

DRAFT

BAUGHURST PARISH COUNCIL

Minutes of a virtual meeting held by Zoom on Thursday 24 September 2020 7.30 pm

PRESENT: Cllrs M G Slatford (Chairman), C Curtis, C Grenville, J Hewitt, G Hetherington, G Porter, P R S Postance, M Russell, A Sciarretta, S E Terrett
Also present: Hampshire County Councillor D Mellor, Borough Councillors M Bound and W Lovegrove, and 2 members of the public
In attendance: Mrs P J Waterfield, Clerk to the Council

42. Minutes of the meeting of 23 July 2020 (copy herewith)

The Minutes of the meeting of 23 July 2020, copies of which had been circulated, were taken as read and approved, after the following amendments: report by Borough Councillor C Curtis should read M Bound; Planning – T/00238/20TPO Pine Lodge – declaration of interest declared by Cllr Slatford.

43. Apologies for absence

No apologies for absence received.

44. 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 were required to complete with any declarations of interest on an annual basis.

45. Matters arising from the Minutes of 23 July 2020

(32) Defibrillator

Calleva had confirmed that they will check the machine on a weekly basis. They had also confirmed that they will be happy to take the responsibility for replacing pads and batteries.

(32) Long Grove vandalism repairs

Insurance claim had been paid by our previous insurers. Repairs to the outer post and rail fence yet to be completed by contractor.

(32) Bollards adj 105 Long Grove

Title deeds had been circulated to all. Agreed that deeds for all land owned by the Parish Council should be retrieved for investigation.

(32) Kissing Gate FP17

The gate had now been installed.

(32) Annual contract with BDBC for inspections

No further information received from BDBC.

(32) Lantra Awards Basic Tree Survey

Kingsclere PC advised that none of their councillors attended the training course, but two of their Tree Wardens had done so. They found it very useful and offer advice on Tree Applications plus additional advice on trees as requested but Kingsclere PC still have a five year tree survey completed by a professional. Information about Tree Wardens requested.

(32) Land at 59 Long Grove

The majority of Council believed that a fence could be erected on the proper line. Clerk to arrange meeting with owners and a councillor.

(32) Parish online – tree plotting on line

Upon request, BDBC had supplied the information necessary for Parish Online to plot the Settlement Policy boundaries for all parishes within the Borough. Clerk had also asked AWE regarding DEPZ, but no response received as yet.

(32) Trees

- 99 Long Grove – dead oak – removed
- 87/89 Long Grove – overhanging oak canopy, and dying oak adjacent – works to both to be undertaken (47, 55)
- Ash trees on land to rear of Heath Court – trees removed, but two of the three stumps could not be ground to nearby underground services. A revised invoice for the works is to be received.
- 81 Long Grove – large branch over right of way – removed
- Adj 8 Pinewood Close – dying tree – works to be undertaken
- Adj 2 Portway – dead pine – removed

(32) Request to purchase land, Wellington Crescent

Resident had offered to take out a lease on the land, which involved possibly moving the fence line for the purpose of growing evergreen shrubs, small trees, bushes, bulbs and flowers to grow up and cover the fencing in a cottage garden style. Agreed that no movement of the fence line should be undertaken.

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

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

47. **Open forum**

A local resident advised current tree works being carried out along the length of Wolverton Common between Rose Cottage and the start of the 30mph speed limit, with 2 trees felled. He also advised a number of forthcoming planning applications relating to his estate, involving change of use and establishment of planning consent. He is to liaise with County Councillor Mellor regarding drainage and potholes in Crabs Hill.

48. **Planning**

a) to receive and consider the latest planning applications

T/00458/20/TPO	Wilderness, 5 Heathrow Copse (Cllr Postance declared an interest)	T1 oak – fell; T2 silver birch – fell; T3 – silver birch – fell; T4 – oak – fell; T5 – oak - fell	More information about condition of trees requested
19/03410/FUL	Land adj Shaw Lane and New Road (outside the parish)	1 x 4 bed dwelling and associated parking	Objection
20/02316/FUL	Little Brook caravan, Pound Green (Cllr Curtis declared an interest)	5 bed dwelling with associated garage/home office building following removal of existing mobile home. Creation of new vehicular access	No objection
20/01130/FUL	Inhurst Cottages, Inhurst Cottages	14 dwellings and associated parking – amended plans	Objection
20/02044/LDEU	Hill House, Haughurst Hill	Certificate of lawfulness for the continued use of the land as part of residential garden	Comment supporting claim
20/01994/FUL	Lyncroft, Wolverton Road	Dwelling	Objection
20/01950/HSE	Widdershins, 20A Forest Close	1 st floor extension to side of house	No objection
20/01859/HSE abd 20/01860/LBC	Browns Farm, Pound Green	Demolition of existing rear extensions and erection of	No objection

