



Minutes of the Highclere Parish Council Meeting

Highclere Village Hall

Tuesday 10 October 2023 at 7.30pm

Members Present: Cllr Norton (Chairman), Cllr York, Cllr Stoker

Clerk: Amy White

The Chairman, Brad Norton welcomed everyone to the meeting.

1. 57/23 Apologies for Absence

Cllr Easton, Cllr Thacker and Cllr Falconer sent their apologies which were accepted.

2. 58/23 Declarations of Interest

None.

3. 59/23 To agree Minutes of Meeting held on 12 September 2023

The Minutes of 12 September 2023 were agreed as a true record and signed by the chairman.

4. 60/23 Matters arising from Meeting held on 12 September 2023

Number	Action	Person
51/23	Clerk will request to HCC that the drain outside the Highclere church is cleared as well as reporting the issue with run off on Bartletts Down Lane. Actioned- ref 21694600 on Hantsweb.	Clerk

5. 61/33 Public participation

No one present.

6. 62/23 Reports from County and Borough Councillors

No County or Borough Councillor was present.

7. 63/23 Recent Planning Applications (comments in bold):

Please see [the Basingstoke and Deane portal](#) for full responses from HPC.

- 23/02384/LBC at Highclere Castle, Estates Office, Highclere Park (*Response sent: No objection*)

8. 64/23 Neighbourhood Plan update

The site selection has been confirmed as Foxs Lane. The Clerk confirmed this information is available on the website. The steering group has been successful in applying for a Localilty/Groundworks grant and has been awarded £10000 for 2023/24.

9. 65/23 Highways Update

The A343 section from Wash Water to Penwood crossroads has now been resurfaced. The Seven Stones bridge has also been repaired. Cllr Thacker has written to Cllr Norton explaining that further resurfacing should be undertaken later in the financial year.

Bartletts Down- Clerk will ask for a Highways Engineer (and Cllr Nick Adams King) to come and look at the issue as the council feels it is unable to assist further than it has already.

Speed Indicator Device- The Clerk has been informed by Premier Grounds that they will continue to move the SID for £70 per move. *After a discussion it was agreed that the SID was an important and visible part of the parish spending and that HPC would ask Premier Grounds to continue to move the SID until December, when the council will review further.*

Action: Clerk to inform Premier Grounds of HPC's request to continue to move the SID at the new rate of £70 per move, for review in December.

10. 66/23 Footpaths

The landowner of the bridge crossing footpath 734 is still waiting for Hampshire to deal with the exposed bridge and any associated flooding issue.

11. 67/23 Westridge project update

Cllr York explained that the current project fund projection is £11k excl VAT.

The Clerk advised that the CIL funding (see item 13) could be used for improvement to the entrance to Westridge Studio, based on the criteria required for CIL. After a discussion it was agreed that this funding would be ringfenced for this, separate to the Westridge project, and subject to a satisfactory quote.

Action: Clerk to ringfence CIL funds for improvement of entrance to Westridge Studio, Star Lane based on satisfactory quote received.

12. 68/23 New councillors- ways to encourage people to join the council

The Clerk has advertised on the website, via Highclere Society newsletter and reached out to the Penwood facebook community for new members. BDBC is aware of the current total of 4 councillors out of 8 places. The number of councillors needed for any meeting to be quorate is 3; therefore, there is potential for future meeting to not occur should more than one councillor not be available.

13. 69/23 Finance update

The Finance 6 month spreadsheet is attached at the end of the Minutes.

The Clerk presented the following items for payment for October:

October 2023 Payments

Date

Invoiced	Budget Line	Explanation	Amount
2-Oct-23	IT/Website Admin incl Ionos	Dropbox Plus for HPC	£59.92
2-Oct-23	VAT	Dropbox Plus for HPC	£11.99
27-Oct-23	PAYE	HMRC Month 7	£326.76
27-Oct-23	Clerk's Salary		£741.15
27-Oct-23	Litter Warden Salary		£536.80
28-Sep-23	IT/Website Admin incl Ionos	Ionos invoice 203038307323 (Direct Debit)	£6.00
28-Sep-23	VAT	Ionos invoice 203038307323 (Direct Debit)	£1.20
27-Sep-23	Payroll	Red76 Payroll Inv 7095	£16.00
27-Sep-23	VAT	Red76 Payroll Inv 7095	£3.20
18-Sep-23	Audit	External Audit (BDO)	£210.00
18-Sep-23	VAT	External Audit (BDO)	£42.00
27-Oct-23	Pension contribution	Nest (Direct Debit)	£75.28

Total: £2,030.30

Bank Balance at 30 September 2023:

Community Acc: £ 4692.24

Business Acc: £60364.75

Conclusion of external audit: The Clerk advised the audit is now concluded and the report is on the website.

