



MINUTES OF MEETING

21st November 2017 at 7:30pm in the Rathbone Pavilion, North Waltham

Councillors Present:

Geoff Chapman (GC) (Chairman), Sally Evans (SE), Judith McGinley (JM), Adele Stevenson (AS), Sara Thomas (ST), Peter Waggett (PW), Borough Cllr Stuart Frost (SF), Borough Cllr Rob Golding and Rosemary Coulter (Clerk)

**Actions
for**

**001/FC/
11/17-18**

Apologies for Absence:

Cllr Mark Dinning, Borough Councillor Diane Taylor

**002/FC/
11/17-18**

Declarations of Interest:

ST declared an interest in the planning application 17/03470/OUT for Wheatsheaf Garage.

**003/FC/
11/17-18**

Meeting open to the Public:

Two members of the public attended the meeting regarding planning applications. The Council agreed to move this item to the top of the agenda.

**004/FC/
11/17-18**

Minutes:

The minutes of the meeting held on 17th October 2017 were accepted as a correct record and signed by the Chairman.

**005/FC/
11/17-18**

Matters Arising from the Minutes:

Village Website – The contract has still to be finalised.

ACTION: Complete contract.

JM

Pond – Clerk has completed the application form to add the pond to the TCV map but requires some photographs to send with it.

ACTION: Send photographs to Clerk.

SE

Risk Assessment

PW has not completed the village risk assessment. GC has completed a draft of the Financial Risk Assessment and this has been reviewed by the Clerk but requires finalising before presentation to Council. Some questions remain around new Data Protection regulations.

ACTION:

- To complete Village Risk Assessment.
- To complete Financial Risk Assessment.

**PW
GC/Clerk**

Standing Orders and Financial Regulations

Standing Orders are still to be reviewed and updated.

ACTION: Update Standing Orders and bring to next meeting for approval.

Clerk

Review of Policies and Procedures - Complaints Handling Procedure has not yet been updated.

ACTION: Update Complaints Handling Procedure.

Clerk

Fireproof Safe / Safety Deposit Box – the Clerk reported that she has not purchased this as she is unable to set up an account for payment with Screwfix and it is not good practice for her to pay this amount of money from her own account and claim back.

Discussion around whether a safe is necessary.

- Using cloud storage would remove the need for USB storage. The safe would then only be needed for storage of one original set of deeds.
- If deeds were lost or destroyed, would the Council be able to get copies from land registry, and therefore, do we need to keep the originals.
- It was reiterated that the deeds should be kept in a central secure place rather than in someone's house.

ACTION: Ask HALC and Land Registry about the importance / necessity of keeping original deeds

Clerk

First Aid Kit for Old Barn Stores – Clerk reported that this has been purchased and needs delivering to shop.

ACTION: To deliver to Old Barn Stores.

AS

Village Map – GC has discussed this issue with the owner of Old Barn Stores and confirmed that the owner of the shop will select a position for the map and provide the frame. The Council will provide a map when the dimensions of the frame are known.

ACTION: Await details of frame and then provide map.

TBC

Lengthsman Scheme – the Clerk reported that the contract has been returned to Candovers Parish Council and will be signed at their meeting on 27.11.17.

The Council is aware that the hedges on Maidenthorne Lane, between Barley View and Elizabethan Rise, and along St Michaels Green towards the Church are in need of cutting and will ask the Lengthsman to do this as one of his tasks.

ACTION: Organise work for Lengthsman when contract finalised.

Clerk

S106 Contributions – the Clerk reported that the form regarding future S106 contributions has been completed and returned to BDBC.

GC reported on the Community Funded Traffic Management Scheme, which can be used to provide a variety of things, such as village entry signs, white finger posts, white line painting and/or removal, speed indicator signs, implementation of advisory 20mph signs around schools, etc.

ACTION: Request an Introductory Pack from HCC.

Clerk

Community Resilience / Emergency Planning – no action has been taken on this yet.

ACTION: To investigate this further. Awaiting details of rescheduled BDAAPC course

GC/Clerk

Other issues discussed elsewhere on the agenda.

