

DRAFT

BAUGHURST PARISH COUNCIL
Minutes of a meeting held on Thursday 28 July 2022
Wolverton Hall, Baughurst
7.30 pm

PRESENT: Cllrs M G Slafford (Chair), R Cockle, J Hewitt, G Porter, S E Terrett
In attendance: Mrs P J Waterfield, Clerk to the Council
Also present: 4 members of the public

195. **Minutes of the meeting of 23 June 2022** (copy herewith)

The Minutes of the meeting of 23 June 2022, copies of which had been circulated, were taken as read, and approved, after inclusion of Declaration of Interest by Cllr Slafford regarding planning application T/00203/22/TPO Lyndale, Wolverton Common).

196. **Apologies for absence**

Apologies for absence received from Cllr P Markwick and P Postance, County Councillor D Mellor, Borough Councillor S Frost, and PCSO B Esprit.

197. **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. Parish Council Register of Interest forms had been sent to all councillors for completion and return.

198. **Matters arising from the Minutes of 23 June 2022**

- Deeds – Clerk to garner supporting information for each individual claim case
- Tree survey – see Open Spaces report
- Tarmac paths – see Open Spaces report
- Wolverton field works – see Open Spaces report
- Pavilion and Calleva – see Open Spaces report
- War Memorial – see Open Spaces report
- Laurel – see Open Spaces report
- Jubilee – agreed that £1000 should be sent to the official Disaster Emergency Fund for Ukraine, and the remainder split between the local charities involved
- Defibrillator – still on order, and date for arrival early August
- Email provision – not all Councillors are using the new email system. Agreed that all should be encouraged to do so. Ex Councillor email accounts should be deleted.

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

Reports noted in the appendix.

200. **Open forum**

The resignation of Cllr Liz Page had been received. Thanks were made for her year of service. Three candidates gave a brief resumé of their background and suitability for co-option onto this Council.

201. **Planning**

a) to receive and consider the latest planning applications

21/01991/ROC	Monts Farm, Browning Hill	Variation of condition 14 of 19/01043/FUL following demolition of existing stables and erection of new stable building) to allow hay store to only be linked to the existing dwelling and not the new dwelling	No objection
22.01987/TENO	Land at The Barn, Wolverton Road	Installation of a 30m lattice mast comprising 6 x antennas and 2 x dishes together with 2 x ground based cabinets and ancillary	Objection

		development thereto	
22/01726/FUL	The Farriers, Baughurst Road	1 dwelling and new associated access at land adjacent to The Farriers	Objection
T/00251/22/TPO	1 Mornington Close	1 oak – prune	No objection
22/01836/HSE and 22/01837/LBC	Wolverton Cottage, Wolverton	Proposed replacement of existing dormer with gable feature, providing larger ensuite facility	No objection
T/00263/TPO	14 Hazel Green	1 oak – prune	No objection
22/01990/HSE	The Chat, 5A Heath End Road	1 st floor side extension	No objection
21/03332/FUL	West View Farm, Baughurst Road	3 x detailed dwellings with garages, parking and associated landscaping following the demolition of existing stables/barn	Objection
21/01372/FUL	Land south west of The White House, Bishopswood Lane	Erection of new dwelling (amended plans)	Objection

b) **Decisions by BDBC**

22/01491/PIP	Land east of 2 Heathrow Copse	Permission in principle for 1 residential dwelling with garages	Refused
22/00404/LBC	Baughurst House, Pound Green	Retention of unauthorised works within roof space to provide 2 bedrooms and bathroom, insertion of roof lights and re-roofing of building	Granted
22/00082/LBC	Ewhurst House, Ewhurst Park	Demolition of existing pool house attached to garden wall	Granted
22/00081/HSE	Ewhurst House, Ewhurst Park	Demolition of existing pool house and erection of ancillary garden building and pergola, with associated hard and soft landscaping	Granted
20/03152/FD	Littlebrook Caravan, Pound Green	Diversion of footpath in connection with application 20/02316/FUL	Raise no objection
20/01130/FUL	Inhurst Cottages, Inhurst Lane	14 dwellings and associated parking	Refused
22/01337/HSE	68 Long Grove	Single storey side extension	Granted
21/03601/HSE	Holt End Cottage, Wolverton Common	New garage, associated parking and access	Granted

202. **Councillor Vacancies and training**

Three candidates had applied for 3 vacancies. Agreed that NALC training should be provided for each successful candidate.

