



Minutes of Kingsclere Parish Council Ordinary Meeting OM 06/21 Held at 7.30pm on Monday 28th June 2021 in the Village Club

OM 06/21 – Present:

Cllrs: Adams; Bowes; Farey; Mussett; Peach R; Sawyer F; Sawyer J.
BCllrs: Frost; Rhatigan. RFO – Porton; Assistant Clerk – Read.

06/21.1 – Apologies:

Cllr N Peach; Price. BCllr Poland. Clerk – Ackrill.

06/21.2 – Declarations of Interest:

4.1. Kingsclere Community Association – IB.

06/21.3 – Minutes:

- 3.1 Minutes of Annual Meeting of the Parish Council 24th May 2021 were accepted and signed.
- 3.2 Minutes of Ordinary Meeting 24th May 2021 were accepted and signed.
- 3.3 Minutes of General Purposes Meeting 14th June 2021 were accepted and signed.

06/21.4 – Matters Arising:

4.1. OM 05/21.16.2. Grant Application from Kingsclere Community Association:

The Kingsclere Community Association (KCA) submitted a grant application to last OM for funds for some ladders, however it was withdrawn before the meeting. IB explained that the KCA withdrew the application due to KPC's grants policy stating that only one grant application per organisation per financial year would be accepted, and that the KCA would also be looking for funds for the Kingsclere Bounce Back day to then add to the Greenham Common Trust's match funding grant. It was clarified that KPC's grant policy has no limit on the number of applications from an individual organisation per financial year, however the monetary cost total for these grant applications should not exceed £250, unless in exceptional circumstances. A Cllr argued that the Kingsclere Bounce Back day should be classed as an exceptional circumstance, and this was generally agreed. IB stated he will aim to submit both of KCA's grant applications to KPC for July OM.

06/21.5 – Chairman's Remarks:

- i) Thanks to the Assistant Clerk and RFO for ensuring everything was prepared for this OM meeting in the absence of the Clerk.
- ii) Thanks to Cllr Bowes for trimming the trees in the Churchyard after communication from a resident.
- iii) Thanks to everyone who attended Kingsclere's Great British Spring Clean on 12th June. Thanks also to the Cllrs who attended and to the office staff for organising it. It was great to be back out in the community engaging with residents.
- iv) KPC would like to inform residents that the black tarpaulin in the stream at the bottom of Bear Hill is there intentionally. William Huntingdon is kindly doing KPC a favour in attempting to kill the Fool's Watercress that grows and blocks the stream, using a more ecologically friendly method. It was installed on Saturday 26th June and will most likely be in place for a number of months.
- v) Congratulations to Park House Stables on its success at Royal Ascot. They came 2nd place in the trainers standing. An exceptional job by Andrew Balding and shows that Kingsclere truly does have a world class business in the village.
- vi) On Wednesday 30th June, JS will be attending an online meeting with various officers from BDBC regarding 24 Swan Street.
- vii) It was reported that the house at Pound Green adjacent to the plot of land by the stream has been put on the market. It was suggested that now would be a good time for KPC to chase up HCC regarding installing the bollards to prevent parking on this section of land, to allow it to return to a designated green space, before the new owners move in and possibly start parking there too.

06/21.6 – Financial Planning:

Document circulated prior to meeting. Cllr Mussett talked Cllrs through this non-official document and explained the issues KPC are facing regarding future financial responsibilities. A more in-depth discussion will take place at July FE with the aim of creating an official financial planning document.

To create this document, CM reviewed the last 7 years of KPC's financial records, looking at trends and considering the build-up of future liabilities, such as the public toilets or deferred cemetery maintenance. The reserves have been reducing steadily and KPC should start planning how to manage them. A greater share of KPC's income is now coming from the precept, as over the years various other sources of funding and grants have been withdrawn. This means that practically speaking, the only way to increase KPC's income is to increase the precept. Regarding this, increasing the precept only raises money at a modest annual rate. The example of a 5% increase raising only approximately £2500 was given, with this money being highly likely to just be absorbed into the usual increased running costs of the council year on year as a result of general inflation and salaries. The cemetery is a large source of income however, all money raised from burials is spent on the upkeep of the cemetery. There is more expenditure required on the cemetery than

income generated from it. It was noted that KPC's budgeting is consistent and well managed, and there is nothing in the budget that is not necessary; the budget contains what KPC spend each year on council running costs with no provision for any budget variance for unforeseen expenditure. KPC is in a fortunate position to have the ability to "dip into" its reserves for any unforeseen expenditure and to balance the budget when required, however this is not sustainable, and it is very difficult to effectively replenish reserves unless the precept is increased by a significant amount annually for several years. CM stressed that all expenditure from reserves had been fully discussed and approved by the council, however KPC is now at a point where continued use of unplanned expenditure from reserves was not sustainable. It was suggested that going forward, KPC should look to add an extra line in the budget for unforeseen expenditure, or to replenish the reserves. The cost of salaries is just over 50% of the overall expenditure, and this is only a few % above what it was in 2013/14. It was noted that the three members of office staff are only equivalent to one full time employee, and this is coming under pressure with the current workload. KPC needs to think of other ways to generate income other than the precept and make a forward plan for the next three to five years.