006/FC/ **Alternative Bank Account**

11/17-18

The Clerk reported that she had compared Unity Trust Bank (NWPC's current bank) with Lloyds Bank plc regarding accounts suitable for Parish Councils and presented a table showing the comparisons. Both offer internet banking.

Unity Trust Bank offer

- single, dual or triple levels of authority
- a payments card, although there is an additional cost for the card - £50 set up and £3/month per card (It was felt that the Council would only require one card.)
- banking charge of £6/month

Lloyds Bank stated in a telephone call that they can

- provide dual authorisation (this is not stated on their website)
- not provide a payment card, or a deposit account, until the current account has been set up and has been operational for a few months.
- offer free banking as NWPC's turnover is less than £50,000.

Discussion focussed on advantages and disadvantages of both banks. Although there were charges incurred in staying with Unity Bank, it was felt that this would be easier to set up and incur less Clerks time to facilitate.

SE proposed that the Council stay with Unity Trust Bank, set up internet banking and a payment card and that the Clerk, GC and JM would be the authorities.

Seconded by GC and agreed unanimously.

ACTION: Apply for internet banking and a payment card with Unity Trust Bank.

Clerk

007/FC/ **Clerk's Annual Appraisal**

11/17-18

Following the Clerk's annual appraisal on 16.11.17, GC proposed that

- Clerk's contracted hours be increased to 35 hours/month and if overtime is required, this should be requested in advance.
- CilCA training for the Clerk would be of benefit to both the Council and the Clerk and the Council should fund completely.

Seconded by SE and agreed unanimously

008/FC/ **Staffing Committee and Disciplinary and Grievance Procedures**

11/17-18

The Staffing Committee presented revised Terms of Reference, the Disciplinary Procedure and the Grievance Procedure for approval.

JM raised concern over the wording of the Disciplinary and Grievance Procedures from an HR perspective and stated that this would depend on the wording on the Clerks contract. As a copy of the contract was not available at the meeting, it was agreed to review and update the procedures for the next meeting.

ACTION:

- GC to show draft contract to JM for review and update draft Disciplinary and Grievance Procedures accordingly.
- Agenda item for next meeting.

**GC/JM
Clerk**

009/FC/ Neighbourhood Planning (NP) Update

11/17-18

As part of the recent Call for Sites, 7 potential sites came forward.

- None of the sites were within the Settlement Policy Boundary (SPB).
- Some of the sites had not met the minimum requirement of 5 dwellings. The Neighbourhood Plan Group (NPG) have contacted each of these sites to advise and ask if they wanted to review their submission. One site has since increased their number of units to 5.
- One site has withdrawn – this was a joint plot between two neighbours and increasing to 5 units would be too dense a development.
- The owner of land between the Wheatsheaf Garage and Portland Place would have liked to make a joint application with the garage, but as there is already a planning application submitted for the garage site, he is reviewing the situation.
- NPG has also contacted other land owners of potential sites identified by residents in the questionnaires but who did not submit an application in the Call for Sites. The NPG has since heard from both landowners.
 - Westside Dairy have completed and submitted an application, but have not included a site plan. This will be followed-up by the NPG.
 - The NPG are meeting with the landowner and his agent of the barns on Maidenthorne Lane to discuss his thoughts.

GC clarified that North Waltham is required to provide 10 units within or adjacent to the SPB and responses to the questionnaire demonstrated that residents want a similar number. Also, the SPB is not reviewed as part of the Neighbourhood Plan, but the NPG could choose to do so.

