



## NORTH WALTHAM PARISH COUNCIL

Chairman: Mr Geoff Chapman

Clerk: Mrs Rosemary Coulter  
6 Longfield Close, North Waltham, Basingstoke, Hampshire, RG25 2EL  
Tel: 01256 397188, Email: [clerk@northwaltham.info](mailto: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 18<sup>th</sup> February 2020**, at **7.30pm** in the **Rathbone Pavilion, North Waltham**

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

### AGENDA

- 219/FC/ 11/19-20 Apologies for absence**
- 220/FC/ 11/19-20 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.
- 221/FC/ 11/19-20 Meeting open to the Public** – the meeting will allow questions and comments from members of the public. (10 mins)
- 222/FC/ 11/19-20 Minutes** – to confirm the accuracy of the minutes, already circulated, of the Ordinary Meeting held on 21<sup>st</sup> January 2020.
- 223/FC/ 11/19-20 Matters arising** – to receive Clerk's Action Plan and Outcomes following the meeting on 21<sup>st</sup> January 2020. (Appendix 1)
- 224/FC/ 11/19-20 Neighbourhood Plan Update** – to receive an update from the Neighbourhood Plan (NP) Group.
- 225/FC/ 11/19-20 Risk Assessment**
- to consider estimates for work to bus shelter and appoint contractor
  - to consider and approve estimate for flotation aid to be fitted in telephone box
  - to receive update on other actions
- 226/FC/ 11/19-20 3-5 Year Plan**
- to receive an update on forming a group to address climate change and sustainability
  - to receive an update on planting more trees
  - to receive an update on approaching HCC regarding a 20mph speed limit through the village
- 227/FC/ 11/19-20 Training in Planning** – to receive an update on bespoke training.
- 228/FC/ 11/19-20 Current Planning Applications** – see Appendix 2
- to note the current planning applications received from BDBC.
- 229/FC/ 11/19-20 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;
  - Planning ref 18/00460/FUL Highfield, Church Road, North Waltham RG25 2BL.

**230/FC/ Finance****11/19-20****(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 and Bank Reconciliation** - to receive the current bank balances.**231/FC/ Highway / Village Appearance Matters****11/19-20****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
- Miscellaneous issues

**232/FC/ Correspondence****11/19-20****Correspondence** – see Appendix 4

- to acknowledge correspondence received during the last month (as per Correspondence Received Schedule dated 12<sup>th</sup> February 2020)
- to receive any correspondence received since 12<sup>th</sup> February 2020
- to discuss any issues arising from correspondence

**233/FC/ Councillors Announcements****11/19-20****Councillors Announcements****234/FC/ Items for insertion in the Parish Magazine****11/19-20****Items for insertion in the Parish Magazine** (deadline 6.00pm on Tuesday 18<sup>th</sup> February 2020)**235/FC/ Date of Next Meeting****11/19-20****Date of Next Meeting** - to confirm the next monthly meeting will be held on **Tuesday 17<sup>th</sup> March 2020** at **7.30pm** in the **Rathbone Pavilion, North Waltham**.

Signed:

