



NORTH WALTHAM PARISH COUNCIL

Chairman: Mr Geoff Chapman

Clerk: Mrs Sharon Shea
 14 Home Mead, North Waltham, Basingstoke, Hampshire, RG25 2SY
 Tel: 01256 391983, Email: clerk@northwaltham.info

MINUTES OF ORDINARY MEETING

**Tuesday 20th July 2021 at 7.30pm
 at St Michael's Church, North Waltham**

Councillors Present

Cllr Geoff Chapman (GC) – Chairman (Chair), Cllr Judith McGinley (JMG), Cllr David James (DJ), Cllr Peter Waggett (PW) and Sharon Shea – Clerk (SS)

**Actions
for**

**059/FC/
04/21-22**

Co-option of new Parish Councillor

A Parish Councillor vacancy has been advertised for some time and an expression of interest was received recently from a local resident who attended the meeting.

RESOLUTION:

To co-opt Yann Caironi (YC) to the Parish Council.
 Proposed by JMG, seconded by DJ and agreed unanimously.

YC was welcomed to the Parish Council and signed his Declaration of Acceptance of Office form in the presence of the Clerk.

ACTIONS:

- Send induction pack, register of members' interests, and training information to YC.
- Set up a Parish Council email address for YC.

**Clerk
GC**

**060/FC/
04/21-22**

Apologies for Absence

Cllr Bill Preston, HCC Cllr Juliet Henderson.

**061/FC/
04/21-22**

Declarations of Interest

None.

**062/FC/
04/21-22**

Meeting open to the Public

A local resident attended the meeting to express concerns about ongoing flooding problems in St Michael's Close. The drains are not cleared consistently or regularly enough to prevent flooding issues.

It was agreed that the Parish Council should request a report from Hampshire Highways.

ACTION:

- Contact Hampshire Highways to request a report into persistent flooding problems in St Michael's Close.

Clerk

**063/FC/
04/21-22**

Minutes

The minutes of the following meetings were accepted as a correct record:

- 4th May 2021 Annual Meeting of the Council
- 24th May 2021 Additional Ordinary Meeting
- 9th June 2021 Additional Ordinary Meeting
- 22nd June 2021 Ordinary Meeting.

ACTION:

- Chairman to sign the minutes outside of the meeting.

Clerk/GC

**064/FC/
04/21-22**

Action Plan and Outcomes following the meeting held on 4th May 2021

An updated Action Plan was presented to the Parish Council – see Appendix 1.
 All items requiring discussion are on the agenda.

**065/FC/
04/21-22**

Policies and Key Documents

- Standing Orders: Changes made following review at the previous meeting were approved.
- Financial Regulations: It was agreed that no changes are required.

- Financial Risk Assessment: It was agreed that the following related documents need to be checked: Business Continuity Plan, FOI policy, historical records policy.

ACTION:

- Check the existing records re: Business Continuity Plan, FOI policy, historical records policy, and check HALC/NALC for guidance.

Clerk

066/FC/
04/21-22**Parish Councillor Vacancy**

It was agreed that the Council would take up a previous plan of writing to residents regarding the remaining Parish Councillor vacancy, and that a one-page article about the Parish Council should be added to the village 'Welcome Pack' distributed by St Michael's Church.

ACTIONS:

- Draft a letter for Councillors to distribute locally.
- Produce a one-page Article for the St Michael's 'Welcome Pack'.

PW
GC067/FC/
04/21-22**Community Infrastructure Levy (CIL) Funds**

The Council identified two potential areas for CIL Fund spending:

- Provision of improved footpaths and disabled access to the churchyard at St Michael's Church, and kerbing to protect the exposed side of the graveyard on Steventon Road.
- Improvements to the kerbside areas at the junction of Steventon Road and Mary Lane; it was agreed that replacing the eroded grassy areas either side of the junction with paving is a practical and longer-term solution to the damage caused by vehicles regularly mounting the kerb.

ACTIONS:

- Contact St Michael's PCC regarding the submission of grant applications for the churchyard footpaths and kerbing respectively.
- Contact local suppliers to identify options for using cobbles or other paving types to protect the kerbsides at the Steventon Road/Mary Lane junction.

Clerk

Clerk

068/FC/
04/21-22**Speed Reduction & Safety Working Group**

HCC Juliet Henderson is meeting local residents and the HCC Cabinet Member for Roads on Wednesday 21st July to discuss the issue of speeding through the village.

069/FC/
04/21-22**Neighbourhood Plan Update**

The Chair has applied to Locality for a grant of £10,000 to support work on the Neighbourhood Plan.

070/FC/
04/21-22**Current Planning Applications**

No planning applications were tabled for discussion.

The status of current planning applications is at Appendix 2.

Documents can be viewed at <https://planning.basingstoke.gov.uk/online-applications/>

071/FC/
04/21-22**Planning Compliance Issues**

There were no updates to report on outstanding planning compliance issues.

(a) Land at OS ref 456378 145890 Fox Lane, North Waltham

Application **19/02098/RET** - refused, appeal dismissed.

Application **21/00473/RET** - refused, appeal submitted.

