



## Minutes of Kingsclere Parish Council General Purposes Meeting GP 10/19 Held at 7.30pm on Monday 11<sup>th</sup> November 2019 in the Village Club

### **GP 10/19 – Present:**

Cllrs: Adams; Bowes; Farey; Mussett; Peach N; Price; Sawyer J. Clerk – Porton; Admin Assistant – Read.

### **10/19.1 – Apologies:**

None

### **10/19.2 – Declarations of Interest:**

10/19.6 – Handrails for Thorneley Road Steps – NP.

10/19.12 – Review of Allotment Rules and Regulations – IB; NP; AP.

10/19.15 – KCA Request for Contribution – IB.

### **10/19.3 – Matters Arising:**

None

### **10/19.4 – Volunteers' Week 1<sup>st</sup> – 7<sup>th</sup> June 2020:**

Cllrs were asked to think of ways the PC could recognise the work of volunteers in the Parish and ways to engage with residents during volunteer week 2020. Cllrs were asked to bring ideas to next GP.

**Action:** All Cllrs. Jan GP

### **10/19.5 – SID Upgrade for Newbury Road:**

The Clerk received a quote of £500, including £50 for a new battery, to upgrade the old speed watch SID to run off solar power. A location for installation needs to be identified. Locations to be suggested and decided at next GP. It was agreed to propose to full council at next OM to approve £500 for SID upgrade.

**Resolved:** GP agree to propose to full council to approve £500 for SID upgrade.

**Action:** Nov OM, Jan GP.

### **10/19.6 – Handrails for the Steps at Thorneley Road:**

A quote of £800 excluding VAT for installation of four handrails, two for each set of steps at Thorneley Road, was received. Clerk to investigate other quotes. Refer to next OM.

**Action:** Clerk. Nov OM

### **10/19.7 – Woodland Trust Trees:**

It was reported the trees have been delivered. The Clerk has not yet received quotes to dig holes to plant the trees in. It was agreed to set the budget at £499 and to approve quotes via email.

**Action:** Clerk

### **10/19.8 – Swan Street/Pound Green Parking:**

It was reported that it had been established that the land at Pound Green is cut by BDBC on behalf of HCC and therefore the land is owned by HCC. JS has pursued the idea of turning the land of the old gas works into a car park. BCllr Rhatigan has asked BDBC to contact the gas works landowner and enquire if they would be interested in selling the land to BDBC. It was agreed that the PC would like to see the land at Pound Green returned to a green public space, however it was suggested to postpone any actions to achieve this until after further information about a car park being created at the old gas works was received. A time limit of 6 months was agreed as the waiting period. Referred to April GP.

**Action:** April GP

### **10/19.9 – Tree Inventory:**

The tree inventory for the Recreation Ground was circulated prior to the meeting. NP to complete tree inventory of the Community Orchard for next GP.

**Action:** NP. Jan GP.

### **10/19.10 – Risk Assessments:**

Risk assessments for the Community Orchard, Malthouse Open Space, Remembrance Sunday road closure, Parish Paths equipment, SIDs and the Noticeboards were received with no actions required. The risk assessment for the Allotments was received with an action to install a "Caution. Slippery when wet" warning sign on the gate and the risk assessment for the Bus Shelters was received with an action to have them disinfected. Clerk to organise for both these actions to be completed. Risk assessments for the Cemetery, Christmas lights, Recreation Ground, Financial, Litter Warden, Holding Field, CCTV and the Churchyard haven't been completed yet. Referred to next GP.

**Action:** SA, IB, NP, Clerk. Jan GP.

#### **10/19.11 – Rules and Signs for Holding Field and Open Spaces:**

Document circulated prior to meeting. The size of the signs at A3, contact details and the PC website address being included and a few minor changes to the wording were agreed. It was agreed that four signs would be needed for the Holding Field and four would be needed for the Recreation Ground. Admin to design signs, Clerk to source quotes for signs to be made. Refer to next GP.

**Action:** Admin, Clerk. Jan GP.

#### **10/19.12 – Review of Allotment Rules and Regulations:**

Document circulated prior to meeting. Amendments were made to numbers 7 and 14 to allow one polytunnel or polycarbonate greenhouse not exceeding 2m x 3m per plot and to permit assistance dogs entering the Allotments respectively, effective from 1<sup>st</sup> January 2020. Refer to next OM for full council approval.

**Action:** Nov OM.

#### **10/19.13 – Local Plan Update: Settlement Study Town and Parish Council Questionnaire:**

Draft document circulated prior to meeting. BDBC are currently reviewing their local plan. SA completed questionnaire on behalf of the council. Some minor amendments were made. It was agreed for SA to send document back to BDBC once agreed amendments were changed.

