

HIGHCLERE PARISH COUNCIL

Minutes of the Highclere Parish Council Meeting held at

Highclere Village Hall

Tuesday 14 July 2015 at 7.00pm

Members:

Sally Izett (Chairman), John Stoker (Vice Chairman)

Councillor (also Borough Councillor) Graham Falconer, Councillor Will Flack, Councillor Don Langan, Councillor Horace Mitchell, Councillor Mike York.

In attendance:

Clerk to the Council, Sue Edwards, County Councillor Tom Thacker

The Chairman welcomed everyone to the meeting.

37/15 Apologies for Absence

Councillor Mike Jenkins (Holiday *LGA 1972, Sch. 12, para 40*)

38/15 Declarations of Interest. There were Declarations of Interest (non-pecuniary) from Councillor J. Stoker (Yew Tree helicopters); Councillor H. Mitchell (Friends of Highclere Church).

39/15 To confirm accuracy and sign the Minutes of the Council Meeting held on 9 June 2015.

The Minutes were circulated and it was unanimously resolved that the minutes be accepted as an accurate record. They were duly signed by the Chairman, Sally Izett.

40/15 To Progress Resolutions from 9 June 2015 (*Matters arising from the Minutes*).

24/15 Councillors to earmark reserves. The Clerk has produced a list of items and a schedule. Cllr. Mitchell suggested that the Penwood Bus Shelter is refurbished every 3-6 years. The reserves are to be reviewed in the Autumn when initial discussions for next year's Precept take place.

29/15 The Clerk wrote to the Parishioner who had enquired about Superfast Broadband status in the Parish.

31/15 The Clerk has twice emailed Paul Johnson requesting a Little Penwood progress update.

Cllr. Mitchell apologised for not setting a date for a Heathlands & Woodlands meeting.

Cllrs. Stoker and Jenkins have decided on a blue Highclere Parish Noticeboard for the front of Highclere Village Hall (to match the front door) and a green Noticeboard for Penwood (to match the Bus Shelter). The Bus Shelter has been cleaned and repainted. Two litter bins have been ordered.

Cllr. Jenkins is on holiday and so there is no update on the quote for the path at the side of Highclere Village Hall.

32/15 Cllr. Flack has again contacted PCSO Carpenter about Speedwatch. She has again requested a list of volunteers which appears to have been mislaid. One volunteer has now withdrawn due to the lack of progress with the scheme.

The Clerk contacted HCC with regard to grass cutting at Penwood crossroads. HCC immediately responded.

33/15 15/018004 FUL was objected to by the Parish Council.

41/15 Public Participation – no members of the public were present.

42/15 Reports from Borough & County Councillors

Borough Councillor G. Falconer – presented his report.

Hadley Access. It has been established that the access road is privately owned and therefore development of Hadley may be more problematic although that is a legal and not a planning issue. A new application 15/01804 is in progress as the application that was approved in April, 14/03685, was withdrawn on a technicality. This will offer the PC a second chance to object.

Police in Tadley. Cllr Falconer met the Inspector in charge at Tadley and expressed concerns about the police' ability to respond. The Inspector said that the key is not the location of the police but information such that they can respond to an alert. He assured Cllr Falconer that his force is always travelling through our area although there are vacancies for 2 CPSOs.

Footpath 732 extinguishing. Cllr Falconer has taken up this case with BDBC as it has been dragging on for years. (He has now received notification of no objections and so in 6 weeks, unless a challenge is made by objectors in the High Court, legal proceedings will be complete)

Hampshire Police Alert. Cllr Falconer recommends that everyone registers (only individuals can register) as you get immediate updates on crime and related matters from the Hants police. The 101 and 999 service should still be used for incidents. It renders NHW almost unnecessary.

Litter on the Highways. The Performance Panel has asked for an update on litter collections on the A343, A34 and A303. There is confusion over the H&S regulations as the shorter highways in Berks can be cleared much more easily than Hant's highways which are longer and are subject to different regulations e.g. closing one lane.

Planning. Cllr Falconer has taken up the issue of the time it takes to get from a planning approval to the actual determination of the application. S106 and CIL processes can take longer than a year which seems unacceptable. At present this is not formally reported. In one case this been over a year and is still not resolved

BDBC financial performance. The only significant variation was a shortfall in revenue of £414k due to low interest rates on the cash asset of £162m. BDBC has a policy of minimum investment risk and thus suffered from interest rates not increasing as anticipated.

A **Superfast Broadband** summit is being held in St. Mary Bourne on 24 July 2014 at 9.30am. Kit Malthouse MP, Cllrs T. Thacker (HCC) and G. Falconer/J. Izett (BDBC) to attend along with HCC and BT Openreach representatives.

