



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

To: Members of North Waltham Parish Council

You are hereby summoned to attend the Ordinary Meeting of North Waltham Parish Council on **Tuesday 20th October 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

- 104/FC/
07/20-21** **Apologies for absence**
- 105/FC/
07/20-21** **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.
- 106/FC/
07/20-21** **Meeting open to the Public** – the meeting will allow questions and comments from members of the public. (10 mins)
- 107/FC/
07/20-21** **Minutes** – to approve the accuracy of the minutes, already circulated, of the Ordinary Meeting held on 15th September 2020.
Minutes are available to view at <https://www.northwaltham.net/parish-council/meetings/>
- 108/FC/
07/20-21** **Action Plan and Outcomes following the meeting held on 15th September 2020** (see appendix 1) to receive an updated Action Plan and to discuss any issues arising from the Action Plan not on the agenda
- 109/FC/
07/20-21** **Village Pond** - to receive an update on
- Hampshire and Isle of Wight Wildlife Trust (HIWWT) survey and management plan
 - Flotation aid signage
- 110/FC/
07/20-21** **Parish Councillor Vacancy**
- To plan recruitment of a new Parish Councillor
- 111/FC/
07/20-21** **Island in St Michael's Close**
- To receive an update on the legal position regarding purchase of the island
- 112/FC/
07/20-21** **Community Infrastructure Levy (CIL) Funds** - to consider ideas for the use of these funds
- 113/FC/
07/20-21** **Speed Reduction Working Group** – to receive an update from the Working Group.

- 114/FC/
07/20-21** **Neighbourhood Plan Update** - to receive an update from the Neighbourhood Plan (NP) Group
- 115/FC/
07/20-21** **Current Planning Applications** – see Appendix 2
To consider and determine the PC's response to new planning applications, as follows:
- 20/02527/LDEU 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).
 - 20/02501/FUL M3 Storage, North Waltham Business Centre Winchester Road North Waltham
Provision of additional self storage containers above existing storage containers and on east and west extension to existing storage container area, additional 5 visitor parking spaces.
 - 20/02488/HSE 4 Church Farm Close, North Waltham
Conversion of part garage to living accommodation and erection of two storey side extension
 - 20/02586/FUL 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.
 - To note the status of current planning applications
- Documents can be viewed at <https://planning.basingstoke.gov.uk/online-applications/>
- 116/FC/
07/20-21** **Planning Compliance Issues** – to receive an update on
- Planning application 17/02849/OUT Land at OS ref 456378 145890 Fox Lane, North Waltham
 - Planning application 18/00460/FUL Highfield, Church Road, North Waltham RG25 2BL
- 117/FC/
07/20-21** **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 2nd October 2020
 - To approve payments
- (b) **Bank Balance**
- to receive the current bank balances
- 118/FC/
07/20-21** **Village Maintenance Matters**
- (a) **Footpaths**
- To consider recommendations for gates along the footpath to Steventon Church
 - To receive and update on the gate between Ramsholt Close and Mary Lane
- (b) **Telephone Box** – to receive an update
- (c) **Lengthsman**
- (d) **St Michael's Green**
- To receive an update from BDBC and HIWWT regarding future maintenance of this area.
- 119/FC/
07/20-21** **Highways and Roads**
- (a) **Traffic issues around North Waltham Primary School** – to receive an update
- (b) **Finger Signpost at junction of Popham Lane and Fox Lane** – to receive an update
- (c) **Potholes and other highways maintenance** – to receive an update

(d) Other miscellaneous issues**120/FC/
07/20-21 Correspondence** – see Appendix 4

- to acknowledge correspondence received since the meeting on 15th September 2020
- to discuss any issues arising from correspondence

**121/FC/
07/20-21 Councillors Announcements****122/FC/
07/20-21 Items for insertion in the Parish Magazine** (deadline 6.00pm on Wednesday 21st September 2020)**123/FC/
07/20-21 Date of Next Meeting**

- to confirm the next ordinary meeting will be held on **Tuesday 17th November 2020 at 7.30pm** either **online via Zoom** or in the **Rathbone Pavilion, North Waltham**, depending on Government guidelines

Signed:

Clerk to North Waltham Parish Council

APPENDIX 1**Item 108/FC/07/20-21****ACTION PLAN & OUTCOMES FOLLOWING PARISH COUNCIL MEETING HELD ON 15th SEPTEMBER 2020**

