



**Minutes of the General Purposes Committee Meeting GP 11/17 of  
Kingsclere Parish Council held at 7.30pm on  
Monday 13<sup>th</sup> November 2017 in the Village Club**

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- GP11/17 Present Committee Members:** Cllrs: Adams; Bowes; Farey; Mussett; Peach N; Price; Sawyer J.  
Clerk: L Porton.
- 11/17.1 Apologies:** None
- 11/17.2 Declaration of Interest:** 11/17.10 Allotments – IB; NP and AP.
- 11/17.3 Matters arising from Minutes of GP Meeting 14<sup>th</sup> August 2017:**
- 3.1. 10/17.4 Roller Banner – CM provided examples of possible artwork. Titles to consider for inclusion were “What do we do”, “What it takes” and “What we need”. A draft list of functions had been drawn up by IB. This will help quantify the amount of work the council do. It was suggested a leaflet could be produced too, to include more information so that the banner could just be bullet points. Information collated can also be used for the website, Facebook and Annual Report. Action - Everyone to comment on the list for bullet points– IB to develop the other subject headers. It was also suggested a volunteer directory could be produced. **All**
- 3.2. 10/17.5 Holding Field Car Park – CM still obtaining formal quotes. They will include size options and layout options. The issues highlighted – drainage, landscaping, and entrance are all being considered as part of the quotes. **CM**
- 3.3. 10/17.9 Love Lane Footpath – CM has drawn up the specification. Clerk to contact Steve Goodall at HCC to arrange a site visit. **Clerk**
- 3.4. 10/17.10 Risk Assessments – NP working on the Water Troughs; the Bowling Club are clearing the green waste; the hole in the all-weather wicket has been filled; the metal gate is still propped up in the car park but all other waste gone; Clerk will check with BDBC on the “no alcohol” signs – agreed to obtain 25 signs; Clerk to order new waste bins; Clerk to check with Arthur on the retaining slabs; Youth Football have been asked to look at the goal netting. **Clerk**
- 3.5. 10/17.11 Tree Survey – Rob Fox contacted but is not able to do tree surveys; Clerk still to contact JP Handy and one other for quotes. **Clerk**
- 3.6. 10/17.12 Churchyard Trees – included in item 11/17.4
- 11/17.4 Churchyard and Malthouse Open Space:**
- 4.1. Leaf Clearance Quote – Churchyard only, clearing leaves and leaving piled on site £300 or to remove leaves from site £350. For Churchyard and MHOS, clearing leaves and leaving piled on site £375 or to remove leaves from site £425. It was agreed both areas need to be cleared or the MHOS will look messy and less connected with the Churchyard. It had been requested for the leaves to be cleared twice annually once before Remembrance and again when all leaves had dropped but it was agreed once per year was sufficient. **Clerk**
- Resolved** - £425 quote accepted – leaves cleared once per year and removed from site.
- 4.2. Levelling and Ground Preparation Quotes Following Hedge Removal – two quotes received so far £6850 and £5552.19 the third has visited site but not yet submitted figures. The quotes vary in the recommendations made for the treatment and amount of top soil. The contractor for the anticipated third quote had suggested that there may not be a need for any top soil. Having reviewed the specifications it was agreed that the quote that took account of a larger requirement for topsoil appeared more realistic in achieving the desired outcome. **to OM**
- 4.3. Crown Lifting of Yew Tree alongside Swan Street – Two quotes received £346.50 and £234.80. **Clerk**
- Resolved** - £234.80 quote accepted. Clerk to contact PCC for permission and apply to BDBC for TCA planning consent.
- 4.4. Clearing of Yew Tree around Lamppost on Newbury Road – Two quotes received £88 and £214.80. **Clerk**
- Resolved** - £88 quote accepted. Clerk to contact PCC for permission and apply to BDBC for TCA planning consent.
- 11/17.5 Cemetery – Lych-Gate Repairs and Maintenance Quote - £525:** Quote to replace approximately 12 metres of pressure treated, feather edge boarding; treat the outside of the building with Cuprinol Ducksback wood treatment; clear away all rubbish - £525.00 **to OM**
- Resolved** - £525 quote to be recommended to OM for acceptance.
- 11/17.6 Consider Joining the National Allotment Society - £55 Per Year for Local Authorities:** The clerk had attended a free forum offered by the society for Allotment Managers/Officers. The day proved very useful, valuable advice was received and one of the members benefits is free legal advice. **Clerk**
- Resolved** – membership approved at £55.
- 11/17.7 Walkers are Welcome and Walking for Health:** JS briefly outlined that he thought the Walkers are Welcome scheme would be beneficial to the village and good for business. Most of the requirements for joining are already met – JS will contact the Kingsclere Walking Group for support. FS had tentatively approached the Health Centre, she has spoken to one of the Doctors who was enthusiastic about the Walking for Health scheme. JS to explore further and bring item back to the January meeting. **JS**
- 11/17.8 Consider the purchase of 2 or more Hedgehog Houses for the Allotment Site:** At the allotment clean-up day in October a hedgehog preparing for hibernation was disturbed and a possible further



