



Minutes of Kingsclere Parish Council Ordinary Meeting OM 04/21
Held at 7.30pm on Monday 26th April 2021
Using Zoom Online Meeting Software

OM 04/21 – Present:

Cllrs: Adams; Bowes; Farey; Mussett; Peach R; Price; Sawyer F; Sawyer J.
BCllr Rhatigan. Clerk – Ackrill; Admin Assistant – Read.

04/21.1 – Apologies:

Cllr N Peach; BCllr Kinnear.

Resolved: Apologies accepted.

04/21.2 – Declarations of Interest:

None.

04/21.3 – Minutes:

3.1 Minutes of Ordinary Meeting 29th March 2021 were accepted and signed.

3.2 Minutes of General Purposes Meeting 12th April 2021 were accepted and signed.

3.3 As the FE meeting took place on 22nd April, the draft minutes have not yet been circulated and therefore were not able to be signed at the meeting.

04/21.4 – Matters Arising:

None.

04/21.5 – Chairman's Remarks:

- i) KPC held a two minute silence in remembrance of HRH Prince Philip the Duke of Edinburgh at GP on 12th April, the first meeting after his death. KPC contacted St Mary's Church within an hour after the announcement of his death from Buckingham Palace enquiring if the flag would be flown at half-mast and this was done once St Mary's Church had received confirmation to do so through their own official channels. A statement from the Chairman was posted on KPC's social media and website. Thank to the Kingsclere Royal British Legion for their short act of remembrance on the day before the funeral, and thanks to the Vice Chairman for representing KPC.
- ii) Nominations for the Making a Difference Awards closed on 1st April. KPC received 15 nominations and together with the list of volunteers that stepped forward last year, this brings the total number of people deserving recognition for their contribution to the village to nearly 100.
- iii) Regarding 24 Swan Street, since last GP JS has written a response to BDBC requesting a wider ranging discussion on this issue, that would include other departments at BDBC. BCllr Rhatigan was copied in and JS will keep Cllrs updated.
- iv) The Kingsclere Great British Spring Clean is due to be held on 12th June using the same format as last year's September Clean. Residents will be asked to book a slot to pick up litter picking equipment from the Churchyard and will be directed to different location in the village.
- v) KPC has received no further news or updates from BDBC regarding the public toilets.

04/21.6 – Kingsclere Annual Report 2021:

Considering the unusual year, it was suggested to use the Annual Report as a way to recognise and thank those who have stepped up and helped in the community during the past year. It was agreed that most organisations and clubs would not have much to report this year so it was decided the Annual Report would also highlight what KPC has done during the last year. Cllrs to prepare and send reports before 31st May.

Action: All Cllrs

04/21.7 – Date of May GP:

It was agreed to ratify GP Committee's decision and hold May GP on 5th May 2021.

Resolved: May GP to be held on 5th May.

04/21.8 – Memorial Tree Planting in the Cemetery:

It was agreed to ratify GP Committee's decisions regarding memorial tree planting in the cemetery, as discussed at last GP (Minutes ref: GP 04/21.4).

Resolved: GP Committee's decisions regarding memorial tree planting ratified.

04/21.9 – Kingsclere's Bounce Back:

The Kingsclere Community Association (KCA), in partnership with other village organisations and groups, is looking to run a programme of events across the village called Kingsclere's Bounce Back. This would incorporate events such as the summer play days previously run, to get the community in Kingsclere back together in person, after Covid restrictions allow. The KCA invited KPC to be involved as a partner organiser and enquired if KPC would be interested in incorporating the Making a Difference Awards (MaD Awards) into this programme of events. A provisional date of 14th August was proposed for a fun day event, that could incorporate the MaD Awards. The requirement to form an organising group was identified and it was reported one of the aims of this would be to create a directory of all village organisations and facilities for future use, and to use this as a form of engagement with village clubs and organisations to become involved

in Kingsclere's Bounce Back. It was noted that this directory could be used to assist in grant applications as it would show what and who would benefit from grants made to the village. It was noted that the financial situation of the clubs and organisations in the village has been thought about, and that this programme would not want to exclude any village club or organisation whose finances have been affected by the pandemic. This programme of events would want to include all members of the community and would aim for events to be minimal cost or free. The identified budget is approximately £13,000 and the KCA has secured a £5000 match funded grant from the Greenham Common trust, as well as a £2000 community top up grant, however the first £5000 would need to be raised to access the £5000 match funded grant. In the past the KCA has secured a County Cllr grant for similar events so this option is being investigated. It was reported that the Youth Club would be willing to match fund any shortfall, up to the value of £5000, to raise the required £5000 needed for the Greenham Common Trust match funded grant. It was unanimously agreed to be involved in Kingsclere's Bounce Back and to incorporate the MaD Awards into the August fun day event.

Resolved: KPC to be involved with Kingsclere's Bounce Back.

04/21.10 – Laptop for Responsible Financial Officer:

A laptop was purchased for the RFO earlier in the year and the Chairman originally authorised a budget of £500. The cost of the laptop was £540.83, and it was agreed to retrospectively approve this expenditure.

Resolved: Expenditure of £540.83 for new laptop approved.

04/21.11 – Insurance:

Documents circulated prior to meeting. KPC's insurance runs until next year and this is an opportunity for Cllrs to review the insurance to ensure it still meets KPC's requirements. The asset register was updated at last FE meeting and it was agreed to check the updated asset register against the list of assets held by the insurance company. It was suggested that structures like St Mary's Church wall should be included on the insurance company's list of assets as, even though KPC does not own it, KPC is liable for it and would need to pay for any repairs. The designation of bus shelters, and the valuation of the public toilets were also queried. Clerk to contact insurance company to address these queries.

