

**Minutes of a Virtual Meeting of Pamber Parish Council
held on Monday, 13th July 2020 at 7.30pm**

It was noted that parishioners had been invited to attend the virtual meeting and given the opportunity to speak during Public Participation or Open Forum. Parishioners who were unable to attend electronically were given the option of submitting any questions by telephone or in writing.

Present:

Cllr. C. Goss (Chairman)
Cllr. S. Greaves (Vice Chairman)
Cllr. R. Gardiner
Cllr. P. Kingston
Cllr. R. Lissmann
Cllr. G. McGarvie
Cllr. D. Quilter
Cllr. M. Stephens
Cllr. T. Young

Apologies:

Cllr J. Tyson
Cllr S. Mahaffey (Borough)

In Attendance:

C. Gunnell (Clerk); Cllr. R. Vaughan (County) – (for items 7 & 8), and 3 members of the public.

102/20: Declarations of Interest

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

Cllr. Kingston declared an interest in Item 109/20 item d) 19/02278/PIP

103/20: Minutes of the last meeting

1. The minutes of the meeting held on 8th June 2020 were approved and signed as a true record.
2. The minutes of the Confidential meeting held on 8th June were approved and signed as a true record.

104/20: Matters arising and not appearing elsewhere on the agenda

The action tracker was reviewed. The only outstanding item was to be discussed under item 23 – Items of a Confidential Matter.

105/20: Public Participation

A resident reminded the Parish Council that Wednesday was Hampshire Day and requested that the Hampshire flags be flown at the two village halls. The Chairman confirmed that this had been arranged.

There were no other matters raised.

106/20: Councillor Matters

It was reported that a complaint made to the Monitoring Officer had been rejected and that an appeal hearing upheld the rejection.

At this stage in proceedings the Chairman proposed that items 17 and 18 – County and Borough Councillors' Reports be moved up the agenda and taken as the next two items. This was unanimously agreed.

107/20: County Councillor Report

Cllr Vaughan gave a verbal report covering the following:

- **Covid 19** is set to cost HCC £195m with more than half of this unfunded.
- We have secured £23,000 for our **Veterans Hub** across the County. Hampshire has one of the highest numbers of Veterans and serving military personnel in the country.

- **Our Libraries** will open again this week. The future of the 48 Libraries in the County will be determined on 28th July.
- **HWRCs.** Starting 1st August, non-residents in Hampshire will pay £5 to use our sites. HCC pay £175,000 to West Berkshire Council which allows c5000 Hants households to use the tips at Newbury & Padworth. This service is being withdrawn.
- A reminder to **register your vehicles** to use HWRCs as this scheme will commence on 1st August having been delayed from April.
- **Government** has pledged £500m to local councils but this will not be enough as shortfalls continue to grow. Government has also announced a £1.57bn funding package for the Arts. We must ensure that some of this goes to help the Anvil in Basingstoke which has become a centre of culture in our part of the world.
- HCC has produced a robust **Local Outbreak Control Plan** in the event of any spikes in Covid 19 cases. This can be found in Edition 75 of the County Councillor's report that I forward to you.
- **Remodelling of a key Bramley Junction**, Bramley Lane/Sherfield Road by the railway crossing has been signed off by HCC to start later in the year.
- HCC will be holding a **full Council meeting** (virtual) on Thursday 16th July at 10:00hrs.
- **Hampshire Day** is on Wednesday 15th July. If you possess a Hampshire County Flag, it would be appropriate to fly it. It is also St Swithin's Day (a past Bishop of Winchester 852-863 AD) so I hope it doesn't rain.

Cllr Vaughan was advised that a grant application had been sent to HCC in respect of the Pamber Heath Memorial Hall extension.

108/20: Borough Councillor Report

Cllr Gardiner gave a verbal report covering the following:

- Public parks and play areas are now back open
- Public houses have also been re-opened and each has been inspected
- £22m has been made available to businesses affected by Covid-19

109/20: Planning

a) Planning applications:

20/01509/HSE: Erection of rear extensions and alterations
Dunelm, Silchester Road, Little London
No Objection

T/00221/20/TCA: Proposed works to cut down a goat willow to leave a stump
Wishing Well Cottage, Winston Avenue, Tadley
No objection

20/01417/FUL: Amendment to 19/03225/FUL - Erection of 1 no. three-bed dwelling and associated parking and access
Land adjacent to Ramblers, Aldermaston Road, Pamber End
No objection

T/00217/TPO: 1 no. Oak prune
25 Silchester Road, Pamber Heath
No objection

b) Ratify decisions

20/01244/HSE: Erection of two storey side extension, single storey extension and front porch
Rehweise, Silchester Road, Little London
No objection

20/01229/FUL: Conversion of rear extension and replacement detached garage
Stables at Rose Farm, Bramley Road, Little London

Objection

The basis for the objection to the application, is that it is an additional dwelling located in a rural area where development is unwanted and follows the original reasons for imposing condition 5 of the original notice of approval for the building of stables

