



Minutes of the Highclere Parish Council Meeting

Westridge Studio

Tuesday 09 January 2023 at 7.30pm

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

Clerk: Amy White

Present: Cllr Falconer, Colin Wall (NP chair), five parishioners

The Chairman, Brad Norton welcomed everyone to the meeting.

1. 72/23 Apologies for Absence

Cllr Thacker was absent but sent a report.

2. 73/23 Declarations of Interest

None.

3. 74/23 To agree Minutes of Meeting held on 14 November 2023

The Minutes of 14 November 2023 were agreed as a true record and signed by the Chairman.

4. 75/23 Matters arising from Meeting held on 14 November 2023

None brought forward.

5. 76/23 Reports from County and Borough Councillors

See Cllr Falconer's input on planning discussions in item 6.

Cllr Thacker's report can be found with the Minutes on the website.

6. 77/23 Recent Planning Applications (comments in bold):

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

- 23/02955/FUL at Barn On Land Adjacent To The A343 Andover Road (Deadline 21 December, response sent: Objection)
- 23/02888/HSE at Westridge Lodge Star Lane Highclere (Deadline 19 December, response sent: No objection)
- 23/02884/FUL at Land To The Rear Of The Old Beer House Foxs Lane Penwood (Deadline 14 December, response sent: No objection)
- 23/02883/HSE at Vine Lodge Penwood Drove Penwood (Deadline 14 December, response sent: No objection)

- 23/03009/FUL at Woodcutters, Foxs Lane Penwood Highclere- response to be sent: Concerns, rather than objection.

Update on Watermill Bridge Appeal Hearing: Cllr Falconer updated the council on the appeal process. The inspector will inform the planning officers when to expect a decision. The other (very similar) application by the developer is still being considered.

Three parishioners attended the meeting to express their concern about work going on at Hillside Farm (the landowner lives in Ashmansworth but the land sits within Highclere parish). Cllr Falconer has asked Philip Richards, Enforcement Officer at BDBC and a case has been opened. The Flood Management Team at Hampshire County Council has also been contacted by a parishioner and photos sent to show the change to the landscape. Cllr Falconer will keep everyone informed of the enforcement progress.

7. 78/23 Neighbourhood Plan update

Colin Wall updated the council on the timeline of the NP. His report is at the end of the Minutes.

8. 79/23 Westridge project update

Still awaiting quotes for the driveway improvement.

9. 80/23 Finance update

The Clerk presented the following items for payment for January:

Date	Budget Line	Explanation		
Invoiced				
27-Jan-24	Litter Warden Salary		£	536.80
27-Jan-24	Clerk's salary		£	790.69
27-Jan-24	Pension Contribution	Nest (Direct Debit)	£	80.50
27-Jan-24	PAYE	HMRC Month 10	£	347.71
28-Dec-23	IT/Website Admin incl Ionos	Ionos invoice 203039755577 (Direct Debit)	£	6.00
28-Dec-23	VAT	Ionos invoice 203039755577 (Direct Debit)	£	1.20
27-Dec-23	Payroll	Red76 Payroll Inv 7831	£	16.00
27-Dec-23	VAT	Red76 Payroll Inv 7831	£	3.20
20-Dec-23	Speed Indicator Placement	Placement on 1/11, 13/11, 30/11, 13/12	£	280.00
20-Dec-23	VAT	Placement on 1/11, 13/11, 30/11, 13/12	£	56.00
2-Jan-24	Hall Hire	Westridge Studio hire for HPC meeting Inv 436	£	20.00
			Total:	£ 2,138.10

Bank Balance at 31 December 2023:

Community Acc: £ 4909.67

Business Acc: £52419.71

Budget: The Clerk had circulated the second draft budget in advance (see end of Minutes). The Clerk advised raising the precept by 2%. Projects for 24/25 have been added to the budget as earmarked reserves.

Precept: Having considered the budget, full council agreed to a precept increase of 2%, to **£25506** for 2024/25.

Action: Clerk to request precept from BDBC.

10. 81/23 Items to take forward to subsequent meeting

Local Plan consultation

11. 82/23 Date of next Meeting Tuesday 06 February Westridge Studio 7:30pm.

