

DRAFT

BAUGHURST PARISH COUNCIL
Minutes of a meeting held on Thursday 25 November 2021
Heath End Hall, Baughurst
7.30 pm

PRESENT: Cllrs R Cockle, G Porter, P R S Postance, S E Terrett, P Markwick and E Page (both from Item 91)
Also present: Borough Councillor G Poland, and CSPO B Esprit, and 2 members of the public
In attendance: Mrs P J Waterfield, Clerk to the Council

83. Cllr S E Terrett was elected to the Chair.

84. Minutes of the meeting of 21 October 2021 (copy herewith)

The Minutes of the meeting of 21 October 2021, copies of which had been circulated, were taken as read and approved. CSPO Esprit was welcomed to the meeting.

85. Apologies for absence

Received from Cllrs M G Slatford, J Hewitt, A Sciarretta and Russell, and County Councillor D Mellor,

86. Declarations of interest

Councillors were reminded that for those with any interest to be disclosed in relation to an item included in the agenda for this meeting, it was their duty to do so at the appropriate agenda item (as required to be disclosed by Section 96(1) of the LGA 1972, and in accordance with the Parish Councils Order 2001. Councillors had each received a form, which they are required to complete with any declarations of interest on an annual basis.

87. Matters arising from the Minutes of 21 October 2021

- land at 105 Long Grove – action due this week
- Deeds – no further action taken
- Land rear of 101 Long Grove – no further information received
- Email provision – domain changed, website and email provision now operational, but with ongoing issues which still need resolving. See General Purposes report
- SLR – agreed that a clamp is required and a ceiling of £150 given. See General Purposes report.
- Replacement posts, land adjacent Hurst Leisure Centre –action due this week
- SSE Pineapple pavilion – account payment reduced, and settlement made
- Open areas maintenance – quotation received – see Open Spaces
- Tree survey. See General Purposes report
- Tarmac paths – see General Purposes report
- Bark chippings, Wolverton field – see Open Spaces
- Queen's Jubilee working party
A further meeting had taken place, and another planned in January 2022
- Newsletter distribution – had taken place successfully

88. County, Borough, BDAPTC and Police reports

All reports are to be found as appendices to these Minutes.

89. Open forum

No matters were raised.

90. Planning

a) to receive and consider the latest planning applications

21/03279/FUL	Hill House, Haughurst Hill	Stables, tack room and hay store to paddock	No objection
21/03163/FUL	Land north east of Wildermere, Haughurst Hill	1 dwelling with associated parking, turning, landscaping, private amenity space and access	Objection
21/03332/FUL	West View Farm, Baughurst Road	6 dwellings with garages, parking and associated landscaping following demolition of existing stables/barn	Objection
21/03278/HSE	Hill House, Haughurst Hill	1 st floor rear extension, detached garage and new access gates, brick piers and wall	No objection
21/03238/FUL and 21/03239/FUL	Land adj to lone, Baughurst Road	1 dwelling with associated parking and creation of new access (amended scheme to 19/02519/FUL)	Continuing objection
21/03148/FUL	Shawfield House, Baughurst Road	1 dwelling, detached garage and new access	Objection

b) Decisions by BDBC

21/02694/HSE	Goodwood, Wolverton Road	Rear extension to bungalow	Approved
21/01664/HSE	Browning Hill Cottage, Browning Hill	2 storey rear extension (amendment to approved 18/03160/HSE)	Approved
21/02518/LBC	Townsend Cottage, Wolverton Townsend	Installation of clean burn chesterfield 5 woodburner and associated alterations to fireplaces and chimneystack	Approved
T/00201/TPO	Ashley, Wolverton Common	1 x holly, prune; 1 x cherry, fell	Approved
21/02897/HSE	Mulberry Hill, Violet Lane	Extensions and alterations to existing dwelling, new outbuilding, greenhouse, swimming pool and front gate	Approved

b) Matters arising

21/01911/FUL land west of Church Road, Browning Hill – it was noted that this application had not been notified to this Council in 2020 by BDBC, and no comment had therefore been made.

91. **General Purposes Committee meeting 18 November 2021**

- Operation London Bridge
Agreed that this would be shelved. In the event of a senior Royal, this Council would be guided by higher civil authorities in terms of etiquette.
- Remembrance Sunday 2021
Still in the throes of Covid 19, this had proved more difficult to organise than in previous years, in the absence of the British Legion's organisation. However, it had taken place satisfactorily, with fewer in the congregation than in previous years, but various compliments expressed by the public. Thanks had been made to all concerned.
- Website/email provision/domain
The new website is up and running satisfactorily. Email provision has been more problematic, and is still unsatisfactory in parts. The domain name had transferred easily to both.
- War Memorial
Cleaning had taken place, but no grant forthcoming from War Memorials Trust due to a prior successful application. Cleaners had noted crack in the upright post of the Memorial, which will need repair.
- Deeds
Little action had taken place. Still awaiting a response from the Land Registry.
- Policies
The following were received and APPROVED:
 - Code of Conduct
 - Health and Safety policy
 - Safeguarding policy
 - Complaints procedure
 - Financial regulations
 - Standing orders
 - Financial risk assessment
 - Asset register
 - GDPR policyAll comments relating to EU policy to be removed from documentation.
- Budget 2022-2023

The Budget was APPROVED. Also APPROVED precept for 2022-23 at £50,000, an increase of 2%.

