

MINUTES OF PARISH COUNCIL ORDINARY MEETING

Monday 15th September 2020 at 7:30pm held remotely via Zoom

Councillors Present:

Cllr Geoff Chapman (GC) (Chairman), Cllr David James (DJ), Cllr Judith McGinley (JM), Cllr Bill Preston (BP), Cllr Gary Whiteside (GW) and Rosemary Coulter (Clerk)

Actions for

**082/FC/
06/20-21** **Apologies for Absence:** None
Non-attendance – Cllr Peter Waggett

**083/FC/
06/20-21** **Declarations of Interest:**
None.

**084/FC/
06/20-21** **Meeting**
Two members of the public joined the meeting.

**085/FC/
06/20-21** **Minutes:**
The minutes of the

- ordinary meeting held on 10th August 2020
- additional ordinary meeting held on 3rd September 2020

 were accepted as a correct record.

ACTION: Chairman to sign the minutes outside of the meeting.

Clerk / GC

**086/FC/
06/20-21** **Action Plan and Outcomes following the meeting held on 21st July 2020**
An updated Action Plan was presented to the Parish Council (PC) – see appendix 1. All items requiring discussion are on the agenda.

An updated Action Plan from the Village Walk Around on 25th August 2020 was presented to the PC. Items requiring discussion are on the agenda.

**087/FC/
06/20-21** **Village Pond**

- Hampshire and Isle of Wight Wildlife Trust (HIWWT) will survey the pond on 28th September 2020 commencing at 10.30am. A management report will follow.
- The bags of clay have been removed from behind the bus shelter by local residents and the estimated costs for hire of Hippo bags was not required.
- Grant Electrical has fitted the housing for the flotation aid in the telephone box. He has also advised that there are two cables going into the back of the telephone box. On the left side is a cable running from the electricity pole into the defibrillator, which is safe and not damaged. On the right side is the old cable to the telephone. This has no electricity supply and is safe although the cabling appears exposed.

ACTION:

- Discuss further action following receipt of HIWWT's survey and management report.
- Place flotation aid in housing.
- Arrange signage.

**All
Clerk
Clerk**

**088/FC/
06/20-21** **Vacancy for position of Clerk**

- Interviews for the post of Clerk are taking place this week.
- The Staffing Working Group will recommend an appointment to full Council. In view of the timescales involved, it was agreed that this will be via email in order to offer the post to the successful applicant in a timely manner. The decision will then be ratified at the next full PC meeting

ACTION:

- Interview and recommend appointment to PC.
- Agree appointment via email.
- Offer post to successful applicant and determine starting date.

**Staffing
Working
Group
Full PC
GC**

089/FC/ Parish Councillor Vacancy**06/20-21**

- The Notice of Vacancy for a Parish Councillor was completed on 7th September. BDBC have advised that there have been no requests for an election and the PC is able to go ahead with the co-option process.
- It was agreed to advertise in the Parish Mag, on the North Waltham website and Facebook page and via a poster on the notice board. It was agreed not to undertake a leaflet drop to houses in the village.
- It was agreed that the vacancy for a councillor is not as urgent as filling the Clerk's post.

ACTION:

- Circulate old advertisement and criteria for election to all councillors.
- When advertisement agreed, advertise Councillor vacancy.

**Clerk
Clerk****090/FC/ Island at St Michael's Close****06/20-21**

- A resident from St Michael's Close has received confirmation from Sorbon Estates, the present owners of the land, that they are happy to sell the land to the PC for a £500 donation to their charity trust fund. It was questioned whether there may be potential for discussion on that amount.
- During the Village Walk Around in August, the PC agreed informally that it was happy to investigate the possibility of purchasing the land.
- The potential legal costs need to be identified.
- HALC have a legal advisory service so it was agreed to initially contact them for advice. The PC is entitled to 1 hour free legal advice as part of their membership and it was felt that the PC needed to draft suitable questions for this free hour.
- It was felt advisable to try to negotiate a fixed fee arrangement for the legal advice / conveyancing costs.
- Sorbon Estates have their own in-house legal department.
- Sorbon Estates have confirmed that they consent to works on the trees and this includes any work that is required prior to the sale of the land.
- Another resident of St Michael's Close met with the PC during the Village Walk Around to discuss possible plans for the island.
- A resident of St Michael's Close has also received an email from Hampshire County Council (HCC) who state
 - They have inspected the trees and ordered work to cut back the Silver Birch trees opposite numbers 20 and 29 due to encroachment on the highway and to improve sight lines.
 - They confirm that they are only able to carry out works to trees along the highway for safety reasons or where damage has occurred or is likely. They are unable to carry out pruning for other reasons.
 - They do not believe that removal of the Hawthorns is necessary as they do not pose a significant threat to the highway.
 - In the light of increasing knowledge and research, ivy is now not considered an instant threat to trees and it is not necessary to remove on a regular basis. It is also an attractive habitat for wildlife and biodiversity.
- The resident will speak with other residents on St Michael's Close to gain their views and determine whether they would be willing to contribute to the purchase or work required.

