



NORTH WALTHAM PARISH COUNCIL

Chairman: Mr Geoff Chapman

Clerk: Mrs 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 hereby summoned to attend the Ordinary Meeting of North Waltham Parish Council on **Tuesday 19th May 2020**, at **7.30pm** to be held **online** via **Zoom**

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

This meeting is held under regulations set out in The Local Authorities (Coronavirus) (Flexibility of Local Authority Meetings) (England) Regulations 2020

All Parish Councillors will be sent an invitation to the meeting via email. To join the meeting, please click on the link in the email and insert the meeting ID and passcode as appropriate

Members of the public and press, Borough and County Councillors should contact the Clerk to request an invitation to the meeting if they wish to attend. Contact details are available at the top of this page.

AGENDA

Welcome and introduction by the Chairman

**001/FC/
02/20-21** **Apologies for absence**

**002/FC/
02/20-21** **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.

**003/FC/
02/20-21** **Meeting open to the Public** – the meeting will allow questions and comments from members of the public. (10 mins)

**004/FC/
02/20-21** **Minutes** – to approve the accuracy of the minutes, already circulated, of the

- Ordinary Meeting held on 18th February 2020
- Additional Meeting held on 13th February 2020
- Additional Meeting held on 4th March 2020
- Plan to ensure the continuity of North Waltham Parish Council services during the Coronavirus Covid-19 outbreak provisionally agreed 17th March 2020

Documents are available to view at <https://www.northwaltham.net/parish-council/meetings/>

**005/FC/
02/20-21** **Meetings during the Coronavirus Lockdown**

- to consider and approve the Virtual Meetings Policy (available to view at <https://www.northwaltham.net/parish-council/documents/>)
- to agree not to hold an Annual Meeting of Council until a future date¹ and to agree current appointments will continue until the next Annual Meeting

**006/FC/
02/20-21** **Community Right to Bid** – to consider and agree whether the Parish Council should apply to have the Fox Pub added to the Assets of Community Value Registered List
For further information <https://www.basingstoke.gov.uk/community-right-to-bid>

¹ S7 of Schedule 12 of LGA 1972 is DISAPPLIED under current regulations

- 007/FC/
02/20-21** **Clerk's Report** – to receive the Clerk's Report providing an update on current actions and projects (appendix 1)
- 008/FC/
02/20-21** **Insurance** – to confirm arrangements for insurance cover in respect of all insurable risks
- 009/FC/
02/20-21** **Neighbourhood Plan Update**
- to receive an update from the Neighbourhood Plan (NP) Group
 - to ratify the decision taken via email to appoint Oneil Homer as consultant to deliver the North Waltham Neighbourhood Plan
 - to ratify the decision taken via email to apply for a grant of £9,000.00 to ensure delivery of the North Waltham Neighbourhood Plan.
- 010/FC/
02/20-21** **Current Planning Applications** – see Appendix 2
- to consider and form a response to BDBC on an amended planning application
Reference: 20/00221/FUL
Location: Old School House, Mary Lane, North Waltham RG25 2BY
Proposal: Erection of detached dwelling including parking provision for existing and proposed dwelling – amended plans to reduce the scale of the development and alter the position of the dwelling. An amended tree report was also submitted to reflect the revised layout
 - to note the current planning applications received from BDBC
- Documents can be viewed at <https://planning.basingstoke.gov.uk/online-applications/>
- 011/FC/
02/20-21** **Finance**
- (a)** **Receipts and payments** – see Payments Schedule (Appendix 3)
- To acknowledge receipt of payments made to the Parish Council
 - To acknowledge payment of standing orders and direct debits
 - To acknowledge Multipay card payments made since last statement dated 4th May 2020
 - To approve payments
 - To acknowledge payments made under provision in the Plan to ensure the continuity of North Waltham Parish Council services during the Coronavirus Covid-19 outbreak, dated 17th March 2020
- (b)** **Bank Balance and Bank Reconciliation**
- to receive the current bank balances
 - to receive and acknowledge the Bank Reconciliation for quarter 4 to 31st March (appendix 4)
- (c)** **Budget Review** – to receive the Budget Review for quarter 4 as at 31st March 2020
Review available to view at <https://www.northwaltham.net/parish-council/finance-and-audit/>
- 012/FC/
02/20-21** **Correspondence** – see Appendix 5
- to acknowledge correspondence received since the meeting on 17th March 2020 (as per Correspondence Received Schedule dated 17th March - 13th May 2020)
 - to receive any correspondence received since 13th May 2020
 - to discuss any issues arising from correspondence
- 013/FC/
02/20-21** **Councillors Announcements**
- 014/FC/
02/20-21** **Items for insertion in the Parish Magazine** (deadline 6.00pm on Tuesday 26th May 2020)
- 015/FC/
02/20-21** **Date of Next Meeting** - to confirm the next monthly meeting will be held on **Tuesday 16th June 2020** at **7.30pm** either **online** or in the **Rathbone Pavilion, North Waltham**, depending on Government guidelines