- Defibrillator, Wolverton

Agreed that purchase is made of a defibrillator and box, if either Wolverton hall or the George and Dragon would be prepared to host it. Cllr Russell offered to check the box at regular intervals; pads etc would need to be renewed approximately every 5 years at this Council's cost. Other suitable sites within Wolverton Common to be sought for further defibrillators – electrical connection is a necessity.

- 'Sustainable Baughurst'

Agreed that further information is sought on the subject, and, if sufficient interest is shown by the public, an offer made to set up an initial working party consisting of the public, to take matters further if necessary.

- Councillor applications – Baughurst Ward

Agreed that applications from Elizabeth Page and Peter Markwick are accepted, who then signed the Declaration of Acceptance of Office.

- Tarmac paths, Baughurst Common

The October meeting of full Council had agreed to accept a quotation for the works to be carried out, after investigation of the situation regarding tree roots. Fears had been allayed by various responses received from tree contractor, and the tarmac contractor. An alternative quotation had also been received from the approved contractor for a sealed gravel surface as an alternative. However, it was felt that this would not be suitable for

buggies and wheelchairs, and therefore agreed that the contractor should carry out the original quotation as planned.

- Speed Limit Reminder device (SLR)

Malletite had confirmed that their panel will fit the CA Traffic device, and the part is to be ordered. Further investigation continues into researching the correct Speed Indicator Devices suitable for this parish.

- Tree Survey

Agreed that arboriculturist should be asked to develop a works specification for the works to be carried out, together with the handling of seeking suitable tree contractors, at a cost of £580.00 + VAT. Further agreed that immediate felling of 8 trees labelled as in need of attention urgently should be carried out. Also agreed that approval is given to immediate removal of undergrowth which has precluded checking of at least 20 trees within the survey.

- Confidential Minutes (Clerk's Salary)

92. Finance

- Latest financial statement was approved
- The proposed Budget was agreed and accepted

BAUGHURST PARISH COUNCIL BUDGET 2022-23

Items	2020/21	2021/22 budget	2021/22 YTD actual Nov 2021	2021/22 expected	2021/22 Year end forecast	2021/22 Variance	2022/23 proposed budget
INCOME							
Precept	48985	48985	48985	0	48985	0	50000 (2%)
Bank interest	35	35	16	16	20	15	20
Pineapple field	1400	1340	1061	336	1397	-57	1400
Grant – grass cutting	5400	5200	5380	0	5380	-180	5200
Grants	500	500	0	0	0	500	500
Booklets sale	0	0	0	0	0	0	0
Speedwatch hire	0	0	0	0	0	0	0
					0	0	
					0	0	
					0	0	
Total receipts	56320	56060	55442	352	55782	278	57120
Tree survey from reserves					15000		
Total					70782		57120
EXPENDITURE							
General Administration	28878.55	28000	20530.58	8000	29000	-1000	30000
Grants	1000	4000	150	500	650	3350	1500
Playing fields and open spaces	15125.81	29000	15008.28	34294	49302.28	20302.28	22000
Pineapple field	254.59	4000	483	500	983	3017	1000
Highways and rights of way	225	300	0	2100	2100	-1800	500
Chairman's allowance	80	200	40	0	40	160	200
Churchyards, War	0	80	0	0	0	80	2500

Memorial							
Free 2p	1450	0	0	750	750	-750	2000
Defibrillator	0	0	0	1800	1800	-1800	0
New laptop	0	0	0	750	750	-750	0
Total expenditure	47013.95	65580	36211.86	48694	85375.28	19795.28	59700
Surplus/deficit	9306.05	-9520			-14593.28		-2580

Playing fields and open spaces

Grass cutting	2865.02	4000	2442.85		2442.85	1557.15	4000
Vitaplay inspection and maintenance	4851.9	5000	396.88	300	696.88	4303.12	5000
Trees - maintenance	4566.89	5000	1170	1500	2670	2330	5000
Tree survey and works	0	10000	4133	8000	12133	-2133	0
A D Gibbs	2447	5000	2362.55	2300	4662.55	337.45	5000
General maintenance	395	0	4503	22194	26697	-26697	3000
Total	15125.81	29000	15008.28	34294	49302.28	20302.28	22000

Works agreed/awaiting payment:

land adj 105 Long Grove	£1,194	initial quote, then £64 per hour to level surface etc
Railings, Hurst School	£1,000	
Various, Wolverton field	9000	5000 bark chippings, 2000 fence, 1000 play equipment, 1000 gate closers
Baughurst Common tidy up	1000	
Tarmac paths quote	£10,000	
Total	22194	

- The Precept was agreed at £50,000
- Annual rental of Wolverton field agreed at £350.00
- Grant application, Challengers – declined on this occasion

