

DRAFT

BAUGHURST PARISH COUNCIL

Minutes of a virtual meeting held by Zoom on Thursday 22 April 2021 7.30 pm

PRESENT: Cllrs M G Slafford (Chairman), C Curtis, C Grenville, P R S Postance, A Sciarretta, S E Terrett
Also present: Hampshire County Councillor D Mellor, Borough Councillors M Bound and W Lovegrove, and 6 members of the public
In attendance: Mrs P J Waterfield, Clerk to the Council

127. **Minutes of the meeting of 18 March 2021** (copy herewith)

The Minutes of the meeting of 18 March 2021, copies of which had been circulated, were taken as read and APPROVED.

128. **Apologies for absence**

Received from Cllrs G Hetherington, J Hewitt, G Porter and M Russell.

129. **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.

130. **Matters arising from the Minutes of 18 March 2021**

- Planning group, open spaces – working to be organised once new Council is formed
- Land adj 9 Pinewood – name of owner of thin strip of land relates back to the 1950s. Agreed it would be included with those others for which we are making application to the Land Registry
- land at 103/105 Long Grove – maintenance contractor to be asked to maintain ongoing clearance of land, and quotations sought for initial clearance of vegetation, posts and fencing
- Deeds – Clerk had made application for two areas of land which are Council owned, and an outcome awaited
- Wolverton field lease (Cllr Slafford declared an interest and left the room) – agreed no further action to be taken until a formal request for a set sale price is made by Sir George Brown Trust
- 59 Long Grove – inspection shows the fence posts are already in place on the correct line, with completion destined for 30 April
- S106 monies – still no response from BDBC. Clerk to investigate using another email address
- SLR licence – has now been issued by HCC
- Fallen branch, Withies – works to be carried out in May
- Path adj 14 Wellington Crescent – works to be carried out in May
- Benches – Clerk had supplied a history of Council benches, to be shown on website. A site suggested for the installation of a new bench along Heath End Road is to be investigated
- Litter bins – replacement bin for Heath End Road still apparently in pipeline with BDBC. Hurst School supplies its own bin inside the gate of the rear entrance
- Adj 84 Woodlands Road – litter has now been removed
- Council tax charge – explanation for the difference in Council tax had been explained by BDBC, but agreed that an overview presentation by them would be useful

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

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

132. **Open forum**

A representative from Gigaclear gave a brief presentation. Gigaclear have previously been contracted as part of the BDUK scheme to provide ultrafast full fibre broadband to rural West Berkshire, with areas such as Brimpton, Brimpton Common and Aldermaston nearby all benefitting. They have recently begun surveying and assessing Tadley as a logical commercial undertaking for extending their network, giving the proximity of their existing network and the lack of a full fibre solution currently in Tadley. This means that once the network is built and active residents in Tadley will have access to some of the fastest broadband currently available in the UK.

They have completed a HLD (High Level Design) for the initial sections of Tadley, which includes a section of Baughurst Parish, primarily around Woodland Road. Their primary contractor for this region is CCN, and over the coming weeks and months you may start to see them validating the routes and completing checks, as part of their process before works can commence. Just like other utilities, building their network involves digging trenches on public and private land (with permission).

As they continue through the processes and checks Gigaclear will begin to send mailings to the residents, but they are still a few months away from this stage and works commencing.

133. **Planning**

a) to receive and consider the latest planning applications

21/01004/HSE	Garden Cottage, Browning Hill	2 storey extension	No objection
21/00829/HSE	5 Portway	Conversion of existing loft, erection of rear dormer and single storey rear and front 1 st floor extension	No objection
21/00849/FUL	Pitt Hall Farm, Kingsclere Road, Ramsdell	Change of use of part of the grain store barn to Class B2 (General Industrial)	No objection
T/00119/21/TPO	Summerwood Cottage, 14a Wellington Crescent	Fell 1 Scots pine	Objection
T/00202/21/TPO	Ashley, Wolverton Common	Prune 1 holly, fell 1 cherry	No objection (holly) Objection - cherry
T/00199/21/TPO	Little Acorns, Baughurst Road	Prune oak tree	No objection

b) Decisions by BDBC

21/00887/TWRN	7 The Hawthorns	T1, 2 and 3 prune	Refused
21/00506/ROC	Little Brook House, Stoney Heath	Variation of condition 1 of 19/03403/FUL to amend plan numbers to allow for installation of 5 dormer windows and 4 rooflights, alterations to fenestration	Approved

		and alterations to porch and front door on north west elevation	
20/03418/HSE	57 Woodlands Road	Single storey side extension, front porch and re-roofing of front bay window	Approved
21/00597/HSE	Goodwood, Wolverton Road	Detached double garage	Approved
21/00600/HSE	Kingswood Cottage, Wolverton Common	Single storey rear extension	Approved
21/00081/HSE	101 Long Grove	Single storey front extension, replacing front bay window	Approved
20/03024/RET	Wolverton Park	Use of building as a farm shop and butcher's shop, with associated external alterations	Approved

