



Minutes of Kingsclere Parish Council Ordinary Meeting OM 01/23  
Held at 7.30pm on Monday 30<sup>th</sup> January 2023 in the Village Club

**OM 01/23 – Present:**

Cllrs: Adams; Bowes; Conquest; Farey; Gaines; Mussett; Peach N; Peach R; Sawyer.

BCllrs: Frost; Rhatigan. Clerk – Ackrill; RFO – Porton.

**01/23.1 – Apologies:**

Sawyer; Peach R.

**01/23.2 – Declarations of Interest:** CM direct neighbour for item 22.4; IB Treasurer of Youth Football club item 13.

**01/23.3 – Minutes:**

3.1 Minutes of Ordinary Meeting 28<sup>th</sup> November 2022 were accepted and signed.

3.2 Minutes of General Purposes Meeting 16<sup>th</sup> January 2023 were accepted and signed.

3.3 Minutes of Finance and Establishment Meeting 23<sup>rd</sup> January 2023 were accepted and signed.

**01/23.4 – Questions from the Public:**

On FP83 the sleepers are damaged/broken and slipping next to the river/stream.

**01/23.5 – Chairman's Remarks:**

- i) It is budget season, last year was about improving the sustainability of the council, this year is to bringing staff salary costs inline. The Toilet Block is off the agenda for this year.
- ii) The council will consider at this meeting reducing the number of meetings with the aim to increase output by decreasing admin.
- iii) The 220 trees obtained have all been planted

**01/23.6 – Mowing and Maintenance** – approve continuation of current contractor at 5% increase as recommended F&E:

The increase will be £747.50, making the contract total £15697.50.

**Resolved:** Unanimously agreed to accept contract at £15697.50 for 2023.

**01/23.7 – Approval of Financial Risk Assessment 2022:**

**Resolved:** Unanimously approved.

**01/23.8 – Interim Audit - review:**

There were no actions recommended in the report. Well done to the RFO.

**01/23.9 – Review Asset Register:**

Two more gates to be added in the Community Orchard. Check the Bowls Club has been added.

**01/23.10 – Recommendations from Finance and Establishment Committee-**

**10.1 Review and Ratify Budget 2023/24 Figures as recommended by F&E Committee**

Cemetery fees/income is higher than expected but this money is to be ringfenced for the improvements required. Projects will need to be grant funded as there is nothing in the budget for this. Insurance money for Community Orchard Bench has been ring fenced so is in addition to the £250 Community Orchard Other Expenditure (code 6010). The RFO was thanked for all the work in preparing the budget.

**Resolved:** Budget unanimously accepted as published

**10.2 Review and Ratify Parish Precept**

The recommended precept for the Financial Year 1<sup>st</sup> April 2023 to 31<sup>st</sup> March 2024 is £84,695.00.

**Resolved:** Unanimously agreed to request a precept of £84,695.00.

**01/23.11 – Campaign to Protect Rural England** – to consider the 2023 £60 Membership request to CPRE increase of £10 option to revert to previous sum of £50

As BDBC are members and therefore pay them it was questioned if this was required. Members asked what the benefit to the council is. It was noted that they have not responded when contacted with regard to the NP and it was therefore proposed that we do not pay anything this year.

**Resolved:** Membership NOT to be renewed – Clerk to write to CPRE

**01/23.12 – SLCC Membership Renewal 2023 Ratify paid Clerk Membership for £187**

**Resolved:** Unanimously approved to pay Clerk SLCC membership at £187.00

**01/23.13 – Grant Request** Kingsclere Youth Football toward De fib, £250.00 requested

It was noted that the application was in line with grant policy except that the accounts had not been received.

**Resolved:** Unanimously approved £250 for Kingsclere Youth Football Club Defibrillator subject to the accounts being submitted to the Clerk's approval.

**01/21.14 – Approve Litter Warden Trolley** – ratify expenditure of £49.99 for new sack truck now purchased for litter warden heavier bags as agreed October GP meeting

**Resolved:** Expenditure of £49.99 approved for the purchase of a sack truck.

**01/23.15 – County Councillor:**

Apologies received from Cllr Thacker. No report submitted.

#### **01/23.16 – Borough Councillors:**

Apologies received from Cllr Morrow. Report received from Cllr Frost – see [appendix 1](#).

Members asked:-

What was happening with the burnt out car on the bridal way – it will be another week at least because there is due procedure for such items and this takes time to process.

How long do we have to find the money for the Community value asset (24 Swan Street) – 6 months and the Cabinet have been lobbied and there aren't any foreseen obstacles.

How will Michael Goves planning reforms affect the Local Plan – the number of homes required is likely to go up not down.

