



NORTH WALTHAM PARISH COUNCIL

Chairman: Mr Geoff Chapman

Clerk: Ms Rosemary Coulter
6 Longfield Close, North Waltham, Basingstoke, Hampshire, RG25 2EL
Tel: 01256 397188, Email: clerk@northwaltham.info

To: Members of North Waltham Parish Council

You are summoned to attend the Ordinary Meeting of North Waltham Parish Council on **Tuesday 19th March 2019**, at **7.30pm** in the **Rathbone Pavilion, North Waltham**

For information: Oakley & North Waltham Ward Councillors, Basingstoke & Deane Borough Council; Hampshire County Councillor

AGENDA

- 227/FC/12/18-19** **Apologies for absence**
- 228/FC/12/18-19** **Declarations of Interest** – arising from this agenda, Members are invited to declare any relevant interests. Notwithstanding this item, Members may subsequently declare an interest at any point during the meeting.
- 229/FC/12/18-19** **Meeting open to the Public** – the meeting will allow questions and comments from members of the public. (10 mins)
- 230/FC/12/18-19** **Minutes** – to confirm the accuracy of the minutes, already circulated, of the Ordinary Meetings held on
- 15th January 2019.
 - 30th January 2019 (additional meeting).
 - 4th March 2019 (additional meeting).
- 231/FC/12/18-19** **Matters arising** – to receive confirmation that the following actions have been taken. (Other actions will be discussed elsewhere on the agenda.)
- Councillor / Clerk emails.
 - Precept request.
 - Purchase of printer.
- 232/FC/12/18-19** **Traffic Issues around North Waltham Primary School** – to discuss current travel issues, clarify action taken to date and discuss possible plans of action. (Representative of the Friends of the School and the School Travel Team have been invited to attend for this item.)
- 233/FC/12/18-19** **Policies** - to receive the following policies for discussion and approval:
- Draft Document Retention and Records Management Policy (following amendment).
 - Draft Grant Awarding Policy (following amendment).
 - Draft Complaints Procedure
 - Draft Protocol for Recording at Meetings
- 234/FC/12/18-19** **Risk Assessment** - to receive an update on undertaking a Village Health and Safety Risk Assessment.
- 235/FC/12/18-19** **Community Speed Watch** – to discuss and decide whether Community Speed Watch should be part of the Parish Council or an independent community group.
- 236/FC/12/18-19** **Annual Parish Meeting** – to receive an update on planning for this meeting to be held on 16th April 2019.
- 237/FC/12/18-19** **Local Elections** – to receive an update following the recent briefing from BDBC.

- 238/FC/12/18-19 Garden and Sunflower Competition** – to agree that these competitions will run again and commence planning.
- 239/FC/12/18-19 Neighbourhood Planning Update** – to receive an update from the Neighbourhood Plan (NP) Group.
- 240/FC/12/18-19 Current Planning Applications** – to receive updates on current Planning Applications received from Basingstoke and Deane Borough Council and to discuss new planning applications, as outlined in Appendix 1.
- 241/FC/12/18-19 Planning Compliance Issues** – to receive an update on the planning compliance issues
- Planning ref: 17/02849/OUT Land at OS Ref 456378 145890, Fox Lane, North Waltham.
 - Planning ref: 18/00460/FUL Highfield, Church Road, North Waltham RG25 2BL.

242/FC/12/18-19 Finance

- (a) Receipts** – to acknowledge the receipt of payments made to the Parish Council, as per the schedule below.

DATE	RECEIVED FROM	DESCRIPTION	AMOUNT	TOTAL
	NONE			

(b) Payments

- to note payment of the following standing order and direct debit

DATE	NAME OF PAYEE	DESCRIPTION	AMOUNT	TOTAL
16.01.19	Lloyds Bank plc	Card payments Monthly fee	£ £ 3.00	£130.71
28.01.18	Rosemary Coulter	Salary (£9.32 x 35 hrs) (Jan 2019) Home working allowance (Jan 2019)	£326.20 £ 18.00	£344.20
18.02.19	Lloyds Bank plc	Card payment	£ 3.00	£ 3.00
28.02.19	Rosemary Coulter	Salary (£9.32 x 35 hrs) (Feb 2019) Home working allowance (Feb 2019)	£326.20 £ 18.00	£344.20

- to note the following card payments

DATE	NAME OF PAYEE	DESCRIPTION	AMOUNT	TOTAL
05.02.19	Post Office	Postage (12 x 1 st class) *	£8.04	£8.04
13.02.19	Cartridge People	Stationery – print cartridge	£22.98	£22.98
01.03.19	Office Outlet	General stationery	£12.47	£12.47

*Receipt missing

- to approve the following payments

DATE	NAME OF PAYEE	DESCRIPTION	AMOUNT	TOTAL
21.01.19	North Waltham Village Trust	Website costs	£217.18	£217.18
11.03.19	Yew Tree Landscapes & Tree Care Ltd	Invoice no 0304 Works to trees at the pond, as per estimate 0153 dated 09.11.18	£942.00	£942.00
12.03.19	Clerk	Expenses as per Expenses Claim Form dates 12.03.19 – travel & parking expenses	£ 9.65	£ 9.65

- (c) Clerks Salary Review** – to review Clerk's salary with regard to National Joint Council (NJC) National Salary Award 2019-20.