(b) Highfield, Church Road, North Waltham RG25 2BL

Application **20/02516/ROC** (Variation of **18/00460/FUL** submitted) – undecided.

Amended plans submitted to BDBC March 2021.

072/FC/
04/21-22**Finance****(a) Receipts and Payments – see Appendix 3a**

- Council acknowledged receipt of two payments: the Precept (50%) and the grass-cutting grant, both from Basingstoke & Deane Borough Council.
- Council acknowledged the payment of standing orders, direct debits and other charges since the last meeting on 04/05/21.
- Council acknowledged two Multipay card payments made since the last statement dates 06/04/21.
- Council approved the payment of one expenses claim.

The Council noted that Lloyds Bank have still not provided the Clerk with a Multipay card. The Council wishes to make a complaint re: the poor level of service received and to consider opening an account with a different bank.

RESOLUTION:

To approve payment of £8.37 to SS (purchase of stationery).
Proposed by GC, seconded by JMG and approved unanimously.

ACTIONS:

- Arrange for the payment of expenses via bank transfer.
- Contact Lloyds again regarding the non-provision of a Multipay card.
- Find out which banks are used by other local Parish Councils.

Clerk
Clerk
Clerk

(b) Bank Balances

- Current account balance as at 19/07/21: £12,123.58.
- Deposit account balance as at 19/07/21: £39,492.46.

(c) Q1 Budget Review

There were no comments on the budget for Q1 FY21/22 – see Appendix 3b – other than the addition of the £10,000 Neighbourhood Plan grant applied for (see 069/FC/04/21-22).

ACTION:

- Add the £10,000 Neighbourhood Plan grant to the Q1 budget review for FY21/22.

Clerk

073/FC/
04/21-22

Village Maintenance Matters**(a) St Michael's Green**

The Parish Council noted that a number of complaints have been received from local residents about the unkempt appearance of St Michael's Green. The council agreed that several areas of the village need to be tidied up.

RESOLUTION:

To tidy up various areas around the village that the Parish Council is responsible for, utilising the services of the Lengthsman where possible and employing a private contractor for the remainder.

Proposed by GC, seconded by PW and approved unanimously.

ACTIONS:

- Draw up a detailed list of work required at various areas around the village owned by the Parish Council.
- Allocate specific tasks to the Lengthsman and update the schedule of work for the Lengthsman's next visit (due 08/09/21).
- Contact a local contractor regarding the remaining tasks.
- Prepare a notice for the Parish Magazine outlining what work is planned for which areas.

Clerk

Clerk

Clerk

Clerk

(b) Village Pond

Three potential suppliers of a replacement duck house have been identified. They all sell exactly the same products for exactly the same price.

RESOLUTION:

Purchase a 'Medium Square' duck house (cost: £475) from the supplier who can deliver soonest.

Proposed by GC, seconded by JMG and approved unanimously.

ACTIONS:

- Discover which supplier can deliver the duck house soonest.
- Purchase a 'Medium Square' duck house from that supplier.

Clerk

Clerk

(c) Plan for village trees

The tree surgeon has drawn the Parish Council's attention to two ash trees at the top of St Michael's Green that need to be felled due to ash dieback disease. An arborist has been identified to advise on the willow at the pond.

RESOLUTION:

Arrange for the trees to be felled as soon as possible.

Proposed by GC, seconded by PW and approved unanimously.

ACTIONS:

- Contact the tree surgeon and ask him to expedite the work on felling the ash trees.
- Contact the arborist for advice regarding the willow at the pond.

Clerk

Clerk

(d) Footpaths/Gates

Additional information from one of the potential suppliers of the kissing gates provides no obvious reason for the significant disparity in price between the quotes provided.

A recent update from Hampshire Countryside Services indicates that the Parish Council is not eligible to apply for a grant towards the cost of the new kissing gates.

RESOLUTION:

Proceed with the contractor who submitted the lowest quote.

ACTIONS:

- Inform the contractors who submitted bids for the kissing gates of the Parish Council's decision. Clerk
- Request an estimated delivery/installation timescale from the selected contractor. Clerk

(e) Telephone Box

It has been established that 'Defibrillator' panels have not previously been purchased for the telephone box.

The council at Sherfield-on-Loddon may be able to provide details of a suitable contractor to carry out the refurbishment as their telephone box appears to have been refurbished recently.

RESOLUTION:

Replace the current 'Telephone' panels with suitable 'Defibrillator' panels.
Proposed by GC, seconded by DJ and approved unanimously.

ACTIONS:

- Purchase suitable 'Defibrillator' panels for the telephone box. Clerk
- Contact the Parish Clerk at Sherfield-on-Loddon for details of a suitable contractor. Clerk
- Prepare a notice for the Parish Magazine requesting recommendations for suitable contractors. Clerk
- Prepare a notice for the Parish Magazine reminding residents of the availability of the defibrillator for community use. Clerk

(f) Lengthsman

The visit on 17/06/21 was not very satisfactory; the workmen did not bring paint for the task of painting the village gates, and the footpath at Level Lane did not appear to have been cut back at all. One of the councillors and a local resident carried out some clearing work.

