



## Minutes of the Highclere Parish Council Meeting

### Highclere Village Hall

Tuesday 12 October 2021 at 7.30pm

**Members Present:** Cllr Norton (Chairman), Cllr York, Cllr Jenkins, Cllr Stoker, Cllr Smith, Cllr Leeson, Cllr Easton (until 8:30pm)

**In attendance:** Cllr Falconer, Colin Wall (Neighbourhood Plan lead)

**Clerk:** Amy White (via Zoom)

The Chairman, Brad Norton welcomed everyone to the meeting.

**1. 70/21 Apologies for Absence**

Cllr Thacker apologised for his absence. His report can be found at the end of the minutes.

**2. 71/21 Declarations of Interest**

None.

**3. 72/21 To confirm accuracy and sign minutes of 14 September 2021**

It was unanimously resolved that the Minutes be accepted as an accurate record. They will be signed by the Chairman, Cllr Norton at the next meeting due to the Clerk's virtual attendance at this meeting.

**4. 73/21 Update on actions from 06 July 2021**

<b>20/21</b>	Cllr Smith will laminate footpath numbers on card to place on paths, perhaps with the Take Pride in Highclere logo. <b>Actioned:</b> Cllr Dierks has nominated two footpath numbers (736, 737) for Cllr Smith to start with.	<b>Cllr Smith</b>
<b>58/21</b>	Clerk to add hedge poster to Facebook and website. <b>Actioned</b>	<b>Clerk</b>
<b>59/21</b>	Clerk to get the bench on A343 either removed or repaired by Jason Ebury. <b>Actioned:</b> Jason/Lengthsman can remove bench in November and keep the concrete plinth in place. Should residents request a replacement bench, the PC will consider placing a new one on the plinth.	<b>Clerk</b>
<b>64/21</b>	Clerk to amend safeguarding policy, laminate and put in Highclere Village Hall. <b>Actioned</b>	<b>Clerk</b>
<b>67/21</b>	Clerk to respond to Parishioners' correspondence <b>Actioned.</b>	<b>Clerk</b>

**5. 74/21 Public Participation**

No members of the public were present.

## **6. 75/21 Neighbourhood Plan/Local Plan update- Colin Wall**

Colin Wall briefly described the response proposed by the NPSG which, along with a background paper and some B&D documents, had been circulated to Cllrs before the meeting.

He then relayed the advice he had gained from the consultants being used by the NPSG. They considered that the background paper was technically accurate and the response was not unreasonable. However, it was the consultants' view that B&D were minded to impose SPBs on the five small villages where a housing requirement would be given, including Highclere.

That being the case, a more conciliatory tone would be appropriate, and it would be politic to suggest that the PC and NPSG would be pleased to discuss the detailed options which arise because the NP covers the Parish and the proposed Settlement Policy Boundary only covers the central Village of Highclere (e.g. Penwood is not included).

So, the original four-point response could be replaced by:

1. Highclere is happy in Category 5, Small Villages
2. A housing requirement of 10 dwellings over the plan period is acceptable
3. The NP plans to allocate sites to deliver at least the above housing requirement, though across the wider Parish as appropriate
4. While, in that circumstance, the SPB is therefore not technically required or could, indeed be implemented through NP policies, both the PC and the NPSG expect that an ongoing dialogue with BDBC will need to start to ensure that the aims of all parties are both aligned and achievable.

**Action:** Cllr York to draw up a formal response and agree it with Cllrs Norton and Stoker, along with Mr Wall on behalf of the NPSG. The Clerk to subsequently forward to BDBC as appropriate.

## **7. 76/21 Reports from County and Borough Councillors**

Cllr Falconer reported from the recent Development Control Committee where the application for 26 houses off the Andover Road was refused, along with the Falkland Farm application.

Cllr Falconer agreed the green waste bin issue is not acceptable. Cllr Dierks asked whether BDBC could send households a voucher for the tip once a month, as a gesture of goodwill and to reimburse those households that have subscribed to the collections, following the lack of collections during August, September and October and further collections being cancelled until November. Cllr Falconer agreed this was a good suggestion and will feed this idea back.