203. **Finance**

- Financial statement -the latest statement was received and noted.
- Approval given to purchase of poppy wreath at £40.00, Chairman's allowance
- Arrangements approved for Remembrance Sunday
- Application for grant aid, Tadley Citizens Advice, at £650.00, under S137 of the LGA 1972, for the benefit of the area and the inhabitants of the parish (Cllr Hewitt declared an interest and left the room).
- Annual audit – Clerk had been notified of a successful audit for 2021/2022.
- Payment approved:
 - Creative Design and Structure £480.00 + 96.00
 - S Holder £433.33 + 86.87
 - Play Inspection Company £170.00 + 34.00
 - Nash Services £1550.00 + 310.00 and £230.00 + 46.00
 - Idverde £510.87 +102.17

204. **Playing fields and Open Spaces**

- S106 areas for submission to BDBC

No submission had yet been made, which will include renewal of safety surfacing at Wolverton field, and a Jubilee bench for the Portway/Woodlands Road westerly junction.

- Tree Survey

Agreed that, as the recent survey has not been fully completed, a request is made to the contractor to return one third of the monies already paid for the full scheme. Also agreed that the contractor who carried out the original surveys in 2015 and 2016 is invited to complete those trees not yet surveyed, adding in those at the Pineapple playing field, which have thus far not been surveyed. His brief would include a 4 hour window which would include meeting with the committee and investigating all mapping and paperwork before carrying out a site visit for all trees. Agreed that this meeting is accepted at a cost of £375.00 + VAT. He would also be asked to re-survey the 50 trees identified by the current contractor as being in need of felling.

- SLR update

Two further plates have been made, to enable better removal of the SLR to other locations. The Autospeedwatch machine has needed to be returned 3 times, due to 'ghost' images being replayed, but is currently working successfully. Sufficient photographic evidence of a significant number of vehicles exceeding 50mph in a 30mph zone has been identified, and a meeting has been arranged with the Neighbourhood Policing Unit on 2 August. Agreed that solar panels are purchased for the Autospeedwatch machine at a cost of £87.50.

- Long Grove inspections (both annual and quarterly)

Agreed that Cllrs Cockle and Terrett would visit both Long Grove, and compare the inspection reports for each item on site. This play area is considered 12 Moderate Risk, although individually all the items with the exception of 3 are considered low risk. Quotations are to be sought for the medium risk areas of surfacing around the Supa-Nova and Spinning Bowl, for patching. Agreed that the timber benches are replaced, and a quotation of 760.00 + VAT accepted for the two.

- Wolverton field inspections (both annual and quarterly)

Agreed that Cllrs Cockle and Terrett would visit Wolverton field, and compare the inspection reports for each item on site. This play area is considered 8 Low Risk, although individually all the items with the exception of 5 are considered low risk. Agreed that a revised quotation is received for the following:

- removal and disposal of approximately 60 cu m of existing bark and distribute to rear of site
- level off ground in preparation for install
- supply and install approx. 300m² weed suppressing membrane
- supply and install approx. 90 cu m play grade hardwood play chippings, to bring to 300mm
- plant machinery
- skip hire
- HERAS
- Provisions

Problems have arisen with the solving of the gate problems. Bigger bolts have been suggested, as the hinges are worn. Failing that, a welder may need to attend the site to repair. Cllr Cockle is to attempt to repair the hole in the ground into which the gate locking mechanism sits.

- Tarmac paths

Repair works will be carried out in September, together with those areas outstanding.

- Pineapple field and pavilion

a) Contractor had removed the damaged floor, and, together with the structural surveyor, had determined the damage had been caused by a leaking tap. The following are approved:

- Approval given to payment invoices for contractor and surveyor at 433.33 + VAT and £480.00 + VAT
- Approval given to quotation for electrical inspection of £440.00
- Approval given to quotation for plumbing repairs of £797.00 + VAT
- Approval given to quotation for replacement floor of £1168.33 + VAT
- Ceiling of £1000 to be given for replacement vinyl floor (quotations not yet received)

b) Also approved:

- Quotations to be received for emptying of gullies in the car park area
- Quotations to be received for trimming back overhanging trees in the car park area (and to be included in tree survey)
- White lining by Calleva Youth FC to be permitted in the car park area
- Calleva Youth FC will not be invoiced for the repairs to the pavilion

c) Contract between Calleva Youth FC and this Council

Agreed that this is accepted.

