



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 16th March 2021** 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

- 235/FC/
12/20-21** **Apologies for absence**
- 236/FC/
12/20-21** **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
- 237/FC/
12/20-21** **Meeting open to the Public**
- The meeting will allow questions and comments from members of the public (10 mins)
- 238/FC/
12/20-21** **Minutes**
- To approve the accuracy of the minutes, already circulated, of the Ordinary Meeting held on 16th February 2021
 - Minutes are available to view at <https://www.northwaltham.net/parish-council/meetings/>
- 239/FC/
12/20-21** **Action Plan and Outcomes following the meeting held on 16th February 2021 - Appendix 1**
- To receive an updated Action Plan and to discuss any issues arising from the Action Plan not on the agenda
- 240/FC/
12/20-21** **Traffic issues around North Waltham Primary School**
- To discuss issues arising from:
 - i. HCC/Kevin Hyde's email response of 03/03/21
 - ii. HCC/Cllr Rob Humby's email of 02/03/21, circulated on 08/03/21 by Cllr James
- 241/FC/
12/20-21** **St Michael's Close island**
- To discuss recent updates received regarding ownership and adoption of the island
- 242/FC/
12/20-21** **The Annual Parish Meeting**
- To discuss preparations and identify date options
- 243/FC/
12/20-21** **Parish Councillor Vacancy**
- To plan recruitment of a new Parish Councillor
- 244/FC/
12/20-21** **Community Infrastructure Levy (CIL) Funds**
- To discuss potential use of CIL funds

- 245/FC/12/20-21 Speed Reduction & Safety Working Group**
- To receive an update from the SRS Working Group
- 246/FC/12/20-21 Neighbourhood Plan Update**
- To receive an update from the Neighbourhood Plan Group
- 247/FC/12/20-21 Current Planning Applications**
- To consider and determine the PC's response to new planning applications, as follows:
- (a) **21/00473/RET Land at OS Ref 456378 145890 Fox Lane, North Waltham**
Change of use of land to residential and siting of a mobile home
To note the status of current planning applications – full list at Appendix 2
- Documents can be viewed at <https://planning.basingstoke.gov.uk/online-applications/>
- 248/FC/12/20-21 Planning Compliance Issues – to receive an update on:**
- **19/02098/RET** Land at OS ref 456378 145890 Fox Lane, North Waltham – appeal dismissed. A new application 21/00473/RET has been submitted – see above.
 - **20/02516/ROC** Highfield, Church Road, North Waltham RG25 2BL – undecided.
- 249/FC/12/20-21 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 3rd March 2021
 - To approve payments
- (b) **Bank Balances**
- To receive the current bank balances
- (c) **Q3 Budget Review**
- To receive an update on the budget as at end of Q3 FY20/21
- 250/FC/12/20-21 Village Maintenance Matters**
- To receive updates on the following:
- (a) **St Michael's Green**
- (b) **Village Pond**
- (c) **Plan for village trees**
- (d) **Footpaths/Gates**
- (e) **Telephone Box**
- (f) **Lengthsman**
- To receive an update on the visit scheduled for 9th March 2021
 - To identify/prioritise work for the next visit scheduled for 16th April 2021
 - To note the scheduled visits for FY21/22:
 1. 16th April 2021
 2. 17th June 2021
 3. 8th September 2021
 4. 15th December 2021
 5. 15th February 2022
- (g) **Parish Projects, S106 Contributions**
- To consider projects eligible for S106 (Developer) Contributions

