



Minutes of Kingsclere Parish Council Ordinary Meeting OM 08/22  
Held at 7.30pm on Monday 26<sup>th</sup> September 2022 in the Village Club

**OM 08/22 – Present:**

Cllrs: Adams; Bowes; Conquest; Mussett; Peach N; Peach R; Sawyer.  
BCllrs: Frost; Morrow; Rhatigan. Clerk – Ackrill.

**Not Present:**

None.

**08/22.1 – Apologies:**

Cllr Farey

**08/22.2 – Declarations of Interest:**

None

**08/22.3 – Minutes:**

3.1 Minutes of Ordinary Meeting 25<sup>th</sup> September 2022 were accepted and signed.

**08/22.4 – Questions from the Public:**

Resident thanked KPC for quick resolve on pavement repair. One resident also asked for help with untidy plot at the allotments. Later in the meeting, after item 15, a resident was invited to speak as missed the Question from Public session at the beginning of the meeting – resident had circulated to the meeting a draft Terms of Agreement for a Working Group that could be set up to help take the Malthouse Open Space forward.

**08/22.5 – Chairman's Remarks:**

- i) Thanks to everyone involved in the organisation of various things which enabled residents to mourn the loss of the Her Majesty the Queen. From the Condolence Book and the additional services to the social media information and the Lamp Lighting. The plan we had as a village came together very successfully and seamlessly. There was much work which went on behind the scenes though. We will be composting the flowers and aim to plant a Memorial Tree this Autumn.
- ii) Huge thanks and appreciation to Trevor Pitman and Sarah Ball who have been the villages Tree Wardens for a long time, their enthusiasm and knowledge has been of great value to us all. We wish them well for the future. We are still looking for someone to come forward to help with the Trees and Wildflower Meadows.
- iii) We are halfway through the financial year, and we will soon be starting to plan for next year, Cllrs are asked to come forward with ideas for the next Finance and Ordinary Meetings and look at urgent projects which may require funding. We need to consider the Toilet Block at the next meeting.
- iv) Planning Matters the 5G Mast has been rejected currently, the Care Home was also turned down. Thanks to our BCllrs who were very involved and strong at the meeting, in questioning this application. Horse Brook application has been called to committee.

**08/22.6 – Councillor Vacancy:**

We have received one enquiry to date which may result in an application in the coming weeks the advert is still current though. Anyone interested should contact the Clerk to the Council initially.

**08/22.7 – Greener Kingsclere:**

Cllr Adams formally proposed that a vote be held to decide if KPC support the motion that: "Kingsclere Parish Council supports Greener Kingsclere's campaign to gain Plastic Free Community Status for Kingsclere. KPC will endeavour to encourage plastic-free initiatives, (including removing single-use plastics from their premises), promote the campaign, and support events".

This was proposed by Cllrs Adams, seconded by Cllr Sawyer and passed with a unanimous vote in favour of supporting as per the motion.

**Resolved:** It was agreed that KPC supports Greener Kingsclere's campaign to gain plastic free status for Kingsclere by a unanimous in favour.

**08/22.8 – Remembrance Sunday Poppy Wreaths and Road Closure:**

The Clerk to the Council was requested to apply for the Road Closure as previous year and will order 2 wreaths - one for KPC's Chairman and one on behalf of our Borough Councillors.

**Action:** Clerk

**08/22.9 – Retrospective Memorial Application for Unapproved Memorial in Cemetery:**

An unapproved memorial notice was placed on the headstone earlier this year. KPC has now received a retrospective application from the family. The Applicant is unable to provide the detail of the stone mason who designed and erected the memorial. After lengthy debate the Cllrs agreed an invoice is to be sent for the full total of installing a memorial which is to be paid within 28 days, request a report be submitted to the Clerk from an approved stone mason saying it has been installed correctly and safely and that we require all the additional unpermitted grave decoration to be removed. If the above is complied with the application will

be signed and approved. Failure to comply with the above may result in the removal of the headstone this will be discussed at a future meeting if required.