Action: The Clerk to add information on Alert to the news section of the Parish website.

County Councillor Tom Thacker presented his report.

Future Funding in Hampshire. The County Council is facing an anticipated shortfall of £98 million by April 2017, due mainly to continued reductions in central Government grants. The consultation which closed on 13 July 2015, asked about Hampshire's approach to setting Council Tax levels, use of its reserves and options for different ways of delivering services more efficiently and at a lower cost. The findings from the consultation will be now be considered by the County Council in October 2015 when decisions are made on the money available for the years 2016-2018 and will be followed, where necessary, by a series of more specific consultations later this year.

Broadband. Kit Malthouse MP is holding a Broadband summit (see Cllr. Falconer's report) at St. Mary Bourne Village Centre, Bourne Meadow, St. Mary Bourne SP11 6BE. If parishioners would like to attend they should email kit.malthouse.mp@parliament.uk

Penwood Crossroads. Cllr. Thacker has obtained accident figures which have been passed to the Clerk. They should help the Council when considering plans that have already been forwarded to the Council regarding bollards and signs at the junction. A provisional plan to improve road surfacing, which is showing signs of wear and tear, is being drawn up.

Footpath between Star Lane and the Mount. Highways have confirmed that the scheme was originally requested by HPC; the funding does come from the barred routes scheme, the

principal engineer has confirmed to Cllr. Thacker that the funding is limited and cannot be used elsewhere. The Chairman confirmed that the Council has supported this proposal.

Water on the road in the north of Highclere. Cllr. Thacker has been contacted by a resident regarding the water flowing on the A343 just south of Seven Stones Bridge. Cllr. Thacker has been informed that the Area Manager is looking at how to fund drainage works as it presents a potential danger icy conditions.

Action: The Clerk to forward copy of the March 2015 Minutes to Jenny Moon at HCC which state that the Council supports the proposed new footway scheme on Andover Road.

43/15 Community Asset Register

The Clerk and Chairman have now completed the Community Asset form and the letter to the landlord of the Red House.

Action: Cllr. Mitchell to explain the nature of Community Assets to the landlord of the Red House, then the Clerk to submit the form to BDBC and post the letter to the Red House.

44/15 Friends of Highclere Church briefing

Cllr. Mitchell explained that he is a member of a small team that is working on proposals to create a charity, 'Friends of Highclere Church'. This will be a secular body, independent of and separate from the Highclere Parochial Church Council and the Church of England generally, whose focus will be on the building and its contents and grounds as an historical and community asset. The aim of increasing public awareness and appreciation of the Church, which as well as being the most noteworthy listed building in the Parish (after the Castle), is of unique historic interest – although built in Victorian times it includes a wealth of historic artefacts dating through history from Tudor times onwards, transferred from the former Church whose foundations can still be seen next to the Castle. To this end the group envisage making the Church more accessible to the public (currently it is kept locked except for services) and facilitating its wider use for appropriate non-worship community purposes. The Church and grounds are, of course, already the venue for the Parish's largest annual community event, the Church Fete. A constitution is currently being drafted and a submission is being prepared to the Charity Commission prior to making a formal announcement.

Cllr. Mitchell asked for the Parish Council's endorsement of this initiative as being of significant potential community value - 'support in principle' does not entail commitment to any financial contribution. However they do envisage that when the charity is formed the Friends' subscriptions will include an opportunity for community organisations (including the Council) to become a 'Community Friend' on the basis of a small annual subscription, perhaps £50. Before decisions are made they expect to consult further with potential Community Friends.

Cllr. Langan proposed that the Parish Council welcomes and supports in principle the formation of a new Charity: The Friends of Highclere Church. Cllr. Stoker seconded the proposal and the Council unanimously supported the proposal.

45/15 Westridge Studio Update

The Chairman S. Izett explained that the first meeting of the Westridge Studio Working Party had taken place on 30 June 2015 and the minutes of the meeting had been circulated to the Parish Council.

The Chairman and the Clerk met with Michael Frean, Senior Community Development Officer and Clive Fortune Community Development Officer from BDBC. They provided some useful information and Clive Fortune is to attend the next meeting of the Working Party on 1 September 2015. They advised that the next step would be to produce a business plan. Cllr. Flack said that he was due to meet two residents who wish to become involved on 15 July.

Action: Cllrs. Flack and Langan to produce a business plan for Westridge Studio.

The Clerk to ask the Executor if the practice of allowing the Studio to be used as an overspill car park for Highclere Village Hall could be continued. Limited, occasional use was allowed by D.R. Gribble.

