

**BAUGHURST PARISH COUNCIL**  
**Minutes of a meeting held on Thursday 27 April 2023**  
**7.30 pm, Heath End Hall, Baughurst**

**PRESENT:** Cllrs M G Slafford (Chairman), M Charlton, R Clark, N Fletcher, J Hewitt, M Higson, G Porter, S E Terrett  
Also present: Borough Councillor K Morrow  
Apologies for absence received from Cllrs R Cockle (holiday), C Cooper (holiday), N Fletcher (business commitments) and M Higson (illness); County Councillor D Mellor, Borough Councillors S Frost and K Rhatigan  
In attendance: Mrs P J Waterfield, Clerk

**1. Minutes of the last meeting**

The Minutes of the meeting of 23 March 2023, copies of which had been circulated, were taken as read and approved.

**2. Matters arising**

- Deeds – Clerk had submitted one application for adverse possession on the narrow strip of land between land at Pinewood and at Mornington Close hammerhead.
- The Withies – meeting yet to be arranged
- War Memorial – meeting yet to be arranged
- BDBC Landscape Architect contacted again regarding meeting
- Long Grove specification – required **ACTION: Rco**
- Leaf sweeping – Borough Councillor Morrow to report
- Pineapple field plans retrieved from HCC do not show drainage into field
- Pineapple field petanque court – U3A advised, awaiting decision
- Memorial bench – has now arrived and is awaiting installation
- Bus shelters – Clerk had written to contractor, who had subsequently removed the pasted stickers.
- Councillor vacancy – 1 applicant received; others to be sought
- Overgrown vegetation, paths – all works had been carried out by Community Offenders team, to whom thanks were given
- Rights of Way – HCC had advised consideration is currently being given to new right of way through The Withies
- Newsletter – had been distributed
- Wolverton field – landowner to rear had agreed siting of bark chippings to rear of field
- Sustainability – notes from last meeting awaited

**3. 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.

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

Received as appendices attached to the Minutes.

**5. Working Groups and representation**

Agreed that working groups will report in writing direct to the appropriate committee for consideration before submission to full Council. Standing Orders need to be amended accordingly.

**ACTION: CC**

Agreed that the following working groups would be combined:

- a) Art in the Open, Community Volunteers, Litter and flytipping

- b) Communications, Marketing and Newsletter
- a) Neighbourhood Plan Assessment was received and noted.
- b) Neighbourhood Plan Key Stages was received and noted.
- i) Agreed that this Council would initially and tentatively pursue the prospect of a Neighbourhood Plan, and approval given to submission of initial application which starts the process. This is, however, to be reviewed at regular intervals, and further consideration given should outlay not be met by BDBC grants. Community also needs to be involved at this point.
- ii) A Neighbourhood Plan sub-Committee is to be established, with membership and terms of reference to be decided. Monthly reports to be given to Council.
- c) IT Working Group report was received and noted. Shared OneDrive read/write file to be trialled. Forms have worked well, but need some amendments – declaration of interest box; ability to clarify an 'other' comment clearly **ACTION: RCo**
- d) Best Practice Working Group report (Terms of Reference deferred to General Purposes)
- e) Email policy – deferred to General Purposes Committee
- f) Clerk reminded Councillors that, where they are chosen to represent Council on external bodies, such notification of appointments must be made by the Clerk, and not by individuals themselves.

## 6. Planning

The latest planning applications were received:

22/02673/FUL	Land adjacent to Gibby's Farm, Browning Hill	Phased erection of 2 detached dwellings with new vehicular access and associated parking (amended plans)	Objection
T/00145/23/TPO	9 Wellington Crescent	Fell 1 beech tree, prune 2 oaks	No objection
23/01000/FUL	Stratton Manor, The Cottage, Browning Hill	Erection of replacement dwelling	No objection
23/00745/FUL	86 Long Grove	Dropped kerb and vehicle access to driveway	Objection

## b) Decisions by BDBC

23/00235/HSE	45 Long Grove	Single storey extension following demolition of existing conservatory	Approved
23/00166/ROC	Lantern Cottage, Browning Hill	Variation of conditions 1 and 3 of 18/00327/HSE to include construction of a rear dormer, additional of a tiled crown roof to rear extension, painting of existing brickwork in white and installation of cladding to gable ends of existing dwelling (retrospective	Approved
21/03332/FUL	West View Farm, Baughurst Road	3 detached dwellings with garages, parking and associated landscaping following demolition of existing stables/barn	Refused
23/00417/HSE	6 Conifer Close	Single storey rear extension	Approved

## 7. Finance

- the latest financial statement was received and noted
- The Annual Governance Statement was received and approved
- The Audit Return for 2022/2023 was received, approved and signed
- Agreed that no conflict of interest exists between this Council and the External Auditor, BDO, and agreement signed
- Renewal of annual subscription for Hampshire Association of Local Councils (£504.16) and National Association of Local Councils (£152.27) was approved

- Approval was given to the reinvestment of the half yearly precept
- Approval was given to the payment of £500 to the internal auditor
- Approval was given to the payment to Nash Trees of £1295.00 + 259 (oak removals to rear of 85 and 87 Long Grove, and crown reduction 87 and 89 Long Grove)

## 8. **Playing field and Open Spaces**

### a) Tree Survey – remedial works

One of those trees (964) identified for remedial works has been identified as being the responsibility of HCC, who have been notified accordingly. Therefore a revised specification needs to be drawn up, and interested parties invited to re-quote on this basis. **ACTION:**

#### **RCo**

### b) Trees adjacent to War Memorial

Approval given to the lowest quotation of £295.00 + VAT (Nash Trees).

