

**Minutes of an Ordinary Meeting of Burghclere Parish Council held on  
6<sup>th</sup> November 2023 at 7pm in the Portal Hall Clubroom**

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

J Letsome (Clerk)

6 Parishioners  
Harry Dove - Sports Club representative

**136. Apologies**

Received from:

- County Cllr Thacker
- Borough Cllr Izett

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

There were no pecuniary interests declared.

**138. Confirm minutes of the Ordinary Council Meeting held on 2<sup>nd</sup> October 2023**

The draft minutes of the Ordinary Council Meeting held on 2<sup>nd</sup> October 2023 were proposed for acceptance for signing by Cllr Morton seconded by Cllr Crowley and agreed by all.

**139. Review Progress of actions from meeting held on 2<sup>nd</sup> October 2023**

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

<b>Item No:</b>	<b>Action</b>	<b>Due by</b>	<b>Progress</b>	<b>Owner</b>
111	Upload 4 <sup>th</sup> September 2023 meeting minutes to website		Actioned	Clerk
100 (b/f)	Chase B&DBC re bins <i>New bin fitted as requested– replacement bin for corner of Breachfield/Harts Lane remains outstanding until BDBC receive new stock.</i>		Actioned	Clerk
101 (b/f)	Arrange fob for Cllr Harvey		Carry forward	Cllr Crowley
101 (b/f)	Research alternative email providers		Later agenda item	Cllr Crowley

Chairman Signature: .....Date: 4<sup>th</sup> December 2023

115	Establish date of DCC meeting and confirm attendance		Actioned	Clerk/Chair
118	Respond to planning applications		Actioned	Clerk
121	Respond to B&DBC re draft licence		Later agenda item	Cllr Crowley
122	Share with Clerk areas of concern re overgrowth Report as required.		Actioned Actioned	Cllr Morton Clerk
124	Obtain quotes re branch removal <i>Work completed alongside removal of Ash Tree</i>		Actioned	Cllr Morton
125	Submit Lengthsman schedule		Actioned	Clerk
128	Progress newsletter consultation and feedback		Actioned	Cllrs Harvey & Patrick-Smith
129	Prepare draft Action Plan 24/25 for review in November meeting		Actioned	Clerk
130	Arrange donation to RBL and Add Remembrance Sunday to November agenda		Actioned	Clerk
131	Consider items to purchase from remaining Coronation funding		Later agenda item	Cllr Whiting/all
132	Obtain further clarification re S106 funds.		Later agenda item	Chair
133	Set up payments due		Actioned	Clerk
133	Prepare draft budget for November meeting		Actioned	Clerk

**140. To receive minutes of Pinder Recreation Trust meeting held 4<sup>th</sup> September 2023**

Cllr Carrow proposed that the minutes of the Pinder Recreation Trust meeting held on 4<sup>th</sup> September 2023 were accepted as a report to the Parish Council, this was seconded by Cllr Whiting and agreed by all. These are attached at Appendix A.

**141. County Councillor Report**

Cllr Thacker was not in attendance however had submitted a report which had been previously circulated and is attached at Appendix B. Cllr Carrow noted the budgetary challenges Hants CC currently faced. The clerk was asked to include the links for reporting Highway problems in the monthly news article.

#### 142. Borough Councillor Report

Cllr was not in attendance but had shared a report which was ready by Cllr Carrow and is attached at Appendix C. The report had noted the appeal had been allowed on the rejection of the planning in principle application for a single dwelling on land at Earlstone House and had requested the parish council's views. Cllr Carrow would review the decision and report further in the December meeting.

#### 143. Parishioners' open time

Cllr Whiting noted a parishioner had raised concerns about the overgrown Tothill roundabout. The clerk confirmed this had been reported but found to be acceptable, however she would do so again as concerns remained.

#### 144. Chairman's Comments

Cllr Carrow noted:

- Thanks to St Michaels' School for inviting Parishioners to the recent concert held to mark the opening of the new church.
- The Burghclere Baroque Handel's Messiah concert would be held on 22<sup>nd</sup> December in the Church of Ascension.