## **8. 77/21 Roads and Transport**

The Clerk reported that the new village gates from the speed awareness initiative (Community Funded Initiative) have been installed. All councillors agreed they look smart. The next stage of the project will be to improve the floor signage ("Dragon's Teeth"). As yet we are unaware of when the project will be completed.



### **78/21 SID Update: Cllr Easton**

The SID (Speed Indicator Device) is currently placed on the A343 with a new battery. Cllr Easton has spent time trying to work out the issues with the SID. The manual states that two batteries are needed for the running of the SID; to date, HPC has only been using one at a time. The new batteries purchased by the Clerk are half the price of those from Radarlux, however, the SID does not have the correct wiring needed for both batteries to be in the SID at the same time. Cllr Easton will be able to remedy this (by making a cable) and get both batteries working in the SID at one time, which should improve the longevity of the battery life as well as improved display.

Currently the SID will be up for a maximum of two weeks before Cllr Easton can then amend the wiring needed for the second battery. Whilst this will delay the subsequent SID schedule, it was felt that due to feedback from residents to see some action regarding speeding, this will provide some reassurance that the PC is working to improve the SID reliability and to continue to collect data for analysis and reporting. The plan will be for data collected by the SID to be summarised and added to the new website.

### **9. 79/21 Environment**

Cllr Dierks reported on Pride in Highclere: The flyer regarding hedge maintenance is out on the website, Facebook and Twitter. There has been some positive engagement. Cllr Dierks will take more autumnal pictures to add to the website as a reminder to keep areas tidy.

**80/21** Cllrs York and Dierks reported on footpath 503 off Pantings Lane towards Thorngrove; trees leaning over properties need clearing/reducing and some have been noted to have Ash Dieback. Residents backing on to this path have paid for work to be done and the path will need to be closed when this work is undertaken. Once the date is known the Clerk will inform Thorngrove School and notices will be placed at either end of the path.

**81/21** Cllr York advised the Parish Council to write to the owners of Keels Barn regarding a tree (Sycamore), overhanging Pantings Lane, which needs attention. There appears to be a lot of dead wood in the tree.

**Action:** Clerk to write to owners of Keels Barn to request that they attend to the tree overhanging Pantings Lane.

**82/21 Lengthsman:** Cllr Jenkins asked for any Lengthsman tasks to be sent to him. One task will be to remove the broken bench on the A343.

### **10. 83/21 Recent Planning Applications:**

1. 21/02373/HSE Paddock View Foxs Lane Penwood Highclere (HPC Response: No Comment)

2. 21/02867/FUL Oakley Farmhouse Penwood Road Wash Water (HPC Response: No Comment)
3. 21/02527/FUL Plantation Cottage Westridge (HPC Response: object to the change of use given that the plot is in the AONB.)
4. 21/02652/FUL Field at Foxs Lane Penwood (HPC Response: No comment)
5. 21/02934/LBC Forge Cottage Andover Road Highclere (HPC Response: No objection as long as meets criteria for a grade 2 listed building).
6. 21/02933/HSE Forge Cottage Andover Road Highclere (HPC Response: No objection)
7. 21/01737/HSE Keels Barn Pantings Lane Highclere (HPC Response: objections to original application still apply- even though height has been reduced, the positioning of the buildings has not been addressed).

Cllr Norton reported on the Development Committee on 06 October 2021. The decision to refuse the JPP application and Falkland Farm were both unanimous.

#### 11. 84/21 Website update

Cllr Dierks sent slides in advance of the meeting on the new website. She demonstrated the new website and features. Cllr Leeson explained how the new site requires a learning process for the Clerk and councillors and as such it would be advisable to keep our current website developer on a monthly retainer for a few months post go-live. Currently HPC is well under the agreed initial spend agreement of £1k (see April 2021 minutes) for getting the site live. All the council agreed for Cllrs Dierks and Leeson to get the site live without needing full council approval or waiting for the next meeting.

