



Minutes of Kingsclere Parish Council Ordinary Meeting OM 10/20  
Held at 7.30pm on Monday 30<sup>th</sup> November 2020  
Using Zoom Online Meeting Software

**OM 10/20 – Present:**

Cllrs: Adams; Bowes; Farey; Mussett; Peach N; Peach R; Price; Sawyer F; Sawyer J.  
BCllrs: Kinnear; Rhatigan. Clerk – Jones; Admin Assistant – Read; One member of the public.

**10/20.1 – Apologies:**

None.

**10/20.2 – Declarations of Interest:**

None.

**10/20.3 – Minutes:**

3.1 Minutes of Ordinary Meeting 26<sup>th</sup> October 2020 were accepted and signed.

3.2 Minutes of General Purposes Meeting 9<sup>th</sup> November 2020 were accepted and signed.

**10/20.4 – Matters Arising:**

None.

**10/20.5 – Chairman’s Remarks:**

- i. The Chairman wished to thank Louise Porton for her dedicated work as Clerk for Kingsclere Parish Council over the last five years. She was an outstanding Clerk and will be missed by Cllrs and residents alike. The Chairman has put a note in the Tower on behalf of KPC to publicly thank her.
- ii. Kingsclere Parish Council welcomes Sarah Jones as its Locum Clerk, who has been with KPC for the last two weeks. It is great working with her and KPC is grateful for her stepping in.
- iii. On 26<sup>th</sup> November JS attended the virtual meeting of Basingstoke District Association of Parish and Town Councils. Maria Miller, MP for Basingstoke, discussed her consultation with BAME residents about their experiences living in Basingstoke. Most of the responses were positive however evidence of racism and prejudice was unearthed. Parish Councils will be receiving a copy of her report. The BDBC Finance Department gave a short session regarding the 2021-22 budget. Planning was also discussed with reportedly 4.8 years of the 5-year housing supply currently met with 1,500 houses completed in 2019. Speakers from Sustainable Overton discussed how they have worked to tackle the Climate Emergency; they will be putting their documents on their website. The New Chief of Police held a session and reported on numerous incidents from the local area. They reported the rural police staff consist of 1 Sergeant, 4 Police Constables, 5 PCSOs, 4 Special Constables and 1 volunteer who cover all parishes in Basingstoke and Deane.
- iv. On 18<sup>th</sup> November JS attended the Kingsclere Community Library AGM.
- v. KPC received 12 applications for the Clerk vacancy and five people were interviewed via zoom on 23<sup>rd</sup> November. It has been decided to take two candidates to a face to face interview in the Village Club. The Village Club has agreed to this and social distancing measures will be adhered to. The applications received were of high quality and references received for the two candidates chosen for further interview are extremely good.
- vi. The Kingsclere Care Group has sadly had to close. The Chairman thanked all the volunteers who have worked for this group over the years, providing numerous services to residents of Kingsclere.
- vii. Thanks were expressed to the Kingsclere Royal British Legion for their work to commemorate Remembrance Day in the village. The usual parade and service was unable to happen this year however many organisations and people have laid wreaths on the memorial including Cllr Farey on behalf of KPC and BCllr Rhatigan on behalf of BDBC.
- viii. The Chairman would like to congratulate Helen Piper who has been a bell ringer in the village for 50 years. What an amazing achievement.
- ix. KPC note the sad loss of Maisie Lawrence who passed away on 8<sup>th</sup> November aged 92. She was involved in numerous village organisations over the years. Her funeral was held today.
- x. The Kingsclere Players are putting on a Christmas show “Kingsclere’s Got Talent” at the Fieldgate Centre which will be available to a small in person audience and via zoom. Kingsclere Singers are also involved. Live and virtual tickets go on sale on 2<sup>nd</sup> December via the Fieldgate Centre website.
- xi. Finally, thanks to Cllr Bowes, Andy Bates, Phil and Maggie Rudin, and Richard Hanney who put up the Christmas lights in the square. They were turned on at the weekend and look very festive.

**It was agreed to take item 15 next as the member of the public wished to speak regarding item 15.1.**

## **10/20.15 – Planning Applications:**

### **15.1. 20/02856/HSE & 20/02857/LBC – Priors Mill, North Street:**

KPC is supportive of this application and has no objections. This is the 3<sup>rd</sup> time this application has been submitted and considers comments from the conservation officer. KPC hope the Local Planning Authority approve it. The resident indicated that this plan was previously approved in 2014 but has now expired. The new application has some minor alterations to the internal structure, and it is the resident's hope be able to establish an active planning permission. BCllr Rhatigan also voiced his support for the application. It was confirmed by the resident that an updated bat survey will be taking place.

