



Minutes of Kingsclere Parish Council Ordinary Meeting OM 10/21  
Held at 7.30pm on Monday 29<sup>th</sup> November 2021 in the Village Club

**OM 10/21 – Present:**

Cllrs: Adams; Bowes; Farey; Mussett; Peach N; Peach R; Sawyer J; & later Cllrs: Conquest; Jones.  
BCllrs: Frost; Rhatigan. Clerk – Ackrill; Assistant Clerk – Read.

Deputy PCC L Stubbs; PCSO J Rivett; 11 members of the public; 1 member of the press (NWN).

**10/21.1 – Apologies:**

BCllr Poland.

**10/21.2 – Declarations of Interest:**

Cllrs: Bowes; N Peach – Items 12 & 13 – Allotments. Cllr N Peach – Item 22.3 – Elm Grove Flats.

**10/21.3 – Minutes:**

3.1 Minutes of Finance and Establishment Meeting 18<sup>th</sup> October 2021 were accepted and signed.

3.2 Minutes of Ordinary Meeting 25<sup>th</sup> October 2021 were accepted and signed.

3.3 Minutes of General Purposes Meeting 8<sup>th</sup> November 2021 were accepted and signed.

**10/21.4 – Matters Arising:**

None.

**10/21.5 – Deputy Police and Crime Commissioner:**

Luke Stubbs (LS) the Deputy Police and Crime Commissioner (DPCC) was invited to this meeting to address KPC's and residents' concerns regarding speeding and the safety of roads, in particular Winchester Road (the B3051) and Swan Street. The Chairman explained that KPC wrote to the previous Police and Crime Commissioner in 2018, plus several follow up letters, regarding concerns of safety and speeding in the village and received no reply. The Chairman also explained that prior to the meeting, KPC sent LS a list of questions.

LS began with a short explanation of the different responsibilities between Hampshire Highways, and the Police and Crime Commissioner. In short, the design of roads is the responsibility of Hampshire Highways, and the behaviour of people and how members of the public act is the concern of the Police and Crime Commissioner.

LS addressed the questions sent by KPC prior to the meeting.

***What level of policing can we expect to deter speeding, especially on Winchester Road?*** – It is the unfortunate reality that the police receive numerous complaints across the country, and the level of demand exceeds capacity to be able to respond to them. LS spoke to Hannah Luchesa, the Inspector at Basingstoke Rural Police, reported that she either did not have any reports of, or wasn't aware of, this speeding issue on Winchester Road. Now the issue has been raised, it will be looked into.

***What is Hampshire Police's policy regarding liaison with Community Speed Watch groups?*** – Hampshire Constabulary support Speed Watch. Should there be a Speed Watch set up in the community it would have constabulary support. Speed Watch cannot issue speeding tickets, it is only able to send people who have been noted speeding letters informing them that they have been observed speeding. It could be possible to deploy Special Constables who are able to issue tickets if necessary, however it does cost money to train people to be Special Constables.

***What support can Hampshire Police offer to a family whose house has been driven into and damaged four times in less than a decade, on two occasions, as a result of motorists ignoring a "No left turn" sign?*** – Signage is Hampshire Highways responsibility. New powers that have come into effect mean that Hampshire Highways could possibly look at installing cameras to record these incidents. It was noted that any uniformed officer can enforce rules.

***If sent photographs of HGVs on pavements, are the Police able to take action against drivers?*** –

Members of the public can upload videos of breaches of laws to Hants Snap:

<https://www.hampshire.police.uk/police-forces/hampshire-constabulary/areas/hants-snap/hantsnap/hants-snap---report-an-incident/>. Any member of the public who uploads footage should be prepared to attend court to be cross-examined if required.

***Is there regular liaison with Hampshire Highways on the safety of particulars roads?*** – The response of police is data driven with the biggest issues according to the data receiving priority for resources.