- (h) **Litter Picking**
251/FC/
12/20-21 **Highways and Roads**
- (a) **Traffic issues**
- To discuss issues arising (other than those covered under item 240)
- (b) **Potholes and other highways maintenance**
- None reported
- (c) **Other miscellaneous issues**
- 252/FC/
12/20-21 **Correspondence** – see Appendix 4
- To acknowledge correspondence received since the meeting on 16th February 2021
 - To discuss any issues arising from correspondence not covered elsewhere on the agenda
- 253/FC/
12/20-21 **Councillors' Announcements**
- 254/FC/
12/20-21 **Items for insertion in the Parish Magazine** (final copy date 24th March 2021)
- 255/FC/
12/20-21 **Date of Next Meeting**
To confirm the next Ordinary Meeting will be held on **Tuesday 20th April 2021 at 7.30pm online via Zoom** in line with current Government guidelines

Signed:

Clerk to North Waltham Parish Council

APPENDIX 1 (Last updated 15/03/21)**Item 239/FC/12/20-21 Action Plan and Outcomes following the meeting held on 16th February 2021**

MINUTE REF	ACTION	RESP	OUTCOME / COMMENTS
FROM MEETING HELD ON 20TH OCTOBER			
118/FC/07/20-21 (a) Footpaths	<ul style="list-style-type: none"> Request the landowner to confirm permission to undertake this work and to contribute towards the cost Contact BDBC re: installation of a dog waste bin and request additional signage 	Clerk Clerk	Awaiting PC's decision on item 229 (d) Email to BDBC 28/11/20
FROM MEETING HELD ON 17TH NOVEMBER			
141/FC/08/20-21 Councillor Induction	<ul style="list-style-type: none"> Produce a list of regular events, with an approximate timeline, for the Induction Pack. 	Clerk	Initial list produced
149/FC/08/20-21 Village Maintenance Matters			
(aa) Plan for new trees	<ul style="list-style-type: none"> Liaise with Alan P on documenting detailed proposals and/or options for the priority areas and how best to obtain costings for the work identified. 	Clerk	Alan P working on a plan for autumn 2021
(b) Telephone Box	<ul style="list-style-type: none"> Obtain formal quotations for renovation of the telephone box 	Clerk	See item 229 (e)
FROM MEETING HELD ON 19TH JANUARY 2021			
191/FC/10/20-21 St Michael's Green	<ul style="list-style-type: none"> Purchase bulbs up to the value of £100.00, claim the cost from NWPC, and arrange for a volunteer group to carry out the planting. Investigate with BDBC options for mowing patterns /schedules and the processes for changing such. 	Residents representing the 'rewilding' group Clerk	Email sent to BDBC 04/02/21
190/FC/10/20-21 Budget for FY21/22	<ul style="list-style-type: none"> Publish the budget with the meeting minutes and on the website. 	Clerk	Draft issued to PC for comment 26/02/21
193/FC/10/20-21 Village Pond	<ul style="list-style-type: none"> Purchase bulbs up to the value of £50.00, claim the cost from NWPC, and arrange for a volunteer group to carry out the planting. 	Residents representing the 'rewilding' group	
201/FC/10/20-21 Village Maintenance Matters			
(a) Plan for Village Trees	<ul style="list-style-type: none"> Discuss with Alan P and obtain quotes for the work agreed by the PC for the area next to Haddef. 	Clerk	Alan P working on plan for autumn 2021
(d) Lengthsman	<ul style="list-style-type: none"> Update the Lengthsman's task list for the next visit Copy the list to the managing office as well as to the Lengthsman team directly. 	Clerk Clerk	See item 229 (f) n/a – only one email address in use
FROM MEETING HELD ON 16TH FEBRUARY 2021			
215/FC/11/20-21 Minutes	<ul style="list-style-type: none"> Chairman to sign the minutes outside of the meeting. 	Clerk / GC	Completed 20/02/21
217/FC/11/20-21 Traffic issues	<ul style="list-style-type: none"> Forward the PC's comments to HCC/Kevin Hyde. 	Clerk	Completed 26/02/21
218/FC/11/20-21 Budget	<ul style="list-style-type: none"> Update the agenda to remove 'Budget' as a standing item. Circulate the final version of the budget to the PC. 	Clerk Clerk	Completed Completed 20/02/21
219/FC/11/20-21 St Michael's Close island	<ul style="list-style-type: none"> Obtain the opinion of a local solicitor as to whether Land Registry title equates to proof of ownership. 	Cllr James	Completed 04/03/21 Completed 28/02/21