ACTION:

- Determine appropriate questions and contact HALC for legal advice.
- Discussion with residents of St Michael's Close regarding their views and contributing to the purchase or work required.

**All / Clerk
Local
resident****091/FC/ Community Infrastructure Levy (CIL) Funds****06/20-21**

- The PC has received £10,616.74 in CIL funds and discussed ideas for how to use.
- It was agreed to revisit the list that the PC had previously drawn up for S106 monies. It was recognised that the PC had not spent a lot of time on this as the prospect of receiving any monies was low.
- It was questioned whether the PC should approach the Village Trust. It was agreed to look at other projects for the village whilst the PC has money available. The Village Trust received the previous S106 funds from BDBC.
- Guidance and ideas of suitable projects will be available from BDBC, other boroughs and parish councils and online.

ACTION:

- Agenda item for October meeting to discuss ideas.

All / Clerk

092/FC/ Survey on HCC Roads and Transport**06/20-21**

- Hampshire Town and Parish Councils are being asked to share their views on highways and transport services across Hampshire (as highlighted in HCC's Parish News, August 2020) and GW asked whether the PC should respond to this survey.
- The results will benchmark HCC's performance against other shire counties and can be used to inform and influence decisions to improve various elements of the service.
- The PC has completed this survey in previous years. It is lengthy to complete and no results had been made available to PC's by HCC.
- It was generally felt that the PC would not complete this survey on this occasion as it had no direct impact on the PC.

093/FC/ Speed Reduction Working Group**06/20-21**

GC sent a paper 'NW 20mph draft Survey Results' to Parish Councillors this afternoon for consideration.

- The survey commenced on 11.08.20. 169 residents have completed it, with 155 separate households represented.
- The group propose to close the survey on 17.09.20. The hope is to achieve 200 respondents.
- The survey has recently been sent out via North Waltham School's newsletter.
- 89% of respondents are in favour of a 20mph speed limit for varied reasons varied, e.g. safety around the school, cycling, walking, safety for children, increase in traffic, etc.
- 11% oppose a 20mph restriction, the main reasons being the increase of road clutter and signs or that calming measures will spoil the village.
- 88% have witnessed speeding and/or reckless driving.
- 12% have never witnessed speeding and/or reckless driving.
- The Working Group feel that the conclusion is overwhelming support for a 20mph speed restriction.
- Support has been gained from Kit Malthouse, MP, and Borough Councillors, including the Mayor.
- There appears to be a lot of interest in reducing speed limits nationwide.
- There are approximately 344 dwellings in parish giving a response rate of approx. 45%. It was questioned whether this is sufficient as the views of the remaining 55% are not known.
- Deane Parish Council have expressed interest in the work and are keen to achieve a 20mph speed restriction in Deane.

ACTION:

Next steps for the Speed Reduction Working Group are to:

- Ask Kit Malthouse to join a meeting and hopefully give some guidance about taking this forward.
- Look at other campaigns around the country.
- Send a report to Hampshire Highways with the reasons and need for a 20mph speed restriction.

**Speed
Reduction
Working
Group**

094/FC/ Neighbourhood Plan (NP) Update**06/20-21**

The NP Group held a meeting with O'Neill Homer, the consultants, and went through their objectives, desires, site assessment work, etc. The Consultants gave guidance on certain areas, such as carrying out a housing needs assessment. This would be a commissioned piece of work to determine the demand for housing. This could indicate that a low level of housing is required, but equally could indicate that a much larger number are needed. It will, therefore, be important for the NP Group to carefully consider whether to commission reports such as these. The consultants are drafting the initial report.

