

**BAUGHURST PARISH COUNCIL**  
**Minutes of a meeting held on Thursday 11 May 2023**  
**7.30 pm, Wolverton Village Hall**

**PRESENT:** Cllrs M G Stalford (Chairman), M Charlton, R Clark (fr 17), R Cockle, C Cooper, N Fletcher, J Hewitt,, G Porter, S E Terrett  
Also present: CPSO B Esprit, Basingstoke and Deane Borough Council (BDBC)  
Apologies for absence received from Cllr M Higson (holiday)  
In attendance: Mrs P J Waterfield, Clerk

**15. Election of Chairman**

Cllr M Charlton was appointed to the Chair, and signed the Declaration of Acceptance of Office. He thanked the outgoing Chair, Cllr M Stalford, for his 13 years of service as Chair, and gave a brief outline of his aspirations for Council during his tenure as Chair, which included, amongst others, consideration of limitation of time for speakers at meetings; approved Minutes to appear in the public domain following the next meeting rather than as Draft; review of agenda items for the annual meeting of Council; a request for written reports for meetings from Borough and County Councillors; question of more scheduled committee meetings and an additional meeting in August each year.

**16. Election of Vice Chairman**

Cllr M Stalford was appointed as Vice Chair. Thanks were made to Cllr J Hewitt for her many years' service in the role.

**17. Minutes of the last meeting**

The Minutes of the meeting of 27 April 2023, copies of which had been circulated, were taken as read and approved, after the following amendments:

- Removal of M Higson as marked present
- Removal of financial statement
- Investigation of Nash trees invoice

**18. 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.

**19. Matters arising**

- Deeds – confirmation of receipt of application for 1 adverse possession claim received
- The Withies – meeting arranged
- War Memorial – BDBC advised that they do not own the land on which the Memorial sits, and neither do they own the Memorial
- BDBC Landscape Architect contacted again regarding meeting
- Long Grove specification – required **ACTION: RCo**
- Pineapple field petanque court – U3A advised, awaiting decision
- Memorial bench – has now arrived and is awaiting installation
- Councillor vacancy – 1 applicant received; others to be sought
- Sustainability – notes from last meeting awaited
- Working Groups to report in writing direct to committees – Standing Orders to be amended
- Tree survey – new specification to be drawn up following removal of No 964, and sent to contractors **ACTION: RCo**
- Finance -
  - a few casting errors discovered, clearly going back to earlier periods. A separate Finance working party to be arranged to investigate further.
  - Financials to be left 'as is' on Parish website until otherwise agreed
  - Chairman raised concern that has not been picked up by recent internal audit and has further questions regarding the audit letter. Audit questions to be addressed by Clerk and Chairman, then reported back to Council

- Payment of very late bill for tree work raised questions around not maintaining accruals and funding payments from current year funds. Accruals to be picked up as item at Finance working party

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

Received as appendices attached to the Minutes. CPSO Esprit was welcomed to the meeting.

21. **To confirm appointment of representatives**

HCC Footpaths	Cllr R Clark
AWE Local Liaison	Cllr C Cooper
Heath End Hall	Cllr J Hewitt
BDAPTC	Cllr M G Slatford/Cllr R Cockle
CAB	Cllr J Hewitt
Cheque Signatories	Cllrs M Charlton, J Hewitt, R Cockle, M G Slatford, S E Terrett, Clerk

22. **To confirm appointment of committees and working groups**

Committees

Footpaths	R Clark, R Cockle, C Cooper, J Hewitt, M Slatford, (5)
General Purposes	M Charlton, R Cockle, R Clark, C Cooper, J M Hewitt, M Slatford, S E Terrett, (7)
Playing Fields and Open Spaces	R Clark, R Cockle, C Cooper, G Porter, M Slatford, S E Terrett, (6)

Working Groups

Art in the Open/Litter picking and flytipping/Community volunteering	Russell Clark, Colin Cooper, Stan Terrett, Maria Higson (to be asked)
Best Practice	Russell Clark, Richard Cockle, <b>Colin Cooper</b> , Natalie Fletcher,
Communications, Marketing and Newsletter	Russell Clark, Richard Cockle, Colin Cooper, Natalie Fletcher, Janette Hewitt
IT	Russell Clark, Richard Cockle, Colin Cooper, Janette Hewitt
Neighbourhood Plan	<b>Mark Charlton</b> , Colin Cooper, Maria Higson (to be asked)
Sustainability and Greening	<b>Russell Clark</b> , Colin Cooper, Janette Hewitt, Maria Higson (to be asked)
S106 and CIL	Russell Clark, Richard Cockle, Colin Cooper

23. **Planning**

The latest planning applications were received:

