



Minutes of Kingsclere Parish Council General Purposes Meeting GP 07/20
Held at 7.30pm on Monday 14 September 2020
Using Zoom Online Meeting Software

GP 07/20 – Present:

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

07/20.1 – Apologies:

Cllr Price.

Resolved: Apologies accepted.

07/20.2 – Declarations of Interest:

07/20.9 Allotments – IB; NP.

07/20.3 – Matters Arising:

3.1. GP 06/20.3.1 (GP 05/20.6.3) Cemetery Business Rates:

Item deferred from last GP. Clerk was investigating if KPC or St Mary's Church owned the Cemetery. Since last GP, KPC received Business Rates invoices for the last four tax years and this was discussed at July OM 07/20.12 (also in OM 07/20.15). Since July OM KPC has successfully applied for and received 100% Business Rates relief so there is no money owed by KPC.

3.2. GP 06/20.10 Commercial Notice Board on Crown Green:

Quote was received and was less than the Clerk's authorised expenditure budget. Cllrs confirmed authorisation and accepted the quote via email and the Clerk has given instruction to repair the noticeboard.

3.3. GP 06/20.13 Newtown Road HWRC Permits:

The action from last GP was to write to HCC, copying in our MP and BCllrs, regarding KPC's shock and disappointment over the decision to withdraw funding and therefore access to the Newtown HWRC, and the fact that KPC was not informed or consulted prior to this decision being made. Soon after July GP, BDBC, HCC, and WBC agreed a new temporary arrangement ensuring continued access to Newtown HWRC for most North Hampshire residents. The action to write to HCC was therefore not completed. It was agreed to write to CCllr Thacker to note that KPC was not informed or consulted regarding this decision, that KPC expects to be consulted in future, and that KPC is glad access to this service is continuing.

Action: Clerk

07/20.4 – Great British Spring Clean:

The spring clean originally organised for March was postponed, the new date is 26th September. It was suggested to supply volunteers with hand sanitiser, high viz jackets, a pair of gardening gloves, and a pair of disposable gloves to wear on top. This was agreed. The gazebo for the 'station' in the Churchyard has been sourced and the Clerk will source a table. BDBC has supplied black sacks, recycling sacks and litter picker wands. It was agreed the time slot intervals would be 5 minutes, with spare slots for anyone who happens to turn up on the day without booking. It was suggested chalk spray to denote 2 metre distances on the pavement was also sourced. Cllrs to confirm their attendance via email and create a rota. Admin to contact residents who have booked with their allocated time slot.

Action: All Cllrs, Clerk, Admin.

07/20.5 – Recreation Ground:

5.1. Play Area Fencing:

This issue remains an open action. A further fence panel has since broken. CM to see if he can remove it by Thursday, Clerk to source quotes for removal after that if panel has not been removed.

Action: CM, Clerk.

5.2. Ash Trees:

The decision to accept this quote was deferred at last GP as KPC was unsure who would be paying for the work (GP 06/20.8.3). Clerk has written to both residents informing them that KPC is expecting the £200 for the removal of the tree stumps and the cost of replacement trees to be met by the residents as agreed at last GP (06/20.8.2). The Clerk has received no acknowledgement or reply from either resident. It was agreed to go ahead with the works and attempt to recover costs after the fact.

Action: Clerk.

5.3. Interpretation Board:

Quote circulated prior to meeting. At last GP it was agreed to investigate digitising the artwork and having a metal or sturdy plastic sign made. It was agreed CM would investigate digitisation options and that KPC would revisit the decision on the quote in future if needed.

Action: CM.

07/20.6 – BDBC Public Space Protection Order (PSPO) Consultation:

Document circulated prior to meeting. SA raised some points within the document that are of concern. The question of how these new rules will be enforced was raised. The question of if KPC's own PSPO's would be revoked when this PSPO comes into effect was raised, SA to investigate. SA to draft a response to BDBC.

Action: SA.