19/03205/HSE: Amendment to application
1 Heath Road, Pamber Heath

No objection and subsequently granted

c) Planning decisions

20/01003/HSE: Erection of rear extension and replacement detached garage
Pine View, 12 Silchester Road, Pamber Heath

GRANTED

20/00985/FUL: Erection of detached dwelling and garage with new access
Land adjoining Benmore Frog Lane, Little London

REFUSED

20/00841/HSE: Erection of timber frame car port
Zenda, Aldermaston Road, Pamber End

GRANTED

20/00661/FUL: Erection of light industrial building (B1@ Use) subdivided into 3 no. units
Greenacres Nursery, Aldermaston Road, Pamber Green

GRANTED

19/03205/HSE: Erection of a single story side extension and raising of the roof to create additional living space and creation of new access

1 Heath Road, Pamber Heath

GRANTED

19/02314/LDEU: Certificate of lawfulness for the use of site for the occupation of a caravan as a separate residential unit

The Old Rick Yard, Aldermaston Road, Pamber Green

GRANTED

T/00152/20/TPO: 1 Norway Spruce: Remove
Brooklands, New Road, Pamber Green

GRANTED

20/00903/FUL: Demolition of barns and erection of 5 no. dwellings with associated parking and access

Fair Oak Poultry Farm, Silchester Road, Little London

APPLICATION WITHDRAWN

20/00418/FUL: Demolition of existing stables and erection of 1 no. two-bed bungalow

Land opposite Cottage Farm and adjacent to 1 Cherry Tree Cottage, New Road, Pamber Green

GRANTED

20/01159/HSE: Erection of single storey rear extension. Alterations to rear pitched roof. New and altered glazed elements. New roof lights and internal alterations

High Gables, Silchester Road, Little London

GRANTED

19/02924/LDEU: Certificate of lawfulness for the existing earth bunds

Land South of Berry Court Solar Farm, New Road, Little London.

REFUSED

d) Notifications

19/02278/PIP: Application for Permission in Principle for the erection of up to 4 no. dwellings
Land at Berry Court Farm, New Road, Little London

BDBC Development Control Committee to consider application on 15th July. Cllr Greaves will be speaking on behalf of the Parish Council. (Subsequently refused).

e) Pending

All pending applications

Noted and Ongoing

f) Other matters

a. Late planning applications received

A number of planning applications had been received since the agenda for the meeting was posted, which required a response before the next monthly meeting. Cllr McGarvie proposed that an extraordinary meeting be held prior to the response deadlines to consider them. This was seconded by Cllr Greaves and unanimously agreed.

b. Draft Temporary Revisions to the Statement of Community Involvement

The Council noted the document circulated with the meeting documents.

c. CIL Guidance for Town and Parish Councils

The Council noted the document circulated with the meeting documents.

d. Lidl planning application in Tadley

The Council noted that West Berkshire Council had refused planning permission.

110/20: Finance

a) Cheques for payment approved:

Ref	Payee		£
001636	Cancelled		N/A
001637	J. P. Emmitt	Hall Committee Grant re toilets	1445.00
001638	E. A. Knight	Replacement cheque	1960.00
001639	Cancelled		N/A
001640	A.Davies	Hall Committee Grant re toilets	2024.16
001641	The Villager	Grant	150.00
001642	C. Gunnell	Clerk expenses	333.60
001643	Rialtas Business Solutions	Accounts Software	652.80
001644	Triangle Management	Ground maintenance contract	942.00
001645	Rocon Contractors	Village gateways installation	5858.94
001646	R. C. Saunders	Lengthsman Scheme	2106.00
001647	R. P. Gardening	Lengthsman Scheme	400.00
		Total	15872.50

b) Income received since the last meeting noted:

Date	Payer		£
09.06.2020	Lloyds Bank	Interest - June	1.03
26.06.2020	Englefield Estate	Repayment of refund & overpayments	253.35
		Total	254.38

c) Bank Balances noted

Treasurers Account: £11,137.10 as at 29.06.2020

Business Account: £25,267.29 as at 09.06.2020

Fixed Term Deposit £55,560.66 as at 10.07.2020

It was noted that two Fixed Term Deposits were reinvested automatically by the bank. It was proposed by Cllr Gardiner that in future, Fixed Term Deposits should be re-invested in four separate amounts with maturity dates to be one in each quarter. This was seconded by Cllr McGarvie and unanimously agreed.

d) To review and agree monthly budget to actual performance

The Clerk reported that the new accounts software had been purchased and installed and was ready to go. However, due to the time taken to sort out issues on the 2019/20 accounts and the 2020/21 budget, there was insufficient time to produce the accounts. The accounts for the four months to 31st July will be prepared and circulated in due course.

e) To approve the draft accounts for the year ended 31/03/2020 prior to internal audit inspection and review of earmarked reserves

Due to the delay in circulating the documents, it was proposed by Cllr Gardiner that Councillors' be given a further 48 hours to review and comment to the Clerk. If there were no comments, the accounts would be approved and delivered to the internal auditor for inspection. The approval would be ratified at the next monthly meeting. This was seconded by Cllr McGarvie and unanimously agreed.

