempted workarounds - I propose that Policy B3, Plan D and any related supporting text (e.g. Submission Plan paragraph 5.19, 3.9 (final sentence), paragraph 3.10 and all references to 2036 amended to 2029) is deleted in its entirety, alongside which the Plan Period is shortened to the adopted Local Plan Period of 2029. Reducing the Plan Period will ensure the current LP and NP are complementary. We have confirmed with AECOM that the Sustainability Appraisal (SA) is not affected by such a change.

As it stands Policy B2 meets (and exceeds) the adopted Local Plan housing requirement assigned to the Parish and is therefore in general conformity with NPPF paragraph 65 and LP SS5. Once the new Local Plan has been adopted, and if a new paragraph 65 housing requirement is distributed to the parish, then I would recommend that the Parish Council commence an immediate review of the Plan to maintain NPPF paragraph 14 protection, assuming of course that B&DBC meet the criteria in paragraphs 14c and d.

This is a straightforward and pragmatic response to the LPA's concerns and will ensure the neighbourhood plan will remain robust and overcome any potential challenge to the plan by any aggrieved land interests.

I seek Parish Council agreement as QB to this proposal, and to the attached note that will be sent to the independent examiner on completion of Regulation 16 consultation.