



## Minutes of Kingsclere Parish Council General Purposes Meeting GP 09/21 Held at 7.30pm on Monday 11<sup>th</sup> October 2021 in the Village Club

### **GP 09/21 – Present:**

Cllrs: Adams; Bowes; Farey; Mussett; Peach N; Sawyer J. Clerk – Ackrill. 2 members of the public, 1 member of the press.

### **09/21.1 – Apologies:**

Assistant Clerk – Read.

### **09/21.2 – Declarations of Interest:**

Cllr N Peach, Cllr I Bowes – Item 4 Allotments.

### **09/21.3 – Matters Arising:**

There were no matters arising.

### **09/21.4 – Allotments:**

The clerk reported that an inspection had been carried out during September and tenants whose plots were uncultivated, or which displayed weeds which may encroach onto neighbouring plots have been contacted by letter. These plots would be inspected again in 28 days to see if improvements have been made in line with the rules and regulations. Plots which are not cultivated and / or cleared may not be offered back to current tenant in the renewal process at the end of the year. There are currently 2 vacant plots the clerk is in the process of offering one to the next resident on the waiting list. The other is a larger plot which will be divided into two and then will also be allocated.

There are 18 names on our waiting list with the longest wait time going back to December 2020. Cllr N Peach will investigate the current Terms and Regulations, in particular the allocation process, and this would be discussed at the November GP meeting with a view to adopting the revised Rules and Regulations before the renewals in the new year. The fees for the allotment rents are also being considered and researched as part of KPC's current financial review ahead of the budget discussion and a proposal will be produced and circulated by Cllr Mussett to all Cllrs prior to the FE meeting.

**Action:** NP, CM. October FE, November GP.

### **09/21.5 – Accommodation:**

The concern regarding the lack of space in the current office was discussed at length. The option of additionally leasing the Committee Room next door to KPC's office has been discounted as the amendment to the lease and additional cost still would not provide an ideal solution or financially add up. The current office does not offer a second exit but again the costs and permissions required to create an additional exit in a listed building and then the loss of the wall space doesn't provide the ideal solution either. The need to have a public opening was also discussed. An appointment system was considered and the option to book the committee room for the public opening hours is also a consideration. Also, freeing up some space, could the existing paperwork kept in the office be further sorted, and taken to the records office or scanned into KPC's systems. (It was noted the previous clerk sorted and scanned a lot of the documents prior to handing over). It was agreed to make the best of the space KPC has as no alternative office space could be sourced in the centre of the village at the present time. Cllr Mussett will draft a proposal for the office space with design, decluttering, and the Parish Council's obligations as employers being taken into consideration. The option to use the Committee Room for public opening may be the answer but would need discussing with the Village Club. Staff will monitor the visits residents make to the office and whether the need for public opening will continue in the future. It was noted that Councils where clerks work at home no public opening and there are many ways the Council can be contacted at present.

**Action:** CM. November GP

### **09/21.6 – Councillor Responsible for SIDS:**

Cllr Bowes will discuss the SIDs with Cllr R Peach as the current Transport Councillor. It could maybe something the new councillor may wish to be involved with. The role could be re allocated next May.

**Action:** IB

### **09/21.7 – Councillor Vacancy:**

The vacancy will be advertised officially on the 18<sup>th</sup> October 2021. The advert will go on noticeboards, social media, and KPC's website. If no election is required co-option can take place in November. Update to be prepared for November GP.

**Action:** Clerk. November GP.

It was agreed by to take item 15 next.

### **09/21.15 – Planning Applications:**

#### **15.1. 21/02814/FUL – Land Between A339 and Fawconer Road:**

Further to the in-depth discussion regarding the proposed application for a Care Home on this site which took place at the Ordinary Meeting of the Parish Council on 26<sup>th</sup> July item (Minutes Ref: OM 07/21.7). SA drafted and circulated to all Cllrs a response to oppose the planning application in line with the comments,

observations, and discussion held at July OM. The application had not been officially submitted at that point hence no official response was required until now.

The Application was sent to the Parish Council on the 28<sup>th</sup> September 2021 however was registered with BDBC on 27<sup>th</sup> August 2021, so there was a considerable delay in its release. The issues discussed at the OM meeting on the 26<sup>th</sup> July were all included in the draft response. The response covers major contravention of The Kingsclere Neighbourhood Plan (KNP) which took five years to complete and over £20,000 to produce, with 90% of voters supporting its outcome. The views expressed during the consultation were for an overriding need to provide affordable homes in the village, KPC believes that the genuine needs of the local community should be paramount consideration and at no time during the KNP consultation was the desire expressed for an end-of-life care home. The response from the Parish Council will consider the contribution to the housing land supply, the need, the economic benefit, parking, the consultation process that has taken place within the community by the developer, lack of CIL funds this development would deprive the village of, but overwhelmingly KPC's opposition to this planning application is due to the non-conformity to the Kingsclere Neighbourhood Plan.

Councillors looked through the report produced by Christie & Co., (Healthcare Property Consultants) to assess the need and demand, which formed part of the very extensive and professional application, which recommended consultation with Kingsclere's Local Health Centre; this doesn't seem to have been completed or documented anywhere.

It was also noted that the care home would not generate Council Tax for BDBC either.