Signed:

Clerk to North Waltham Parish Council

APPENDIX 1**Item 007/FC/02/20-21 Clerk's Report****CLERKS REPORT****Introduction**

This report will be presented to North Waltham Parish Council at the virtual Parish Council meeting to be held on Tuesday 19th May 2020 and is intended to update members on work undertaken and actions completed since the last meeting held on 18th February 2020.

Meetings

The Parish Council meeting planned for 17th March 2020 was inquorate. Two members and the Clerk attended this meeting and agreed a 'Plan to ensure the continuity of North Waltham Parish Council Services during the Coronavirus outbreak'. This plan was circulated to members. As no comments or concerns were raised, the plan was implemented.

Following advice from the Government, meetings were no longer permitted and, therefore, the following were postponed:

- Parish Council meeting due to be held on 21st April 2020
- Annual Parish Meeting due to be held in April
- Community Coffee and Litter Pick due to held on 28th March.

On 4th April 2020, the Government introduced new regulations ² which

- allowed Parish Councils to hold virtual meetings and 'remote' attendance by members
- disapplied the requirement to hold an Annual Meeting of Council and where appointments are made at an Annual Meeting, such appointments shall continue until the next Annual Meeting or until such time as the Parish Council decides.

The Chairman and Clerk have investigated the various options available to the Parish Council and have decided to use Zoom Pro for virtual meetings for a monthly fee of £14.39. This subscription can be cancelled at any time should it no longer be needed. The next Parish Council meeting, planned for 19th May, will take place via Zoom. This meeting will concentrate on key issues to be discussed at the present time.

Audit

The Accounts and Audit (Coronavirus) (Amendment) Regulations 2020 have amended the deadline by which the Annual Governance and Accountability Return (AGAR) should be published to 30th September – 30th November 2020. Previously, there was a requirement to have a common period for the exercise of public rights to include the first 10 days of July. The Clerk is continuing to work through end of year tasks and prepare for the internal audit, provisionally booked for 28th May. Should this go ahead as planned, the Parish Council should be able to sign off the AGAR at the June meeting and publish soon afterwards.

Correspondence

Since the lockdown commenced, there has been a huge amount of correspondence which has been read and circulated to councillors where appropriate. A record of correspondence is provided as Appendix 5 of the agenda.

Key pieces of information arising from the correspondence have been communicated to residents via the North Waltham webpage (and Weekly News email), Facebook page, newly created village Whatsapp group and on the notice board.

² The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority Meetings and Police and Crime Panel Meetings) (England and Wales) Regulations 2020

North Waltham Covid-19 Support Group

A group of volunteers in the village have set up a support group for residents who are isolating, shielding and vulnerable. This has been very successful in supporting residents in need and supporting Old Barn Stores in keeping the shop well stocked.

The Support Group approached the Parish Council for help to apply for grants to support their work. However, on further investigation, it was preferable for them to apply for the grants in their own right and to receive funds via a cash card and, therefore, the Parish Council did not apply on their behalf. The Clerk has offered support with publicising information and helping with administrative tasks, such as photocopying if required.

The Support Group asked the Parish Council if a page could be added to the North Waltham website for Coronavirus and to provide useful information and sources of support. The Chairman of the Parish Council, Geoff Chapman, set this up immediately and continues to keep it updated.

Planning

There have been five new planning applications received since the meeting on 17th March 2020. These were circulated to Parish Councillors, their comments collated and a response made to Basingstoke and Dean Borough Council. (See item 010/FC/02/20-21)

Planning Enforcement

Land at OS ref 456378 145890 Fox Lane, North Waltham - there has been an appeal against the enforcement notice relating to the change of use of the land from agricultural to the use of the land for the siting of a mobile home. There has been no further information regarding this appeal.

Highfield, Church Road, North Waltham RG25 2BL (planning application 18/00460/FUL) - there has been no further information regarding this application.

Neighbourhood Plan

The Neighbourhood Plan group asked the Parish Council to consider

- engaging Oneil Homer as consultants to deliver the Neighbourhood Plan
- applying for a grant of £9,000.00 to cover costs of delivering the Neighbourhood Plan

Parish Councillors were consulted via email and agreed to both proposals. The Parish Council will be asked to ratify this decision (Item 009/FC/02/20-21 on the agenda).

