



Minutes of Kingsclere Parish Council General Purposes Meeting GP 02/20  
Held at 7.30pm on Monday 10<sup>th</sup> February 2020 in the Village Club

**GP 02/20 – Present:**

Cllrs: Adams; Bowes; Farey; Mussett; Peach N; Price; Sawyer J. Admin Assistant – Read.

**02/20.1 – Apologies:**

Clerk – Annual leave.

**02/20.2 – Declarations of Interest:**

02/20.12 KCA – IB. 02/20.16 – Allotments – IB; NP; AP.

**02/20.3 – Matters Arising:**

**3.1 GP 01/20.8.2 Cemetery Car Park:**

It was reported that two contractors have been approached for quotes to install new gates, no figures have been received yet. Concerns were raised over how installing gates may prevent legitimate users from accessing the car park and how much of the car park area the gates would use. Logistical issues were also raised regarding the unlocking and locking for the gates each day. CM to investigate the feasibility of gates being installed. Refer to next GP.

**Action:** CM. Mar GP.

**3.2 GP 01/20.14 Land Transfer:**

The report has not yet been sent to BDBC. Add to Action List.

**Action:** Clerk

**3.3 GP 01/20.17.1 Recreation Ground – Handrail at The Dell Steps:**

A contractor has been approached but a quote has not yet been received. Add to Action List.

**3.4 GP 01/20.17.2 Recreation Ground – Play Area Fencing:**

The Clerk has identified two possible suppliers to approach for quotes. It was noted that three quotes needed to be sourced.

**Action:** Clerk

**3.5 GP 01/20.19 Village Litter Bins:**

BDBC has been contacted and the Clerk is awaiting a response. Add to Action List

**3.6 GP 01/20.21 Holding Field and Recreation Ground Signs:**

Quotes have yet to be sourced. Add to Action List

**Action:** Clerk

**02/20.4 – Action List:**

Document circulated prior to meeting. Review dates were agreed and actions were identified. It was agreed to remove the Resilience Plan and Grass Verge Signs from the action list and to move Love Lane Footpath; planning applications for NP sites; and consideration of an Article 4 Directive to a newly created issues list. It was agreed to combine Swan Street Traffic and the Parking Consultation into Traffic and Parking, and to add the felling of the tree in the Square to the heading Square improvements. **IB** to source quotes for MHOS specification for July GP. **NP** to discuss SINC's Species Reports with Clerk. **CM** to write a follow-up letter to BDBC regarding the parking consultation and to prepare a proposal to bring to September GP for the works at the Cemetery. **SA** to contact BDBC regarding PSPO's; contact the BDBC conservation officer regarding village shop fronts and if they comply with the Conservation and Management Plan, and source quotes for the replacement of the Millennium Trail Plaques and the replacement of the Guide and Scout Millennium Garden Plaque at the Fieldgate Centre for April GP. **Clerk** to source quotes for the War Memorial survey for March GP; source quotes for the Holding Field and Recreation Ground signs for March GP, and to write to the owners of properties where Millennium Trail Plaques are located. Rules and Regulations and itemised quote for White Gates to be reviewed at March GP; Parking Consultation and shop fronts in relation to the Conservation and Management Plan to be reviewed at May GP; actions for the Community Orchard to be reviewed at July GP; and Square Improvements and Leaflets of Places of Interest for visitors to be reviewed at September GP.

**Action:** IB; NP; CM; SA; Clerk. Mar GP; Apr GP; May GP; Jul GP; Sep GP.

**02/20.5 – 20 Actions Parish and Town Councils Can Take on The Climate and Nature Emergency:**

Document adopted as guidance at November 2019 OM. Document reviewed to identify practical things KPC could do. No new actions identified for work currently in progress.

### **02/20.6 – Tree Inventory:**

Tree inventory of Community Orchard received. It was noted there are no big trees in the Orchard, all mature trees are on HCC owned land.

### **02/20.7 – Risk Assessments:**

Risk assessment for the Holding Field received with the following actions: Clerk to write to the Tennis Club and Bowls Club as there is a hole in the Tennis Club fence and the Bowls Club fence is tilting; repositioning of one litter bins from the Tennis Club to the entrance by the George and Horn; adding the replacement of the fence next to Ashford Hill Road, the removal of the broken fence between the Holding Field and the old youth club land and the replacement of the No Alcohol signs to the Action List; sourcing quotes for the removal of fly tipping by the Tennis Club. It was agreed to remove the risk identified with the turf located where the all-weather wicket was as these issues have been resolved. Written risk assessments for the Recreation Ground and Cemetery have not been received however actions have been identified. Actions on the Rec are to reset the pole on the handrail at the shepherd's steps and to replace the fence around the play area, the latter being a project that is currently ongoing. In the Cemetery actions are to top up the gravel on the steps going down to the Fieldgate Centre, to remove the memorial bench for Barry Pearce as a leg is broken and it is dangerous to sit on and to replace the bolts in the lychgate.

**Action:** Clerk.

### **02/20.8 – Byelaws:**

NP has reviewed the byelaws and reported the current version was written in 2007 and only applies to the Holding Field and Recreation Ground. NP has investigated the procedure to update or amend the byelaws and after a short discussion it was agreed updating or amending them this would be a disproportionate burden for the Parish Council. No further actions required.

