



## Minutes of the Highclere Parish Council Meeting

### Highclere Village Hall

Tuesday 14 June 2022 at 7.30pm

**Members Present:** Cllr Norton (Chairman), Cllr Dierks, Cllr Leeson, Cllr York, Cllr Smith

**In Attendance:** Cllr Falconer

**Clerk:** Amy White

The Chairman, Brad Norton welcomed everyone to the meeting.

**1. 09/22 Apologies for Absence**

Apologies received from Cllr Stoker (unwell). No response from Cllr Thacker.

**2. 10/22 Declarations of Interest**

None.

**3. 11/22 Update on actions from 19 April 2022**

150/21	Clerk to keep advertising for new Councillors- <b>Actioned (ongoing)</b>	Clerk
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**4. 12/22 Reports from County and Borough Councillors**

Cllr Falconer Reported that an enforcement notice EC2200102/UOD3 has been raised on a property in Tubbs Lane regarding their fence.

**Action:** Clerk to add info on verges and fences to the website as a news item and on planning page.

**5. 13/22 Neighbourhood Plan update**

Please see Colin Wall's report at the end of the minutes.

HPC has been invited to join a Basingstoke Parishes Coalition Group, facilitated by Whitchurch Town Council, to challenge the Government's Local Plan figures.

**Action:** Clerk to express HPC's interest in joining the group.

**6. 14/22 Recent Planning Applications (comments in bold):**

*Please see the Basingstoke and Deane portal for full responses from HPC.*

- 22/01082/ROC Glencross, Mount Road (Response sent 02/05/22: Objection)

- 22/01270/HSE Leeham, Pantings Lane (Response sent 23/05/22: Objection)
- 22/00416/HSE Thackit Eaves- A letter has been sent to BDBC after the property owner sent confirmation of changes to their application.
- Tubbs Lane fence- enforcement concern and action decision- see Cllr Falconer's report, item 4.

#### 7. 15/22 Roads and Transport

The Clerk confirmed the SID has been delivered and will be collected by Premier Grounds tomorrow; it will be sited on Foxs Lane 29/06. The SID schedule will be revised and the SID will then be moved on the same day as the one in East Woodhay, to save costs.

#### 8. 16/22 Finance update

The Clerk presented the following items for payment for June:

1-Jun-22	Queens Jubilee	Paid to Westridge (from BDBC)	£ 1,000.00
27-Jun-22	Clerk's salary		£ 757.17
15-Jun-22	Clerk's expenses	Ionos	£ 14.99
15-Jun-22	VAT	Ionos	£ 3.00
27-Jun-22	Pension contribution	Royal London	£ 70.98
27-Jun-22	Litter Warden salary	Incl £13.95 Fuel allowance	£ 485.15
27-Jun-22	PAYE	HMRC Month 3	£ 242.67
15-Jun-22	Audit	Eleanor Greene internal audit	£ 240.00
15-Jun-22	IT incl payroll, Microsoft	Red76 May invoice	£ 14.00
15-Jun-22	VAT	Red76 May invoice	£ 2.80
15-Jun-22	Other (Repairs, Lengthsman, Maintenance)	Bench installation on Andover road- Scofell Landscapes Ltd	£ 789.20
15-Jun-22	VAT	Bench installation on Andover road- Scofell Landscapes Ltd	£ 157.84
15-Jun-22	Speed Indicator Placement	Westcotec SID with bluetooth purchase	£ 3,525.00
15-Jun-22	VAT	Westcotec SID with bluetooth purchase	£ 705.00

**Total: £ 8,007.80**

**Bank Balance 31 May 2022**

**Community: £3033.08**  
**Business: £52312.30**

Cllr Leeson is now confirmed as an authorised signatory on the Barclays account.

The Clerk confirmed HPC has passed the internal audit. Improvement suggestions will be actioned. The Chairman, Cllr Norton signed AGAR part 3 and the Clerk will set the dates for public exercise of rights to be from Monday 20<sup>th</sup> June for 30 working days.

#### 9. 17/22 Correspondence Received

Cllr York has been asked to add the Trim Trail and other Penwood facilities to the website.

**Action:** The Clerk will update the website with Penwood information.

- 10. **18/22 Items to take forward to subsequent meeting:**  
Standard items; Meeting with Chair of Highclere Society.
- 11. **19/22 Date of next Meeting** Tuesday 12<sup>th</sup> July, 7:30pm, Highclere Village Hall.

Signed \_\_\_\_\_ Position \_\_\_\_\_ Date \_\_\_\_\_

**Actions from 14 June 2022 Meeting**

<b>12/22</b>	Clerk to add info on verges fence on the website as news item and on planning page.	<b>Clerk</b>
<b>13/22</b>	Clerk to express HPC’s interest in joining the Parishes coalition group.	<b>Clerk</b>
<b>15/22</b>	Clerk to purchase android phone up to £220.	<b>Clerk</b>
<b>17/22</b>	The Clerk will update the website with Penwood information.	<b>Clerk</b>

**Colin Wall- Neighbourhood Plan Update**

**Highclere Neighbourhood Plan – Progress update – June 14<sup>th</sup> 2022**

*Settlement Policy Boundary and Call for Sites*

The meeting to discuss the SPB and the results of the Call for Sites Assessments was held on April 15<sup>th</sup> and the results formed the basis of our report for the Annual Parish Meeting in May. The Parish Consultation signposted at that meeting will in all likelihood be required on the Sites for adoption into the NP, but its timing depends on three factors :

- The JPP Appeal is still not started. We are endeavouring to make progress but we remain concerned (yet sanguine) that our efforts and expenditure on Sites might become nugatory.
- We are exploring whether Community-Led Housing might play a role in meeting the Housing Requirement for Highclere, and are meeting a guest expert next Monday 20<sup>th</sup>.
- Following the above meeting we will convene to decide our Site strategy and decide on a schedule, if we can, for Parish Consultation.

*Plan Development*

The first Draft Skeleton Plan has been reviewed by some but not all the group, and some formatting changes will be required. Some of the non-Housing areas of the plan are now being considered.

