



You are summoned to attend the North Waltham Parish Council Meeting on
Tuesday 17th October 2017, at 7.30pm in the Rathbone Pavilion, North Waltham

AGENDA

Prior to the meeting a short presentation will take place to present prizes for the following competitions, held during the Summer:

- **Best Garden**
- **Best Hanging Baskets / Containers**
- **Children's Tallest Sunflower**
- **Children's Largest Sunflower**

1. **Apologies for absence**
2. **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.
3. **Meeting open to the Public** – the meeting will allow questions and comments from members of the public. (10 mins)
4. **Minutes** – to confirm the accuracy of the minutes of the meeting held on 19th September 2017, already circulated.
5. **Matters Arising** – to consider any matters arising from the minutes and not appearing elsewhere on the Agenda.
 - Village website
 - Pond
 - Risk Assessment
 - Standing Orders
 - Alternative Bank Account
 - Review of Policies and Procedures – Complaints Handling Procedure
 - Governance and Accountability for Small Authorities in England 2017
 - Fireproof Safe / Safety Deposit Box
 - Garden and Sunflower competitions 2017
 - Village of the Year competition 2017
6. **Review of Inventory of Land and Assets** - to receive an update regarding ownership of land in the village and location of other assets and, if complete, approve and sign Asset Register.
7. **Audit** – to receive and consider and, where necessary, agree further action
 - External Auditors Report and agree action required.
 - Quarterly review of Audit Plan.
 - Update on the Financial Risk Assessment.

- to receive and consider the following motion:

At the Ordinary Meeting on the 18th July 2017 North Waltham Parish Council passed a motion pertained to the dissolving of three of NWPC's subcommittees, however following on from advice received from Hampshire Association of Local Councils (HALC) it is now felt that an



NORTH WALTHAM PARISH COUNCIL

Chairman: Mr Geoff Chapman

Clerk: Ms Rosemary Coulter

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independent staffing committee is required in order to provide comprehensive separation of responsibility for staff to appeal decisions relating to their employment.

I therefore propose a special motion to set aside North Waltham Parish Council Standing Order 9(a) in order to permit the amendment of the motion passed under agenda item 7 at the North Waltham Parish Council Ordinary meeting on the 18th July 2017 to exclude the Staffing Committee and to re-affirm the revised motion:

“Dissolve Planning Committee and Pond Committee and deal with these issues within the ordinary meeting.”

Geoff Chapman
Chairman

Judith McGinley
Councillor

8. **Lengthsman Scheme** - to receive an update regarding questions raised at previous meeting and, if answers are satisfactory, agree and sign Lengthsman contract.
9. **S106 Contributions** - to receive ideas for future S106 contributions.
10. **Community Resilience / Emergency Planning** – to review and consider the need for a plan.
11. **Neighbourhood Plan Update** - to receive an update from the Neighbourhood Plan Group.
12. **Current Planning Applications** – to receive updates on current Planning Applications received from Basingstoke and Deane Borough Council

Current Planning Applications:

B/F	15/04503/OUT	Housome Fields, Trenchard Lane, Dummer Outline application to include access to be considered, for up to 750 residential units with a mix of units, and a neighbourhood centre including principle community centre, private children’s nursery, local retail facilities, indoor sports hall and three form entry primary school and ancillary development	Granted 29.09.17
B/F	T/00325/17/TCA	7 St Michael’s Close, North Waltham Application for works to trees growing in a conservation area Proposal: 1 lime tree - thin by 20%	Granted 20.09.17
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	Undecided
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	Undecided
New	17/03290/HSE	18 Cold Harbour Lane, North Waltham RG25 2BH Creation of new access to include installation of drop kerbs	Undecided
New	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.	Undecided



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*Discussed at Planning Committee meeting held on 02.10.17.

13. **Planning Compliance Issues** - to receive an update on the planning compliance issue at the White Cottage, Popham Lane.

14. **Finance**

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

RECEIVED FROM	DESCRIPTION	AMOUNT
BDBC	Precept (50%)	£6107.00
BDBC	Funds transferred from Parish Loan Account	£ 955.12
Unity Bank	Interest on deposit a/c	£ 1.40

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

NAME OF PAYEE	DESCRIPTION	AMOUNT	AMOUNT
Unity Bank	Service Charge	£ 18.00	£ 18.00
BDO	External audit	£120.00	£120.00
HALC	Clerks Training – Budgeting Tips & Tricks	£ 90.00	£ 90.00
Rosemary Coulter	Salary (£8.873 x 30 hrs) (Sept 2017)	£266.19	
	Home working allowance (Sept 2017)	£ 18.00	£284.19
Rosemary Coulter	Expenses as per Expenses Claim form dated 11.10.17	£ 32.20	£ 32.20
Geoff Chapman	Expenses as per Expenses Claim Form dated 17.10.19	£ 58.50	£ 58.50

(c) **Reconciliation of bank accounts** – to receive quarterly bank reconciliation as at 30th September 2017.

(d) **Income and Expenditure** – to receive quarterly Income and Expenditure Report as at 30th September 2017 and compare with budget.

15. **Highway / Village Appearance Matters** - to consider any Highway / Village Appearance matters and to receive feedback on outstanding matters

- Flashing Speed Warning Signs
- Village Walk Round Action Plan
- Litter Pick
- Local stiles / kissing gates
- Other road, traffic and drain issues
- Works to trees on Haddef Green and St Michael's Green
- Village Map

16. **Correspondence** – to acknowledge correspondence received since the last ordinary meeting (as per attached Correspondence Received schedule dated 11th October 2017)



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17. **Councillors' Announcements** – to receive any announcements from Councillors
18. **Items for insertion in the Parish Magazine** (deadline Wednesday 25th October 2017 at 6.00pm)
19. **Date of Next Meeting** – to confirm the next monthly meeting will be held on **Tuesday 21st November 2017** at **7.30pm** in the **Rathbone Pavilion, North Waltham**

MINUTES OF PREVIOUS MEETINGS ARE AVAILABLE TO VIEW ON THE NORTH WALTHAM VILLAGE WEBSITE

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