095/FC/ Current Planning Applications:**06/20-21**

The Parish Council considered the following planning application:

20/02151/HSE 2 Wheatsheaf Close, North Waltham (3 Primrose Close)

Proposal: 2 storey side extension to existing dwelling (incorporating rebuilding of existing single storey garage and within existing footprint) and external alterations

Representation by the applicant: none

It was generally felt that so much other development had already taken place on that site that this application would make little difference.

NWPC response to BDBC consultation: No objection.

ACTION: Respond to BDBC consultation (online)

Clerk

Council noted the current planning applications to BDBC (appendix 2).

096/FC/ Planning Compliance Issues

06/20-21

- Planning application 17/02849/OUT Land at OS ref 456378 145890 Fox Lane, North Waltham – the Enforcement Notice has been withdrawn and the appeal against the Enforcement Notice is now closed. However, the appeal (ref: APP/H1705/W/20/3250744) against planning application 19/02098/RET) will continue.
- Planning application 18/00460/FUL Highfield, Church Road, North Waltham RG25 2BL BDBC Planning Enforcement visited the site some time ago and has been dealing with the owner since in relation to the landscape plans, which are due to be re-submitted soon. BDBC have requested a new landscape plan to be submitted as an amendment to the original approved scheme.

097/FC/ Finance

06/20-21

(a) Financial Receipts (appendix 3)

Council acknowledged the receipt of

- £10,616.74 Community Infrastructure Levy (CIL) funds on 17.08.20.
- £8,064.50 – 50% of Precept on 14.09.20

Financial Payments (appendix 3)

- Council acknowledged the payment of the standing order and direct debits since the last meeting on 10th August 2020 and the direct debit due on 23.10.20.
- Council acknowledged one Multipay card payment made since the last statement dated 2nd September 2020.
- Three invoices were presented for approval for payment.

Resolution: To approve payment of

- Invoice 62653 for £60.00 to ClubNet Ltd
- Expenses of £19.00 to member of Speed Reduction Working Group
- Invoice 406 for £49.46 to Grant Electrical

Proposed by GC and agreed unanimously.

ACTION: Arrange payments via bank transferClerk &
authorising
councillors**(b)****Bank Balances**

- Current account balance as at 10.08.20 - £33,969.05
- Deposit account balance as at 10.08.20 - £28,875.72
- The current account includes £9,000.00 grant for Neighbourhood Plan & £10,616.74 CIL funds.

ACTION: Transfer £10,616.74 CIL funds to reserves in deposit account.Clerk / GC /
JM**098/FC/ Village Maintenance Matters**

06/20-21

(a) Footpaths

- The Clerk has met with HCC Countryside Services and assessed the gates along the footpath to Steventon Church. Recommendations were outlined to the PC on the Village Walk Around. The Clerk is currently awaiting a second quotation for gates before completing her report to the PC
- It was questioned whether the gates would be accessible. Countryside Services advice was that if the path is accessible the gates should then also be accessible. It is accepted that some paths are not accessible to wheelchairs and pushchairs/buggies. It was felt that this path is sometimes used by parents with buggies and, therefore, the PC should investigate accessible gates. GW offered to circulate an HCC leaflet showing accessible kissing gates.
- It is not clear if all the gates are on land belonging to the same landowner. This needs to be clarified before work commences.
- It was agreed that the relevant landowner(s) should be asked to fund the gate(s) or contribute towards the costs, prior to work commencing.
- The Clerk has requested HCC Countryside Services to install a buffer on the gate between Ramsholt Close and Mary Lane and is still awaiting a response. One of the signs to close the gate has been broken.

ACTION:

- Obtain quotations for gates and complete report for PC.
- Ensure all quotations for gates are accessible by pushchairs / buggies.
- Circulate accessible kissing gate leaflet
- Determine landowners for all gates.
- Request landowner(s) to fund new gate(s) or contribute towards the costs.

Clerk
Clerk
GW
Clerk
Clerk

- Monitor situation on gate between Ramsholt Close and Mary Lane.

Clerk

(b) Telephone Box

- The housing for the flotation aid has been fitted in the telephone box. The flotation aid will be placed inside the container within the next few days. The sign will need fitting when available.
- No further action has been taken regarding a quote for refurbishment.

ACTION:

- See item 087/FC/06/20-21 (The Pond) above.
- Obtain quotation for renovation of the telephone box.

Clerk

(c) Lengthsman

The Lengthsman has repaired the notice board and installed the bollards on his workday on 11.09.20. The Sycamore bushes behind the bus shelter were not cut back and the benches by the pond were not treated.

