



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: clerk@northwaltham.info

To: Members of North Waltham Parish Council

You are summoned to attend the Ordinary Meeting of North Waltham Parish Council on **Tuesday 17th December 2019**, at **7.30pm** in the **Rathbone Pavilion, North Waltham**

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

AGENDA

- 175/FC/ 09/19-20** **Apologies for absence**
- 176/FC/ 09/19-20** **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.
- 177/FC/ 09/19-20** **Meeting open to the Public** – the meeting will allow questions and comments from members of the public. (10 mins)
- 178/FC/ 09/19-20** **Minutes** – to confirm the accuracy of the minutes, already circulated, of the
- Ordinary Meeting held on 19th November 2019
- 179/FC/ 09/19-20** **Matters arising** – to receive Clerk's Action Plan and Outcomes following the meeting on 19th November 2019. (Appendix 1)
- 180/FC/ 09/19-20** **Budget**
- to receive and approve the updated draft budget 2020 -21
 - to determine the precept for 2020-21
- 181/FC/ 09/19-20** **Risk Assessment** – to receive an update on action required.
- 182/FC/ 09/19-20** **3-5 Year Plan** – to receive and update on linking with Overton PC and Sustainable Overton.
- 183/FC/ 09/19-20** **Consultations** – to consider the Parish Council's response to the following consultations
- BDBC Council Plan and Budget Consultation (response due by 01.01.20)
 - BDBC Housing and Homelessness Strategy 2020-24 (response due by 17.01.20)
 - Strengthening Police Powers to tackle Unauthorised encampments (response due by 19.02.20)
- 184/FC/ 09/19-20** **VE Day Commemorations / Church Fete & Big Lunch** – to determine the Parish Council's response to communications from the Village Trust and St Michael's Church.
- 185/FC/ 09/19-20** **Keep Britain Tidy Spring Clean** (20th March – 13th April 2020) – to plan a future Community Litter Pick in line with this campaign.
- 186/FC/ 09/19-20** **Neighbourhood Plan Update** – to receive an update from the Neighbourhood Plan (NP) Group.
- 187/FC/ 09/19-20** **Current Planning Applications** – see Appendix 2
- to consider and determine the Parish Council's response to new planning applications 19/02900/FUL and 19/03232/FUL

- to note the current planning applications received from BDBC

188/FC/09/19-20 **Planning Compliance Issues** – to receive an update on the current planning compliance issues

- Planning Ref 17/02849/OUT Land at OS ref 456378 145890, Fox Lane, North Waltham.

189/FC/09/19-20 **Finance**

(a) **Receipts and payments** – see Appendix 3

- To acknowledge receipt of payments made to the Parish Council;
- To acknowledge payment of standing orders and direct debits;
- To acknowledge card payments made since last meeting and due before next meeting;
- To approve payments.

(b) **Bank Balance** – to receive the current bank balances.

190/FC/09/19-20 **Highway / Village Appearance Matters** – to receive an update on the following issues

- Traffic issues around North Waltham Primary School
- Roads
- Drains
- Accident site at junction of A30/A33
- Trees
- Telephone Box
- Lengthsman
- Footpaths / stiles / kissing gates

191/FC/09/19-20 **Correspondence** – see Appendix 4

- to acknowledge correspondence received during the last month (as per Correspondence Received Schedule dated 11th December 2019)
- to receive any correspondence received since 11th November 2019

192/FC/09/19-20 **Councillors Announcements**

193/FC/09/19-20 **Items for insertion in the Parish Magazine** (deadline 6.00pm on Tuesday 7th January 2020)

194/FC/09/19-20 **Date of Next Meeting** - to confirm the next monthly meeting will be held on **Tuesday 21st January 2020** at 7.30pm in the **Rathbone Pavilion, North Waltham**.

Signed:

RLCoulter

Clerk to North Waltham Parish Council

APPENDIX 1

Item 179/FC/09/19-20 Matters Arising

ACTION PLAN & OUTCOMES FOLLOWING PARISH COUNCIL MEETING HELD ON 19th November 2019

PREPARED BY: Rosemary Coulter, Clerk to North Waltham Parish Council

MINUTE REF	ACTION	RESPONSIBILITY	OUTCOME / COMMENTS
146/FC/07/19-20 (October meeting) Policies & Key Documents	<ul style="list-style-type: none"> Write Guidelines for Grant Application Circulate Guidelines to Village Trust and St Michael's Church for information 	Clerk Clerk	10.12.19 completed 11.12.19 ongoing
161/FC/08/19-20 Co-option of Councillors	<ul style="list-style-type: none"> Send induction pack, register of members interest and information regarding training to GW Set up Parish Council email address for GW 	Clerk GC	04.12.19 Completed & sent to GW 11.12.19 ongoing
162/FC/08/19-20 Budget	<ul style="list-style-type: none"> To research estimated costs for work to the telephone box, fence along St Michael's Green, finger signpost and village gates and add to budget To update the draft budget with the figures as agreed by Council Agenda item at December meeting to discuss and approve budget 	Clerk Clerk Clerk	11.12.19 awaiting responses from Unicorn Restoration & East Woodhay PC re: restoration of telephone box Awaiting costings from Lengthsman for fence & village gates Completed except costings as above Completed
163/FC/08/19-20 Risk Assessment	<ul style="list-style-type: none"> Contact Glasdon for costs of flotation aid without housing bin but ask for means/cost of fixing this inside telephone box. (Costs of signage not to be included) Obtain details of sign making company from Village Trust Obtain estimate to fit guttering on bus shelter Obtain quote for fixing bollards on Cornell Green 	Clerk Clerk Clerk Clerk	
164/FC/08/19-20 3-5 year Plan	<ul style="list-style-type: none"> Contact Overton PC and determine what work they are undertaking to address climate change and determine if NWPC can attend a meeting 	Clerk	Sustainable Overton Meeting held on 09.12.19 8.15pm in Overton Community Centre – no NWPC councillors available to attend 09.12.19 Overton PC Clerk informed & date of next meeting requested
165/FC/08/19-20 BDBC Local Plan Update	<ul style="list-style-type: none"> Responses to Neighbourhood Plan questions to be sent to Clerk Update document and return to BDBC 	Clerk Clerk	21.11.19 completed 26.11.19 completed
167/FC/08/19-20 Current Planning Applications	<ul style="list-style-type: none"> Complete online consultation forms to BDBC 	Clerk	26.11.19 completed
169/FC/08/19-20 Finance (a) Payments	<ul style="list-style-type: none"> Arrange payment by bank transfer. 	Clerk / GC / JM	28.11.19 payments set up & authorised
170/FC/08/19-20	Traffic issues around North Waltham School <ul style="list-style-type: none"> Await draft report from HCC 	Clerk	

Highway / Village Appearance Matters Standing agenda item	Roads / Drains / Accident Site • Monitor situation	Clerk	11.12.19 Potholes repaired
	Trees on St Michael's Green • Inform all estimators of outcome. • Request successful contractor to apply for permission for works to trees growing in a conservation area and to plan work accordingly	Clerk Clerk	04.12.19 Completed 22.11.19 Completed
	Tree in Barley View • 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	05.12.19 Reported to HCC & requested assessment & necessary work to maintain healthy tree – awaiting response
	Trees between Old Barn Close & Well Close • Request BDBC to assess and take action on these trees.	Clerk	11.12.19 completed – awaiting response
	Telephone box • Contact restoration company about services they can offer to restore telephone box	Clerk	11.12.19 completed (see above under Budget)
	Lengthsman • Follow-up with Lengthsman	Clerk	10.12.19 completed (see above under Budget)
	War Memorial • Write to church regarding insurance and drawing up an agreement	Clerk	10.12.19 completed
	New developments near the Wheatsheaf • Respond to BDBC re road naming	Clerk	20.11.19 completed
	171/FC/08/19-20 Correspondence	• Review BDBC Council Plan and Budget Consultation and determine if response is required	All / Clerk
173/FC/08/19-20 Parish Magazine	• Include co-option of new councillor and re-submit article	Clerk	20.10.19 completed

Please note: should any of these outcomes be updated after publication of the agenda, a revised Action Plan and Outcomes will be presented at the meeting.