**Resolved:** Invoice to be sent, report required from BRAMM registered Stone Mason confirming \ safety and unauthorised grave decoration to be removed.

**Action:** Clerk

**08/22.10 – Bowls Club Lease:**

The Lease comes to an end on the 31<sup>st</sup> December 2022. Cllr Peach has read through the documentation and proposed she meet informally with the Bowls Club to discuss what sort of lease they are looking for. Simultaneously we need to obtain quotes from a Property Solicitor to draw up the new lease once details established and advise if we should register the land the Bowls Club sits on separately to the surrounding parish owned land. We also need to look at Business Rates and adding building to Asset Register. Lease to be on October FE and OM meetings. May need to role lease on if not resolved by end of 2022.

**Action:** CM NP and Clerk

**08/22.11 – Cost of Living Challenge:**

Cllr Conquest has been talking to the Village Club about the possibility of providing a warm hub a few times a week in the village for the coming colder months. DC suggested that KPC co-ordinate groups to help make this and any other suggestions happen. KPC can help with publicity and other resources, but the main issue will be funding and volunteers. Suggest setting up a forum to see what can be done and what grants could be available, Volunteer Hampshire could attend and advise.

Cllr Morrow suggested Cost of Living Fund money could go towards bills including food and also has his Cllr allocation fund for smaller items if can help with this initiative. The CAB runs courses that can teach people how to use their service, they are running courses in October and November, one of which Cllr Morrow will attend. It's noted that the cost of living only supports individuals. The Basingstoke Voluntary Action may be able to help too. A list of groups and organisations who could be invited to take part in this forum was compiled and maybe some of those who helped during Covid in the village may be able to support in some way. DC will contact local groups to enquire about support and the potential need to help residents.

**Action:** DC

**08/22.12 – Community Engagement and Media Update Plans:**

Following on from July OM it was agreed that maybe individual Cllr photos will be placed on the website. The quotes for a gazebo will still be sought along with a quote for a teardrop flag not necessarily purchasing both.

**Action:** DC

**08/22.13 – County Councillor:**

No report.

**08/22.14 – Borough Councillor:**

[Report from BCllr Morrow attached in appendix 1](#) and was circulated to Cllrs prior to the meeting.

All 3 BCllrs reiterated the concern and frustration with the delay in the Local Plan noted in Cllr Morrows report as BDBC is rejecting the 17,000-home allocated to the borough by the government. This is a huge disappointment.

**08/22.15 – Internal Auditor Letter:**

KPC received a Terms of Engagement letter from April Skies Accounting on 25<sup>th</sup> July 2022. It provided a quote for KPC's internal audit for 2022-23 financial year at a cost of £360 + VAT plus travel expenses from Farnham. This quote was unanimously accepted.

**Resolved:** Quote of £360 + VAT plus travel expenses unanimously accepted.

**08/22.16 – External Audit:**

The next five-year appointing period is approaching and KPC has received a letter to enquire if it wishes to remain in the central external auditor appointment arrangement, if KPC chose to opt out then alternative arrangements and quotes will need to be sought. Cllrs agreed it will be better to stay with the current central arrangements as staying within the larger procurement process will be cheaper than going alone. No action required as will automatically be included if no opt out request is sent in.

**08/22.17 – Hampshire Association of Local Councils (HALC) AGM:**

**17.1. HALC AGM Attendance:**

No one was able to attend this year's AGM. Apologies will be sent.

**Action:** Clerk

**17.2. Review of HALC's Updated Articles of Association:**

No alterations of concern but no one available to attend and vote on this occasion.

**08/22.18 – Health and Safety:**

**18.1. Review of Completed Risk Assessments:**

Only the Holding Field, Bus Shelters and Notice Boards have been received to date, all Cllrs were asked to submit them to the next GP meeting 10<sup>th</sup> October in order any larger items of concern can be rectified or budgeted for next year.