010/FC/ Current Planning Applications:

11/17-18

B/F	17/02849/OUT	Land at OS 456378 145890 Fox Lane, North Waltham Outline application, with all matters reserved, for the erection of 1 no. dwelling including hard and soft landscaping and associated works	Refused 26.10.17
B/F	17/02836/HSE	17 Mary Lane, North Waltham RG25 2BY Erection of two storey front, side and rear extension following demolition of existing single storey extension	Undecided
B/F	17/03058/HSE	5 Mary Lane, North Waltham RG25 2BY Erection of two storey side extension following demolition of single storey garage	Refused 13.11.17
B/F	17/03290/HSE	18 Cold Harbour Lane, North Waltham RG25 2BH Creation of new access to include installation of drop kerbs	Undecided
B/F	T/00404/17/ TCA	Land corner of Mary Lane and Steventon Road, Mary Lane, North Waltham Application for works to trees growing in a conservation area Crown lift to 2m and deadwood: 2 Hornbeam, 2 Oak, 2 Beech, 1 Red Oak, 3 Maple, 1 Sorbus Fell: 1 Alder, 1 Sorbus	Granted 3.10.17
B/F	T/00405/17/ TCA	Land next to St Michael's Close, North Waltham Application for works to trees growing in a conservation area Proposal: Two copper beech and five silver birch: crown lift to 2m. Two sorbus and one ash: fell.	Granted 31.10.17
NEW	17/03470/OUT	The Wheatsheaf Garage, Popham Lane, North Waltham RG25 2BB Outline application with some matters reserved (except for access, appearance, layout and scale) for the erection of 6 no. dwellings with associated garages, parking and amenity space, following the demolition of existing B2 garage premises	Undecided
NEW	17/03471/HSE	The Old Farmhouse, Church Road, North Waltham RG25 2BL	Undecided



NORTH WALTHAM PARISH COUNCIL

Chairman: Mr Geoff Chapman

Clerk: Ms Rosemary Coulter

6 Longfield Close, North Waltham, Basingstoke, Hampshire, RG25 2EL

Tel:01256 397188, Email:northwalthamclerk@live.co.uk

		Erection of single storey side extension, to include car port. Conversion of garage to games room/store. Alterations to existing accesses.	
NEW	17/03642/HSE	Rose Cottage, Yew Tree Road, North Waltham RG25 2BX Conversion of detached single storey garage to office/studio space to include alterations to roof and fenestration of building.	Undecided

Discussed new planning application 17/03471/HSE

Representation was made by the applicant – the family want to stay in the village but need more room. They plan to remove the conservatory and add a small ground floor extension with a car port. The extension will add a bedroom and ensuite bathroom. The extension will blend in with the existing house in terms of roof lines and in a brick and flint finish. The existing garage will be converted to a games room and store. The entrance to Church Farm Close will be changed to pedestrian access only and some changes will be made to the drive at the front. The applicant has met with neighbours recently and answered any questions they had. Consultation response from NWPC - no objections with no comments.

Discussed new planning application 17/03642/HSE

Representation was made by the applicant – they need extra space, but the cottage is difficult to extend so they want to use the garage as an office/studio. The main concern was that the appearance is in keeping with the listed building but upgraded in terms of insulation and weatherproofing. The roof will be changed to a high-quality asphalt roof and will, therefore, be marginally extended in height. The applicants want to keep the view from the end of the garden. Consultation response from NWPC - no objections and no comments.

Discussed new planning application 17/03470/OUT

The application plans to replace the Wheatsheaf Garage with 6 dwellings. This site did come forward as part of the Call for Sites in the Neighbourhood Plan, and a planning application has gone ahead.

Discussion raised the following issues:

- Car parking meets current regulations, but this could be an issue particularly for visitors and service vehicles.
- Sight lines at the entrance to the development from Popham Lane need considering as the development comes right up to Popham Lane.
- GC outlined how this meets various policies with the BDBC Local Plan (see appendix 1)
- Concern was expressed that the garage service is being lost from village, although it is not currently trading.
- This development will count towards the number of housing units required under the BDBC Local Plan.

Consultation response from NWPC - no objection with comments as outlined in appendix 1.

ACTION: Respond to BDBC.

Clerk

**011/FC/
11/17-18**

Planning Compliance Issues:

The Clerk has not received any further response regarding the Planning Compliance issue raised about the White Cottage, Popham Lane.

ACTION: Await response and feedback to Council.

