



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 15th December 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

**160/FC/
09/20-21** **Apologies for absence**

**161/FC/
09/20-21** **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

**162/FC/
09/20-21** **Meeting open to the Public**

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

**163/FC/
09/20-21** **Minutes**

- To approve the accuracy of the minutes, already circulated, of:
 - the Ordinary Meeting held on 17th November 2020
 - the Additional Ordinary Meeting held on 3rd December 2020
- Minutes are available to view at <https://www.northwaltham.net/parish-council/meetings/>

**164/FC/
09/20-21** **Action Plan and Outcomes following the meeting held on 17th November 2020 - Appendix 1**

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

**165/FC/
09/20-21** **Draft budget for FY21/22**

- To discuss budget requirements for FY20/21

**166/FC/
09/20-21** **St Michael's Green / Churchyard**

- To discuss the commission of a biodiversity study and management plan, and its funding (quote from HIWWT circulated 05/11/20)

**167/FC/
09/20-21** **Vision for SW Basingstoke**

- To discuss the proposed response to BDBC's consultation on the Vision for SW Basingstoke

**168/FC/
09/20-21** **Village Pond**

- To discuss replacement of the pond liner, as suggested in HIWWT's email, prior to any work commencing on HIWWT recommendations

**169/FC/
09/20-21** **Parish Councillor Vacancy**

- To plan recruitment of a new Parish Councillor

- 170/FC/09/20-21 Councillor Induction**
- To receive updates on the agreed revisions to the Councillor Induction Pack and Induction Checklist for Councillors
- 171/FC/09/20-21 Island in St Michael's Close**
- To comment on the draft report to HALC, circulated 28/11/20
- 172/FC/09/20-21 Community Infrastructure Levy (CIL) Funds**
- To consider feedback and guidance received from BDBC and HALC on the appropriate use of CIL funds
- 173/FC/09/20-21 Speed Reduction Working Group**
- To receive an update from the Working Group
- 174/FC/09/20-21 Neighbourhood Plan Update**
- To receive an update from the Neighbourhood Plan Group
- 175/FC/09/20-21 Current Planning Applications – full list at Appendix 2**
- To consider and determine the PC's response to new planning applications, as follows:
- 20/03050/HSE** [response date 21/12/20]
Old School House, Mary Lane, North Waltham RG25 2BY
Erection of a part single / part two-storey extension including new roof. Site works to include forming a new vehicle access and driveway
 - T/00638/20/TCA** [response date 24/12/20] **No photos available as at 09/12/20**
Cape Cottage (formerly Towns End Cottage), Maidenthorne Lane, North Waltham, RG25 2DD
Application for works to trees growing in a conservation area
Proposal: Please note: There is no proposed tree work to be applied for the 2 x Ash trees at the back of the property which are protected by TPOs.
Apple (T1) - remove deadwood, this tree has not been maintained for many years causing excess shading. Limbs with heavy crop are damaging the tree. Reduce crown bringing limbs back to the main frame. Slightly thin to reduce light penetration and avoid overcropping. (see photo)
Cypress Conifer (T2 and T3) - fell both as constricting the neighbouring Silver Birch. Replace with Tibetan Cherry Tree (*Prunus serrula*). (see photo)
Pine (T4) - fell because the tree is reducing visibility when driving out of the driveway onto Maidenthorne Lane, no replacement. (see photo)
Dead tree (T5) - fell (see photo)
 - 20/03174/HSE** [response date 30/12/20]
13 St Michael's Close, North Waltham RG25 2BP
Erection of replacement fence with 2.1M high brick wall with inserted fence panels
- To note the status of current planning applications (Appendix 2)
- Documents can be viewed at <https://planning.basingstoke.gov.uk/online-applications/>
- 176/FC/09/20-21 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
 - 20/00749/PIP** (Land N of Ramsholt Close and E of Mary Lane): appeal refused
 - 20/00750/PIP** (Land at Westside Dairy, Steventon Road): appeal refused
- 177/FC/09/20-21 Finance**
- (a) Receipts and Payments – 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 December 2020
 - To approve payments
- (b) Bank Balance**
- To receive the current bank balances
- 178/FC/09/20-21 Village Maintenance Matters**
- To receive an update on the 'Plan for Village Trees'
- (a) Footpaths**
- To receive an update on progress regarding gates along the footpath to Steventon Church
- (b) Telephone Box – to receive an update**

