

MINUTES OF PARISH COUNCIL ORDINARY MEETING

Tuesday 15th October 2019 at 7:30pm in the Rathbone Pavilion, North Waltham

Prior to the meeting, a short presentation took place to present prizes for the 2019 Best Garden and Best Hanging Baskets / Containers competitions.

Councillors Present:

Cllr Geoff Chapman (GC) (Chairman), Cllr Judith McGinley (JM), Cllr David James (DJ), Cllr Jan Woodfin (JW), Borough Cllr Stuart Frost (SF) and Rosemary Coulter (Clerk)
Cllr Bill Preston (BP) joined the meeting late due to attendance at Parish Council related training.

**Actions
for**

**138/FC/
07/19-20** **Apologies for Absence:** County Cllr Anna McNair Scott, Mayor Diane Taylor, Borough Cllr Hannah Golding.
Did not attend: Cllr Peter Waggett

**139/FC/
07/19-20** **Declarations of Interest:**
JW declared an interest in the Grant Application from St Michael's Church.

**140/FC/
07/19-20** **Meeting open to the Public:**
Three members of the public attended the meeting for the presentation of prizes in the garden competitions. No members of the public stayed for the meeting.

**141/FC/
07/19-20** **Minutes:**
The minutes of the

- ordinary meeting held on 17th September 2019 were accepted as a correct record
- additional meeting held on 27th September 2019 were accepted as a correct record

The minutes of the meetings above were signed and dated by the Chairman.

**142/FC/
07/19-20** **Matters Arising**
The Action Plan and Outcomes from the meeting held on 17th September was presented to Council (see Appendix 1).

- GC confirmed that the single transaction limit on the Multipay card had been increased.

All other matters arising were included as items on the agenda.

**143/FC/
07/19-20** **Co-option of Councillors to Council**
An email has been received from a previous councillor advising the Parish Council that they no longer wished to be considered for co-option.
The councillor vacancy has been advertised and one person has expressed interest. An Introductory Pack has been sent to them and they were invited to attend this meeting.

ACTION:

- Re-advertise councillor vacancy.
- Contact person who expressed interest and determine if still interested.

**Clerk
Clerk**

**144/FC/
07/19-20** **Risk Assessment**
Outstanding issues:

- Pond
 - Current pricing for flotation aid, housing and signage – Glasdon have advised that the quotation is valid until 31.10.19.
 - Clerk has spoken with assessor who feels that it is acceptable to fix flotation aid to telephone box and make an 'emergency point'.
 - SF offered to contribute to the cost of a flotation aid and housing.
 - Tethering of duck house – no further action taken.
 - Clerk has not yet found out further information about ponds in other parishes.
- Bus Shelter
 - Difficulty obtaining quotes for roof guard on bus shelter. Clerk has spoken with assessor who feels that guttering and a down pipe would be sufficient.
- Corn dell Green
 - Clerk has spoken with assessor who has rechecked the bollards and they are of a size, height and location which makes them obvious and, therefore, no high-viz markings are required.
 - The Lengthsman has been asked to provide a quote for this work. Awaiting response.

ACTION:

- Contact other local Parishes with small ponds for their views.
- Ask assessor if signage stating 'Deep water and warning of own responsibility' would be enough. Is flotation aid necessary?
- Obtain quotation to fix guttering and downpipe to bus shelter.

Clerk
Clerk

Clerk

145/FC/
07/19-20**3-5 Year Plan**

A draft 3-5 year plan was presented to the Parish Council for discussion.

Transport Strategy – JW reported that Dial-a-Ride will take people with a disability, but they do not need to have a blue badge. They make a small charge but will not undertake hospital appointments. The charge is less expensive if the person has a blue badge but is cheaper than taking a taxi. SF will discuss with colleagues about other local charities that may be able to help. JW commented that some of the ideas in a recently circulated email to reduce climate change could be included.

ACTION: Defer to next meeting.

Clerk

146/FC/
07/19-20**Policies and Key Documents**

- **Financial Regulations**

The draft Financial Regulations have been updated following discussion at the last meeting. References to committees have been removed and other changes have been made as agreed.

Resolution: To approve North Waltham Parish Council Financial Regulations.
Proposed by GC, seconded by JM and agreed unanimously.