#### 12. 85/21 Finance update

The Clerk presented the following items for payment:

Date incurred	Expenditure	Purpose	Ex VAT	VAT	Total	Method
12/10/2021	HMRC PAYE	Tax & NI Oct 2021 (Employer NIC £12.75)		0.00	226.03	online
27/09/2021	Red76	Payroll Service Sept (invoice 2174)	12.00	2.40	14.40	online
27/10/2021	Litter Warden Salary	Oct Salary		0.00	446.62	online
12/10/2021	Litter Warden Expenses	Travel expenses for Sept		0.00	13.95	online
27/10/2021	Clerk's Salary	Oct Salary		0.00	739.89	online
27/10/2021	Clerk Pension	HPC payment to Clerk Pension		0.00	69.84	DD
12/10/2021	Clerk's Expenses	ionos mail storage (£6), battery for SID (£44.49)	38.07	8.42	46.49	online
26/08/2021	Neighbourhood Plan	Profile Print & Copy leaflet creation (Unpaid from Sept payments)	161.88	0.00	161.88	online
23/09/2021	Neighbourhood Plan	Leaflet distribution for Neighbourhood Plan- Royal Mail	695.57	139.11	834.68	online
06/10/2021	Cllr Expenses	Cllr Norton travel to BDBC 06/10/21 (50 miles at 0.45ppm)	22.50	0.00	22.50	online

Total: **149.93** **£2,576.28**

**Bank Balance as at  
31/09/2021:  
Community Account:  
£4579.81  
Business Account:  
£65040.05**

**86/21** The Clerk has been asked by the litter warden to review the current monthly mileage payments. Currently it is set at the HMRC recommended amount of 45p per mile. It was decided that as this is still the HMRC recommended mileage allowance, no change was necessary.

**Action:** Clerk to feedback decision on mileage to litter warden.

**13. 88/21 Confirmation of Highclere Red House as Asset of Community Value**

The Clerk confirmed that the Red House is registered as an ACV for another 5 years.

**14. 89/21** To decide whether to adopt [BDBC Draft Councillor Code of Conduct](#).

The Clerk circulated the draft code of conduct. Councillors agreed to adopt this subject to any amendments made by BDBC.

**Action:** Clerk to respond to BDBC re HPC's agreement to adopt Draft Code of Conduct.

**15. 90/21 Correspondence Received**

Joining an AONB meeting.

**16. 91/21 Items to take forward to next meeting:**

Standard items (now to include police updates).

The meeting finished at 9:40pm.

**92/21 Date of the next Council Meeting** Tuesday 9<sup>th</sup> November at Westridge Studio.

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

**Actions from September Meeting**

<b>75/21</b>	Cllr York to draw up a formal response and agree it with Cllrs Norton and Stoker, along with Mr Wall on behalf of the NPSG. The Clerk to subsequently forward to BDBC as appropriate.	<b>Cllr York/ Clerk</b>
<b>81/21</b>	Clerk to write to owners of Keels Barn to request that they attend to the tree overhanging Pantings Lane.	<b>Clerk</b>
<b>86/21</b>	Clerk to feedback decision on mileage to litter warden.	<b>Clerk</b>
<b>89/21</b>	Clerk to respond to BDBC re HPC's agreement to adopt Draft Code of Conduct.	<b>Clerk</b>

## Hampshire County Councillor update

October 2021

### HCC budget balancing proposals update

Hampshire County Council has begun important financial planning - with feedback from residents to be considered - on options to help the Authority address an anticipated two-year shortfall in its budget of at least £80 million by April 2023. This is necessary if the County Council is to deliver a balanced budget, which is required by law. Councils across England are facing similar budgetary pressures.

The proposals will include Children's Services which aim to achieve savings of £21.3 million over the next two financial years (2022/2023 and 2023/2024). Maintaining good quality education and ensuring safe and effective social care services that are targeted to vulnerable children, young people and their families, are the priorities underpinning these savings proposals.

The resulting proposals from all County Council departments be considered by the County Council's [Cabinet](#) and [full Council](#) at their respective meetings on 12 October (today) and 4 November 2021. The recommendations that went to Cabinet and that will be Considered at Full council for dealing with the £80m deficit include:

- targeting resources on the most vulnerable adults and children;
- using reserves carefully to help meet one-off demand pressures;
- Maximise income generation opportunities;
- Lobby central government for legislative change to enable charging for some services;
- Minimise reductions and changes to local services wherever possible, including by raising council tax by the maximum permissible (currently 3.99%);
- Consider further the opportunities for changing local government arrangements in Hampshire;
- Consider further the opportunities around devolution of financial powers in response to the Government's County Deal and levelling up agenda.