Other Issues

Other issues that have arisen since lockdown commenced include

- Garden Competition – the Chairman and Clerk have decided to run these competitions again this year. Unfortunately, last year's winners do not feel in a position to judge the garden competition and the Clerk plans to approach the Garden Club about doing this instead. A poster has been produced to advertise the children's sunflower competition and will continue to be promoted.
- The Lengthsman undertook a visit on 16th April and will next visit on 17th June.
- A local resident has requested that the Parish Council consider applying to have the Fox pub listed as an Asset of Community Value. (See item 006/FC/02/20-21 on the agenda)
- A local resident approached the Parish Council to complain about frequent bonfires near their home. The Clerk posted advice from BDBC on the webpage (and Weekly News email) and Facebook page.

Ongoing Projects

The Action Plan and Outcomes from the meeting held on 18th February 2020 has been updated to reflect the current position of ongoing projects. (See below)

ACTION PLAN & OUTCOMES FOLLOWING PARISH COUNCIL MEETING HELD ON 18th FEBRUARY 2020

PREPARED BY: Rosemary Coulter, Clerk to North Waltham Parish Council
 UPDATED: 13th May 2020

MINUTE REF	ACTION	RESPONSIBILITY	OUTCOME / COMMENTS
179/FC/09/19-20 (from December meeting)	<ul style="list-style-type: none"> Arrange meeting in January with members experiencing email issues. 	All	
197/FC/10/19-20 Meeting open to the public (from January meeting)	<ul style="list-style-type: none"> Provide details of landowners' agent to members of the public present at meeting. Members of public to approach landowner regarding permissive path. 	GC Members of the public present	
224/FC/11/19-20 Neighbourhood Plan Update	<ul style="list-style-type: none"> The NP Group to commence discussions with BDBC regarding policy SS5 and to keep the Parish Council informed. 	Neighbourhood Plan Group	
225/FC/11/19-20 Risk Assessment	<ul style="list-style-type: none"> Ask contractor to commence work on bus shelter. Purchase flotation aid, dog waste bin and security seal pack. Contact local electrician and ask to fit housing in telephone box and check electrical supply. Obtain quote for suitable sign to be positioned on waste bin near the pond. 	Clerk Clerk Clerk Clerk	05.03.20 work completed 04.03.20 ordered, delivered & currently in storage. Not fitted due to Covid-19 lockdown Not requested due to Covid-19 lockdown 04.03.20 quotation requested from Signway - awaiting response
226/FC/11/19-20 3-5 year Plan	<ul style="list-style-type: none"> Put draft letter regarding 20mph speed limit on NWPC letter head and send to HCC. 	Clerk	25.02.20 completed & letter sent 28.02.20 response received & circulated to Parish Councillors
227/FC/11/19-20 Training in Planning	<ul style="list-style-type: none"> Investigate bespoke training in planning with HALC and report at next meeting. Determine if other Parish Councils nearby would be interested in attending. 	Clerk	16.03.20 completed - HALC aware of need for training - on hold due to lockdown 16.03.20 completed – other local PC's are interested dependent on dates, times and cost
230/FC/11/19-20 Finance (a) Payments	<ul style="list-style-type: none"> Arrange payment and authorisation of payment to Village Trust. Request RP Gardening to rectify problems with gate. 	Clerk / Councillors Clerk	26.02.20 completed 12.03.20 RP Gardening – unable to fix gate hinge & agreed to deduct cost of fitting from invoice - revised invoice paid 04.03.20 T/C Countryside Services – unable to fix gate but will look for replacement hinge and try to fix - on hold due to Covid-19 lockdown
231/FC/11/19-20 Highway / Village Appearance Matters			
(a) Traffic issues around North Waltham School	<ul style="list-style-type: none"> Respond to HCC with concerns outlined in minutes and request itemised costing for work around the crossing at St Michael's Close and if flashing '20mph - School' signs could be fitted. 	Clerk	04.03.20 email to HCC Highways cc School Travel Team & Friends of NW School 06.03.20 response received from HCC 01.05.20 email received from HCC – can continue design & planning work and requested information as to current situation for NWPC *

