



Minutes of Kingsclere Parish Council Ordinary Meeting OM 12/23
Held at 7.30pm on Monday 27th November 2023 in the Village Club

OM 12/23 – Present: Cllrs: Conquest; Gaines; Jonas; Mussett; Peach N and R Peach.
Clerk – Ackrill; RFO – Porton.

12/23.1 – Apologies: None

12/23.2 – Declarations of Interest: Cllr Mussett Item 22.6 2 The Hollow

12/23.3 – Minutes:

3.1 Minutes of Ordinary Meeting Monday 30th October 2023 were accepted and signed.

3.2 Minutes of General Purposes Meeting Monday 13th November 2023 were accepted and signed.

12/23.4 – Questions from the Public: None

12/23.5 – Chairman's Remarks:

- i) Christmas Tree Lights have been put up, thank you to the Team and thanks to the Clerk for sorting out the electrical issues.
- ii) Thanks to Ray and Ed for erecting the new noticeboards on Crown Green.
- iii) Thanks to David and Clerk for sorting out the Members Area of the website.
- iv) Budget to be discussed later – document was missing but now in members area.
- v) Porch Farm – slow application no further news.
- vi) Thank you to the Team for the Road Closure for Remembrance Sunday.
- vii) No meeting date yet from BDBC on the Toilet Block.

12/23.6 – Clerks Report:

6.1 Poppy Wreath Re Use Discussion – if the wreath is in a suitable condition to reuse when it is collected in it should be stored and reused next year however donation to Poppy Appeal will continue if it is re-used.

6.2 Crown Green Boards – Now in place thanks to Ray and Ed. Discussion on if notice informing users that if boards full – yes put a small notice inside the community noticeboard.

6.3 Holding Field – Request from Youth Football to start playing again, and to inquire if additional cut can be arranged, quote received from current M & M Contractor for £500 plus VAT as will need cutting twice. The site is very water logged presently so YFC to be contacted to confirm the field will be suitable for use after cutting. If YFC confirm it is suitable, contractor to be instructed but advise them only to proceed if conditions allow.

6.4 – PAT test completed for all electrical items in KPC office invoice to follow. Arranged through Village Club.

6.5 – The defibrillator battery is now replaced and is back at the Fire Station ready for use.

6.6 – Cllr Code of Conduct Training 16th January 6.30pm online any further Cllrs wish to register? 3 more councillors agreed so all 6 current members will be attending.

6.7 – S106 Project Cllr Conquest has successfully applied for match funding. Bees, Trees and Animals designs selected, to be delivered to Cllr R Peach.

12/23.7 – Crown Green Notice Boards: The decision at GP to purchase 2 further legs at a cost of £282.60 plus Vat was ratified.

Resolved: £282.60 + VAT approved for 2 further legs

12/23.8 – Grant Request Friends of Kingsclere School: Request of £250 for the refurbishment of Early Years outdoor space.

Resolved: £250 granted to FKS.

12/23.9 – Lime Trees in Churchyard: Original quote increased due to time lapse so new quote from another contractor obtained. Approval of Premier Grounds Quote of £2520 Plus VAT for pollarding the Lime Trees was ratified.

Resolved: £2520 + VAT approved for Lime Tree pollarding

12/23.10 – Decayed Lime Tree Churchyard: Lime tree identified as decayed, quote from premier grounds £100 to remove but leave wood on site for collection and re purpose.

Resolved: £100 approved for removing dying and decayed Lime Tree

Action: Apply to BDBC for 5 day notice and instruct contractor

12/23.11 – Mowing and Maintenance: Countryside Grounds Services propose a 6% annual increase for the 2024/25 season. Proposal from GP to commence cutting earlier in March but not to increase the number of cuts in the season. Proposal to increase the number of strimming hours in the cemetery per month by 2 to 10 hours as the number of graves to strim around has predictably increased. Additional cemetery strimming to cost £936.00 extra (at new 6% increased strimming rate).

We are waiting to hear from contractor if the change in Schedule to only cut certain parts of the Orchard in "No Mow May" will change the cost. Also, the contract for leaf clearance in the Churchyard only included the

area around the war memorial so we are waiting to hear if there will be an additional cost for the whole churchyard.

Resolved: Inflationary 6% increase to the existing M&M schedule approved and £936 for additional strimming approved

12/23.12 – Quote for New Lease Plans: New Plans are required for both the Bowls and the Tennis Club to accompany the new leases. Decision from GP committee to accept the quote of £175 per plan. Total £350 plus VAT

Resolved: Approve Spend of £350 plus VAT on Lease Plans

12/23.13 – Orchard Expenditure: The budgeted expenditure of £96.50 for new trees and £29.99 ordered under clerk permitted expenditure but as budgeted was approved.

