

## **PAMBER PARISH COUNCIL**

Minutes of a meeting of Pamber Parish Council  
held at Pamber Heath Memorial Hall, Pamber Heath, on Monday, 9<sup>th</sup> March 2020, at  
7.30pm.

### **Present:**

Cllr. C. Goss (Chairman)  
Cllr. S. Greaves (Vice Chairman)  
Cllr. R. Gardiner  
Cllr. P. Kingston  
Cllr. R. Lissman  
Cllr. G. McGarvie  
Cllr. D. Quilter  
Cllr. M. Stephens  
Cllr. J. Tyson  
Cllr. T. Young  
County Cllr. R. Vaughan; EA Knight (Locum Clerk) and 10 members of the public.

### **Apologies:**

Borough Cllr. S. Mahaffey

### **36/20: Declarations of Interest.**

Register of Interests: councillors were reminded that any changes must be reported to BDBC.

### **37/20: Minutes of the last meeting.**

The minutes of the last meeting were approved and signed as a true record.

### **38/20: Matters arising and not appearing elsewhere on the agenda.**

There were no matters arising.

### **39/20: Public Participation.**

No matters had been raised.

### **40/20: Planning.**

#### **a) Planning applications:**

20/00383/HSE: Erection of detached garage with home office/art studio (alternative scheme to garage approved under 17/03363/FUL)  
12 Clappsgate Road Pamber Heath

**No objection**

20/00358/HSE: Erection of part two storey, part single storey rear extension, conversion of loft to living accommodation with a hip to gable end roof enlargement and construction of front and rear dormers. New decking to rear

72 Burney Bit Pamber Heath

**No objection**

20/00418/FUL: Demolition of existing stables and erection of a two-bed bungalow  
Cottage Farm New Road Pamber Green.

**Objection:** Loss of green land; the development will extend the settlement boundary; utility services are not sufficient to accept the increased demand; increase in traffic on a rural lane.

19/03325/ROC: Variation of condition 1 of planning consent 19/00809/ROC to allow a two storey rear element, amendments to design of plot 1; and make internal changes to layout of plot 3 to include amendments to roof design and chimney  
Brooklands New Road Pamber Green.

**No objection**

20/00589/PIP: Application for Permission in Principle for residential development of up to 9 dwellings

Cottage Farm New Road Pamber Green.

**Objection:** Loss of green land; loss of Buffer zone to Pamber Forest SSSI; over development of the site; the development will be an unwanted extension to the local settlement increasing the boundary; utility services are not sufficient to accept the increased demand; increase in traffic on a rural lane.

20/00548/FUL: The erection of 2 no. 5 bed detached dwellings with associated parking.  
Orchard Farm Frog Lane Little London.

**Objection:** Loss of green land; over development of the site; the development is outside any local settlement boundary; utility services are not sufficient to accept the increased demand; increase in traffic on a rural lane.

20/00347/ROC: Variation of condition 1 of planning consent 17/03837/HSE (Erection of part two storey, part single storey rear and side extensions) to allow additional roof lights to west side elevation (Retrospective)

Myrtle Cottage 17 The Glen Pamber Heath

**No objection.** Cllr. Gardiner took no part in the discussion or decision making process.

**b) Planning decisions:**

19/03420/HSE: Erection of a detached triple car port with log store (alternative to scheme approved under 17/00231/FUL)

Ramblers Aldermaston Road Pamber End

**GRANTED**

19/03426/HSE: Installation of new window to side elevation, replacement front windows and installation of marley cedar weatherboard cladding to front dormer

57 Pelican Road Pamber Heath

**GRANTED**

19/03325/ROC: Variation of condition 1 of planning consent 19/00809/ROC to allow a two storey rear element, amendments to design of plot 1; and make internal changes to layout of plot 3 to include amendments to roof design and chimney

Brooklands New Road Pamber Green.

**GRANTED**

**c) Appeal:**

APP/H1705/W/20/3244730: Application for permission in principle for residential development of up to 2 no. dwellings

Land at OS Ref 462036 158823 Bramley Road Little London.

