



Minutes of Kingsclere Parish Council Ordinary Meeting OM 11/23
Held at 7.30pm on Monday 30th October 2023 in the Village Club

OM 11/23 – Present:

Cllrs: Conquest: Gaines; Jonas; Mussett and Peach R
Clerk – Ackrill; RFO – Porton.

11/23.1 – Apologies: Cllr N Peach

11/23.2 – Declarations of Interests: Peach R – Allotments.

11/23.3 – Minutes:

3.1 Minutes of Ordinary Meeting Monday 25th September 2023 were accepted and signed.

3.2 Minutes of Finance and Establishment Meeting Monday 16th October 2023 were accepted and signed.

11/23.4 – Questions from the Public - None

11/23.5 – Chairman's Remarks:

- i) Reply to Porch Farm planning application submitted.
- ii) Thank you to the Litter Warden for the work he does, the village is a better place because of the care he takes.
- iii) Budget well underway – went through with RFO in detail last week.
- iv) Thank to Cllr R Peach for all the things on your to do list – please do let us know if you need help or to hand back anything.
- v) All Councillors, please make sure all your declarations of interest are up to date with Democratic Services.

11/23.6 – Clerk's Report :

6.1 Electricity Supply to for projector and Christmas Lights - The required work to make safe the projector fixing to Lamp Column has now been completed and a licence has now been granted for the attachment covering 1 Year – annual cost now £176 per year. This cost will need consideration and approving each year in the budget going forward. Once the projector is repaired and returned it can be re installed. The Electricity supply dates will be supplied to SSEN once dates are known for Remembrance and for the Christmas Star. The fixing in the electrical supply box can now also be used for the Christmas Lights. Thanks to Martyn our Everveo engineer for his assistance in making the lamp column repairs/ alterations at no cost to the village. Thank you to Ian Bowes for sorting the repair.

The Chairman thanked the Clerk for all the work done in relation to this.

6.2 Lime Trees - Clerk is trying to get the Lime trees pollarded before the Christmas lights go up – but no date received yet.

6.3 Crown Green Notice Board - The Notice Board has arrived and will be erected soon.

6.4 Defib – The defib was used the week of 16th October. It has been collected from Basingstoke Ambulance Station and new pads have been ordered. Once the pads are received it will be placed straight back into service.

6.5 Remembrance – Wreath delivered, road closure approved, risk assessment received from RBL.

6.6 Recycling Bins Follow up on 3rd Kingsclere Brownies request to investigate the feasibility of placing recycling bins at various locations in the centre of the village –Clerk has made enquires with BDBC and unfortunately it isn't possible, bins of this type get used for all sorts of litter and dog waste and there is no way to sort these additional bins even if they could be collected separately which is difficult because if Kingsclere were to be granted recycling bins other parishes would require them and this is separate lorry collections.

11/23.7 – S106 Spend: Quotes for sensory boards have been sent off to BDBC and consent to proceed has been granted. 3 boards will total £1567.00, suggestion of Holding Field and possibly The Dell Recreation ground. Cllr Conquest has completed Greenham Common grant application for the difference in the S106 and the cost of the 3 boards - £729. £838.30 of S106 funds to be approved to help fund the sensory play equipment.

Resolved: Agreed to spend £838.30 from S106 funds on Sensory Board(s) 3 boards if Greenham Common application is successful.

11/23.8 – Budget:

8.1 Draft Budget 24/25 - Circulated prior to the meeting with R.F.O. notes. Cllrs were reminded that they need put in requests for any spending although anything major will need to be supported by grants. It was highlighted that Neighbourhood plan contains a list of projects which Cllrs should review for priorities (pages 56-61).

8.2 Funding and Grant Opportunities - We have been accepted as a Member with The Good Exchange (Greenham Trust) and an application is in process for the Sensory Boards (as per minute 11/23.7).