The priorities for the next visit, scheduled for 08/09/21, are to:

- re-sit the bollard that has been knocked over at the Steventon Road/Mary Lane junction, and
- paint the village gates.

The remaining scheduled visits for FY21/22 are 15/12/21 and 15/02/22.

ACTION:

- Update the 'Work Requested' schedule for the next Lengthsman's visit on 08/09/21. Clerk

(g) Litter Picking

It was agreed that a community litter pick should be organised for Saturday 18th September 2021.

ACTIONS:

- Publicise the event on the notice board and village website. Clerk
- Prepare a notice re: the Litter Pick for the Parish Magazine. Clerk
- Prepare the Risk Assessment, sign-up form and list of streets. Clerk

(h) Parish Projects, S106 Contributions

No suitable projects, eligible for S106 (Developer) Contributions, were identified.

**074/FC/
04/21-22**

Highways and Roads

(a) Kerbing along the churchyard verge on Steventon Road

See item 067/FC/04/21-22 above.

(b) Traffic issues

None identified for discussion at this meeting.

(c) Potholes and other highways maintenance

The potholes outside No 9 St Michael's Close have reappeared – the previous repairs were inadequate.

Several areas of Popham Lane and Fox Lane are in poor condition and need reporting.

ACTION:

- Report the potholes and other problem areas to BDBC. Clerk

(d) Other miscellaneous issues

1) The Parish Council has received complaints about persistent bonfires, causing residents to keep doors and windows closed even in extremely hot weather. It was noted that enforcement regarding bonfires is the responsibility of BDBC.

2) The problem with dog mess in the village appears to be on the increase.

ACTIONS:

- Respond to residents who have raised concerns about bonfires, letting them know that guidance and contact information is available on the BDBC website. Clerk
- Prepare a notice for the Parish Magazine regarding bonfires and consideration for neighbours. Clerk
- Prepare a notice for the Parish Magazine reminding dog owners of their responsibilities for cleaning up after their dog(s). Clerk

**075/FC/
04/21-22** **Correspondence** – see Appendix 4
No issues arising.

**076/FC/
04/21-22** **Councillors' Announcements**
None.

**077/FC/
04/21-22** **Items for the Parish Magazine**
The deadline for the next issue of the Parish Magazine is 6.00pm on Wednesday 25th August 2021. The following items will be included:

- Date and location of the next Parish Council meeting
- List of current planning applications
- Parish Councillor vacancy notice
- Notices regarding:
 - Village maintenance
 - Availability of the defibrillator in the telephone box
 - Contractors for refurbishment of the telephone box
 - Community litter pick
 - Bonfires
 - Dog mess.

ACTION:

- Prepare and submit notices and articles to the Parish Magazine. Clerk

**078/FC/
04/21-22** **Date of Next Meeting**
The next Ordinary Meeting will be held on **Tuesday 24th August 2021 at 7.30pm at St Michael's Church.**

Signed:

Clerk to North Waltham Parish Council

APPENDIX 1

Item 064/FC/04/21-22: Action Plan & Outcomes following the meeting held on 4th May 2021

| MINUTE REF | ACTION | RESP | OUTCOME / COMMENTS |
|--|---|-----------------------------|---|
| FROM MEETING HELD ON 20TH OCTOBER 2020 | | | |
| 118/FC/07/20-21 (a) Footpaths | <ul style="list-style-type: none"> Contact BDBC re: installation of a dog waste bin and request additional signage | Clerk | Email to BDBC 28/11/20 – awaiting response |
| FROM MEETING HELD ON 19th JANUARY 2021 | | | |
| 191/FC/10/20-21 St Michael's Green | <ul style="list-style-type: none"> Investigate with BDBC options for mowing patterns /schedules and the processes for changing such. | Clerk | Email sent to BDBC 04/02/21 – awaiting response |
| FROM MEETING HELD ON 16th FEBRUARY 2021 | | | |
| 229/FC/11/20-21 | Village Maintenance Matters | | |
| (d) Telephone Box | <ul style="list-style-type: none"> Apply for planning permission to carry out restoration work to the telephone box. | Clerk | |
| (e) Parish Projects, S106 Contributions | <ul style="list-style-type: none"> Find out from BDBC how S106 funding is requested/accessed. | Clerk | Awaiting response from BDBC/Catherine Daly |
| FROM MEETING HELD ON 16th MARCH 2021 | | | |
| 241/FC/12/20-21 St Michael's Close island | <ul style="list-style-type: none"> Draft, on behalf of the PC, a proposal for maintenance works to be carried out which can then be presented to HCC. | Local resident | |
| 250/FC/12/20-21 | Village Maintenance Matters | | |
| (d) Footpaths/Gates | <ul style="list-style-type: none"> Contact the landowners concerned to make sure that they are happy for the Council to proceed with the replacement of the existing gates. | Clerk | Waiting for choice of gate to be determined |
| (e) Telephone Box | <ul style="list-style-type: none"> Follow up with the companies that have not yet responded | Clerk | |
| FROM MEETING HELD ON 4th MAY 2021 | | | |
| 008/FC/02/21-22 To receive declarations of acceptance of office forms | <ul style="list-style-type: none"> Chairman and Vice-Chairman to sign the forms outside the meeting, in the presence of the Clerk. Clerk to notify BDBC of Cllr Whiteside's resignation. | GC (C) JM (V-C) Clerk | Completed |
| 012/FC/02/21-22 Minutes | <ul style="list-style-type: none"> Chairman to sign two sets of minutes outside of the meeting. | Chair Clerk | Completed |
| 013/FC/02/21-22 Action Plan | <ul style="list-style-type: none"> All Councillors to consider options for the recruitment of Parish Councillors. | All | |
| 018/FC/02/21-22 To review contract arrangements (Lengthsman) | <ul style="list-style-type: none"> Contact Candovers Parish Council to determine the date and mechanism for renewal. | Clerk | |
| 019/FC/02/21-22 To review representation on other bodies (NWVT) | <ul style="list-style-type: none"> Check with the Charities Commission whether the PC can become a trustee of NWVT. Contact the local resident to confirm that he is happy to continue as an advisor to the PC. | GC Clerk | |
| 021/FC/02/21-22 To review the inventory of land and other assets | <ul style="list-style-type: none"> Dispose of the cupboard and place the contents into suitable storage containers. Update the Asset Register to reflect the disposal of the cupboard. | GC Clerk | |