- **Grant Awarding Policy and Grant Application Form**

- The policy has been updated to reflect that grants will not be awarded for ongoing operating or maintenance costs, but the Parish Council will look favourably on requests for grants to support specific projects.
- The application form has been updated with the Clerk's new email address and minor changes to layout.

Discussion:

- Should there be a deadline for applications? This would allow the Parish Council to reallocate money for other projects if the money allocated in the budget for grants has not been used. A deadline of 1st December was suggested.
- There should be some Guidelines for Applications, which would include the suggested deadline, except in circumstances of extreme hardship.

Resolution: To approve North Waltham Parish Council Grant Awarding Policy and Grant Application Form.
Proposed by GC, seconded by DJ and agreed unanimously.

- **Health and Safety Policy**

There were no issues raised.

Resolution: To approve North Waltham Parish Council Health and Safety Policy.
Proposed by JM, seconded by JW and agreed unanimously.

ACTION:

- Publish policies on website.
- Write Guidelines for Grant Application.
- Circulate Guidelines to Village Trust and St Michael's Church for information.

Clerk
Clerk
Clerk147/FC/
07/19-20**Neighbourhood Plan (NP) Update**

The committee have been writing various documents. GC met with Dave Chetwyn of UWE last week. He has been assigned by locality and will be undertaking the site appraisal reports, starting with a desk top exercise. Either he, or someone from his organisation, will come to the village in early November and view all the sites.

148/FC/
07/19-20**Current Planning Applications:**

Council noted the current position on the planning applications detailed in Appendix 2. There were no new planning applications to discuss.

149/FC/
07/18-19**Planning Compliance Issues**

Planning ref 17/02849/OUT Land at OS ref 456378 145890, Fox Lane, North Waltham
There is no further information available regarding this enforcement notice. Questions were asked as to how can the applicant can keep putting in new applications? SF stated that she is within her

rights to continue to do this. BDBC need to decide on any current applications before the enforcement can proceed.

ACTION: Monitor situation.

Clerk

150/FC/
06/19-20

Finance

(a) Financial Receipts (see appendix 3)

The remainder of the Precept (50%) has been received from BDBC during September. Interest on the deposit account (paid quarterly) has also been received.

Financial Payments (see appendix 3)

- Council acknowledged payment of the standing orders and direct debits since the last meeting.
- Council acknowledged the card payments made since the last meeting.
- One expense claim and one direct debit mandate were presented for approval.
 - The expense claim is payment for a poppy wreath as the Clerk was unable to purchase this from the Royal British Legion online or by telephone.
 - The direct debit mandate is for annual payment to the Information Commissioners Office (ICO) for data protection registration.

RESOLUTION: To agree payment of expense claim and direct debit mandate as listed in Appendix 3.

Proposed by GC, seconded by JM and agreed unanimously.

ACTION: Arrange payment by bank transfer.

Clerk/
DJ/BP

(b) Bank Balances and Bank Reconciliation

Current account balance as at 15th October 2019 - £12,215.59

Deposit account balance as at 15th October 2019 - £23,794.55

The Bank Reconciliation for quarter 2, to 30th September 2019, was presented to the Parish Council. DJ checked the reconciliation against the relevant bank statements.

(c) Budget Review

The Budget Review for quarter 2, to 30th September 2019, was presented to the Parish Council. Notes are included on the document to illustrate how year-end predictions have been calculated.

Discussion:

The Parish Council agreed to upgrade the Clerk one point on the pay scale, in view of obtaining her CILCA qualification, as from 1st November 2019.

ACTION:

- Publish Budget Review on website.
- Confirm in writing and issue an amendment to the Clerks employment contract.
- Change direct debit for payment of salary accordingly.

Clerk
GC
Clerk/
TBA

(d) Grant Application

A grant application has been received from St Michael's Church, North Waltham.

The Clerk advised the Parish Council that they do not have any powers to provide support for a church¹ but can provide support for the churchyard (as advised by the Internal Auditors Report 2019).