The reserves and how they are allocated was discussed. (All figures are approximate.) With approximately £51,000 in reserves and £13,000 contractually obligated, KPC has £38,000 in actual reserves. Three- and six-month's running costs as reserve are £12,500 and £25,00 respectively making KPC's available reserves to allocate either £25,500 or £13,000 depending on how many months running costs KPC wish to keep in reserves. The amount of money that is "soft allocated" in reserves, while still within the £38,000 of actual reserves KPC has, is greater than the actual amount of £25,000 or £13,000 that can be spent from reserves. This point raised the question of how KPC plan on paying for the projects that have been "soft allocated" funds, without increasing the precept to directly fund a specified project, and / or making provision for replenishing the reserves in the budget. It was suggested that KPC require a different model for how projects are planned, including timescales, identifying funding sources, and to perhaps only go ahead when KPC has available income from sources other than the precept. It was stated that KPC's budget has been useful for keeping things "ticking over" and running, with most other expenditure for impactful projects coming from reserves; this topic raising the question of what Cllrs wish to do. Are Cllrs happy to keep things "ticking over" or do Cllrs want to make a difference in the village, which would require some large expenditure. It was noted that the Parish precept is quite low compared to the rest of the country, and that there is no limit to how much a Parish precept can be raised. It was suggested however that if KPC were to propose to increase the precept by a significant amount, that residents should be consulted, though this is not legally required.

It was suggested that KPC discuss financial planning with residents at the Church Fete to find out their views and if there are any projects they wish KPC to do.

A BCllr asked if any modelling of % increases on the precept have been done, and it was explained that this would be looked at for July FE. It was pointed out that KPC would be receiving Community Infrastructure Levy (CIL) funds over the coming years, as new houses and improvements to houses are built, which would be an additional source of income. It was also noted that KPC has access to the Borough Council CIL funds for projects if the project meets the criteria for funding. KR to send CM BDBC figures regarding projected CIL income to KPC.

Finalising the budget for the next financial year takes place in October and January, and it was stressed that KPC should be looking at the budget for the next three to five years, as well as the next financial year.

This item will be discussed at July FE in more depth.

Action: July FE.

06/21.7 – 24 Swan Street:

This item was requested to be on the agenda as it was expected a meeting with BDBC, KPC, and residents would have taken place before this meeting. The meeting regarding 24 Swan Street is due to take place on Wednesday 30th June. JS has received questions from Cllrs to ask BDBC, as well as comments from tenants. BCllrs reported that there would be designated sections for both KPC and tenants to ask questions. BDBC's Head of Property and possibly a Financial Officer from BDBC would be in attendance. It was queried if any officers from the Planning, Conservation, or Environmental departments would be in attendance and KR offered to try and ensure anyone who KPC wishes to be there, would be there. JS to email KR with a list. It was reported 24 Swan Street has been running at a loss for 14 years and that BDBC do not view it as a long-term asset. It would not be financially viable to invest in an asset that is not long term. BCllrs stressed that nothing is set in stone, but that 24 Swan Street needs to be sold as BDBC cannot keep losing money. BDBC has a duty to get the best value for money from its assets and that this a requirement from Central Government. It was explained that BDBC would seek to get an approved planning application for 24 Swan Street before selling, to increase the value of the site. It was noted that the planning application for the old Catholic Church, including the new build 4 bedroom house behind it, stating in the application that parking for both the new house and the business that would occupy the old Catholic Church would have parking available at 24 Swan Street. KPC objected to this planning application on the basis that the parking provision was not addressed sufficiently as it was impossible to guarantee parking at 24 Swan Street for both properties in the long term, however BDBC allowed it to go through. Now the village is in a position where the specified parking for a 4 bedroom house, and a business is being withdrawn, with no alternative

provision in place. A Cllr stated that BDBC caused an additional parking problem by allowing the Catholic Church planning application to go through and are now causing another problem by selling 24 Swan Street and removing the specified parking. BDBC is strongly encouraged to try and come up with a solution. Regarding parking, the question of the situation with the old Gas Works was raised. It was reported that the issue is still in debate and owner is reluctant to sell the site to BDBC for parking.

JS will be representing KPC at the meeting on Wednesday and will provide a report of the meeting to Cllrs.

06/21.8 – Request from Kingsclere Rugby Club to use the Holding Field:

The Clerk received a request from Kingsclere Rugby Club, asking for permission to use the Holding Field during the minis section season starting in September 2021. Their usual playing field will be undergoing major drainage works so will be unavailable. Permission was unanimously agreed.

Resolved: Permission to use the Holding Field unanimously agreed.

06/21.9 – Action List:

It was agreed to defer this item to next GP.

Action: July GP.

