



NORTH WALTHAM PARISH COUNCIL

Chairman: Mr Geoff Chapman

Clerk: Mrs Sharon Shea
14 Home Mead, North Waltham, Basingstoke, Hampshire, RG25 2SY
Tel: 01256 391983, Email: clerk@northwaltham.info

To: Members of North Waltham Parish Council

You are hereby summoned to attend the Ordinary Meeting of North Waltham Parish Council on **Tuesday 17th November 2020** at **7.30pm** to be held **online** via **Zoom**

**For information: Oakley & North Waltham Ward Councillors, Basingstoke & Deane Borough Council
Hampshire County Councillor**

This meeting is held under regulations set out in The Local Authorities (Coronavirus) (Flexibility of Local Authority Meetings) (England) Regulations 2020

All Parish Councillors will be sent an invitation to the meeting via email. To join the meeting, please click on the link in the email and insert the meeting ID and passcode as appropriate

Members of the public and press, Borough and County Councillors should contact the Clerk to request an invitation to the meeting if they wish to attend. Contact details are available at the top of this page.

AGENDA

Welcome and introduction by the Chairman

**134/FC/
08/20-21** **Apologies for absence**

**135/FC/
08/20-21** **Declarations of Interest**

- Arising from this agenda, members are invited to declare any relevant interests
- Notwithstanding this item, members may subsequently declare an interest at any point during the meeting

**136/FC/
08/20-21** **Meeting open to the Public**

- The meeting will allow questions and comments from members of the public (10 mins)

**137/FC/
08/20-21** **Minutes**

- To approve the accuracy of the minutes, already circulated, of:
 - the Ordinary Meeting held on 20th October 2020
 - the Additional Ordinary Meeting held on 27th October 2020
 - the Additional Ordinary Meeting held on 2nd November 2020
- Minutes are available to view at <https://www.northwaltham.net/parish-council/meetings/>

**138/FC/
08/20-21** **Action Plan and Outcomes following the meeting held on 20th October 2020** - see Appendix 1

- To receive an updated Action Plan and to discuss any issues arising from the Action Plan not on the agenda

**139/FC/
08/20-21** **Village Pond**

- To discuss the survey and management plan report from the Hampshire and Isle of Wight Wildlife Trust (HIWWT)

**140/FC/
08/20-21** **Parish Councillor Vacancy**

- To plan recruitment of a new Parish Councillor

**141/FC/
08/20-21** **Councillor Induction**

- To review the Councillor Induction Pack and Induction Checklist for Councillors (*deferred from previous meetings due to time constraints, re-circulated 11/11/20*)

- 142/FC/08/20-21** **Island in St Michael's Close**
- To receive an update on the legal position regarding purchase of the island
- 143/FC/08/20-21** **Community Infrastructure Levy (CIL) Funds**
- To consider ideas for the use of these funds
- 144/FC/08/20-21** **Speed Reduction Working Group**
- To receive an update from the Working Group.
- 145/FC/08/20-21** **Neighbourhood Plan Update**
- To receive an update from the Neighbourhood Plan Group
- 146/FC/08/20-21** **Current Planning Applications** – see Appendix 2
To consider and determine the PC's response to new planning applications, as follows:
- **20/02586/FUL (Amendments received 03/11/20)**
Land At Oakdown Farm, Winchester Road, Dummer, Basingstoke, Hampshire
Demolition of three dwellings, out-buildings and related structures and construction of a storage and distribution warehouse including mezzanine floorspace (use class B8) with ancillary offices (use class B1) within Plot 1 of the site, with associated infrastructure works including site access, parking provision, landscaping, site reprofiling, drainage works and diversion of underground pipeline
 - **20/02839/LDPO**
Towns End Cottage, Maidenthorne Lane, North Waltham, RG25 2DD
Certificate of Lawfulness for the proposed demolition and removal of existing rear conservatory, replacement of existing timber windows with UPVC to match that of existing design/appearance and removal of existing render and re-render/paint to match that of existing
Please be advised that the above Certificate of Lawful development for a proposed operation in respect of the above was registered on 12 October 2020. This is an application for a determination only as to whether the proposed works constitute permitted development.
 - To note the status of current planning applications
- Documents can be viewed at <https://planning.basingstoke.gov.uk/online-applications/>
- 147/FC/08/20-21** **Planning Compliance Issues** – to receive an update on
- Planning application **19/02098/RET** - Land at OS ref 456378 145890 Fox Lane, North Waltham
 - Application for Removal/Variation of Condition 20/02516/ROC – Highfield, Church Road, North Waltham RG25 2BL
- 148/FC/08/20-21** **Finance**
- (a)** **Receipts and Payments** – see Appendix 3
- To acknowledge receipt of payments made to the Parish Council
 - To acknowledge payment of standing orders, direct debits and other payments
 - To acknowledge Multipay card payments made since last statement dated 2nd November 2020
 - To approve payments
 - To consider the draft budget for FY21/22
- (b)** **Bank Balance**
- To receive the current bank balances
- 149/FC/08/20-21** **Village Maintenance Matters**
- To consider the 'Plan for Village Trees' submitted by Alan Purkiss (circulated 24/10/20)
- (a)** **Footpaths**
- To receive an update on progress regarding gates along the footpath to Steventon Church
 - To receive an update on the gate between Ramsholt Close and Mary Lane
- (b)** **Telephone Box** – to receive an update