#### 145. Planning applications and appeal notifications received since 2<sup>nd</sup> October 2023

**The following applications and appeals were discussed:**

**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)

**Response:** On discussion and after hearing the views of parishioners with an interest in the development it was agreed that Cllr Carrow would draft a response to include comments relating to the size, height and elevation.

**23/02394/FUL** Fir Cottage Heatherwold Newtown RG20 9BG

Demolition of existing dwelling and erection of replacement single storey dwelling, incorporating an attached annexe and associated works.

**Response:** On discussion and after hearing an outline of the proposal from the applicants it was agreed that Cllr Carrow would draft a response noting the applicants had provided additional diagrams which provided more clarity.

**T/00465/23/TPO** Southernwood House Harts Lane Burghclere RG20 9JN  
Ash Tree: Fell

**Response:** Cllr Morton noted the tree had evidence of ash die back, Cllrs were therefore supportive of the application to fell the tree.

**To note:**

- **Applications received since publication of agenda**

**TPO BDB/0699 6 Weir Vale Cottages**

Cllrs noted local media had recently reported the tree covered by this TPO had been felled. It was agreed that Cllr Carrow would write to B&DBC to register the PC's concerns.

**23/02744/OOBC** Land East of Newbury College (to be decided by WBC)

Hybrid - food store plus 75 residential units

**Response:** On discussion it was noted this application required a response before the December meeting, therefore it was agreed the Planning Working Group would draft a response for earlier submission.

**Planning Applications currently being considered:**

**22/03266/FUL** Manor Farm Old Burghclere Newbury Hampshire RG20 9NS

*Cllr Carrow provided an update of the Development Control Committee on 25<sup>th</sup> October 2023 which upheld the planning officer's recommendation to reject the application.*

**22/00428/FUL** Manor Farm Old Burghclere Newbury Hampshire RG20 9NS

*It was agreed that Cllr Carrow would speak at the appeal hearing set for 7<sup>th</sup> December 2023.*

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

*Amendments noted – no further comments to submit.*

- **Planning Applications requiring response before 6<sup>th</sup> November**

T/00409/23/TPO Maple House Laurel Bank Burghclere RG20 9AH  
Oak Tree: Prune

**Response:** Cllrs noted the tree had been inspected by Cllr Morton and there were no objections to the proposed work.

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

23/00906/TDC Land At Oak View Yeomans Lane Newtown  
Granted

23/01507/FUL Ox Drove Farm Ox Drove Burghclere  
Granted

#### **146. Planning Update**

- **Local Plan Update**

Cllrs noted the meeting arranged for Thursday 9<sup>th</sup> November with Borough Cllrs Harvey and Konieczko had been cancelled and would be rearranged for early 2024 with the format to be agreed. Further information relating to the LPU had been made available in Borough Cllr Izett's report.

- **“Healthy Developments” proposal**

Cllrs noted the consultation shared by Master Land & Planning relating to a proposed planning application on land South & South East of Harts Lane.

- **Neighbourhood Plan Monitoring**

Cllr Carrow reported that a draft monitoring document had recently been received covering the year to 31<sup>st</sup> March 2023. This would be presented to the December meeting for approval.

#### **147. Renewable Energy**

Nothing further to report however it was agreed that it may be necessary to form a working group or committee in the future to consider how the PC would respond to any future applications relating to renewable energy projects.

#### **148. Electric Vehicle Chargers**

Cllr Crowley reported he was in contact with B&DBC regarding the draft licence to occupy the land.

#### **149. Road matters**

Cllr Carrow reported on concerns relating to flooding in Ayres Lane. On discussion it was agreed he would write to Hampshire Highways and Thames Water. The clerk was requested to include a ditch clearance reminder in the monthly news article.

#### **150. Footpaths Report**

Cllr Carrow reported on concerns raised by a parishioner regarding members of the public walking through private property, he would raise awareness in a monthly news article. He would source a supply of gravel to repair a muddy stretch at the end of one of the boardwalks. Cllr Morton raised a concern about ash dieback on the disused railway. Cllr Carrow undertook to report it to the Countryside Services.

