

**BAUGHURST PARISH COUNCIL**  
**Minutes of a meeting held on Thursday 22 March 2018**  
**7.30 pm, Heath End Hall**

**PRESENT:** Cllrs M G Slafford (Chairman), C I Curtis, C Grenville, J Hewitt, A Narracott, P R S Postance, S E Terrett  
Also present:  
Apologies for absence: Borough Councillor M Bound  
In attendance: Mrs P J Waterfield, Clerk

**99. Minutes of the last meeting**

The Minutes of the meeting of 1 March 2018, copies of which had been circulated, were taken as read and approved.

**100. Declarations of interest**

Councillors were reminded that for those with any interest to be disclosed in relation to any 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 were required to complete with any declarations of interest on an annual basis.

**101. Matters arising**

(88) Speedwatch

(88) SLR/SID

(88) Seat on HCC land

No update received from County Councillor Mellor. A further letter requesting information had been received from the resident.

(88) GDPR (General Data Protection regulations)

Further information had been received in a document from NALC, reported in General Purposes meeting notes below.

**102. County, Borough, Police and BDAPTC reports**

a) County Councillor Mellor reported that:

b) Borough Councillor Bound reported that:

- BDBC has signed New River Retail as their partner in the redevelopment of the Leisure Park
- BDBC full Council this same evening is to debate the appointment of the Interim Executive Director of Borough Services; pay policy statement; adoption of neighbourhood plans for Sherfield on Loddon and St Mary Bourne; adoption of Statement of Community Involvement; Community Infrastructure Levy; review of the Council's constitution, Office of the Mayor and Deputy Mayor of the Council; dispensation of all elected members and allowances.

c) BDAPTC

The next meeting is scheduled for 26 March 2018.

**103. Open forum**

**104. Planning**

a) to receive and consider the latest planning applications

|              |  |   |              |
|--------------|--|---|--------------|
| 18/00710/HSE | 2 Poplar Close                         | Replacement rear conservatory   |              |
| 18/00633/HSE | 22 Forest Close                        | Two storey side extension and single storey rear extension, conversion of roof space to living accommodation with dormer windows to the rear and roof lights to the front elevation       |              |
| 18/00585/HSE | 8 Little Aldershot Lane                | Single storey front extension   | No objection |
| 18/00752/FUL | Land adj to Mulberry Hill, Violet Lane | Demolition of existing garage and erection of new stable block, associated change of use of paddock to equestrian use, repositioning of driveway to Mulberry Hill and formation of manege |              |

b) decisions by BDBC

|              |            |  |          |
|--------------|------------|--|----------|
| 18/00213/HSE | 67 Portway | Two storey side/rear extension and new front porch | Approved |
|--------------|------------|--|----------|

c) BDBC Electoral Ward Review

No comment made.

105. **Finance**

a) latest financial statement

The latest financial statement was received and noted.

b) Tadley Citizens Advice Bureau

Approval was given, under Section 137 of the LGA 1972, for the benefit of the inhabitants of the parish, to a grant of £

c) newsletter

Approval was given to the production of the newsletter.

106. **Playing fields and Open Spaces**

107. **General Purposes Committee**

• Tadley Working Group

HCC Councillor had received the suggestions put forward by this Council, and had discounted them on the grounds that they had been investigated on earlier occasions without success. Agreed that Tadley TC would be asked for an update on dates of future meetings.

• £106 monies

Deferred to Playing Fields and Open Spaces

• GDPR

Individual parish council email addresses had been provided, and were slowly being implemented. Noted that Clerk should have ability to monitor emails and this is to be set up.

• Baughurst Post Office

Recent information from both the post office and the owner implied that they are still keen to retain a post office in Baughurst, and are actively seeking suitable tenants. No further information has been received for several weeks. There have also been no further comments made to this Council by parishioners regarding the situation.

It was noted that:

- a) This Council may make an application to Basingstoke and Deane Borough Council to protect the site as an Asset of Community Value, providing sufficient parishioners support the application.

- b) This Council's role and responsibility ends at that point.
- c) The community (comprising interested parishioners) then has six months in which to make an application to purchase the property. This would involve them, amongst other items, raising a business plan, appointing legal and accounting professionals and raising sufficient monies.
- General Data Protection Regulations

NALC had just issued a Toolkit for Local Councils prior to the meeting, and it was agreed that further time was needed to disseminate the document. In addition, HALC is also due to provide a guide towards the end of April.

Items noted:

- a) It is likely that a data cleansing exercise may need to be undertaken of personal data. Agreed that an email should be sent to those parties with personal email addresses whom this Council contacts on a regular basis, asking for their permission to retain their personal data. Files containing personal data should also be cleansed. Investigation to be made into possible 'cloud' storage.
- b) General Privacy Notices - qualification of situation regarding newsletter to be investigated (Clerk to carry out Parish Data Audit).
- c) Subject Access Requests - policy needs to be updated to take account of changes in charging.
- d) A Data Protection Officer to be appointed -possibly shared between other councils, or the latest thinking by HALC implies that clerks may become DPOs. Information still awaited from ICO (Information Commissioner's Office) on how the new regulations impact on smaller councils.
- e) Council already registered with ICO.

