

BAUGHURST PARISH COUNCIL
Minutes of a meeting held on Thursday 19 April 2018
7.30 pm, Heath End Hall

PRESENT: Cllrs C Grenville(Chairman), F Langley, A Narracott, P R S Postance, S E Terrett,
Also present: County Councillor D Mellor
Apologies for absence: Borough Councillor M Bound, Cllrs C Curtis, P Garrett,
J Hewitt, G Porter, M G Slatford
In attendance: Mrs P J Waterfield, Clerk

112.. Minutes of the last meeting

The Minutes of the meeting of 22 March 2018, copies of which had been circulated, were taken as read and approved. Cllr Grenville was elected to the Chair.

113. 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.

114. Matters arising

(98) Speedwatch

No outings had taken place, and no further information received.

(98) SLR/SID

No further information received from BDBC. Clerk to contact.

(98) Seat on HCC land

County Councillor had been to see the resident involved, and had put forward a suggestion for the siting of the seat within her domestic curtilage. This Council had also offered placing the seat in The Withies, or the land at the junction of Woodlands Road and Heath End Road.

(98) GDPR (General Data Protection regulations)

All Councillors were now using the new gov.uk email account.

(98) Sascron and speeding traffic

Clerk had contacted Sascron, who had proved sympathetic to the problems with speeding drivers and their destruction of roadside verges. Proof of identity was sought from local residents.

(98) Parish Online

Hampshire Broadband Ltd had removed their presence from this Council's site.

115. County, Borough, Police and BDAPTC reports

a) County Councillor Mellor reported that:

- He had contacted the resident regarding the seat, and another resident regarding the siting of a salt bin in Stoney Heath.
- He noted a small correction in the previous Minutes regarding the budget.
- £30m is currently being spent on home to school transport, but parameters are being reconsidered.
- 3 major projects for highways in this area have been postponed whilst HCC deal with the backlog of potholes and road repairs following the snow and bad weather in early spring.

b) Clerk's Quarterly meeting, BDBC

i) General Data Protection Regulations

- Check existing registration with ICO is sufficient. Some Councils are having to pay £50 instead of the £35 annual fee currently required.
- Privacy notices – have these in place.
- Carry out Information Audit
- Have Retention Policy in place

- BDBC use 'Shreddit' to shred all of their surplus personal information – they come to site
- Data Protection policy still needed in addition to GDPR, as the latter Act is only intended to cover those areas where DP does not currently do so
- ii) Flytipping and environmental
 - Increase in fine to £400
 - Witness statement now needed when reporting flytipping
 - BDBC advise that flytipping is down in terms of numbers
 - All contractors carrying waste must have a Waste Carrier's licence
 - Councils agreed to advertise BDBC fliers on websites and Facebook pages
 - It was felt that PSS Live did not serve its purpose. BDBC agreed to talk to the manager of the department.
- iii) Community Resilience
 - Community strategy plans were mentioned, and how useful they may be in an emergency situation
 - Suggested that clerks should be contacted in such a situation – like the recent snowfalls – so that they can advise BDBC of local issues, and also local contacts (farmers who may be prepared to tow traffic)
 - National diversion routes were suggested, to avoid vehicles becoming stuck in snow-filled country lanes when the main highways are blocked or impassable
- iv) Rural broadband
 - Wave 2 due to end in September, but may be extended
 - Community match funding scheme (self fund 50%, with £650 maximum given by Openreach)
 - By 2020 can request 10 megabyte service, at cost of between £300-400,000. Communities can cluster
 - DCMS voucher scheme for business at £3000, residents £5000 per property
- v) Parish Conference
Some indecision about the date, which looks to be 21 June 2018.

116. **Open forum**

A letter of thanks from the maintenance contractor, appreciative of this Council's understanding and compassion during his recent illness, had been received. BDBC had notified a minor variation application for 'The Cricketers' licensing regulations.