***Recently a 40 tonne HGV broke down at night blocking a junction on the B3051 in a very precarious position threatening a resident's house and another's car. When a call was put to 999, the police response was that this was not an emergency. How is an emergency defined?*** – 999 is for when a suspect is in place. One of the problems is that the 999 teams cannot process all the calls as they do not have the capacity to do so. It would be recommended to call 101 in this situation unless it was abnormally dangerous.

The question was asked if it would be the responsibility of Hampshire Highways to install a camera on the junction between Winchester Road and Swan Street – LS indicated that it could be one options, yes.

It was noted that KPC has not sent in any incident reports recently, as KPC never received any reply or acknowledgement from the Police and Crime Commissioner's office. In previous years when Speed Watch was active in Kingsclere, KPC sent data collected from this, with no response. KPC has previously send data from the SIDs with a covering letter, with no response. It was suggested that KPC should send incidents and SID data to Inspector Hannah Luchesa directly.

It was mentioned that there has been a fatality on Winchester Road, and the question of how many fatalities it would take for action to be taken was raised. – LS stated that he did not know details about this fatality, and that design issues, such as speed bumps and one-way systems, are important for road safety. A Cllr then stated that KPC has previously requested Hampshire Highways look at the design of Winchester Road with no satisfactory outcome. Hampshire Highways informed KPC that Winchester Road is not suitable for speed bumps, it is not suitable for double white "no overtaking" lines to be installed, and that it is not possible to extend the 30 or 40 mph speed limit further out from the village to include residential properties and Park House Stables. KPC has spent a considerable amount of money installing traffic calming measures on Winchester Road, and other village entrances, and is now appealing to the police for assistance on enforcement, considering that it is the opinion of Hampshire Highways that the design of the road cannot be changed. LS indicated that he would be willing to investigate the possibility of traffic enforcement being implemented on Winchester Road. Utilising Special Constables that are able to issue tickets when relevant, as mentioned previously, would be a good option. It was asked if Special Constables could do additional rounds in Kingsclere, LS stated that he would ask for this.

*The meeting was opened to members of the public.*

A resident introduced themselves and explained that they had been a resident on Winchester Road for 28 years, with their home being located in the 60mph zone outside of the 30 and 40 mph zones. They stated that in that time they had known of 4 fatalities on Winchester Road, and that a member of their family had also been involved in a non-fatal accident, as well as the resident themselves being involved in several near misses. They also stated that there have been incidents involving horses being hit. They report these incidents to the police, however as they never receive any reply and no action is ever taken, they have started to give up reporting them. They have also contacted County Councillor Thacker and received no response. They stated that KPC is the only public body which has listened to their concerns and has sought to take action. They stated that the data is there to show how dangerous Winchester Road is. LS stated that data held does expire, it doesn't go back for years.

It was noted that there is no path or pavement from Winchester Road to Swan Street that residents on the far end of Winchester Road are able to use, making the road more dangerous to both motorists and pedestrians.

A resident asked if Kit Malthouse is still the Minister of State for Crime and Policing, it was clarified that he is and perhaps contacting him should be another avenue to explore.

A resident who lives adjacent to the junction between Winchester Road and Swan Street introduced themselves as the occupier of the house that has been repeatedly hit by vehicles attempting to turn left through the "no left turn" sign. They stated that they have contacted both HCC and BDBC and no one seems to be accountable, the resident keeps being passed around. They stated that as drivers drive off after hitting their property, they have been forced to claim the costs on their house insurance however have had to stop doing this as it is now too expensive. They queried if they should install a camera outside their house. LS explained that it would be their choice, and that footage of a breach of the law can be uploaded to Hants Snap.

A Cllr mentioned that County Lines is a problem in the area. LS stated that County Lines is a recognised problem and indicated that, as there is now a higher intake of police from Tadley including Officers, PCSOs, and Special Constables, there will hopefully be more of a police presence in the village.

*The meeting was brought back to the Council.*

The Chairman thanked residents for attending and contributing to the meeting and thanked LS for attending and addressing questions.