*RCoulter*

Clerk to North Waltham Parish Council

## APPENDIX 1

## Item 223/FC/11/19-20 Matters Arising

ACTION PLAN & OUTCOMES FOLLOWING PARISH COUNCIL MEETING HELD ON 21<sup>st</sup> JANUARY 2020

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

UPDATED: 12<sup>th</sup> February 2020

MINUTE REF	ACTION	RESPONSIBILITY	OUTCOME / COMMENTS
179/FC/09/19-20 (from December meeting)	<ul style="list-style-type: none"> <li>Arrange meeting in January with members experiencing email issues.</li> </ul>	All	
197/FC/10/19-20 <b>Meeting open to the public</b>	<ul style="list-style-type: none"> <li>Provide details of landowners' agent to members of the public present at meeting.</li> <li>Members of public to approach landowner regarding permissive path.</li> </ul>	GC  Members of the public present	
200/FC/10/19-20 <b>Budget</b>	<ul style="list-style-type: none"> <li>Return signed form to BDBC before 31<sup>st</sup> January 2020.</li> </ul>	Clerk	24.01.20 completed
201/FC/10/19-20 <b>Risk Assessment</b>	<ul style="list-style-type: none"> <li>Follow up requests for estimates for flotation aid and guttering/downpipe to present at next meeting.</li> </ul>	Clerk	12.02.20 completed For discussion at February meeting
202/FC/10/19-20 <b>3-5 year Plan – Climate Change &amp; Sustainability</b>	<ul style="list-style-type: none"> <li>Plan and publicise an initial meeting to gain interest.</li> <li>Request Tree Warden to review Parish Council land with a view to planting more trees and provide a report for consideration by the Parish Council.</li> </ul>	GW / Clerk  Clerk	<ul style="list-style-type: none"> <li>In view of HCC's 2050 Parish Council Event &amp; a commitment to deliver the Greening Campaign across the county, NWPC agreed (via email) to delay organising an event until further information is available from HCC.</li> <li>12.02.20 completed</li> </ul>
202/FC/10/19-20 <b>3-5 year Plan – 20mph speed limit</b>	<ul style="list-style-type: none"> <li>Ask County Cllr McNair Scott who would be the best person to contact at HCC.</li> <li>Draft letter to HCC requesting a meeting and details of the process.</li> </ul>	Clerk  Clerk	31.01.20 GC drafted a letter with an FOI request to HCC to determine the procedure for implementing a 20mph speed limit in a rural location. Comments made by other Cllrs.
203/FC/10/19-20 <b>Policies and Key Documents</b>	<ul style="list-style-type: none"> <li>Publish Training and Development Policy and Equality and Diversity Policy on the website.</li> </ul>	Clerk	10.02.20 completed
204/FC/10/19-20 <b>Training in Planning</b>	<ul style="list-style-type: none"> <li>Investigate bespoke training in planning with HALC and report at next meeting.</li> <li>Determine if other Parish Councils nearby would be interested in attending.</li> </ul>	Clerk	
207/FC/10/19-20 <b>Planning Compliance Issues</b>	<ul style="list-style-type: none"> <li>Ask Planning Enforcement if 18/00460/FUL has been signed off and advise them of the issue with the hedge and pavement.</li> </ul>	Clerk	11.02.20 completed. Awaiting response
208/FC/10/19-20 <b>Finance (a) Payments</b>	<ul style="list-style-type: none"> <li>Arrange payment and authorisation of payment to HALC.</li> </ul>	Clerk / Councillors	11.02.20 payment set up
208/FC/10/19-20 <b>Finance (c) Budget Review</b>	<ul style="list-style-type: none"> <li>Publish Budget Review for quarter 3 to 31<sup>st</sup> December 2019 on the website.</li> </ul>	Clerk	10.02.20 completed

209/FC/10/19-20 <b>Highway / Village Appearance Matters</b>			
(a) Traffic issues around North Waltham School	<ul style="list-style-type: none"> <li>Monitor and try to obtain report for next meeting.</li> </ul>	Clerk	12.02.20 report received and circulated to Councillors <b>For discussion at February meeting</b>
(b) Accident site at junction of A30/A33	<ul style="list-style-type: none"> <li>Monitor situation.</li> </ul>	Clerk	
(c) Roads	<ul style="list-style-type: none"> <li>Investigate options and costs of installing bollards at the junction of Steventon Road and Mary Lane.</li> <li>Report potholes.</li> <li>Report sign at the entrance to Maidenthorpe Lane from A33/A30.</li> </ul>	Clerk  Clerk Clerk	
(d) Drains	<ul style="list-style-type: none"> <li>Monitor until resolved.</li> </ul>	Clerk	
(e) Trees	<ul style="list-style-type: none"> <li>Contact contractor for tree work on North Waltham Farm and check situation.</li> <li>Contact Village Trust to check tree work on Cuckoo Meadow.</li> </ul>	Clerk  Clerk	11.02.20 email to contractors. Response received – did not require planning permission 29.01.20 Discussed at NWVT AGM – did not require planning permission
(f) Telephone box	<ul style="list-style-type: none"> <li>Start process of obtaining quotes for repairs and repainting of telephone box.</li> </ul>	Clerk	12.02.20 met with possible contractor <b>Awaiting estimate</b>
(g) Footpaths / stiles / kissing gates	<ul style="list-style-type: none"> <li>Contact the landowner to say the Parish Council are looking into doing this and does he have any objections or specific requirements. State all the options being considered.</li> <li>Contact Countryside Access for advice and to determine Parish Council responsibilities.</li> </ul>	Clerk  Clerk	
210/FC/10/19-20 <b>Correspondence</b>	<ul style="list-style-type: none"> <li>Respond to local farmer.</li> </ul>	Clerk	11.02.20 completed
212/FC/10/19-20 <b>Parish Magazine</b>	<ul style="list-style-type: none"> <li>Submit article for Parish Magazine.</li> </ul>	Clerk	