46/15 Little Penwood Update

Action: The Clerk to continue to contact Paul Johnson for a progress update.

47/15 Heathlands & Woodlands Improvement Project Update

Action: Cllr. Mitchell to arrange a date for the Working Party to meet.

48/15 Report on Environment

Proposed resolution: HPC to fund repairs to named stiles. At the bridge on path 734, provide a self-closing gate on the north side and refurbish the stile on the south side of the bridge with the addition of a hand post at stile height. Cllr. Stoker to ensure that the heights of the steps are similar to that specified by the Countryside Scheme. Cllr. Stoker proposed that HPC fund work on the stile up to a maximum of £400. This was seconded by Cllr. Mitchell and unanimously supported by the full council.

Action: Cllr. Stoker to liaise with the Lengthsman and the land owner.

49/15 Discussion regarding the Lime Quarry

The Chairman explained that access to the old Lime Quarry in Old Burghclere was possible for Highclere Society members as the Society is affiliated to the Hants & Isle of Wight Trust. The quarry has restricted access as it has SSI (Special Scientific Interest) status. It has been confirmed that access can be gained by special permit issued via email from Graham Dennis, Basingstoke Area Reserves Officer, Hampshire and Isle of Wight Wildlife Trust: *"The Highclere Estate have re-organised access here to increase the security of their storage yard. In combination with the Estate we have been allocated a parking area marked by a sign with our logo etc on it that is accessible with the combination to the lock. It seems members were unaware that this site is only accessible by permit only; this is a condition of our lease with the Estate. We issue the combination of the lock when we issue a permit. For those members of the Highclere Society wishing to access the site if they could apply for a permit to me by e-mail with the date they wish to visit I will issue a permit for them"*.

50/15 Lengthsman Scheme

The Lengthsman budget has been approved and Cllr. Jenkins has liaised with the Lengthsman giving him the first jobs of the year. In Cllr. Jenkins absence the Clerk confirmed that these were:

- Continuation of the pavement clearing along Foxs Lane from opposite Bottle Row towards Woodlands - to include clearing of brambles etc. around bus shelter
- Clearing of part of ditch on Highclere Street

51/15 Report on Roads & Transport

Discussion of helicopter landings at the Yew Tree.

Cllr. Stoker raised the situation at the Yew Tree regarding helicopter landings. He has received e-mails that informed him of helicopter landings and take-offs five days in a single week. Only two of the five landings appear to be associated with diners the other three are pickups or drop-offs. Since Cirrus Inns, the owners, have a number of pubs in the surrounding area, he expressed concern that the Yew Tree may be being used as a convenient heliport for executives going to the other pubs that they own in the area. Cllr. Stoker suggested that the place where they land is really not suitable from a Health and Safety point of view. The landing site is only about 30 metres wide, about 15 to 20 metres from the A343 carriageway and about 25 metres from his house and about the same

distance from the edge of the Yew Tree's restaurant area. In addition, to the A343 on one side, the C153 leading to Ashmansworth and Faccombe is on the other side of the landing area. The helicopters are causing considerable irritation to some of the people on Highclere Street who have pet dogs. Cllr. Stoker understood that you can have helicopter movements from private land up to 28 days a year from a suitable site but was concerned that the situation appeared to be escalating and that the site is not suitable for helicopter traffic and really needs to be made subject to a planning review regarding the suitability of the site. The Yew Tree is advertising on its website that they have the facility for helicopter landings. The Council was concerned about health and safety for residents, horse riders, horses and those attending the Yew Tree.

Action: Cllr. Falconer suggested that the matter be referred to the CAA. The Chairman is to write to the Chief Constable, Police Commissioner and BDBC Enforcement Officer to express HPC's concerns.

52/15 Proposed Safety Scheme at Penwood Crossroads

Correspondence, from Cllr. Thacker, has been received by the Clerk and forwarded to the Council regarding a casualty reduction scheme proposed for the above location. The measures, shown on the drawing, comprise of introducing some bollards at the junctions and the enhancement of the give way signs on Fox Lane, which aims to draw drivers' attention to the various hazards at this location.

The scheme is expected to reduce the number of accidents currently occurring here and the Safety Engineering Team will carefully monitor its effectiveness for a period of five years. Cllr. York and Stoker are concerned about the possible negative effect of a roundabout at the Penwood crossroads on residents exiting from Woolton Hill and for residents trying to join the A343 at rush hour.