*It was agreed to take a 3-minute break as the Chairman saw DPCC Luke Stubbs out.*

#### **10/21.6 – Chairman's Remarks:**

- i) KPC currently has two casual vacancies which will be filled in the next item. This is due to the resignation of Cllr Price announced at September OM and more recently the resignation / retirement of Cllr F Sawyer. Given the numerous applications received for Cllr Price's position, Cllr F Sawyer felt it was time to make way for new people to have the opportunity to support their community. Associated with Kingsclere Parish Council for 25 years, F Sawyer started as a Councillor in the 1990s before becoming Assistant Clerk, and then returning as a Councillor a number of years ago. She was a member of the Finance Committee, the Planning Panel, and helped write and create policies as well as being an excellent proof-reader for KPC documentation. Thank you for your commitment and time given to Kingsclere Parish Council.
- ii) KPC received confirmation earlier on the month that the application for 24 Swan Street to be listed as an Asset of Community Value was successful. Well done to Cllr Bowes for this achievement and

thanks to BDBC for its support of Kingsclere. Cllr Bowes explained that work still needs to be done and talks with BDBC have yet to commence. It was noted that assets can be transferred from local authorities to the community.

- iii) Thanks to Mark Holden and the Kingsclere Royal British Legion for organising the Remembrance Sunday parade. Thanks also to the Clerk for gaining permission for the road closure, IB for setting up the poppy projection on St Mary's Church and to all Cllrs involved in manning the closed roads.
- iv) Congratulations to Greener Kingsclere for their sustainable Christmas market. This topic will be discussed in a later agenda item.
- v) Congratulations to Jenna Burlingham on the opening of her new gallery. While it is sad that the old Sasso's restaurant has gone it is good to see the building still in use for the community.
- vi) Welcome to our new PCSO Joshua Rivett. PCSO Joshua Rivett reported that he started in February and has been independent since August. He has met lots of people with the majority of them being friendly! Main priorities in rural areas include preventing thefts from farms and outbuildings. He also reminded residents to be careful when driving in cold and icy conditions, and to ensure vehicles are safe to drive.
- vii) Thanks to all involved in putting up the Christmas lights in the square and organising the star projection on St Mary's Church.
- viii) The December Tower should be arriving in peoples letterboxes soon. The Chairman reported that he was astonished with what the community has come up with for the Christmas period. There is a huge number of different events going on in December.
- ix) As previously mentioned, KPC has two vacancies on the council. Many thanks to all the wonderful volunteers who have applied to become Parish Councillors. The Chairman explained that if it was permitted KPC would accept them all, however unfortunately only two can be co-opted.

#### **10/21.7 – Co-option of New Councillors:**

KPC has two casual vacancies after the resignations of A Price and F Sawyer. The vacancies were advertised on KPC's website, social media, and on noticeboards, and no election is required for either position. A total of 5 applications were received by KPC. Unfortunately, 1 applicant was not eligible to stand, and the Clerk received notification of a second candidate's withdrawal of their application during the meeting, leaving 3 candidates. All applicants were invited to this meeting. Each applicant was invited to speak for 2 minutes, and Cllrs asked questions, after which applicants were asked to leave the room and a secret ballot was held. Cllrs were asked to number applicants in order of preference, 1 being first choice and 3 being last choice, with the totals for each applicant added up and the two individuals with the lowest scores co-opted. The two applicants with the lowest scores were Mr D Conquest (DC) and Mr S Jones (SJ) and were invited to sign the declaration of office and then join the meeting at Parish Councillors. DC and SJ both signed their declaration of office and joined the meeting.

