



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 Ordinary Meeting of North Waltham Parish Council on **Tuesday 16th October 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

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

- **Best Garden 2018**
- **Best Hanging Baskets / Containers 2018**

**132/FC/
07/18-19** **Apologies for absence**

**133/FC/
07/18-19** **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.

**134/FC/
07/18-19** **Meeting open to the Public** – the meeting will allow questions and comments from members of the public. (10 mins)

**135/FC/
07/18-19** **Minutes** – to confirm the accuracy of the minutes, already circulated, of the Ordinary Meeting held on 18th September 2018.

**136/FC/
07/18-19** **Matters arising** – to receive confirmation that the following actions have been taken and receive updates, if appropriate

- External Audit – Notice of Conclusion of Audit
- Neighbourhood Plan Terms of Reference.
- Community grant to North Waltham Village Trust.

**137/FC/
07/18-19** **Parish Council Vacancies** – to receive an update on filling these vacancies.

**138/FC/
07/18-19** **Policies**

- To present the amended Financial Regulations (agreed at the last meeting) for signing.
- To receive draft Grant Awarding Policy for discussion and approval.
- To receive draft GDPR policies and privacy notice for discussion.
- To receive Document Publication Scheme for discussion and approval.
- To receive Document Retention Policy for discussion and approval.
- To receive Procedure for managing Freedom of Information Requests.

**139/FC/
07/18-19** **Councillor / Clerk Emails** - to receive an update on use of emails through the village website

**140/FC/
07/18-19** **Risk Assessment**

To receive an update on undertaking a Village Health and Safety Risk Assessment.

- 141/FC/07/18-19 CIL / S106 Contributions** – to receive and update on
- Discussions with the Village Trust regarding a possible village hall.
 - Car park matting for the Village Trust / School Travel Team.

142/FC/07/18-19 Community Speed Watch – to receive an update on the implementation of this project.

143/FC/07/18-19 Neighbourhood Planning (NP) Update – to receive an update from the Neighbourhood Plan Group.

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 | 17/03774/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-leveling 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 | 18/00873/FUL | Land at Hounsome Fields, Junction of Winchester Road and Trenchard Lane, Dummer Construction of 2 no. gypsy and traveller pitches of 250 sq metres each, both to be independently serviced with an amenity building, large trailer and touring caravan with parking for two vehicles and garden area (Pursuant to outline application 15/04503/OUT) | Undecided |
| B/F | T/00332/18/TCA | The Old Farmhouse, Church Road, North Waltham Application for works to trees growing in a conservation area Proposal: 1 silver birch: fell | Granted 26.09.18 |
| B/F | 18/02702/LDEU | Folly Farm, Overton Road, North Waltham RG25 2BS Certificate of lawfulness for the existing use of Unit 1 for B1A office use and Units 2, 3 and 4 for B8 storage and distribution use | Undecided |
| NEW | 18/02794/OUT | Wheatsheaf Garage House, Popham Lane, North Waltham RG25 2BB Outline application for matters of access, appearance, layout and scale, for erection of 4 no. new dwellings with associated carports, parking and amenity space (with retention of existing Garage House dwelling) | Undecided |

- 144/FC/07/18-19 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).

**145/FC/
07/18-19** Finance

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

| DATE | RECEIVED FROM | DESCRIPTION | AMOUNT | TOTAL |
|------|---------------|-------------|--------|-------|
| | | NONE | | |

(b) **Payments**

- to note payment of the following standing orders and card payments

| DATE | NAME OF PAYEE | DESCRIPTION | AMOUNT | TOTAL |
|----------|------------------|--------------------------------------|---------|---------|
| 28.08.18 | Rosemary Coulter | Salary (£8.873 x 35 hrs) (Sept 2018) | £310.56 | |
| | | Home working allowance (Sept 2018) | £ 18.00 | £328.56 |

- to note payment of the following card payments

| DATE | NAME OF PAYEE | DESCRIPTION | AMOUNT | TOTAL |
|----------|---------------|--------------------------------|---------|---------|
| 02.10.18 | Paperchase | Stationary | £ 3.00 | £ 3.00 |
| 02.10.18 | Lloyds Bank | Monthly Fee | £ 3.00 | £ 3.00 |
| TBA | TBA | Prizes for Garden Competitions | £120.00 | £120.00 |

- to approve the following payment

| DATE | NAME OF PAYEE | DESCRIPTION | AMOUNT | TOTAL |
|----------|--------------------|--------------------------|---------|---------|
| 20.09.18 | PKF Littlejohn LLP | Limited assurance review | £240.00 | £240.00 |

- (c) **Bank Balance and Bank Reconciliation** – to receive the current bank balances and quarterly bank reconciliation as at 30th September 2018 (quarter 2).

- (d) **Budget Review** – to receive the quarterly budget review as at 30th September 2018 (quarter 2).

- (e) **Grant Application** - to receive and discuss a grant application from St Michael's Church.

**146/FC/
07/18-19** Highway / Village Appearance Matters – to receive an update on the following issues

- Land (island) at St Michael's Close.
- Trees – weeping willow and maple at the pond, sycamores on The Green and Barley View.
- Roads.
- Drains.
- Accident site at junction of A30/A33.
- Footpaths / local stiles / kissing gates.
- Telephone box.
- Lengthsman Scheme.

**147/FC/
07/18-19** Correspondence –

- to acknowledge correspondence received for the last month (as per Correspondence Received Schedule dated 10.10.18).
- to receive any correspondence received since 10.10.18.

**148/FC/
07/18-19** Councillors Announcements

- 149/FC/
07/18-19** **Items for insertion in the Parish Magazine** (deadline 6.00pm on Tuesday 23rd October 2018).
- 150/FC/
07/18-19** **Date of Next Meeting** – to confirm the next monthly meeting will be held on **Tuesday 20th November 2018** at **7.30pm** in the **Rathbone Pavilion, North Waltham**.