#### **151. Burghclere Common**

Cllrs noted that the Rural Payments Agency had approved the application for Countryside Stewardship Higher Tier payments and were offering a 5-year agreement representing £1174.30 per annum for the next 5 years. The Clerk had sought agreement to accept the offer via email in order to meet the required deadline, she confirmed the acceptance had been signed and submitted. The Burghclere Common Management Plan approved in October 2022 was noted not to require updating.

## **152. Tree report**

Cllr Morton

- reported on work required to an Oak tree on the footpath between the sports club and school. One quote had been obtained and he would seek two additional ones. On discussion it was agreed to consider moving the footpath as an alternative solution.
- noted an email received from Hampshire Forest Partnership regarding available support for Tree planting projects.
- confirmed work to remove the overhanging branches to the rear of a property in Elkington Close had been completed alongside the planned work to remove a nearby tree. This had proved to be a more cost-effective solution only requiring an additional £80 being added to the invoice for tree removal.
- reported that the clerk had identified a clause in the insurance policy that indicated some of the costs relating to tree work could be recovered. On discussion it was agreed she would make enquiries with the insurers relating to the possibility of claiming for the removal of the Ash tree and the planned work to the Oak tree.

## **153. Website & IT**

Cllr Crowley would arrange for the old email address showing on booking calendar to be removed.

## **154. Community Engagement**

On discussion it was agreed that:

- The Clerk should register for “Mailchimp” for the purposes of newsletter emailing. This would enable a link to be generated for sharing including on the website and social media.
- Access to the “Mailchimp” account should be limited to the Clerk and one other Cllr as a back-up.
- Cllr Crowley would contact the website developer to arrange for the subscribe boxes to be added to the website.
- An article would be included in the January edition of the monthly news to launch the newsletter and continue to encourage people to subscribe.

**155. Sports Club**

Harry Dove was in attendance to provide an overview of the Sports Club aspirations to work more closely with the Parish Council and Pinder Recreation Trust on the club's future plans.

This would start with a community survey to be launched in the first edition of the parish newsletter. On discussion it was agreed that Mr Dove would share a draft survey and a prepared presentation in the December meeting and alongside the normal 6-monthly sports club update.

**156. Documents for review**

Cllrs considered:

- Draft Annual Action Plan for year commencing 1<sup>st</sup> April 2024.  
*Approved subject so agreed amendments.*
- Equality & Diversity policy  
*Approved – no changes required.*
- Updated privacy policy for inclusion on website.  
*Approved – no changes required.*

**157. Remembrance Sunday 12<sup>th</sup> November**

Cllr Carrow reported that the Risk Assessment had been updated to include provision for the possibility of disruption.

**158. Coronation Funding**

There was noted to be approximately £170 remaining from the HCC grant, further consideration would be given on items to purchase.

**159. S106 and CIL contributions**

Cllrs noted:

- CIL contribution had been received of £1985.40.
- The Clerk had submitted the CIL contributions report for year ending 31<sup>st</sup> March 2023.
- An email had been received with a further update on S106 contributions including the timescale for registering possible projects. Cllrs noted the funds available might be suitable for the relocation of the path between the sports club and school. The clerk would share the table of available contributions prior to further consideration in the December meeting.

## 160. Grant Applications

On discussion it was agreed to approve:

- payment of the previously agreed Church grant of £800 for current year.
- The Church grant application for 24/25 of £1000 was considered, however it was agreed it should remain at £800 for the year 24/25. The clerk would share further information regarding the statutory regulations relating to church grants.
- the Victim Support grant application of £50.

