



Minutes of Kingsclere Parish Council Ordinary Meeting OM 07/20
Held at 7.30pm on Monday 27th July 2020
Using Zoom Online Meeting Software

OM 07/20 – Present:

Cllrs: Adams; Bowes; Farey; Mussett; Price; Sawyer F; Sawyer J. BCllrs: Kinnear; Rhatigan.
Clerk – Porton; Admin Assistant – Read.

07/20.1 – Apologies:

Cllrs Peach N and Peach R

Resolved: Apologies accepted.

07/20.2 – Declarations of Interest:

None.

07/20.3 – Minutes:

- 3.1 Minutes of the Annual Meeting 18th May 2020 were accepted and signed.
- 3.2 Minutes of Ordinary Meeting 29th June 2020 were accepted and signed.
- 3.3 Minutes of General Purposes Meeting 13th July 2020 were accepted and signed.
- 3.4 Minutes of Finance and Establishment Meeting 20th July were accepted and signed.

07/20.4 – Matters Arising:

None

07/20.5 – Chairman's Remarks:

- i. Many thanks to BCllr Rhatigan and BDBC for the work to ensure residents of Kingsclere continue to have access to Newtown Road HWRC. It is very much appreciated by residents.
- ii. BDBC is asking for names for nominations of Covid Heroes. Cllrs, please respond or email the Clerk.
- iii. At July GP it was agreed to hold another Spring Clean on 26th September since KPC's Spring Clean in March was cancelled. This event will have altered arrangements due to Covid 19 restrictions.
- iv. On behalf of KPC JS has contacted Cllr Humby regarding the Winchester Road (B3051) traffic survey and the data recently received and discussed at July GP. A full response is expected.
- v. JS has contacted Cllr Thacker regarding the promised A339 survey. Currently awaiting a response.
- vi. Congratulations to Gareth Martin for publishing his book on the history of The Dell. Clerk to write.

It was agreed to take item 15 next.

07/20.15 – Borough Councillor:

An agreement regarding access to the Newtown Road Household Waste Recycling Centre (HWRC) for most North Hampshire residents is due to be made on 29th July. BCllr Rhatigan has worked hard to ensure an agreement was reached between HCC, WBC and BDBC. It was noted there was not much help or engagement from HCC Cllrs with BDBC to get this situation resolved. The result is BDBC will take responsibility for 50% of the £175,000 cost paid to WBC with HCC continuing to pay the other 50% while a long-term solution is negotiated. This extra cost to BDBC will not result in an increase in council tax. It was reported WBC has made sure the £175,000 cost would not increase while the negotiations for a long-term solution are in progress. It was explained that the cost for WBC to dispose of waste taken to its HWRC's is twice as expensive than for HCC due to different contracts. The £175,000 cost was calculated on the fact that 13% of the use of Newtown Road HWRC is by BDBC residents. BDBC cannot confirm this usage figure as WBC has not released the relevant data. The rumours indicating a new HWRC near Kingsclere is to be built resulted in the fact that the largest percentage of non WBC passes used at Newtown Road HWRC belong to Kingsclere residents, therefore a new HCC HWRC located near Kingsclere was a logical suggestion. It was reported no site for a new HCC HWRC has been chosen and there are at least four sites being considered. Any new site would need to go through the planning process.

Business Rate Demands for the Cemetery were received by KPC from BCBC. This matter was referred to the rates team which then went to the valuations office. Cllr Rhatigan is working to get the bill for 2020/21 reduced by a few months as it was not received until mid-July and will work to get the historic cost written off completely. This issue is also discussed in item [07/20.12](#).

BCllrs have been contacted by Kingsclere residents expressing their frustration regarding The Crown pub having to remove its tables from Crown Green. Crown Green is owned by HCC but licenced by BDBC. Cllr Rhatigan has visited the Crown and has been in touch with the Licensing Department at BDBC who are contacting The Crown. New rules and regulations mean a licence needs to be applied for. BCllrs are working to get this matter moved forward and resolved quickly.

A decision from HCC regarding the Hampshire Library consultation is due on 28th July.

The over-flowing bins at the Fieldgate Centre are due to be emptied on 29th July.

