Minutes of Kingsclere Parish Council Ordinary Meeting OM 08/24 Held at 7.30pm on Monday 30th September 2024 in the Kingsmill Room St Mary's Church

OM08/24 – Present:
Cllrs: Gaines; Mussett; Peach N and R Peach. Hamilton co-opted at 24.2. Conquest arrived at 19:46
Clerk – Ackrill; RFO – Porton.
OM08/24.1 – Apologies: Cllr D Conquest and Cllr H Jonas
OM08/24.2 – Co-option of new Councillor- Michaela Hamilton was proposed by RP and seconded by SG. All in favour. Declaration of Office was signed, and Cllr Hamilton joined the meeting**.**
OM08/24.3 - Declarations of Interest: NP & RP Item 23 – Allotment tenants
OM08/24.4 – Minutes:
3.1 Minutes of Ordinary Meeting Monday 29th July 2024 were accepted and signed.
3.2 Minutes of Finance and Establishment Meeting 15th July 2024 were accepted and signed.
OM08/24.5 - Questions from the Public:
1. Resident 1 (family) – moving to the village soon and would like to be active members of the community. The family has been active in other communities they have lived in.
2. Resident 2 – does Parish Council have any influence over the agencies digging up the road – No, we have no powers.
3. Resident 3 – dog owners, would like something for Dogs in the village – resident was asked a lot by people when delivering leaflets. Suggestion for a Dog Day.
4. Resident 4 – just moved to village and has noted the conservation area – is there anything the PC can do about speeding and overweight vehicles? – A large amount of Parish funds had been spent on SID's as well as additional road markings and entrance gates. The SID's save data which is collected and analysed - the police will attend if we identify a problem. Incidents Winchester Road identified but an extensive engineering assessment would be required to resolve this. The 30mph limit up Basingstoke Road has been moved and extended further up towards the bypass. We cannot do anything about HGV's.
5. Developer representing Yew Tree Farm – identified a site that may be suitable at the end of Basingstoke Road. Developer introduced to Cllr Gaines, Chairman of the Neighbourhood Plan Group.
6. Resident 5 - The tennis club need to resurface the courts, is it worth waiting for the Manydown development and any potential funding from this. The PC is still in negotiations with the bowls club and not aware of any funding from the potential Manydown development.

OM08/24.6 – Chairman's Remarks:
i) Thanks, Ken Rhatigan for delivering the Parish Council's Annual Report.
ii) Thanks Cllrs Peach and Peach mending the vandalised board
iii) Thanks Cllrs Peach and Peach for work on the benches in The Square
iv) Thanks Cllr N. Peach for helping with the Allotment inspections
v) Tidiness of village is mostly outside of remit of our jurisdiction we push the limit as much as we can. Residents have the same amount of influence over the County Council as we do when logging issues such as potholes, blocked drains etc
vi) The budget cycle is beginning – Cllrs please add costs to the list.

OM08/24.7 – Clerks Report:
i) Letter sent to Inghams Nursery on behalf of KPC in support of their Grant application – a thank you email has been received.
ii) A thank you letter has been received from KCA for the Summer of Fun Grant.
iii) The bench slats in The Square have been replaced and the bench legs painted.
iv) The painting of the railings at Brimley Hill Court is now finished (Lengthsman job)
v) The broken glass in the bus shelter panel has now been replaced
vi) Three Allotment inspections have been carried out this season – several plots have been given back due to inactivity or health reasons. These plots will be reallocated ready for January. The vacant uncultivated ones have been strimmed by our contractors. A couple still need to be done.
vii) The information board in the Wildflower meadow was vandalised – thanks to Ray and Nicki for mending this so swiftly
viii) The bench has now been pulled from the ground – agenda item
ix) The Lengthsman is due 22nd October

x) Office day with both staff members has changed to Mondays.
xi) The are two vacancies for Parish Councillors if anyone present is interested.

OM08/24.8 – Bowls Club renewal of Lease due September 2025:
The Parish Council put in place a short-term lease with a concessionary rent to give the Bowls Club time to come up with a development plan for their organisation. We have received correspondence, but it needs to be circulated to all Cllrs before discussion. In the meantime, liabilities will need to be assessed in case the Bowls Club are unable to renew the lease in September 2025, The PC is awaiting a response from BDBC on the Business Rates. The Parish Council paid for both the solicitor fees and the surveyor fees for the lease for both the Bowls Club and Tennis Club.

OM08/24.9 – County Councillor: Not present, no report.

