



Minutes of Kingsclere Parish Council General Purposes Meeting GP 07/21 Held at 7.30pm on Monday 12th July 2021 in the Village Club

GP 07/21 – Present:

Cllrs: Adams; Farey; Peach N; Sawyer J. Clerk – Ackrill; Assistant Clerk – Read.

It was agreed that Cllr J Swayer would chair the meeting, as Cllr Bowes had given his apologies.

Resolved: It was agreed for Cllr Swayer to chair the meeting.

07/21.1 – Apologies:

Cllrs: Bowes; Mussett; Price.

07/21.2 – Declarations of Interest:

None.

07/21.3 – Matters Arising:

3.1. GP 06/20.8.4. – Wildflower Meadow:

A quote of £75 + VAT for digitising the Recreation Ground Wildflower Meadow information board was circulated prior to meeting. Unanimously agreed to accept.

Resolved: Quote of £75 + VAT unanimously accepted.

3.2. OM 03/21.12 – Signage Poles:

At March OM Cllrs approved a quote to instal signage poles on open spaces in the village. This work has yet to be completed by the contractor as there have been issues with sourcing the materials. After short discussion it was agreed not to seek alternative quotes and contractors to undertake the work, but to stress that KPC would like to see the work completed by the end of July.

07/21.4 – Community Payback:

At January GP it was agreed to revisit this topic in 6 months-time to discuss if KPC wished to pursue it (Minutes ref: GP 01/21.7). After a short discussion it was decided that, while having manpower for projects would be useful, the management work to enable this to happen is beyond KPC's capabilities. It was agreed not to pursue this scheme.

Resolved: KPC will not pursue the Community Payback programme.

07/21.5 – Community Hedge Fund:

KPC has been made aware of a grant fund available for hedging trees. The fund is available to purchase trees to be planted on public accessed land, not necessarily public owned land. It was agreed to write to local landowners, to see if they would be interested in additional hedge planting on their land. A suggested area was along Wayfarers Walk. NP to draft letter, Clerk to provide a list of addresses. Written permission from the landowners would be required before KPC can apply for this grant.

Action: NP; Clerk.

07/21.6 – Making a Difference Awards:

Letters have been posted to all those who are to receive an award, and the Assistant Clerk is receiving replies. The Mayor of Basingstoke and Deane, William Huntingdon, and Cllr Ken Rhatigan have been confirmed as the special guests presenting the awards. The three sessions are scheduled for 2:30pm, 3:45pm, and 5pm and are due to be held in the outside patio area. It was agreed that there would be no long speeches for each recipient, however a few lines would be said. Cllrs are requested to volunteer to help with the set up and take down of the event, JS is coordinating Cllr volunteers.

07/21.7 – Action List:

Action list circulated prior to meeting. List was reviewed and amended, removing actions that had been completed and combining similar actions. Clerk and Assistant Clerk to update for July OM. Action list to be reviewed at each meeting, to keep track of actions and remove when completed.

Action: Clerk; Assistant Clerk. Jul OM.

07/21.8 – Review of Council Policies:

The Data Protection Policy, Data Retention Policy, and the Freedom of Information Scheme Document were referred from June OM as it was agreed to review them and bring to this meeting. No alternative documents, or amendments to current documents, were provided prior to the meeting so it was agreed to readopt with no amendments. The General Privacy Notice and Privacy Notice for Staff, Councillors, and Role Holders were due to be reviewed at June OM, however, were mistakenly missed off the agenda. It was agreed to readopt the two privacy notices with no amendments. It was noted that amendments to policies and suggested replacement policies can be proposed by Cllrs to the council at any time.

8.1. Review of the Data Protection Policy:

No amendments. Agreed to refer to OM for readoption.

8.2. Review of the Data Retention Policy:

No amendments. Agreed to refer to OM for readoption.

8.3. Review of the Freedom of Information Scheme Document:

No amendments. Agreed to refer to OM for readoption.

8.4. Review of the General Privacy Notice:

No amendments. Agreed to refer to OM for readoption.

8.5. Review of the Privacy Notice for Staff, Councillors, and Role Holders:

No amendments. Agreed to refer to OM for readoption.

Resolved: Data Protection Policy; Data Retention Policy; Freedom of Information Scheme Document; General Privacy Notice; and Privacy Notice for Staff, Councillors, and Role Holders referred to July OM for readoption.

07/21.9 – Spring Bulbs:

£200 budget for spring bulbs approved, to be taken from “Other Expenditure” in the budget. Clerk to order.

Resolved: £200 budget for spring bulbs approved.

Action: Clerk.

07/21.10 – Trees:

£100 budget for things such as larger pots and compost to repot the trees KPC received from the Woodland Trust, that Cllr Peach is growing on, approved. To be taken from “other Expenditure” in the budget.

Resolved: £100 budget for tree repotting items approved.

07/21.11 – Community Orchard:

£100 budget for five replacement trees approved.

Resolved: £100 budget for replacement trees approved.

07/21.12 – Offer of Churchyard Benches from Honesty Café:

The Honesty Café has contacted KPC regarding installing benches in the Churchyard, over the road from the Café. The main purpose of these tables would be to supply outdoor seating for the café, but they would not be exclusively for this use. They would be general public benches that anyone would be able to use. Permission would need to be granted by the Parochial Church Council (PCC) however, Honesty Café wished to consult KPC as well. Concerns were raised over the increase in foot traffic on the road, to and from the Café and tables. It was also pointed out that there would be no real way to fix these benches to the ground to prevent theft or vandalism, as the site is a burial ground and therefore it would not be sensible to dig foundations. It is believed that one of the previous café owners, around 10 years ago, set up tables and chairs on the Churchyard and packed them away each day. An alternative suggestion of providing a second bench to be placed near the current bunch by the Church was put forward. As the final decision is not up to KPC, it was agreed to suggest to Honesty Café to approach the PCC and see where that leads.

07/21.13 – Health and Safety:

Several risk assessments are still outstanding. The Clerk has emailed out reminders. Cllrs are asked to complete them as soon as possible.

The Clerk and Cllr Farey are meeting with the Litter Warden for his annual review. This will include discussing the new Litter Warden Health and Safety document. A Cllr has asked if the Litter Warden is able to add an additional bin to the emptying schedule, the Clerk will check if this is possible.

Action: All Cllrs.

07/21.14 – Planning Applications:

None.

07/21.15 – Date of next meeting:

Monday 13th September 2021 7:30pm in the Village Club.

Meeting closed 20:56

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.