ACTION: Follow-up unfinished work with Lengthsman Team.

Clerk

(d) St Michael's Green

- A request has been received to reduce or change the mowing schedule on St Michael's Green to allow wildflower growth and increase habitats and biodiversity.
- During lockdown, the grass was allowed to grow and wildflowers bloom as the mowing schedule by BDBC was reduced. There were a number of positive comments on social media in favour of this.
- A proposed plan was put forward, as follows:
 - Before Spring, separate areas need to be marked out and posts used to clearly identify these. Could the Lengthsman be asked to do this?
 - The Autumn is the best time to do the preparation. The grass would need to be cut shorter and scarified to remove grass and enable the seeds to make contact with the soil in order to germinate. Could a working party do this on a Saturday morning?
 - Seeds and/or plug plants would need to be purchased and planted.
 - Pathways and sight lines would continue to be mowed and maintained.
 - There would be some costs involved. An estimate would be £200 - £300 for seeds / plug plants, tools and some labour.
- Undertaking this project would have huge benefits to biodiversity and people have a huge responsibility to look after this. Nature is also considered central to overall health and wellness.
- Monty Don did an article on wildflower meadows recently and stated that they take a number of years to fully establish. Using plug plants can speed up the process.
- It was noted that there is a wildflower turf company near Overton, who may be able to advise. Also, HIWWT may also be able to advise.
- Concern was expressed that wildflower meadows look lovely for a short period of the year but look like weeds for the remainder. The area could become very untidy. This would depend on the wildflowers used. Careful consideration needs to be given to plants that last from May – end of July, a 4 month period. The area should be cut back at the end of July/August.
- Concern was expressed that some residents may prefer a neatly cut grassed area. It was noted that some residents banded together during lockdown to mow the grass in communal areas as they felt it was untidy. It was felt important to get the balance right.
- The PC need to understand BDBC's mowing schedule and whether changes can be made. At present, the PC does not know what flexibility they have or whether they can offer the kind of service this project would require. They may only be able to offer cutting the grass regularly or not cutting the grass at all.
- The PC felt that they did not have sufficient expertise to implement this plan at present or know whether this would be acceptable to the majority of residents. However, they are willing to investigate the options further and determine what is deliverable.

ACTION:

- Contact BDBC and determine contact for grass mowing.
- Liaise with BDBC regarding grass mowing on St Michael's Green.
- Enquire whether HIWWT would be able and have the expertise to carry out a biodiversity study of St Michaels Green outlining options for consideration.

Clerk
GC
Clerk**(e) Other Miscellaneous Issues**

The notice board has been repaired and the bollards at the junction of Steventon Road and Mary Lane have been installed. (see item (c) Lengthsman above)

**099/FC/
06/20-21 Highways and Roads**

(a) Traffic issues around North Waltham Primary School
No further update available.

ACTION: Follow up on current situation and report back at next meeting.

Clerk

(b) Finger signpost at the junction of Popham Lane and Fox Lane
No further update available

ACTION: Determine completion date and report back at next meeting.

Clerk

(c) Potholes and other Highways Maintenance
None

(d) Other miscellaneous issues

- It is still not known where the bench on Corndell Green has come from. However, the PC have decided to leave it there but not maintain it. The PC may consider additional seating on Corndell Green in future.
- A resident has contacted the PC regarding the recent flooding in ST Michael's Close, which was caused by the run-off from the top of the road during recent heavy rain. This is evidence of the effect of the additional housing being built at the top of St Michael's Close.

ACTION: Submit additional comment, with photographs, to the current planning application 20/01255/TDC as evidence of the impact of the additional housing on the houses at the bottom of St Michael's Close.

Clerk

**100/FC/
06/20-21 Correspondence – see Appendix 4**

- The Council noted the Schedule of Correspondence received between 10th August – 9th September 2020.
- The Council noted correspondence received since 9th September 2020.
- There were no issues arising from the correspondence not already discussed.

**101/FC/
06/20-21 Councillors Announcements**
None

**102/FC/
06/20-21 Items for Parish Magazine**

The deadline for the Parish Magazine is 6.00pm on Wednesday 23rd September 2020.

The following items will be included:

- Date of next Parish Council meeting
- Planning applications
- Advert for Parish Councillor
- Update on Clerk's post, if available
- SRWG update

ACTION: Submit articles to Parish Magazine.