**Resolved:** Mr D Conquest and Mr S Jones co-opted as new Parish Councillors.

**It was agreed to take item 20 next.**

#### **10/21.20 – Sustainable Kingsclere:**

SA addressed Cllrs and explained that due to the current climate emergency crisis, as recently reaffirmed at the 2021 COP conference, it would be sensible to help address this in the community. KPC adopted the 20 Actions Parish and Town Councils Can Take on the Climate and Nature Emergency document in November 2019 and strives to follow its guidance, and it was agreed at November 2020 OM that CM and NP would draft a paper on improving biodiversity in KPC open green spaces - this action has not yet been completed. SA explained that an idea similar to Sustainable Overton, a community group in Overton that encourages and supports the community to live in a more sustainable manner as mentioned to Cllrs by the Chairman at a previous meeting, could work well in Kingsclere. Kingsclere already has a sustainable market, Greener Kingsclere, which has been operating for three years on a break-even basis. The organisers of this were in attendance at this meeting and indicated they would be interested in being involved in a "Sustainable Kingsclere" initiative. One idea is that the Sustainable Kingsclere could be run off the Greener Kingsclere website as a first option. SA stressed that it was not the intention that KPC run a Sustainable Kingsclere group, it would be more like the Neighbourhood Planning Group with a mix of Cllrs and volunteers from the community that work independently from KPC. KPC would assist with promoting and raising awareness the group once it is established. KR noted that BDBC has recently declared an ecological emergency and has officers that can support KPC with this. After a short discussion it was suggested for a small group to convene in January to work out some clear goals and objectives of a Sustainable Kingsclere initiative, before advertising this group and looking for additional volunteers. Sustainable Overton has published its model for how to set up this sort of programme in the community and includes numerous ideas such as repair cafes, a nappy library, and awareness to recycle more effectively. It was noted that some Cllrs would be interested in being involved in this group.

The next Greener Kingsclere Sustainable market will be on 13<sup>th</sup> February 2021 at the Fieldgate Centre.

**It was agreed to take item 10 next.**

**10/21.10 – Borough Councillor:**

BCllr Frost welcomed DC and SJ as KPC's new Cllrs. He expressed thanks to the Kingsclere Royal British Legion for their work for the remembrance Sunday parade in the village which he attended. As Chairman of the Economic, Planning, and Housing Committee he has been in attendance at numerous meetings discussion the special strategy on rural areas in the Borough. The next Local Plan update meeting is due to be held on 13<sup>th</sup> December and there will be discussions on the special structure in rural areas. If residents or KPC wis to attend, then they would need to be registered with democratic services. It is also possible to email comments to Cllr Simon Bound or Ruth Ormella, as well as attend the meeting in person to speak. SA asked KR numerous questions about planning and the Local Plan review. During this time, it was clarified that the increase in the number of houses needing to be build, for which Kingsclere has been allocated an indicative number of 175 in addition to the 50 previously allocated, is a directive from Central Government using the standard methodology, not a decision made by BDBC. It was explained that Tadley's allocation of houses will possibly need to be dispersed throughout the Borough, due to concerns regarding building new homes close to the Atomic Weapons Establishment. KPC was assured by KR that any housing development that Kingsclere has will have 40% affordable housing. It was noted that, due to the Covid-19 pandemic, it has been a long time since all Parish Councils have had an opportunity to meet face to face with BDBC regarding planning and development. KR indicated that, once all the special strategies are in, there will be a meeting organised. It was reiterated by the BCllrs that rural areas will have the same chance as Basingstoke and urban areas to discuss development in their areas.

KR reported that he has asked for the 4 Sandford Cottages, and the Kingsclere Nurseries planning applications to go to the Planning Committee.

Regarding the local government reform and the differences between KPC, BDBC, and HCC, KR explained that BDBC will make the best case for either keeping the level of governments as they currently are, or to cede things into BDBC with the aim of keeping government as local as possible.

Regarding 24 Swan Street and its new Asset of Community Value status, KR stated that BDBC is open to discussions and will keep KPC informed.