07/20.7 – Risk Assessments:

Completed risk assessments for St Mary's Churchyard, the Malthouse Open Space, and the Orchard were received. Identified actions for the Churchyard are: large tree by the ashes plots has a large branch down to the floor – consider raising tree branches; the path from Swan Street to the MHOS has some slip and trip hazards – consider adding extra gravel and filling in holes; along this path there is a metal gate which needs removing – Clerk to organise removal; 3 monuments need topple testing. It was noted that only the Clerk is qualified to perform topple testing and that it would be a good idea for some Cllrs to be trained. Clerk to see if there are any training session available. An identified action for the MHOS is clearing the greenery in the pond which has now grown up and out onto the pond bank making it difficult to see the pond edge. The mowing and maintenance contractors are aware and are due to sort this issue later this month. Identified actions for the Orchard are: a number of substantially low hanging branches on the treeline along the A339 – Clerk to get contractors to cut back; the broken fence which is due to be fixed; a piece of corrugated metal on the hedge line between the Allotments and Orchard needs removing. Clerk to send last years risk assessments and blank template to Cllrs who have yet to submit completed risk assessments.

Action: All Cllrs, Clerk.

07/20.8 – Cemetery:

8.1. Memorial Bench 1:

Out of the proposed bench options, Cllrs unanimously agreed option 2 was most suitable, providing the bench is hardwood. It was noted the tree around the plinth needs pruning. Clerk to confirm with family.

Action: Clerk.

Resolved: Cllrs unanimously agreed option 2, providing it is hardwood.

8.2. Memorial Bench 2:

Proposed bench was unanimously agreed as suitable, providing it is hardwood. Clerk to confirm with family.

Action: Clerk.

Resolved: Cllrs unanimously agreed proposed bench is suitable, providing it is hardwood.

07/20.9 – Allotments:

9.1. Memorial Bench:

This issue was raised at June GP (05/20.8.1) after a resident contacted KPC requesting the bench be moved as there was evidence it is used by people smoking marijuana. The evidence in question was supposed drug litter which turned out to be rizlas and filters used for smoking tobacco. At that time Cllrs agreed removing amenities as a deterrent against drug use was not viable because for it to be effective, all amenities would need to be removed. The same resident contacted the Clerk again asking KPC to reconsider its decision not to move the bench. They noted that they were sure the family of who the memorial bench is dedicated to would not be happy that it was reportedly being used for this activity. After June GP, the Clerk informed the PCSO that this issue was raised with KPC and was informed that the Police had received no reports of drug use in the allotments. It was agreed that removing a bench before the Police have had an opportunity to deal with the issue was premature and that removing the bench would not solve the issue of drug use, it would move it to another location in the village. Cllrs again agreed not to remove any amenities due to a small percentage of antisocial behaviour and also on the basis that, as far as Cllrs are aware, the bench was placed in its location at the request of the dedicatee's family. Cllrs noted this bench is in frequent use by other residents. As far as KPC is aware, the family has not been informed about this issue. It was agreed the Clerk would try to contact the family informing them that this issue has been raised with KPC, as concerns were raised that someone else may make contact with the family and inform them in a less sensitive way. It was suggested that KPC discuss at a later point the general management of memorial benches in the parish as alternative models of operation may be easier and preferable to the current system.

Action: Clerk.

9.2. AMG:

The minutes of the Allotment Management Group (AMG) meeting on 21st July 2020 were circulated prior to the meeting. Various points in the AGM minutes were addressed by Cllrs.

1: Cllrs noted an error in the AMG minutes that states "GPC minutes state that Cllrs and the Parish Clerk were monitoring plots at this time". – June GP minutes 05/20.8.3 state that the Clerk and Cllrs are monitoring the allotments at this time, not plots. 2: AMG requested to be informed which plots have been given up and how they are to be kept tidy as plot holders have informed the AMG that vacant plots are causing weed transfer. – The weeds on vacant plots were strimmed at the time the request for tidying up was made. 3: AMG minutes state there is concern particularly from female plot holders regarding youths who congregate on the bench by the gate, possibly to take or smoke drugs. They felt unsafe on their own and the AMG request this to be addressed in a more formal way by KPC. – KPC advise that if anyone in the allotments feels unsafe or suspect someone is taking or using drugs, to call the police. The Clerk has informed the AMG that the Police have not received any reports of drug use in the allotments. 4: AMG minutes state that AMG members and others have trimmed back vacant plots and the community orchard and request KPC consider maintaining or covering vacant plots. – As previously stated, vacant plots were strimmed back at the time of the original request. 5: The AMG requested a time schedule for when allocation of plots will restart. – It was agreed allocation of plots can restart now.