- (c) **Lengthsman**
- (d) **St Michael's Green** - see item 166/FC/09/20-21
- (e) **Parish Projects, S106 Contributions**
- To consider projects eligible for S106 (Developer) Contributions
- 179/FC/09/20-21 Highways and Roads**
- (a) **Traffic issues around North Waltham Primary School** – to receive an update
- (b) **Potholes and other highways maintenance** – to receive an update
- (c) **Other miscellaneous issues**
- 180/FC/09/20-21 Correspondence** – see Appendix 4
- To acknowledge correspondence received since the meeting on 17th November 2020
 - To discuss any issues arising from correspondence not covered elsewhere on the agenda
- 181/FC/09/20-21 Councillors Announcements**
- 182/FC/09/20-21 Items for insertion in the Parish Magazine:** deadline 6.00pm Wednesday 13th January
- 183/FC/09/20-21 Date of Next Meeting**
- To confirm the next ordinary meeting will be held on **Tuesday 19th January 2021 at 7.30pm online via Zoom** in line with current Government guidelines

Signed:

Clerk to North Waltham Parish Council

APPENDIX 1

Item 164/FC/09/20-21 Action Plan and Outcomes following the meeting held on 17th November 2020

Last updated 09/12/20

MINUTE REF	ACTION	RESP	OUTCOME / COMMENTS
FROM MEETING HELD ON 20TH OCTOBER			
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	Draft issued to PC 28/11/20 Awaiting PC response to draft
118/FC/07/20-21 (a) Footpaths	<ul style="list-style-type: none"> 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 	Clerk Clerk Clerk	Quote obtained from Jacksons 1/12/20 Email to BDBC 28/11/20
FROM MEETING HELD ON 17TH NOVEMBER			
137/FC/08/20-21 Minutes	<ul style="list-style-type: none"> Chairman to sign the minutes of: 20/10/20 (OM), 27/10/20 (AOM) and 02/11/20 (AOM) outside of the meeting. 	GC / Clerk	Completed
139/FC/08/20-21 Village Pond	<ul style="list-style-type: none"> Publish the HIWWT report on the village website. Publicise the report in the Parish Magazine and make it available to residents electronically or in hard copy on request. Contact HIWWT re: the pond liner. Fix the pond warning sign to the bin. 	GC Clerk Clerk GW	Completed Completed Email forwarded to PC 28/11/20 Completed
141/FC/08/20-21 Councillor Induction	<ul style="list-style-type: none"> Produce the relevant map/boundary data from the information available in a format suitable for adding to the Induction Pack. Produce a list of regular events, with an approximate timeline, for the Induction Pack. 	GC Clerk	Work in progress
143/FC/08/20-21 Community Infrastructure Levy (CIL) Funds	<ul style="list-style-type: none"> Contact HALC and investigate online to establish what guidance, paperwork, etc. is available. Inform the Chairman of the Petanque Club on what action the PC is taking. 	Clerk Clerk	Various emails wef 28/11/20 Completed
144/FC/08/20-21 Speed Reduction Working Group	<ul style="list-style-type: none"> SRWG to consider the points made above at its next meeting on 24th November 2020. 	Speed Reduction WG	
145/FC/08/20-21 Neighbourhood Plan (NP) Update	<ul style="list-style-type: none"> Circulate the latest version of the Neighbourhood Plan to the PC. Forward any comments on the 'Issues and Options' documents to the Chair. Consolidate comments and respond to BDBC. 	GC All GC	
146/FC/08/20-21 Current Planning Applications	<ul style="list-style-type: none"> Respond to BDBC planning regarding the planning applications above. 	Clerk	Completed 20/11/20
148/FC/08/20-21 Finances	<ul style="list-style-type: none"> Arrange payment via bank transfer for the four invoices. Arrange payment via bank transfer for the outstanding allowance and salary payments. Set up new standing orders for payment of allowance and salary for the new clerk. 	Clerk & authorising officers	Completed Completed Completed
149/FC/08/20-21 Village Maintenance Matters			
(aa) Plan for new trees	<ul style="list-style-type: none"> Pass on the PC's thanks to Alan for the report, which will form the basis of a work plan going forward. 	Clerk Clerk	Completed Work in progress