**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 228/FC/11/19-20 Current Planning Applications:

B/F	18/03188/HSE	<b>The White Cottage, Popham Lane, North Waltham RG25 2BD</b> Erection of two storey side and rear extension with demolition of one outbuilding <b>Amended plans submitted 19.02.19</b>	<b>Undecided</b>
B/F	18/02513/RES	<b>Phase A1, Hounsoms Fields, Winchester Road, Kempshott Hill, Basingstoke</b> 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)	<b>Granted</b>
B/F	19/02018/FUL	<b>Village Farm Bungalows, Steventon Road, North Waltham RG25 2DD</b> Erection of 2 no. 3 bed houses following demolition of existing bungalows including associated works (part retrospective)	<b>Undecided</b>
B/F	19/02098/RET	<b>Land at OS Ref 456378 145890, Fox Lane, North Waltham RG25 2BE</b> Change of use of land to residential and siting of a mobile home	<b>Undecided</b>
B/F	19/02422/FUL	<b>Land at OS Ref 456743 145562, Popham Lane, North Waltham</b> Erection of 7 no. dwellings; with associated parking, turning, landscaping, and private amenity space. Creation of new access point out onto Popham Lane	<b>Undecided</b>
B/F	T/00506/19/TCA	<b>1 Church Farm Close, North Waltham</b> Application for works to trees growing in a conservation area Proposal: 1 Lawson Cypress: Fell	<b>Granted</b>
B/F	19/02900/FUL	<b>Towns End Cottage, Maidenthorne Lane, North Waltham RG25 2DD</b> Erection of a single storey lifetime dwelling	<b>Undecided</b>
B/F	19/03232/FUL	<b>Land adjacent The Old Hall, Popham Lane, North Waltham</b> Erection of 6 no. dwellings including associated parking and landscaping and creation of new access onto Popham Lane	<b>Undecided</b>
B/F	T/00528/19/TCA	<b>Land at Church Road, St Michael's Green, North Waltham</b> Application for works to trees growing in a conservation area Proposal: T1 Oak: crown lift to 7m; T2 Ash (dead): fell; T3 / T4 Ash: crown lift to 7m	<b>Raise no objection</b>
B/F	T/00554/19/TCA	<b>5 St Michaels Close, North Waltham, Basingstoke</b> Application for works to trees growing in a conservation area Proposal: 2 Lime trees: remove two years of epicormic growth	<b>Raise no objection</b>
NEW	20/00094/HSE	<b>2 Yew Tree Cottages, Yew Tree Road, North Waltham RG25 2DA</b> Erection of single storey rear extension	<b>Undecided</b>
NEW	20/00221/FUL	<b>Old School House, Mary Lane, North Waltham RG25 2BY</b> Erection of detached dwelling including parking provision for existing and proposed dwelling	<b>Undecided</b>
NEW	20/00222/HSE	<b>Street Cottage, Yew Tree Road, North Waltham RG25 2BX</b> Erection of single storey side/rear extension. Conversion of existing detached garage to provide additional living space including alterations to fenestration, and the erection of a single storey side extension to existing garage to provide store room	<b>Undecided</b>

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 230/FC/11/19-20 (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, direct debits and charges.