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| 022/FC/02/21-22 To confirm arrangements for insurance cover | <ul style="list-style-type: none"> Discuss the list of insured items with the internal auditor. | Clerk | Completed |
| | <ul style="list-style-type: none"> Record an action to obtain three quotations for insurance in 2022. | Clerk | Completed |
| 024/FC/02/21-22 To review the Council's Schedule for Review of Policies and Key Documents | <ul style="list-style-type: none"> Include items for review on the appropriate agenda as per the Schedule. | Clerk | Completed |
| | <ul style="list-style-type: none"> Contact Dummer Parish Council to establish who carries out their village risk assessment. | Clerk | |
| 026/FC/02/21-22 To determine the time and place of Ordinary Meetings of the council up to and including the next Annual Meeting of the Council | <ul style="list-style-type: none"> Arrange for the PC to meet informally to discuss future meeting dates in detail. | Clerk | Completed |
| | <ul style="list-style-type: none"> Publicise the Village Walkaround, now scheduled to take place on 22nd June 2021, inviting residents to attend alongside the PC and/or to submit concerns in writing. | Clerk | Completed |
| 029/FC/02/21-22 Finance (a) Payments | <ul style="list-style-type: none"> Arrange the payment of invoices and expenses, and the transfer of funds via bank transfer. | Clerk | Completed |
| | <ul style="list-style-type: none"> Purchase McAfee virus protection online and install on the Clerk's PC. | Clerk | Completed |
| | <ul style="list-style-type: none"> Follow up with the bank to expedite the new Multipay card. | Clerk | |
| 030/FC/02/21-22 | Village Maintenance Matters | | |
| (b) Village pond | <ul style="list-style-type: none"> Ask the Tree Warden for his opinion on what options may be available to the PC depending on the viability of the willow. | Clerk | |
| | <ul style="list-style-type: none"> Research suitable companies for providing advice on the pond liner. | Clerk | |
| (c) Plan for village trees | <ul style="list-style-type: none"> Contact the Tree Warden to discuss options and outline a plan of action for discussion. | Clerk | |
| (d) Footpaths/gates | <ul style="list-style-type: none"> Contact HCC/Gemma Clinch to find out when the grant is likely to be made available and whether it can be claimed retrospectively. | Clerk | |
| | <ul style="list-style-type: none"> Contact the suppliers to find out how the gates are delivered (e.g. fully built or flat-packed for assembly on site) and what is the likely lead time for delivery. | Clerk | Completed |
| (f) Lengthsman | <ul style="list-style-type: none"> Update the Lengthsman's task list in preparation for the next visit on 17th June. | Clerk | Completed |
| 031/FC/02/21-22 Highways and Roads | | | |
| (a) Traffic issues | <ul style="list-style-type: none"> Forward the minutes of the last SRSWG meeting to the PC. | DJ | Completed |
| | <ul style="list-style-type: none"> Report back to SRSWG regarding the proposal for protecting the verges at Steventon Road /Mary Lane. | DJ | |
| | <ul style="list-style-type: none"> Pass the stock of '20 is Plenty' stickers to the SRSWG member. | Clerk | Completed |
| (b) Potholes and other Highways Maintenance | <ul style="list-style-type: none"> Report the potholes and other issues to BDBC. | Clerk | Completed |
| (c) Other miscellaneous issues | <ul style="list-style-type: none"> Collect the Garden Competition trophy from the 2019 winners. | Clerk | |
| 034/FC/02/21-22 Parish Magazine | <ul style="list-style-type: none"> Prepare and submit articles to the Parish Magazine (deadline 26th May 2021). | Clerk | Completed |
| FROM MEETING HELD ON 24th MAY 2021 | | | |