Discussion:

- The initial response is that the application does not meet our Grant Awarding Policy as the request is for maintenance and upkeep.
- Grass and tree cutting are considered maintenance, whereas the building of a wall or putting in curbing would be considered specific projects.
- According to the accounts submitted, the difference between receipts and expenses is more than the grant that the Parish Council have given in the past.
- The Parish Council have traditionally given an annual grant to the Church, but the Parish Council are trying to move away from the traditional annual requests that just get paid.
- There needs to be realisation that the Parish Council has its own responsibilities and their grants have also been cut in recent years and funding reduced.
- The Parish Councils Internal Audit questioned how organisations that received grants in the past justified why they needed the money.
- Public money shouldn't be used for day-to-day operations. If the organisation concerned have a specific project that would be more acceptable for grant funding
- It was decided to return the form to the Church, with Guidelines for Application (see item 146/FC/07/19-20 above) and ask for further clarification.

¹ Local Government Act 1894 s(6)(1)(a) & (c) and s(8)

ACTION: Respond to church, with Guidelines for Application, seeking further clarification.

Clerk

**151/FC/
07/19-20 Highway / Village Appearance Matters**

Traffic Issues around North Waltham Primary School – the Clerk and a member of the Friends of North Waltham School met with a representative from the Traffic and Safety Team, HCC. A variety of options were discussed including:

- Extending the yellow zigzag lines to the entrance of the new house and to just inside the car park.
- Replacing some of the school warning signs as they have become faded.
- Improving signage outside the school so that drivers are aware there is a school there and additional banners about road safety can be displayed.
- Replacing bollards where pedestrians cross Church Road from St Michael's Close.

HCC will put together a draft report of the options available and what HCC can provide for discussion between stakeholders. A plan can then be agreed.

Discussion: The Parish Council were pleased that this seemed to be moving forwards and await the report from HCC.

ACTION: Await draft report from HCC.

Clerk

Roads

- Finger signpost at junction of Fox Lane and Popham Lane – the Clerk discussed this with the representative from HCC as these can be provided via Community Funded Traffic Initiatives, ie. HCC can provide the signpost and undertake the installation, but the Parish Council pay. HCC will include this on their report (as above) for the Parish Council to consider.
- Reflective bollards near the junction of Steventon Road and Mary Lane – not resolved.
- Potholes – some have been repaired but others are still awaiting repair.

ACTION:

- Await report from HCC, as above.
- Re-report bollards and potholes to HCC.

Clerk
Clerk

Drains

Several drains around the village remain full of debris.

ACTION: Re-report drains to HCC.

Clerk

Accident site at junction of A33/A30

An email has been received for County Cllr Anna McNair Scott saying that some signage is in place and that HCC is awaiting a date for the proposed rough surface and road markings to be carried out.

Discussion: No-one at the meeting had observed any new signage around this junction. The general feeling was that further work is unlikely to be undertaken until the weather improves.

ACTION: Check signage around junction and inform County Cllr McNair Scott if not installed.

Clerk

Trees

- St Michael's Green – estimates for work to trees have not yet been requested.

ACTION: Obtain estimates for next meeting.

- Barley View – Horse Chestnut outside 2 Barley View. A resident has reported that damage (broken branches) has been caused to the horse chestnut tree on at least two occasions. The resident has spoken with BDBC about possible action to prevent this in future. The Tree Officer has advised that

- this tree stands just outside the conservation area on land maintained by HCC.
- HCC are the Highways Authority so would be responsible for any pruning, etc. in order to maintain the public highway clearances.
- to place a tree preservation order on this tree would be an action of last resort as it would place a legal maintenance burden on HCC and would be difficult for BDBC to 'police'.

The Tree Officer also suggested

- putting articles in the Parish Magazine regarding horse chestnuts at this time of year.
- placing a sign close to the tree saying something like "Pick conkers from the ground and not from the tree".
- engaging the Tree Warden for his advice and suggestions.
- Some gentle pruning / crown lifting may help.

Discussion: Questioned whether this tree is the responsibility of HCC or BDBC. The Parish Council were reluctant to place a sign close to the tree as damage seems to be seasonal at 'conker time'.

ACTION:

- Check which authority is responsible for the tree.
- Request relevant authority to assess tree and undertake pruning / crown lift as appropriate.
- Respond to resident.

Clerk
Clerk
Clerk

Telephone Box – no further action taken. JM suggested another contractor for this work.