Signed _____ Position _____ Date _____

Actions from 09 January 2024 Meeting

Number	Action	Person
82/23	Clerk to request precept from BDBC.	Clerk

Colin Wall- NP report

Progress to date

Our Site assessment information was sent to the Planning Officer at the North Wessex Downs National Landscape on September 8th. She had indicated earlier to being overwhelmed by work and we have yet to hear back. Other work continues regardless. Two written (email) objections to our chosen site were received, a response has been sent.

Our lists of Views and Green Spaces for the relevant policies were presented at an SG meeting on November 29th. After plenty of discussion a final list was agreed for David Skyrme to finalise. We also agreed on amendments to most of the rest of the plan and CW produced a summary of those and of which policies we wanted in and out.

Current

CW writing a response to the site objections for SG/PlanET approval.

DS is in course of doing that updating, with CW editing, before sending back to PlanET. They will then update the master and send off to Basingstoke for screening.

As reported last month, our NP liaison at Basingstoke left a little while ago. We had planned for PlanET to liaise with Basingstoke about the Screening Draft; they did indeed make contact recently and we now have an official NP liaison person, Jill Lee.

There will be some issues around the process. The latest version of the Local Plan Update will be going to consultation on January 22nd, 2024 and so the Planning Policy officers are pretty rammed with work on that up until that day. We are therefore planning, as they have requested, for our Screening Draft not to arrive in Basingstoke before that date. They will also be alerting us (maybe before that?) of any policy issues in the consultation which might affect our Plan. It should be remembered that B&D's Spatial Strategy and the overall Housing Requirement elements of the LPU were rejected last year and the Government at some point had said that the HR was "indicative".

Budget 2nd draft:

Budget 24/25

RECEIPTS	Budget 23/24	Projection EoY 23/24	Budget 24/25
Precept	25056	25056	25506
CIL		493.4	500
Bank Interest	40	402	405
GRANTS			
Litter Warden Grant	8000	8398.52	8500
Other Grants	4000	10000	5000
Other			
TOTAL INCOME:	37096	44349.92	39911

2%

PAYMENTS	Budget 23/24	Projection EoY 23/24	Budget 24/25
Precept Running Costs			
Clerk's salary incl PAYE	12044	12000	12500
Employer Pension contribution	328.35	348	370
Clerk's expenses	100	40	50
Training Courses	50	0	50
Insurance	400	341	400
Audit	450	450	470
Chairman's allowance	745	100	100
Cllr Expenses/Travel	100	0	50
Member Subscriptions	400		410
IT/Website Admin incl Ionos	250	200	250
Accounting Software (NEW)			144
Payroll	192	204	204
Grants & Sec 137	500	0	1500

Speed Indicator Placement	600	1300	1500
General Reserves	545		
Hall Hire	150	210	210
Planning (consultants)	2000	1400	2500
Other (Repairs, Lengthsman, Maintenance)	1000	1500	500
TOTAL PRECEPT RUNNING COSTS	19854.35	18093	21208

Grant Expenditure	Budget 23/24	Projection EoY 23/24	Budget 24/25
Litter Warden Salary	8000	8112	8500
Litter Warden Exps	300		
Groundworks Grant	10000	2000	5000
TOTAL GRANT EXPENDITURE	18300	10112	13500

RESERVES/EARMARKED	Budget 23/24	Projection EoY 23/24	Budget 24/25
Neighbourhood Plan	8000	5000	5000
Defib for Penwood	2000	0	0
Community Infrastructure Levy	2388	2388	2800
Westridge Project	5000	600	4400
TOTAL RESERVE EXPENDITURE	17388	7988	12200
TOTAL PAYMENTS:	55542.35	36193	46908

2022/2023 Precept

Precept Amount	Band D properties	Contribution per property	Increase on previous year	% increase on previous year
£24,092.00	768.2	£31.36	£0.91	

2023/2024 Precept

Precept Amount	Band D properties	Contribution per property	Increase on previous year	% increase on previous year
£25,056.00	768.2	£32.62	£1.25	4%

2024/25 Precept

Precept Amount	Band D properties (projection)	Contribution per property	Increase on previous year	% increase on previous year
£25,506.00	768.2	£33.20	£0.59	2%