**Clerk/Speed
Reduction
Working
Group**

**103/FC/
06/20-21 Date of Next Meeting**

The next Ordinary Meeting will be held on Tuesday 20th October 2020 at 7.30pm, via Zoom unless Government guidelines have changed.

Signed Date

APPENDIX 1

Item 086/FC/06/20-21

ACTION PLAN & OUTCOMES FOLLOWING PARISH COUNCIL MEETING HELD ON 10th AUGUST 2020

PREPARED BY: Rosemary Coulter, Clerk to North Waltham Parish Council

UPDATED: DRAFT – Updated 15th September 2020

MINUTE REF	ACTION	RESPONSIBILITY	OUTCOME / COMMENTS
FROM MEETINGS HELD ON 21st JULY 2020			
046/FC/04/20-21 Vacancy for position of Clerk	<ul style="list-style-type: none"> Provide reflection and feedback to the PC. 	Clerk	
048/FC/04/20-21 Councillor Induction	<ul style="list-style-type: none"> Agenda item for September meeting. 	Clerk	Carried over to October meeting
FROM MEETING HELD ON 10th AUGUST 2020			
063/FC/05/20-21 Minutes	<ul style="list-style-type: none"> Chairman to sign the minutes outside of the meeting. 	GC / Clerk	18.08.20 completed
027/FC/03/20-21 The Pond	<ul style="list-style-type: none"> Contact local electrician and ask to fit housing in telephone box and check electrical supply. (outstanding from June meeting) Arrange fitting of sign when flotation aid and housing have been fitted. (outstanding from June meeting) 	Clerk Clerk	14.09.20 completed To be completed
065/FC/05/20-21	<ul style="list-style-type: none"> Accept HIWWT's quotation and request the work commence. Continue to pursue removal of the bags of clay by local resident. Investigate costs of hiring 'Hippo' type bag or removal by BDBC Waste and Refuse Services. 	Clerk Clerk Clerk	24.08.20 completed – to meet at 10.30am on 28.09.20 25.08.20 N/A – bags of clay removed 24.08.20 completed & forwarded to Cllrs. No further discussion as bags removed by 25.08.20
066/FC/05/20-21 Vacancy for position of Clerk	<ul style="list-style-type: none"> Update standing order with bank to reflect SCP 9 pay scale for Clerks salary. Arrange payment of back pay to Clerk. Finalise advertisement for Clerk's post and forward to Clerk Advertise in Parish Mag, on social media and on HALC website. Arrange printing of flyers and distribute to councillors for leaflet drop. 	Clerk / Authorising Councillors Clerk / Authorising Councillors GC Clerk Clerk	25.08.20 set up payment Awaiting authorisation 25.08.20 calculated & forwarded to Staffing WG – approval received Requires payment 12.08.20 completed 24.08.20 completed on website, Facebook & HALC 18.08.20 completed
067/FC/05/20-21 Vacancy for Parish Councillor	<ul style="list-style-type: none"> Complete Notice of Vacancy, publicise and send to BDBC Returning Officer. After 14 days, if no election is called, advertise for a Parish Councillor. 	Clerk Clerk	19.08.20 Notice completed & emailed to BDBC – confirmed NWPC can go ahead with co-option after 07.09.20 Printed for notice board 07.09.20 Notice of Vacancy complete. No notification received from BDBC that an election has been requested

068/FC/05/20-21 Speed Reduction Working Group	<ul style="list-style-type: none"> Address concerns raised during discussion. Await accurate numbers for posters, print and laminate posters. 	Working Group Clerk	21.08.20 completed – SRWG forwarded paper to Cllrs 18.08.20 completed (x30) 24.08.20 more requested & completed (x15)
069/FC/05/20-21 Neighbourhood Plan Update	<ul style="list-style-type: none"> Forward appraisal of White Paper by Oneill Homer to Parish Councillors. 	GC	12.08.20 completed
070/FC/05/20-21 Current Planning Applications	<ul style="list-style-type: none"> Respond to BDBC consultation (online) for both applications. 	Clerk	11.08.20 completed
072/FC/05/20-21(a) Finance - Receipts	<ul style="list-style-type: none"> Agenda item at September meeting to discuss ideas for spending of CIL funds. 	Clerk	09.09.20 completed
073/FC/05/20-21 Correspondence	<ul style="list-style-type: none"> Await update from local resident regarding ownership of island in St Michael's Close. 	Clerk	19.08.20 completed
075/FC/05/20-21 Parish Magazine	<ul style="list-style-type: none"> Submit article(s) to Parish Magazine. 	Clerk / Speed Reduction Working Group	25.08.20 completed