117. **Planning**

a) to receive and consider the latest planning applications

18/000976/HSE	28 Long Grove	Single storey side extension	No objection
18/00974/HSE	30 Long Grove	Single storey side extension and front porch	No objection
18/00146/18/TPO	September House, Heathrow Copse	Tree works as per proposed tree document, to include crown lifting and removal	No objection to dead, dying or dangerous trees. Others at discretion of Trees Officer
18/1004/HSE	8 Portway	Front porch and insertion of new side window following removal of side door	No objection
18/00929/LDEU	Land at 1 and 2 Inhurst Cottages, Inhurst Lane	Application for Certificate of Lawfulness for existing mixed use consisting of works to building materials, preparation of material, together with	Objection

		the maintenance and manufacturing of building supplies constitutes a mixed use of the land which is not a material change of use to the existing permission granted under BDB 46280	
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b) decisions by BDBC

18.00213/HSE	67 Portway	Two storey side-rear extension and new front porch	Approved
18/00585/HSE	Melvin, Browning Hill	Single storey rear extension and render and paint external walls	Approved
18/00544/ROC	Mulberry Hill, Violet Lane	Variation of condition 1 of 17/03251/FUL to allow for amendments to approved drawings	Approved

118. Finance

a) latest financial statement and Audit Return

The latest financial statement was received and noted. The Audit Return was signed. Clerk Noted that the administrative arrangements by the new District Auditor, P K F Littlejohn, left a lot to be desired.

b) to consider renewal of annual subscriptions for HALC and NALC

These were agreed, at £436 and £137 respectively.

c) to approve reinvestment of half yearly precept

Agreed.

d) to consider grant application, TDCA

A grant of £1000, under Section 137 of the LGA 1972, for the benefit of the area and its inhabitants, was agreed.

e) to consider purchase of new Minute book

Following the shortcomings of the latest Minute book, purchased online via Amazon, it was agreed that a new Minute book should be purchased from Shaw & Sons at £137.

119. Playing fields and Open Spaces Committee

a) Molehills

Latest situation not known and to be investigated.

a) BDBC Inspection reports

The application is downloaded on Council computer from BDBC, and accessible only by a password for the Clerk which may not be shared. Spreadsheets attempting to show how the process works were distributed, but further information required regarding the system and how it impacts Baughurst. Noted that items requiring immediate action are not notified to the Clerk, who would not know unless she looks at the application on a daily basis, which is currently not the case.

b) Cleaning of walkways, Long Grove

Works had been carried out, and maintenance contractor asked to remove debris.

c) Bark chippings

The amount ordered had been spread by the working party, who had advised that a further layer would be required in the autumn. Agreed that this is approved.

d) Dropped gate, Wolverton field

The working party were thanked for their efforts in trying to fix the dropped gate. Agreed that Vitaplay are asked to repair the gate if the working party are unable to effect repair.

e) Noticeboard, Wolverton Common

Still awaiting installation.

f) Maintenance contractor

Noted that he is recovering from his serious illness and operation, and, although not undertaking grass mowing, is still happy to carry out general maintenance. New grass cutting operatives are to commence mowing in the near future.

g) WW1

- Bushes had been removed from Poplar Corner triangle
- Scouts and Guides asked to plant papaver seeds
- 100 bulbs are to be purchased by Council and planted
- Seat to be purchased by Council and installed

h) Parish Online

The previous recommendation had been amended slightly by full Council, who had agreed a six week interval, with effect from 1 March 2018, for the removal of Hampshire Broadband Ltd data from this Council's Parish Online site. This had now been carried out.

i) Pineapple Field tariff 2018-2019

Agreed that the following applies:

- Tariff to rise to £80.00 per month
- Occasional use to remain at £20
- Due to increased usage of electricity, which Calleva Club currently pay retrospectively, an increased monthly amount of £15.00 to be added to the monthly standing order rather than reclaimed at the end of the financial year as is currently the case

j) Vitaplay – to consider renewal of contract

Vitaplay had agreed to continue the contract at their current monthly rate of £84 plus VAT for a further year. However, it was felt that insufficient information is being relayed to Council regarding preventative work being carried out. Currently, monthly reports are issued which identify low, medium and high risk status for all equipment in our play areas, but Vitaplay are to be asked to include all works carried out and any remedial or preventative measures which may be taken within the terms of the contract. It was agreed that the contract is renewed for 3 months, and reviewed again once further information has been received from Vitaplay. Also agreed that the full monthly reports are not cascaded to the Committee, as has been the case, but that the Clerk extracts only those items with high risk and sends them onwards.

k) S106 monies

BDBC had provided an updated list, showing those local developments to which S106 monies applied, and their distribution. The rationale provided was as follows:

- this is purely based on distance from the development and does not take into account ward or parish boundaries. BDBC's Green Infrastructure Strategy sets out
- green space standards which they are aiming to achieve across the borough. The Green Space Standards set maximum distance thresholds for various facilities, and any open space site within those distance thresholds from the new development, can receive funding from developer contributions assuming:
 - there is a pre-identified project for the site and
 - it meets the pooling guidelines: If a development is under 10 dwellings, the contribution paid must fund the entire pre-identified project.
- The 3 sites queried, and the Church Lane and Laurels sites, appear to have requested contributions for the closest (as the crow flies) available open space site to the development. Although this Council had identified projects within our parish sites, none of these could be funded entirely by the contribution which could be collected from the development, and it had therefore been decided that the West View Farm site should therefore be allocated to the closest site which had a project which could be funded entirely, and which fell within the distance thresholds.