### c) Amazon basin, Wolverton field

Approval given to the stabilisation of the Amazon basin at a cost of £520.00 + VAT. These works to be carried out in tandem with the repair to the springer plates, previously authorised, before new bark chippings fill the play areas.

## 9. **Annual Parish Meeting**

The meeting had been reasonably well attended, with three speakers on the subject of sustainability and greening. No actions were forthcoming. The Minutes are available on the website.

## 10. **Highways and Rights of Way**

### a) Footpaths Committee

Agreed that a meeting would be arranged in the near future, and that a working party would be created to carry out the function of arranging walks; outcomes/alterations to be reported to Council via the committee.

### b) Application for path to be adopted to the Definitive Map

HCC had finally advised that the path through The Withies will be considered by the end of this year. Clerk had raised the issue of other paths through Baughurst Common, and to the rear of 105 Long Grove, and it is possible that these could also be dedicated if this Council is prepared to agree to the process, as landowners.

### c) Rights of Way

BR15 – impassable – report to HCC

FP49 – impassable – report to HCC

## 11. **Open Forum**

## 12. **Accounts for payment**

### **To pay:**

Regency	Payroll Apr	18.69 + 3.74
HCC	Pension April	425.50
Clerk	Salary and allowance April	1249.87
Tesco	Mobile contract April	7.50
Microsoft	Office 365 April	9.40 + 1.88
Inland Revenue	Tax and NI April	354.67
Hugofox	Silver April	19.99 + 3.99
T Light	Internal auditor	500.00
Heath End Hall	10 hours hirings to 31.3.23	90.00
HALC	HALC Affiliation fees	504.16
	NALC fees	152.27
HCC	Pension	241.03

Vitaplay	Quarterly inspection	84.00 + 16.80
Nash Trees	Removal oak tree to rear of 85 and 87 Long Grove; crown reduce oak to rear of 87 and 89 Long Grove	1295.00 + 259.00
Post Office	Newsletter stamps	186.00
Amazon	Norton antivirus	12.45 + 2.49
HCC	Stationery	36.61 + 7.32
C Martin	Newsletter delivery	120.00

### 13. Date of next and future meetings

The next meeting of Baughurst Parish Council will be the Annual Meeting, to be held on Thursday 11 May 2023, 7.30 pm, **Wolverton Village hall**.

Future proposed meetings for 2024 are:

Thursday 11 January 2024	7.30 pm	Heath End Hall
Thursday 22 February 2024	7.30 pm	Heath End Hall
Thursday 14 March 2024	7.30 pm	Heath End Hall (Open Spaces Committee)
Tuesday 21 March 2024	7.30 pm	Heath End hall
Thursday 11 April 2024	7.30 pm	Heath End Hall (Annual Parish Meeting)
Thursday 25 April 2024	7.30 pm	Heath End Hall
Thursday 16 May 2024	7.30 pm	Wolverton Hall (Annual Meeting of Council)
Thursday 27 June 2024	7.30 pm	Wolverton Hall
Thursday 25 July 2024	7.30 pm	Wolverton Hall
Thursday 26 September 2024	7.30 pm	Heath End Hall
Thursday 24 October 2024	7.30 pm	Heath End Hall
Thursday 7 November 2024	7.30 pm	Heath End Hall (General Purposes)
Thursday 28 November 2024	7.30 pm	Heath End Hall

### 14. Appendix A

Borough Councillor K Morrow reported:

- He had investigated the lack of time given for the annual leaf sweeping in Baughurst which, together with Tadley and Pamber, accounts for a week of sweeping time. A response had been made from BDBC Head of Environment, who advised that delays had taken place due to continuing poor weather, and that renewing the schedule of works would involve considerable work. Agreed that this issue should be raised again in November.
- Wigmore Heath restoration working party to take place this weekend
- He is to link with Sustainable Baughurst via their Whatsapp group
- Tadley Pool – the situation is ongoing, with repairs needed to the floor of the pool
- Community volunteers are needed – in particular, drivers for Neighbourcare

b) Police

CPSO B Esprit plans to attend the May meeting. Chairman agreed to try and contact Neighbourhood Watch for a local Police contact; Clerk will then invite to meeting. **ACTION:**

**MGS**