(b) Roads	<ul style="list-style-type: none"> Await information from HCC regarding finger signpost and chase if necessary. Determine how many bollards are required and purchase from Glasdon (with stake fitting). Monitor potholes and signs. 	Clerk Clerk Clerk	04.03.20 received. Circulated to Councillors with photos of sign in Rotherwick 01.05.20 email received from HCC as above 04.03.20 3 x bollards ordered, delivered and in storage Ongoing
(c) Drains	<ul style="list-style-type: none"> Monitor until resolved. 	Clerk	Ongoing
(d) Accident site at junction of A30/A33	<ul style="list-style-type: none"> Monitor situation. 	Clerk	Ongoing
(e) Trees	<ul style="list-style-type: none"> Obtain estimates to replace fence along St Michael's Green / Church Road. Contact BDBC regarding planned works to trees. 	Clerk Clerk	No action taken Email sent to BDBC – waiting response but probably on hold due to Covid-19 lockdown
(f) Telephone box	<ul style="list-style-type: none"> Obtain another estimate to renovate telephone box in situ. 	Clerk	No action taken
(h) Footpaths / stiles / kissing gates	<ul style="list-style-type: none"> Contact the landowner to inform him of broken/dangerous gate and ask him to repair. Contact HCC Countryside Service for advice and to determine Parish Council responsibilities. 	Clerk Clerk	04.03.20 email sent 06.03.20 response received from landowner – happy for NWPC to remove broken kissing gate. No cattle on farm at present. Will contact HCC Countryside Services to see what can be provided. No further action taken to date No action taken
(i)	<ul style="list-style-type: none"> Review area around the pond with a view to organising a 'Tidy up'. 	GC	No action required
233/FC/11/19-20 Councillors Announcements	<ul style="list-style-type: none"> Circulate agendas to HALC Conference and BDAPTC meeting, when available. 	Clerk	27.02.20 Circulated information re HALC Conference to Cllrs. BDAPTC agenda N/A
235/FC/11/19-20 Date of Next Meeting	<ul style="list-style-type: none"> Contact Dr Decker regarding Healthcare. Discuss possible dates with Rathbone Pavilion Booking Contact. 	Clerk Clerk	10.03.20 completed – willing to attend Parish Meeting but meeting cancelled due to lockdown. Dr Decker informed and thanked. N/A due to lockdown

APPENDIX 2

Item 010/FC/02/20-21 Current Planning Applications:

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	19/02018/FUL	Village Farm Bungalows, Steventon Road, North Waltham RG25 2DD Erection of 2 no. 3 bed houses following demolition of existing bungalows including associated works (part retrospective)	Undecided
B/F	19/02098/RET	Land at OS Ref 456378 145890, Fox Lane, North Waltham RG25 2BE Change of use of land to residential and siting of a mobile home	Refused
B/F	19/02422/FUL	Land at OS Ref 456743 145562, Popham Lane, North Waltham Erection of 7 no. dwellings; with associated parking, turning, landscaping, and private amenity space. Creation of new access point out onto Popham Lane	Undecided
B/F	19/02900/FUL	Towns End Cottage, Maidenthorne Lane, North Waltham RG25 2DD Erection of a single storey lifetime dwelling	Undecided
B/F	19/03232/FUL	Land adjacent The Old Hall, Popham Lane, North Waltham Erection of 6 no. dwellings including associated parking and landscaping and creation of new access onto Popham Lane	Undecided
B/F	20/00094/HSE	2 Yew Tree Cottages, Yew Tree Road, North Waltham RG25 2DA Erection of single storey rear extension	Undecided
B/F	20/00221/FUL	Old School House, Mary Lane, North Waltham RG25 2BY Erection of detached dwelling including parking provision for existing and proposed dwelling Amendment – amended plans to reduce the scale of the development and to alter the position of the dwelling. An amended tree report was submitted to reflect the revised layout	Undecided
B/F	20/00222/HSE	Street Cottage, Yew Tree Road, North Waltham RG25 2BX Erection of single storey side/rear extension. Conversion of existing detached garage to provide additional living space including alterations to fenestration, and the erection of a single storey side extension to existing garage to provide store room	Application withdrawn
B/F	20/00385/FUL	Building at Folly Farm and land opposite Crawley Copse, Overton Road, North Waltham RG25 3BL Removal of existing office building (B1a) at Folly Farm and erection of a detached dwelling with associated parking, turning, landscaping, private amenity space, modified access for the highway and associated change of use of land at land opposite Crawley Copse	Application withdrawn
B/F	20/00571/HSE	6 St Michael's Close, North Waltham RG25 2BP Erection of two storey rear extension and new roof lights. Construction of timber pergola	Granted
B/F	20/00670/HSE	Towns End Cottage, Maidenthorne Lane, North Waltham RG25 2DD Erection of two storey side and rear extensions	Undecided
B/F	20/00749/PIP	Land north of Ramsholt Close and east of Mary Lane, North Waltham Minor residential housing development of up to 9 new dwelling houses	Undecided
B/F	20/00750/PIP	Land at Westside Dairy, Steventon Road, North Waltham RG25 2BT Application for Permission in Principle for residential development of up to 6 dwellings	Undecided
B/F	20/00540/ROC	Land at the Wheatsheaf Garage, Popham Lane, North Waltham Variation of condition 1 of 17/03470/OUT to amend plans for minor amendments to Plots 5 & 6, amended car parking, bin store and landscaping	Undecided
B/F	T/00149/20/TCA	Towns End Cottage, Maidenthorne Lane, North Waltham RG25 2DD Application for works to trees growing in a conservation area Proposal: T1/T2 Ash: fell	Application withdrawn