## 161. Accounts

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

### Payments made to note only

Budget Section	Date	Details	Cheque	Amount
<b>Expenditure</b>		<b>Approved &amp; Paid</b>		
Trees	18/10/2023	Elm Tree Services	BACS	£2,256.00
Coronation	09/10/2023	S Whiting reimbursement	BACS	£90.00
Admin/Courses	31/10/2023	Clerk's expenses	BACS	£49.19
Salary/PAYE	31/10/2023	Clerk's Salary	BACS	£796.40
Salary/PAYE	31/10/2023	Litter Picker Salary	SO	£468.40
Salary/PAYE	31/10/2023	Nest October Pension	DD	£59.15
S137	31/10/2023	RBL Wreath donation	BACS	£20.00
Salary/PAYE	31/10/2023	PAYE & NI	BACS	£128.20
				<b>£3,867.34</b>

The following payments were approved:

Budget Section	Date	Details	Cheque	Amount
<b>Expenditure</b>		<b>To approve</b>		
S137 Donation	06/11/2023	Burghclere with Newtown PCC	BACS	£800.00
S137 Donation	06/11/2023	Victim Support	BACS	£50.00
Training	06/11/2023	SLCC re excel course	BACS	£144.00
Lengthsman	06/11/2023	Waste removal	BACS	£67.50

The Clerk reported that:

- The bank balance at 31<sup>st</sup> October 2023 was £21763.60
- The balance in the Business Bank Instant Account stood at £8357.67
- The balance in the Newbury Building Society account stood at £19,710.36
- A draft budget 24/25 budget had been circulated. It was agreed that it would continue to be reviewed with any necessary adjustments made, prior to final approval of the budget and precept request in January.

Chairman Signature: .....Date: 4<sup>th</sup> December 2023



- The National Joint Council Pay Award for the year commencing 1<sup>st</sup> April 2023 had been agreed. She would calculate the new monthly payment due along with the backdated amount required and share with all for information in the December meeting.

## 162. Clerk's Report

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

## 163. Next Meetings

The next ordinary meeting would take place on Monday 4<sup>th</sup> December 2023

There being no further business the Chairman closed the meeting at 9.15 pm.

## Actions from November meeting

Item No:	Action	Due by	Progress	Owner
138	Upload 2 <sup>nd</sup> October 2023 meeting minutes to website		Actioned	Clerk
101 (b/f)	Arrange fob for Cllr Harvey			Cllr Crowley
101 (b/f)	Research alternative email providers			Cllr Crowley
141	Include Highway reporting links in monthly news article.		Actioned	Clerk
142	Report further on Earlstone House appeal decision in December meeting.			Chair
143	Report overgrown Tothill Roundabout			Clerk
145	Respond to planning applications.		Actioned	Chair/Clerk
145	Write to B&DBC re felled tree at Weir Vale Cottages.		Actioned	Chair
146	Add NP Monitoring document to December agenda			Clerk
148	Progress licence agreement re EV charger installation			Cllr Crowley
149	Write to Thames Water & Highways re Ayres Lane flooding			Chair

Chairman Signature: .....Date: 4<sup>th</sup> December 2023

149	Include ditch clearance reminder in monthly news article		Actioned	Clerk
150	Include reminder to walkers to respect private property in monthly news.			Chair
150	Report evidence of Ash die back on railway line trees			Chair
152	Progress quotes re work to oak on footpath between sports club and school.			Cllr Morton
152	Make enquiries with insurance company re claiming for tree work.			Clerk
153	Arrange for removal of old email address from booking calendar on website.			Cllr Crowley
154	Register for "Mailchimp"			Clerk
154	Liaise with website developer re adding subscribe boxes to website.			Cllr Crowley
155	Invite other sports club representatives to December meeting and add to agenda.			Clerk
156	Update approved policies and upload to website.			Clerk
157	Update Remembrance Sunday Risk Assessment		Actioned	Chair
159	Share table of available S106 contributions		Actioned	Clerk
160	Inform grant applicants of outcome.			Clerk
161	Process payments due.			Clerk/Chair
161	Update draft budget as required and add to December agenda			Clerk
161	Calculate salary revision in line with agreed pay award.		Actioned	Clerk

## Appendix A

Minutes for the meeting of the Pinder Recreational Trust Management Committee held on 4<sup>th</sup> September 2023 at 8.55pm 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), Ian Collins (IC), Amanda Harvey (AH) and Geoff Morton (GM)

J Letsome (JL) - minutes.