### **15.2. T/0059/20/TCA – 15-17 North Street:**

BDBC's website does not show any documents for this application, despite it being uploaded for a number of weeks. The title of the application indicates it is to reduce a leylandii tree. The tree wardens have inspected the site and have no objections. Cllrs agreed they are unable to support or comment on this application as the documentation was unavailable to view online.

### **15.3. T/00591/TCA – The Den, Foxs Lane:**

BDBC's website does not show documents for this application. It has been uploaded for a number of weeks. The application mentions various trees and the tree wardens have indicated they are not happy with this application. It was reported that part of this application involves a tree on another property. Cllrs agreed they are unable to support or comment on this application as the documentation was unavailable to view online.

## **10/20.6 – Community Payback: Opportunities in Your Localities:**

KPC received a letter enquiring if it would be interested in offering opportunities for placements for community service. Cleaning street name signs, work in the MHOS, and litter picking were suggested as possible tasks. It was noted that a site supervisor would be required to oversee the works and that KPC does not currently have the resources to facilitate this. The question of if any other local Parish Councils have used this service was raised as it would be useful to receive some feedback from organisations that have used the service. It is believed BDBC has possibly used a similar service in the past, KR will investigate. It was agreed to discuss this further at next GP, after more information has been sought. JS to enquire.

**Action:** JS. Jan GP.

## **10/20.7 – Climate Emergency:**

CM explained that KPC has a responsibility to ensure the biodiversity on the areas of land it its charge are as good as can be. It was suggested KPC needs to have a plan on how it can ensure biodiversity is considered across all KPC projects. It was proposed that a group of Cllrs volunteer to look at the current and planned projects, such as work on the MHOS, and prepare a plan for how KPC will improve biodiversity as a whole, to consider at March OM. Cllrs were supportive of this idea and the suggestion of inviting members of the community into this group and involving the school was put forward, similar to the group that worked on the Neighbourhood Plan. There is lots of material in the draft versions of the NP which did not make it to the final version regarding biodiversity which may be of use, as well as the documents Sustainable Overton will be putting on their website. It was agreed CM and NP would work together to prepare a proposal for next OM.

**Action:** CM; NP. Jan OM. Mar OM.

## **10/20.8 – Review of the Council's Employment Policies and Procedures:**

All documents circulated prior to the meeting.

### **8.1. Review of Disciplinary Policy:**

It was queried if this policy is just for employees or for Councillors also. It is for employees and it was agreed this needs to be clarified in the policy. The question over who the disciplinary and appeals panels would be in the event they were needed was raised. Normal practice would be to split Councillors into the two panels; BDBC also has groups available to KPC for use as appeals panels if required. FS to amend policy.

**Action:** FS. Jan OM.

### **8.2. Review of Grievance Policy:**

One typo was identified. No other comments. Unanimously agreed to adopt with one correction.

**Resolved:** Grievance Policy adopted with one correction.

### **8.3. Review of Equality and Diversity Policy:**

No comments. Unanimously agreed to adopt.

**Resolved:** Equality and Diversity Policy adopted.

## **10/20.9 – Interim Internal Audit Report:**

Document circulated prior to meeting. No concerns. A fantastic end point for the Clerk to receive such a great report for her financial management.

## **10/20.10 – Request from Residents for Permission to Perform in the Square:**

KPC received a request from a local village band for permission to perform a festive music set in the Square. Once the current national lockdown ends, Kingsclere will be under Tier 2 restrictions which state live music performances both indoor and outdoor can take place, provided social distancing measures are adhered to and the audience does not exceed 2000. Cllrs were very much in favour of this proposal and it was agreed to grant permission, provided a risk assessment is completed and permission is sought from St Mary's Church.

**Resolved:** Permission granted provided a risk assessment is in place and permission is obtained from St Mary's Church.

**10/20.11 – S106:**

KPC received an S106 statement in February 2020 showing there are funds available. There is currently approximately £1900 for open space improvements, £2392 for play area improvements, and £917 for sport and recreation improvements. The Feb 2020 statement indicated that a further £3261 for open space improvements is due to become available soon. It was suggested to compile a list of possible projects to submit to access S106 funds, taking into account the restrictions on how the money can be spent. It was agreed to discuss this at next GP. Cllrs to send in ideas before then. Admin Assistant to request updated S106 statement in time for next GP.

**Action:** Admin. Jan GP.

**10/20.12 – Traffic Calming Measures:**

KPC has received final costings and plans for the traffic calming measures. The £250 deposit has been paid. One query regarding the plans was identified which was thought to simply be a printing error, SA to contact HCC to investigate and clarify.