ACTION: Obtain estimate for work for next meeting.

Clerk

Lengthsman

Lengthsman should have undertaken a day's work on 14.10.19 but this does not seem to have been done.

ACTION: Contact Lengthsman and determine situation.

Clerk

Footpaths / stiles / kissing gates

No current issues.

War Memorial

A letter has been received from Historic England to say they have now recommended to the Secretary of State that this should be listed.

Discussion:

- Ownership of the war memorial has not been determined, although it sits on land belonging to St Michael's Church.
- The Parish Council recognise that many war memorials were erected by local people from donations and fundraising and they are community assets.
- The Parish Council would be willing to share responsibility for maintenance with the Church and would be willing to draft a notice of agreement to that effect with regards to the War Memorial.
- It was questioned as to whether the War Memorial is listed on the Church's insurance.

ACTION: Write to church regarding insurance and drawing up an agreement.

Clerk

**152/FC/
07/19-20**

Correspondence

- Correspondence received between 17th September – 9th October 2019, see Schedule of Correspondence (Appendix 4)
 - Correspondence received since 9th October 2019 – see Appendix 4.
- There was no discussion regarding any correspondence.

**153/FC/
07/19-20**

Councillors Announcements

SF reporter

- Planning applications - Trenchards Lane – the application for the traveller sites has been withdrawn. Another application for this is likely to be re-submitted.
- BDBC's 5-year land supply – the housing figure has not yet been agreed with national Government, so BDBC do not know whether or not they have a 5-year land supply. BDBC expect the housing number to increase and, if that happens, they may or may not have a 5-year land supply. They should know this in mid-November. Parish Councillors questioned this as NWPC was clearly told in a meeting with the Planning Policy Department and at recent Planning Training organised by BDBC, that there is not currently a 5-year land supply and therefore, planning polices are technically out of date. Information seems to be conflicting. The Parish Council have responded to planning consultations on this basis.
- Next BDBC Council Meeting – the Conservative Councillor for Bramley recently resigned and an Independent was elected. The Opposition may want a vote of no confidence in the current administration. If they win this, the conservatives will no longer have control. SF feels this is unlikely to happen as the Labour group are currently in-fighting.
- SF stood for selection in Oakley and Candover Ward but, unfortunately, was not selected. Therefore, as of May 2020, he will no longer be Borough Councillor for our Parish. He has stood for selection in Kingsclere instead and been selected. SF stated that he has thoroughly enjoyed the 6 years that he has been part of this Parish and will continue to come to meetings until the next election.

**154/FC/
07/19-20**

Items for Parish Magazine

The following items need to be included in the next Parish Magazine (deadline 6.00pm on 22.10.19).

- Date of next Parish Council meeting
- Planning applications
- Councillor vacancy
- Results of Garden Competitions
- Autumn litter pick - 9th November 2019 at 10.00am

ACTION: Submit article.

Clerk

**155/FC/
07/19-20**

Date of Next Meeting

The next Ordinary Meeting is planned for Tuesday 19th November 2019 at 7.30pm in the Rathbone Pavilion, North Waltham.

Community Coffee and Litter pick is planned for Saturday 9th November 2019 at 10.00am starting at Old Barn Stores.