**Action:** ALL

**19.1. To Review and Update the Action List:**

Cllrs action list had been circulated all need to delete completed actions and check outstanding.

## **19.2. Review High Priority Items and Associated 2023/24 Budgets:**

From Action List budgeted items that have funds allocated for this year need to be actioned and items requiring budget for next financial year to be brought to FE or next OM preferably with quotes.

### **08/22.20 – Planning Applications:**

- 20.1. T/00370/22/TPO – Brook House:** No objection.
- 20.2. 22/02345LBC – 26 Swan Street:** No objection.
- 20.3. T/00342/22/TCA – Kingsclere Health Centre Imogen Dental:** No objection.
- 20.4. 22/02146/HSE – Gailey Brook House, Kingsclere Bypass:** No objection.
- 20.5. T/00366/22/TCA – 5 North Street:** No objection.
- 20.6. T/00364/22/TCA – Beechbrook House:** No objection.
- 20.7. 22/02407/ROC – Crookfur Cottage:** No objection.

### **08/22.21 – Clerk's Report:**

The Yew Tree in Churchyard has been trimmed and Twist invoiced for half as agreed.

Tree Survey was completed 5<sup>th</sup> September and report arrived today, there are items KPC need to look at ready for agreeing the budget. Cllr Conquest and the Clerk will go through in detail and report back and look at quotes.

Countryside Grounds Maintenance request how much of the pond to clear as it was all completed last week The Wildflower Meadow will be sorted.

[Police report is attached in appendix 2](#) and was circulated to Cllrs prior to meeting.

The Lengthsman is scheduled to come on 13<sup>th</sup> October for 15 hours. New form in Councillors one drive.

Allotment webinar for new software attended by the Clerk on 26<sup>th</sup> September.

Parish Online Training 28<sup>th</sup> September booked for Clerk.

### **21.1. Replacement Office Chair:**

Invoice from Newbury Office Supplies for £145 ex vat was approved for supply of new office chair.

### **21.2. Wooden Post and Rail Fence in the Cemetery:**

Thanks to BCllr Stuart Frost for supplying some post and rail which will be placed in the gap in the hedge in the cemetery where spoil and flower detriment are fly tipped. There will be some infill planting of the gap soon.

### **21.3. Grant Application from Kingsclere Scout Group:**

Request for £250 approved for cups plates bowls and cutlery. Following discussion this was approved.

**Resolved:** £250 approved from Grants Budget.

**Action:** Clerk RFO

### **08/22.22 – Approval of Income and Expenditure:**

The accounts for 16/07/22 – 21/09/22 were agreed and signed off.

### **08/22.23 – Approval of Quarterly Bank Reconciliation:**

The bank accounts to 30<sup>th</sup> June 2022 were reconciled at £65663.68 - agreed and signed off.

### **08/22.24 – Matters for Future Consideration:**

Malthouse Open Space working group suggested Terms of Reference – the project is on the next General Purpose Meeting agenda.

### **08/22.25 – Date of Next Meeting:**

Monday 31<sup>st</sup> October 2022 7:30pm in the Village Club.

### **08/22.26 – Exempt Business:**

#### **26.1. To Consider KPC's Options Following Resignation of Assistant Clerk:**

Cllrs agreed that current staff to be consulted on how to move forward, making the best use of the Assistant Clerk's current hours and job role. The Employment panel will be engaged as required. Chairman will speak to current remaining employees.

Meeting closed 21.56

Signed:.....Chairman

Date:.....

Signed:.....Clerk

Date:.....

**Distribution: Cllrs:** S Adams; I Bowes; D Conquest; M Farey; C Mussett; N Peach; R Peach; and J Sawyer.

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

## **Appendix 1 – Borough Councillor Report from BCllr Morrow: Borough Council report Kerry Morrow Sept**

### **Local Housing Plan:**

On the 6th September, at a Cabinet Meeting Simon Bound advised that the consultation on a Local Housing Plan has been delayed as the council is rejecting the target for 17,000 new homes proposed by the Government. He has asked officers to identify the true housing needs of the borough and to produce a report ready for a further meeting on the 27th September. Mr Bound said that, 'Councillors and MPs up and down the country agree that the current planning system is fundamentally broken and needs a significant overhaul to put local decision making back at its heart.'