PREPARED BY: Rosemary Coulter, Clerk to North Waltham Parish Council

UPDATED: DRAFT updated 29.09.20

MINUTE REF	ACTION	RESPONSIBILITY	OUTCOME / COMMENTS
FROM MEETINGS HELD ON 21st JULY 2020			
046/FC/04/20-21 Vacancy for position of Clerk	<ul style="list-style-type: none"> Provide reflection and feedback to the PC. 	Clerk	
048/FC/04/20-21 Councillor Induction	<ul style="list-style-type: none"> Agenda item for October meeting. 	Clerk	
FROM MEETING HELD ON 10th AUGUST 2020			
066/FC/05/20-21 Vacancy for position of Clerk	<ul style="list-style-type: none"> Update standing order with bank to reflect SCP 9 pay scale for Clerks salary. Arrange payment of back pay to Clerk. 	Clerk / Authorising Councillors	17.09.20 completed 29.09.20 completed
FROM MEETING HELD ON 10th AUGUST 2020			
085/FC/06/20-21 Minutes	<ul style="list-style-type: none"> Chairman to sign the minutes outside of the meeting. 	GC / Clerk	22.09.20 completed
087/FC/06/20-21 The Pond	<ul style="list-style-type: none"> Discuss further action following receipt of HIWWT's survey and management report. Place flotation aid in housing. Arrange fitting of signage. 	All Clerk	28.09.20 Survey completed by HIWWT Awaiting report 28.09.20 completed 29.09.20 order placed
088/FC/06/20-21 Vacancy for position of Clerk	<ul style="list-style-type: none"> Interview and recommend appointment to PC. Agree appointment via email. Offer post to successful applicant and determine starting date. 	Staffing Working Group Full PC GC	Completed Completed Completed – starting date 12.10.20
089/FC/06/20-21 Vacancy for Parish Councillor	<ul style="list-style-type: none"> Circulate old advertisement and criteria for election to all councillors. When advertisement agreed, advertise Councillor vacancy. 	Clerk	29.09.20 completed Awaiting responses
090/FC/06/20-21 Island at St Michael's Close	<ul style="list-style-type: none"> Determine appropriate questions and contact HALC for legal advice. Discussion with residents of St Michael's Close regarding their views and contributing to the purchase or work required. 	All Local resident	29.09.20 email to HALC requesting info on how to access legal services Response received Email to GC about how to proceed Circulated SLCC advice notes to Cllrs
091/FC/06/20-21 Community Infrastructure Levy (CIL) Funds	<ul style="list-style-type: none"> Agenda item for October meeting to discuss ideas. 	All	
093/FC/06/20-21	<ul style="list-style-type: none"> Ask Kit Malthouse to join a meeting and hopefully give 		

Speed Reduction Working Group	<p>some guidance about taking this forward.</p> <ul style="list-style-type: none"> Look at other campaigns around the country. Send a report to Hampshire Highways with the reasons and need for a 20mph speed restriction. 	Speed Reduction Working Group	
095/FC/06/20-21 Current Planning Applications	<ul style="list-style-type: none"> Respond to BDBC consultation (online). 	Clerk	21.09.20 completed
097/FC/06/20-21(a) Finance - Receipts	<ul style="list-style-type: none"> Arrange payments via bank transfer. Transfer £10,616.74 CIL funds to reserves in deposit account. 	Clerk & authorising councillors	17.09.20 completed 17.09.20 completed
098/FC/06/20-21 Village Maintenance Matters			
(a) Footpaths	<ul style="list-style-type: none"> Obtain quotations for gates and complete report for PC. Ensure all quotations for gates are accessible by pushchairs / buggies. Circulate accessible kissing gate leaflet Determine landowners for all gates. Request landowner(s) to fund new gate(s) or contribute towards the costs. Monitor situation on gate between Ramsholt Close and Mary Lane. 	Clerk GW Clerk	
(b) Telephone Box	<ul style="list-style-type: none"> Obtain quotation for renovation of the telephone box. 	Clerk	
(c) Lengthsman	<ul style="list-style-type: none"> Follow-up unfinished work with Lengthsman Team. 	Clerk	29.09.20 checked worksheets – used allotted time on 2 tasks only
(d) St Michael's Green	<ul style="list-style-type: none"> Contact BDBC and determine contact for grass mowing. Liaise with BDBC regarding grass mowing on St Michael's Green. Enquire whether HIWWT would be able and have the expertise to carry out a biodiversity study of St Michaels Green outlining options for consideration. 	Clerk GC Clerk	29.09.20 email to BDBC asking for details of contact 29.09.20 email to GC with progress to date 28.09.20 completed – discussed with HIWWT - yes
099/FC/06/20-21 Highways & Roads			
(a) Traffic issues around NW School	<ul style="list-style-type: none"> Follow up on current situation and report back at next meeting. 	Clerk	29.09.20 email sent to HCC to chase
(b) Finger signpost	<ul style="list-style-type: none"> Determine completion date and report back at next meeting. 	Clerk	28.09.20 invoice received 29.09.20 signpost not in situ. Email to HCC for update
(c) Other Miscellaneous Issues	<ul style="list-style-type: none"> Submit additional comment, with photographs, to the current planning application 20/01255/TDC as evidence of the impact of the additional housing on the houses at the bottom of St Michael's Close. 	Clerk	29.09.20 completed

102/FC/06/20-21 Parish Magazine	<ul style="list-style-type: none">• Submit articles to Parish Magazine.	Clerk / Speed Reduction Working Group	22.09.20 completed
---	---	---	--------------------

PLEASE NOTE: Village Maintenance Matters and Highways and Roads were not included on the agenda for this meeting as these issues will be discussed on the Village Walk Around on 25th August 2020.