Full details of these planning applications are available to view on the Basingstoke & Deane Borough Council website at <https://planning.basingstoke.gov.uk/online-applications/>

APPENDIX 3**Item 011/FC/02/20-21 (a)****Finance****(a) Receipts and Payment**

To acknowledge the receipt of payments made to the Parish Council.

DATE	RECEIVED FROM	DESCRIPTION	AMOUNT	TOTAL
31.03.20	Unity Trust Bank	Interest on deposit A/C	£ 28.41	£ 28.41
27.04.20	BDBC	Precept (50%) Grass Cutting Grant	£8,064.50 £2,036.00	£10,100.50

To acknowledge the payment of standing orders, direct debits and charges since last meeting (18.02.20)

DATE	NAME OF PAYEE	DESCRIPTION	AMOUNT	TOTAL
28.02.20	Clerk	Salary (£9.96 x 35hrs) (Feb 2020) Home working allowance (Feb 2020)	£348.60 £ 18.00	£366.60
16.03.20	Lloyds Bank plc	Stationery (paper & envelopes) Monthly fee	£ 5.50 £ 3.00	£ 8.50
30.03.20	Clerk	Salary (£9.96 x 35 hrs) (Mar 2020) Home working allowance (Mar 2020)	£348.60 £ 18.00	£366.60
16.04.20	Lloyds Bank plc	Monthly fee	£ 3.00	£ 3.00
28.04.20	Clerk	Salary (£9.96 x 35 hrs) (Apr 2020) Home working allowance (Apr 2020)	£348.60 £ 18.00	£366.60
Provisionally 16.05.20	Lloyds Bank plc	Monthly fee	£ 3.00	£ 3.00

To acknowledge the Multipay card payments made since last statement dated 4th May 2020

DATE	NAME OF PAYEE	DESCRIPTION	AMOUNT	TOTAL
12.05.20	Zoom	Monthly fee for Zoom Pro + VAT	£ 11.99 £ 2.40	£ 14.39

To approve the following payments

DATE	NAME OF PAYEE	DESCRIPTION	AMOUNT	TOTAL
25.03.20	North Waltham Village Trust	Hire of Rathbone Pavilion	£ 150.00	£ 150.00
28.04.20	HALC	Invoice INV-3825 HALC affiliation fees 2020-21 Less 3% discount (if paid via bank transfer) NALC levy 2020-21	£ 290.95 £ - 8.73 £ 50.40	£ 332.62
TBA	North Waltham Village Trust	Payment of grass cutting grant from BDBC	£2,036.00	£2,036.00
Due 31.05.20	BHIB Insurance	Invoice LCO01752-360843 Local Councils Insurance Renewal Insurance Premium tax	£383.29 £ 45.99	£429.28

To acknowledge payments made under provision in the Plan to ensure the continuity of North Waltham Parish Council services during the Coronavirus Covid-19 outbreak, dated 17th March 2020

DATE	NAME OF PAYEE	DESCRIPTION	AMOUNT	TOTAL
30.03.20	RP Gardening	Invoice 1260 Repairs to 4 x bollards on Corndell Green, notice boards, bin on near the pond, village gates	£1,335.60	£1,335.60
30.03.20	Parkhouse Roofing	Invoice SP1167 Work to bus shelter, as per estimate dated 23.01.20	£ 183.60	£ 183.60
30.03.20	Yew Tree Landscapes & Tree Care	Invoice INV-0385 Works to trees on St Michael's Green, as per estimate EST-0019	£1,020.00	£1,020.00
30.03.20	Glasdon UK Ltd	Oder number 3033479 Provision of <ul style="list-style-type: none"> • housing for flotation aid • flotation aid • security seals • 3 x Vergemaster bollards + VAT	£133.02 £ 74.70 £ 8.21 £ 83.43 £ 59.86	£359.22
12.05.20	Zoom	Monthly fee for Zoom Pro	£ 11.99 £ 2.40	£ 14.39