(d) **Bank Balance** – to receive the current bank balances.

243/FC/ **Highway / Village Appearance Matters** – to receive an update on the following issues

12/18-19

- Trees - at the pond, St Michael's Green, Barley View and Haddef.
- Roads.
- Drains.
- Accident site at junction of A30/A33.
- Footpaths.
- Telephone box.
- Lengthsman.
- Litter pick.

244/FC/ **Correspondence** –

12/18-19

- to acknowledge correspondence received during the last two months (as per Correspondence Received Schedule dated 13.03.19 – see Appendix 2).
- to receive any correspondence received since 13.03.19.

245/FC/ **Councillors Announcements**

12/18-19

246/FC/ **Items for insertion in the Parish Magazine** (deadline 6.00pm on 26th March 2019)

12/18-19

247/FC/ **Date of Next Meeting** – to confirm the next monthly meeting will be held on **Tuesday 16th April 2019** at **7.30pm** prior to the **Annual Parish Meeting** at **8.00pm** in the **Rathbone Pavilion, North Waltham**.

Signed:

RCoulter

Clerk to North Waltham Parish Council

APPENDIX 1

Item 240/FC/12/18-19 Current Planning Applications:

B/F	17/03774/FUL	The Sun Inn, Winchester Road, North Waltham RG25 2JD Erection of rear extension to form new 3 storey building with two floors of function rooms and 16 letting rooms above, remodelling of existing public house with extensions, new car park area and associated landscaping Amended plans submitted 05.03.18, as follows: Erection of rear extension to form new 3 story building with two floors of function rooms and 16 letting rooms above with link to existing building, remodelling of existing public house, replacement of function room with additional staff accommodation. Construction of new car park areas (additional 99 spaces and 18 spaces), alterations to access to create two separate access, associated landscaping/re-levelling and installation of septic tank.	Undecided
B/F	18/00708/FUL	Towns End Cottage, Maidenthorne Lane, North Waltham RG25 2DD Erection of a single storey lifetime dwelling	Undecided
B/F	18/00873/FUL	Land at Hounsome Fields Junction of Winchester Road and Trenchard Lane Dummer Construction of 2 no. gypsy and traveller pitches of 250 sq metres each, both to be independently serviced with an amenity building, large trailer and touring caravan with parking for two vehicles and garden area (Pursuant to outline application 15/04503/OUT)	Undecided
B/F	18/02794/OUT	Wheatsheaf Garage House, Popham Lane, North Waltham RG25 2BB Outline application for matters of access, appearance, layout and scale, for erection of 4 no. new dwellings with associated carports, parking and amenity space (with retention of existing Garage House dwelling)	Granted 21.02.19
B/F	18/03188/HSE	The White Cottage, Popham Lane, North Waltham RG25 2BD Erection of two storey side and rear extension with demolition of one outbuilding Amended plans submitted 19.02.19	Undecided
B/F	18/03414/RET	Land at OS Ref 456378 145890, Fox Lane, North Waltham Change of use of land to residential and siting of a mobile home with additional hard standing and septic tank	Refused 21.01.19
B/F	T/00503/18/TCA	22 St Michael's Close, North Waltham Application for works to trees growing in a conservation area Proposal: Larch (T1) - fell because storm damaged with a significant lean towards the house (Note: consent for the removal of two large hanging branches has been approved)	Raise no objection 24.01.19
B/F	18/03649/HSE	4 Portland Place, Field View Cottage, Popham Lane, North Waltham RG25 2BD Erection of double garage	Granted 30.01.19
B/F	T/00516/18/TCA	23 Coldharbour, North Waltham RG25 2BH Application for works to trees growing in a conservation area Proposal: Maple (variegated Norway): reduce crown to previous cuts by approx. 2m leaving an approx. finished height of 5m and crown spread (radius) of 3.5m. Horse Chestnut: reduce crown by approx. 1m leaving an approx. finished height of 5m and crown spread (radius) of 3m.	Raise no objection 31.01.19
B/F	18/03704/HSE	6 Mary Lane, North Waltham RG25 2BY Proposed single storey extension	Granted 15.02.19
B/F	T/00049/19/TCA	Cuckoo Meadow Sports Ground, Church Road, North Waltham RG25 2BL Application for works to trees growing in a conservation area Proposal: Group 1, Maple x 5: lift canopy to 3m ground clearance Group 5, Conifer x 2: fell Group 6, Maple x 10: lift canopies to 3m (leave Ash tree) T8 Elm: lift canopy to 5.5m over road 3m field side. T9 Oak: lift canopy to 5.5m over road 3m field side Group 10, Maple x 3: lift canopies to 3m	Raise no objection 07.03.19
B/F	T/00053/19/TCA	New House, Popham Lane, North Waltham RG25 2BE Application for works to trees growing in a conservation area Proposal: Cypress fir tree: cut down and grind stump	Raise no objection 08.03.19
NEW	T/00069/19/TCA	Bowmans, Popham Lane, North Waltham RG25 2BE Application for works to trees growing in a conservation area Proposal: 1 Yew tree: crown lift no more than 10ft (New House side only)	Undecided
NEW	T/00088/19/TCA	Boundary House, Church Road, North Waltham Application for works to trees growing in a conservation area	Undecided