Clerk

**012/FC/
11/17-18**

Highway / Village Appearance Matters Flashing Speed Warning Lights

- Popham Lane, near Kyte Abbey, has now been removed following the 4 weeks installation.
- Church Road, near the junction of St Michael's Close, has also now been removed. Initially 2 units were installed, when only one was requested. BDBC should then have taken one unit away but took both units. One unit was then reinstated.
- Waiting invoice for these and summary of data obtained from BDBC.

ACTION: Monitor and chase information if required.

Clerk

Works to trees on Corndell Green (Haddef), Michael's Green and around the Pond

- The Clerk presented a quotation from Yew Tree Landscapes & Tree Care for this work. Financial Regulations state that 2 alternative quotations need to be obtained.
- Yew Tree Landscapes have also recommended that work to the trees by the pond is undertaken, as follows:

Weeping Willow – 2 alternatives

- High pollard – severely cut back branches and limbs leaving only a few shoots. This will grow back well over next 2-4 years, but residents may object to such a severe treatment.
- Raise crown, general tidy and reshape, cut back growth on both sides and take out deadwood.

Work on this tree should ideally be done between now and March.

Hawthorn covered in ivy – suggests removing completely.

Maple – has one small branch touching power lines. Suggested removing this branch.

Discussion – the Council were reluctant to undertake a high pollard of the willow tree and would prefer to raise the crown and generally tidy and reshape the tree. The Council did not want to remove the Hawthorne but would like the ivy removed from it and the Council would like the branch of the Maple removed as recommended

ACTION:

- Obtain 2 quotations for work on Corndell Green and St Michael's Green. **Clerk**
- Discuss work to trees required at the pond with Yew Tree Landscapes and apply for planning permission for works to trees in a conservation area. **Clerk**

Litter Pick on 11.11.17 – there was a good turnout despite the poor weather. A thank you message has been posted on the North Waltham website, in the Weekly News email, on the North Waltham Facebook page and will go in Parish Magazine.

Legislation regarding traffic calming measures (chicanes, speed bumps, etc.) – the Clerk reported on the Department of Transport Local Transport Note 1/07 Traffic Calming which states that road hump regulations require road lighting. Chicanes and narrowings should also be conspicuous in day and night time conditions and there should be adequate street lighting. GC reported back regarding Community Funded Traffic Measures following a presentation at the HALC AGM.

ACTION: Obtain an Introductory Pack on Community Funded Traffic Measures from HCC. **Clerk**

Local stiles / kissing gates – a letter has been received from Mr P Sweeney stating that he has forwarded NWPC's request for a repair to the kissing gate by Westside Dairy to HCC, as they had initially installed it. The Clerk has not received a response from HCC. This could be a task for the Lengthsman when he starts. Other councillors advised that the kissing gate at the top of the field on the footpath to Steventon Church is also in need of repair.

ACTION: Request Lengthsman to repair both kissing gates. **Clerk**

Other road and traffic issues

The repair requested to the road outside St Michael's Church has been repaired and NWPC has received a thank you via email from one of the Church Wardens on behalf of the Church. Other unresolved issues which have been reported to HCC are Waltham Lane (towards Overton), Fox Lane and Maidenthorpe Lane.

Drains – no known issues currently.

ACTION: Continue to monitor progress. **Clerk**

**013/FC/
11/17-18**

Correspondence

See Schedule of Correspondence dated 15.11.17 (appendix 2)

Issues to discuss:

HCC Hampshire Highways Autumn Briefing/Workshop for Parishes – 13.12.17 – no councillors present are able to attend.

ACTION: Ask MD if he is able to attend. **Clerk**

Correspondence since 15.11.17 (all circulated prior to the meeting)

17.11.17 BDBC Budget Consultation 2018-19

17.11.17 Parish Council IT Health Survey (sent via HALC)

19.11.17 email from Mr A Purkiss on behalf of St Michael's Church thanking NWPC for assistance in getting the road outside the church repaired.

20.11.17 Rural Services Network – Weekly email News Digest

20.11.17 Safer North Hampshire Newsletter – December 2017



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014/FC/1 1/17-18 Councillors Announcements

SF spoke about the email sent to Parish Councils regarding future elections. He assured the Council that there was a mistake in communication in that it should only refer to by-elections. Another email has been sent out this morning correcting the first email, which the Clerk circulated today. For some parishes, these costs will be half of their precept. He clarified that if 10 electors request a by-election, councils will have to call one. NWPC needs 5 councillors to be legitimate council. The Councils feedback for the consultation is that the Council are against having to fund the cost.