**d) ) Strategic Housing and Economic Land Availability Assessment (SHELAA)**

It was confirmed that the event agreed at the last meeting would be held on 4<sup>th</sup> April 2020 and would run from 10.30am to 2.30pm. It was stressed at this point that the matter for consideration was the land put forward by landowners and that no planning applications had been made.

**41/20: Finance**

**a) Cheques for payment:**

<b>Cheques signed between meetings;</b>			<b>£</b>
1605	HALC	LCPD Membership	180.00
1606	PKF Littlejohn LLP	Outstanding additional fees 17/18	126.00
1607	HMRC	Outstanding tax & NI	821.77
<b>Cheques signed at meeting:</b>			
1608	J. Tyson	Security for parish laptop ESET	39.99
1609	C. Goss	Sim card for parish council phone: 10.00 Gift for help with laptop; 25.90 Travel to collect papers from clerk: 135.90 Postage: 1.90	173.70
1610	R Paliotta	Outstanding invoice 1236 Nov 2019: 850.00. Memorial Hall Grass cutting Invoice 1273: 425.00	1275.00
1611	LS Browne	Salary (29 February)	
1612	Planet	NP: Community engagement data entry & writing report	1440.00
DD	NEST	Pension payment	93.04

**b) Income received since the last meeting:**

			<b>£</b>
10.2.20	Lloyds	Interest February	1.44
24.2.20	AWE	Medals Fund	200.00
		<b>TOTAL</b>	<b>201.44</b>

**c) Pension administration:**

Councillors discussed the administration of the pension payments to NEST.

**Resolved:** To appoint D. Malley (Payroll Administrator) to submit relevant pension details to the pension provider each month at a cost of £5 per month.

**d) Lloyds Bank – to amend Mandate**

Councillors discussed the administration of the bank accounts in the absence of the clerk.

**Resolved:** To amend the mandate by removing the clerk as signatory to allow the remaining signatories to administer the accounts.

**e) Income and Expenditure Account 2018/19**

Councillors considered the Income and Expenditure accounts which had been circulated prior to the meeting.

**Resolved:** To accept and approve the Income and Expenditure Account and supporting papers for the 2018/19 financial year.

**f) Annual Governance Statement 2018/19.**

Councillors considered responses to the Governance Statement which had been circulated prior to the meeting.

**Resolved:** To accept and approve the responses to the Governance Statement for the 2018/19 financial year.

It was noted that Cllr. McGarvie opposed the resolution.

**g) Accounting Statements 2018/19**

Councillors considered the Accounting statements which had been circulated prior to the meeting.

**Resolved:** To accept and approve the Accounting Statement for the 2018/19 financial year.

**h) To consider the External Auditor's Report 2018/19**

The chairman read aloud to the meeting the report from the External Auditor in which it was noted that some of the quality of evidence and timeliness of controls and payments needed some improvement, there was nothing that gave undue concern.

**Resolved:** To accept and agree the External Auditor's report for the 2018/19 year.

**42/20: Review of Standing Orders**

The Standing Orders had been reviewed by Cllr. McGarvie and circulated to councillors prior to the meeting.

**Resolved:** To accept and approve the amended Standing Orders.

The chairman thanked Cllr. McGarvie for preparing the amended document.

**43/20: Neighbourhood Plan update.**

Councillor Greaves reported that the Neighbourhood Plan Committee had requested that the parish council provide a summary of all receipts and payments relating to the Neighbourhood Plan. All information received from the primary school children during the recent survey would be included in the report. Plan.et was in the process of putting the policies together and compiling a report which should be ready in six months' time. The committee members hoped that the information gathered at the event on 4<sup>th</sup> April would be shared with them by the parish council.

**44/20: I.T matters.**

In the absence of the clerk, the administration of the Twitter and Facebook accounts was discussed. Cllr. Kingston agreed to make enquiries about posting items on both accounts. Cllr. McGarvie agreed to review the council's Data Protection regulations and draft the revisions needed to bring them up to date.

**45/20: Police matters.**

No matters were raised.

**46/20: Highway matters**

- a) Cllr. Greaves reported that he had reported to Hampshire County Council the damage to the bollards at the end of New Road.