Appendix 4

Item 011/FC/02/20-21(b)

NORTH WALTHAM PARISH COUNCIL

BANK RECONCILIATION

Financial period - 2019-20 Quarter 4 ending 31st March 2020

CURRENT ACCOUNT	£	£	£
Balance as per bank statement as at 31st March 2020		£ 815.89	
Less: any unpresented cheques as at 31st March 2020	£ -	£ -	
Add: any unbanked cash/cheques as at 31st March 2020	£ -	£ -	
Net balance in current A/C as at 31st March 2020			£ 815.89
DEPOSIT A/C			
Balance as per bank statement as at 31st March 2020		£ 28,846.95	
Less: any unpresented cheques as at 31st March 2020	£ -	£ -	
Add: any unbanked cash/cheques as at 31st March 2020	£ -	£ -	
Net balance in deposit A/C as at 31st March 2020			£ 28,846.95
TOTAL BALANCE as at 31st March 2020			£ 29,662.84

The net balance reconciles to the Cash Book for quarter 4, as follows:

CURRENT ACCOUNT	£	£	£
Opening balance of Cash Book as at 1st January 2020		£ 10,395.97	
Add: receipts in quarter 4 as follows:	£ -	£ -	
Less: payments in quarter 4 as follows:			
Transfer to deposit A/C	£ 5,000.00		
Lloyds Bank plc	£ 498.56		
Clerk	£ 366.60		
HALC	£ 54.00		
Lloyds Bank plc	£ 3.00		
North Waltham Village Trust	£ 82.80		
Clerk	£ 366.60		
Lloyds Bank plc	£ 8.50		
RP Gardening	£ 1,252.60		
Parkhouse Roofing	£ 183.60		
Yew Tree Landscapes & Tree Care Ltd	£ 1,020.00		
Glasdon	£ 359.22		
Clerk	£ 366.60		
Unity Trust Bank	£ 18.00		
Closing balance as per Cash Book as at 31st March 2020		-£ 9,580.08	£ 815.89
DEPOSIT ACCOUNT			
Opening balance of Cash Book as at 1st January 2020		£ 23,818.54	
Add: receipts in quarter 4 as follows:			
Transfer from current A/C	£ 5,000.00		
Unity Trust Bank	£ 28.41		
Less: payments in quarter 4 as follows:	£ -	£ -	
Closing balance per Cash Book as at 31st March 2020			£ 28,846.95
TOTAL BALANCE as at 31st March 2020			£ 29,662.84

Prepared by: Rosemary Coulter, Clerk & RFO

6th April 2020

APPENDIX 5**Item 012/FC/02/20-21****CORRESPONDENCE RECEIVED BETWEEN 17th MARCH – 13th MAY 2020**

All correspondence is circulated to Parish Councillors unless otherwise stated below.

Correspondence from BDBC

- 20.03.20 Councillors Briefing
- 24.03.20 Councillors Briefing – including Briefings from 23.03.20 & 21.03.20 (x2)
- 25.03.20 Councillors Briefing
- 26.03.20 Councillors Briefing
- 27.03.20 Appeal notification letter
- 27.03.20 Councillors Briefing
- 30.03.20 Councillors Briefing
- 31.03.20 Councillors Briefing
- 01.04.20 Councillors Briefing
- 02.04.20 Councillors Briefing
- 03.04.20 Councillors Briefing
- 06.04.20 Electronic consultations to all Parishes
- 06.04.20 Councillors Briefing
- 07.04.20 Coronavirus (Covid-19): letter to councils about local authority meetings and postponement of elections
- 07.04.20 Councillors Briefing
- 08.04.20 Councillors Briefing (1)
- 08.04.20 Councillors Briefing (2)
- 14.04.20 Councillors Briefing
- 15.04.20 Message from the Mayor of Basingstoke & Deane Councillor Diane Taylor
- 15.04.20 Councillors Briefing
- 17.04.20 Coronavirus – appeal for help in getting information out
- 17.04.20 Councillors Briefing
- 20.04.20 Councillors Briefing
- 22.04.20 Councillors Briefing
- 23.04.20 Ramadan message from the Mayor of Basingstoke & Deane
- 23.04.20 Councillors Briefing
- 27.04.20 Councillors Briefing
- 28.04.20 Consultation on planning application 20/00221/FUL (amendment)
- 28.04.20 Councillors Briefing
- 30.04.20 Councillors Briefing
- 04.05.20 Councillors Briefing – Covid-19 mobile testing facility
- 04.05.20 Councillors Briefing – virtual meetings, further relief for small businesses, Community Hub data, patrolling the Borough's streets and no changes to bin collections over Bank Holiday
- 05.05.20 Councillors Briefing – grants available from Scottish & Southern Electricity Networks (*cc'd to NW Covid-19 Support Group*)
- 05.05.20 Message from the Mayor of Basingstoke for VE Day
- 06.05.20 Councillors Briefing – Three 'destination' open space car parks to re-open, Wade Road HWRC to re-open and grants available to Town & Parish Council from SSEN
- 07.05.20 Target list for virtual Development Control Committee on 20.05.20 (*not circulated as not relevant*)
- 07.05.20 047267 TTRO – A30 Hatchwarren carriageway southbound, Basingstoke – notice of planned road closures
- 07.05.20 Councillors Briefing – safe and secure accommodation and support for rough sleepers
- 11.05.20 Target list for virtual Development Control Committee on 27.05.20 (*not circulated as not relevant*)
- 11.05.20 Councillors Briefing – overview of Government guidance updates, Councillor's grant scheme & tree felling work on A30
- 12.05.20 Councillors Briefing – Chancellor extends furlough scheme until October, 'Meet out Teams' videos & community volunteers working hard to support vulnerable residents