11/23.9 – Review of Chargeable Rents and Fees for 2024: See [Appendix 1](#) for fee calculations

9.1 Cemeteries - recommendation from FE to annually increase Burial Fees and Exclusive Rights of Burial in line with RPI. RFO provided calculations with proposed rounded figures. Administration charges to remain the same for 2024.

9.2 Allotments - recommendation from FE Rents to annually increase in line with RPI.

RFO provided calculations with proposed rounded figures. Administration fees to stay the same for 2024.

Resolved: Cemetery and Allotments fees to be increased annually in line with RPI (rounded to nearest £5 for the Cemetery)

11/23.10 – Quote for Service Manager: £165.79 plus VAT, fee included set up costs and license is pro rata to May in line with other products. It is a tool for monitoring jobs, for example the Action List and also recording time management.

Resolved: Service Manager to be purchased at £165.79

11/23.11 – Switch to CCLA Public Sector Deposit Account: FE recommended that we switch from Barclays (with no interest) to the CCLA account. RFO has confirmed withdrawal arrangements with CCLA.

Resolved: Open CCLA Public Sector Deposit Fund and transfer funds from Barclays account before closing.

11/23.12 – County Councillor: Not present – No report.

11/23.13 – Borough Councillors: Reports from Kerry Morrow ([Appendix 2](#)) and Mike Bound ([Appendix 3](#)) Please could the Parish Council write to Hampshire County Council to fill in the potholes in the car park at White Hill. B Cllr Ken Rhatigan has walked the perimeter of the Solar Farm and would like to highlight to all the sheer size and scale of the application site. Grants need to be looked into for a “green” project to improve the water quality of the lakes (old mill ponds) behind the Malthouse Open Space.

Both the Porch Farm and Solar Farm potential developments are very material to Kingsclere, they will be brought to Development Control Committee (DC) and not left for an officer to decide. Local Plan - the EPH committee decides on suitable sites for development in the area. This is based on a settlement hierarchy, considering size and services in the area and Kingsclere qualifies as a 2nd tier. As none of the 50 houses allocated in the current Neighbourhood Plan have been built Kingsclere is sitting in a deficit of 50 houses. Officers are likely to recommend that Kingsclere should get another 175 i.e. 225 with the existing identified sites. In the mean time, speculative applications may come through, for example Porch Farm. We are reminded that depending on size, either 10 or 5 objections will bring an application to DC.

Action: Clerk to log potholes in Whitehill Car Park, steps from A339 and Gailey Mill FP handrail

11/21.14 – Public Toilet Block: The portfolio holder has reinforced that Basingstoke and Deanes new direction is that they will be paying for the up keep of toilets in the borough. A paper with the options on how we can make this work is currently being worked on and is likely to be finished the other side of Christmas. The portfolio holder is happy to discuss a short term solution to get the toilets back open at weekends. It is worth the Parish Council engaging with the Borough Council so that it can be discussed how to best manage the Kingsclere WCs and have an input into the paper. The Parish Council's top priorities are weekend opening, a local key and more frequent cleaning.

Action: BCLlr Kerry Morrow to email Clerk with meeting date for Public Toilets

11/23.15 – Community Engagement and Media: Towards the end of June next year there will be a convey of vintage vehicles to reenact the Eisenhower trip to Greenham in 1944 – 80th Anniversary of D-Day. The KCA are to be approached to see if they will run another event alongside and it is planned to have a meeting in early January to discuss arrangements. Grants to be applied for so we may not need the £1000 that has been budgeted for this event. The “Warm Spaces” details will be updated ready for this winter to help with the cost of living crisis.

