



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

To: Members of North Waltham Parish Council

You are summoned to attend the Annual Meeting of North Waltham Parish Council on **Tuesday 15th May 2018**, at **7.30pm** in the **Rathbone Pavilion, North Waltham**

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

AGENDA

- 018/FC/
02/18-19** **To receive nominations for and election of Chairperson.** Once elected, to also receive Chairperson's declaration of acceptance of office.
- 019/FC/
02/18-19** **To receive nominations for and election of Vice-Chairperson.** Once elected, to also receive Vice-Chairperson's declaration of acceptance of office.
- 020/FC/
02/18-19** **Apologies for absence**
- 021/FC/
02/18-19** **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.
- 022/FC/
02/18-19** **Meeting open to the Public** – the meeting will allow questions and comments from members of the public. (10 mins)
- 023/FC/
02/18-19** **Minutes** – to confirm the accuracy of the minutes, already circulated, of
- the ordinary meeting held on 17th April 2018
 - the Annual Parish Meeting held on 17th April 2018
 - the Additional Ordinary Meeting held on 30th April 2018.
- 024/FC/
02/18-19** **Review the delegation arrangements to committees, sub-committees, employees and other local authorities**
- 025/FC/
02/18-19** **Review the Terms of Reference for committees / posts**
- Staffing Committee
 - Neighbourhood Plan Group
 - Environment Officer
 - Footpaths Officer
 - Safety Officer
- 026/FC/
02/18-19** **Receipt of nominations to existing committees/posts**
- Staffing Committee
 - Neighbourhood Plan Group
 - Environment Officer
 - Footpaths Officer
 - Safety Officer
- 027/FC/
02/18-19** **Appointment of any new committees, confirmation of the Terms of Reference, the number of members (including, if appropriate, substitute councillors) and receipt of nominations to them**

- 028/FC/02/18-19** **Review and adoption of appropriate standing orders and financial regulations**
- 029/FC/02/18-19** **Review of arrangements, including any charters, with other local authorities and review contributions made to expenditure incurred by other local authorities**
- Lengthsman Contract with Candovers Parish Council (Lead Parish)
- 030/FC/02/18-19** **Review of representation on or work with external bodies and arrangements for reporting back**
- Village Trust Representative
 - Village Charities Representative
 - BDAPTC Representative
 - HALC Representative
- 031/FC/02/18-19** **Review of inventory of land and assets including buildings and office equipment**
- 032/FC/02/18-19** **Review and confirmation of arrangements for insurance cover in respect of all insured risks**
- 033/FC/02/18-19** **Review of the Council's and/or employees' memberships of other bodies**
- HALC
- 034/FC/02/18-19** **Review of the Council's Complaints Procedure**
Review of the Council's procedures for handling requests made under the Freedom of Information Act 2000 and the Data Protection Act 1998
- 035/FC/02/18-19** **Reviewing the Council's policy for dealing with the press/media**
- 036/FC/02/18-19** **Setting the dates, times and place of ordinary meetings of the full Council for the year ahead**
- 037/FC/02/18-19** **Risk Assessment** – to receive the Council's Risk Assessment.
- 038/FC/02/18-19** **Disciplinary Policy** – to approve and sign off the Disciplinary Policy following title change.
Grievance Policy – to receive, approve and sign off the revised Grievance Policy.
- 039/FC/02/18-19** **S106 Contributions** – to receive an update on submission for S106 contributions.
- 040/FC/02/18-19** **Neighbourhood Planning (NP) Update** – to receive an update from the Neighbourhood Plan Group.
- 041/FC/02/18-19** **Current Planning Applications** – to receive updates on current Planning Applications received from Basingstoke and Deane Borough Council and to discuss new planning applications, as outlined below.