Action: Clerk

04/21.12 – County Councillor:

No report.

04/21.13 – Borough Councillor:

It was reported that Covid infections, deaths, and hospitalisations are reduced to manageable levels in the Borough. The vaccination centre at the Hampshire Court Hotel in Basingstoke has administered over 65,000 doses to residents and has been nominated for an award. The first meeting of the BDBC economic recovery board has taken place, and it will be ensuring that all central government help will be available for every business that needs it and is eligible. Numerous Kingsclere businesses that are eligible for assistance have not taken up the offer, which is a positive sign that they are in a good financial position at the moment. It is expected that some businesses may not know that they may need help and support until after restrictions are lifted and BDBC will help where it can. There is also an identified need for retaining, reskilling, and upskilling opportunities and BDBC will be working to ensure these opportunities are available through Basingstoke Collage of Technology and the University of Winchester. Cllr Rhatigan has spoken to Kingsclere Health Centre regarding mental health care as the country moves out of restrictions, as the next few months are expected to be difficult for some people as society reopens again. Figures have been requested to BDBC is aware how many people will likely need mental health support in the coming months. Question: Who was responsible for setting up and running the vaccination centre at the Hampshire Court Hotel? It was very well organised. Answer: The Clinical Commissioning Group who manage all the GP practices identified the location as suitable considering things such as car parking availability, open space to administer vaccines, and external transport links such as a bus service. The GP surgeries and the NHS generally have coordinated the vaccine centres. BDBC's involvement was more practical than organisational. It was suggested that KPC write to Kingsclere Health Centre to thank all those involved for their extreme hard work in ensuring the vaccination centres ran smoothly, and to pass KPC's thanks through their channels to ensure it reaches everyone who should receive it. This was agreed.

Considering the May elections, the Chairman expressed thanks to BCllr Rhatigan for all his hard work for the people of Kingsclere and for regularly attending KPC's meetings. It is very much appreciated. Both BCllr Rhatigan and Cllr R Peach are standing for Borough Council on 6th May.

04/21.14 – Planning Applications:

14.1. T/00203/21/TCA – 23 North Street: No objections.

04/21.15 – Clerk's Report:

15.1. CPRE Membership Renewal:

Documents circulated prior to meeting. It was agreed to renew KPC's CPRE membership and donate £50.

Resolved: Donation of £50 for membership to CPRE approved.

15.2. SLCC RFO Membership Renewal:

It was agreed to renew the RFO's SLCC membership at £95.

Resolved: £95 for RFO's SLCC membership renewal approved.

15.3. SLCC Clerk Membership:

It was agreed to renew the Clerk's SLCC membership at £185.

Resolved: £185 for Clerk's SLCC membership renewal approved.

15.4. Grant Application from Kingsclere Village Club:

Documents circulated prior to meeting. Kingsclere Village Club (KVC) requested a grant of £250 to go towards plants and flowers to finish off the garden landscaping works that have been undertaken, the total project cost being approximately £10,000. It was noted that some of the proposed plant species may not be suitable due to sharp thorns, and that perhaps KVC could enquire within the community if any residents have any specified species of plants that are unwanted and could be donated. It was queried if the use of KPC's grant funding was appropriate as grants should be to benefit an identified portion of residents and this grant would be to enhance a facility that is only accessible via payment, such as membership to clubs that use the Village Club or hiring the Village Club for private events. After a short discussion it was agreed to take a vote and the grant application of £250 was approved 6 votes to 1.

Resolved: Grant of £250 approved with 6 votes to 1.

Action: Clerk to forward Cllrs comments to KVC.

15.5. Grant Request from Victim Support:

Documents circulated prior to meeting. It was unanimously agreed to approve the request for a £100 grant.

Resolved: £100 grant request unanimously approved.

04/21.16 – Approval of Income and Expenditure:

The accounts for 25th March 2021 to 23rd April 2021 were agreed and signed off.

04/21.17 – Approval of Quarterly Bank Reconciliation:

The bank accounts for 5th April 2021 were reconciled at £51,299.11 agreed and signed off.

04/21.18 – Date of next meeting:

Monday 24th May 2021 7:30pm in the Village Club, unless a change of venue is required due to high public indication of attendance, in which case an alternative venue will be advertised prior to the meeting.

04/21.19 Recess:

No recess.

04/21.20 – Exempt Business:

20.1. Litter Warden New Pay Scale:

It was unanimously agreed to ratify FE Committee's decision and increase the Litter Warden's pay in line with the new pay scale.

Resolved: Unanimously agreed to increase the Litter Warden's pay in line with the new pay scale.

20.2. Personnel Matters:

At the beginning of February, the RFO was offered a six-month contract for 5 hours a week, with both the Clerk and Admin Assistant retaining their hours. This arrangement would be reviewed after six months and KPC would look to hire an independent assessor at HALC to review how many working hours the council needs to complete all the work that it does. JS contacted HALC regarding this assessment with the aim of getting the assessment completed before the six-month review, and reported to FE Committee that, due to Covid, currently all assessments of working hours are being undertaken virtually. FE Committee decided that it would prefer an in-person assessment take place and, if necessary, would consider extending the RFO's contract until an in-person assessment is possible. JS will keep Cllrs updated.

Meeting closed 20:45

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.