	<ul style="list-style-type: none"> Approach the current owners to ask them to reconsider the amount requested for the purchase. 	Local resident	
220/FC/11/20-21 Low-flying aircraft	<ul style="list-style-type: none"> Prepare a letter on behalf of the PC. Prepare items for publishing on the village website and in the Parish Magazine outlining actions taken and issues raised by the PC. 	Clerk Clerk	Completed; letter issued 22/02/21 Completed
221/FC/11/20-21 Vision for SW Basingstoke	<ul style="list-style-type: none"> Update the agenda to remove 'Vision for SW Basingstoke' as a standing agenda item. 	Clerk	Completed
222/FC/11/20-21 Parish Councillor Vacancy	<ul style="list-style-type: none"> Draft a letter for councillors to personalise and send to neighbouring residents. 	Cllr Waggett	
223/FC/11/20-21 CIL Funds	<ul style="list-style-type: none"> Contact HCC/Highways Department to point out current issues with eroded road markings and find out what the refresh schedule is. Consider what potential projects within the village might be suitable for CIL funding. 	Clerk All	Completed 26/02/21 Completed
224/FC/11/20-21 SRSWG	<ul style="list-style-type: none"> Advertise the availability of the '20 is PLENTY' stickers in the Parish Magazine and deliver them to interested residents. 	Clerk	Completed
226/FC/11/20-21 Current Planning Applications	<ul style="list-style-type: none"> Respond to BDBC consultation (online) with the PC's responses. 	Clerk	Completed 19/02/21
227/FC/11/20-21 Planning Compliance Issues	<ul style="list-style-type: none"> 19/02098/RET: Contact BDBC Planning Department to find out what is happening regarding the removal of the static home. 18/00460/FUL: Contact BDBC to find out what action is being taken regarding the damage done to the pavement adjacent to the driveway at Highfield. Remove the third and fourth items from the agenda. 	Clerk Clerk Clerk	New application (21/00473/RET) submitted Email to BDBC 12/03/21 Completed
228/FC/11/20-21 Finance	<ul style="list-style-type: none"> Arrange the payments via bank transfer. Contact the bank to expedite the new card. 	Clerk Clerk	Completed 18/02/21 Completed 26/02/21
229/FC/11/20-21 Village Maintenance Matters			
(c) Plan for Village Trees	<ul style="list-style-type: none"> Inform the three contractors of the outcomes of their respective bids for work on the willow tree. Discuss with the selected contractor the timing of any work and the removal of the decaying branch. Prepare appropriate communications to let residents know the nature, extent and timing of work to the willow, explaining why such work is required. 	Clerk Clerk Clerk	Completed 17/02/21 Discussed with contractor 12/03/21 Completed for Parish Magazine
(d) Footpaths /Gates	<ul style="list-style-type: none"> Prepare for the PC a price comparator table and include links to relevant websites and catalogues relating to the quotations received. 	Clerk	Completed 20/02/21
(e) Telephone Box	<ul style="list-style-type: none"> Apply for planning permission to carry out restoration work to the telephone box. Prepare an information pack, with photographs, that can be passed to potential restorers. 	Clerk Clerk	Completed Completed
(f) Lengthsman	<ul style="list-style-type: none"> Update the Lengthsman's task list for the next visit. Investigate the cost of heavy-duty stone bollards that might be a suitable deterrent. 	Clerk Clerk	Completed 20/02/21 Work ongoing