	(Cllr Curtis declared an interest)	new two storey rear extension	
20/01861/HSE	32 Heath End Road (out of parish)	Single storey rear extension, 1 st floor side extension and pergola. Pitched roof to front porch and front parapet wall to flat roof garage	No objection
T/00314/20/TPO	Heath End Hall (Cllr Hewitt declared an interest)	Prune/felling work as per survey report J1271 TCS	No objection
TPO/BDB/0677/A	Land to east of Wolverton Road, RG26 5RZ (Cllr Slafford declared an interest)	Temporary tree preservation order	No objection

b) Decisions by BDBC

20/01319/LDPO 20/01333/LDPO	2 Inhurst Cottages, Inhurst Lane 1 Inhurst Cottages, Inhurst Lane	Certificate of lawfulness for proposed use of the erection of a two storey rear extension to a depth of 3m. Eaves and ridge will remain at same height.	Refused
20/01336/FUL	Gibbys Farm, Browning Hill	1 x dwelling and associated parking (amended scheme)	Approved
20/01369/HSE	Old Houses, Axmansford	Green oak double garage and store with studio over	Approved
20/01533/FUL	Land at OS Ref 457545 162183 Brimpton Road	4 dwellings with associated parking	Withdrawn
T/00222/20/TPO	Meadow End, Baughurst Road	T1 oak – prune; T2 oak – prune	Approved
TPO/BDB/0677/A	Land to east of Wolverton Road RG26 5RZ	Temporary tree preservation order	Approved
20/01950/HSE	Widdershins, 20A Forest Close	1 st floor extension to side of house	Approved
T/00128/20/TPO	6 Heathrow Copse	Fell 5 oak trees	Part approved/part refused

c) Matters arising

BDBC Planning Policy Officer had offered to participate in a Zoom meeting with Council, to discuss various planning matters and policy. A suitable date is to be agreed.

49. **Finance**

- a) The latest financial report was received and noted.
- b) Renewal of Data Protection licence was approved
- c) Homestart grant application of £500 was approved, under Section 137 of the LGA 1972, for the benefit of the area and its inhabitants (Cllr Hewitt declared an interest)
- e) Clerk advised successful completion of the annual audit, and payment was approved at a cost of £360.
- h) Zoom - Approval was given to the continued use of Zoom until October 2020.
- i) Newsletter – agreed that consideration of production of a newsletter to be deferred to

the next meeting.

50. **General Purposes Committee report of meeting 21 September 2020.**

a) Operation London Bridge

No further action had taken place with regard to a meeting, due to Covid-19.

b) Speedwatch

No further outings had taken place, nor a quest for a new leader, as a result of Covid-19. Stratfield Saye PC had also deferred their proposed hire of the machine to a later date. Clerk asked to contact the Police to ascertain their current position regarding Speedwatch.

c) Defibrillator

Tadley TC do not own or maintain any defibrillators within Tadley. It had been decided at a full meeting that placing the defibrillator on La Capanna would be of no use to users of the Pineapple field, as it is too far away from the site in emergency circumstances. Calleva FC have agreed to check and maintain the machine on a weekly basis, and had agreed to cover replacement pads and batteries as needed.

d) Planning and interested parties

It was agreed that BDBC now encourage applicants to put their case forward to a full meeting of Council before making a submission to them. It was noted that the composition of Council attendance, and therefore the collective view, may change between the pre-application and the actual decision-making meeting of Council, and it was agreed that suitable wording should be placed on the agenda explaining this fact. In addition, an item should be added within Open Forum, permitting applicants 2 minutes in which to present their case, and 2 minutes for further discussion with councillors.

e) Appointment of internal auditor

Clerk advised that the recent External Audit had been successfully completed, and she had written to the current auditor, thanking him for his years of service and help and assistance over those years. Three quotations, and references, from differing applicants had been received, and it was agreed that Tim Light, of The Light Touch, is chosen as the successful candidate, at a cost of £495 per year inclusive of all visits, advice at any time, and guidance.

f) Accessibility Statement/Website

A brief statement had been placed on our website, advising that we are aware that our site is not wholly compliant with the recent accessibility directive, but that we are working towards correction of this. Vision ICT have advised a cost of £1470 to revamp our website to bring it to an acceptable standard for the regulations. It was agreed that other options, including providers, are explored and brought back to the next meeting of General Purposes committee in November. In addition, consideration to be given to possible greater involvement with the community, and how to achieve this.