Correspondence from HCC

- 18.03.20 Parish News – March 2020
- 20.03.20 Briefing for County Councillors (Briefing No 10)
- 20.03.20 Briefing for County Councillors (Briefing No 11)
- 23.03.20 Briefing for County Councillors (Briefing No 12)
- 24.03.20 Briefing for County Councillors (Briefing No 13)
- 25.03.20 Briefing for County Councillors (Briefing No 14)
- 31.03.20 Briefing for County Councillors (Briefing Nos 15 – 18)
- 07.04.20 Countryside Services Community Special
- 07.04.20 An important update from your County Council
- 08.04.20 Parish News – Latest Update – April 2020
- 23.04.20 Looking out for each other – updates on HCC response to Coronavirus
- 24.04.20 Hampshire Countryside Service – Community Special 2nd edition
- 04.05.20 Operation Resilience – Hampshire Highways carriageway 2020/21 road surface treatment programme for the rural network (*amended copy received 05.05.20 – not circulated but filed for future reference*)
- 05.05.20 Your Hampshire – the latest from your County Council
- 08.05.20 Hampshire Countryside Service – Community Special part 3

Correspondence from HALC

- 20.03.20 HALC services for the foreseeable future
- 23.03.20 NALC Covid-19 Updates
- 24.03.20 NALC / BTA Toilet Tax Survey & resurrected Non-Domestic Rating (Public Lavatories Bill) 2019-21 (*not circulated as not relevant to NWPC*)
- 26.03.20 Councils who are Burial Authorities (*not circulated as not relevant*)
- 27.03.20 HALC Covid-19 Update
- 06.04.20 Virtual Meetings – regulations in force from 04.04.20
- 07.04.20 Clarification on new regulations (*copied to Chairman only*)
- 08.04.20 LCPD Spring 2020 Newsletter
- 17.04.20 Important update regarding statutory audit deadlines (*copied to Chairman only*)
- 23.04.20 Helping Vulnerable Communities – paying volunteers for shopping
- 06.05.20 HALC Newsletter May 2020
- 07.05.20 Parish & Town Councils & the Government Coronavirus Job Retention Scheme update
- 07.05.20 HCC Covid-19 briefings
- 11.05.20 Secure storage for deeds (*responded positively, depending on cost, following liaising with Chairman*)