*BCllrs Frost and Rhatigan left the meeting at 21:32.*

**10/21.8 – Review of 2022-2023 Budget:**

Document circulated prior to meeting. The context of this item being included on the agenda was explained; the current budget was circulated in October, and this is an opportunity to raise any questions or queries before the budget is finalised at January FE and OM. It was noted that CM will go through the budget and budgeting process with KPC's new Cllrs. It was queried if the budgets for individual areas, such as the Orchard and Cemetery include their portion of the cost of the Mowing and Maintenance contract, this was confirmed as correct. The question of if KPC should include a budget for the Kingsclere Neighbourhood Plan (KNP) review was raised – it was clarified that if the review was confirmed to be happening in the next financial year, it would be included in the 2022/2023 budget, however this has not been confirmed yet. It was noted that when the KNP was first developed, KPC mainly acted as banker as most of the funds were sought from grants. It was queried what the £515 listed under Capital Expenditure was for – this was not known, and it was agreed to clarify this with the RFO. It was clarified if KPC should start budgeting for the war memorial repairs that are roughly estimated to cost £15,000 – it was explained that if repair works were going to happen in the next financial year, or in the near future, then it would be included in the budget, however at present no further progress has been made regarding the war memorial repairs so there is no need to budget for it yet. It was queried why the expenditure for S106 funds was less than the income for S106 funds. It was agreed to clarify this with the Clerk.

**10/21.9 – County Councillor:**

No report.

**10/21.11 – Memorial Safety Check Policy and Procedures:**

At October GP it was agreed that KPC should have a Memorial Safety Check Policy and Procedures. The action of creating these documents has not yet been completed, so it was agreed that KPC it should be recorded in the minutes that KPC agree to have memorial tested every three years, and to comply with national guidance on memorial management and safety. This was agreed.

**Resolved:** Cllrs agreed that KPC will conduct memorial testing every three years and comply with national guidance on memorial management and safety.

**10/21.12 – Allotment Rules and Regulations and Allocation Policy:**

Documents circulated prior to meeting. The Rules and Regulations have been reviewed and the Allocation Policy is a new document. It was agreed at November GP to recommend to full council to adopt these documents (minutes ref: GP 10/21.6). It was unanimously agreed to adopt the Allotment Rules and Regulations and the Allocation Policy.

**Resolved:** The Allotment Rules and Regulations and Allocation Policy unanimously adopted

**10/21.13 – Allotment Fees Review Document:**

Document circulated prior to meeting. No comments or queries. It was agreed to adopt this document.

**Resolved:** Allotment Fees Review Document adopted.

#### **10/21.14 – Action List:**

It was noted that the Action List is updated by the Clerk and Assistant Clerk after each meeting and Cllrs were reminded to review it and keep their actions updated.

**Action:** All Cllrs.

#### **10/21.15 – Review of Grievance Policy:**

Document circulated prior to meeting. Grievance Policy reviewed was adopted for the first time in 2020. It was reviewed, with no comments, and it was agreed to readopt the Grievance Policy.

**Resolved:** Grievance Policy readopted.

#### **10/21.16 – Review of Equality and Diversity Policy:**

Document circulated prior to meeting. The Equality and Diversity Policy was adopted for the first time in 2020. It was reviewed and it was agreed to readopt the Equality and Diversity Policy.

**Resolved:** Equality and Diversity Policy readopted.

#### **10/21.17 – Cemetery:**

##### **17.1. Selling of Exclusive Rights:**

Referred from November GP where it was agreed to recommend to full council to include a small amendment to the Cemetery Fees Proposal document (as discussed in Item 17.3.) in order to bring forward the date in which the new fees are in effect, from 1<sup>st</sup> April 2022 to 1<sup>st</sup> January 2022, and to defer purchases of exclusive rights until after this date, once KPC has finished mapping and plotting the cemetery. This was unanimously agreed.