Agreed that a new community facility at the Pineapple Field should be added.

- Long Grove

Agreed that a quotation from Vitaplay is received for repair of the holes in the wetpour under the play equipment

- Wolverton field

Concern was noted about the condition of the ropes on two pieces of play equipment at the field. Agreed Vitaplay to be asked for a quotation for their replacement.

b) Any other matters

- Land at junction of Portway and Woodlands Road

Residents had asked for the removal of 5 Scots pines on Council land, citing them to be dangerous. Agreed that, following the recent comprehensive tree survey, there appears to be no reason for their felling. However, the resident is to be asked whether they are prepared to pay for their removal, after which response the matter will be reconsidered.

- Pineapple playing field

Calleva FC had advised that they are planning to repaint the pavilion in an appropriate colour; have been carrying out minor remedial repairs, and have installed a cabinet, 10' x 3', adjacent to the pavilion for additional storage. Clerk had reminded them of the need to produce the appropriate electrical certificate following recent works carried out there. They had requested 10 cuts of the grass per year, and it was agreed that five of these would be invoiced separately for payment.

120. **Highways and Rights of Way**

- Junction of Baughurst Road and Browning Hill

The ditching works are now completed. There is an existing culvert under the carriageway and this to be jetted and a CCTV survey completed. The ditching opposite Church Lane has been done but unfortunately is insufficiently deep enough. The landowners will be asked for further works to be carried out. Once this has been done, the jetting job will be programmed.

- Stoney Heath triangle

Resident had asked for filling in of potholes along the track leading to Ewhurst, but had been advised that this is privately owned and not the responsibility of HCC. Salt bin and warning chevron had been damaged in a road accident and Clerk had asked for their repair/replacement. It was also noted that the repositioning of the salt bin further from the highway had been requested.

- Footpath 13

Cllr Grenville advised that he is carrying out fence repairs along the length of the path.

121. **Accounts for payment**

Clerk	Salary and allowances April	1026.44
Business Stream	Pavilion	3.80
Inland Revenue	Tax and NI March	231.13
HCC	Pension April	324.73
Vitaplay	Inspection April	84.00 + 16.80
Regency	Payroll April	14.50 + 2.90
C Martin	Newsletter delivery	120.00
Vitaplay	Remedial repairs	892.50 + 178.50
Clerk	BDBC conference 22m	13.22
	Parking	3.00
Heath End Hall	Hirings	39.00
HALC	Annual subscription	436.00
NALC	Annual subscription	137.00
HCC	Pension	265.79
Microsoft	Office 365	17.60 + 3.52
TDCA	Grant	1000.00

Current account

2099.28

Premier account	46100.27
Petty Cash	155.95
BDBC account	48618.00

	96973.50
Less: unrepresented	0

Balance brought forward	96973.50
Add: balances R&P	92155.50

	189131.50

122. **Date of next meeting**

The next meeting of BAUGHURST PARISH COUNCIL will be held on **Thursday 24 May 2018**, 7.30 pm, Wolverton Village Hall. Proposed dates for 2019 are as follows:

Thursday 17 January 2019	7.30 pm	Heath End Hall
Thursday 21 February 2019	7.30 pm	Heath End Hall
Thursday 21 March 2019	7.30 pm	Heath End Hall
Thursday 11 April 2019	7.30 pm	Heath End Hall (Annual Parish Meeting)
Thursday 25 April 2019	7.30 pm	Heath End Hall
Thursday 16 May 2019	7.30 pm	Wolverton Hall (Annual Meeting of Council)
Thursday 20 June 2019	7.30 pm	Wolverton Hall
Thursday 25 July 2019	7.30 pm	Wolverton Hall
Thursday 26 September 2019	7.30 pm	Heath End Hall
Thursday 24 October 2019	7.30 pm	Heath End Hall
Thursday 28 November 2019	7.30 pm	Heath End Hall