OM08/24.10 – Borough Councillors: Apologies received from BCllrs Bound and Morrow no reports received. BCllr Conquest:

1. Gailey brook – A walk along the river took place with Southern Water and lasted for 6 hours, we are awaiting the report.
2. Bin Collections – environment act requires the council to start collecting kitchen waste. In October 2025 residents will be issued with bins for kitchen waste. The increase in recycling will be balanced by making the "black" bin collections by weekly
3. Housing – new government NPPF which many councils see as challenging – the number of houses required has increased by 37%. The consultation has ended and two responses from BDBC have been submitted one from officers and another from the cabinet. It is unclear what effect this may have on the Local Plan – Regulation 18 has passed, and the council is hoping for Regulation 19 next year. The worst-case scenario is it may need to go back to the drawing board. The five-year land supply which could not be achieved has been reduced to four years. BDBC can meet the four-year house supply but there is a risk the new government will reinstate the 5 year plan.
4. A Parish Councillor advised that the trees that were cut down on Newbury Road/A339 is sprouting shoots from the stumps. The good news is they are growing well but the bad news is, unfortunately the "hedge" has not been cut, please can it be trimmed. BDBC Officers had promised planting in the gaps, please could they update us on when is this happening.

OM08/24.11 – Audit 23/24:

11.1 Review if External Audit Report – all good no actions required.

11.2 External Audit Invoice – Invoice for £420.00 plus VAT to BDO LLP was approved for payment.

Resolved: £420.00 for external audit

Action: RFO

OM08/24.12 – Review of Internal Auditor terms of Engagement Letter for 24/25 accounting year -

Resolved: Accept April Skies as the internal auditor for 24/25 accounting year.

OM08/24.13 – Approval of Contractor for Hard Cut of Basingstoke and Ashford Hill Road hedges – three quotes sought but only two had been received at the time of the meeting. Following a discussion it was resolved to accept the £1450 quote.

Resolved: £1450 to hard cut the Holding Field hedge on both Basingstoke and Ashford Hill Road awarded to Countryside Grounds Maintenance.

OM08/24.14 – Mowing and Maintenance – the revised and amended schedule had been circulated prior to the meeting. Following a discussion it was resolved to accept schedule**.**

Resolved: Mowing and Maintenance Schedule accepted for next tender process

A letter from a resident has been received regarding the state of the mowing in the village – Cllr N Peach to respond on behalf of the council, all the problems highlighted are not the responsibility of the PC. The Housing Associations have been struggling as have the Borough Council.

Action: Cllr Peach response

OM08/24.15 – The Square Bus Shelter Glass Panel repair – following the suggestions at the July OM the Clerk sought two further quotes and it was agreed to go ahead with Thatcham Glass quote of £480 plus VAT. As the broken glass panel in place could be deemed a health risk the work was carried out on receipt of the quote. The invoice sum of £480 plus VAT is retrospectively agreed.

Resolved: Thatcham Glass quote of £480 + VAT approved

OM08/24.16 – Vegetation removal from the Holding Field Car Park – the vegetation built up in the corner of the car park and overhang into the neighbouring property, was removed at the £150 indicated in the July OM.

Resolved: Retrospective Invoice for £150 for removal of vegetation in Holding Field Car Park approved

OM08/24.17 – Orchard Expenditure request – Cllr N Peach requests £140.70 for 3 new replacement apple trees. Sum approved from the budgeted Orchard fund.

Resolved: £140.70 approved for the purchase of three replacement apple trees

Action: Cllr Peach and RFO

OM08/24.18 – Repairs to Football Pitch surface on the recreation Ground – Cllr Peach requested £52.00 for repairing holes in the Football Pitch.

Resolved: £52.00 approved for materials to repair holes in the Recreation Ground Football Pitch

OM08/24.19 – Spring Bulb request – Cllr Peach requested £100 expenditure for additional spring bulbs

Resolved: £100 approved for spring bulbs

OM08/24.20 - Memorial Bench - Resident request to place memorial bench in the Community Orchard
It was noted that we have had problems with memorial benches, some have not been fit for purpose. Cllr N Peach will liaise with resident about accepting a contribution towards a Council purchased bench.

Action: Cllr Peach

OM08/24.21 - Damage to Bench in the Recreation Ground –
The bench is in a sound condition, but soil has filled the hole where the concrete was. Cllrs Peach and Peach will refix the bench but will require an extra £50 for soil and Postcrete to be retrospectively approved at next meeting.

Action: Bench re site and Approve funding next OM

OM08/24.22 - Churchyard Wall repairs –
Two quotes have been received; the first one has no public liability currently although this can be arranged. The second has two prices one for just repairing the worst areas and another for the whole wall. Listed building consent to be investigated.

Action: Clerk

OM08/24.23 - Allotment Water Leak –
The stop cock has been repaired – Cllr R. Peach has obtained a price to find the leak - £400.00. RP to check if correct public liability is in place.

Action: Cllr R Peach

OM08/24.24 - VE Day 8th May 2025 80th Anniversary or alternative village event
The village RBL have asked if there are any plans to mark this anniversary. There was discussion around allocating some funds. £1000. It was resolved for £1000 to added to the Grant budget and the Grants Policy to be reviewed to accommodate this. The PC is broadly in favour of an event. Grants policy to be reviewed to potentially include large scale whole village event applications.

Resolved: £1000 to be added to Grant Budget in 2025-26

Action: Grant Policy to be reviewed at PPP meeting

OM08/24.25 - S106 update on additional bench for Orchard
BDBC has approved S106 monies can be used for a new bench. Cllr Conquest is applying for match funding from The Good Exchange. A large four seating places accessible bench with wheelchair access has been chosen as the type, three quotes to be obtained for like for like benches. Cllrs approve the expenditure of S106 to be spent on this type of bench.