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nest was discovered. NP requests funding to purchase two suitable houses to site at the allotments. The Clerk recommended for this funding not to be applied to the allotment account as it was a community project. It is not directly beneficial to the allotment tenants and therefore should not be included in their expenditure.

**NP**

**Resolved** - £100.00 approved to purchase two Hedgehog Houses

**11/17.9**

**Festive Lights:** The paperwork had been sent to SSE for the installation of the new supply column but there has been a delay because payment had not been made. Having requested an invoice this has now been paid. IB has spoken to AB and it has been decided that a cherry picker will not be required this year as the lights will go into the lime trees again. IB requested some funding for some additional strings of lights at approximately £50 each.

**IB**

**Resolved** - £200 approved for additional lights.

**11/17.10**

**Allotments:**

10.1. Review of Tenancy Agreements and Rules and Regulations – papers circulated prior to the meeting. It was suggested that clause 3 needs an additional indemnity included - NP and IB to draft and review. SA suggested most of the Tenancy Agreement clauses are included in the Rules and Regulations so could these be cleaned up too.

**IB/NP**

10.2. Castle Water Invoice – An invoice has been received from Castle Water who now manage the business customers for drainage services rather than Thames Water. The details of the invoice relate to the standpipe of which there is no drainage however there is the allotment toilet to consider. The clerk will contact Castle Water and clarify the situation and negotiate the fee – the toilet is only operational for 6 months of the year and is hardly ever used.

**Clerk**

**11/17.11**

**Brown Signs – HCC Community Initiative Application - £100:** Investigations for obtaining Brown Signs have led us to the Community Funded Traffic Measures program run by HCC. The application process, to request HCC to investigate, recommend and quote to install costs £100.

**Resolved** – £100 approved for the application. IB to complete.

**IB**

**11/17.12**

**Hedges:** A visually impaired resident had injured themselves on protruding brambles from an overgrown hedge on Basingstoke Road by The Pellows. Investigations have revealed that the land is still owned by Bewley Homes who developed the site. The Clerk has written to Bewley Homes to request the hedge is cut back and also request that a regular maintenance schedule is set up. Another problem hedge on Basingstoke Road is by Yew Tree Close. Clerk to contact those residents in Yew Tree Close who's properties border Basingstoke Road.

**Clerk**

**11/17.13**

**Highways Issues:** The hedge on Newbury Road near the bridge is now so overgrown it is causing major problems for buses and other tall vehicles – Clerk to check the current status and escalate. There is a Pot hole at G&H which requires attention. The hedge on Newbury Road opposite Garrett Close is still problematic – Clerk to check the land registry documents on file and CM to contact HCC (again).

**Clerk/CM**

**11/17.14**

**Rolling List:** No updates

**11/17.15**

**Planning Applications:**

15.1 17/03172/ROC - Meadow End, Greenacre – No objections

**11/17.16**

**Date of next GP Meeting:** Monday 8<sup>th</sup> January 2018

There being no further business the meeting closed at 21:29

Signed:.....Chairman

Date:.....

Signed:.....Parish Clerk

Date:.....