The following points were raised:

The smaller authority has disclosed that it made proper provision during the year 2022/23 for the exercise of public rights, by answering 'Yes' to Section 1, Assertion 4. However, as was reported last year, we are aware that it failed to do this and therefore should have answered 'No' to this assertion. It has also disclosed that it took appropriate action on all matters raised in reports from internal and external audit, by answering 'Yes' to Section 1, Assertion 7, which, on the basis of the above, is not correct.

The smaller authority have answered 'N/a' to AGS Assertion 9 which is incorrect. Evidence has come to our attention from the internal auditor to suggest that the smaller authority is a sole managing trustee, and therefore this should be ticked 'Yes'.

The council have not answered Q11a, The Council, as a body corporate, acts as sole trustee and is responsible for managing Trust fund or assets and have answered Q11b, The figures in the accounting statements above do not include any Trust transactions has been answered N/a

incorrectly. The internal auditor and the previous external audit reported that the council does act as a sole trustee.

The Clerk advised that the second tranche of the precept has been received and a grant of £10000 from Groundworks for the Neighbourhood Plan.

The Clerk has been advised that HPC will receive a CIL fund of **£493.90** for planning application 23/00679/ROC (Hylands, Mount Road). HPC still has an unspent **£2388.26** CIL funding received in 2022.

The CIL Regulations state that these funds must be used *“to support the development of the local area by funding:*

*(a) the provision, improvement, replacement, operation or maintenance of infrastructure; or
(b) anything else that is concerned with addressing the demands that development places on an area.”*

14. 70/23 Items to take forward to subsequent meeting

Budget first draft. Councillor recruitment. CIL funding. Local Plan update meeting feedback (to be held 24 October 2023).

15. 71/23 Date of next Meeting Tuesday 14th November, Westridge Studio 7:30pm.

Signed _____ Position _____ Date _____

Actions from 10th October 2023 Meeting

Number	Action	Person
65/23	Action: Clerk to inform Premier Grounds of HPC’s request to continue to move the SID at the new rate of £70 per move, for review in December.	Clerk
67/23	Clerk to ringfence CIL funds for improvement of entrance to Westridge Studio, Star Lane based on satisfactory quote received.	Clerk

Hampshire County Councillor Update

October 2023 Tom Thacker

1. HCC financial planning this autumn

The financial challenges facing the County Council, and local government nationally, are well documented. Each year, it costs more to deliver public services, but the money received from central Government and council tax increases is not enough to meet the extra costs, which results in a deficit. High inflation and growing demand for local services means that in the two years up to the 2025/26 financial year, the budget shortfall is expected to rise considerably to £132m, one of the biggest deficits the County Council has ever faced.

Proposals this autumn set out options for how Hampshire County Council could close this budget gap and comes on top of over £0.6bn of spending reductions already delivered since the start of national austerity. Hampshire is in a better financial position than most other county councils, and while the Authority's finances are stable until 2025/26, future stability relies on central Government fundamentally changing the way that local government services are funded, or reducing what councils are legally required to deliver.

In the absence of any immediate Government action in this regard, Hampshire County Council must plan on the basis of closing the budget gap itself, applying a combination of tactics to help balance the books, including changing and reducing services and delivering only those services which the council must legally provide.

A final decision is to be made by the full county council in November. After this, some proposals may then be subject to more detailed public consultation.

2. Transforming in-house nursing and specialist care

A ten week public consultation is now underway on proposals that would see £173 million invested over the next five to six years to transform and expand the future of nursing and specialist accommodation directly provided by HCC for the county's growing older population. The proposals recommend concentrating on the delivery of specialist nursing care, complex dementia care and short-term support – to either prevent a hospital admission or support a hospital discharge, so ensuring care could be provided more cost effectively.

The proposals include:

- building new nursing homes in Havant, Winchester and the New Forest
- modernising and expanding care at existing homes in Basingstoke, Aldershot and Emsworth
- withdrawing over time from the direct provision of residential care, with the closure of a number of the council's older homes.

More detail and a link to the consultation can be found at <https://hampshirecc.welcomesyourfeedback.net/s/HCC-Care2023>.

