

DRAFT

BAUGHURST PARISH COUNCIL
Minutes of a meeting held on Thursday 24 March 2022
Heath End Hall, Baughurst
7.30 pm

PRESENT: Cllrs M G Slafford, R Cockle, E Page, G Porter, P R S Postance, S E Terrett
In attendance: Mrs P J Waterfield, Clerk to the Council

131. Minutes of the meeting of 24 February 2022 (copy herewith)

The Minutes of the meeting of 24 February 2022, copies of which had been circulated, were taken as read, and approved.

132. Apologies for absence

Apologies for absence received from Cllrs A Sciarretta, J Hewitt and P Markwick, County Councillor D Mellor, and Borough Councillors G Poland, K Rhatigan and S Frost.

133. 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.

134. Matters arising from the Minutes of 24 February 2022

- Deeds – see Open Spaces
- Land rear of 101 Long Grove – no further information received
- Technology – see General Purposes
- Replacement posts, land adjacent Hurst Leisure Centre – see Open Spaces
- Open areas maintenance – see Open Spaces
- Tree survey – see Open Spaces
- Tarmac paths – see Open Spaces
- Bark chippings, Wolverton field – see Open Spaces
- Wolverton field works – see Open Spaces Committee
- Defibrillator – Wolverton Hall had agreed to host the machine, and approval given to all costs relating to it. Meeting to be held between Hall and this Council to make the appropriate arrangements.
- Pavilion floor, Pineapple pavilion – see Open Spaces

135. County, Borough, BDAPTC and Police reports

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

136. Open forum

Clerk had attended online AWE Local Liaison meeting, and had discovered the following:

- Ukraine represents a worrying factor in terms of security
- Apprenticeship scheme celebrates 70 years this year – 34 students currently
- 'smarter' working from home is to be encouraged
- AWE supports local schools with science
- Can no longer make charitable donations
- New CEO Alison Atkinson
- SERVATOR link – Clerk to investigate
- Speed Limit Reminder signs – now in the gift of West Berkshire County Council
- Clerk invited to a site visit on 5 April.

137. **Planning**

a) to receive and consider the latest planning applications

22/00725/ROC	Gibbys Farm, Browning Hill	Variation of condition 1 of 20/03194/ROC to amend plan numbers to allow an alternative dwelling design with five bedrooms and provision of carports with integrated ancillary secure storage housing	Objection
22/0725/HSE	18 Fair oak Way	Two storey side extension	No objection
22/00589/HSE	The Well House, Violet Lane	Single storey side extension	No objection
21/01371/FUL	The White House, Bishopswood Lane	Dwelling following demolition of existing B2 unit with alterations to the existing access	Comment noted
T/00100/22/TPO	33 Mornington Close	Fell 1 beech	No objection
22/00627/HSE	Home Farm, Ewhurst Park	Conversion, alterations and extensions of farm buildings to 8 holiday lets with associated landscaping and parking, following demolition of barn	No objection (Cllr Stalford declared an interest)
22/00578/HSE	2 Heath End Cottage	Single storey side extension and new side utility room within existing covered enclosure, internal alterations and detached garage	No objection but concern noted on overhang
22/00793/FUL	Springfields, Baughurst Road	1 replacement dwelling and detached garage	No objection, but comment made

b) Decisions by BDBC

21/03632/HSE	Church House, Heath End Farm	Single storey side extension	Approved
22/00409/FOPD	Silver Wood, Church Lane, Wolverton	Timber shed with double doors to front and single window to side	Approved
21/03238/FUL	Land adj to lone, Baughurst Road	1 dwelling (amended approved 19/02519/FUL)	Approved
21/03239/FUL	Land adj to lone, Baughurst Road	1 dwelling (amended approved 19/02519/FUL)	Approved
21/03148.FUL	Shawfield House, Baughurst Road	1 dwelling, detached garage and new access (replacement approved 19/02329/FUL)	Approved
22/00027/FUL	Heathrow, Briampton Road	1 x 5 bed dwelling (amended approved 19/00023/FUL)	Approved

138. **Finance**

- Financial statement
The latest statement was received and noted.
- New reconstituted printer toner approved at £52.25 + VAT
- Approval given to payment of maintenance 6 months at £2220.00
- A member of the public had offered 179 x 2nd class stamps at a discounted rate, which was accepted.