134. **Finance**

- To receive latest financial statement; accounts were approved, and Audit Return for 2020/21 was signed. Report from internal auditor also received.
- Tadley Elderly Care – a grant of £150 was given under Section 137 of the LGA 1972, for the benefit of the area and its inhabitants
- HALC, and NALC levy – approval given to renewal of annual subscription at £488.83 and £146.69 respectively
- Approval was given to reinvest the half year precept
- Approval was given to payment to internal auditor of £495.00

135. **Election update**

Only 7 councillors had reapplied for election, out of 11 vacancies, and Council has therefore been re-elected automatically with effect from 7 May 2021. Clerk explained the process of cooption, which may not commence until after the election date. The Chairman expressed his regret at the loss of Cllrs Curtis, Grenville, Hetherington and Sciarretta, who have not applied for re-election, and thanked them for their years of service. In addition, County Councillor D Mellor, and Borough Councillors M Bound and W Lovegrove were also thanked for their commitment and years of service to this parish.

136. **Playing fields and Open Spaces**

- to receive report from working party regarding tree survey quotations

The lowest quotation of £2600 was accepted. Confirmation to be sought whether tagging is included in the quotation.

- post and rail fence, land to right of Hurst Leisure Centre

At least five posts have rotted and fallen, taking the metal poles with them. Clerk is trying to obtain quotations from original contractor, and an alternative quotation as well.

- land to rear of 101 Long Grove

Agreed that householder should be asked to remove the garden planted on Council land, and all householders along Bridleway 1 to be reminded that they do not have automatic right of access through their gates to the bridleway, on land owned by this Council.

- to consider improvements to The Withies pond area

Deferred to the next meeting.

137. **Email and domain name provision**

It was AGREED:

- We continue to use the Microsoft Office 365 account as above, but also to use it as the main email box store for all Council emails. The domain name and email records would need to be pointed at the new email provider, so that all new emails went to the new email provider, to enable it to work. All new emails sent to clerk@baughurst-pc.gov.uk would then be forwarded to the Microsoft Office 365 email account to enable it to store all emails for the Parish Council. 1 x clerk@baughurst-pc.gov.uk mailbox and 11 Councillor email addresses would be set up, with a 2gb capacity each.
- Total capacity of the Microsoft Office 365 mailbox is 50GB, and it is proved that very few Councillors use more than 1gb capacity, so there should therefore be sufficient space. Councillors' email storage varied between 89 Mb and 800 Mb. We agreed that 2Gb would be adequate for clerk@baughurst-pc.gov.uk, as the main email storage history would be kept within Office 365. Some suppliers offer a total storage capacity which can be shared between all emails in the same @baughurst-pc.gov.uk account. This would allow us to consider email provision that is quoted in a range of different ways.
- It is important that the Office 365 is configured to receive all incoming and outgoing emails, and also to store historic emails, and Steve would need to advise on implementing this in the first instance. The historic emails will be imported from the freestanding Outlook email account exported file.
- Process to be put in place to help councillors to add the Council email account to their equipment (ie phones and tablets).
- That Council consider the implementation of a quarterly retainer fee for Steve, reviewable and renewable annually. It was AGREED not to utilise a retainer service, and a figure of £275.00 was agreed for initial works. Also AGREED that his invoice for the consultation is paid.

138. **Open forum**

No comments made.

139. **Highways and Rights of Way**

a) to receive information regarding deadlines for confirming public rights of way

Deferred to Footpaths Committee, following reports in the press of an initiative to round up all paths walked but not showing on the Definitive Map by 2026.

b) to consider any matters pertaining to highways and rights of way

- Pothole at top of hill, Violet Lane, has been repaired
- Various street signs in the Violet Lane have been defaced – HCC to be notified (County Councillor Mellor agreed to undertake this)
- Warning triangle at southern end of Violet Lane has faded – HCC to be notified
- HCC to be made aware of continued flooding at Ham Lane in extreme wet weather
- HCC to be made aware of continued flooding across the carriageway opposite Malthouse Farm, Snakey Lane

c) to consider renewal of kissing gate post FP14

St Stephen's church had replaced the post.

140. **Accounts for payment**

Received: Bank interest .60p, Calleva £84.00; BDBC half year precept and grass cutting grant £29,872.50.