		<p>Proposal: Holm Oak within footprint of Boundary House, the crown to be lifted by no more than 10 metres (over neighbouring property) due to excessive shading in No 19 St Michaels Close garden.</p> <p>No work will be carried out on the overall height of the tree nor will the crown be lifted over the owners house (Boundary House)</p> <p>This is in accordance and agreement with the owners in Boundary House.</p>	
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APPENDIX 2
Item 244/FC/12/18-19**NORTH WALTHAM PARISH COUNCIL MEETING****Tuesday 19th March 2019****CORRESPONDENCE RECEIVED AS AT 13th MARCH 2019****Newsletters** (received and circulated via email)

- 22.01.19 Rural Services Network – The Rural Bulletin
- 02.02.19 Hampshire Constabulary Rural South Newsletter
- 04.02.19 Business in Basingstoke Bulletin
- 05.02.19 Rural Services Network – The Rural Bulletin
- 06.02.19 Rural Services Network – Rural Funding Digest February 2019
- 08.02.19 Keep Britain Tidy's Great British Spring Clean
- 12.02.19 Rural Services Network – The Rural Bulletin
- 19.02.19 Rural Services Network – The Rural Bulletin
- 26.02.19 Safer North Hampshire Newsletter – March 2019
- 26.02.19 Rural Services Network – The Rural Bulletin
- 05.03.19 Rural Services Network – The Rural Bulletin
- 06.03.19 Rural Services Network – Rural Funding Digest – March 2019
- 12.03.19 Rural Services Network – The Rural Bulletin
- 13.03.19 Hampshire Constabulary – Basingstoke Rural South Newsletter – March 2019

Correspondence from BDBC (received and circulated via email)

- 31.01.19 Manydown – more planning consultation underway on the outline planning application
- 31.01.19 Economic Growth Strategy – share your views
- 25.02.19 Clinical Commissioning Group – Invitation to Briefing Session on 14th March 2019 at 6.30pm – Future Changes to Healthcare Arrangements
- 04.03.19 Mayor's Charity Lunch – 27th March 2019
- 13.03.19 Parish Clerks and Candidates Briefing

Correspondence from HCC (received and circulated via email)

- 30.01.19 Your Hampshire in January
- 13.02.19 Parish News from HCC – February 2019
- 25.02.19 Hampshire Highways Town and Parish Councils Spring Workshop – 13th March 2019

Correspondence from HALC (received and circulated via email)

- 18.01.19 NALC Open Letter to 100,000 councillors
- 28.01.19 Invitation to HALC 2019 Annual Conference for Local Councils – 'Local Means Business' on 13.03.19 - Southampton
- 29.01.19 'Parishes are Blooming!' – South & South-East in Bloom competition
- 05.02.19 HALC February Newsletter
- 06.02.19 Spaces available on Planning Framework course
- 14.02.19 Relationships at Work Factsheet
- 15.02.19 NALC DIS 936 & Funding Bulletin – Feb 2019
- 15.02.19 Newquay Town Council National Parking Enforcement Survey (*not circulated & not responded to. NW has no parking restrictions & therefore unable to contribute to survey*)
- 16.02.19 Preparing for Parish & Town Council elections – information leaflets
- 25.02.19 DEFRA consultation: Introducing a Deposit Return Scheme
- 27.02.19 Final reminder for HALC 2019 Annual Conference (*not circulated*)

Other correspondence (received and circulated via email)

- 24.01.19 DEFRA, Environment Agency & the National Flood Forum – 6th Annual Flooding Forum
- 16.02.19 Bloor Homes – Invitation to a Public Exhibition – Proposals for Land at Basingstoke Golf Club
- 26.02.19 South-East Water – A helping hand from South-East Water
- 28.02.19 New Back in Time Series – Hampshire families to take part
- 05.03.19 Calor Rural Community Fund

- 08.03.19 DNB Tree Surgery Ltd on behalf of SSEN – cutting back trees around the low voltage network in North Waltham

Other correspondence (not circulated)

- 14.01.19 Lloyds Bank (letter) – making commercial cards contactless (omitted from January Schedule of Correspondence)
- 16.01.19 HM Revenue & Customs (letter) – paying PAYE electronically
- 26.02.19 South-East Water – A Helping Hand from South-East Water

Useful services (marketing emails are not circulated but details recorded for future use if needed)

- 16.01.19 & 12.02.19 Arien Designs Ltd – notice boards & signs – marketing email
- 17.01.19 Glasdon – waste bins, village gateways, street furniture, etc. - marketing information
- 18.02.19 Serco Commercial Services – waste management, landscape services, play area services, cleansing – marketing email
- 22.02.19 The Parish Notice Board Company – marketing email
- 07.03.19 Sundew Ecology – ecological support for Parish Councils – marketing email

*requires discussion