Planning enforcement is an issue in Kingsclere, BDBC officers are dealing with them – BCllrs will help with this if required.

#### **01/23.17 – Policies to approve:**

##### **17.1 Employee Disciplinary Policy –**

**Resolved:** Unanimously approved

##### **17.2 Health and Safety Policy –**

**Resolved:** Unanimously approved

##### **17.3 Standing Orders –**

**Resolved:** Unanimously approved

#### **01/23.18 – Annual Parish Meeting 20<sup>th</sup> March – discuss format and speaker**

Speakers suggested - CAB Tadley; Whitchurch PC on Planning challenges; Kingsclere Performing Arts. It was agreed that the CAB should be invited- DC to liaise. They will talk about the work they do, the people they serve and those in need to be encouraged to use the service. NP to organise nibbles - £50 budget.

Clerk to invite village organisations and arrange drinks – wine and soft drinks. The hall has been booked and the meeting will be held at the same time as last year. The meeting is in the new Community Diary – thanks to DC for setting this up.

#### **01/23.19 – Community Engagement and Media – update on The Kings Coronation, KPC Surgeries and PC Flag – DC**

Supplier has been found for the flag – graphics still being produced – ready in February. KCA is organising a meeting to discuss Coronation events – small items will need approval.

Councillor surgeries to commence 1<sup>st</sup> weekend in March

#### **01/23.20 – Health and Safety – to raise any health and safety concerns: None reported.**

#### **01/23.21 – National Planning Policy Framework Consultation – to discuss response approve Councillor to reply, closes March 2<sup>nd</sup> SA**

Report circulated prior to the meeting. Government consultation is open. Quite a lot of issues but those in relation to the NP should be replied to. It is an online consultation and one is supposed to be able to save but this failed so it may need to be done in all in one go.

SA to draft a response – SG to help.

#### **01/23.22 – Planning Matters:**

**22.1. 23/00050/HSE 27 Fawconer Road – no objections**

**22.2. 22/03367/PIP Land to The Southeast Of Little Knowl Hill – objections**

**Resolved:** Object as per response prepared after GP

**22.3. 23/00153/HSE 7 Peel Gardens – no objections**

**22.4. T/00036/23/TPO Beaver Brook – the application is to prune 8 Poplars, that have Tree Protection Orders on by 50% but the trees are not diseased. It is considered excessive pruning where there appears to be no grounds for reducing their height. The risk of failure highlighted was not considered appropriate – a tree can fail at any point. The Tree Officers to be requested to visit.**

**Resolved:** Tree Officers to be requested to visit and objections to be submitted

**22.5. Neighbourhood Plan Update SA – Aecom housing needs report has been received – contents useful. The consultation is online and still open, it has been advertised on Social Media, in the Newbury Weekly News and also in The Tower.**

#### **01/23.23 – Meeting Schedule – discussion on proposal to amend meeting frequencies. IB/CM**

The proposal submitted is to reduce to 5 Ordinary Meetings (OM) and 5 General Purposes Meeting (GP) per year.

It was highlighted that three options were supposed to be submitted. There is an average of 14.5 new items every meeting and therefore Items per agenda will end up being about 40. Another suggestion is to cancel GP meetings. Concern was raised that there has been no evidence to support this need. All other councils in the area, even those smaller than us, have a full council monthly meeting. It was suggested this is a retrograde step for the council. It is important for members and the public to be able to quiz our borough and county councillors. A counter proposal was suggest to stick to 10 the OM's and remove GP. The Chairman announced that as no proposal has been met with approval that we continue with the current schedule unchanged.

**01/23.24 Clerk's Report – to include:**

**24.1.** Village Spring Clean – suggested date 1<sup>st</sup> April 2023, any change to format

It was considered whether to change this to the bank holiday Monday following the Coronation of King Charles III but it was decided to continue with 1<sup>st</sup> April in line with Keep Britain Tidy campaign. If a volunteer event is to be run on that day it was suggested it is a social occasion to celebrate volunteers and not one where we ask them to come and do something.

See Appendix 2 for further items raised under this item.

**01/23.25 Approval of Income and Expenditure:**

The accounts for 28<sup>th</sup> November 2022 to 27<sup>th</sup> January 2023 were agreed and signed off.

**01/23.26 Approval of Quarterly Bank Reconciliation:**

The bank accounts for 1<sup>st</sup> October to 31<sup>st</sup> December 2022 were reconciled at £66,947.05 - agreed and signed off.

**01/23/27 Matters for Future Consideration:**

Clerk to investigate damaged sleepers on FP83.

**01/23/28 To consider the Date of Next Meeting:**

Monday 27<sup>th</sup> February 2023 7:30pm in the Village Club.