53/15 Harwood Paddock s106 Funds

Correspondence has been received from East Woodhay Parish Council regarding their S106 monies potentially owing from Harwood Paddock. There is a sum of £246,849 ear marked for HCC for Transport /Roads. Looking at the high level S106 description, it seems this is being aimed at projects that will not directly benefit the residents of EWPC or HPC. In fact it states improvement to the A339NW corridor as the use of the funds. EWPC have requested strongly that these funds get used to create a roundabout at Penwood crossroads.

After a short discussion the Council unanimously agreed to support EWPC in its request to see these funds used to improve this junction (Penwood crossroads) rather than improvements to the A339 NW corridor.

Action: HPC to liaise with EWPC to suggest a holistic plan for the crossroads which has been the scene of serious accidents (evidenced by data supplied by Cllr. Thacker and PCSO Carpenter).

54/15 Report on Planning

15/01920/HSE 2 Flexford Cottages, Westridge
15/01881/FUL Kinnersley House, Westridge
15/02063/HSE Crimble Cottage, Tubbs Lane
15/02237/HSE The Mount House (retrospective)

Action: No Comment

55/15 Financial Matters.

Report on Audit.

The Clerk reported that the Proforma form had been sent to BDO and they have confirmed receipt but there has been no further communication.

56/15 Transparency Code

The Clerk reported that she had attended the HALC Transparency Code training on 6 July 2015. Highclere Parish has posted all necessary documents on the Parish website.

Action: HALC to advise parish councils of any emerging requirements.

57/15 Gifts and Grants Policy

The Clerk and the Chairman have formulated a policy which has been circulated to all councillors. Amendments to the policy were suggested by Cllr. York.

Action: Amendments to be made, document to be circulated. Proposed adoption at the 8 September 2015 meeting.

58/15 Accounts for payment

Date incurred	Expenditure	Purpose	VAT	Total
29/07/15	Spacemaster	Jet wash, paint Penwood bus shelter	45.00	270.00
30/06/15	Highclere Church Parochial Council	Cemetery grass cutting	0	200.00
14/07/15	Highclere Church Parochial Council	S137 support for extraordinary church yard works	0	£1,000.00
30/06/15	Litter Warden	June Fuel Allowance	0	£13.95
14/07/15	Clerk's Expenses	BDO external audit postage	0	£2.05
		s106 cheque to BDBC		£1.73
		Land registry community asset		£6.00
		Travel to transparency training		£27.36
31/07/15	Clerk's Salary	July Salary	0	£669.50
31/07/15	Litter Warden Salary	July Salary	0	£403.00
13/07/15	Initial (50%) Charges for New Parish noticeboards and fitting	Highclere Village Hall and Penwood Foxs Lane	198.15	£1,188.90
				£3,782.49
02/07/15	BT Parish phone	Direct debit	4.82	28.92

59/15 Correspondence received

Southampton Airport guide requesting link on Parish Website. HPC declined.

Spinal Injuries Association – request for poster to be put into Parish noticeboards.” Going the Distance” 20 September 2015. Rebuilding lives after spinal injury.

Via email PCSO Carpenter link to Have Your Say choose Basingstoke Community Policing Priorities.

60/15 Councillors' matters to be included in the next meeting

HM the Queen 90th birthday celebrations.

Grants and gifts donations policy.

61/15 Date of the next Council Meeting – 8 September 2015

Adjournment: there being no further business the meeting closed at 9.05pm

Summary of Actions:

Alert Hampshire: The Clerk to add information on Alert Hampshire to the news section of the Parish website.

Andover Road Footpath: The Clerk to forward copy of the March 2015 Minutes to Jenny Moon at HCC which state that the Council supports the proposed new footway scheme on Andover Road.

Community Asset Register: Cllr. Mitchell to explain the nature of Community Assets to the landlord of the Red House, then the Clerk to submit the form to BDBC and post the letter to the Red House.

Westridge Studio: Cllrs. Flack and Langan to produce a business plan for Westridge Studio.

The Clerk to ask the Executor if the practice of allowing the Studio to be used as an overspill car park for Highclere Village Hall could be continued.

Little Penwood: The Clerk to continue to contact Paul Johnson for a progress update.

Heathlands and Woodlands Improvement Project: Cllr. Mitchell to arrange a date for the Working Party to meet.

Stile on Path 734: Cllr. Stoker to liaise with the Lengthsman and the land owner.

Helicopter Landings at the Yew Tree: The Chairman to write to the Chief Constable, Police Commissioner and BDBC Enforcement Officer to express HPC's concerns.

Penwood Crossroads: HPC to liaise with EWPC to suggest a holistic plan for the crossroads.

Grants & Gifts Policy: Amendments to be made, document to be circulated. Proposed adoption at the 8 September 2015 meeting.

Signed _____ Position _____ Date _____