Resolved: £126.49 for replacement orchard trees approved

12/23.14 Millennium Trail: 2 Members walked the route, most plaques are scruffy and many are missing. Clerk to write and ask owners for agreement to place or replace plaques on homes. Cllrs Conquest and Gaines to draft appropriate letter. There are 29 plaques on the original Millenium Trail. It was agreed this should be renamed "Heritage Trail". The Local History Group to be contacted by Cllr Gaines to see if any additional buildings need to be added to the trail.

Action: Cllrs Conquest and Gaines - Clerk

12/23.15 Holding Field Project: The right location needs to be identified for a potential new play area on the Holding Field. One of the draft plans includes a Trim Trail around the edge which could potentially join up with other areas in the village. There was a discussion around whether the Parish Council should be paying for a new play area or whether BDBC should be providing this. It is noted that the LTA are in favour of other racquet style court activities eg padel board

Action: Cllrs to think tank ideas/questions for a village consultation

12/23.16 County Councillor: No report

12/23.17 - Borough Councillor: Apologies from BCllr K Rhatigan and Cllr K Morrow. Report from BCllr M Bound [Appendix 1](#), Cllr Morrow [Appendix 2](#)

12/23.18 Neighbourhood Plan: A meeting was held last Monday with Cllrs from BDBC - Sites need to be identified for 175 homes. It is to be confirmed if the 175 homes are in addition to or include the existing allocation of 50 homes. AECOM report has been received and needs to be discussed with the ANOB. The current plan is under review but there have been no updates from exiting site owners/developers but the Care Home Planning Application has been approved. The other two sites are struggling to find developers. Residents have raised concerns about whether we are exposed with the current status of the NP – yes we are the "Care Home" is a classic example of this. The NP cannot be too far from the Local Plan in terms of it's policies. We have environmental information in the plan and our draft was thinned down on review because it was too far reaching from the Local Plan. The timeline for updating the NP is dependent on the review of the Local Plan, we are in discussion with BDBC about the updates and officers will help. It is likely to be mid 2025 for adoption, information will be published on the website. As BDBC do not have a 5 year housing supply, this opens up speculative appeals. A question and answer document to be prepared for the website, Cllr Mussett to send some questions to Cllr Conquest.

12/23.19 Community Engagement: - Website statistics and analytics have been circulated. The current organisation of the website needs updating. The 5 months of analytics has revealed the main things people are looking at so those pages to be made more prominent. Most visitors come via Google, we should try and improve our ranking to make us easier to find. The spike in visits during June coincides with two Facebook posts.

12/23.20 – Health and Safety: Nothing to report

12/23.21 Budget 2024/25

21.1 **Consider quotes for further Budget inclusion** - Annual report format and delivery additional £500 added for potential delivery costs: £1000 for VE Day 80th Anniversary; £550 for replacement bench slats; £9500 for 4 new noticeboards; £1500 for large Flower bed refurbishment in he Square; £400 for Tree Removal in The Square; £500 for Yew Tree shaping in Churchyard; Cemetery Reserve Fund £2,200 per year for next 5 years; Orchard Gate £200; Lych Gate £1500; Recreation Ground £200 for Turf repairs; Holding Field hedge, Basingstoke Road £1200; Car Park Entrance £3,000 for two years; £250 for Community Orchard other (replacement trees etc.)

21.2 **Review Draft Budget for 24/25:** Reduce training budget 7010 as current year underspent and can be ringfenced; Agreement to go with 1 noticeboard next year at £2950; £4000 Backpay to be ringfenced so not required in this budget

Resolved: Agreed to add items listed in 21.1 above, except only to include 1 notice board in 2024-25 budget. Agreed to ringfence unspent Backpay and Training budget surplus from 2023-24 budget.

21.3 **Reserves Review:** Report reviewed

12/23.22 – Planning Applications:

22.1 T/00514/23/TCA Cleremedes Foxs Lane – No objection

- 22.2 23/02798-FUL Alderbrook House – Objection on grounds of Neighbourhood plan policies – Cllr N Peach and Cllr Jonas to draft response.
- 22.3 23/02755/HSE 21 Newbury Road – No objection
- 22.4 T/00518/23/TCA The Orchard Foxs Lane – No objection
- 22.5 23/0843/HSE 42 George Street – No objection
- 22.6 T/00277/23/TPO Appeal The Hollows – No further submission required

12/23.23 – Approval of Income and Expenditure:

The Income and Expenditure approval lists were agreed and signed off.