Current Planning Applications:

B/F	17/02849/OUT	Land at OS Ref 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 <i>Appeal lodged 21.01.18</i>	Refused 26.10.17 Appeal pending
B/F	17/03058/HSE	5 Mary Lone, North Waltham RG25 2BY Erection of two storey side extension following demolition of single storey garage <i>Appeal lodged 12.03.18</i>	Refused 13.11.17 Appeal pending
B/F	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 demolition of existing B2 garage premises <i>Amended plans submitted 09.03.18</i>	Granted 20.04.18

B/F	17/03774/FUL	The Sun Inn, Winchester Road, North Waltham RG25 2JD 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 Amended plans submitted 05.03.18, as follows: Erection of rear extension to form new 3 story building with two floors of function rooms and 16 letting rooms above with link to existing building, remodelling of existing public house, replacement of function room with additional staff accommodation. Construction of new car park areas (additional 99 spaces and 18 spaces), alterations to access to create two separate access, associated landscaping/re-levelling and installation of septic tank.	Undecided
B/F	18/00708/FUL	Towns End Cottage, Maidenthorne Lane, North Waltham RG25 2DD Erection of a single storey lifetime dwelling	Undecided
B/F	18/00883/HSE	16 Cuckoo Close, North Waltham RG25 2BJ Erection of side extension and front porch. Conversion of loft to living accommodation with dormer to the rear and rooflights to the front of the elevation.	Undecided
B/F	18/01011/HSE	7 Ramsholt Close, North Waltham RG25 2DG Demolition of existing side conservatory and a proposed single storey side/rear extension. Part conversion of attached garage and internal alterations. New raised decking to rear.	Undecided
NEW	18/01206/HSE	Maidenthorne Cottage, Maidenthorne Lane, North Waltham RG25 2DD Erection of two storey rear extension including alteration to fenestration of dwelling	Undecided

042/FC/02/18-19 Planning Compliance Issues – to receive an update on the planning compliance issue at land at OS Ref 456378 145890, Fox Lane, North Waltham (planning application reference 17/02849/OUT).

043/FC/02/18-19 Finance

(a) Receipts – to acknowledge the receipt of payments made to the Parish Council, as per the schedule below.

RECEIVED FROM	DESCRIPTION	AMOUNT	TOTAL
BDBC	Precept (50%)	£7083.50	
	Council Tax Support Grant	£ 129.00	
	Parish Funding (Grass cutting)	£1996.00	£9208.50

(b) Payments – to note payment of the following standing order on 28.04.18.

NAME OF PAYEE	DESCRIPTION	AMOUNT	TOTAL
Rosemary Coulter	Salary (£8.873 x 35 hrs) (April 2018)	£310.56	£328.56
	Home working allowance (April 2018)	£ 18.00	

- to approve bank payments, as per the schedule below.

NAME OF PAYEE	DESCRIPTION	AMOUNT	AMOUNT
HALC	Invoice 2672 dated 19.04.18 Training: Training for Members & Officers: Overview of changes to the GDPR	£96.00	£96.00
Society of Local Council Clerks (SLCC)	Invoice dated 09.05.18 (order no 196123) Registration for CiLCA	£250.00	£250.00

Came & Co Local Council Insurance	Invoice dated 13.04.18 Ecclesiastical Local Council Scheme	£425.62	£425.62
NWPC Clerk	Expenses as per claim form dated 15.04.18	£114.95	£114.95

- (c) **Bank Balance** – to receive the current bank balances.
- (d) **Bank Reconciliation** – to receive and check the bank reconciliation quarter 4 to 31st March 2018. (Carried over from meeting held on 17th April 2018)
- (e) **Bank Payment Card** – to receive an update on the current position of this application.
- (f) **North Waltham Village Trust request for increased financial support with grass cutting and maintenance of Cuckoo Meadow** – to consider request for increased support
- 044/FC/02/18-19 Highway / Village Appearance Matters** – to receive an update on the following issues
- Roads – potholes, flashing speed warning lights, white lines, road name signs
 - Drains
 - Local stiles / kissing gates
 - Telephone box
 - Grit Bins
 - Village map
 - Land (island) in St Michael’s Close
 - Accident site
- 045/FC/02/18-19 Correspondence** –
- to acknowledge correspondence received for the last month (as per attached Correspondence Received schedule dated 09.05.18.
 - to receive any correspondence received since 09.05.18.
- 046/FC/02/18-19 Councillors Announcements**
- 047/FC/02/18-19 Items for insertion in the Parish Magazine** (deadline 6.00pm on Wednesday 20th June 2018 – no publication during June).
- 048/FC/02/18-19 Date of Next Meeting** – to confirm the next monthly meeting will be held on **Tuesday 19th June 2018** at **7.30pm** in the **Rathbone Pavilion, North Waltham**.