



**To: Members of North Waltham Parish Council**

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

You are summoned to attend the North Waltham Parish Council Meeting on **Tuesday 16<sup>th</sup> January 2018, at 7.30pm** in the **Rathbone Pavilion, North Waltham**

## **AGENDA**

- 035/FC/ 01/17-18 Apologies for absence**
- 036/FC/ 01/17-18 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.
- 037/FC/ 01/17-18 Meeting open to the Public** – the meeting will allow questions and comments from members of the public. (10 mins)
- 038/FC/ 01/17-18 Minutes** – to confirm the accuracy of the minutes of the meeting held on 19<sup>th</sup> December 2017, already circulated.
- 039/FC/ 01/17-18 Matters Arising** – to consider any matters arising from the minutes and not appearing elsewhere on the Agenda; and to receive feedback on outstanding matters
- Village Website agreement
  - Pond – registering on The Conservation Volunteers (TCV) map
  - Risk Assessment
  - Standing Orders & Financial Regulations
  - Review of Policies & Procedures – Complaints Policy
  - Fireproof Safe / Safety Deposit Box
  - Village Map
  - Electoral Review of Basingstoke & Deane: Warding Arrangements.
- 040/FC/ 01/17-18 Alternative Bank Account** – to receive an update on applying for internet banking and payment card.
- 041/FC/ 01/17-18 Staffing Committee and Disciplinary and Grievance Procedures**
- to approve an amendment to the Terms of Reference of the Staffing Committee.
  - to approve the revised Disciplinary Procedure as proposed by the Staffing Committee.
  - to approve the revised Grievance Procedure as proposed by the Staffing Committee.
- 042/FC/ 01/17-18 Audit Plan** – to receive a quarterly review of the Audit Plan as at 31<sup>st</sup> December 2017.
- 043/FC 01/17-18 Annual Parish Meeting** – to commence planning for this meeting, particular respect to a guest speaker.
- 044/FC/ 01/17-18 Neighbourhood Planning (NP) Update** – to receive an update from the Neighbourhood Plan Group.



## 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

**045/FC/ 01/17-18** **Current Planning Applications** – to receive updates on current Planning Applications received from Basingstoke and Deane Borough Council and to discuss new planning applications.

### Current Planning Applications:

B/F	17/03470/OUT	<b>The Wheatsheaf Garage, Popham Lane, North Waltham RG25 2BB</b> 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 demolition of existing B2 garage premises	<b>Undecided</b>
B/F	17/03642/HSE	<b>Rose Cottage, Yew Tree Road, North Waltham RG25 2BX</b> Conversion of detached single storey garage to office/studio space to include alterations to roof and fenestration of building.	<b>Granted 20.12.17</b>
B/F	17/03774/FUL	<b>The Sun Inn, Winchester Road, North Waltham RG25 2JD</b> Erection of rear extension to form new 3 storey building with two floors of function rooms and 16 letting rooms above, remodelling of existing public house with extensions, new car park area and associated landscaping	<b>Undecided</b>
B/F	T/00505/17/TCA	<b>4 Church Farm Close, North Waltham</b> Application for works to trees growing in a conservation area PROPOSAL: 1. Fell Conifer in front garden 2. Fell Ash and Yew to ground level and reduce Hawthorn by 3m all round leaving an approx finished height of 2.5-3m and crown spread (radius) of 2m 3. Reduce Variegated Holly by approx 2m leaving an approximate finished height of 2m and crown spread (radius) of 1m 4. To reduce Bay tree to approx 0.5m above fence 5. To fell large group of Holly	<b>Undecided</b>
B/F	17/04044/HSE	<b>Blake Cottage, The Green, North Waltham RG25 2BQ</b> Erection of a detached building forming garden store and household store	<b>Undecided</b>
B/F	17/04077/FUL	<b>Basingstoke Crematorium, Stockbridge Road, North Waltham</b> Erection of timber framed canopy	<b>Undecided</b>

**046/FC/ 01/17-18** **Planning Compliance Issues** – to receive an update on the planning compliance issue at White Cottage, Popham Lane.

### **047/FC/ 01/17-18** **Finance**

**(a) Receipts** – to acknowledge the receipt of payments made to the Parish Council.

RECEIVED FROM	DESCRIPTION	AMOUNT
None		

Sum of £750 transferred from current account to deposit account in respect of 50% of earmarked reserves for pond (£500), bus shelter (£100), telephone box (£50) and office equipment (£100).

**(b) Payments** – to approve payment of the following cheques and any others requested at the meeting.

NAME OF PAYEE	DESCRIPTION	AMOUNT	AMOUNT
Rosemary Coulter	Salary (£8.873 x 35 hrs) (Dec 2017)	£310.56	
	Home working allowance (Nov 2017)	£ 18.00	£328.56
Rosemary Coulter	Expenses as per Expenses Claim Form dated 16.01.18 *	£138.00	£138.00

\*This claim may be subject to change by the date of the meeting.

- (c) **Budget for 2018-19 and Precept**
- to receive and approve final budget for 2018-19.
  - to approve Precept for 2018-19 and complete relevant forms.
- (d) **Bank Balance and Bank Reconciliations** – to receive bank balances and quarterly bank reconciliation as at 31<sup>st</sup> December 2017.
- (e) **Income and Expenditure** – to receive quarterly Income & Expenditure Report and comparison with budget as at 31<sup>st</sup> December 2017.
- (f) **Works to Trees on St Michael's Green and Corndell Green** – to receive and consider quotations for works to trees.
- (g) **Community Grants** – to receive and consider a grant application from the Village Trust.
- 048/FC/ 01/17-18 Highway / Village Appearance Matters**
- to review Village Walk Around Action Plan (quarterly review as at 31<sup>st</sup> December 2017).
  - to receive an update on the Lengthsman Scheme.
  - to consider any Highway / Village Appearance matters and to receive update on outstanding matters
    - Flashing Speed Warning Lights
    - Traffic Calming Measures
    - Local stiles / kissing gates
    - Rights of Way Priority Cutting List
    - Other road and traffic issues
    - Drains
    - Telephone box.
- 049/FC/ 01/17-18 Correspondence** –
- to acknowledge correspondence received for the last month (as per attached Correspondence Received schedule dated 10.01.18).
  - to receive any correspondence received since 10.01.18.
- 050/FC/ 01/17-18 Councillors' Announcements** – to receive any announcements from Councillors.
- 051/FC/ 01/17-18 Items for insertion in the Parish Magazine** (deadline TBC).
- 052/FC/ 01/17-18 Date of Next Meeting** – to confirm the next monthly meeting will be held on **Tuesday 20<sup>th</sup> February 2018** at 7.30pm in the **Rathbone Pavilion, North Waltham**.

MINUTES OF PREVIOUS MEETINGS CAN BE VIEWED ON THE NORTH WALTHAM VILLAGE WEBSITE

<http://www.northwaltham.net/parish-council/meetings/>