SF thanked the Council for the Litter Pick saying it was a wonderful turnout. He paid for 20 coffees but does not think that he was charged for everyone. He thanked AS for the cake. It was lovely to meet the residents and he is willing to come along if this is a regular event. Several residents raised the issue of the road towards Steventon with him and he advised contacting Anna MacNair Scott, with cc to SF, about this.

SF reported on general Council meetings at BDBC – the last two meetings have suffered from delays for a variety of reasons and, therefore, the planned work has not been done.

SF also reported that there are currently Political Assistants for each party, but there is a plan to stop each party having these and, therefore, save money for the tax payer.

RG reported from the SWAG meeting – they are expecting the Clinical Commissioning Group (CCG) to decide that the new hospital will not go ahead due to financial reasons. A decision should be made very soon.

ACTION: Contact Anna MacNair Scott, Councillor HCC, regarding Waltham Lane, with cc to SF.

Clerk

015/FC/ 11/17-18 (a) Finance

Financial Receipts:

RECEIVED FROM	DESCRIPTION	AMOUNT
HALC	Prize for Small Village of the Year	£100.00

(b) Financial Payments

Payment of the following cheques/transfer were approved at the meeting:

NAME OF PAYEE	DESCRIPTION	AMOUNT	CHEQUE NUMBERS
HALC	INV-1967 Training for Clerk – Officers Update	£ 48.00	300561
	INV-1947 Training for Chairman – Introduction to Appraisals	£ 48.00	
	INV-2059 Training for Chairman – The Council as an Employer	£ 48.00	
	INV-2067 Training for Clerk – Minute Taking	£ 48.00	
	INV-2072 Training for Clerk – Introduction to CiLCA	£ 48.00	
	TOTAL	£240.00	
First Aid 4 Less	Invoice 1572337 Standard 1-10 HSE First Aid Kit with bracket	£ 16.68	300565
Rosemary Coulter	Salary (£8,873 x 30 hrs) (Sept 2017) Home working allowance (Sept 2017)	£266.19 <u>£ 18.00</u> £284.19	300562
Rosemary Coulter	Expenses as per Expenses Claim Form dated 21.11.17	£ 87.17	300563
Geoff Chapman	Expenses as per Expenses Claim Form dates 17.10.17	£ 65.16	300564

All payments proposed by AS, seconded by SE and agreed unanimously.

ACTION: Arrange payments.

Clerk



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The Council took a vote at this stage and agreed to continue the meeting as it had already taken 2 hours.

Cllr McGinley and Cllr Thomas left the meeting at this time.

(c) Budget 2018-19 and Precept

A draft budget for 2018-19 was presented.

The following items were amended

- Clerk's salary – hours increased to 35 hours/month and amount recalculated.
- Community Grants - budget lines for grants for specific village organisations have been discontinued. A new budget line for community grants has been included as it was felt that all village organisations are eligible to apply. A figure was agreed based on the amount budgeted for 2017.
- External Audit – as from 2018, smaller authorities, ie. those with a turnover less than £25000, can 'opt out' of the Limited Assurance Review (previously known as External Audit), although they are subject to the same end of year requirements and publishing of results. As the Council received a qualification and other issues were raised for the 2016-17 external audit, the Council would like to undertake a Limited Assurance Review at the end of 2017-18. The cost of this was included in the budget.
- Training – the budget was agreed to allow for courses identified by Clerk and for courses for other councillors.
- Reserves
 - The Council currently has sufficient reserves in deposit and current accounts to cover 12 months operating costs.
 - In addition, the Council has £10,000 to cover the cost of replacing the pond liner when required. Therefore, additional monies will not be transferred to the reserves for this purpose.
 - As there is no specific project for the bus shelter or the adopted telephone box, additional monies will not be transferred to the reserves for these items. Should maintenance be required, this will be budgeted for annually.
 - The Council felt that a reserve was needed to replace the laptop and other office equipment. The present laptop was purchased in December 2015. A budget of £500 for a new laptop every 4 years has been assumed.
- Village Maintenance – a figure for this is still to be confirmed.
- Traffic Measures – a budget line was added for this. The cost of Flashing Speed Warning Lights being placed in two locations twice a year was added. This may need to be reviewed before final approval following receipt of the Community Funded Traffic Measures information and discussion at the next meeting.