DATE	NAME OF PAYEE	DESCRIPTION	AMOUNT	TOTAL
28.01.20	Clerk	Salary (£9.96 x 35hrs) (Jan 2020) Home working allowance (Jan 2020)	£348.60 £ 18.00	£366.60
Provisionally 16.02.20	Lloyds Bank plc	Monthly fee	£ 3.00	£ 3.00

To acknowledge the card payments made since last meeting and due before next meeting

DATE	NAME OF PAYEE	DESCRIPTION	AMOUNT	TOTAL
		None		

To approve the following payments.

DATE	NAME OF PAYEE	DESCRIPTION	AMOUNT	TOTAL
25.01.20	North Waltham Village Trust	Annual website costs (50% of actual costs shared with NWVT)	£ 82.80	£ 82.80
30.01.20	RP Gardening	Invoice 1260 Repairs to 4 x bollards on Corndell Green, notice boards, bin on near the pond, village gates, gate hinge,	£1,335.60	£1,335.60

**APPENDIX 4****Item 232/FC/11/19-20****CORRESPONDENCE RECEIVED AS AT 12<sup>th</sup> FEBRUARY 2020****Newsletters**

- 21.01.20 Safer North Hampshire – Newsletter – February 2020
- 24.01.20 Police & Crime Commissioner – Resources Newsletter – January 2020
- 28.01.20 Rural Services Network – The Rural Bulletin
- 28.01.29 HCC – Parish News
- 04.02.20 Rural Services Network – The Rural Bulletin
- 04.02.20 Business in Basingstoke Bulletin – February 2020
- 05.02.20 Rural Services Network – Rural Funding Digest – February 2020
- 06.02.20 HCC - Your Hampshire
- 11.02.20 Rural Services Network – The Rural Bulletin

**Correspondence from BDBC**

- 21.01.20 Planning Policy Update – January 2020
- 22.01.20 Council Briefing – Own Home Loan
- 04.02.20 Health Infrastructure Plan – update
- 04.02.20 North Waltham BDBC ward tree inspection
- 12.02.20 Energy Improvement Loans

**Correspondence from HCC**

- 22.01.20 Parish Council Bus Shelter Directory – January 2020 (*Clerk responded with required information. Not circulated*)
- 23.01.20 Hampshire 2050 – information from Parish Council Event held on 9<sup>th</sup> January 2020
- 10.02.20 Operation Resilience – Carriageway Surface Treatments Programme 2020

**Correspondence from HALC**

- 24.01.20 HALC Annual Conference – Save the Date
- 27.01.20 Clerk Training Update (*not circulated*)
- 03.02.20 Rural Community Energy Fund Workshop – Lyndhurst on 13<sup>th</sup> February 2020
- 05.02.20 HALC Conference – 18<sup>th</sup> March 2020 in Southampton
- 12.02.20 Lobby Day 2020

**Other correspondence**

- 22.01.20 Sustainable Overton – detail of Waste Champions training with HCC
- 24.01.20 Harris Lamb Property Consultancy – proposed new cemetery on land at Stockbridge Road, North Waltham
- 25.01.20 / 28.01.20 Keep Britain Tidy – Launching the Great British Spring Clean 2020
- 03.02.20 Basingstoke District Association of Parish & Town Councils (BDAPTC) – details of forthcoming meetings
- 08.02.20 Email from local resident regarding planning application 20/00221/FUL (*not circulated but printed for consideration by councillors at Additional meeting on 13.02.20*)
- 10.02.20 Do the Numbers Ltd - Planning Internal Audit Date (*responded to by Clerk, not circulated*)
- 10.02.20 Email from local resident regarding the gate repair between Ramsholt Close and Mary Lane (*responded to by Clerk, not circulated*)

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

- 21.01.20 London Hearts – Parish Council Defibrillator Initiative Drive
- 22.01.20 AEM Contractors Ltd – marketing email for grounds maintenance, hedge cutting, vegetation removal, etc.
- 28.01.20 Hugo Fox – free website for Parish Councils

All correspondence is circulated to Parish Councillors unless otherwise stated above

\*Agenda items for February meeting