### 1. Apologies

None received

### 2. Approval of the minutes of the meeting held on 3<sup>rd</sup> July 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
4	Arrange meeting with Pre-School		Later agenda item	AC/SW
5	Progress purchase and installation of spotlights and fittings.		Actioned	IC/AC
5	Undertake enquiries re cleaning		Ongoing	SW
5	Investigate replacement chairs		Ongoing	RC
5	Contact I Mobey re maintenance tasks		Actioned	SW
5	Accept quote re chimney		Actioned	RC
5	Arrange working party		Outstanding	AC
7	Contact Paul Walden		Actioned	RC

Chairman Signature: .....Date: 4<sup>th</sup> December 2023

7	Continue discussions re windows		Later agenda item	APS/RC/AC
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**4. Pre-School Update**

AC noted that a meeting needed to be arranged to obtain information on numbers for the Autumn term.

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

**Bookings**

SW reported that bookings and enquiries remained consistently busy. It had not been possible to accommodate Newbury Camera Club’s request for a regular booking because they would be required to use the clubroom which would be too small. The AA were still keen to arrange an additional meeting on Mondays should that become possible.

**Maintenance and Management issues raised**

It was noted that:

- APS had received a quote of £4800 to complete the work to the remaining areas of guttering, but without undertaking any work to the tiles. On discussion it was agreed not to proceed without further information and an additional quote for all of the required work.
- Ian Mobey had recently completed several maintenance tasks but would need more time to complete the required task to the pre school shed. This would be scheduled for October half term.
- RC had instructed Ian Mobey to proceed with the bench work.
- A bigger drain outside the kitchen would be beneficial.
- Some of the windows had been cleaned, but not the older ones in the Portal Hall.
- RC had accepted the quote for capping and cleaning the chimney, however it was found to be already capped. The cleaning would be undertaken in November.

**Portal Cottage**

It was noted that the tenants had sought agreement for an option to serve one month’s notice to end their contract without waiting for the opportunity to end their tenancy in April 2024 as stated in the contract break clause. On discussion it was agreed no decision could be made until an assessment of required maintenance work had been completed.

This would help to identify the likely void period. AC would respond to the tenants with an update.

## **6. Sports Club Update**

IC reported there had recently been a successful corporate event at the club, including a running of the railway. He understood the container was due to be moved by the end of September.

RC noted that a meeting had been arranged with Sports Club representatives on 11<sup>th</sup> September to discuss proposals for the club's future development. Borough Cllr Izett would be in attendance. RC would share meeting details with IC.

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

## **7. Priority Works List**

### **Windows**

Discussed in the earlier Parish Council meeting.

## **8. Playground update**

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

SW confirmed the outside of the hedges would be cut as part of the annual hedge cutting work. RC would undertake the inside hedges.

## **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 29<sup>th</sup> August 2023. The bank balance as of that date stood at £66,071.17.

AC noted a smart meter had been installed which would allow for more accurate electricity bills.

### **Annual Accounts for year ending 31<sup>st</sup> March 2023**

The completed accounts had been received from Ross Brooke UHY and were agreed for signing by AC.

## **11. Date of Next Meeting**

Monday 2<sup>nd</sup> October 2023 after the Parish Council meeting.

## **12. Any Other Business**

AC noted that SSE had engaged again with regards to purchasing the substation site. He would provide an update when further information became available.

There being no further business, the meeting closed at 9.44pm.

## **Appendix B**

### **County Councillor update**

**November 2023**

#### **1. Budget Matters**

The County Council is considering how it can balance its budget in the face of central government's reduced and reducing funding of local government. HCC is awaiting the annual settlement announcement from central government, expected mid-December. Meanwhile, Council still has to approve its Medium-Term Funding Strategy for 2024 to 2026, to be decided at Full Council on 9 November. The papers before council show that that between 2024 and 2026, the Council needs to find £90.4 million in savings over the two years, potentially affecting up to around 278 full time equivalent staff. Furthermore, these savings will leave gaps; in the three years from 2023 to 2026, the Council expects to use an average of about £59 million a year from reserves to plug the gaps.