12/23.24 – Matters for Future Consideration: None

12/23.25 – Date of Next Meeting:

Monday 29th January 2023 7:30pm in the Village Club.

12/23.26 Exempt Business – to propose and pass a resolution in accordance with the public bodies

(admission to meetings) Act 1960 to exclude the public and press for the discussion of the following matters where publicity might be prejudicial to the special nature of the business.

- 26.1 Tennis Club Lease Renewal** – Discussion on Tennis Club's response to revised Heads of Term. Mutual break point to be included otherwise the lease would need to be dissolved if Tennis Club did not want to continue. No response to rent terms. Hold over letter to be drafted in case it is needed.
- 26.2 Bowls Club Lease** – Extension of existing lease with new terms agreed for the next two years because there is no point in writing a new lease for such a short term in case it needs to be altered in 2 years time. Solicitor to send over to the bowls club – back dated to 1st October.
- 26.3 Office Staff Salary Review** - To review office staff annual salary increases in relation to the NALC approved rates recently published to be back dated from April 2023
- Resolved:** Pay increase agreed at £18.58 per hour

Meeting closed 22:10

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

Signed:.....Clerk Date:.....

Distribution: Cllrs: D Conquest; S Gaines; H Jonas; C Mussett; N Peach and R Peach;
Website: www.kingsclere-pc.org.uk.

Appendix 1 - BCllr M Bound Report to Kingsclere Parish Council, 27th November 2023

As always, I have been involved day to day with resident matters over the past month although not necessarily in Kingsclere.

DC has been busy over the past month or so with a regular meeting involving, on the whole minor applications but in addition, we have had two extra meetings and viewing panels – one for the redevelopment of Winklebury centre by one of our major housing providers, and another major application for 105 dwellings at Worting, on a site that already is included within the greater Manydown outline approval. Both of these major applications were recommended for approval by officers and were then approved by committee. On the subject of Manydown, there was a Manydown committee meeting last week where the main agenda item was: *through a report to provide a confidential update on the approach to the land drawdown strategy and completing negotiations to secure the Option and complete the freehold transfer of the development site (Manydown) to achieve land drawdown and to enable commencement of development.* After many years it rather looks as though progress is being made towards a full application coming forward and, assuming approval, building out this development that will greatly assist the Borough in terms of its build numbers.

The 'Strategic Housing and Economic Land Availability Assessment' has also been published and I note that Kingsclere has three applications included within the section 'Outside the Settlement Policy Boundary' – Yew Tree Frm (King004), Land North of Galley Lane (King005) and Land at Porch Frm (King007).

In addition to DCC I am also on the Scrutiny Committee and at that meeting last week we were scrutinising the Draft Proposals for 2024/25 Budget and revised Medium Term Financial Strategy for 2024/25 to 2027/28

– it sounds rather dry but was actually quite interesting especially around the proposed uplift in staffing to promote the updated Council Plan.

I have also attended a TEAMS Council briefing/training to Members around climate change, bearing in mind the Council declaring a climate emergency a few years ago. I have included in this report a number of slides we reviewed that I thought might be of interest to you in following what the Borough is, and intends to do re the climate emergency.

Appendix 2 - BCllr K Morrow Report to Kingsclere Parish Council, 27th November 2023

Apologies for not attending tonight.

Kingsclere WCs

I have been chasing for a response to my emails and we are currently at the following position. A paper will be prepared for viewing around April-June to agree a way forward with respect to the weekend opening of the toilets in Kingsclere.

The Borough is happy to provide the Parish with a key for the public toilets. An agreement will be put in place which sets out their responsibilities. This would cover things like someone checking the toilets when they are opened to make sure there are no faults (e.g. water leak, faulty lights etc), ensuring they are cleaned (as necessary) and closed overnight. There maybe a requirement for the Parish to have their own public liability insurance.

I have asked the Council to contact the clerk about these arrangements and similarly arrange meetings through the Clerk to advise on the paper. Please let me know if anyone has been in touch?

B&D land adjacent to Holden Field

I have sent an enquire and will discuss with officers the possibility of transferring the B&D land and am intrigued about people's views and ideas about improving the area.

Potholes on Foxes Lane

I wrote to Cllr Tom Thacker on behalf of a resident asking whether any significant repairs were planned for Foxes Lane. He replied that there were no plans, just the normal list of reported potholes.