Income

£

Expenditure

£

Precept		Administration	3245.76
Grant – grass cutting		Grants	
Interest	.60	Free 2p	

Pineapple field	84.00	Chairman's allowance	
Grants		Pineapple field	6.00
Insurance claim		Grass cutting	
Footpaths booklets		Vitaplay	
VAT claim		Trees	
	84.60	Contractor	
		General	84.00
		Highways SLR	
Profit/loss on 1 month	-3251.16		
			3335.76

Balance Sheet as at 20.4.21

	£		£	
Balance b/fwd	118880	Current Account	689	
		Less: unrepresented	3276	
Profit on 1 month	-3251	Premier Account	69329	
		Petty Cash	268	
		Reserve Account	48618	
	115628		115628	

To pay:

Balance per bank statements as at 20.4.21

Regency	Payroll April	14.84 + 3.70
HCC	Pension April	369.32
Clerk	Salary and allowance April	1154.19
Tesco	Mobile contract April	7.50
Microsoft	Office 365 April	17.60 + 3.52
Business Stream	Pavilion April	6.00
Zoom	Social media provider April	11.99 + 2.40
SEB	Pavilion	52.63 + 2.63
Candover Park	IT support	68.75
Inland Revenue	Tax and NI April	255.95
HALC	Annual fees	488.83
	NALC levy	146.69
T Light	Internal auditor	495.00
Clerk	Postage 3 mos to 31.3.21	47.12
	Internal connection 3 mos to 31.3.21	52.00

141. Date of next meeting

The date of the next meeting will be held on **13 May 2021, 7.30 pm**, Wolverton Village Hall.

142. **Appendix 1**

County, Borough, DAPTC and Police reports

a) County Councillor D Mellor reported:

- £100m had been allocated for spending within Adult and Social Care, representing a 2% increase in the overall budget, and 3% for Adult Social Care
- Wolverton Road resurfacing and repair had been completed, with some work still outstanding on the adjacent A340, in collaboration with the landowner. Most outstanding works on Baughurst roads are now completed, with small potholes in a 4-8 week lead time.
- Many briefings held on budgets, as a member of the Audit Committee. HCC will have a £2.1bn spend this year. Countryside continues to be a large item, caring for 20,880 miles of public rights of way
- Cycleways – monies have been approved, and there are two or three schemes in for Tadley and Baughurst. There are problems in allocating space for the areas of roads, as they are predominantly narrow, and there can be issues with parking
- Parking on verges is becoming rife in the area, and it is thought some type of policy is needed, but without the need for parking permits as in larger towns and cities
- Free lateral flow Covid tests will be available from local pharmacies from 26 April 2021

Questions raised included the possible omission of some white lining on Wolverton Road, and the issue of continued flooding across Snakey Lane opposite Malthouse Farm. Cllr Mellor was thanked for his years of service and commitment as County Councillor, and is standing for re-election in the forthcoming County elections.

b) Borough Councillor M Bound reported:

- He advised that this would be his final meeting as a Borough representative for Baughurst, following the re-drawing of Borough ward boundaries. He was first elected to the Parish in 2008, and thanks were made for his ongoing service and commitment.
- He also advised the defacing of various street signs in the Pound Green area.

c) Borough Councillor W Lovegrove reported:

- He had been helping the landlady at 'The Badger's Wood' public house apply for a re-start grant following the pandemic
- He reported on nuisance and vandalism caused by children in the area to the rear of Long Grove
- Cllr Lovegrove is standing for re-election in Baughurst in the forthcoming Borough elections. Thanks were made for his ongoing service and commitment during his years of service with Baughurst Parish.

Questions raised included the provision of 5 year deliverable housing by Basingstoke and Deane.

d) Police report

Police report from PCSO Ireland

- Easter holidays had been quiet, but exceptionally busy since then
- Latest PCSO recruit had left, so PCSO Ireland now managing, temporarily, the Kingsclere, Ecchinswell, Highclere, Burghclere, Ashford Hill, Bishops Green, Headley, Hannington beat as well as Baughurst and Tadley
- New recruit arriving from Netley, but will have to undergo training and testing before in situ
- Areas which she regularly covers include the area by the Hurst School, where several fires have been set recently in the back field. Other reports of excessive litter being left after bonfire/parties have taken place there. Priority for Baughurst remains the Hurst with children going on site, on the roof and having parties. Shops and Pubs are also a main focus.
- Arson is the new problem – 3 acres of Wigmore Heath had been set alight this week; Bishopswood Golf Course and rear of Droxford Crescent have also been targeted.

- She had investigated the situation of continuing trespass at Great Haughurst Copse, reported by the owners, but there had been no new instances of trespass noted in recent weeks.
- Clerk advised her of a) removal of debris on parish land adjacent to Hurst Leisure Centre, and the vandalism to the post and rail fence.