Weekly black bin collections are due to resume mid-August. New subscriptions to the garden waste service will be available from 3rd August but residents are advised it may take over a month for bins or bags to be delivered and collections to start.

Manydown decision at DC has been approved for 3500 houses and 1000 homes at Basingstoke Golf Course. BDBC is currently at 4.68 years of its 5 year housing target. There are deliveries of houses expected in

Basingstoke, Overton, Whitchurch, and Oakley. The Government may cut housing targets, taking into consideration the fact building work stopped due to Covid19.

A new Police Commissioner has started. She is in charge of rural crime for the Chief Constable. She will have a meeting where Parish Councils will be invited to attend and will want ideas on what will make a difference in Kingsclere. There has also been a new intake of 9 constables for Basingstoke and Deane, 2 of these will be targeted to rural areas to help with rural crime.

The CSPO team is continuing to carry out increased patrols in Basingstoke town centre and open spaces across the borough following the lifting of Covid19 restrictions. They are continuing to complete welfare checks for shielded residents as well as deal with incidents including littering and antisocial behaviour.

Facilities at Basingstoke Aquadrome and Tadley Swimming Pool and Gym reopened on 25th July following further easing of lockdown restrictions.

Face coverings now need to be worn in shops. Officers have been helping retailers to safely reopen by ensuring they have the appropriate measures in place to ensure Basingstoke town centre is a safe and pleasant experience for shoppers.

As of 27th July 2020, there are no longer any Covid19 patients in Basingstoke and North Hampshire Hospital.

07/20.6 – Review of Terms of Reference for Committees:

All documents circulated prior to the meeting.

6.1. Terms of Reference for General Purposes Committee:

No comments.

6.2. Terms of Reference for Finance and Establishment Committee:

The use of Chairman is not consistent throughout with Chairperson sometimes used. No other comments

6.3. Terms of Reference for The Panning Panel:

No comments.

6.4. Terms of Reference for the Employment Panel:

No comments.

Resolved: Unanimously agreed to adopt all Terms of Reference for Committees with amendments ensuring the use of Chairman is consistent throughout.

07/20.7 – Signing of Internal Year End Reports as Recommended by FE Committee:

All documents circulated prior to meeting.

7.1. Income and Expenditure Report:

No comments. Unanimously agreed to accept.

7.2. Annual Return:

No comments. Unanimously agreed to accept.

Resolved: Unanimously agreed to accept and sign Income and Expenditure Report, and Annual Return.

07/20.8 – Adoption of Policies Reviewed by FE Committee:

All documents circulated prior to meeting.

8.1. Review of Reserves Policy:

No comments.

8.2. Review of Investment Policy:

No comments.

8.3. Review of Grants Policy:

No comments.

Resolved: Unanimously agreed to adopt the Reserves Policy, Investment Policy, and Grants Policy.

07/20.9 – Financial Regulations:

Circulated prior to meeting. No comments.

Resolved: Unanimously agreed to ratify FE decision to accept existing regulations with no change.

07/20.10 – Quotes for Annual Report and Leaflet:

Quotes circulated prior to meeting. Two quotes received for printing, £765 for the Annual Report and £160 for the leaflet insert. The budget for printing and delivering the Annual Report is £1200 which was reduced from £1500 for the 2020/21 budget. With the additional cost for delivery, the quotes for printing the report and leaflet insert would make the total cost £1425, £225 over budget. It was proposed to accept both quotes and to put the expenditure for the leaflet insert under a different finance heading.

Resolved: £925 for printing the Annual Report and Leaflet unanimously approved.

07/20.11 – Quote for Holding Field and Recreation Ground Signs:

Quote circulated prior to meeting. This is an updated quote now including brackets to fix signs to posts.

Resolved: £414 + VAT for nine signs and brackets unanimously approved.