**Resolved:** Unanimously agreed to proceed with the project.

**10/20.13 – County Councillor:**

No report.

**10/20.14 – Borough Councillor:**

Cllr Rhatigan expressed his thanks to Louise Porton on behalf of BDBC for all her hard work as Clerk to KPC and for her work in organising the Remembrance Day arrangements this year.

It was reported an electric car charging point located at the Fieldgate Centre has been suggested and is now in the system to be investigated.

Since 18<sup>th</sup> November there has been local restriction support grants available to businesses who pay business rates and have had to close due to Covid-19 restrictions. Applications are via the application form on BDBC's website.

BDBC is working on proposals for funding for village halls which should be available in mid-December.

BDBC is currently resettling its agreement with the Anvil Trust, discussing grants for the next financial year and moving forwards.

Locations for Covid-19 vaccinations are being investigated including in rural locations such as the Fieldgate Centre. Vaccinations and funding for vaccinations will be controlled by central government. BDBC has not allocated any funds for this but there is some available if required. It is hoped the first of BDBC residents will receive vaccinations before Christmas.

BDBC will be conducting a sporting evaluation across the borough, taking onto account all kinds of facilities, focusing on how much funding areas receive and how much diversity and inclusivity there is in sports in different areas. The Tennis Club and Fieldgate Centre are invited to inform BDBC what requirements would need to be met to ensure their sports facilities are inclusive and available to everyone.

BDBC's five-year housing supply is currently not met. The Local Plan is current being reviewed and the number of houses required to meet the five-year supply keeps changing. It is expected that all communities in the borough will take their share of new houses. Kingsclere is protected by the Neighbourhood Plan which has ensured no development can take place on the other side of the A339; and no development can happen to the south of Kingsclere due to its proximity to the AONB. Any development across the borough, including in Kingsclere, would be completed in line with BDBC's climate strategy and environment protection policies. Rural police patrols have increased. From 30<sup>th</sup> November there will be an armed police presence in Festival Place and Basingstoke town centre. This is not due to a specific threat to residents, it is a precautionary measure taken by BDBC as the UK comes out of a second national lockdown, as well as taking into account the current UK terrorist threat level being at "severe."

BDBC will be able to set a better 2021-2022 budget than was predicted. The agreed financial settlement from Central Government has been fair meaning no funds from BDBC's reserves will be used to close the gap in the budget. The public consultation on BDBC's budget is running until 3<sup>rd</sup> January 2021, with final budget decisions to be made at full council meeting on 25<sup>th</sup> February 2021. There will likely be a council tax increase of £5 on average per household. BDBC has reduced its number of employees and vacancies are not being filled for jobs that have been cut. A consultation was held with staff.

There will likely be the introduction of parking charges for the Anchor Road car park to assist in ongoing maintenance costs, however it was confirmed that proposed charges for Blue Badge holders in BDBC run car parks will not be going ahead.

The proposed 10% phased reduction in grass cutting grants to Parish Councils each year was queried; it was clarified this would mean less grass cutting, to achieve a better balance of biodiversity and to cut costs. The proposed removal of the subsidy for free rat and mice treatments for means tested benefits claimants was also questioned. BDBC has had to review all spending. Once the financial settlement from Central Government has been confirmed, it will investigate options to ensure this financial saving is not required.

BDBC's financial situation is in direct contrast to Hampshire County Council's financial situation as HCC are reportedly £100 million in debt. KPC note it's dissatisfaction that CCllr Thacker has not informed KPC about HCC's severe financial pressures and that KPC hears about HCC's situation from BDBC.

**10/20.16 – Clerk’s Report:**

**16.1. CPRE Request for Funding:**

Kingsclere Parish Council received a request for funding from CPRE. It was noted that CPRE has been of great use to KPC during the past year. A figure of £200 was proposed and unanimously agreed.

**Resolved:** £200 donation to CPRE unanimously agreed.

**16.2. Thank you from North Wessex Downs Landscape Trust for £75 Subscription:**

KPC has received a letter of thanks from North Wessex Downs Landscape Trust for the £75 donation.

**10/20.17 – Approval of Income and Expenditure:**

The accounts for 30<sup>th</sup> November 2020 were reviewed by the Vice Chairman prior to the meeting. Documents for signing off the accounts were not available at the meeting but both the Vice Chairman and Chairman were satisfied the accounts were in order. It was agreed to defer signing the accounts until next OM.

**Action:** Jan OM

**10/20.18 – Date of next meeting:**

Monday 25<sup>th</sup> January 2021 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 21:12

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).