APPENDIX 2

Item 095/FC/06/20-21 Current Planning Applications:

B/F	18/03188/HSE	The White Cottage, Popham Lane, North Waltham RG25 2BD Erection of two storey side and rear extension with demolition of one outbuilding Amended plans submitted 19.02.19	Undecided
B/F	19/02018/FUL	Village Farm Bungalows, Steventon Road, North Waltham RG25 2DD Erection of 2 no. 3 bed houses following demolition of existing bungalows including associated works (part retrospective)	Undecided
B/F	19/02422/FUL	Land at OS Ref 456743 145562, Popham Lane, North Waltham Erection of 7 no. dwellings; with associated parking, turning, landscaping, and private amenity space. Creation of new access point out onto Popham Lane	Undecided
B/F	19/02900/FUL	Towns End Cottage, Maidenthorne Lane, North Waltham RG25 2DD Erection of a single storey lifetime dwelling	Undecided
B/F	19/03232/FUL	Land adjacent The Old Hall, Popham Lane, North Waltham Erection of 6 no. dwellings including associated parking and landscaping and creation of new access onto Popham Lane	Undecided
B/F	20/00221/FUL	Old School House, Mary Lane, North Waltham RG25 2BY Erection of detached dwelling including parking provision for existing and proposed dwelling Amendment – amended plans to reduce the scale of the development and to alter the position of the dwelling. An amended tree report was submitted to reflect the revised layout	Undecided
B/F	20/00670/HSE	Towns End Cottage, Maidenthorne Lane, North Waltham RG25 2DD Erection of two storey side and rear extensions	Undecided
B/F	20/01255/TDC	Land at OS grid ref 455998 146067, St Michael's Close, North Waltham Technical Details Consent for the erection of 2 no. dwellings with associated access, garaging, parking and landscaping, pursuant to Permission in Principle approval reference 19/01954/PIP for up to 4 no. dwellings	Undecided
B/F	20/01626/HSE	19 Coldharbour, North Waltham RG25 2BH Removal of redundant chimney on side elevation and tile over	Granted
B/F	20/01765/HSE	Street Cottage, Yew Tree Road, North Waltham RG25 2BX Erection of a single storey side extension to create new garage, erection of a first-floor extension to existing garage and widening of existing driveway	Undecided
B/F	T/00340/20/TCA	18 Cold Harbour, North Waltham Application for works to trees growing in a conservation area Proposal: Fell 1 Holly	Raise no objection
B/F	20/01847/FUL	Land at Folly Farm, Overton Road, North Waltham Removal of existing office building (B1a), and the erection of a detached dwelling; with associated parking, turning, landscaping, private amenity space, modified access from the highway and associated change of use of land	Undecided
B/F	T/00358/20/TCA	7 Coldharbour, North Waltham Application for works to trees growing in a conservation area Proposal: 1 Copper Beech: Crown reduce by approx. 2m leaving an approx. finished height of 4.5m with a crown spread of 2m	Raise no objection
NEW	20/02162/OUT	Land at Oakdown Farm, A30, Dummer, RG23 7LR Outline planning application for the demolition of 3 dwellings, out-buildings and related structures and construction of commercial and industrial units including mezzanine floorspace (use class B8) with ancillary offices (use class B1), associated infrastructure works (including parking and landscaping), and full details of sight levels, drainage and diversion of underground pipeline. All matters reserved except for access arrangements.	Undecided
NEW	T/00421/20/TCA	Boundary House, Church Road, North Waltham Application for works to trees growing in a conservation area Proposal: T1 Sycamore: fell T2 Yew: reduce height by 3-4m leaving a finished height of approx 7m	Undecided

NEW	T/00422/20/TCA	Trinleys, Yew Tree Road, North Waltham Application for works to trees growing in a conservation area Proposal: T1 Cedar: fell, T2 to T6 Cypress: fell	Undecided
NEW	20/02151/HSE	2 W heatsheaf Close, North Waltham Two storey side extension to existing dwelling (incorporating rebuilding of existing single storey garage and within existing footprint) and external alterations	Undecided
NEW	T/00433/20/TCA	4 St Michael's Close, North Waltham Application for works to trees growing in a conservation area Proposal: 4 Ash trees: crown reduce to a height of 12m	Undecided