- (c) **Lengthsman**
- (d) **St Michael's Green**
- To consider the quote from HIWWT for undertaking a biodiversity survey of St Michael's Green and the churchyard (circulated 05/11/20)
- 150/FC/08/20-21** **Highways and Roads**
- (a) **Traffic issues around North Waltham Primary School** – to receive an update
- (b) **Finger Signpost at junction of Popham Lane and Fox Lane** – to receive an update
- (c) **Potholes and other highways maintenance** – to receive an update
- (d) **Other miscellaneous issues**
- Letter from resident re: dangerous electricity pole at Burydown Mead (circulated 09/11/20)
- 151/FC/08/20-21** **Correspondence** – see Appendix 4
- To acknowledge correspondence received since the meeting on 15th September 2020
 - To discuss any issues arising from correspondence not covered elsewhere on the agenda
- 152/FC/08/20-21** **Councillors Announcements**
- 153/FC/08/20-21** **Items for insertion in the Parish Magazine:** *deadline 6.00pm Wednesday 25th November*
- 154/FC/08/20-21** **Date of Next Meeting**
- To confirm the next ordinary meeting will be held on **Tuesday 15th December 2020 at 7.30pm online via Zoom** in line with current Government guidelines

Signed:

Clerk to North Waltham Parish Council

APPENDIX 1

Item 138/FC/07/20-21

ACTION PLAN & OUTCOMES FOLLOWING PARISH COUNCIL MEETING HELD ON 20th OCTOBER 2020

PREPARED BY: Sharon Shea, Clerk to North Waltham Parish Council

UPDATED: DRAFT updated 02.11.20

| MINUTE REF | ACTION | RESP. | OUTCOME / COMMENTS |
|---------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------|-----------------------------------------------------------------------|
| FROM MEETINGS HELD ON 21st JULY 2020 | | | |
| 048/FC/04/20-21 Councillor Induction | <ul style="list-style-type: none"> C/F agenda item (review of Induction documents) | Clerk | Completed – added to Nov agenda |
| FROM MEETING HELD ON 20th OCTOBER | | | |
| 107/FC/07/20-21 Minutes | Chairman to sign the minutes of 15.09.20 outside of the meeting. | GC / Clerk | Completed |
| 109/FC/07/20-21 Village Pond | <ul style="list-style-type: none"> Circulate HIWWT survey and management plan Discuss further action following receipt of the report Arrange for the signage to be fitted | Clerk All Clerk | Completed 02.11.20 |
| 110/FC/07/20-21 Parish Councillor Vacancy | <ul style="list-style-type: none"> Re-publish the existing advert in the Parish Mag and on the Notice Board Re-draft the existing ad Publish the re-drafted ad on Facebook | Clerk GC GC/Clerk | Completed |
| 111/FC/07/20-21 Island at St Michael's Close | <ul style="list-style-type: none"> Prepare a report for HALC, submitting a draft to the PC for approval Inform the resident in question of actions being taken by the PC | Clerk Clerk | |
| 112/FC/07/20-21 CIL Funds | <ul style="list-style-type: none"> Identify potential sites for a boules court and submit a proposal to the PC | GW | |
| 113/FC/07/20-21 Speed Reduction Working Group | <ul style="list-style-type: none"> Invite Cllr Anna McNair Scott to join a meeting and provide guidance on moving forward | Speed Reduction WG | |
| 115/FC/07/20-21 Current Planning Applications | <ul style="list-style-type: none"> Circulate to the PC notice of the appeal re: 20/00749/PIP Arrange an additional meeting for 27th October to discuss the new applications | Clerk Clerk | Completed Completed |
| 116/FC/07/20-21 Planning Compliance Issues | <ul style="list-style-type: none"> Ensure concerns re: repairs to the pavement are included in responses associated with 18/00460/FUL | Clerk | |
| 117/FC/07/20-21 Finances | <ul style="list-style-type: none"> Arrange payments via bank transfer for INV-4159 and INV4147 Arrange for 2 additional councillors to attend the planning course Prepare a draft budget for the meeting on 17th November | Clerk & authorising councillors Clerk Clerk | Completed 29.10.20 Query sent to HALC re: available dates 10.11.20 |
| 118/FC/07/20-21 Village Maintenance Matters | | | |
| (a) Footpaths | <ul style="list-style-type: none"> Pass on the PC's thanks to Rosemary for her report. Obtain an additional quote for the replacement of 4 gates Request the landowner to confirm permission to undertake this work and to contribute towards the cost Contact BDBC re: installation of a dog wate bin and request additional signage Monitor the gate between Ramsholt Close and Mary Lane | Clerk Clerk Clerk Clerk Clerk | Completed 23.10.20 Email to GC 12.11.20 |
| (b) Telephone Box | <ul style="list-style-type: none"> Obtain quotation for renovation of the telephone box | Clerk | |