139. **Playing fields and Open Spaces Committee 10 March 2022**

- S106 contributions

It is known that £4374.00 will be available from year 2023/2024 as a result of building contributions locally. Agreed that a scheme should be put forward which complies with BDBC regulations prior to November 2022. All Councillors asked to consider this.

- Railings, adjacent Hurst Leisure Centre

Post obtained, rail still outstanding and approval given at £216 for the works to be carried out.

- Tree Survey

Brushcutting undertaken and surveyor may now return to those trees for which accessibility was difficult. Also agreed that quotation for surveying of Wolverton Field and Wildwood, both omitted from the original survey, for £568.90 + VAT is accepted. All felled trees to be removed from central register and Parish Online. Further surveys to be undertaken on a five year rolling programme as follows:

<u>Year</u>	<u>Sequence</u>	
2022	year 0	Complete survey
2025	3	First third of trees surveyed
2026	4	Second third of trees surveyed
2027	5	Remaining trees surveyed
2030	8	Start of next survey
2031	9	Second third surveyed
2032	10	Completion of survey.....etc.

- Speed Limit Reminder

Original machine has proved that it can be affixed to pertinent post and remain active for a reasonable time. It has been trialled in Wolverton, and will move to other areas too. Approval had been given earlier in full Council for 3 x mounting plates, which have been manufactured but need fine-tuning before mounting.

- Tarmac paths

All Level 1 priority paths had been resurfaced satisfactorily. Agreed that quotations are received for Level 2 priority paths for work to commence in new financial year. All Councillors to identify any other possible areas before quotations requested.

- Grass cutting contract

Agreed that the slightly higher of the two quotations received was accepted, at a price of £2554.35 per year, rising slightly over the remaining two years due to inflation, based on their good track record and attendance.

- Wolverton field quotations

- Access gate – closers, buffers, hinges, bolt holder

Agreed at £463.39 + VAT

- Pedestrian gate – adjust closing mechanism

Agreed at £50.00 + VAT

- Bench – repositioning to sit closer to ground

Agreed at £100 + VAT

- Timber pig – remove and replace with 1 x Brum Toddler Bridge

Agreed at £1374.03 + VAT

- Pedestrian gate – quotation to be received for supply of hoggin beneath the gate, following its adjustments ,to raise the surface level.

- Bark chippings – quotations to be received for complete removal of existing compacted bark, and to refill, with new kickboards, to the level recommended by BHSE. Quotations to also be received for replacement with rubber crumb with simulated bark chippings effect.

- Fencing

Lowest quotation for the fence between car park and field accepted at £565.00 + VAT. Further quotations requested for fence at bottom of field.

- Quarterly inspections

Quarterly and annual inspection reports both received and noted. Items arising for works to be carried out are as follows:

Wolverton field	Risk Level	Item of equipment	Works required	Outcome
	Low	Bark chippings	Add to required level	Quotations requested
	Low	Gate	Closers, buffers, hinges, bolt holder	Quotation accepted
	Low	Pedestrian gate	Adjustment	Quotation accepted
	Low	Bench	Lower seat level	Quotation accepted
	Low	Swings	Monitor for repair	Ongoing
	Low	Slide unit	Remove rough wood and splinters;	Vitaplay to repair
	Low	Pedestrian gate	Level ground under gate	Quotations requested
Long Grove	Low	Safety surfacing	Gaps between surfacing and kerbing – repair	Vitaplay to repair
	Low	Sign	Surface corrosion	Vitaplay to repair
	Low	Litter bin	Monitor for decay	Ongoing
	Low	Self closing gate	Closing too swiftly	Vitaplay to repair
	Low	Bench	Smooth rough wood	Vitaplay to repair
	Low	Cradle swings	Smooth rough wood	Vitaplay to repair
	Low	Small springer	Rusting	Ongoing
	Low	Small slide	Bolt covers	Vitaplay to repair
	Low	3 way springer	Reinstate matting	Ongoing
	Low	Supernova	Reinstate matting	Ongoing
	Low	Multiplay	Missing fixings	Vitaplay to repair
	Low	Large slide	Dents	Vitaplay to repair
	Low	Large swings	Replace chains	Ongoing

- Pineapple field Tariff 2022/23

Agreed that tariff remains at £84.00 per month, plus £20 occasional use.