Other correspondence

- 17.03.20 Keep Britain Tidy – Great British Spring Clean is postponed
- 18.03.20 Lengthsman – revised yearly planner (*not circulated but filed for use by Clerk*)
- 20.03.20 South Western Trains publishes reduced timetable (*not circulated*)
- 20.03.20 Unity Trust Bank – a message from the CEO – thank you to our customers and colleagues (*not circulated but filed for reference by the Clerk*)
- 20.03.20 HMRC Covid-19 Update (*not circulated but filed for reference by the Clerk*)
- 23.03.20 Scottish & Southern Electricity Networks – Coronavirus update
- 25.03.20 Basingstoke Voluntary Action (BVA) – Community support during Covid-19 (*not circulated and forwarded to North Waltham Support Core Group for response*)
- 26.03.20 McAfee – Our commitment to you (*not circulated*)
- 27.03.20 Countryside Alliance – A little bit of good news goes a long way
- 03.04.20 Scottish & Southern Electricity Networks (SSEN) – Resilience Fund
- 03.04.20 SLCC – Virtual Meetings Regulations – Important News
- 06.04.20 BVA – Basingstoke Community Hub – Coronavirus (Covid-19) Update
- 09.04.20 BVA – Community Support (1)
- 09.04.20 BVA – Community Support (2)
- 09.04.20 South East Water – Latest News
- 09.04.20 BVA – Funding Newsletter
- 09.04.20 South East Water – key worker press releases (*not circulated*)
- 17.04.20 The Pensions Regulator – workplace pensions re-enrolment (*forwarded to GC for action*)
- 20.04.20 Unity Trust Bank – Confirmation of Payee (*not circulated - action required checked by Clerk*)
- 20.04.20 BVA – Community Hub Update

- 20.04.20 RP Gardening – Lengthsman completed worksheet for 16.04.20 (*not circulated*)
- 21.04.20 Butterflies Bereavement – bereavement care and Friendship Buddy scheme in the community (*copied to NW Support Group*)
- 22.04.20 Society of Local Council Clerks (SLCC) – NALC Covid-19 Financial Impact Survey (*not circulated - completed by Clerk*)
- 22.04.20 PKF Littlejohn – 2019-20 AGAR – instructions for external audit (*not circulated – copied to Chairman for information*)
- 24.04.20 HMRC – Employer Bulletin April 2020, issue 83 (*not circulated*)
- 27.04.20 North Waltham Covid-19 Support Group – request for page on North Waltham website (*not circulated but forwarded to Chairman for advice*)
- 29.04.20 BHIB – your Local Councils Insurance Renewal (*not circulated – to be checked by Clerk*)
- 30.04.20 Email from local resident requesting allotments. (*not circulated – Clerk responded to say no allotments available in North Waltham*)
- 30.04.20 Emails from local resident requesting NWPC to register the Fox pub as a community valued asset (*received & circulated by Chairman*)
- 30.04.20 Hampshire Constabulary – Scam Awareness
- 04.05.20 Unity Trust Bank – reduction in interest rate for instant access savings A/C
- 05.05.20 Emotions & Decision-Making Research Questionnaire for completion
- 06.05.20 Withdrawal of planning application T/00149/20/TCA from applicant
- 06.05.20 Scottish & Southern Electricity Networks (SSEN) – Resilient Communities Fund (*copied to NW Covid-19 Support Group*)
- 07.05.20 Basingstoke Voluntary Action – Latest News from BVA
- 12.05.20 The Pensions Regulator – workplace pensions re-declaration

Newsletters

- 20.03.20 Business in Basingstoke – Coronavirus (Covid-19) advice and help – Update 1
- 24.03.20 Rural Services Network – The Rural Bulletin
- 31.03.20 Rural Services Network – The Rural Bulletin
- 01.04.20 Business in Basingstoke Bulletin – Coronavirus (Covid-19) Advice & Help – Update 2
- 02.04.20 Rural Services Network – Rural Funding Digest – April 2020
- 07.04.20 Rural Services Network – The Rural Bulletin
- 09.04.20 Business in Basingstoke Bulletin – Coronavirus (Covid-19) advice & help – Update 3
- 15.04.20 Rural Services Network – The Rural Bulletin
- 21.04.20 Rural Services Network – The Rural Bulletin
- 24.04.20 Business in Basingstoke Bulletin – Coronavirus (Covid-19) advice & help – Update 4
- 28.04.20 Rural Services Network – The Rural Bulletin
- 06.05.20 Rural Services Network – The Rural Bulletin
- 07.05.20 Rural Services Network – Rural Funding Digest May 2020
- 12.05.20 Rural Services Network – The Rural Bulletin

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

- 30.03.20 Hugo Fox – free website for Parish Councils
- 09.04.20 Learnay – request to be added to website (*not circulated but forwarded to Chairman for opinion*)
- 17.04.20 Kremer Signs – marketing email – Covid-19 County & Parish Council – Public Health Signs (*circulated for information*) Further email received 23.04.20
- 21.04.20 Choice Stationery – update – personal protection products added to website
- 01.05.20 Fabrications North East – commemorative bench for NHS & keyworkers
- 05.05.20 Mumby's Homecare – marketing email & telephone call – live-in care specialists based in Oxfordshire & serving the south of England
- 06.05.20 Zurich Insurance – marketing email
- 11.05.20 London Hearts – Parish & Town Council Defibrillator Grants