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| 039/FC/02/21-22 Planning Applications | <ul style="list-style-type: none"> Complete online consultation form re: 21/01187/HSE to BDBC. | Clerk | Completed |
| 040/FC/02/21-22 | Village Maintenance Matters | | |
| (a) Village pond | <ul style="list-style-type: none"> Discuss options for a suitable replacement of the duck house with a local resident. | DJ | Completed |
| (b) Footpaths/gates | <ul style="list-style-type: none"> Circulate the price comparison table for the replacement of three kissing gates when all quotes have been received in full. | Clerk | Completed |
| FROM MEETING HELD ON 9th JUNE 2021 | | | |
| 046/FC/03/21-22 Policies and key documents (a) Standing Orders | <ul style="list-style-type: none"> Forward details of the changes to the Standing Orders to the Clerk. Update Standing Orders Sections 5 and 18 as required and issue an updated version for formal approval at the next meeting. | BP Clerk | Completed Completed |
| 047/FC/03/21-22 The Annual Governance and Accountability Return (AGAR) | <ul style="list-style-type: none"> Submit the completed AGAR and other required documents to the external auditor. Publish the completed AGAR and other required/related documents on the Parish Council website. Produce an Action Plan for implementing the recommendations made by the internal auditor. | Clerk Clerk Clerk | Completed Completed Completed |
| 048/FC/03/21-22 Road Safety Measures | <ul style="list-style-type: none"> Inform Kevin Hyde of the Council's decision to approve the plans. Follow up with HCC/Mandy Ware regarding payment for the works. | Clerk Clerk | Completed Completed |
| 049/FC/03/21-22 Finance / Receipts and Payments | <p>Arrange the payment of the internal auditor invoice via bank transfer. Add 'Review of Zoom subscription' to the agenda for the December meeting.</p> | Clerk Clerk | Completed Completed |
| 050/FC/03/21-22 | Village Maintenance Matters | | |
| (a) Village pond | <ul style="list-style-type: none"> Examine the duck house and report back to the Parish Council. | Local resident | |
| (b) Footpaths & gates | <ul style="list-style-type: none"> Contact the relevant potential supplier(s) to establish in more detail what is covered by the kissing gate quote(s). Add the gate at Ramsholt Close/Mary Lane to the Walkaround checklist. | Clerk Clerk | Completed Completed |
| (c) Lengthsman | <ul style="list-style-type: none"> Update the Lengthsman's task list to prioritise the clearing of footpaths opposite Cuckoo Meadow and at Level Lane. | Clerk | Completed |
| FROM MEETING HELD ON 22nd JUNE 2021 | | | |
| 055/FC/03/21-22 (a) | <ul style="list-style-type: none"> Respond to BDBC with the PC's responses to planning application 21/01571/HSE. | Clerk | Completed |
| 056/FC/03/21-22 (a) | <ul style="list-style-type: none"> Arrange for the payment of the grass-cutting grant to NWVT via bank transfer. | Clerk | Completed |
| 057/FC/03/21-22 | Village Walkaround | | |
| (a) Defibrillator | <ul style="list-style-type: none"> Find out whether the defibrillator requires maintenance and, if so, produce a maintenance procedure for it. | Clerk | |
| (b) Telephone box | <ul style="list-style-type: none"> Find out whether a 'Defibrillator' sign was purchased and, if so, where it is located. | Clerk | Completed |
| (c) Pond: duck house | <ul style="list-style-type: none"> Identify potential duck house suppliers and pass on details, including costings, to the Parish Council. | Clerk | Completed |

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| (d) Pond: willow tree | <ul style="list-style-type: none"> Keep residents updated via the Parish Magazine and other media. | Clerk | Completed |
| (e) Green next to the forge | <ul style="list-style-type: none"> Add cutting back of the sycamores to the Lengthman's task list for the next visit (Sept). | Clerk | Completed |
| (f) Potholes | <ul style="list-style-type: none"> Report the potholes to BDBC. | Clerk | |
| (g) Traffic | <ul style="list-style-type: none"> Contact Southern Water to make them aware of the disturbance caused. | Clerk | |
| (h) Churchyard verge | <ul style="list-style-type: none"> Contact BDBC to let them know that the roadside verge was not cut back on their last visit to the village and is now very overgrown. Arrange to discuss options for addressing the erosion problem, e.g. installation of kerbing, with St Michael's PCC. | Clerk | |
| (i) Tree at the school | <ul style="list-style-type: none"> Contact the school to let them know about potential damage to the vent pipe from the tree. | Clerk | |
| (j) BT manhole cover | <ul style="list-style-type: none"> Report the damage to BT/Openreach. | Clerk | Completed |
| (k) Road erosion | <ul style="list-style-type: none"> Report the damage (at end of Cuckoo Close, going downhill to Chapel Street) to Hampshire Highways. | Clerk | |
| (l) Traffic safety mirror | <ul style="list-style-type: none"> Identify potential traffic mirror suppliers and pass on details, including costings, to the Parish Council. | Clerk | |
| (m) Mary Lane /Ramsholt Close footpath access | <ul style="list-style-type: none"> Contact the residents concerned asking them to cut back the overgrowth. | Clerk | |
| (n) Kerbing | <ul style="list-style-type: none"> Find out from where the pond kerbing was sourced. | Clerk | |