The consultation closes on 12 November 2023 with a final decision expected in February next year.

3. Countryside Services - Parish Pages

Parishes, town councils and other local groups may find the [Parish Pages](#) page on the HCC website a useful source of countryside information, including opportunities for grants and funding, information about Parish Pollinators, becoming a Volunteer, Countryside Canines and a guide to rights of way for parishes and communities. In addition, the Definitive Map is useful in identifying and locating rights of ways - www.hants.gov.uk/landplanningandenvironment/rightsofway/definitivemap

4. Increased payments to local residents hosting Ukrainian families

The county council has announced that it will be paying an extra £200 per month to all Hampshire residents hosting Ukrainian guests as part of the Government's Homes for Ukraine Scheme, until the end of March 2024. This takes the monthly payment to £700, which is above the Government's current guidance for local authorities

HIGHCLERE PARISH COUNCIL

Receipts and Payments - 2023/24

RECEIPTS	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Total
Precept	£ 12,528.00					£ 12,528.00							£ 25,056.00
Litter Warden Grant	£ 8,398.52												£ 8,398.52
Other Grants						£ 10,000.00							£ 10,000.00
Other													£ -
VAT Recovered	£ 1,867.83												£ 1,867.83
Bank Interest			£ 90.35			£ 120.10							£ 210.45
	£ 22,794.35	£ -	£ 90.35	£ -	£ -	£ 22,648.10	£ -	£ -	£ -	£ -	£ -	£ -	£ 45,532.80

PAYMENTS	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Total
Clerk's salary	£ 711.28	£ 705.28	£ 711.08	£ 711.28	£ 908.96	£ 741.15	£ 741.15						£ 5,230.18
PAYE		£ 634.74	£ 317.57	£ 317.37	£ 408.95	£ 326.76	£ 326.76						£ 2,332.15
Litter Warden Salary	£ 536.80	£ 536.80	£ 536.80	£ 536.80	£ 536.80	£ 536.80	£ 536.80						£ 3,757.60
Pension contribution	£ 72.96	£ 72.96	£ 72.96	£ 72.96	£ 75.28	£ 75.28	£ 75.28						£ 517.68
Clerk's expenses	£ 6.00					£ 32.41							£ 38.41
Training Courses													£ -
Insurance		£ 341.24											£ 341.24
Audit			£ 240.00				£ 210.00						£ 450.00
Chairman's allowance		£ 61.51											£ 61.51
Cllr Expenses/Travel													£ -
Member Subscriptions													£ -
IT/Website Admin incl Itonos	£ 54.99	£ 5.00	£ 15.99	£ 6.00	£ 6.00	£ 6.00	£ 65.92						£ 159.90
Payroll	£ 14.00	£ 30.00	£ 16.00	£ 16.00	£ 16.00	£ 16.00	£ 16.00						£ 124.00
Grants & Sec 137													£ -
Reserves													£ -
Speed Indicator Placement	£ 70.00		£ 287.98										£ 357.98
Hall Hire						£ 90.00							£ 90.00
Neighbourhood Plan	£ 783.68	£ 903.20	£ 232.50	£ 1,141.21	£ 650.00	£ 632.50							£ 4,343.09
Planning	£ 250.00												£ 250.00
VAT	£ 303.54	£ 178.64	£ 80.90	£ 237.64	£ 134.40	£ 137.38	£ 58.39						£ 1,130.89
Grant Refund													£ -
Other (Repairs, Lengthsman, Maintenance)				£ 25.00									£ 25.00
Community Funded Initiative													£ -
CIL													£ -
Defib for Penwood													£ 2000.00
Westridge Project	£ 595.00												£ 595.00
	£ 3,398.25	£ 3,469.37	£ 2,511.78	£ 3,064.26	£ 2,736.39	£ 2,594.28	£ 2,030.30	£ -	£ -	£ -	£ -	£ -	£ 19,804.63

BUDGET	% of Budget
24092.00	104%
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BUDGET	% of Budget
12044.00	43%
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8300.00	45%
328.35	158%
100.00	38%
50.00	0%
400.00	85%
450.00	100%
745.00	8%
100.00	0%
400.00	0%
250.00	64%
192.00	65%
500.00	0%
545.00	0%
600.00	60%
150.00	60%
8000.00	54%
2000.00	
2000.00	57%
4000.00	0%
1000.00	3%
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2388.00	0%
2000.00	
5000.00	12%
£51,542.35	38%