Full details of these planning applications are available to view on the Basingstoke & Deane Borough Council website at <https://planning.basingstoke.gov.uk/online-applications/>

DRAFT

APPENDIX 3**Item 097/FC/06/20-21 (a)****Finance****(a) Receipts and Payment**

To acknowledge the receipt of payments made to the Parish Council since last meeting on 10.08.20

DATE	RECEIVED FROM	DESCRIPTION	AMOUNT	TOTAL
17.08.20	BDBC	CIL Funds	£10,616.74	£10,616.74
14.09.20	BDBC	Precept (50%)	£ 8,064.50	£ 8,064.50

To acknowledge the payment of standing orders, direct debits and charges since last meeting on 10.08.20

DATE	NAME OF PAYEE	DESCRIPTION	AMOUNT	TOTAL
17.08.20	Lloyds Bank plc	Zoom Monthly fees	£ 14.39 £ 3.00	£ 17.39
28.08.20	Clerk	Salary (£9.96 x 35hrs) (August 2020) Home working allowance (August 2020)	£348.60 £ 18.00	£366.60
11.09.20 (payment due 23.10.20)	Information Commissioners Office	Data Protection Fee – via Direct Debit * Ref: ZA555851	£ 35.00	£ 35.00

*Full cost is £40.00 per annum. NWPC set up direct debit to pay this annually, thereby saving £5.00 each year

To acknowledge the Multipay card payments made since statement dated 3rd August 2020 (paid on 17.08.20)

DATE	NAME OF PAYEE	DESCRIPTION	AMOUNT	TOTAL
12.08.20	Zoom	Virtual meeting cost VAT	£11.99 £ 2.40	£14.39
17.08.20	ColourInc	Printing of flyers	£50.00	£50.00
02.09.20	Lloyds Bank plc	Monthly fee	£ 3.00	£ 3.00
12.09.20	Zoom	Virtual meeting cost VAT	£11.99 £ 2.40	£14.39

To approve the following payments

DATE	NAME OF PAYEE	DESCRIPTION	AMOUNT	TOTAL
01.09.20	ClubNet Ltd	Invoice 62653 - 1 x email address package x 10 for northwaltham.info VAT	£50.00 £10.00	£60.00
02.09.20	Member of Speed Reduction Working Group	Expenses to cover cost of Survey Monkey VAT	£15.83 £ 3.17	£19.00
14.09.20	Grant Electrical	Invoice 406 Fitting of flotation aid container in telephone box VAT	£41.22 £ 8.24	£49.46

APPENDIX 4**Item 100/FC/06/20-21****CORRESPONDENCE RECEIVED between 10th August – 9th September 2020**

All correspondence is circulated to Parish Councillors unless otherwise stated below.

Correspondence from BDBC

- 10.08.20 Monitoring of Policy SS5
- 11.08.20 Councillors Briefing
- 13.08.20 Consultation of planning application 20/02162/OUT
- 13.08.20 Councillors Briefing
- 13.08.20 Neighbourhood Planning in Basingstoke and Deane
- 14.08.20 Councillors Briefing
- 17.08.20 Apology from BDBC regarding press release
- 18.08.20 Councillors Briefing
- 19.08.20 Councillors Briefing – Covid-19 police survey
- 19.08.20 Big Thank You – calling all budding artists
- 20.08.20 Consultation on planning application T/00421/20/TCA
- 20.08.20 Consultation on planning application T/00422/20/TCA
- 21.08.20 Monthly alterations to Electoral Register (*not circulated – for office use only*)
- 21.08.20 Confirmation of notice of councillor vacancy (*not circulated*)
- 23.08.20 Business in Basingstoke Bulletin – August 2020
- 25.08.20 Councillors Briefing
- 26.08.20 Notification of planning application 20/02151/HSE
- 27.08.20 Nomination to the Assets of Community Value register
- 02.09.20 TTRO 507165 – notice of road closure in Oakley (*not circulated*)
- 02.09.20 Business in Basingstoke Bulletin – September 2020
- 02.09.20 Councillors Briefing
- 02.09.20 Basingstoke DC Committee meeting of 09.09.20 – target list (*not circulated as not relevant to North Waltham*)
- 04.09.20 Councillors Briefing
- 08.09.20 Councillors Briefing