APPENDIX 2

Item 187/FC/09/19-20 Current Planning Applications:

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	19/02018/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	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	19/02422/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
B/F	19/03027/HSE	3 St Michael's Close, North Waltham RG25 2BP Demolition of existing rear conservatory and erection of single storey extension to the rear and two storey extension to the front	Undecided
B/F	T/00506/19/TCA	1 Church Farm Close, North Waltham Application for works to trees growing in a conservation area Proposal: 1 Lawson Cypress: Fell	Undecided
NEW	19/02900/FUL	Towns End Cottage, Maidenthorne Lane, North Waltham RG25 2DD Erection of a single storey lifetime dwelling	For discussion
NEW	19/03232/FUL	Land adjacent The Old Hall, Popham Lane, North Waltham Erection of 6 no. dwellings including associated parking and landscaping and creation of new access onto Popham Lane	For discussion

Full details of these planning applications are available to view on the Basingstoke & Deane Borough Council website at <https://planning.basingstoke.gov.uk/online-applications/>

APPENDIX 3**Item 189/FC/09/19-20 (a)****Finance****(a) Receipts and Payment**

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

DATE	RECEIVED FROM	DESCRIPTION	AMOUNT	TOTAL
	NONE			

To acknowledge the payment of standing orders and direct debits.

DATE	NAME OF PAYEE	DESCRIPTION	AMOUNT	TOTAL
28.11.19	Clerk	Salary (£9.96 x 35hrs) (Nov 2019) Home working allowance (Nov 2019)	£348.60 £18.00	£366.60
16.12.19	Lloyds Bank plc	Multicard payment Village Maintenance - Sainsbury's – refuse sacks - Old Barn Stores – refreshments for Litter Pick Stationery - Sainsbury's – stationery (paper) - Argos – stationery (print cartridge) Monthly fee	£ 4.75 £17.60 £ 3.50 £15.99 £ 3.00	£44.84

To acknowledge the card payments made since last meeting.

DATE	NAME OF PAYEE	DESCRIPTION	AMOUNT	TOTAL
10.12.19	Amazon	Printer - Epson Ecotank ET-3750	£289.99	289.99

To acknowledge the card payments due before next meeting.

DATE	NAME OF PAYEE	DESCRIPTION	AMOUNT	TOTAL
Due 19.12.19	Microsoft	Office 365 subscription	£59.99	£59.99

To approve the following payments.

DATE	NAME OF PAYEE	DESCRIPTION	AMOUNT	TOTAL
	NONE			

APPENDIX 4**Item 191/FC/09/19-20****CORRESPONDENCE RECEIVED AS AT 11th NOVEMBER 2019****Newsletters** (received and circulated via email)

- 26.11.19 Rural Services Network – The Rural Bulletin
- 03.12.19 Rural Services Network – The Rural Bulletin
- 03.12.19 Business in Basingstoke Bulletin – December 2019
- 04.12.19 Rural Services Network – Rural Funding Digest – December 2019
- 10.12.19 Rural Services Network – The Rural Bulletin

Correspondence from BDBC (received and circulated via email)

- 21.11.19 Mayor's Carol Service – 08.12.19 at 7.00pm at St Michael' Church, Basingstoke (*published on Facebook page & website 26.11.19 and notice board*)
- 29.11.19 BDBC Housing & Homelessness Strategy 2020 -24 – Consultation (*response due by 17.01.20*) *
- 06.12.19 Notification of Publicity of the Burghclere Neighbourhood Plan (Regulation 16)
- 10.12.19 Season's Greetings for the Mayor of Basingstoke and Deane

Correspondence for HCC (received and circulated via email)

- 18.11.19 Countryside Access Team North – Annual Vegetation Cutting 2020 (*Clerk will respond by deadline 15.01.20*)

Correspondence from HALC (received and circulated via email)

- 20.11.19 Consultation – Strengthening police powers to tackle Unauthorised Encampments (*response due by 19.02.20*) *
- 09.12.19 Dale Valley Training Course Information: LANTRA Awards Basic Tree Survey & Inspection Course (*not circulated*)

Other correspondence (received and circulated via email)

- 19.11.19 Follow-up email from local resident regarding traffic speed through North Waltham *
- 19.11.19 Bloor Homes – proposals for Basingstoke Golf Course
- 19.11.19 Harris Lamb Property Consultants – Proposed new cemetery at land on Stockbridge Road
- 28.11.19 Keep Britain Tidy – Great British Spring Clean – 20.03.19 - 13.04.19
- 02.12.19 St Michael's Church & Village Trust – enquiry re: Parish Councils' plans to commemorate VE Day in 2020 *

Useful services (marketing emails are not circulated but details recorded for future use if needed)

- 21.11.19 Streetscape (Products & Services) Ltd – play equipment - marketing email
- 26.11.19 Playsource – play surfaces – marketing email
- 02.12.19 Team Rubicon – can help with provision of skate parks and provide skateboard & scooter workshops (*forwarded to Village Trust & North Waltham Primary School*)

*Agenda items for December meeting