- b) Cllr. Greaves reported that the new SID had been delivered and in answer to a query, commented that the locking brackets which had also been received should ensure the security of the device.
- c) Cllr. Greaves reported that the locations for the village signs had been agreed. Concerns had been raised regarding some of the existing village signs as they were not compatible with the new gates; two smaller signs had been suggested.  
**Resolved:** To purchase two new village signs from Display Signs at a cost of £120 +VAT each, plus £10 fitting charge.
- d) Cllr. Young raised the issue of the condition of the path at Pamber Park which led to the allotments. The chairman agreed to meet Cllr. Young on site to assess the situation.

#### **47/20: Open Spaces**

The chairman raised the issue of play equipment inspections. Cllr. Gardiner agreed to ascertain from the Borough Council whether inspections were still being carried out.

#### **48/20: Borough and County Councillors' Reports.**

County Cllr. Vaughan reported that there had been some restructuring at Skanska but the implications were not yet known. Fly tipping continued to be a problem and Cllr. Vaughan reminded the meeting that everyone should ensure that only reputable tradesmen be employed to remove rubbish and waste as the householder could be held responsible. The county council was looking for male volunteers to lead health groups. The county council had a website for matters connected with the coronavirus. The collapse of Flybe could have serious consequences for Hampshire. Steps were being taken by the county council to instigate a programme of highways repairs.

Borough Cllr. Gardiner reminded the meeting that the borough council had imposed fines for motorists who let their vehicles idle. He also reported that the Manydown development will commence in July 2021. Cllr. Gardiner had information that improvements at Pamber Park had been included in the Capital Spending Programme. The parish council will be consulted on this matter at a later date. Borough councillors now had monies available for grant aid.

#### **49/20: Reports from Parish Council Representatives: -**

- a) **Pamber Forest Advisory Committee:** no meeting.
- b) **Basingstoke and District Association of Town and Parish Councils:** no meeting.
- a) **The Memorial Hall, Pamber Heath:** Cllr. Kingston reported that help was needed in completing the application for Local Infrastructure Funding. There was also a need to provide additional toilet facilities for the preschool in order that opening hours could be extended. Cllr. Gardiner agreed to assist with the financial questions and Cllr. Greaves offered help with the remainder of the application. The hall committee would need to request additional funding from the parish council as well as from other sources.
- b) **St. Stephens Hall, Little London** Cllr. Lissman reported that two folk music events had been held.

- c) **AWE Local Liaison Committee:** no meeting.
- d) **Hampshire Association of Local Councils:** no report.
- e) **BDBC Parish Liaison Meeting:** no meeting.

**50/20: Correspondence.**

BDBC: Latest News  
BDBC: SNH Newsletter  
BDBC: Newsletter  
BDBC: Covid-19 (Coronavirus) update  
BDBC: Mayor's Charity Concert - Saturday 7 March 2020.  
BDAPTC: Message from the Association.  
HALC: Lobby Day 2020  
HALC: Lantra Awards Basic Tree Survey & Inspection course.  
HALC: NALC Spring Conference 2020 Postponed  
HCC: Flood Alert Update  
Keep Britain Tidy: Is Your Council Taking Part In #GBSpringClean 2020?  
Neighbourhood Alert: Uninsured Drivers  
Neighbourhood Alert: Update on Operation Samphire  
Neighbourhood Alert: Protecting the Isolated and Vulnerable During the Covid 19 Outbreak  
Neighbourhood Alert: Survey  
Calor: Rural Community Fund.  
ICO: Latest News  
First Responders: Defib Awareness Training.

**51/20: Date of Next Meeting.**

Due to other commitments of the locum clerk, councillors agreed to move the date of the next meeting to Thursday, 9<sup>th</sup> April 2020.

***The public and press were excluded from the following item due to the confidential nature of the business to be discussed. Public Bodies (Admissions to Meetings) Act 1960***

**52/20: To consider staffing matters.**

The clerk's continued sick leave was discussed.

Confidential Minute: Further details of a confidential nature are contained in a minute which is attached to these minutes and held on file.

The meeting closed at 9.35pm.