(g) Parish Projects, S106 Contributions	<ul style="list-style-type: none"> • Forward the NWVT potential projects list to BDBC. • Find out from BDBC how S106 funding is requested/accessed. 	Clerk Clerk	Completed 22/02/21 Awaiting response from BDBC/Catherine Daly
230/FC/11/20-21 Highways and Roads			
(c) Misc. Issues	<ul style="list-style-type: none"> • Prepare an article on dog control for the next issue of the Parish Magazine, referencing the BDBC 'Take the Lead' campaign. 	Clerk	Completed
233/FC/11/20-21 Parish Magazine	<ul style="list-style-type: none"> • Prepare and submit articles to the Parish Magazine: <ul style="list-style-type: none"> • Date of the next Parish Council meeting • Planning applications • Parish Councillor vacancy notice • A note on action taken regarding low-flying aircraft above the village • A note regarding the availability of the '20 is PLENTY' wheelie bin stickers • A note about the work to be carried out on the willow tree at the pond • A note on dog control and the BDBC 'Take the Lead' campaign. 	Clerk	Completed

APPENDIX 2

Item 247/FC/12/20-21 Current Planning Applications (*Last updated 15/03/21*)

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/>

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 Appeal made to the Secretary of State: <i>Appeal made against non-determination (not refusal) of the planning application</i>
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: <i>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.</i>
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, 15/01/21 and 09/03/21
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, 15/01/21 and 09/03/21
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 Undecided	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 20/01255/TDC – refused, appeal lodged

B/F	20/02839/LDPO Granted	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 Granted	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
B/F	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
B/F	20/03458/ROC Granted	Former Wheatsheaf Garage, North Waltham Variation of condition nos. 1 and 3 of planning consent 20/00540/ROC for amendment to the landscaping on the site frontage.
B/F	T/00671/20/TPO Undecided	2 St Michael's Close, North Waltham Application for works to trees growing in a conservation area. PROPOSAL: Ash:-fell. [This tree has significant decay at the base.]
B/F	20/03544/FUL Undecided	Land south of St Michael's Close, North Waltham Full planning application for the erection of two dwellings with access, garaging, parking and landscaping and associated works.
B/F	T/00047/21/TCA Raise no objection	9 St Michael's Close, North Waltham Application for works to trees – conservation area T1 Willow: pollard to 3m T2 Cypress: fell.
B/F	21/00262/HSE Undecided	Chapel Cottage, Chapel Street, North Waltham, RG25 2BZ Replacement of existing attached garage and single storey side extension with a two storey side extension
B/F	21/00376/HSE Undecided	Street Cottage, Yew Tree Road, North Waltham Installation of replacement oil tank, erection of 1.80m high fire protection wall, conversion of existing garage to gym, erection of 1.5 metre high fence, installation of block paved driveway and erection of a single storey side extension to create new garage
B/F	21/00329/HSE Undecided	7 Burydown Mead, North Waltham Conversion of garage to living accommodation
NEW	21/00473/RET Undecided	Land at OS Ref 456378 145890 Fox Lane, North Waltham Change of use of land to residential and siting of a mobile home

APPENDIX 3**Item 249/FC/12/20-21 Finance****(a) Receipts and Payments**

To acknowledge the receipt of payments made to the Parish Council since the last OM on 16/02/21

DATE	RECEIVED FROM	DESCRIPTION	AMOUNT	TOTAL
	None			

To acknowledge the payment of standing orders, direct debits and charges since last OM on 16/02/21

DATE	NAME OF PAYEE	DESCRIPTION	AMOUNT	TOTAL
28/02/21	Clerk	Salary - February	£364.35	£364.35
28/02/21	Clerk	AHEA - February	£26.00	£26.00

To acknowledge the Multipay card payments made since last statement dated 02 March 2021 – **to be verified**

DATE	NAME OF PAYEE	DESCRIPTION	AMOUNT	TOTAL
02/03/21	Lloyds Bank plc	Monthly fee	£3.00	£3.00