- Pavilion - flooring and surveyor

Surveyor had taken a casual look, and advised he would return when floor is lifted to inspect. If he is prepared to inspect the whole pavilion for £480.00 + VAT, this would be accepted.

- Five year contract

Agreed that the five year contract is extended by 3 months to end August 2022, to allow Calleva Football Club to decide whether they would wish to take over responsibility for the direct payment of both electricity and water, and insurance for lighting. A revised contract is to be drawn up.

- Community Infrastructure Levy

An amount of £15,938.69 (2 houses in Baughurst Road) had been released by BDBC, with the following provisos:

- A separate bank account must be set up solely for these monies. Clerk and Cllr Postance to liaise on setting up the account.
- Clerk must provide an Annual Report by December 2022 for the preceding year, including receipts, expenditure, summary of expenditure, total unspent CIL.
- Monies may only be spent on:

- Highways and transportation, pedestrian and cycle networks, energy supplies, utilities, flood alleviation measures
- Education, health, social care, community halls, sports halls
- Public open spaces, play areas, parks

Suggestions put forward for its spending thus far included £5000 for Heath End hall for roof repairs; £5000 Wolverton play area; £5000 Long Grove. Further consideration to be made.

- Any other business
- Trees at land at Fir Tree Corner/Conifer Close have been included in the tree survey but do not belong to this Council. They are to be removed from Parish Online and also from the central register. The owner is to be advised of the outcome of the survey. (Cllr Statford declared an interest).
- War Memorial – quotations to be received for repair of crack in central tower
- Deeds – Quotation of £200 per application was accepted from HCC Legal Services.
- Licence for The Withies – BDBC Legal Services had advised that the original letter of agreement of 2000 was sufficient. Accompanying map outlining the area has been provided.
- Bracken and nettle to be cleared from Hurst School rear gate.
- Thanks to be made to road contractors for smoothing car park at Wolverton field.
- Wolverton field – clearance of possible asbestos dumped waste had cost this Council dear.
- Trees – area of land to right of 79 Woodlands Road – Agreed that a small oak tree should be removed; leave the beech tree; and remove scrub adjacent and keep clear.
- February storms – Storm Eunice had caused havoc throughout the country. In Baughurst, we lost three trees, and had to fell a further two, although we helped the public, HCC and BDBC in identifying ownership of areas of land for tree felling and clearance. The day following the storm Baughurst Common resembled a war zone. Clerk had notified various contractors in order to remove fallen debris from, initially, highways and pavements, and secondly, all open areas within Baughurst. The full cost of this is not yet known. Thanks were made to the Clerk for her service to the community in this regard.
- We spend over £2000 per year on street cleaning, which is funded from local Council Tax.
- Approval given to removal of badly damaged oak rear of 97 Long Grove.
- Land adjacent 2 Portway – a further request to fell an adjacent pine tree was received. Council had previously allowed her to fell the tree at her own expense, and a replacement planted, and it was agreed that this scenario should remain.
- 69 Woodlands Road – consideration of remedial surgery of trees deferred to Open Spaces
- 14 Mornington Close – two trees covered by TPOs had been felled as emergency measure by BDBC

140. **General Purposes Committee 15 March 2022**

- Sustainable Baughurst – original interested party to be contacted with a view to possibly progressing further
- Councillor vacancies – two vacancies still available
- Speed Limit Reminder signage – manufacture of metal mounting kits for original machine still in progress. Agreed that purchase is made of an auto speedwatch machine at approximate cost of £549.
- Email provision
Approval had been given for the move from Seiretto to Vision ICT, and agreed that any costs necessary to facilitate this move should be approved.
- Domain provision
It may also be necessary to move the domain name back to Vision ICT for domain and email purposes only. Again, agreed that funds are approved for this purpose.