Signed Date

APPENDIX 1

ACTION PLAN & OUTCOMES FOLLOWING PARISH COUNCIL MEETING HELD ON 17th September 2019

MINUTE REF	ACTION	RESPONSIBILITY	OUTCOME / COMMENTS
118/FC/06/19-20	Matters Arising - Multipay card <ul style="list-style-type: none"> Change single transaction limit on Lloyds Multipay card, 	GC	10.10.19 Completed
	Matters Arising – Grant Awarding Policy <ul style="list-style-type: none"> Review and update Grant Awarding Policy and present to Council as soon as possible. 	Clerk	10.10.19 Updated – for approval at October meeting
	Matters Arising – Action Plan for Village Walk Around <ul style="list-style-type: none"> Order new handle for the telephone box and arrange fitting. Check battery on defibrillator. 	Clerk	10.10.19 Ordered online. <i>Awaiting delivery.</i> <i>Not completed</i>
119/FC/06/19-20	Co-optation of Councillors <ul style="list-style-type: none"> Advertise Councillor Vacancy 	Clerk	Agenda item for October meeting 03.10.19 Posters updated. Advertised on NW website & Facebook page, notice board, shop & Rathbone Pavilion.
120/FC/06/19-20	Risk Assessment <ul style="list-style-type: none"> Request updated quote for flotation aid and housing, 'deep water' signage and sign 'Not for dog waste'. (from Action Plan 16.07.19). Determine from local resident what tethering kit for duck house consists of. Contact other local Parish Councils with small ponds and determine their actions regarding warning signs and flotation aids. Contact Village Trust for recommendations for roofing companies. Obtain quote for guttering on bus shelter (from Action Plan 16.07.19). Continue to try to contact the assessor to determine why high-viz marking is recommended for bollards at Corndell Green (from Action Plan 16.07.19). 	Clerk	Agenda item for October meeting 18.09.19 Received from Glasdon. Prices valid to end October
		Clerk	<i>Not completed</i>
		Clerk	<i>Not completed</i>
		Clerk	<i>Not completed</i>
		Clerk	17.09.19 Difficulty finding someone to do this work. Awaiting response from company who undertook retiling 3 years ago.
		Clerk	24.09.19 Response received. High-viz markings not required due to size and height of bollards. Also, acceptable to place flotation aid on phone box. (see email from Risk Assessor)
121/FC/06/19-20	3-5 year Plan – Transport Strategy <ul style="list-style-type: none"> Determine how Dial-a-Ride and/or similar services operate (from Action Plan 16.07.19). Draft 3-5 year plan to present in October. 	JW	Agenda item for October meeting <i>Not completed</i>
		Clerk	14.10.19 Draft completed
122/FC/06/19-20	Policies & Key Documents <ul style="list-style-type: none"> Update draft Financial Regulations in accordance with decision made above and present to Council in October for approval. 	Clerk	Agenda item for October meeting 14.10.19 Completed

	<ul style="list-style-type: none"> Register with the ICO. 	Clerk	10.10.19 Registration to ICO completed. <i>Approval of direct debit for payment required at October meeting.</i>
123/FC/06/19-20	<p>Garden Competition</p> <ul style="list-style-type: none"> Plan presentation and inform winners. Advise GC of sunflower entrants, if necessary, to arrange measuring. 	Clerk Clerk / GC	<p>Presentation to held at beginning of October meeting</p> <p>04.10.19 Completed No sunflowers for measuring.</p>
125/FC/06/19-20	<p>Planning Applications</p> <ul style="list-style-type: none"> Organise additional meeting and inform applicants 	Clerk	27.09.19 Additional meeting took place & planning applications discussed
127/FC/06/19-20	<p>Finance - payments</p> <ul style="list-style-type: none"> Arrange payment by bank transfer. 	Clerk	19.09.19 Payment set up & GC & JM requested to authorise 23.09.19 Authorised
128/FC/06/19-20	<p>Traffic issues around North Waltham School</p> <ul style="list-style-type: none"> Chase HCC for meeting to discuss road safety around the school. 	Clerk	10.10.19 Meeting with member of HCC Traffic & Safety Team & representative of Friends of NW School. <i>Awaiting draft plan of action from HCC.</i>
	<p>Roads</p> <ul style="list-style-type: none"> Monitor situation and re-report issues to HCC where necessary. 	Clerk	<i>Ongoing</i>
	<p>Drains</p> <ul style="list-style-type: none"> Re-report to HCC. 	Clerk	<i>Ongoing</i>
	<p>A33/A30 Accident Site</p> <ul style="list-style-type: none"> Email County Cllr McNair Scott to inform her that another collision has occurred and ask how many deaths/serious injuries can occur before action is taken to improve the junction. 	Clerk	15.10.19 Email received from County Cllr McNair Scott re proposed work at this junction
	<p>Trees on St Michael's Green</p> <ul style="list-style-type: none"> Obtain estimates for October meeting. 	Clerk	<i>Not completed</i>
	<p>Telephone box</p> <ul style="list-style-type: none"> Obtain quote for October meeting. 	Clerk	17.09.19 <i>Awaiting response from company re: renovation.</i>
	<p>Lengthsman</p> <ul style="list-style-type: none"> Request Lengthsman to undertake work as outlined on the Action Plans from 16th July and Village Walk Around. 	Clerk	10.10.19 Lengthsman work sheet completed & sent. Planned workday on 14.10.19 11.10.19 Quotes requested for remaining task – <i>awaiting response</i>
131/FC/64/19-20	<p>Parish Magazine</p> <ul style="list-style-type: none"> Submit article. Organise Litter Pick 	Clerk	26.09.19 Article submitted 04.10.19 Date checked with Old Barn Stores. Posters produced and distributed. <i>Further publication & completion of planning need to be completed nearer the date.</i>