To approve the following payments

DATE	NAME OF PAYEE	DESCRIPTION	AMOUNT	TOTAL
09/02/21	HALC	Invoice INV-4297 1 x Year End Accounts & Audit course VAT	£30.00 £6.00	£36.00
21/02/21	Sharon Shea Clerk	Expenses: Purchase of wine (gift) and printer paper	£26.50	£26.50
25/02/21	ONeill Homer	Invoice 958 VAT	£550.00 £110.00	£660.00

APPENDIX 4 (Last updated 15/03/21)**Item 252/FC/12/20-21 Schedule of Correspondence****CORRESPONDENCE RECEIVED between 17th February 2021 – 15th March 2021**

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

Correspondence from BDBC

- 17/02/21 Appeal notification letter ref. APP/H1705/W/20/3265765 in relation to planning application 19/03232/FUL - Land adjacent to The Old Hall, Popham Lane
- 19/02/21 Development Control Committee Target List for 10/03/21
- 20/02/21 Councillors' briefing, Covid-19 update + vaccinations briefing + Census 2021 Councillor Handbook(19/02/21)
- 22/02/21 Councillors' briefing, Covid-19 update
- 24/02/21 Designation of New Neighbourhood Plan area
- 25/02/21 Councillors' briefing, Covid-19 update (24/02/21)
- 25/02/21 Councillors' briefing, Covid-19 update
- 25/02/21 Planning application 21/00473/RET Land at Fox Lane, change of use to residential and siting of a mobile home
- 28/02/21 Councillors' briefing, Covid-19 update (26/02/21)
- 01/03/21 Councillors' briefing, Covid-19 update
- 04/03/21 Councillors' briefing, Covid-19 update (02/03/21)
- 04/03/21 Councillors' briefing, Covid-19 update (03/03/21)
- 09/03/21 Email from Cllr John Izett re: new town centre strategy online survey

Correspondence from HCC

- 17/02/21 Town and Parish News, February 2021
- 26/02/21 HCC Your Hampshire Newsletter
- 01/03/21 HCC Countryside Service Newsletter March 2021
- 01/03/21 Email from HCC Countryside Service re: the Countryside Code
- 02/03/21 Email 01/03/21 from HCC/Mandy Ware re: road markings
- 04/03/21 Email 03/03/21 from HCC/Kevin Hyde re: SFAL and road signs

Correspondence from HALC

- 09/03/21 Email notification of Hampshire Together 'Get to Know Your NHS' event 09/03/21
- 09/03/21 HALC Newsletter – March, plus guidance on Grant funding

Other correspondence

- 17/02/21 Cllr Paul Mahoney BDAPTC - email re: BDBC funding for urban play areas
- 22/02/21 Highways England – notice of roadworks at M3 J6-J5 March 5th – 18th
- 25/02/21 RAF Odiham response to NWPC letter re: low-flying aircraft
- 04/03/21 Message from Malcolm Knight re: rules concerning opening of community centres
- 08/03/21 Email 04/03/21 from CPRE Hampshire re: litter picking

Newsletters

- 23/02/21 Rural Services Network: The Rural Bulletin
- 02/03/21 Rural Services Network: The Rural Bulletin
- 04/03/21 Rural Services Network: Rural Funding Digest
- 09/03/21 Rural Services Network: The Rural Bulletin

Correspondence received since Schedule was first issued 09 March 2021:

- 11/03/21 Councillors' briefing, Covid-19 update (09/03/21)
- 11/03/21 Further amendments to planning application 20/02162/OUT (Oakdown Farm)
- 11/03/21 Further amendments to planning application 20/02586/FUL (Oakdown Farm)
- 11/03/21 Councillors' briefing, Covid-19 update (10/03/21)
- 11/03/21 Keep Britain Tidy – notification of launch event
- 11/03/21 Email 10/03/21 from Roy Cross of Steventon re: RAF terrain-following
- 11/03/21 HALC: guidance note re: 2021 meetings after 7th May
- 12/03/21 HCC Your Hampshire Newsletter