Minutes of Kingsclere Parish Council Ordinary Meeting OM 10/24
Held at 7.50pm on Monday 25th November 2024 in the Village Club

The meeting commenced at 7.50pm following a Q &A Session with Cllr Paul Harvey from Basingstoke and Deane Borough Council

OM10/24 – Present:
Cllrs: Conquest; Gaines; Jonas: Mussett; Peach N and Peach R
Clerk – Ackrill;

OM10/24.1 – Apologies: RFO Porton

OM10/24.2 – Declarations of Interest: Cllr Hamilton item 8 Parent. Cllrs R and N Peach both have allotments items 7 and 15.

OM10/24.3 – Minutes:

3.1 Minutes of the Finance and Establishment meeting Monday 14th October 2024- these were deferred to January as not enough members present who attended the meeting to approve this evening

3.2 Minutes of Ordinary Meeting Monday 28th October 2024 were accepted and signed.

3.3 Minutes of General Purposes Meeting Monday 11th October 2024 were accepted and signed.

OM10/24.4 - Questions from the Public: None

OM10/24.5 – Chairman's Remarks:

5.1 Thank you to Cllr Paul Harvey for attending this evening and for answering all the Councillors questions fully and honestly, there was a wide range of topics and all those present were grateful for Paul's time.

5.2 Thank you to everyone involved with the Remembrance Parade particularly Jason Hart and all the volunteers who arranged the road closures.

5.3 Sadly, we have learnt of the passing of James (Jim) Gibb an ex Kingsclere Parish Councillor, Jim will be missed, and our thoughts are with his family.

OM10/24.6 – Clerks Report:

6.1 Christmas Lights 9am Saturday if anyone has time to go and help

6.2 Loddon Valley Lions Christmas Float 7th December 4.30pm onwards route is on the Lions web site

6.3 Report from our PCSO was read out and is attached to the Minutes Appendix 1

6.4 Confirmed that Cllr R Peach would repair the Allotment Toilet door handle.

OM10/24.7 – Budget Discussion:

7.1 Review of Draft Budget 25/26 – Key Points - KPC runs a Budget Variance of 5% for unforeseen expenditure each year, if that 5% is unspent it is rolled over. New National Insurance rates are added into the budget, we haven't received any major requests re capital / project expenditure. The Cemetery is expected to fund itself. We have Liabilities in the Cemeteries that need funding accrued including the Lychgate, (now approved) the car park and path surfaces.
Looking through the budget – We are working on figures to refurbish three information boards 1 in the Square and 2 and White Hill Cllr Gaines is urgently trying to get these figures so they can be included. Whilst KPC are hoping to agree a lease with the Bowls Club provision has been made for Business Rates and other associated costs if required. We are accruing some funds for the entrance to the Holding Field. The 4 Flower borders in and around the Square we have budgeted for majority of the work to be completed this year but as 2 additional borders have been added to list for quotes, we may need to include some further budget provision. Specification has gone out to four contractors. KPC still hoping to repair some of the football surface and purchase new football nets within this financial year so the unspent sum should be used before April.

7.2 Review of Reserves – the reserves were reviewed and there were no amendments

OM10/24.8 – Grant Application: Kingsclere Preschool have applied for £250 to part fund a new laptop this was approved by the Councillors

Resolved: £250 awarded to Kingsclere Preschool to help fund a new office laptop

Action: Clerk and RFO

OM10/24.9 – Mowing and Maintenance Contract: The four tenders were presented to the Councillors without reference to the contractors details with no prejudice, the GP committee had analysed the figures and recommended Contractor C from the spreadsheet after discussion it was agreed to go with Contractor C, the clerk then informed the meeting that Countryside Grounds Services (CGS) would then be re-appointed The chargeable and known quantities in the contract total £18,062.00 but this is a constantly changing contract as the number of cuts, hedge cuts, leaf clearances etc are unknown quantities throughout the season.

Resolved: Countryside Grounds Services are to be offered a 3-year contract on the above basis with accepted increases of 5% and then 3% in years 2 and 3 respectively.

Action: Clerk to send acceptance contract letter for signing to CGS and thank and inform the other Contractors they were unsuccessful on this occasion.

OM10/24.10 – Lychgate Repairs: The quote for £1400 plus VAT recommended from the GP Committee Meeting, from P Siebert was unanimously approved and Phil will be asked to carry out the repairs before the end of the Financial Year.

Resolved: Quote of £1400 plus VAT was accepted

Action: Clerk

OM10/24.11 – County Councillor: Not present no report received

OM10/24.12 – Borough Councillors: Apologies from Cllr Morrow**,** Cllr Bound has forwarded a report Appendix 2, but added, following on from the PCSOs report, the **District Commander** is now Chief Inspector Hayley O'Grady, **Town Inspector** – Inspector Charlie Ilderton and **Rural & Priority Crime** is now Inspector Tracey Purcell.

Cllr Conquest informed the meeting that the leaves around the village pavements are due to be cleared on the 10th December. A BCllr Surgery was held in Tadley recently and was attended by a few from Kingsclere hoping to hold one in Kingsclere during February.

Cllr Conquest reported that the Citizens Advice Tadley held their annual meeting, and figures showed an amazing result of 4.59 Million pounds being financially gained for clients including debt write off, grants fuel and food vouchers.

OM10/24.13 – Community Engagement and Media: The website has been tidied, it was suggested that the Community Page be deleted as its difficult to update it and it's so out of date. The RFO is talking to our website provider about potentially switching to Gov.uk Domain

OM10/24.14 – Health and Safety: There is a branch overhanging footpath at the end of North Street which needs reporting. A couple of issues with possible water damage to property adjoining footpaths, to be looked into further.