APPENDIX 2

Item 070/FC/04/21-22: Current Planning Applications (*Last updated 15/07/21*)

| | | |
|-----|---|---|
| B/F | 19/02018/FUL Undecided | 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). |
| B/F | 19/02422/FUL Undecided | 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. |
| B/F | 19/02900/FUL Undecided | Towns End Cottage, Maidenthorne Lane, North Waltham RG25 2DD Erection of a single storey lifetime dwelling |
| B/F | 19/03232/FUL Undecided | 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. Appeal made to the Secretary of State: <i>Appeal made against non-determination (not refusal) of the planning application</i> |
| B/F | 20/00221/FUL Undecided | Old School House, Mary Lane, North Waltham RG25 2BY Erection of detached dwelling including parking provision for existing and proposed dwelling. Amended plans received 28/04/20: <i>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.</i> |
| B/F | 20/00670/HSE Undecided | Towns End Cottage, Maidenthorne Lane, North Waltham RG25 2DD Erection of two storey side and rear extensions |
| B/F | 20/01847/FUL Undecided | Land at Folly Farm, Overton Road, North Waltham Removal of existing office building (B1a), and the erection of a detached dwelling; with associated parking, turning, landscaping, private amenity space, modified access from the highway and associated change of use of land |
| B/F | 20/02527/LDEU Undecided | Church Farm, Steventon Road, North Waltham Certificate of Lawfulness for the existing use of land at former poultry buildings for the assessment of techniques for the control of public health pests, and an ancillary use for the training of pest management professionals (Use Class E) |
| B/F | 20/02586/FUL Undecided | Land At Oakdown Farm, Winchester Road, Dummer, Basingstoke Demolition of three dwellings, out-buildings and related structures and construction of a storage and distribution warehouse including mezzanine floorspace (use class B8) with ancillary offices (use class B1) within Plot 1 of the site, with associated infrastructure works including site access, parking provision, landscaping, site reprofiling, drainage works and diversion of underground pipeline. Amended plans received 03/11/20, 15/01/21 and 09/03/21 |
| B/F | 20/02516/ROC Undecided | Highfield, Church Road, North Waltham RG25 2BL Variation of Condition 1 of Planning Permission 18/00460/FUL to amend the plan numbers to amend the landscaping. Amended plans received 15/06/21. |
| B/F | 20/02893/TDC Undecided | Land At OS Grid Ref 455998 146067 St Michael's Close, North Waltham Technical Details Consent for the erection of 2 no. dwellings with associated access, garaging, parking and landscaping, pursuant to Permission in Principle Approval Reference 19/01954/PIP for up to 4 no. dwellings 20/01255/TDC – refused, appeal lodged |
| B/F | 21/00739/FUL Undecided | Cuckoo Meadow Sports Ground, Steventon Road, North Waltham Construction of a gravel surfaced petanque court and external table tennis table. |
| B/F | 21/00993/RES Undecided | Housome Fields, Trenchard Lane, Dummer Reserved Matters Application pursuant to outline application 15/04503/OUT for the erection of 143 residential units of a mix of detached, semi-detached and terraced dwellings and flats; car parking and garages; internal access roads, footpaths and circulation areas; footpath links and informal paths; public space / amenity space; hard and soft landscaping; and other infrastructure and engineering works. |
| B/F | 21/00787/HSE Undecided | 10 Old Barn Close, North Waltham Conversion of loft to living accommodation with front roof light and rear dormer window. |
| B/F | T/00175/21/TCA Raise no objection | 3 St Michael's Close, North Waltham Application for works to trees growing in a conservation area. Proposal: silver birch (<i>denoted with a star symbol on the attached plan</i>) - fell |