There are two fundamental questions looking at this proposal: Is this application a support for the KNP; and / or a support to the community? As, KPC knows the Local Plan will be reviewed and KPC know Kingsclere's allocation of required homes will increase, it was suggested if KPC can possibly work with the developers in finding a better location for the care home and still work towards Kingsclere's housing allocation target.

It was noted that some residents are supporting the application, the majority of those in support appear to be in the local vicinity to the proposed site and have mentioned they will be less impacted by a Care Home than 13 new homes. KPC has a duty to represent all the residents and should engage with both sides but still the over whelming outcome of the KNP was for affordable homes which is the document KPC apply and work to where applicable on all parish decisions. It was agreed to inform the tree wardens of this planning application so they can review the plans too.

*Standing orders were suspended and the Chairman opened the meeting in order the Councillors could raise questions to the representative of Gillings Planning and Frontier Estates.*

- A few abbreviations in the Christie and Co document were clarified.
- The 50 bed Care Home would be for those within a 5 miles radius of the site so Kingsclere residents only.
- Those who moved into the end-of-life care home would then be freeing up larger homes in the village for families
- The Life expectancy of those in the home is 3 years
- There would be 15- 18 staff per shift

*Standing Orders were resumed*

The Councillors then took a vote and unanimously agreed to object to the application. Cllr Adams will amend the draft response.

**Resolved:** Unanimously agreed that KPC oppose planning application 21/02814/FUL

**Action:** SA

#### **15.2. 21/02921/HSE – Horsebrook, Bear Hill:**

Following discussion Councillors objected to this application on environmental grounds. Cllr Adams will draft a response.

**Action:** SA

#### **09/21.8 – Malthouse Open Space:**

The project details can be found on KPC's website under documentation. KPC has received an offer of help with this project from a project management company. JS will be clarifying if the help is for manual labour or project management and design support and advise NP who will then take forward with the first step of finalising the specification and issuing it to obtain quotations for the work. KPC has also had a donor come forward who is prepared to fund part of the planned project and a resident who has volunteered to undertake manual work on the project.

**Action:** JS, NP

#### **09/21.9 – Quotes for Removal of Green Waste on holding Field:**

The Clerk sourced two quotes and it was agreed to appoint Countrywide to chip and move the chippings to the Orchard for the sum of £250. This will be completed towards the end of November.

**Resolved:** Approval of £250 for the chipping and transport to the Orchard.

**09/21.10 – New Councillor code of Conduct:**

A new document had been issued by BDBC and the parish councillors' comments were requested. All present had no concerns over the revised version and the clerk will respond as such.

**Action:** Clerk

**09/21.11 – Mowing and Maintenance Schedule Tender Process 2022:**

The current contract ends in March 2022. The clerk has started to contact companies known to the Parish Council; a note will go in the Tower inviting interested contractors to contact the Council to be included in the process. The deadline for Tenders to be submitted is the 3<sup>rd</sup> January 2022 at 10am. The current schedule in place was being revised and altered and KPC will be requesting 1- and 3-year tender submissions. The paperwork will be forwarded to all who have shown an interest once the schedule has been finalised.

**Action:** SA, IB, NP, CM, Clerk.

**09/21.12 – Cemetery:**

**12.1. Memorial Safety Check Policy and Procedures:**

It was agreed KPC should have an adopted policy in place to ensure the memorials are checked and maintained according to National Standards. Cllr Mussett will draft a policy the details of which will also be incorporated into KPC's Cemetery Rules and Regulations.

**Action:** CM. November OM

**12.2. Memorial Safety Check Costs:**

The clerk had obtained two quotes and will strive for a further quote with a view to carrying out a safety check this year. The council need to incorporate into the policy the requirement to make safe any memorials which fail the check but the decision on costs cannot be finalised until the outcome is clear as there are various charges / options involved in making safe any memorials which may be non-compliant.

**Action:** Clerk

**09/21.13 – Replacement Tree on George Street:**

It was reported by a resident that one of the trees the Parish Council replaced in front of the flats in George Street had died. Cllr Bowes mentioned a scheme being run in 2022 by the Greenham Trust which is celebrating its 25th anniversary. As part of the 25th anniversary celebrations and supporting the Queen's Platinum Jubilee, the trust is working alongside local schools, councils, charities, and community groups providing the opportunity to plant a tree (or trees) to enhance the local environment for years to come. It was agreed to request 5 trees from this scheme and Cllr Bowes would complete the application form.

**Action:** IB

**09/21.14 – Health and Safety:**

**14.1. Risk Assessments:**

The financial and banking risk assessments are currently being completed. The following risk assessments are still outstanding: Community Orchard, MHOS, Cemetery, Christmas Lights, Recreation Ground, and Remembrance Day.

Once received Cllr Farey and the Clerk would review and produce a document detailing area needing repair and maintenance.

**Action:** IB, NP.

**09/21.16 – Date of next meeting:**

Monday 8<sup>th</sup> November 2021 7:30pm in the Village Club.

Meeting closed 21:41

Signed:.....Chairman

Date:.....

Signed:.....Clerk

Date:.....

**Distribution:** Cllrs: S Adams; I Bowes; M Farey; C Mussett; N Peach; R Peach; F Sawyer and J Sawyer.  
Noticeboard; Website: [www.kingsclere-pc.org.uk](http://www.kingsclere-pc.org.uk).