**Resolved:** Byelaws will not be amended or updated.

### **02/20.9 – Cemetery:**

#### **9.1 Rules and Regulations:**

Deferred to next GP.

**Action:** Mar GP.

#### **9.2 Request for Saturday or Sunday Interment of Ashes:**

The PC received a request from a Family for a Saturday or Sunday interment. After a short discussion it was agreed that the PC will allow a Saturday interment, provided appropriate safety measures regarding the leaving of an open grave on the Friday are taken and that the interment is observed by the funeral director. It was noted that this decision does not set a precedent and that any future requests of a similar nature would be considered on an individual basis.

**Resolved:** Request for a Saturday interment granted.

**Action:** Clerk

### **02/20.10 – Great British Spring Clean:**

Date and time of 28<sup>th</sup> March 10am – 1pm agreed at previous meeting. A request has been sent to the Church for permission to erect the gazebo in the Churchyard. JS has approached the organisers of the Church coffee morning to see if they would be willing to provide drinks for volunteers if KPC paid the bill. The Clerk has contacted BDBC to see if KPC can borrow litter picker wands again this year. It was reported that the new CSPO Kerri Swinfield is hoping to attend. Event to be advertised in the Tower, on posters, on social media and the website.

**Action:** Clerk, Admin. Mar GP.

### **02/20.11 – Poster Competition:**

It was reported Lord Huntingdon has kindly agreed to be a judge next to Cllr J Sawyer. Judging has yet to take place, JS is in contact with Lord Huntingdon to organise a suitable date. Awards presentation to take place on 28<sup>th</sup> March at the GBSC event at 11am. Admin to contact entrants. Clerk to contact the press.

**Action:** Clerk, Admin.

### **02/20.12 – Recycling Facilities at Fieldgate Centre:**

After a short discussion it was agreed that the following recycling bins would be beneficial to the community: glass, cardboard, tins, cans, foil, water filters, batteries, printer cartridges and some small charity bins such as books and clothing. As fly tipping at the recycling centre is a substantial problem, KPC is also requesting BDBC install better lighting, HD CCTV, antivandal paint and clear, updated signage. KPC feel installing these deterrents along with the active prosecution by BDBC of fly tippers should help reduce the fly tipping problem. It was noted that it is not the Kingsclere Community Association's responsibility to look after the recycling centre.

**Action:** Clerk

**02/20.13 – Public Conveniences:**

At January OM KPC was asked to provide BDBC with a costing of how much it would cost to take over the running of the toilets in the Square. There was a short discussion over whether BDBC were requesting a figure for the total cost of ownership, or the operational cost. It was agreed the latter would be preferred by KPC. A possible arrangement with BDBC like the arrangement regarding the MHOS was suggested, where BDBC retain the ownership and legal responsibility however KPC provided with a grant by BDBC to manage it locally. A further suggestion was that BDBC retain ownership and legal responsibility and have the toilets remain on a more efficient BDBC cleaning schedule but with KPC responsible for unlocking. Both suggestions would require KPC identifying someone to be a key holder to unlock and lock the toilets each day, with the first suggestion also requiring KPC to employ someone to clean the toilets. Both of these options would provide the opportunity to have the toilets opened for longer hours and at the weekend. It was agreed CM contact the local shop owners to see if they would be willing to be key holders.

**Action:** CM.

**02/20.14 – 24 Swan Street:**

At January OM BDBC asked KPC's input on what the site at 24 Swan Street could be used for once the lease runs out. Concerns were raised over the fact it is a grade 2 listed building. After a short discussion it was agreed that it would be preferable to see the building remain as a place for business. The PC wish to encourage businesses and do not wish to see the current business and charities that occupy the building having to relocate. If BDBC feel the site must be sold and the current businesses have to vacate, then small affordable flats and parking were agreed as preference in that eventuality. There were comments about how KPC would not want to see the building become a single private house. It was noted that the dance school has been based at 24 Swan Street for over 20 years and that it is a positive thing for the youth in the village.

**02/20.15 – Climate Emergency Actions in Your Community:**

Several Cllrs were interested in attending the meeting, but all have prior commitments.

**02/20.16 – Allotments:**

Two plots have become vacant and are due to be reallocated and there are 10 people currently on the waiting list. It was reported that 12 plot holders have not paid or returned their tenancy agreement for 2020 and the Clerk is chasing.

**02/20.17 – Highways Issues:**

It was reported that Cllrs have reported many potholes and road problems recently. It was reported that there is a shallow but very long pothole on Foxes Lane and a couple on Newbury Road. It was also reported that the shared boundary wall between Priory House and the next door house is starting to burst in two places. Clerk to report to Hampshire Highways who will then in turn write to the residents.

**02/20.18 – Planning Applications:**

**18.1 20/00241/FUL – Acrobat Vehicle, Union Lane:** No objections.

**02/20.19 – Date of next meeting:**

Monday 9<sup>th</sup> March 2020 7:30pm in the Village Club.

Meeting closed 21:51

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](http://www.kingsclere-pc.org.uk).