**01/23/29 Exempt Business**

**29.1 To Review and Approve Staffing Hours / Pay Review as per recommendation in Confidential Report circulated following discussion at Finance and Establishment Committee Meeting 23<sup>rd</sup> January 2023.**

Proposal as per confidential report approved. Confidential report to be amended to include detail in previous report for October 2022 OM. CM to action

Meeting closed 22:10

Signed:.....Chairman

Date:.....

Signed:.....Clerk

Date:.....

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

## Appendix 1 – Report from Borough Councillor Frost

Happy New Year Council. I fell ill in December with Covid and wasn't able to attend full council on 15<sup>th</sup> December, nor Development control meetings. On 5<sup>th</sup> January I chaired a meeting of Economic Planning and Housing where the Annual Monitoring Report (AMR) and the Infrastructure Financial Statement (IFS) were scrutinised. Members raised an urgent matter regarding the borough's response to Michael Gove's consultation on planning and levelling up. As a result of this an extra meeting to debate the issue and make the portfolio holder aware of member's views has been arranged for 9<sup>th</sup> February.

Last week I received good news regarding 24 Swan Street from John Izett the Borough Council's portfolio holder for property. After over two and a half years of hard lobbying, firstly to get 24 Swan Street listed as an asset of community value and then for the Administration to look at selling the building to the Community Interest Company (CIC) headed by Cllr Bowes, I am pleased to advise that Cllr Izett is looking to present a report to cabinet recommending that 24 Swan Street be offered to the in March at the market rate less a substantial discount. At this time, I am not aware of the financial details which I'm sure, will be announced in due course. This decision is a landmark in the administration of the Borough as this is the first time that an asset of the Borough Council is being transferred into community ownership under the Community Asset Transfer scheme.

I have also been continuing to work with the Police and CPSOs on anti-social behaviour across the ward and with our Hampshire County Cllrs reporting potholes in the road. Sadly the weather needs to improve so that the County can complete more permanent repairs.

The issue of black mould in social housing across the ward has been raised to me in the light of the sad national news of the death of Awaab Ishak in Rochdale. I have been in helping residents with the Borough's Housing Team discuss possible solutions with Vivid.

I have also been in discussion with Housing Associations regarding the length of time taken to effect general repairs and the sheer number of no shows from their sub-contractors. These have ranged from a shower needing to be replaced which has taken 4 engineer visits to replace. A broken boiler leaving a family with no hot water during the Christmas and New Year cold weather and a repair to a lock on a front door which had been reported to the housing association for a month before my Intervention.

Finally, after an email from the Clerk advising of a risk of possible vigilante behaviour from school parents against a resident in social housing, I am pleased to confirm that the Housing Association are conducting a managed move for the resident concerned.

## Appendix 2 – Clerks Report

**Unauthorised Memorial** - Regarding November's OM item - The memorial in the new cemetery, has now been de and reinstalled by a NAMM/ BRAMM stone mason and confirmation received. Matter closed.

**Orchard Gate** - Gate in corner of Orchard has been damaged beyond repair, Cllr Peach will remove. Clerk looking into replacement metal option (half mesh) suggestion. Quote being obtained. Would come out of capital expenditure budget – item for GP discussion.

**Bus Shelter** in Square cleaned last week £55. Keiron has offered to clean plastic every month FOC for us.

**Printer** in the office isn't performing well – may need to consider a replacement.

**£106 have £838.30** to spend, suggested option is some educational interactive items in the corner of Holding Field near the car park. Cllr Peach is looking into a couple of items. Cllr Peach and Clerk will progress options and report back.

**Allotment Update** 11 of the 58 tenants still to pay – all have been chased today. 3 responses so far. All allotments currently allocated with several changing tenants since renewals went out in December. 2 Residents on wait list (with no current plots)

Water leak the cost of additional water has been chased again with insurance company. – ongoing

**Making a Difference Awards 2023 June 15<sup>th</sup> 2023**- 2 Nominations for Making a Difference Award received so far. Form is live on the KPC website. Village Club is booked.

**Village Diary** is also live on the website – form online to send your event to KPC Clerk to add to diary.

**Mowing and Maintenance** – Clerk meeting contractor this week to finalise requirements and OS for the remainder of this season – some hedges still do, permission gained from landowner to sort cemetery hedge. 2 people will be required on site.

**Report of Tree in Holding Field** – with nails in to use to climb and a swing erected – will check this out.

**Gully Clearing and Road sweep** requested 10 days ago.

**Election** – Clerk is attending a Briefing for Clerks and Candidates on 15<sup>th</sup> February at 6pm.

**Queens Memorial Tree** – 48% of the responses asking for location to plant the tree named the recreation ground – so it was agreed at a GP meeting to plant near the Wildflower Meadow.