APPENDIX 2

Item 115/FC/07/20-21 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	19/02422/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	20/00221/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	20/00670/HSE	Towns End Cottage, Maidenthorne Lane, North Waltham RG25 2DD Erection of two storey side and rear extensions	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	Granted
B/F	20/01255/TDC	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	Undecided
B/F	T/00257/20/TCA	Grayshott, Church Road, North Waltham RG25 2BL Application for works to trees growing in a conservation area Proposal: T1 Thuja: fell T2 Thuja: remove large limbs pushing against top of boundary wall	Raise no objection
B/F	20/01626/HSE	19 Coldharbour, North Waltham RG25 2BH Removal of redundant chimney on side elevation and tile over	Granted
B/F	20/01765/HSE	Street Cottage, Yew Tree Road, North Waltham RG25 2BX Erection of a single storey side extension to create new garage, erection of a first-floor extension to existing garage and widening of existing driveway	Undecided
B/F	T/00340/20/TCA	18 Cold Harbour, North Waltham Application for works to trees growing in a conservation area Proposal: Fell I Holly	Raise no objection
B/F	20/01847/FUL	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	Undecided
B/F	T/00358/20/TCA	7 Coldharbour, North Waltham Application for works to trees growing in a conservation area Proposal: 1 Copper Beech: Crown reduce by approx. 2m leaving an approx. finished height of 4.5m with a crown spread of 2m	Raise no objection
B/F	20/02162/OUT	Land at Oakdown Farm, A30, Dummer RG23 7LR Outline planning application for the demolition of 3 dwellings, out-buildings and related structures and construction of commercial and industrial units including mezzanine floorspace (use class B8) with ancillary offices (use class B1), associated infrastructure works	Undecided

		(including parking and landscaping), and full details of sight levels, drainage and diversion of underground pipeline. All matters reserved except for access arrangements.	
B/F	T/00421/20/TCA	Boundary House, Church Road, North Waltham Application for works to trees growing in a conservation area Proposal: T1 Sycamore: fell T2 Yew: reduce height by 3-4m leaving a finished height of approx. 7m	Undecided
B/F	T/00422/20/TCA	Trinleys, Yew Tree Road, North Waltham Application for works to trees growing in a conservation area Proposal: T1 Cedar: fell T2 to T6 Cypress: fell	Undecided
B/F	20/02151/HSE	2 Wheatsheaf Close, North Waltham Two storey side extension to existing dwelling (incorporating rebuilding of existing single storey garage and within existing footprint) and external alterations	Undecided
B/F	T/00433/20/TCA	4 St Michael's Close, North Waltham Application for works to trees growing in a conservation area Proposal: 4 Ash trees: crown reduce to a height of 12m	Undecided
NEW	20/02527/LDEU	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)	Undecided
NEW	20/02501/FUL	M3 Storage, North Waltham Business Centre Winchester Road North Waltham Provision of additional self storage containers above existing storage containers and on east and west extension to existing storage container area, additional 5 visitor parking spaces	Undecided
NEW	20/02488/HSE	4 Church Farm Close, North Waltham Conversion of part garage to living accommodation and erection of two storey side extension	Undecided
NEW	20/02586/FUL	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	Undecided

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 117/FC/07/20-21 (a)****Finance****(a) Receipts and Payment**

To acknowledge the receipt of payments made to the Parish Council since last meeting on 15.09.20

DATE	RECEIVED FROM	DESCRIPTION	AMOUNT	TOTAL
	None			

To acknowledge the payment of standing orders, direct debits and charges since last meeting on 15.09.20

DATE	NAME OF PAYEE	DESCRIPTION	AMOUNT	TOTAL
16.09.20	Lloyds Bank plc	Zoom Printing flyers Monthly fees	£ 14.39 £ 50.00 £ 3.00	£ 67.39
28.09.20	Clerk	Salary (£9.96 x 35hrs) (Sept 2020) Home working allowance (Sept 2020)	£369.95 £ 18.00	£387.95
16.10.20	Lloyds Bank plc	Zoom Monthly fees	£ 14.39 £ 3.00	£ 17.39

To acknowledge the Multipay card payments made since last statement dated 02 October 2020

DATE	NAME OF PAYEE	DESCRIPTION	AMOUNT	TOTAL
12.10.20	Zoom	Virtual meeting cost VAT	£11.99 £ 2.40	£14.39
02.10.20	Lloyds Bank plc	Monthly fee	£ 3.00	£ 3.00

To approve the following payments

DATE	NAME OF PAYEE	DESCRIPTION	AMOUNT	TOTAL
28.09.20	HCC	Installation of finger post	£2,300.00	£2,300.00
09.10.20	HALC	INV-4159 Basic Planning Training Course x 1 VAT	£ 45.00 £ 9.00	£54.00
01.10.20	HALC	INV-4147 Finance for Councillors x 1 VAT	£ 30.00 £ 6.00	£36.00

APPENDIX 4

Item 120/FC/07/20-21

CORRESPONDENCE RECEIVED between 15th September – 20th October 2020

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

To follow.