#### **2. Update to Hampshire Minerals and Waste Plan latest**

Over the next two months, an update of the Hampshire Minerals and Waste Plan is set to be considered by each of the five authorities that contribute to the plan (Hampshire County Council, New Forest National Park Authority, Portsmouth City Council, Southampton City Council and South Downs National Park Authority) to determine whether each authority agrees that further consultation can take place prior to the Plan being submitted to the Government's Planning Inspectorate for examination. HCC's decision will be made on 12 December. Once approved by all authorities, an eight week consultation will be launched in January 2024. The responses to the consultation are then submitted together with the Plan to the Planning Inspectorate for scrutiny. The local policies contained within the Plan guide the decisions that each of the five minerals and waste planning authorities make when determining planning applications for minerals extraction or waste infrastructure and operations.

#### **3. Consultation on proposed changes to school and post-16 transport**

Proposed changes to Hampshire County Council's School and Post-16 Transport Policies are the subject of two public consultations which run until Wednesday 6 December.

The proposals have been made to provide more flexible transport arrangements that better respond to children's needs, whilst bringing services into line with the latest statutory guidance from the DfE. The proposals are not part of a savings programme, and do not include any proposed changes to the eligibility criteria for School and Post-16 Transport.

Details of the proposed changes and links to the consultation can be found at <https://www.hants.gov.uk/aboutthecouncil/haveyoursay/consultations/Post-16-Transport-Policy-for-2024-25> and <https://www.hants.gov.uk/aboutthecouncil/haveyoursay/consultations/schooltransport>

#### **4. Useful links for power cuts and flooding**

In the aftermath of Storm Ciaran, Scottish and Southern Electricity Networks have provided some useful links in the event of future power cuts.

Any loss of supply or damage to the electricity network can report by dialling 105. You can also obtain details of power cuts and restoration times on SSEN's [Power Track Website](#). Their [website](#) also contains advice and information on how to deal with a power cut and there is also a webchat service.

You can read advice online about how to [prepare for flooding](#) and check The Environment Agency web pages for updates relating to [flood alerts](#) for the area.

For assistance in the event of flooding call 0345 988 1188 or text 0345 602 6340.

#### **5. Reporting Highway Problems**

A reminder of some useful links

Potholes: <https://www.hants.gov.uk/transport/roadmaintenance/roadproblems/potholes>

Tree/hedge problems:

<https://www.hants.gov.uk/transport/roadmaintenance/roadproblems/treehedge>

Flooding/drainage issues:

<https://www.hants.gov.uk/transport/roadmaintenance/roadproblems/flooding>

Pavement problems:

<https://www.hants.gov.uk/transport/roadmaintenance/roadproblems/paving>

Problems with rights of way:

<https://www.hants.gov.uk/landplanningandenvironment/rightsofway/reportaproblem>

When reporting an issue, you'll be sent an email confirming a reference number for the report. If you would like me to follow this up for you then do please forward that message to me and I will chase for you.

**Tom Thacker**  
**Hampshire County Councillor**  
**Whitchurch and the Cleres Division**

## **Appendix C**

### **Borough Cllr Izett Report**

1) Local Plan Update. The new administration has directed the latest draft to consultants who are doing sustainability appraisals which should be ready by early December. The aim is to publish the next draft by mid- December, which seems rather ambitious, ahead of the public Reg 18 consultation by mid to late January. The consultation will be over a 6 week period.

2) Manydown North. Tomorrow Cabinet is planning to give approval to a deal with the freeholder of the land, the Manydown Company, to buy it so that development of some 3,500 houses can go to the next stage. The negotiations on the purchase have been going on for some 2 years so this is good if rather belated news.

3) Appeal decision on rejection of planning in principle application for single dwelling on land at Earlstone House. The inspector has allowed the appeal, which was published last Friday. The basis of his decision is very disappointing in the context of the lack of weight given by him to the Neighbourhood Plan. I will be interested to hear the parish council's view.

3) Death of former borough councillor Horace Mitchell. As some of you may know Horace had been seriously ill with a lung condition. He served as borough councillor from 2004 to 2014 and was a considerable expert in planning matters, serving as chairman of the planning committee and also as Cabinet member for planning. His funeral takes place on 18th November.

4) I note that the meeting agenda includes an update on the Manor Farm, Old Burghclere decision by the Development Control Committee.