| | | |
|-----|--------------------------------------|---|
| B/F | T/00185/21/TCA Raise no objection | Haddef, Mary Lane, North Waltham Application for works to trees growing in a conservation area. Proposal: Various tree works as per tree survey schedule to include felling and pruning |
| B/F | 21/00973/HSE Granted | Church Cottage, Steventon Road, North Waltham Extension to existing garage building. |
| B/F | T/00225/21/TCA Raise no objection | Cuckoo Bushes, Popham Lane, North Waltham Application for works to trees growing in a conservation area. Proposal: Plum T1 and T2 – fell as over-mature and in extensive decline, extensive dieback and decay, no long-term viability. T1 at an acute lean towards house. Hazel T3 – coppice to 0.25M – lapsed coppice and good long-term management of this particular tree. |
| B/F | 21/01187/HSE Undecided | Cape Cottage, Maidenthorne Lane, North Waltham Demolition of existing outbuildings, the erection of two storey rear extensions and various works to repair and improve the dwelling |
| NEW | 21/01533/CONS Undecided | North Waltham Primary School, Church Road, North Waltham Installation of replacement roof lights, amendment of openings, and associated repairs to surrounding masonry and flashing details. [Related references: 21/01532/CC3 (BDBC), PLAN/WJA/BAE049 (HCC)] |
| NEW | 21/01316/HSE Granted | 6 St Michael's Close, North Waltham Erection of single storey rear extension. Removal of existing conservatory and conversion of workshop into study |
| NEW | 21/01571/HSE Undecided | 8 St Michael's Close, North Waltham Erection of front porch, two storey side extension and single storey rear extension. Replacement of vertical tile hanging. Removal of chimney stacks |
| NEW | 21/01767/HSE Undecided | 8 Mary Lane, North Waltham Erection of single storey rear extension and alterations to fenestration. |
| NEW | T/00328/21/TCA Undecided | 26 St Michael's Close, North Waltham Application for works to trees growing in a conservation area. PROPOSAL: T1 - Oak Tree, to reduce the three lowest lateral limbs (as indicated in the attached photo) away from the side of the house and roof by approximately 3 meters to suitable secondary growth points, to give an approximate clearance of 2.5 meters and remove any major deadwood (diameter >25mm) from the house side of the crown only. |
| NEW | T/00339/21/TCA Undecided | Rathbone Pavilion, Cuckoo Meadow Application for works to trees growing in a conservation area. Proposal – the arboreal report recommends the following: T8 – Ash – fell due to dieback T10 – Ash – remove deadwood and hung up branch T16 – Ash – fell due to dieback T20 – Field maple - remove deadwood and hung up branch T33 – Field maple – sever ivy and re-inspect T34 – Field maple – sever ivy and re-inspect T37 – Norway maple – fell due to split on stem, dead/dying branches. The trees listed above are all high priority. Removal of deadwood and other works as specified in the arboreal report across many trees over a longer timescale. 15 replacement trees have already been applied for through the Queen's Green Canopy scheme and will be planted around the meadow. It is possible that replacements of T8 and T16 cannot be done in existing locations due to space constraints and adjacent shadowing. This will be confirmed once the trees are felled. T37 will be replaced as a Norway maple adjacent to the current tree. |
| NEW | T/00356/21/TCA Undecided | 2 St Michael's Close, North Waltham Application for works to trees growing in a conservation area. PROPOSAL: T1 TO T3 Ash: fell. |

APPENDIX 3Item **072/FC/04/21-22: Finance****(a) Receipts and Payments**

To acknowledge the receipt of payments made to the Parish Council since the last OM (Annual Meeting of the Council) on 04/05/21 (*Bank statement received after agenda for 4th May published*)

| DATE | RECEIVED FROM | DESCRIPTION | AMOUNT | TOTAL |
|----------|---------------|---------------------|-----------|-----------|
| 26/04/21 | BDBC | Precept (50%) | £8,635.00 | £8,635.00 |
| 26/04/21 | BDBC | Grass-cutting grant | £2,056.00 | £2,056.00 |

To acknowledge the payment of standing orders, direct debits and charges since last OM on 04/05/21

| DATE | NAME OF PAYEE | DESCRIPTION | AMOUNT | TOTAL |
|----------|---------------|---------------|---------|---------|
| 31/05/21 | Clerk | Salary - May | £364.35 | £364.35 |
| 31/05/21 | Clerk | AHEA - May | £26.00 | £26.00 |
| 30/06/21 | Clerk | Salary - June | £364.35 | £364.35 |
| 30/06/21 | Clerk | AHEA - June | £26.00 | £26.00 |

To acknowledge the Multipay card payments made since last statement dated 06 April 2021

| DATE | NAME OF PAYEE | DESCRIPTION | AMOUNT | TOTAL |
|----------|------------------|--------------------------|--------|--------|
| 06/05/21 | Lloyds Bank plc | Monthly fee | £3.00 | £3.00 |
| 06/06/21 | Lloyds Bank plc | Monthly fee | £3.00 | £3.00 |
| 30/06/21 | Unity Trust Bank | Quarterly service charge | £18:00 | £18:00 |

To approve the following payments

| DATE | NAME OF PAYEE | DESCRIPTION | AMOUNT | TOTAL |
|----------|---------------|----------------------|--------|-------|
| 11/07/21 | Clerk | Expenses: stationery | £8.37 | £8.37 |