ACTION: Update draft budget for next meeting.

Clerk

016/FC/ Items for Parish Magazine

11/17-18 The following items need to be included in next month's parish magazine.

- Planning applications
- Thank you for Litter Pick
- Warning about work on trees

ACTION: Submit article by 6.00m on Wednesday 22.11.17.

Clerk

017/FC/ Date of Next Meeting

11/17-18 The next meeting will be held on Tuesday 19th December 2017 at 7.30pm in the Rathbone Pavilion, North Waltham.

Signed Date

APPENDIX 1

Planning Application 17/03470/OUT

Wheatsheaf Garage, Popham Lane, North Waltham RG25 2BB

Comments as consultee

No objection, but with the following comments

- **BDBC Local Plan Policy SS5 – Neighbourhood Planning**
While not directly being submitted via the North Waltham Neighbourhood Plan, the proposed development does satisfy the requirements set out in paragraph 4.67 of the Local Plan, in that it is outside the defined Settlement Policy Boundary (SPB) with net gain of more than 5 units, and would therefore contribute to the target set out in Policy SS5.
- **BDBC Local Plan Policy SS6 – New Housing in the Countryside**
The proposed development satisfies the requirements of clause (a) of this policy in that the site is on 'previously developed land' that
 - a) is not isolated, being less than 60 metres from existing residential dwellings to the north (Portland Place) and less than 15 metres from a residential dwelling to the south (Wheatsheaf Garage House). The site is approx. 600 metres to the southern edge of the North Waltham SPB which provides such community facilities as a shop, school, church, pub and a village hall. There are 3 bus stops in the village providing access to the no. 16 bus service.
 - b) Due to its recent usage as a vehicle maintenance workshop, it is of little environmental value.
 - c) In proportion to adjacent development, the Parish Council does not believe that the scale of the development is inappropriate.
- **BDBC Local Plan Policy CN3 – Housing Mix for Market Housing**
Due to the mix of dwellings within the proposal, the Parish Council believes that the proposal fully meets the requirements of this policy.
- **BDBC Local Plan Policy EM10 – Delivering High Quality Development**
The proposed development does appear to be of relatively high density for the given location. However, the inclusion of a terraced row is by nature relatively dense and in keeping with nearby Portland Place. In comparison to other developments within the Parish of North Waltham, the proposed density should be compared favourably to that in Barley View.
- Should the planning permission be issued, the Parish Council requests that recommendations proposed in the preliminary Ecological Appraisal and Bat Scoping Survey be attached as a condition as such:
 - a) Lighting sources within the proposed development are strongly restricted where possible.
 - b) Nest searches should be conducted by a suitably qualified ecologist if demolition or vegetation clearance occurs during the bird nesting season (1st April – 31st August).
 - c) Artificial house martin nests should be fitted to the eaves of the proposed new houses.
 - d) All tree planting within the proposed development should include native broadleaf species.
- Although an application for outline planning permission, the purpose does contain indicative designs for the proposed dwellings. The final designs must take into account the Design and Sustainability SPD (including appendix 14 Countryside Design Summary) and the Landscape Assessment (section 17).
- The Parish Council recognise that the parking allocation in the proposed development meets existing regulations, but would request that provision of additional parking, for visitors for example, is considered, as there is no safe parking available along Popham Lane or in the near vicinity.
- The Parish Council recognise that the proposed development abuts Popham Lane and request that visual sight lines for entry to and from the proposed development are considered to be adequate and safe.