	<ul style="list-style-type: none"> • Liaise with Alan on documenting detailed proposals and/or options for the priority areas and how best to obtain costings for the work identified. • Obtain quotes for pruning the willow tree. • Arrange for the felled wood to be removed. 	Clerk Clerk	Actioned by resident
(b) Telephone Box	<ul style="list-style-type: none"> • Obtain formal quotations for renovation of the telephone box 	Clerk	
(c) Lengthsman	<ul style="list-style-type: none"> • Contact the Lengthsman team to confirm the date if confirmation not received by the end of November. 	Clerk	
150/FC/08/20-21 Highways and Roads			
(d) Other misc issues	<ul style="list-style-type: none"> • <i>Contact the resident re: the dangerous electricity pole and let them know the PC's decision.</i> 	Clerk	Completed
153/FC/08/20-21 Items for Parish Magazine	<ul style="list-style-type: none"> • Submit articles as agreed to the Parish Magazine 	Clerk	Completed

APPENDIX 2

Item 175/FC/09/20-21 Current Planning Applications

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 Amended plans received 28/04/20: 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. Amended plans received 20/11/20
B/F	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)
B/F	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
B/F	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
B/F	20/02893/TDC Refused	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. Appeal made to the Secretary of State
B/F	20/02839/LDPO Undecided	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>
B/F	20/02891/HSE Undecided	14 St Michael's Close North Waltham RG25 2BP Erection of a single storey rear and side extension and conversion of garage to additional living space

NEW	20/03050/HSE Undecided	Old School House, Mary Lane, North Waltham RG25 2BY Erection of part single /part two-storey extension including new roof. Site works to include forming a new vehicle access and driveway
NEW	T/00638/20/TCA Undecided	Cape Cottage (formerly Towns End Cottage), Maidenthorne Lane, North Waltham RG25 2DD Application for works to trees growing in a conservation area. Proposal: please note: there is no proposed tree work to be applied for the 2 x ash trees at the back of the property which are protected by TPOs. <ul style="list-style-type: none"> • Apple (T1) - remove deadwood, this tree has not been maintained for many years causing excess shading. Limbs with heavy crop are damaging the tree. Reduce crown bringing limbs back to the main frame. Slightly thin to reduce light penetration and avoid overcropping. • Cypress conifer (T2 and T3) - fell both as constricting the neighbouring silver birch. Replace with Tibetan cherry tree (prunus serrula). • Pine (T4) - fell because the tree is reducing visibility when driving out of the driveway onto Maidenthorne Lane, no replacement. • Dead tree (T5) – fell.
NEW	20/03174/HSE Undecided	13 St Michael's Close, North Waltham RG25 2BP Erection of replacement fence with 2.1M high brick wall with inserted fence panels

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 177/FC/09/20-21 Finance****(a) Receipts and Payments**

To acknowledge the receipt of payments made to the Parish Council since the last OM on 17/11/20

DATE	RECEIVED FROM	DESCRIPTION	AMOUNT	TOTAL
	None			

To acknowledge the payment of standing orders, direct debits and charges since last OM on 17/11/20

DATE	NAME OF PAYEE	DESCRIPTION	AMOUNT	TOTAL
29/10/20	HALC	INV-4159 resubmitted Basic Planning Training Course x 1 VAT	£45.00 £9.00	£54.00
29/10/20	HALC	INV-4147 resubmitted Finance for Councillors x 1 VAT	£30.00 £6.00	£36.00
20/10/20	NW Village Trust	Payment of grant to NWVT resubmitted	£780.00	£780.00
16/11/20	Lloyds Bank plc	Zoom Monthly fees	£14.39 £ 3.00	£17.39
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

To acknowledge the Multipay card payments made since last statement dated 02 November 2020 – to be verified

DATE	NAME OF PAYEE	DESCRIPTION	AMOUNT	TOTAL
12/11/20	Zoom	Virtual meeting cost VAT	£11.99 £ 2.40	£14.39
02/12/20	Lloyds Bank plc	Monthly fee	£3.00	£3.00

To approve the following payments

DATE	NAME OF PAYEE	DESCRIPTION	AMOUNT	TOTAL
08/12/20	HALC	INV-4220 Councillor Development training course x 1 part 1 of 2 – The Knowledge part 2 of 2 – Core Skills VAT	£47.50 £47.50 £19.00	£114.00