23/00932/HSE	2 Baughurst Road, Wolverton Townsend	Part ground/part two storey rear extension	No objection
23/01127/FUL	Baughurst House, Pound Green	Renovation and conversion of outbuilding; relocation of tennis court following demolition of open sided barn; erection of workshop and additional bay to garage; relocation of granary and dilapidated garden walls to be reinstated to match existing; erection of replacement greenhouse; erection of entrance gates	No objection

b) Decisions by BDBC

T/00093/23/TPO	Tibbles, Wolverton Common	Fell 1 small holly tree (Cllr Slatford declared an interest)	Approved
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c) 20/01130/FUL Inhurst Cottages, Inhurst Lane – 14 dwellings and associated parking – appeal made to DoE

24. **Finance**

- the latest financial statement was received and noted
- Community Infrastructure Levy (CIL) – noted that an additional £4,388.45 is to be received shortly.
- Financial reporting structure to be considered – refer to working party, for consideration by General Purposes Committee
- Council were reminded that insurance cover (under three year contract, renewable May 2025) continues at £710.52 pa.
- General Power of Competence remains intact until new Council in May 2024

25. **Playing field and Open Spaces**

- Tree survey – revised specification to be produced and circulated to contractors **ACTION: RCo**
- Tree survey- consideration to be given to information from BDBC regarding cycle of survey – deferred to Open Spaces
- Quarterly inspections – to be deferred to Open Spaces Committee
- Grass cutting – Idverde to be asked when mowing begins for this season
- Long Grove- specification awaited

26. **Highways and Rights of Way**

- Ham Lane – remedial repairs to the highway have been damaged by flooding, and part of the road is washed away – report to HCC
- BR6 – has now been restored, with the Brenda Parker Way element still to be addressed.
- The many potholes on Baughurst roads are regularly reported

27. **Open Forum**

Representative from Medicine Festival, Wasing, to be invited to July meeting to explain the event and its possible impact upon Baughurst.

28. **Accounts for payment**

<b>Income</b>		<b>Expenditure</b>	
<b>£</b>		<b>£</b>	
Precept	27,000.00	Administration	6,014.84
Grant – grass cutting	5488.14	Grants (CIL)	0
Interest (BDBC)	736.17	Free 2p	0
Bank	29.92		
Pineapple field	178.00	Chairman's allowance	0
		Pineapple field	0
	£33,432.23	Grass cutting	0
		Fencing	0
		Trees	1,295.00
		Other Open Spaces payments	84.00
		Highways	
		VAT	304.85
Profit/loss on 3 month	<b>£25,733.54</b>		<b>£7698.69</b>

**Balance Sheet as at 11 May 2023**

<b>£</b>		<b>£</b>	
Balance b/fwd	113,864	Current Account	4627.64
		Less: unrepresented	2,634.81
Profit/Loss on 3 month	25,733.54	Premier Account	72,670.00
		Petty Cash	39.71
		BDBC Reserve Account	64,895
	<b>£139,597.54</b>		<b>£139,597.54</b>

**To pay:**

Regency	Payroll May	18.69 + 3.74
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HCC	Pension May	425.50
Clerk	Salary and allowance May	1249.87
Tesco	Mobile contract May	7.50
Microsoft	Office 365 May	9.40 + 1.88
Inland Revenue	Tax and NI May	354.67
Hugofox	Silver May	19.99 + 3.99

29. **Date of next and future meetings**

The next meeting of Baughurst Parish Council will be held on Thursday 15 June 2023, 7.30 pm, **Wolverton Village hall**. An additional meeting has been arranged for Thursday 24 August 2023.

30. **Appendix A**

a) Police and BDBC representative

- CPSO B Esprit attended the meeting, and gave his report. His main role is to patrol areas, acting as liaison between the community. At this Council's request, he had talked to children at The Hurst School regarding litter and flytipping. He works closely with Hampshire Constabulary, and has regular contact with officers at Tadley Police station. Anyone can report flytipping, but needs a witness and, preferably, photographs of the offence as proof.
- **Hampshire Constabulary** advised that:
- **1 x Burglary** residential reported. Resident reported a break in where pipework and tools were taken. The subjects broke in by smashing a glass patio door.
- **1 x concern for safety** a female was seen sitting on the verge of Bishopswood Lane with no trousers on.
- **1 x Criminal Damage** report received. Threats to cause damage to a car were received by the owner who reported the threat.
- **1 x Dangerous Dog** report received that informant had been bitten by a dog that was not on a lead.
- **2 x road traffic incidents**. Circumstances were that a teenager rode his motorcycle into a ditch. No injuries were sustained.
- The other was a vehicle that struck a tree at low speed.
- **1 x shoplifting**. This occurred at the Tesco express on Heath End Road. A number of items were taken from the shop and arrests were made in relation to this.
- **1 x theft of vehicle** Reported horse box has been stolen.

b) **Basingstoke District Association of Parish and Town Councils**

The current Chairman had resigned, and no meeting has been held for 9 months, but it is hoped, under new chairmanship, that a meeting will be organised in the near future.