Resolved: S106 funds to be spent on new bench.

Action: Cllr Conquest funding Clerk Like for like quotes

OM08/24.26 - Tree Work in the Churchyard and Square – Maximum spend £860

26.1. Raising of crown by removal of lowest limb of the Yew Tree over hanging Swan Street Quote £180 +VAT

26.2. Removal of 1x Rowan Tree and Trim of the remaining Rowan nearest Carriageway. – Permission from BDBC received today for removal and trim

Resolved: £650 +VAT approved for removal of Yew Tree limb and one Rowan tree and trim the second Rowan pending approval of the Yew Tree from BDBC (Rowan trees already granted).

OM08/24.27 - Planter for Square to cover ground where Rowan tree removed from –
Conservation does not like the planter GP selected so project to be revisited – gravel to be used in the interim

OM08/24.28 - Square Flower Border – deferred to next meeting

OM08/24.29 - Christmas Lights Electricity Supply

29.1. To consider Non-Metered Supply quote from DRAX – currently paying 139.190p per day 31.130p/kwh day and 22.970p for nighttime – No, to continue with meter installation.

29.2. To consider quote for installing a metered supply - Cllr R Peach to help obtain supply quotes.

29.3. Timescales for considerations following items 26.1 and 2 for Christmas Lights 2024 – there is still an out of contract supply so lights can still go ahead this year regardless of timeframe for meter installation.

Resolved: To continue with application for a metered connection

Action: Cllr R Peach to help with supply quotes and meter supply

OM08/24.30 - Planning Matters and Neighbourhood Plan Updates

30.1. 24/02089/HSE Beechcroft Union Lane – new Studio home/office - No objections

30.2. 24/01236/LBC / 24/01235/FUL 1 George Street amendment to plans removal of glass link and change of floor construction – No objections

30.3. 24/01974/LBC 8 Swan Street Alter flat from One bed to Studio – No objections

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30.4 - Neighbourhood Plan – group continue to work on the review.

OM08/24.31 – Remembrance Day Parade 10th November – Cllr Conquest will be taking part. The usual road closure request should be applied for, timings from 10.45 until 11.45am.

Action: Clerk to apply for TTRO

OM08/24.32 – Health and Safety – More rabbit holes have appeared on the football pitch in the Recreation Ground. A serious incident injuring dog at Gailey Mill has occurred, metal spikes sticking up around the edge of the footpath caused stomach injuries. HCC have been informed.

OM08/24.33 – Councillor Responsibilities Community Engagement and Media – from Annual Meeting in May, Cllrs Jonas and Gaines have now met with Cllr Conquest and are happy to take on the social media and Website as well as other community engagement requirements. Both have access to Facebook Admin now.

Resolved: Cllrs Jonas and Gaines approved as Community Engagement and Media Cllrs

OM08/24.34 – Community Engagement and Media Updates – Plan is to audit current website Cllrs Jonas and Gaines to read note and then compare – meeting late October to review.

OM08/24.35 – Risk Assessments – Cllr N Peach has completed hers and will submit to the Clerk, Clerk and Cllr Jonas have completed theirs. Cllrs Mussett and R Peach still outstanding, to be completed asap.

Action: Cllrs Mussett and R Peach to complete assessments

OM08/24.36 - Review Priority Items and Requirements Associated relevant to 2025/26 Budgeting

Suggestions: - Church Wall; Bowls Club; Lychgate; Tree Inspection; Memorial Safety Checks; Legal; Access to Holding Field Car Park; Allotment Fencing. Cllr Hamilton raised a question about security, especially regarding vandalism reported in this meeting - it was reported that a license is required for CCTV and we are not sure the current CCTV is of a sufficient quality to be used for a conviction. It was agreed that a budget for vandalism should be approved and recorded in the budget.

Action: Cllr Mussett and RFO to consider what amount can be included in the budget for approval

OM08/24.37 – Approval of Income and Expenditure:

The Income, Expenditure and Transfer Lists were agreed and signed off.

Resolved: Income, Expenditure and Transfer Lists approved and signed.

OM08/24.38 – Approval of Quarterly Bank Reconciliation:

The bank accounts for April to June 2024 were reconciled at £97,720.25

Resolved: The Quarterly Bank Reconciliation was agreed and signed off.

OM08/24.39 – Matters for Future Consideration: None

OM08/24.40 – November meeting to start at 7pm

OM08/24.41 – Date of Next Meeting:

Monday 28th October 2024 7:30pm in the Village Club.

Meeting closed 21:35

Signed:……..……..…..Chairman Date:……..……..…

Signed:……..…….Clerk Date:……..…….

Distribution: Cllrs: D Conquest; S Gaines; M Hamilton; H Jonas: C Mussett; N Peach and R Peach;
Website: www.kingsclere-pc.org.uk.

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