

NORTH WALTHAM PARISH COUNCIL

Chairman: Geoff Chapman

Clerk: Allison Spyer

14 Barley View, North Waltham, Hampshire RG25 2ST
Tel: 07786 063570 Email: northwalthamclerk@live.co.uk

MINUTES OF MEETING

17th November 2015, 7.30pm Rathbone Pavilion

- 1 Councillors Present:**
Geoff Chapman (Chairman), Adele Stevenson (Vice Chair), Sara Thomas, Peter Waggett, Mark Dinning, Judith McGinley, Sally Evans and Allison Spyer (Clerk).

ACTION FOR
 - 2 Apologies for Absence:**
Cllr Anna MacNair Scott, Cllr Rob Golding, Cllr Diane Taylor
 - 3 Apologies Not Received:**
Cllr Stuart Frost
 - 4 Declarations of Interest:**
There were no declarations of interest
 - 5 Meeting open to the Public:**
There were two members of the public in attendance who wished to attend as they were the planning applicants for the land at the top of St Michaels Close. Mr & Mrs Fletcher were advised that their application would be discussed at a separate planning meeting, date of which is to be decided.
 - 6 Minutes:**
To confirm the accuracy of the minutes of the Council meetings held on 20th October 2015
Various discrepancies need to be amended, minutes to be signed at the next meeting.

AS
 - 7 Matters Arising:**
Trim Trail – Ongoing
Pinch points by Old Forge: On-going
Unity Bank, Online Banking Process & Procedures – JM was not present at this point to report on her actions. AS has been in contact with NALC and received a 148 page document pertaining to parish accounting and risk. A few safety measures were discussed but it was agreed to have it as a separate agenda item for the December meeting. AS and JM to meet and put together a more comprehensive risk assessment.
Laptop – To be discussed
Telephone Box – JM unavailable at this point to update
White Lines at the Pond – AS reported she was unsure as to why the newly painted lines were incorrect and sought clarification from the council. Will report back to HCC

AS/JM
 - 8 Village Defibrillator:**
Deferred until December as Cheryl-Ann Oliver has last minute work commitments.

AS
 - 9 Parish Office Equipment:**
It was agreed the GC, AStev and PW would keep an eye out for deals between now and the sales in January.
 - 10 Neighbourhood Plan:**
GC put forward the NP Steering Committee for approval from the Council. They are, GC, AStev, MD and PW from the council. Non Councillors are Ruth Knight, Sue Robinson, Gerald Dodson and Pip Hartley. There was no objection from the PC. Terms of Reference for the Steering Committee have been forwarded to the PC in advance of tonight's meeting. PW requested future members be amended and the term Neighbourhood Planning be altered to Neighbourhood Development Plan, both of which were agreed. First objective for the newly appointed Steering Committee is to put together a project plan. Further updates will be made at the next meeting

GC proposed the Terms of Reference and they were seconded by ST with unanimous agreement from the rest of the council

AS
 - 11 North Waltham Conservation Area:**
GC has been in contact with BDBC. NW is one of eight conservation areas that is currently under review by BDBC, the timescale for the review is however unclear. Currently waiting for confirmation from BDBC as to when it will happen. GC will update the council as and when he has news.
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12 Current Planning Applications:

New 15/03790/OUT Land south of St Michaels Close, North Waltham
Outline planning application for erection of 2 no lifetime home bungalows, garages, access and parking arrangements and amenity area. Change of use from agricultural land to residential.

13 Planning Compliance Issues:

Camilia Cottage, Yew Tree Lane. Trees have been felled, AS to check correct permissions are in place. **AS**
White Cottage, Popham Lane, Suspected business being run from the property, request Planning Compliance to investigate

14 Finance:

14a Receipts:

- No current receipts to report.

14b Payments:

To approve payment of the following cheques and any others requested at the meeting:

• Allison Spyer, Salary	£276.16
• St Michaels PCC, second half annual precept	£644.13
• Village Trust, second half annual precept	£1915.05
• ICO, Data protection	£35.00
• Harry Stebbings, Noticeboard repairs	£300.00
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Payments proposed by MD and seconded by GC with unanimous agreement from the rest of the council

14c Budget:

AS presented the Council with a draft budget which had four line items automatically increased by 2% inflation. 2015 & 2016 precept request also increased by 2%. After discussion it was agreed to increase by 1%. AS to recalculate for the next meeting. SE requested a new line item, pond maintenance to be included, this is not replacing the pond desilt which will be budgeted for separately. SE will look into costings and put forward a figure at the next meeting. Hampshire Probation Scheme workers were suggested as possible workers for any non-skilled labour the pond area may require such as weeding, planting and mowing. AS will pass their contact details on to SE. The PC in addition discussed including a new line item to cover any start-up costs the Neighbourhood Plan may incur, however it was agreed that the grant from DCLG would cover any costs. **AS/SE**

15 Highway/Village Appearance Matters:

B/F

Road sign by Wheatsheaf – Reported, on-going

Give way road sign by The Fox: Reported, on-going

Duck sign by Old Forge – Moved, reported

Give way sign Fox Lane – Moved, reported

Give way sign by Wheatsheaf – Moved, reported

Finger sign, Fox Lane fallen over – reported twice

ALL ROAD SIGNS RE-REPORTED TO KEITH THOMPSON

Potholes – Outside North Waltham Primary towards Westside Dairy, Potholes all along Mary Lane. Fox Lane in general

Incorrectly painted white lines at the pond

New:

St Michaels Close junction, Fox Lane & Popham Lane junction, Fox Lane 100 yards up the road on the left hand side.

16 Correspondence:

There was no correspondence

17 Councillors' Announcements:

There were no councillors announcements

18 Parish Magazine –

- Planning apps
- Thanks for litter picking
- Cycle consultation

19 Date of Next Meeting – to confirm that the next meeting will be held on Tuesday 15th December 2015.

Signed Date