The following items were discussed:

1. What had happened to the grant application for £9,000 for the Neighbourhood Plan preparation? Cllr Gardiner advised that it should have been received in three equal annual instalments of £3,000. It was agreed the Clerk would liaise with Cllr Greaves in resolving the matter.
2. The earmarked reserves were discussed and it was agreed to increase the tennis courts provision by £3,000 and the Pamber Heath Memorial Hall provision by £5,000.

111/20: Policies Review

It was proposed by Cllr McGarvie to approve the policies for Safeguarding, Health & Safety and Equality & Diversity. This was seconded by Cllr Greaves and unanimously agreed.

It was proposed by Cllr Gardiner to approve the Reserve Fund policy subject to revising the earmarked reserves for the 2019/20 payments and the additional provisions agreed under item 110/20 – e) 2. This was seconded by Cllr McGarvie and unanimously agreed.

112/20: Clerk Correspondence

The report circulated with the meeting documents was duly noted.

113/20: Memorial Hall to include update on provision of additional facilities and LIF Application

Cllr Kingston presented a verbal update on the provision of additional facilities and thanked the members of the Council and the Clerk who had assisted in and supported the LIF Application. This had been well received by BDBC.

The Chairman reported on an application received from the Hall Management Committee for a bar gate to be installed across the car park entrance under the height barrier. This was due to incidences of anti-social behaviour during the evening. A quote had been received in the sum of £350 to provide the bar gate and lock. It was proposed by Cllr Goss to purchase the gate, seconded by Cllr McGarvie and unanimously agreed. The Clerk to process.

114/20: Neighbourhood Plan update

Cllr Greaves presented a verbal update, which led to a discussion by the Council. It was agreed that the SHEELA consultation with parishioners, cancelled due to the Covid-19 pandemic, should be resurrected to ensure that the Steering Committee had the support of parishioners in identifying any potential sites for development.

The next Steering Committee meeting was due to take place on 16th July.

115/20: I.T. and Social Media matters

The Clerk provided an update on the following:

a) Printer

A new printer had been purchased and is working well. However, the cost of the original printer approved by Council had risen by £50 when placing the order. A suitable alternative was purchased at a saving of £43.80 over the original cost quoted.

b) Accountancy Software Package

As noted under Finance.

c) Councillors e-mail addresses

Parishcouncil.com are in the process of setting-up these new e-mail addresses. They have also confirmed there will not be a cost for doing this.

116/20: Highways matters

It was noted that the traffic bollards at the entrance to New Road were being replaced.

It was also noted that no authorisation had yet been received from the police to re-start Speedwatch.

117/20: Open Spaces

a) Consideration of alternative delivery of footpath maintenance

It was noted that HCC had withdrawn their previous request for assistance in the delivery of footpath maintenance. The works would now be carried out by in-house services.

b) Request for maintenance of tennis courts

A request had been received for a second net to be put up. Cllr Kingston said that he believed a second net already existed and offered to try to locate it. It was agreed Cllr Kingston would notify the Clerk.

In the absence of finding the second net, it was proposed by Cllr Goss to purchase a second net at the cheapest possible price, circa £70. This was seconded by Cllr McGarvie and unanimously agreed.

It was agreed to discuss the use of the tennis courts area at the next monthly meeting.

c) Pamber Park and S106 funds

The Chairman reported his discussions with Kathryn Daley at BDBC and confirmed that monies were available to improve facilities at Pamber Park. Monies available are for providing footpath access to the equipment by disabled users and for new equipment.

Cllr Goss proposed that he be given authority to continue to discuss the provision of a pathway on the park and equipment and then to instruct the Clerk to obtain quotes. This was seconded by Cllr Kingston and unanimously agreed.

118/20: Reports from Parish Council Representatives

- a) Pamber Forest Advisory Committee: No meeting.
- b) Basingstoke and District Association of Town and Parish Councils: A virtual meeting will be held on 30th July. Cllr Kingston and Cllr Greaves are to attend.
- c) The Memorial Hall: An additional fire door is being installed to assist with social distancing and keeping the playgroup separate from other hall users.
- d) St. Stephens Hall, Little London: Bathroom facilities currently being carried out. Roof repairs to be carried in around September.
- e) AWE Local Liaison Committee: No meeting to report. The next meeting will be virtual.
- f) Hampshire Association of Local Councils: Reports circulated during the month.
- g) BDBC Parish Liaison Meeting; No meeting.

119/20: Police and Neighbourhood Watch matters

It was noted that PCSO Emma Page had moved area and PCSO Adam Steele had taken over.

120/20: Items of a Confidential Nature

These matters were agreed and a separate confidential minute was made.

121/20: Date of next meeting

The next monthly meeting will be held on Monday, 14th September 2020 at 7.30pm either at Pamber Heath Memorial Hall or virtually by Zoom.

The meeting closed at 9.40pm