APPENDIX 2

Item 148/FC/07/19-20 Current Planning Applications:

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 Hounsme 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	18/03188/HSE	The White Cottage, Popham Lane, North Waltham RG25 2BD Erection of two storey side and rear extension with demolition of one outbuilding Amended plans submitted 19.02.19	Undecided
B/F	18/02513/RES	Phase A1, Hounsme Fields, Winchester Road, Kempshott Hill, Basingstoke Amended application: Reserved matters application for the appearance, landscaping, layout and scale for 94 dwellings of a mix of detached, semi-detached and terraced dwellings and flats, car parking and garages, Internal access roads, footpaths, parking and circulation areas, Footpath links and informal paths, Public open space/amenity space, hard and soft landscaping, and other associated infrastructure and engineering works (Parcel A1) (pursuant to outline permission 15/04503/OUT)	Undecided
B/F	19/01954/PIP	Land south of St Michael's Close, North Waltham Application for permission in principle for 4 no. dwellings	Undecided
B/F	19/02096/RES	Wheatsheaf Garage House, Popham Lane, North Waltham Approval of Reserved Matters for Landscaping for the erection of 4 no. dwellings with associated garages, parking and amenity space (planning consent 18/02794/OUT)	Undecided
B/F	19/02110/RES	Wheatsheaf Garage, Popham Lane, North Waltham Approval of Reserved Matters for Landscaping for the erection of 6 no. dwellings with associated garages, parking and amenity space (planning consent 17/03470/OUT)	Undecided
B/F	T/00341/19/TCA	Kyte Abbey, Popham Lane, North Waltham RG25 2BE Application for works to trees growing in a conservation area Proposal: 2 Conifers: Fell. 1 White Willow: Reduce height by 4M and spread by 3M, leaving a finished height of 12M with a spread of 10M. 1 White Willow [Dead]:-Fell.	Raise no objection
B/F	19/02018/FUL	Village Farm Bungalows, Steventon Road, North Waltham RG25 2DD Erection of 2 no. 3 bed houses following demolition of existing bungalows including associated works (part retrospective)	Undecided
B/F	T/00357/19/TCA	Boundary House, Church Road, North Waltham RG25 2BQ Application for work to trees growing in a conservation area Proposal: T1 Yew: reduce by 1.5-2m all round leaving a finished height of approx 12-14m with a radius of 4m T2 Lime, T3 Ash, T4 Maple: crown lift to 5m away from service lines	Raise no objection
B/F	19/02368/FUL	Portland Farm, Popham Lane, North Waltham RG25 2BD Change of use of a series of existing agricultural buildings to a car workshop (B2) and the storage of cars (B8)	Undecided
B/F	19/02098/RET	Land at OS Ref 456378 145890, Fox Lane, North Waltham RG25 2BE Change of use of land to residential and siting of a mobile home	Undecided
B/F	19/02467/HSE	Holly Cottage, Chapel Street, North Waltham RG25 2BZ Erection of replacement single storey extension	Undecided
B/F	19/02471/HSE	2 Barley View, North Waltham RG25 2ST Erection of single storey front/side extension	Undecided
B/F	19/02422/FUL	Land at OS Ref 456743 145562, Popham Lane, North Waltham Erection of 7 no. dwellings; with associated parking, turning, landscaping, and private amenity space. Creation of new access point out onto Popham Lane	Undecided
NEW	T/00416/19/TCA	Street Cottage, North Waltham RG25 2BX Application for works to trees growing in a conservation area PROPOSAL: T1/T2 Cypress: Fell T3 Yew Hedge: Exempt T4 Magnolia: Fell	Undecided

APPENDIX 23
Item 150/FC/07/19-20

Finance

(a) Receipts and Payment

To acknowledge the receipt of payments made to the Parish Council.