**Action:** SA.

#### **10/19.14 – Neighbourhood Watch:**

It was reported that there are only three Neighbourhood Watch Coordinators listed in the village. It was suggested the PC help promote the Neighbourhood Watch Scheme and encourage people to sign up to Hampshire Alert. IB to find information about what being a Neighbourhood Watch Coordinator entails. It was agreed to post information on how to sign up to Hampshire Alert and about Neighbourhood Watch Coordinators on social media, the PC website and in The Tower.

**Action:** IB, Clerk, Admin.

#### **10/19.15 – KCA Request for Contribution Towards Richard Adams Plaque:**

It was reported that the Twist 10K run is being reinstated in the village with the new name of The Watership Down 10k Run. The route would take runners past the commemorative tree for Richard Adams and the PC has received a request to assist with the purchase of a replacement plaque located by the tree, the cost estimated to be between £100 and £200. It was suggested that the replacement plaque should have information about Watership Down and the connection between Richard Adams and the local area. It was queried as to if the specific location of the tree and plaque was in the Parish and it was noted that the actual land belongs to Lord Huntingdon. IB to establish specific location of the plaque. Refer to next GP.

**Action:** IB. Jan GP.

#### **10/19.16 – Girl Guides Request to run a Scarecrow Trail:**

The Clerk received an email from Kingsclere Girlguiding asking the PC for permission to run a scarecrow trail in the village. The PC has no objections. Clerk to inform Kingsclere Girlguiding.

**Action:** Clerk

#### **10/19.17 – Neighbourhood Plan Website:**

It was reported that the Neighbourhood Plan website is out of date and now the NP has been made, there is no need for a website specifically for it. It was agreed to delete the NP website, update the NP page on the PC website with the relevant information and to delete the NP Facebook page following an advisory post.

**Action:** SA, Admin.

#### **10/19.18 – Website Accessibility:**

Document circulated prior to meeting. It was reported that the PC has until 23<sup>rd</sup> September 2020 to ensure the PC website is compliant with website accessibility legislation that came into effect on 23<sup>rd</sup> September 2018. It was agreed to ask Hugo Fox if it is possible to make the website compliant and to also ask IONOS if it is possible to make a compliant website with them, if the PC wished to change website host providers.

**Action:** Clerk, Admin.

#### **10/19.19 – Churchyard – Waste Removal quote:**

The Clerk sourced a quote of £150 + VAT to remove tree waste dumped in the churchyard. Since the quote was sourced additional tree waste has been added to the pile, this waste was identified as belonging to a tree in the churchyard. Clerk to contact BDBC to inform them that tree works were undertaken without the relevant permissions and would the PC be required to apply for permission retrospectively. It was noted these tree works were not undertaken by the PC. The quote of £150 + VAT was accepted; however, it was noted that this quote may no longer be valid due to additional waste needing to be removed.

**Resolved:** £150 + VAT for removal of tree waste approved.

**Action:** Clerk

**10/19.20 – While Hill Facilities:**

The Clerk received an email from a resident suggesting the idea that a food vendor or similar should be located in the White Hill car park. The PC have no control over business or vendor licences but would support any application to BDBC for the required license. Clerk to respond to resident.

**Action:** Clerk

**10/19.21 – Dog Bag Dispensers:**

The Clerk received a suggestion from a resident that the PC could install dog waste bag dispensers around the Parish. It was agreed that the PC is not responsible for supplying dog bags and that it is the owner's responsibility to pick up after their dogs.

**10/19.22 – Allotments:**

It was reported that one plot became available on 31<sup>st</sup> October 2019.

**10/19.23 – Highways Issues:**

It was reported that Foxs Lane is closed due to works being done by Thames Water to fix a water leak. It was also reported that there is a large pothole located in the road between Falcon House and Priory House.

**10/19.24 – Action List:**

It was agreed all Cllrs update their actions by the middle of the week beginning 18<sup>th</sup> November 2019.

**Action:** All Cllrs

**10/19.25 – Planning Applications:**

**25.1 19/02912/FUL** – Barn at the Old House, Rectory Lane, Wolverton – No objections.

**25.2 19/02880/AGPD** – Park House, Winchester Road – No objections.

**25.3 19/02932/HSE** – 50 Cedar Drive – No objections.

**25.4 19/02946/LBC** – The Old Millers House, 18 Swan Street – No objections.

**25.5 19/03042/HSE** – Beechbrook House, Foxs Lane – No objections.

**10/26.26 – Date of next meeting:**

Monday 13<sup>th</sup> January 2020 7:30pm in the Village Club. (Not 2019 as listed on the agenda)

Meeting closed 22:05

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