11/23.16 – Health and Safety: The manhole cover outside the Fire Station is still under repair. The steps from the bus stop in the layby on the A339 (Servicing East Kingsclere) need attention. The handrails on the footpath by Gailey Mill require attention. Steps and handrail to also be reported to Tom Thacker

11/23.17 – Planning Matters:

17.1 T/00431/23/TCA – Southern Water – no objection

17.2 T/00454/23/TCA – Southern Water Willow (2nd) – no objection

17.3 T/00457/23/TCA– Walnut House – no objection

17.4 23/02580/ADV – Coldridge House Kingsclere Business Park – no objection

17.5 23/01895/HSE – 43 Swan Street – no objection

11/23.18 Approval of Income and Expenditure: The accounts for 24th July to 25th October were agreed and signed off.

11/23.18 – Approval of Quarterly Bank Reconciliation:

The bank accounts to 30th September were reconciled at £102,444.91 - agreed and signed off.

11/23.19 – Matters for Future Consideration: None raised.

11/23.20 – Date of Next Meeting: Agreed as Monday 27th November 2023 7:30pm in the Village Club.

11/23.21 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.

21.1 The Bowls Club Lease – update on instruction to Solicitor to draw up lease. Cllr Peach has instructed the Solicitors to draw up the lease. Bowls Club have paid the annual rent.

21.2 The Tennis Club Lease – Quote estimated at £250 for new lease plan and £1000 estimated for new lease.

Meeting closed 21:25

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: Rent and Fee Calculations October 2023

At the Finance and Establishment meeting on 16th October 2023 it was resolved to recommend to OM that the fees for all Burials, Exclusive Rights of Burial and Memorials along with Allotments Rents would increase annually in line with RPI. There for OM to be able to ratify this decision the RFO was requested to calculate the required increases.

To calculate, the existing fee is multiplied by the RPI and then divided by the base figure. For the purpose of calculating these fees the current RPI is 378.4 (September 2023) and the RFO has used the RPI in September 2022 which would have been the rate used if the RPI had been the method of calculation at the last review.

Therefore, the calculation for increase on fees agreed in October 2022 is **Fee x 378.4 / 347.6**

	Current Rate	RPI Calculation	Proposed new rate	Difference
Allotments				
Price per pole	£8.50	£9.25	£9.25	£0.75
Cemetery				
Exclusive Rights (full) – Resident	£750	£816.46	£815	£65.00
Interment (full) - Resident	£390	£424.56	£425	£35.00
Exclusive Rights (Ashes) – Resident	£450	£489.87	£490	£40.00
Interment (Ashes) – Resident	£200	£217.72	£220	£20.00
Scattering of Ashes – Resident (not yet available)	£100	£108.86	£110	£10.00
Gravestone/Monument – Resident	£225	£244.94	£245	£20.00
Cremation Tablet – Resident	£130	£141.52	£140	£10.00
Additional Inscription – Resident	£130	£141.52	£140	£10.00

Notes

- Allotments vary in size from 2 to 5 poles so the increase for each tenant would be between £1.50 and £3.75.
- Non-resident fees will be double the resident fees.
- Proposed new rates are rounded to nearest £5 for the Cemetery.
- When the cemetery fees were reviewed in 2021 research was done on the fees in other local cemeteries. In recent years the Allotment rents have been calculated on a rolling three-year forecast/budget so it seemed sensible to research other local allotment charges to ensure we are on reasonable starting point. The following charges were identified per pole:-

Basingstoke	£5.826
Andover	£10.00 + a water charge
Eastleigh	£11.50
Twyford	£10.00
Hedge End	£13.52

N.B. Allotments still need to be self funding so 3 cumulative totals will still be tracked as will Cemetery

Appendix 2: Borough Council Report by Kerry Morrow

I will be presenting the Leisure Recreational Needs Assessment and Sports strategies in November at an all members briefing. I will be encouraging members to study the strategies and provide positive feedback. The LRNA is a piece of evidence that determines where there is a need for sporting provision in the Borough and this should align with residents' views on the ground in their patch.

Council Plan agreed to at Full Council

Happy to report the Council Plan has been agreed at full council. Our Focus will be on listening to our residents and driving forward delivery of the plan.