Correspondence from HCC

- 11.08.20 Parish News – August 2020
- 18.08.20 Your Hampshire – The latest from your County Council
- 01.09.20 Countryside Services Access Newsletter – September 2020
- 02.09.20 Your Hampshire – the latest from your County Council
- 08.09.20 Flooding – Chalk Cottage, Chapel Street, North Waltham – response to complaint

Correspondence from HALC

- 13.08.20 Risk Assessments – Free Training Course
- 25.08.20 AGM and Annual Awards
- 03.09.20 Training Course
- 03.09.20 Consultation on reform of the Planning System
- 09.09.20 Risk Assessments – Free Training Course

Other correspondence

- 10.08.20 Oneil Homer - 12.08.20 Avison Young – Basingstoke Gateway – outline planning application submitted
- 12.08.20 HMRC Employer's Bulletin August 2020
- 12.08.20 Email from resident regarding councillor vacancy
- 13.08.20 Zoom Video Communications Inc – invoice INV35784776
- 17.08.20 Email from Dummer PC – alert to Press Release from BDBC: Council take proactive approach to vision for M3 junction 7 land
- 19.08.20 Action Hampshire – building homes in your community for your community
- 19.08.20 Keep Britain Tidy – September Clean
- 27.08.20 South West Action Group (SWAG) – warehouse development at junction 7 M3
- 28.08.20 Complaint from local resident about Hampshire Highways lack of action
- 01.09.20 Basingstoke District Association of Parish and Town Councils (BDAPTC) – update from meeting held on 30.07.20
- 07.09.20 Unity Trust Bank – Internet Banking (*forwarded to GC, JM, DJ & BP only*)

Newsletters

- 11.08.20 Rural Services Network – The Rural Bulletin
- 18.08.20 Rural Services Network – The Rural Bulletin
- 25.08.20 Rural Services Network – The Rural Bulletin
- 02.09.20 Rural Services Network – The Rural Bulletin
- 03.09.20 Rural Services Network – Rural Funding Digest – September 2020
- 08.09.20 Rural Services Network – The Rural Bulletin

Useful services (*marketing emails are not circulated but details recorded for future use*)

- 11.08.20 Primary Care Supplies – defibrillators – marketing email
- 12.08.20 / 25.08.20 / 08.09.20 Glasdon UK – marketing emails
- 12.08.20 & 03.09.20 Creative Play UK – marketing emails (*unsubscribed from marketing e-shots*)
- 18.08.20, 28.08.20, 02.09.20 & 03.09.20 Zoom – marketing emails (*reset preferences to emails once/month*)
- 18.08.20 Epsom – printer paper and ink – marketing email
- 27.08.20 Play Source Ltd – All-in-one play service provider – marketing email
- 01.09.20 Broxap – manage outdoor social distancing with outdoor furniture
- 08.09.20 Playground Facilities Ltd – marketing email

Correspondence received since 9th September 2020

- 09.09.20 Secure-a-Field Ltd – quote for footpath gates
- 09.09.20 Energise Me – marketing email (*not circulated*)
- 09.09.20 BDBC – Local Plan Update – request to meet
- 10.09.20 BDBC – planning application 20/01255/TDC St Michael's Close – additional documents added online
- 10.09.20 BDBC – Councillors Briefing
- 10.09.20 HALC – Newsletter – September 2020
- 10.09.20 & 13.09.20 #what3words – marketing email
- 11.09.20 Information Commissioners Office – notification that data protection fee is due on 23.10.20 (*for office use only, not circulated*)
- 11.09.20 Basingstoke Gateway M3/J7 (Oakdown Farm) – extra You Tube Q&A session
- 14.09.20 HCC Project Briefing – Community Energy in Hampshire
- 14.09.20 Unity Trust Bank – FSCS Annual Review (*response sent by Clerk, not circulated*)
- 14.09.20 Email from resident regarding tree work on St Michael's Close island
- 14.09.20 London Hearts – marketing email – defibrillators (*not circulated*)
- 14.09.20 HALC – Basic Planning for Councils course – 8th October 2020
- 15.09.20 Rural Services Network – The Rural Network
- 15.09.20 BDBC - Business in Basingstoke Bulletin – September 2020
- 15.09.20 Grant Electrical – receipt of invoice 406
- 15.09.20 HCC Your Hampshire newsletter