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|-----------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------|-------------------------------------------------------------------------------------|
| (c) Lengthsman | <ul style="list-style-type: none"> Add re-seating of village name plate sign at the N end of Mary Lane, as well as outstanding tasks from the previous visit, to the task list | Clerk | Completed 10.11.20 |
| (d) St Michaels' Green | <ul style="list-style-type: none"> Forward BDBC and HOC responses re: mowing schedule to the PC | Clerk | Completed 27.10.20 |
| | <ul style="list-style-type: none"> Contact HIWWT re: an estimate for carrying a biodiversity survey of St Michael's Green and the churchyard | Clerk | Completed 02.11.20 |
| | <ul style="list-style-type: none"> Contact St Michael's PCC re: their views | Clerk | Completed 21.10.20 |
| 119/FC/07/20-21 Highways and Roads | | | |
| (a) Traffic issues around NW Primary School | <ul style="list-style-type: none"> Inform the school travel team and HCC of the decision not to proceed with the flashing lights | Clerk | Completed 27.10.20 |
| (b) Finger signpost | <ul style="list-style-type: none"> Follow up progress with HCC | Clerk | Completed 28.10.20 Work noted as completed on 09.11.20 but needs approval |
| 120/FC/07/20-21 Correspondence | <ul style="list-style-type: none"> Prepare the schedule and circulate to the PC | Clerk | Completed – circulated with the agenda |
| | <ul style="list-style-type: none"> Notify Malcolm Knight, Chair of the NW Village Trust, of the PC's decision award a grant of £780 | Clerk | Completed 03.11.20 |
| | <ul style="list-style-type: none"> Arrange transfer of £780.00 to NWVT | Clerk | Completed 03.11.20 |
| | <ul style="list-style-type: none"> Extend the PC's apologies and thanks to Rob Mackenzie | Clerk | Completed 04.11.20 |
| 122/FC/07/20-21 Items for Parish Magazine | <ul style="list-style-type: none"> Submit articles as agreed to the Parish Magazine | Clerk | Completed 21.10.20 |

APPENDIX 2

Item 146/FC/08/20-21 Current Planning Applications:

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|-----|-----------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| B/F | 18/03188/HSE Undecided | 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 |
| B/F | 19/02018/FUL Undecided | 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) |
| B/F | 19/02422/FUL Undecided | 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 |
| B/F | 19/02900/FUL Undecided | Towns End Cottage, Maidenthorne Lane, North Waltham RG25 2DD Erection of a single storey lifetime dwelling |
| B/F | 19/03232/FUL Undecided | 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 |
| B/F | 20/00221/FUL Undecided | 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 |
| B/F | 20/00670/HSE Undecided | Towns End Cottage, Maidenthorne Lane, North Waltham RG25 2DD Erection of two storey side and rear extensions |
| B/F | 20/01847/FUL Undecided | 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 |
| B/F | 20/02162/OUT Undecided | 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. |
| B/F | 20/02151/HSE Undecided | 2 Wheatsheaf Close, North Waltham Two storey side extension to existing dwelling (incorporating rebuilding of existing single storey garage and within existing footprint) and external alterations |
| NEW | 20/02527/LDEU Undecided | Church Farm Steventon Road North Waltham Certificate of lawfulness for the existing use of land at former poultry buildings for the assessment of techniques for the control of public health pests, and an ancillary use for the training of pest management professionals (Use Class E) |
| NEW | 20/02501/FUL Undecided | M3 Storage, North Waltham Business Centre Winchester Road North Waltham Provision of additional self storage containers above existing storage containers and on east and west extension to existing storage container area, additional 5 visitor parking spaces |
| NEW | 20/02488/HSE Undecided | 4 Church Farm Close, North Waltham Conversion of part garage to living accommodation and erection of two storey side extension |
| NEW | 20/02586/FUL Undecided | Land At Oakdown Farm, Winchester Road, Dummer, Basingstoke Demolition of three dwellings, out-buildings and related structures and construction of a storage and distribution warehouse including mezzanine floorspace (use class B8) with ancillary offices (use class B1) within Plot 1 of the site, with associated infrastructure works including site access, parking provision, landscaping, site reprofiling, drainage works and diversion of underground pipeline Amended plans received 03/11/20 |
| NEW | 20/02516/ROC Undecided | Highfield, Church Road, North Waltham RG25 2BL Variation of Condition 1 of Planning Permission 18/00460/FUL to amend the plan numbers to amend the landscaping |
| NEW | 20/02893/TDC Undecided | Land At OS Grid Ref 455998 146067 St Michaels 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. |