Supporting community and voluntary groups to strengthen their service

More than 20 community and voluntary groups across the borough are now benefitting from £188,000 of funding from Basingstoke and Deane Borough Council to strengthen their organisations, via the Strengthening Communities Grant Scheme. Examples in the ward include:

Kingsclere Community Association will use its £4,000 grant to improve promotion of the Fieldgate Centre to increase income from hires, recruit additional volunteers and raise awareness of activities taking place.

Tadley and District Community Association will look to improve the community centre's online presence and better market the centre to generate more income with funding of £6,000.

Funds

Please spread the word and get in touch about the funding opportunities below.

Councillor Community Grant Schemes

I have spent my allocation on the Baughurst repair Café, Tadley CA and possibly a environmental group based in Axmansford. But other Councillors will have funding left.

Pride of Place Fund

The Basingstoke and Deane Pride in Place Fund (the Fund) aims to support local not-for-profit organisations with delivering new and innovative projects that will enhance the living environment and quality of life of residents of the borough of Basingstoke and Deane.

Up to 25K either capital or revenue or a combination

[Pride in Place Fund \(basingstoke.gov.uk\)](https://www.basingstoke.gov.uk/pride-in-place-fund)

Parish and Town Councils can apply to the Fund as long as the project or activities for which funding is being sought are not part of their statutory duties.

Deadline for applications: 19th November.

You can email below for help and advice:

ukspf@basingstoke.gov.uk

Rural Prosperity Fund

Not-for-profit community and voluntary sector organisations and small and micro businesses located in the rural areas of the borough can apply for up to £30,000 of funding for capital projects that will improve community facilities and amenities, support the diversification of the rural economy, enhance visitor infrastructure and experience, accelerate the adoption of new production technologies and help mitigate the impacts of climate change.

[Basingstoke and Deane Rural England Prosperity Fund](https://www.basingstoke.gov.uk/rural-prosperity-fund)

[Basingstoke and Deane Rural England Prosperity Fund for micro and small businesses](https://www.basingstoke.gov.uk/rural-prosperity-fund-for-micro-and-small-businesses)

Email to discuss:

ukspf@basingstoke.gov.uk

Deadline: 10 December 2022

Kingsclere WCs

Taken from the new Council Plan:

7. Council priority: a council that delivers high-quality services for our residents.

We recognise, for example, that simple access to good quality public toilets will improve access for many people to our parks and open spaces.

The paper being worked on by officers will be available in the new year. It will provide the options for making WCs more available to our residents and keeping them in Borough ownership.

The portfolio holder and officers have agreed to meet this week or next. If someone from the parish council would like to attend, please let me know.

I've been ensured that the Council will be paying for the upkeep but would like to work through options on how to best manage the rural toilets.

Appendix 3: Report from Cllr Mike Bound to Kingsclere Parish Council 30th October 2023

I have listed below the Executive decisions to be taken under the newly published plan; whilst I know you like reports from councillors to be directly related to Kingsclere, these decisions, albeit at arm's length, will impact on the area and its residents.

- Manydown MDV LLP overarching business plan decision date imminent
- Renewal of public space protection order – dog fouling, decision due Nov 2023
- Customer experience strategy – decision due Nov 2023
- Digital strategy – decision due 5th Dec 2023
- Local Plan update (agree draft plan for consultation) decision due 9th Jan 2024
- Aquadrome business case - (preferred option), decision date due 9th Jan 2024
- Biodiversity net gain – decision date 6th Feb 2024
- Annual property plan decision due 6th Feb 2024

Any councillor wanting additional information regarding the above I would encourage to look at the BDBC web site.

I have agreed to give some of my councillor grant towards a new notice board in Kingsclere and having received the correct documentation back from the Clerk to the Council, the matter has been forwarded to the Borough grants officer for approval.

Since your last meeting I have attended a Full Council meeting, a number of DC meeting along with a viewing panel and have of course attended to matters presented to me by residents.