DATE	RECEIVED FROM	DESCRIPTION	AMOUNT	TOTAL
23.09.19	BDBC	Precept (50%)	£7,301.50	£7,301.50
30.09.19	Unity Trust Bank	Interest on deposit A/C	£ 20.57	£ 20.57

To acknowledge the payment of standing orders and direct debits.

DATE	NAME OF PAYEE	DESCRIPTION	AMOUNT	TOTAL
30.09.19	Clerk	Salary (£9.77 x 35 hrs) (Sept 2019)	£341.95	
		Home working allowance (Sept 2019)	£ 18.00	£359.95
30.09.19	Unity Trust Bank	Quarterly service charge	£ 18.00	£ 18.00

(NB – monthly payment for Multipay card is not due until 16.10.19)

To acknowledge the card payments made since last meeting.

DATE	NAME OF PAYEE	DESCRIPTION	AMOUNT	TOTAL
27.09.19	Post Office	Postage stamps	£ 8.40	£ 8.40
02.10.19	Lloyds Bank plc	Monthly card fee	£ 3.00	£ 3.00
08.10.19	Cartridge People	Stationery		£ 51.80
		- printer cartridge	£ 48.81	
		- paper	£ 2.99	
10.10.19	X2 Connect	Handle for telephone box	£ 37.63	£ 37.63
15.10.19	Conkers Garden Centre	Prizes for Garden Competitions	£110.00	£110.00
				£210.83

To approve the following payments.

DATE	NAME OF PAYEE	DESCRIPTION	AMOUNT	TOTAL
11.10.19	Clerk	Expenses as per claim form dated 11.10.19 (Poppy Wreath)	£17.00	£17.00

To approve and sign the following direct debit.

DATE	NAME OF PAYEE	DESCRIPTION	AMOUNT	TOTAL
15.10.19	ICO	Annual registration with the ICO (under Data Protection / GDPR)	£35.00	£35.00

APPENDIX 4
Item 152/FC/07/19-20**CORRESPONDENCE RECEIVED AS AT 9th OCTOBER 2019****Newsletters** (received and circulated via email)

- 18.09.19 Business in Basingstoke – Brexit Advice and Help
- 20.09.19 Safer North Hampshire – Newsletter – October 2019
- 24.09.19 Rural Services Network – The Rural Bulletin
- 01.10.19 Rural Services Network – The Rural Bulletin
- 02.10.19 Rural Services Network – Rural Funding Digest – October 2019
- 06.10.19 Business in Basingstoke Bulletin – October 2019
- 08.10.19 Rural Services Network – The Rural Bulletin

Correspondence from BDBC (received and circulated via email)

- 20.09.19 Development Control Committee – Target List for 09.10.19
- 23.09.19 TTRO – road closure Trenchards Lane (*already circulated & publicised on website & Facebook page*)
- 24.09.19 Brexit preparations and EU Settlement Scheme
- 01.10.19 Invitation: Affordable Housing and Homeless Strategy 2020 – 2024 – Issues and Options
- 04.10.19 Remembrance Day / Armistice Day 2019 – Invitation

Correspondence for HCC (received and circulated via email)

- 03.10.19 Your Hampshire – the latest from your County Council

Correspondence from HALC (received and circulated via email)

- 20.09.19 Policy E-briefing – PC11-19 NAO Audit Code of Practice part 2
- 25.09.19 HALC Communications Awards 2019 (*previously circulated*)
- 07.10.19 Policy Consultation E-briefing 12-19 Independent Review into Local Government Audit Call for Evidence

Other correspondence (received and circulated via email)

- 24.09.19 Historic England – War Memorial awarded Listed Building Status
- 24.09.19 HMRC – Employers Bulletin – Brexit Edition (*not circulated as nothing included relevant to NWPC*)
- 25.09.19 Hampshire Countryside Access Forum – Equestrians In Hampshire – guidance
- 03.10.19 SLCC Hampshire – 20 actions Parish & Town Councils can take to combat Climate Change