- Community Infrastructure Levy

Agreed that the area of laurel and trees on land opposite the Hurst Leisure Centre is included as a scheme for removal of laurel, and enhancement of the resulting open area. Landscape architect at BDBC to be asked to assist with scheme.

- War Memorial

A response had been receiving regarding monitoring of the War Memorial, from the War Memorial Trust. Replacement of the tower is not permitted. Instead, the advice of a structural engineer may be sought, or it can be monitored by this Council, taking photographs once a year to ensure there is no further deterioration. Once this has been identified with any changes, a contractor should provide a quotation for lime mortar repair, and permission sought from the Trust and BDBC Planning (Listed Building Consent) before any works are carried out.

- Defibrillator

The date for its arrival has been pushed back to mid August.

- Any other business

- a) Laurels, opposite Hurst Leisure Centre

Quotations to be received for remedial cutting back from highway and pavement edges to a depth of 1 metre

- b) Open area in immediate vicinity of War Memorial

For many years we have had difficulty in describing how our open areas should be managed. Agreeing visions amongst Councillors, advising our electorate of projects and specifying action to contractors have all been a problem. We have identified a garden designer who can produce a drawing of the outcome of a project which can provide a reference for all parties. It was thought a good idea to try this process on a small area near the War Memorial. Map attached. The area would be within the red dotted line, and the designer will need an agreed brief on what outcome the Council would like to achieve. Suggestions thus far are:

- Gravel area around memorial is not altered. Its yew hedge to be made less deep front to back
- Screening on bank marked with xxx must be maintained
- Hedge alongside Heath End Road to be thinned as previously agreed
- Extend yew hedge as shown?
- Area between hedge in 3 and footpath to have grass cut and possibly planted with bulbs to match grass between path and road.
- Area to right and behind War memorial to be cleared and planted with low maintenance plants

Agreed that a ceiling of £250.00 is given to enable a trial of this system.

- c) Quotation for tree remedial works, adj 14 Forest Close (all branches overhanging and touching windows on property)

- Sycamore – side back to boundary all lateral spread on the southeastern side of the tree encroaching property
- Scots pine – remove 1 lower branch on southeastern side only encroaching property
- Holly – side back to boundary

205. Highways and Rights of Way

Wolverton Road, Crabs Hill - pinch posts have been damaged and are rotten
Road edges dangerous where new tarmac has been laid

Wolverton Road/A339 large potholes at junction

Brimpton Road dead oak tree reported to HCC

206. Open Forum

No further matters.

207. Accounts for payment

Income

£

Expenditure

£

Precept	25000	Administration
Grant – grass cutting	5433.80	Grants
Interest	2.53	Free 2p
Pineapple field	718.07	Chairman's allowance
Grants – Jubilee	1500	Pineapple field
Newsletter	100	
	4.00 ticket	
		Grass cutting

		Fencing	3040
		Trees	5424
		Defibrillator	1260
		General	3060
		Jubilee	1250
	32758		
Profit/loss on 3 month	-1655		34413

Balance Sheet as at 28.7.22

£

£

Balance b/fwd	126449	Current Account	4548.29
		Less: unrepresented	6445.29
Profit/Loss on 3 month	-1655	Premier Account	66980
		Petty Cash	154.97
		Reserve Account	59556
	124794		124794

To pay:

Balance per bank statements as at 28.7.22

Regency	Payroll July Payroll August	17.00+ 3.40 17.00 + 3.40
HCC	Pension July Pension August	393.76 393.76
Clerk	Salary and allowance July Salary and allowance August	1175.37 1175.37
Tesco	Mobile contract July Mobile contract August	7.50 7.50
Microsoft	Office 365 July Office 365 August	17.60 + 3.52 17.60 + 3.52
Business Stream	Pavilion July Pavilion August	8.00 8.00
British Legion	Poppy wreath	40.00
Clerk	Postage 3mos to 30.6.22	42.10
	Internet provision 3 mos to 30.6.22	52.00
	Use of home and car for Council business 1 year	226.26
Inland Revenue	Tax and NI July Tax and NI August	300.79 300.79
Nash trees	14a Wellington Crescent	230.00 + 46.00
Idverde	Grass cutting	510.87 + 102.17
Hugofox	Silver July Silver August	16.66 + 3.33 16.66 + 3.33
Sign Trade	SLR parts	18.03 + 3.61
Nash Trees	Fencing, Wolverton field	1550.00 + 310.00
Play Inspection Co.	Annual inspection	170.00 + 34.00
Heath End Hall	Hirings April – June	42.00
S Holder	Pavilion works	433.33 + 86.67

Creative Design	Structural survey	480.00 96.00	+
Vitaplay	Quarterly inspection	84.00 16.80	+
HALC	Councillor training	98.00 19.60	+
PKF Littlejohn	Annual audit	300.00 60.00	+

207. **Date of next meeting**

The date of the next meeting will be held on **Thursday 22 September 2022, 7.30 pm**, Wolverton Hall.