### **10th Basingstoke Green Week and 3rd Anniversary of B&D's Climate Emergency Declaration:**

This week the Council Leader reported that the Council is planning a budget increase to support climate action including encouraging the use of electric cars and working with local businesses to reduce carbon emissions.

Further information will be provided at the Communities Environment and Partnerships meeting in November.

## **Appendix 2 – Kingsclere Police Report:**

Kingsclere Police Report

This is a police report for the past 30 days for the area of Kingsclere

### **Action Fraud X2**

- Serving a Cease & Desist notice
- Inft reporting a suspect known as has attended to do work on his property, Inft transferred a deposit to him and the suspect has since ignored Inft and made excuses.

### **ASB Community X2**

- Caller reporting that there are youths climbing up the fire station tower at location.
- Online report of concerns around noise and smell of drugs coming from an address.

### **Blackmail X1**

### **Burglary Business X1**

- Caller reporting that her storage facility has been broken into overnight.

### **Burglary Residential X5**

- Informant reporting that 3 males have entered his compound and attempted to take items from his containers.
- Suspect has entered the victim's home address and taken their kettle.
- Theft of a Hayter Harrier 48 lawn mower from garden shed.
- INFT reporting their shed door was forced open & a number of tools have been stolen.
- Infts garage has been broken into.

### **Concern for Safety X1**

- Inft reporting a male is outside the school lying in a hedge.

### **Criminal Damage X1**

- an air rifle has been shot at a window in community village club, smashing the heritage glass's in a sash window

### **Firearm offences X1**

- TVP passing details of ammunition found in the cemetery off Ecchinswell Road.

### **Impairment X1**

- Mazda possible drink drive was on A339 on to Little Knowl Hill towards Tadley.

### **Malicious Communications X2**

- Inft is reporting that suspect Court has printed out an article from the Newbury Gazette which is in relation to the inft from 5 years ago.
- Other domestic related

### **Public Order X4**

- Caller reporting suspect from a room has threatened staff with a glass bottle and aggressive behaviour.
- Male shouting obscenities with group of females nearby
- inft reporting youths have come to the pub and were refusing to leave and started swearing at inft
- Other is a civil matter between dogs.

### **Road Traffic Collision X1**

- Single vehicle RTC, V1 has misjudged a roundabout, colliding with the kerb and causing the rider to come off.

### **Suspicious Other X3**

- Inft works at basingstoke hospital and wants to report an odd call we received at 04.35am today.
- INFT reporting she is receiving sus messages from someone pretending to be their family member.
- Other is a civil matter.

#### **Suspicious Package X1**

- TVP passing through a misrouted call. Their caller has found a small bag of white powder. Found out of county.

#### **Suspicious Vehicle X3**

- ELDDIS SHAMAL XL dumped on Ashford Hill Rd by St Pauls Church. The caravan is in a poor state. PNC says not stolen, but strange for it to be at the location. No obstruction to highway.
- Suspicious vehicle sighted, reg similar to: YB02ZT. Inft concerned re: recent breaks and dog thefts in the area.
- Sus 4x4 EK05LHB seen on KINGSCLERE Estates land, thought involved in rural thefts and poaching type offences.

#### **Theft X1**

- The theft of the lead has happened before (last year). The lead has been stripped and stolen from the porch and above a bay window.

#### **Theft from vehicle X1**

- Both front and rear index plates stolen between 1500 – 0820 by persons unknown

#### **Theft of pedal Cycle X1**

- INFT reporting his bike stolen outside the Mccolls on Swan Street

#### **Wildlife related incident X1**

- Caller reporting that they have found a dead duck that looks like it has been "shot a number of times to the head"