APPENDIX 4

Item 075/FC/04/21-22: Schedule of Correspondence

Correspondence received between 4th May 2021 – 15th July 2021

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

Correspondence from BDBC

- 05/05/21 Planning application 21/01187/HSE, Cape Cottage
- 05/05/21 Planning application 21/01533/CONS, North Waltham Primary School
- 18/05/21 Planning application 21/01316/HSE, 6 St Michael's Close
- 20/05/21 Target List for Development Control Committee Meeting 09/06/21
- 24/05/21 Email from Planning Policy Officer Robyn Kelly re: Neighbourhood Plan funding and support packages
- 28/05/21 Email (27/05/21) from the Mayor re: 'Thank You' message and proposed civic events
- 28/05/21 Amendment (27/05/21) to the agenda for the DCC meeting on 09/06/21
- 28/05/21 Response from BDBC Contact Centre re: query about grass cutting
- 03/06/21 Burghclere Neighbourhood Plan Update
- 07/06/21 Greetings from the new Mayor 2021/22 – Cllr Onnalee Cubitt
- 08/06/21 Planning application 21/01571/HSE, 8 St Michael's Close
- 19/06/21 Local Plan Update Newsletter – Issue 3 (18/06/21)
- 19/06/21 Target List for Development Control Committee Meeting 07/07/21
- 25/06/21 Planning application 21/01767/HSE, 8 Mary Lane
- 28/06/21 Email from Carol Tuxford re: replacement of cherry tree in the graveyard
- 29/06/21 Tree work consultation T/00328/21/TCA, 26 St Michael's Close
- 30/06/21 Notification of Maidenthorne Lane temporary closure wef 19th July for 3 days
- 02/07/21 Target List for Development Control Committee Meeting 21/07/21
- 05/07/21 Repeat notification of Maidenthorne Lane temporary closure wef 19th July for 3 days
- 05/07/21 Tree work consultation T/00339/21/TCA, Rathbone Pavilion, Cuckoo Meadow
- 07/07/21 Update to Target List for Development Control Committee Meeting 21/07/21
- 13/07/21 Tree work consultation T/00356/21/TCA, 2 St Michael's Close
- 13/07/21 Email from Dave Harris (Tree Officer) re: T/00339/21/TCA: Tree works on Cuckoo Meadow

Correspondence from HCC

- 05/05/21 Your Hampshire newsletter
- 07/05/21 Email 06/05/21 from Kevin Hyde re: road safety signage position
- 20/05/21 Your Hampshire newsletter (18/05/21)
- 21/05/21 Documents from Kevin Hyde re: road safety measures, final plans and charges
- 28/05/21 Consultation on proposed extension of the 50mph speed limit on the A30 (from Brian Caine, 27/05/21)
- 01/06/21 Countryside Service CER newsletter
- 08/06/21 Your Hampshire newsletter (budget consultation)
- 19/06/21 Promotional video from Hampshire Countryside Services
- 28/06/21 Countryside Service CER newsletter
- 30/06/21 Your Hampshire newsletter
- 01/07/21 Email from Mandy Ware confirming HCC will fund school road safety measures
- 13/07/21 Link to Parish Pages
- 13/07/21 Email from Gemma Clinch (Countryside Service) re: funding scheme going live

Correspondence from HALC

- 18/05/21 May Newsletter and information on grants and funding opportunities
- 20/05/21 Feedback/survey completion request re: Celebratory (not an Awards) Event
- 01/07/21 Fwd. message from NALC re: APPG on Local Democracy roundtable on 12th July
- 07/07/21 Parliamentary Boundary Condition:2023 Review of Parliamentary constituencies

Other correspondence

- 16/05/21 Letter (15/05/21) from Hampshire Police re: the retirement of PC Andy Reid
- 20/05/21 Email (19/05/21) from Keep Britain Tidy re: joining the Great British Spring Clean

- 23/05/21 Email (21/05/21) from Keep Britain Tidy re: joining the Great British Spring Clean
- 28/05/21 Quote (dated 26/06/21) from Secure-a-Field re: replacement of 3 x kissing gates
- 28/05/21 Quote (dated 27/05/21) from Bob Berry Fencing (installer for Jacksons Fencing) re: replacement of 3 x kissing gates
- 28/05/21 Press release and other info from Dummer Parish Clerk re: Oakdown Farm development (27/05/21)
- 01/06/21 Internal audit report and invoice from the internal auditor (email 31/05/21)
- 01/06/21 Email from Hampshire resident Ian Jones re: the Oakdown Farm development
- 07/06/21 Dry Weather Plan consultation document from South East Water
- 16/06/21 Email from local residents re: St Michael's Green (grass cutting)
- 22/06/21 Email from St Michael's churchwarden (Jan Woodfin) re: various churchyard issues
- 23/06/21 Email from Dummer Parish Clerk re: Dummer PC response to A30 speed limit consultation
- 23/06/21 Letter re: Ashford Hill with Headley Neighbourhood Plan consultation
- 24/06/21 South East Water: Newsletter and Dry Weather Plan consultation
- 24/06/21 Unity Trust Bank: Notice of updates to the standard tariff
- 24/06/21 Invitation to Hampshire Hospitals virtual AGM on 20/07/21
- 09/07/21 Information from Action Hampshire re: Rural Housing Week 2021

Newsletters

- 05/05/21 Rural Services Network: The Rural Bulletin
- 06/05/21 Rural Services Network: May 2021 Monthly Bulletin
- 12/05/21 Rural Services Network: The Rural Bulletin
- 18/05/21 Rural Services Network: The Rural Bulletin
- 25/05/21 Rural Services Network: The Rural Bulletin
- 02/06/21 Rural Services Network: The Rural Bulletin
- 03/06/21 Rural Services Network: Rural Funding Digest June 2021 Edition
- 08/06/21 Rural Services Network: The Rural Bulletin
- 15/06/21 Rural Services Network: The Rural Bulletin
- 22/06/21 Rural Services Network: The Rural Bulletin
- 29/06/21 Rural Services Network: The Rural Bulletin
- 06/07/21 Rural Services Network: The Rural Bulletin
- 07/07/21 Rural Services Network: Rural Funding Digest July 2021 Edition
- 13/07/21 Rural Services Network: The Rural Bulletin

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

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