07/20.12 – Non-Domestic Rate Demands Received From BDBC:

Documents circulated prior to meeting. KPC received four Non-Domestic Rate Demands from BDBC regarding Eccinswell Road Cemetery for the past four tax years (2017- 2021) totalling nearly £20,000; roughly £15,000 of which is expected to be paid on 8th August 2020. This issue was briefly discussed at FE on 20th July where it was decided to write to BDBC to formally dispute the demands – [Minutes Ref: 02/20.9](#). Since then advice has been sought from HALC advising that KPC can apply for Small Business Rates Relief which should allow 100% relief as the rateable value is less than £12,000. The suggestion of getting the Cemetery identified as a woodland burial site was put forward as there are less than 40 burials a year and would be considered de minimis with £0 business

rates payable. It was also suggested to ask St Mary's Church to take ownership as the Church of England is exempt from paying business rates. BCllrs are working to get the historic cost written off and a possible reduction in cost for the tax year 2020/21. It was noted that if these demands are required to be paid, KPC should consult parishioners on how to proceed including all the facts and options available, such as increasing the precept and therefore council tax. CM and AP to draft a briefing paper for use in this eventuality. Clerk to investigate previously mentioned options.

Action: Clerk, CM, AP.

07/20.13 – Traffic Calming Measures:

Documents circulated prior to meeting. Final draft and costings have been received. The cost for works on Ashford Hill Road have been removed as the developer is expected to complete these when the Fawconer Road site is built on. Maintenance cost would be 50% of that quoted, taking into consideration KPC has a lengthsman. The initial plan when KPC first investigated installing traffic calming measures was for KPC to complete all works in one location at a time, starting with Winchester Road, as there would still only be one application fee. The suggestion of completing all works in one go was put forward, considering there is sufficient funds in reserves. It was suggested that if KPC decided to complete all works at once, other sources of funds should be investigated such as CCllr or BCllr grants, and residents on Winchester Road such as Park House Stables. The latter suggestion's reason being that these measures would be added protection to their racehorses on the road. It was noted that a local beneficiary in Sydmonton has paid for similar installations. Identified items in reserves that funds can be used from are £2000 for Village Gates, £2000 for Oak Trees, £10,000 for the Holding Field Development Phase 2, and £5000 for Brown Signs; this is on the understanding that the Holding Field Development Phase 2 and the Brown Signs projects would not be completed this financial year. Based on the figures and draft proposals received from HCC, a maximum budget of £13,000 was agreed, which would be taken from reserves. It was agreed this budget would be sufficient to cover the cost of all works in 5 locations, the Community Funded Initiative application and professional fees, the sign design fee, and 50% of the maintenance fee. Cllr Adams was given authority by KPC to negotiate with HCC on KPC's behalf to reduce the total amount. This would include negotiating to remove the contingency cost and reducing the maintenance cost. It was also agreed to approach local residents to see if they wish to contribute to the cost of the works, as previously suggested.

Resolved: Maximum budget of £13,000 from funds in reserves for complete Traffic Calming Measures works approved with 6 votes in favour and 1 abstention. SA to negotiate with HCC on behalf of KPC to reduce total amount.

Action: SA

07/20.14 – County Councillor:

No report.

07/20.16 – Planning Applications:

16.1. 20/01668/HSE – 17 Newbury Road: No objections.

16.2. 20/01711/ROC – Albert Hall Studios, 25 Swan Street: No objections.

16.3. 20/01743/HSE – 25 Garret Close: No objections.

07/20.17 – Clerk's Report:

17.1. **Thanks from Home Start North West Hampshire for Grant of £250:**

Thanks received from Home Start North West Hampshire in anticipation of receipt of the £250 grant.

17.2. **Public Online Meeting Regarding New NHS Plan for North Hants and Surrounding Areas:**

Details circulated, posted on the website and SM. Cllrs and members of the public are encouraged to attend.

07/20.18 – Approval of Income and Expenditure:

Deferred to the next OM.

Action: Sep OM

07/20.19 – Approval of Quarterly Bank Reconciliation:

Deferred to the next OM.

Action: Sep OM.

07/20.20 – Date of next meeting:

Monday 28th September 2020 7:30pm using Zoom Online Meeting Software unless Government restrictions in place for Covid-19 are lifted, in which case normal meeting procedures will resume in the Village Club.

Meeting closed 20:53

Signed:.....Chairman

Date:.....

Signed:.....Clerk

Date:.....

Distribution: Cllrs: S Adams; I Bowes; M Farey; C Mussett; N Peach; R Peach; A Price; F Sawyer and J Sawyer.
Noticeboard; Website: www.kingsclere-pc.org.uk.