- Website

Domain will remain pointed to Hugofox. Clerk advised ease of movement around the site; several anomalies pointed out which will be rectified. One area of concern is the Planning portal and the regularity of updating of applications from the BDBC website. Agreed more information should be sought, and Cllr Porter to liaise with Hugofox.

- Newsletter provision

Agreed that production of the newsletter should go ahead under the same regime as in previous years, in colour. Ambrose Allen Centre flier to be included, with a contribution of £100 from them towards the cost of production and distribution. Further agreed that consideration is given to a more streamlined approach to the newsletter in the future in terms of production and distribution. Information to be sought from Treloar Hospital printing facility for prices, production details, etc.

- Banking for Community Infrastructure Levy monies

Local banks will all charge for a new account. BDBC had been asked whether a new account can be opened with them which was not possible. Monies could, however, be added to Council's existing account with them, if the department handling CIL agrees.

- Confidential item – Clerk's salary

141. Highways and Rights of Way

Footpaths Committee 22 March 2022

- Bridleway 6

A contribution of £750 had been made towards the cost of improvements.

- 'Don't lose your way' scheme

The Government have retracted their original end date for applications for new paths, originally planned for 1 January 2026. HCC are already struggling with their ongoing list of new paths to be considered for addition, and this includes a path which this Council recommended for inclusion, which lies between The Withies and The Hawthorns, now No 6 on HCC's list.

Despite this, it is still agreed that this Council should actively seek any paths considered suitable for inclusion and application. These include:

- Path running to left of Long Grove play area
- Path running from 105 Long Grove to Forest Close, and to link with FP3 to the left of Long Grove spur hammerhead
- Path running from 56/58 Long Grove to garage block
- Path running from 81 Long Grove to 14 Long Grove
- Path running from 8 Pinewood through to Portway spur, and south towards Mornington Close hammerhead, and right towards Wellington Crescent spur
- Path running from Wellington Crescent spur to land left of Mornington Close
- Path running from Mornington Close spur along rear of houses in Heath End Road, towards Old Forge shops
- Path running from 64 Portway to Fair Oak Way hammerhead
- Paths running from Fair Oak Way left hand hammerhead through to garage blocks, right to Portway spur, and left to Woodlands Road
- To extend Bridleway 1 to B3061 at parish boundary, and to the right to Heath End Road
- Sandford Woods – to consider all the walked paths within the woods, liaising with Ashford Hill parish, in whose parish they also lie, and to determine which are worthy
- To consider the linkage of Footpaths 18 and 19, where a narrow gap needs to be bridged to enable a circuit to be made
- Ewhurst Park – to consider the opening up of old paths, especially those which would enable horse riders to complete a circuit (Cllr Slatford declared an interest).
- Ewhurst Park – to apply for extension of existing FP42, which ends at the wood boundary, leading nowhere. This could be extended to the highway

- **Any other business**
- FP21 rear of St Stephen's church is very waterlogged, Ownership of the land to be investigated, and HCC to be notified of its condition
- Brock Copse – a notice advising 'Notice of Landowner Deposits under Highways Act 1980' to be investigated, and HCC/Ramblers Association to be asked for guidance

142. **Open forum**

Agreed that continuation of annual Norton Antivirus programme should be investigated, and an alternative sought. Consideration to be given to alternative source for Office 365.