93. Playing fields and Open Spaces

- Bark chippings – agreed that this surfacing should be used rather than an alternative. Quotations to be received for 30 cu m, including the spreading thereof (Cllr Cockle declared an interest)
- Hedgecutting, Wolverton field – the lowest quotation of £185 was accepted (Cllr Cockle declared an interest)
- Baughurst Common clearing – the only quotation received of 4 requested was accepted
- Wolverton field
Quotations still awaited for remedial repairs to equipment

94. **Highways and Rights of Way**

- Great Haughurst Copse
Ashford Hill and Headley PC had donated £500 towards the improvement scheme
- Highways
County Councillor had been advised of the poor condition of Woodlands Road following resurfacing, including dropped manhole covers in the centre of the carriageway
- Leaf sweeping
Complaints were made to the Borough Councillor regarding the proposed lateness of the sweep – January 2022
- Litter bin, Heath End shops
Clerk advised damage to the bin, and request made for a replacement

95. **Open forum**

No comments made.

96. **Accounts for payment**

Received: £84 Calleva, £1841.55 VAT refund

Income

£

Expenditure

£

Precept	48985	Administration	20705
Grant – grass cutting	5380	Grants	
Interest	4.90	Free 2p	150.00
Pineapple field	977	Chairman's allowance	40.00
Grants		Pineapple field	482.49
Insurance claim		Grass cutting	2931
Footpaths booklets		Vitaplay	576.60
VAT claim		Trees	6298
	55346.72	Contractor	1700
		General	5823
		Highways SLR	0
Profit/loss on 1 month	16640		38706.71

Balance Sheet as at 25 November 2021

£

£

Balance b/fwd	118880.00	Current Account	4389	
		Less Unpresented	14249	
Profit on month	16640	Premier Account	96540	
		Petty Cash	222.49	
		Reserve Account	48618	
	135520		135520	

To pay:

Balance per bank statements as at 25 November 2021

Regency	Payroll November Payroll December	14.84 + 3.70 14.84 + 3.70
HCC	Pension – November Pension - December	369.32 369.32
Clerk	Salary and allowance November Salary and allowances December	1152.59 1152.59
Tesco	Mobile contract November Mobile Contract December	7.50 7.50
Microsoft	Office 365 November Office 365 December	17.60 + 3.52 17.60 + 3.52
Business Stream	Pavilion November Pavilion December	5.00 5.00
Inland Revenue	Tax and NI November Tax and NI December	278.87 278.87
Nash Trees	10 Mornington Close	140.00 + 28
Saplings	Tree Survey	4133.40 + 826.68
Idverde	Grass cutting	2442.85 + 488.55
Seiretto	Exchange mailbox	119.00 + 23.80
Hugofox	Silver package October Silver package November	16.66 + 3.33 16.66 + 3.33
SEB	Pavilion	379.61 + 18.98
A D Gibbs	Maintenance	1699.37
Vitaplay	Repair Long Grove	312.88 + 62.57
Vitaplay	Inspection	84.00 + 16.80
BDBC	Newsletter printing	174.81
Rooksdown PC	Training x 2	168.00

97. Date of next meeting

The date of the next meeting will be held on **Thursday 13 January 2022, 7.30 pm**, Heath End Hall.

98. Confidential Minutes (Clerk's salary)

99. Appendix 1

County, Borough, DAPTC and Police reports

a) Borough Councillor G Poland reported:

- **GARDEN WASTE BINS**

This service has resumed and with the crews working extra days to clear the backlogs hopefully this will resolve the difficulties for many residents.

- **ECOLOGICAL EMERGENCY**

This was raised and agreed at the last Council meeting and, whilst it is imperative that we protect the natural environment, some concern was raised at this being classed as an

"emergency", given that this has to sit against the significant demands in an area with rising housing demand, increasingly scarce water resources and population growth.

- **AWE**

I shall be attending the next meeting of the LLC to be held remotely on 30th November

- **Other matters**

- As a member of the Community Environment and Partnership Committee I attended a meeting on 17 November at which the ecological emergency raised and agreed at the last Council meeting. This was discussed together with a community safety presentation by Dan White of BDBC and Sgt Davies from Basingstoke police on measures being taken to improve and protect residents.

- **Maintenance of Play Area equipment**

I have so far been unable to resolve this query with BDBC

- **CPSOs**

I raised the issue of phone links between CPSOs and Hampshire Police at the CEP meeting when a presentation was given by both BDBC and Sgt Davis from Hampshire police on measures being taken to combat anti-social behaviour. The latter confirmed that although CPSO's operate on a separate channel, they can link into Hampshire Police if necessary.

b) CPSO B Esprit, Basingstoke and Deane

CPSO Esprit gave a brief overview of his role within BDBC, dealing with anti social behaviour and crimes, abandoned vehicles, fly tipping etc. He covers Tadley, Baughurst, Kingsclere and Pamber Heath, with 12 in the team covering the remainder of the BDBC area. His point of contact is cpsob@basingstoke.gov.uk. He advised that very little had been reported in Baughurst in the last month. He was pleased to have been invited to the meeting, and hoped to do so again on a reasonably regular basis. In the event that this is not possible, he agreed to provide a brief report if any issues have taken place.