06/21.10 – County Councillor:

No report.

06/21.11 – Borough Councillor:

It was reported that the grass at Longcroft Road play area has been cut but not yet tidied, this will be completed soon. BDBC is starting to look at the Local Plan as it needs reviewing every five years, and it is highly likely that all areas will take some level of development, it was noted that Kingsclere's Neighbourhood Plan (KNP) still has weight in planning terms. BDBC will ensure that there are affordable houses built in the village with the aim of giving local people priority. A rough estimate would be that Kingsclere would be allocated 100 houses with an aim of 40% being affordable. The CIL money that KPC would receive from new development would have an additional 25% due to the KNP. A Cllr enquired to BDBC's view on a developer's proposal to build a care home in the village. KR explained that it is too big, it would go against the KNP, and that there is no need for such a facility in Kingsclere; KR would not support it. The runner up location for development in the KNP is Porch Farm, so this would most likely be the position for additional houses. It was noted that 100 houses would not cover the whole Porch Farm site, and that perhaps KPC could seek to obtain some of it for an extension to the Ecchinswell road cemetery. There has been interest from developers regarding Yew Tree Farm. It was noted that any development on the Yew Tree Farm site would be limited, as it is restricted by the Area of Outstanding Natural Beauty to its side and another piece of land owned by Kingsclere Charities behind the site.

BCllr Frost has been elected Chair of the Economic Development Committee. He has been asked to serve on the Development Control Committee and said that if Cllrs wish for him to speak on an item related to this, he is happy to do so, however it would mean he would then be unable to vote on the item at Committee. He has been asked to be a BDBC representative for Vivid Homes regarding Flammable cladding. Vivid have 5 buildings with cladding however Government support for replacing cladding requires the whole building to be brought up to overall modern safety requirements.

Case work has started regarding the bin damage reported in Kingsclere by the waste crews.

Signs have been nailed to trees with TPOs in Tadley without permission, which is being investigated.

Regarding grass cutting, there has been problems with grass cutting across the borough with the warm and rainy weather causing the grass to grow at an exaggerated rate, however the maintenance teams are catching up with the missed work.

BDBC has been asked by Tadley Town Council for more centralised recycling facilities. BDBC will share any news regarding this with KPC. It was noted that when the roofing works to the Fieldgate Centre (FGC) were underway, BDBC asked KPC if it wanted any additional recycling facilities located at the FGC. KPC replied but has not heard anything further. BCllrs stated that there is a review of the recycling facilities in the Borough underway, and any decision to assign extra facilities will be made after this review is complete.

BCllrs will forward KPC a copy of this review when it is complete. It was noted that residents can request a second green recycling bin, or glass box for free if they require it.

Due to Covid19 no land registry work at BDBC has taken place, meaning that there is currently 15 months of work outstanding. KPC has previously requested BDBC transfer the ownership of the old Youth Club land, the MHOS, and the BDBC owned half of the Kingsclere Allotments to KPC. BDBC is looking into doing this, however it would be unfair to prioritise mapping work for one Parish Council over another.

06/21.12 – Review of Council Policies:

All documents circulated prior to meeting.

12.1. Review of the Press and Media Policy:

Document reviewed and readopted with one amendment. Document to be reviewed annually.

Resolved: Press and Media Policy readopted with one amendment.

12.2. Review of the Data Protection Policy:

It was noted that neither this document nor the Data Retention Policy mention GDPR. The documents for both the Data Protection Policy and Data Retention Policy were based off templates provided by NALC or HALC. IB to review. Referred to GP.

12.3. Review of the Data Retention Policy:

IB to review. Referred to GP.

12.4. Review of the Freedom of Information Scheme Document:

IB to review. Referred to GP.

Action: IB. July GP.

06/21.13 – Health and Safety:

Numerous risk assessments are yet to be returned to the Clerk. Cllrs are reminded to complete and return to the Clerk asap.

Action: All Cllrs.

06/21.14 – Planning Applications:

It was noted that there are continued frustrations and problems with the planning system at BDBC. The documents for the planning application in Item 14.1. were only made available on BDBC's website hours before this meeting, despite KPC being informed of the application on 14th June 2021.

14.1. 21/01606/LBC – 15-17 North Street: No objection.

06/21.15 – Clerk's Report:

15.1. Thank You Letter from Kingsclere Village Club:

KPC received a letter of thanks from Kingsclere Village Club for the grant of £250.

06/21.16 – Approval of Income and Expenditure:

The accounts for 24th April 2021 to 25th June 2021 were agreed and signed off.

06/21.17 – Date of next meeting:

Monday date 2021 7:30pm in the Village Club.

Meeting closed 21:13

Signed:.....Chairman

Date:.....

Signed:.....Clerk

Date:.....

Distribution: Cllrs: S Adams; I Bowes; M Farey; C Mussett; N Peach; R Peach; A Price; F Sawyer and J Sawyer.

Noticeboard; Website: www.kingsclere-pc.org.uk.