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| NEW | 20/02839/LDPO | Towns End Cottage, Maidenthorne Lane, North Waltham, RG25 2DD Certificate of Lawfulness for the proposed demolition and removal of existing rear conservatory, replacement of existing timber windows with UPVC to match that of existing design/appearance and removal of existing render and re-render/paint to match that of existing <i>Please be advised that the above Certificate of Lawful development for a proposed operation in respect of the above was registered on 12 October 2020. This is an application for a determination only as to whether the proposed works constitute permitted development.</i> |
| | 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/>

APPENDIX 3**Item 148/FC/08/20-21 (a)****Finance****(a) Receipts and Payments**

To acknowledge the receipt of payments made to the Parish Council since last Ordinary Meeting on 20/10/20

| DATE | RECEIVED FROM | DESCRIPTION | AMOUNT | TOTAL |
|------|---------------|-------------|--------|-------|
| | None | | | |

To acknowledge the payment of standing orders, direct debits and charges since last meeting on 20.10.20

| DATE | NAME OF PAYEE | DESCRIPTION | AMOUNT | TOTAL |
|----------|------------------|-------------------------------------------------------|------------------|---------|
| 29.10.20 | HALC | INV-4159 Basic Planning Training Course x 1 VAT | £45.00 £9.00 | £54.00 |
| 29.10.20 | HALC | INV-4147 Finance for Councillors x 1 VAT | £30.00 £6.00 | £36.00 |
| 20.10.20 | NW Village Trust | Payment of grant to NWVT | £780.00 | £780.00 |
| 16.11.20 | Lloyds Bank plc | Zoom Monthly fees | £14.39 £ 3.00 | £17.39 |

To acknowledge the Multipay card payments made since last statement dated 02 October 2020

| DATE | NAME OF PAYEE | DESCRIPTION | AMOUNT | TOTAL |
|----------|-----------------|-----------------------------|------------------|--------|
| 12.10.20 | Zoom | Virtual meeting cost VAT | £11.99 £ 2.40 | £14.39 |
| 02.10.20 | Lloyds Bank plc | Monthly fee | £3.00 | £3.00 |

To approve the following payments

| DATE | NAME OF PAYEE | DESCRIPTION | AMOUNT | TOTAL |
|----------|----------------------------|------------------------------------------------------------------------------------------------------|----------------------|-----------|
| 29.10.20 | HCC | Invoice 3611269334 Installation of new finger post with three arms [no VAT] | £2,300.00 | £2,300.00 |
| 30.09.20 | ONeill Homer | Invoice 910 Steering Group session and action plan for North Waltham Neighbourhood Plan VAT | £1,650.00 £330.00 | £1,980.00 |
| 21.10.20 | Signway Supplies | Invoice 48172 Pond warning sign VAT | £50.00 £10.00 | £60.00 |
| 06.11.20 | Arcadian Ecology /HIWWT | Invoice SIN000586 NW pond – survey and management plan VAT | £742.30 £148.46 | £890.76 |
| 17.11.20 | Previous clerk | Back payment of increase in allowance * | £48.00 | £48.00 |
| 17.11.20 | Current clerk | Payment of allowance for October 2020 * | £17.73 | £17.73 |
| 17.11.20 | Current clerk | Payment of salary for October 2020 * | £248.42 | £248.42 |

* Calculations made available to councillors prior to the meeting