g) Remembrance Sunday arrangements

Current Covid 19 regulations make the possibility of a large gathering for the outdoor service difficult. Neither British Legion nor Baughurst Scout and Guide group intend to take part with parade etc., and no music or singing would be permitted by regulations. The vicar is prepared to host a very small gathering of a few people, but it would be difficult to socially distance a random audience, and names and contact details would need to be collected for everyone. The Clerk has not yet applied for road closures, although has ordered a poppy wreath, and applied for permission to post poppies on lamp posts as per normal. It was agreed that, sadly, under the circumstances, the normal massed gathering and parade to commemorate the event should not be undertaken this year. Agreed that Council should note the two minute silence on both their website and Facebook page.

h) War Memorial

Consideration to be given to application for grant aid for the cleaning and restoration of the War Memorial.

i) Community Infrastructure Levy

Councils who are part of a Neighbourhood Plan can enjoy 25% of the CIL from new development, against 15% for those who are not. Tadley TC does not currently intend to produce a Neighbourhood Plan, and it was noted that originally any such plan would have included Baughurst and Pamber PC as a joint 'corridor'. All three Councils are protected to a

degree from future large development by the DEPZ. It was agreed that BDBC should be asked to grant us 25% of the CIL, as Baughurst is unlikely to be eligible for development on a larger scale because of the DEPZ.

j) Budget

Agreed that work should begin in production of the budget, especially given the fact that the monies required for carrying out the 5 year tree survey had not been needed this year, although will be in 2021. More monies had been expended for remedial tree surgery, which is endemic amongst local councils this year due to the weather conditions. A new re-planting scheme was suggested.

51. **Highways and Rights of Way**

a) request for grant aid, British Horse Society, Bridleway 6

Grant aid was not approved on this occasion.

b) Pavement to left of 14 Wellington Crescent

Deferred to Playing Fields and Open Spaces committee. Members are encouraged to examine the path before the meeting is held.

c) Fencing, Heath End Road

HCC had repaired the fencing at Heath End Road south of Calleva roundabout.

d) Baughurst Road

A local resident had complained about traffic speeds along the length of the road from the War Memorial. Clerk had passed this to County Councillor Mellor, and it was agreed it was a matter for Police enforcement.

52. **Playing fields and Open Spaces**

i) Jetwashing of surfaces, Long Grove

The quotation for the works, at £450 was accepted, providing all play areas and walkways are covered.

ii) Proposed works along length of Brimpton Road

Following the disappointment of a councillor regarding the lack of work being carried out as previously agreed, it was noted that some confusion lay in ownership of the land in question. Deeds are to be obtained to prove or disprove ownership.

iii) Trees

Those trees which have been felled need to be removed from Parish Online and our original master copy of the tree surveys.

iv) Bark chippings

It is understood that BDBC no longer use replacement bark chippings, and it is proving difficult to obtain these from private companies. Investigation into an alternative method to be made.

v) Grass cutting

Agreed that one further cut should be made before winter.

53. **Accounts for payment**

Received: Bank interest £3.20 and £2.43; Calleva £84.00; Insurance claim £4885.30; BDBC half year precept £24250; Calleva outstanding balance £276

Profit and Loss Account as at 23.9.20

Income		Expenditure	
£		£	
Precept	48500	Administration	11873
Grant – grass cutting	5327	Grants	250
Interest	14	Free 2p	0
Pineapple field	756	Chairman's allowance	40
Grants	0	Pineapple field	95

Insurance claim	4885	Grass cutting	1717
Footpaths booklets	5	Vitaplay	6246
	59487	Trees	1876
		Contractor	2632
		General Maintenance	45
Profit on half year	34982		
			24505

Balance Sheet as at 23.9.20

	£		£
Balance b/forward	109795	Current Account	9428
Profit on half year	34982	Premier Account	86466
		Petty cash	265
		Reserve Account	48618
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	144777		144777

To pay:

Balance per bank statements as at 24.9.20

Regency	Payroll September	14.50 + 2.90
HCC	Pension September	338.42
Inland Revenue	Tax and NI September	264.44
Clerk	Salary and allowance September	1123.00
Tesco	Mobile contract September	7.50
Microsoft	Office 365 September	17.60 + 3.52
Business Stream	Pavilion September	6.00
Zoom	Social media provider October	11.99 + 2.40
Clerk	Land Registry fee	3.00
SEB	Pavilion	46.64 + 2.33
Nash Trees	95 Long Grove branch	225.00 + 45.00
Nash Trees	99 Long Grove dead oak	110.00 + 22.00
PKF	External audit	300.00 + 60.00
Homestart	Grant	500.00
Data Protection	Annual fee	40.00

54. Date of next meeting

The date of the next virtual meeting is **Thursday 22 October 2020**, 7.30 pm.