07/20.10 – Churchyard:

A resident contacted the Clerk requesting some work to, and around the footpath adjacent to Falcon House. The Clerk met with the resident and the occupier of Falcon House on site and the resulting request for works are: shrub clearance around the gatepost; lowering or removal of the hedge adjacent to the path alongside Churchyard boundary and Falcon House boundary; removal of ivy under the existing hedge; some work to the surface of the footpath. It was noted this is a permissive path and not a right of way. Cllrs agreed the path is narrow and could probably use some maintenance. Clerk to source quotes for the works.

Action: Clerk.

07/20.11 – Community Orchard:

11.1. Budget for Replacement Trees:

Three trees have died and possibly five more are expected to die this year due to guards being removed and then the previous contractors strimming around the trees. Clerk to write to contractors regarding damage to the trees and confirm the understanding to not strim around trees, KPC will look to recover costs from contractor for replacement trees if trees are damaged in the future. £100 for replacement trees approved.

Action: Clerk

Resolved: £100 for replacement trees approved.

11.2. Artwork Competition Judging:

Admin to advertising the closing date. Cllrs to suggest “Arty” people in the village that could act as judges.

Action: All Cllrs, Admin.

07/20.12 – Spring Bulbs:

£200 budget for spring bulbs requested. Unanimously approved.

Resolved: £200 budget for spring bulbs unanimously approved.

07/20.13 – MHOS Works Specification:

NP requested that Cllrs email any work specifications for previous works to share formats.

Action: All Cllrs.

07/20.14 – Cycling on Footpaths:

The Clerk received an email from a resident regarding people cycling on footpaths and how this is against the law. They also pointed out that several no cycling signs in the village were damaged or missing. The Clerk replied saying that cycling on footpaths is a Police matter so should be reported to the Police, that the PCSO has been asked to monitor this issue when on patrol, and that the issues raised with the no cycling signs have been passed onto HCC. A note has also been put in the Tower. The Clerk reported that HCC will arrange for the signs at The Lines end of footpath 68 (Love Lane footpath) and the sign outside the school by the entrance to FP 68 to be replaced, and for the sign on FP 68 from North Street towards the school to be straightened. The sign on FP 68 from North Street to The Lines is fine however is concealed by hedge, the Clerk has written to the owner of the hedge and requested it be pruned back. It was noted that installing no cycling signs is not legally required as it is illegal to cycle on all footpaths. The only reason Kingsclere has no cycling signs and that they are being replaced is because there is a local order restricting cycling specifically on FP 68.

07/20.15 – Holding Field Container Removal:

The container on the Holding Field is due to be removed. Planning permission was not sought when it was originally installed but KPC can apply for a certificate of lawfulness as the container now has implied approval. This is suggested so that KPC can formalise permission to install another container for storage of KPC property in future if desired. KPC would need to prove the container has been there for at least four years. Clerk to investigate how to prove this and how to apply for a certificate of lawfulness.

07/20.16 – Returning to Physical Meetings:

This item was requested to be added the agenda before the current rise in Covid19 infections and new legislation restricting the number of people who can meet. After a short discussion where possible logistical ideas regarding physical meetings were suggested it was agreed to review this issue in January 2021.

Action: Jan GP.

07/20.17 – Planning Applications:

17.1. 20/02143/FUL – Park House Stables, Winchester Road: No objections.

17.2. T/00437/20/TCA – 22 Byfields Road: No objections.

17.3. 20/02233/LBC – 14 George Street: No objections.

07/20.12 – Date of next meeting:

Monday 12th October 2020 7:30pm using Zoom Virtual Meeting Software unless government restrictions in place for Covid-19 are lifted, in which case normal meeting procedures will resume in the Village Club.

Meeting closed 21:10

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.