22nd November 2017

APPENDIX 2

**NORTH WALTHAM ORDINARY PARISH COUNCIL MEETING
Tuesday 21st November 2017**

CORRESPONDENCE RECEIVED AS AT 17th NOVEMBER 2017

Newsletters (received and circulated via email)

- 18.10.17 Rural Service Network – Rural Housing Spotlight
- 19.10.17 Safer North Hampshire Newsletter – November 2017
- 31.10.17 HCC News for Local Councils
- 01.11.17 Business in Basingstoke Bulletin – November 2017
- 01.11.17 Rural Services Network – Rural Opportunities Bulletin – November 2017 (*also circulated to the Village Trust, St Michael's Church, North Waltham Primary School, Cool Kidz/Puddleducks*)
- 06.11.17 Public Sector Executive Online
- 07.11.17 Hampshire Constabulary – October Newsletter – Oakley & North Waltham
- 09.11.17 Public Sector Executive Online
- 13.11.17 Rural Services Network – weekly email news digest
- 15.11.17 Business in Basingstoke Bulletin – November 2017

Correspondence from HCC

- 20.10.17 Agenda for Parishes Autumn Briefing/Workshop for Hampshire Highways on 13th December 2017 in Winchester – who will attend?

Correspondence for BDBC

- 25.10.17 BDBC/Hampshire Alliance for Rural Affordable Housing (HARAH) – survey on views on rural affordable housing schemes – *did not respond as survey did not allow the Council's current position to be reflected and HARAH are already aware of NWPC's position on this issue*
- 30.10.17 Draft Statement of Community Involvement – Public Consultation – deadline 4.00pm on 11.12.17
- 14.11.17 BDBC response to Right Homes in the Right Places Consultation

Correspondence from HALC (received and circulated via email)

- 13.10.17 Consultation: Planning for the Right Homes in the Right Places – final deadline 9th November 2017
- 17.10.17 Copy of letter from HALC to Committee for Standards in Public Life
- 17.10.17 HALC 70th Anniversary Press Release
- 17.10.17 Motion to be considered at the HALC AGM – *forwarded to GC*
- 18.10.17 Revised agenda and item 10 affiliation paperwork for AGM agenda pack – *forwarded to GC*
- 25.10.17 Upcoming Training Event – The Council as an Employer – 2nd November 2017
- 30.10.17 Policy Update – General Data Protection Regulation (GDPR) & Committee for Standards in Public Life
- 09.11.17 Elections to NALC Smaller Councils Committee – closing date for nominations 23.11.17
- 15.11.17 Transparency Fund Drop-In Session – 06.12.17 (*not circulated as have already applied to fund*)
- 15.11.17 Final training events for 2017
- 17.11.17 Letter from Hampshire Police & Crime Panel – call for evidence of cyber enabled fraud

Other correspondence (received and circulated via email)

- 25.10.17 & 02.11.17 Resilience Conference on 6th December 2017 in Central London
- 27.10.17 Age Concern Hampshire – recruiting Village Agents
- 28.10.17 Letter from Stewart Packham regarding concerns about local policing in Basingstoke area
- 01.11.17 Women in Local Government Conference on 31.01.18 in London
- 08.11.17 Forum 'Improving Blue Light Services through Integration & Collaboration' – Central London – 27.02.18

Other correspondence not circulated

- 31.10.17 Notification of the Hampshire Playing Fields AGM on 08.11.17 (*not circulated as NWPC is not a member. Forwarded to Village Trust*)
- 02.11.17 email from Mr P Sweeney informing NWPC that our letter requesting repair to the kissing gate next to Westside Dairy has been forwarded to HCC
- 10.11.17 Unity Bank – letter to inform of increase to 0.2% interest for deposit account
- 15.11.17 SWAG AGM – 18.11.17 (*forward to PW as representative for this group*)

Useful services (marketing emails not circulated but details recorded for future use if needed)

- 12.10.17 Das Telecom – authorised supplier of BT, using phones directly through broadband
- 19.10.17 Kompan Playgrounds
- 26.10.17 Furnitubes Ltd – cycle parking
- 06.11.17 Notice Board Company
- 07.11.17 Playforce Ltd – play equipment