55. **Confidential Minutes** (Clerk's Salary)

56. **Appendix 1 – County and Borough Reports**

Appendix 1

County, Borough, DAPTC and Police reports

a) County Councillor D Mellor reported:

- HCC Public Health report – local area in very good shape. Covid R figures are at 4%, so very low (as at 24/9/20). Two Covid related deaths had occurred in the past two weeks, both with underlying health problems.
- Economy – due to Covid, the economy is in a poor state, and it is disappointing that it is not able to grow at present.
- Recycling – 60k slots are offered at centres per month, running at 50/60% capacity.
- Children’s services – schools are coping well, with 92% of children back in primaries, and 90% in secondaries.
- HCC recruiting 100 extra social carers
- Highways - the fence at Calleva roundabout on Heath End Road had been repaired
- Climate change – information expected during the coming week

b) Borough Councillor W Lovegrove reported:

- The forthcoming appointment of a new CEO, BDBC
- Complaints received from residents about the need for resurfacing of Woodlands Road by the Leisure Centre
- Various issues concerning the recent diversions in Baughurst and surrounding areas.

c) Borough Councillor M Bound reported:

- Following the recent confusion regarding road closures by both BDBC and HCC, he had made enquiries of the legal department at BDBC, who quoted:
At BDBC we administer the legal process to create a temporary traffic regulation order to enable utility company roadworks to take place. BDBC only do so once the highway authority has approved the closure and times/dates/diversion etc. Traffic signing is covered by central Government traffic sign manuals and all road works must adhere to ‘Chapter 8’.

In addition to utility company works, the highway authority will have its own road maintenance and road drainage works. HCC undertake the legal work associated with these closures in-house but again, would need to liaise with its own street works coordination team. The team may be contacted at streetworksnorth@hants.gov.uk.

- The post of Executive Director of Borough Development received 38 applications and has been whittled down to a long list of 11 with a further process continuing to reduce that number prior to interviews.
- The significant financial implications that Covid-19 is having on the council is estimated at £5.98M in 2020/21 and exceeds the current £2.13M of funding received from Government.
- Cabinet considered a report that set out a proposed consultation document to consider key issues and options as the next step in the progress of the Local Plan (LP) update. The consultation will involve residents, developers, land owners, specialist consultees and all those who would have an interest in how the LP is to be shaped and will involve making sure current policies are robust and introduce new policies in relation to climate change, air pollution and the natural environment. This is the first stepping stone to the LP update and although there is a planning white paper under consideration, it is important to continue with the LP update. The appendix of sites actually shows more sites being put forward than any realistic housing number for dwellings per annum will require to be built.

Cabinet considered the report and made a number of comments which included:

- It was important to provide sufficient land to enable development to provide jobs for the future.

- The consultation was welcomed to enable residents to have a say on what future planning should look like.
- It was important that Parish Councils did not feel that their efforts to produce Neighbourhood Plans were undermined and their plans remain robust.
- The principle that local people make better local decisions should be a thread throughout the LP update.
- The climate change agenda and biodiversity targets are fully conversant with the best in the country.
- The right sites are promoted in the right places affecting the least people and villages are protected to retain the village feel.

d) Basingstoke and Deane Association of Parish and Town Councils

- Parish Meeting and Annual General Meeting – 30 July 2020 – the first online meeting was held on 30 July, with 39 attendees representing 30 Councils from across the Borough. The feed back was very positive.
- Hampshire Together - There was an excellent briefing session including Q&A on [Hampshire Together](#) (new hospital) engagement to have our say in the future of healthcare across Hampshire.
- Planning Matters - Ruth Ormella, Head of Planning, Sustainability & Infrastructure at BDBC gave a presentation covering off Local Plan, 5 Year Land Supply, Manydown & the Golf Course, Planning in Principle & the impact of Coronavirus on the Planning Department. She finished telling a story of the recent '*Glebe Farm planning application in Dummer*'. She then went on to take questions.
- Climate Change Emergency - Following the declaration of a Climate Emergency in Basingstoke in September 2019, officers from BDBC were keen to understand more about the actions being taken locally amongst the Councils and how Basingstoke and Deane Borough Council can support these and support best practice.