**Resolved:** Unanimously agreed to bring forward new cemetery charges to 1<sup>st</sup> January 2022 and to defer purchases of exclusive rights until after this date, once KPC has finished mapping and plotting the cemetery

##### **17.2. Memorial Safety Check Quotes:**

Quotes circulated prior to the meeting. These quotes were presented to GP Committee in November where the Clerk explained that three quotes were sought, however one company since indicated they didn't wish to quote meaning there were only two quotes available. GP Committee were in favour of going with the quote of £429 per day, with the estimate of 2 days required to complete the work. At Nov GP the Clerk was asked to enquire how significantly this quote would change if the memorials in the Churchyard were included, as these are KPC's responsibility too. The Clerk was informed that the quote would not change, as the company would be able to fit the memorials in the Churchyard within the two days quoted to complete the works. It agreed to go with the quote of £429 per day for 2 days work.

**Resolved:** Quote of £429 per day for 2 days work agreed.

##### **17.3. Cemetery Fees Proposal Document:**

Document circulated prior to meeting. This version contains amendments agreed at November GP and approved in Item 17.1. There was one comment regarding the correction of a date. It was agreed to adopt this document with one amendment.

**Resolved:** Cemetery Fees Proposal Document adopted with one amendment.

#### **10/21.18 – Trees from Greenham Common Trust:**

KPC applied for and were successful in being allocated trees from the Greenham Common Trust for their 25<sup>th</sup> Anniversary. It was agreed that Cllrs would think about where they could be planted; planting one on George Street and two on land owned by the Tower Hill Residents Association around Cedar Drive and the stream were suggested. This would leave two trees remaining.

#### **10/21.19 – Queen's Platinum Jubilee Celebrations:**

NP reported that there was discussion on Facebook as to what the village is doing for the Queen's Platinum Jubilee in 2022. The addition of a fixed feature in the village, similar to the jubilee lamp in the square, was suggested by one person on Facebook. NP commented on Facebook suggesting that a volunteer group be set up to organise celebrations for the platinum jubilee, and that if any assistance is required applying for grant funding, then KPC would be happy to assist. JS reported that he is hoping to coordinate with village organisation, similar to the WW1 celebrations in 2018. It was noted that there is reportedly BDBC funding allocated for each parish to use for jubilee celebrations. JS to contact village organisations.

**Action:** JS

#### **10/21.21 – Health and Safety:**

MF and the Clerk are continuing to work on issues identified in the risk assessments.

#### **10/21.22 – Planning Applications:**

**22.1. 21/03393/HSE – Field House, Ecchinswell Road:** No objection.

**22.2. T/00593/21/TCA – 13 North Street:**

There were comments regarding the planting of replacement trees with native species, as listed in the Kingsclere Neighbourhood Plan. No objection.

**22.3. T/00597/21/TCA – Elm Grove Flats:** No objection.

**22.4. 21/03274/LDEU – Oak Cottage, Newbury Road:** No objection.

**10/21.23 – Clerk’s Report:**

**23.1. Allotment Report:**

The Clerk reported that there are currently four vacant plots and eleven people on the waiting list. Prior to the start of next year’s tenancies, one resident has given up half of their 5-pole plot – this plot will now be split into two 2.5 pole plots, and another resident has given up one of their two separate plots.

**10/21.24 – Approval of Income and Expenditure:**

The accounts for 25<sup>th</sup> October 2021 to 25<sup>th</sup> November 2021 were agreed and signed off.

**10/21.25 – Approval of Quarterly Bank Reconciliation:**

Deferred from last OM. The bank accounts for 30<sup>th</sup> September 2021 were reconciled at £64,482.41 - agreed and signed off.

**10/21.26 – Date of next meeting:**

Monday 31<sup>st</sup> January 2022 7:30pm in the Village Club.

**10/21.27 – Exempt Business:**

None.

Meeting closed 22:12

Signed:.....Chairman

Date:.....

Signed:.....Clerk

Date:.....

**Distribution: Cllrs:** S Adams; I Bowes; D Conquest; M Farey; S Jones; C Mussett; N Peach; R Peach; and J Sawyer.  
Noticeboard; Website: [www.kingsclere-pc.org.uk](http://www.kingsclere-pc.org.uk).