Noted that, in order to implement these changes, the Clerk will need further hours in which to work, and should be reimbursed accordingly.

- Parish Online  
Hampshire Broadband Ltd had been asked to remove all data from the Council's Parish Online site, and given 6 weeks in which to do so.
- Annual pension return has to be made to HCC by 22 April 2018. Chairman and Clerk to liaise.

#### 108. **WW1 Working Party notes**

- Newly elected Mayor of BDBC to be reminded of commitment to the Civic Service on 4 November 2018, following investiture in early May 2018.
- LH had retired as Churchwarden of St Stephen's. RM was welcomed in his stead, and is to check with David Barlow that all is in train for this event.
- Tea party after outdoor service on 11 November – TADS had indicated that they may have rather less display material than usual, given their own commitments on the day.
- Tadley Concert Brass (following the meeting) had emailed PW, advising that they have another commitment on that day, but are keen to be involved. They will come back in the near future.

#### Tea party, 9 September 2018

- Concert brass – as per bullet point above
- Generation X are happy to come along and sing at the event, which is much appreciated
- WL to be asked whether Hurst Singers would be prepared to attend and sing
- Hurst School had indicated that several children may be present for poetry reading

- Art Exhibition – in addition to the ‘Poppies’ theme this year, a further theme on the lines of ‘Lest We Forget’ is also used. Appropriate entries will be on display
- Memorabilia – to be advertised in imminent parish magazine
- Tadley St Mary’s had been asked for the loan of the Roll of Honour for Heath End, but no response received as yet
- WW1 archived material – JP is still hoping to obtain this
- GB to source additional display boards from Scout and Guide Group
- GB had been successful in sourcing Scout uniform from the Scout HQ archives, and a volunteer, with uniforms and other equipment, will be present n the day
- Suggested that local families are invited to bring along their own stories and memorabilia from their ancestors’ lives in the Great War
- Suggested that a DVD of events in the War might be projected onto the screen in the large hall

**Civic Service, 4 November 2018**

- RM to check with DB that all is in order. NB conducted a similar service in 2014, and had indicated at the time that he would like to return to do the same in 2018 – RM will check and ask
- Bellringers – PW had spoken with some of them, who are happy to ring a peal on the day, but she felt that this should be discussed with DB, and RM agreed to do so
- Parish Council to be asked to fund printing of the order of service

**Remembrance Day, 11 November 2018**

- More helpers needed to hand out order of service sheets on the day
- More offers of help needed to affix the plastic poppies to street lamps
- No further information regarding any proposed shortening of the service had been received – RM to enquire further

**General**

- Poppy trail – flowers already being made in all walks of Baughurst life. PW to advertise the need for more knitters, and also donations of red wool. U3A is to be asked to advertise this within their group.
- Council had agreed to the clearance of self-seeded shrubs at the junction of Heath End Road and Brimpton Road. Scouts to plant papavers in this section.
- Council had not agreed to changing the name of Poplar Corner, but had instead suggested that the square of land at the junction of Woodlands Road and Heath End Road (adjacent to Heath Court) could be designed as a ‘peace’ area. This could include the provision of a bench; wildflower planting, and delineation of a proper path across the land.
- Agreed that 100 bulbs (red miniature tulip, possibly) would be planted in this section.
- Council had suggested that existing trees could be used to commemorate the fallen – each tree with a plaque with a name, and a corresponding ‘map’ put on the parish website identifying their whereabouts.

**109. Highways and Rights of Way**

a) Baughurst Road

At the request of HCC, the owner has now carried out significant ditching work. HCC will now be able to investigate the cause and source of the blockage.

**110. Open forum**

**111. Accounts for payment**

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|-------------------------|-----------------|
| <b>Current account</b>  | <b>4621.75</b>  |
| <b>Premier account</b>  | <b>46080.50</b> |
| <b>Petty Cash</b>       | <b>147.72</b>   |
| <b>BDBC account</b>     | <b>48618.00</b> |
|                         | -----           |
|                         | <b>99467.97</b> |
| Less: unrepresented     | 527.27          |
|                         | -----           |
| Balance brought forward | 99995.24        |
| Add: balances R&P       | 89058.04        |
|                         | -----           |
|                         | 189053.28       |

112. **Date of next meeting**

The next meeting of BAUGHURST PARISH COUNCIL will be the Annual Parish Meeting, to be held on **Thursday 5 April 2018**, 7.30 pm, Heath End Hall.