143. **Accounts for payment**

Profit and Loss Account as at 24 March 2022

Income		Expenditure	
£		£	
Precept	48985	Administration	2853.20
Grant – grass cutting	5380	Grants	
Interest	7.50	Free 2p	150.00
Pineapple field	1147	Chairman's allowance	40.00
Grants	15938 350.00	Pineapple field	633.20
Insurance claim	0	Grass cutting	2931
Footpaths booklets	0	Vitaplay	675
VAT claim	1841.55	Trees Survey	3684 4960
	73649	Contractor	3900
		General	32864
		Highways SLR	0
Profit/loss on 12 months	8850	Open spaces tarmac	12109
			64799.81

Balance Sheet as at 24 March 2022

£		£	
Balance b/fwd	118880.00	Current Account	5498
Loss on month	8850	Premier Account	77482
		Petty Cash	129.29
		Reserve Account	48618
		Less: unpresented	3997.9
	127730		127730

To pay:

Balance per bank statements as at 24 March 2022

Regency	Payroll March	14.84 + 3.70
HCC	Pension – March	376.65
Clerk	Salary and allowance March	1173.93

Tesco	Mobile contract March	7.50
Microsoft	Office 365 March	17.60 + 3.52
Business Stream	Pavilion March	5.00
Inland Revenue	Tax and NI March	288.89
A Gibbs	Maintenance and hours	2220.00
Hugofox	March	16.66 + 3.33
Nash Trees	Brushcutting	350.00 + 70.00
Nash Trees	Tree, Fair oak Way	495.00 + 99.00

144. **Date of next meeting**

The date of the next meeting will be the Annual Meeting, to be held on **Thursday 7 April 2022, 7.30 pm**, Heath End Hall, followed by the next ordinary meeting of Council, to be held on **Thursday 21 April 2022**, Heath End Hall.

130. **Appendix 1**

County, Borough, DAPTC and Police reports

a) County Councillor D Mellor reported:

The operational work undertaken by the County has been as follows;

- Recovery after Storm Eunice and Franklin
- Launch of 20 mph speed review (previously reported at length)
- Parking Management Policy shake up; to be coordinated through one body in respect on street parking allowing for EVCP,
- Budget finalised
- Continuation through our Connect4Communities division of more financial help for those struggling over and above the Government statutory payments. Part of the Covid Recovery programme.
- Programmes for Afghan- in place- and Ukraine – under way- refugees. A moral obligation
- Adding to that, the Climate Change Plans/Impact dictate all we do and the website now reflects some considerable achievements and Hampshire - behind in the league table to one County - is well in line for its 2050 target. Occasionally, there is a call on how is it going to affect the economy which is being tightly but well run by HMG; unemployment figures are good at 3-4%, although we would like to see more footfall in the towns and hopefully the Solent, with or without Freeport status, will steadily start to have a buzz that moves the County.
- We did have several hundred trees fallen during Eunice and all Highways teams were switched on to removal of any obstructions and then clearance of debris/detritus; Some near misses, even in Brimpton Road, but no structural damage of any significance to residences. Indeed, the work continued with the second storm, but now Highways are back to Maintenance and completion of its Operation Resilience programme – through Wolverton.
- 20mph limit review; early days but this is evidence based, emissions based activity to see if there is mileage in reducing some 30 mph zones to 20mph, first of expected 5 meetings to analyse evidence and possible invitations to representative bodies from local authority and Police.
- On street parking management will be finalised and moved to HCC in the next year. Of little significance to Baughurst as no street permits on HCC Highways; limited need

for EVPC due residents with garages/drives etc and it is the operation that is to be tidied up; local borough authorities all appear to lose money on their operations and that not a concern at the moment.

- Other than that little to report. In respect of my personal activities as a County Councillor; well, I have never attended so many meetings...more in Winchester and Southampton now that there is no need for Teams etc .

b) Borough Councillor S Frost reported:

- February and March have been busy months as BDBC starts the run up to the local elections in May.
- He has attended development control meetings up until mid March, where a bout of illness prevented him from attending two Development Control meetings.
- In that time there has also been a number of EPH meetings, where the committee has been discussing potential policy changes to support the local plan.
- On 17 March we discussed a vision and strategy paper on how we change and develop Basingstoke town centre over the next 15-20 years.
- EPH will be next meeting in June, where we will be looking at a draft local plan prior to regulation 18. This will be the first time that we will be looking at a draft local plan and he looks forward to having sight of it.
- He has also been busy with local casework across the ward.