208. **Confidential Minutes** (Councillor co-options)

209. **Appendix 1**

County, Borough, DAPTC and Police reports

a) Borough Councillor K Morrow reported:

i) **Community, Environment and Partnerships Committee meeting 15th June**

I am lucky to be a member of CEP and look forwards to the year ahead and what we can achieve. My first meeting covered two main subjects.

➤ **Draft Wellbeing Strategy 2022-25**

Our committee are updating the Health and Wellbeing plan 2016.

Proposal – The vision for wellbeing is focused on enabling communities to be healthy, happy and resilient by;

1. reducing Obesity,
2. the enablement of activities that help to improve mental wellbeing,
3. working with our partners to enable the creation of a new hospital and health and wellbeing campus and wider improvements to local health facilities.

The council isn't a health or social care provider but it can promote and facilitate active lifestyles. Hopefully, we can see this plan benefitting the residents of Baughurst and Wolverton in the future as we progress.

➤ **Feedback on Leisure Park Engagement**

Moving on from the previous proposal from New River to buy out the current leaseholders and redevelop the leisure park, we are now looking at phased development of the current leisure park and utilizing the surrounding undeveloped land.

The report concluded that:

- the leisure park was in need of refurbishment and there was lots of unused space.
- The current medium-long term stakeholders are keen to stay long term.
- The stakeholders saw the new gradual style masterplan as much more desirable than the previous plan.
- It was mention that the new plan would compliment the town center.

The Aquadome is the only B&D owned asset in the park and is need of improvement. There were many good ideas about how to improve the asset, by utilizing the surrounding space. It was determined a partnership with an operator would be necessary. The neighboring golf center is also run by the trust and could be better linked.

ii) **Full Council Meeting 22th July**

➤ **Capital Programme Outturn**

- Actual capital spending in 2021/22 was £15.972M. This is 5.126M less than the capital programme budget of £21.087M.

It is disappointing that the Borough were only able to spend 75% of its budget, especially as due to inflation our unspent money will be worth less in 2022/23. The Cabinet Member for Finance and Property put the delays in spending mainly down to the economic climate, disruption and delays caused by the Covid pandemic. A large amount of slippage is in the report, which the deputy leader feels can be resolved by improved programme management. Another factor is the unmentionable 'B word' which did not feature in the report. There was no mention of whether leaving the European Union has had an effect on the Borough's financial spending. Much like nationally, the impact is not being reported.

➤ **Revenue Outturn Report**

- Creation of a £1.00M Cost of Living Assistance Fund.
- Carry over of unspent Councillor Grants to support organisations within the Borough to provide cost of living support advice. eg Citizens Advice.

On a positive note, it was promised that the Cost of Living Fund will be monitored and the residents of B&D will be supported throughout the crisis, with the council leader promising more money is in reserve. I shall be learning as much as possible about the Cost of Living Assistance Fund, as accessing this will be key to our residents. The most in need aren't always able to access the help available to them. The extra money for Citizens Advice will be invaluable here too.

➤ **Councillor Community Grant Scheme**

Grants of between £250 and £1,000 are available to help community projects in our ward up to £2,000 per councillor. Applications must be submitted by your councillor no later than Friday 27th January 2023. Please visit www.basingstoke.gov.uk/cllr-community-grants. This scheme supports B&D Council's Council Plan – strengthening communities, protecting and enhancing our environment, improving safety and planning for the future. Previous examples of successful grants include; materials for a community garden, defibrillators, a parasol and bench, tents for Scouts.

Please spread the word so that we can find worthy projects for these grants. Get in touch with me or my fellow ward members. Our contact details are on B&D website. I set aside Wednesdays for my ward work and catching up on council commitments, so please get in contact.

b) **BDAPTC**

The next meeting, and AGM, will be held on 15 September 2022.