OM10/24.15 – Allotments Approval of the Revised Rules and Regulations and Tenancy Agreement: Both the Revised Rules and Regulations and the new Agreement recommended by the GP Committee were approved and would be used for the 2025 allotment Tenancy Agreements due to go out in December**.**

Resolved: Both New Rules and regulations and Agreements as circulated were approved for 2025.

OM10/24.16 – Approve amendments to Terms of References for Committees following adoption of new Financial Regulations in October

16.1 Approve revised General Purposes Committee Terms of Reference to state authorisation limit of expenditure to £1999 as per new Finance Regulations – approved and adopted

16.2 Approve revised Finance and Establishment Committee Terms of Reference to state authorisation limit of expenditure to £1999 as per new Finance Regulations – approved and adopted

OM10/24.17 – Cemetery Fees approve the fee table with proposed increases and agree fee for non-resident burial Child under 16 – The fees were approved for 2025, and it was agreed that the Burial of a Child under Non resident fee would be FOC but the Non-Resident ER price for the purchase of the grave would be charged.

Resolved: Non-resident Child under 16 Burial Fee is Free of Charge however the Non-Resident Exclusive Right to purchase the grave applies.

OM10/24.18 – Planning Matters and Neighbourhood Plan

18.1. T/00553/24/TPO 9 Keeps Mead / B&D Land remove bough and small branch –

Resolved: No comment refer to Tree officers.

18.2. 24/02607/HSE 21 Ash Grove single storey extension loft conversion & dormer –

Resolved: No Objections

18.3. T/00585/24/TCA 53A Newbury Road – fell silver birch to the front –

Resolved: Refer to Tree Officer to confirm Honey Fungus and that the tree is dead

OM10/24.19 - Approval of Income and Expenditure:

The Income, Expenditure and Transfer Lists were agreed and signed off.

Resolved: Income, Expenditure and Transfer Lists approved and signed.

OM10/24.20 - Matters for Future Consideration: N/A

OM10/24.21 – Date of Next Meeting:

Monday January 27th, 2025, 7:30pm in the Village Club.

OM10/24.22 Exempt Business – it was resolved in accordance with the public bodies (admission to meetings) Act 1960 to exclude the public and press for the discussion of the following matters where publicity might be prejudicial to the special nature of the business.

22.1. Office Staff Pay review from April 2024 (for future payments and backpay)
The figures worked out by the RFO and circulated in the Confidential Report were approved.
22.2. Litter Warden Pay review for April 2025
The increase for the litter warden in line with the Rise in minimum wage from April 2025 was approved.

Meeting closed 21.02

Signed:……..……..…..Chairman Date:……..……..…

Signed:……..…….Clerk Date:……..…….

Distribution: Cllrs: D Conquest; S Gaines; M Hamilton; H Jonas: C Mussett; N Peach and R Peach; Website:.

Appendix One

Kingsclere Police Report

Criminal Damage - A vehicle collided with wall of property causing damage to the wall. Enquiries still ongoing.

Assault – A child had a branch thrown at his head by another child causing minor swelling. The child involved was given suitable words of advice by police.

Dangerous dog - A male was bitten on the leg by a dog. Unfortunately, the owner of the dog was unidentified meaning no action was taken.

Theft from vehicle – Report that centre hubs from alloy wheels were stolen overnight. No suspect was identified.

Road traffic collision – Police attended a collision between two vehicles in Kingsclere. An ambulance attended however there were no injuries.

Road related incident – We have had a number of reports regarding the use of E- scooters in Kingsclere. When resources allow, we are attempting to stop those involved and seize the scooters from them.

Appendix Two

BCllr Mike Bound
Report to Kingsclere Parish Council – 25th November 2024

As usual I have been involved with parishioners dealing with their enquiries and helping where I can. I have also reported to the Borough/County problems that I have noticed on my travels around the ward, for instance, a couple of fly-tipped loads I notified that were speedily removed, some streetlamps that needed branches removed from around them to allow the light to illuminate the footway more effectively and left over barriers from works carried out. There were two of these instances reported to me and one was in Hill House Lane. Both have been reported to HCC highways; I'm not certain that the barriers are theirs, but they will investigate and tell me so that I can make further enquiries if necessary. Tadley, Kingsclere & Baughurst Borough Councillors along with Borough Councillors from Tadley & Pamber ran a Councillor's surgery last Saturday at the Ambrose Allen Centre, Tadley. We weren't overwhelmed with residents but certainly enough to make the initiative worthwhile; I believe that we will be considering running such a session with your Borough Councillors in Kingsclere next year. Although there were two residents from Kingsclere who attended last Saturday in Tadley, we appreciate that it is a bit of a trek from Kingsclere and would want to have a session local to your Parish.
Personally, I have attended a Full Licensing committee meeting in September and a Grants scheme information session via TEAMS, a Housing Association overview session, a Food Waste information briefing, attended a number of DC meetings and will be at one tomorrow evening to decide an application for warehousing at junction 7 of the M3 (that was preceded by a viewing panel on the Friday) with another

viewing panel and DCC committee on the 15th & 20th of this month, I sat on a Licensing Sub-committee re an appeal against the Borough's refusal to grant a request for a taxi licence, and attended a Planning training session given by the Planning Advisory Service and last week; also via TEAMS I participated in a presentation referencing Inclusion and Safeguarding.
I note that Dr Paul Harvey, Leader of the Council will be in attendance at your meeting on Monday where no doubt you'll be able to quiz him on BDBC topics relevant to Kingsclere, and initiatives of a general nature that are happening within the Borough.