



**Minutes of the Highclere Parish Council Meeting**

**Westridge Studio, Highclere**

**Tuesday 06 July 2021 at 7.30pm**

**Members Present:** Cllr Norton (Chairman), Cllr Jenkins, Cllr York, Cllr Stoker, Cllr Smith, Cllr Easton, Cllr Leeson.

**Clerk:** Amy White

The Chairman, Brad Norton welcomed everyone to the meeting.

- 1. 29/21 Apologies for Absence**  
Apologies received and accepted from Cllr Falconer.
- 2. 30/21 Declarations of Interest**  
None.
- 3. 31/21 To confirm accuracy and sign minutes of 08 June 2021**  
It was unanimously resolved that the Minutes be accepted as an accurate record. They were signed by the Chairman, Cllr Norton.
- 4. 32/21 Update on actions from 08 June 2021**

<b>202/20</b>	Clerk to ask Greentips to quote to remove tree blocking the path at Drovers Way. <b>Actioned</b> , tree will be chopped by end of July.	<b>Clerk</b>
<b>16/21</b>	Clerk to get SID to Cllr Easton and buy new batteries. <b>Actioned</b> - SID delivered to Cllr Easton.	<b>Clerk</b>
<b>17/21</b>	Cllr Jenkins/ Clerk to ask Lengthsman to kill weeds at the refuge and ask if he's allowed to clean the gutters at Penwood crossroads. <b>Actioned</b> . Weed killer is ok to use, not cleaning the gutters. Cllr Easton to report bollard issues to HCC. <b>Actioned</b> . The report has also been sent to Cllr Thacker.	<b>Clerk/Cllr Jenkins</b>  <b>Cllr Easton</b>
<b>19/21</b>	Cllr Stoker to ask Rory Pope to cut path 736 from Pantings Lane to Westridge. <b>Actioned</b> .	<b>Cllr Stoker</b>
<b>20/21</b>	Clerk find legal lengths of overhanging trees and hedge depth. <b>Actioned</b> , sent to Cllr Dierks (min height of 2.1m from ground for overhang, pavement clearance ideally 1.5m).  Cllr Smith will laminate footpath numbers on card to place on paths, perhaps with the Take Pride in Highclere logo. <b>Not actioned</b> - Cllr Dierks to nominate some footpath numbers for Cllr Smith to start with.	<b>Clerk</b>  <b>Cllr Smith</b>
<b>21/21</b>	Clerk to ask Cllr Falconer for advice on 20/03524/OUT response. <b>Actioned</b> - Cllr Falconer has not received an update yet.	<b>Clerk</b>
<b>23/21</b>	Clerk to set up a zoom call with Chris Priestley from Openreach with the volunteers from both parishes to decide how to proceed. <b>Actioned</b> - see item 12.	<b>Clerk</b>

**5. 33/21 Public Participation**

No one requested to participate.

**6. 34/21 Reports from County and Borough Councillors**

Cllr Falconer provided the following update:

*There has been no progress on any application or Enforcement apart from Penwood Lodge which has been withdrawn – “a number of problems which are unlikely to be resolved”. The planning department is suffering from an increase in applications, staff shortages, long term sickness. No news on the pre app for Bewley Homes.*

*Grass cutting has been a problem in the Borough but we have done well at the crossroads.*

**7. Roads and Transport**

**35/21 SID Update: Cllr Easton**

Cllr Easton has the SID and will spend some time looking at the functions to see if it can be improved.

**Action:** Cllr Easton to research whether we can purchase new batteries from the UK rather than Germany.

**8. 36/21 Registration of the Highclere Red House as an Asset of Community Value**

The Clerk confirmed, after discussion with the Council, that the application is in progress to continue to keep the Highclere Red House as an asset of community value. Owners of the Red House, Katie and Simon Liquorish were in agreement.

**9. Environment**

**37/21 Lengthsman:** Cllr Jenkins asked for council to send any issues for the Lengthsman's visit in August.

**Action:** All Councillors to send Cllr Jenkins Lengthsman jobs.

### **38/21 Take Pride in Highclere**

Cllr Dierks asked for input from the council for advertising the ideas to the Parish. It was decided to focus on one issue, perhaps monthly. Cllr Dierks will continue to work on this.

**Action:** Cllr Smith to assist Cllr Dierks for Facebook/website marketing for Take Pride in Highclere initiative.

**39/21 Bench along A343 near the Red House:** The bench is broken.

**Action:** Cllr Jenkins to find out who owns the bench which may need to be removed due to health and safety. Replacement options would then be reviewed.

## **10. 40/21 Recent Planning Applications:**

- **21/01516/FUL** at Penwood Lodge, Foxs Lane Penwood Highclere RG20 9EX.  
**Response submitted: Objection:**
  1. Too near boundary
  2. Overlooking several neighbouring properties
  - 3 It is not a single storey as suggested in the design and access statement.
  - 4 Who owns the footpath across the estate that would need to be dug up for the sewer? Has permission been given to dig it up?
  - 5 Is there a TPO on the trees. If not might be useful; root pruning sounds a bit excessive especially as one of them is next door's.
  6. Concerns over lack of access for emergency vehicles.

*(This application has since been withdrawn)*

- **21/01731/HSE** and **21/01023/FUL** at Field House, Highclere Park Highclere  
**Response submitted: No comment**
- **21/01658/HSE** at Clere Chase Penwood Drove, Highclere RG20 9EW- **Response submitted: No comment**
- **T/00266/21/TPO** at 60 Penwood Heights Penwood Highclere: **Response submitted: No comment**
- **21/01737/HSE** at Keels Barn, Pantings Lane Highclere RG20 9PS (**Deadline 15 July 2021**) **Response: Objection:** The scale of the garage and annexe building seems to be overdevelopment for the size of the plot, too high at 6.041m and will interfere with the light to the neighbouring property due to the proximity to the boundary. No objection to the main house. The location of wellness building should be closer to the main house and away from the boundary; consideration could be given to including this within the garage block.

## **11. 41/21 Neighbourhood Plan update**

Colin Wall provided the following NP update:

*Our grant application was accepted and I will be starting their due diligence process when I get back. The questionnaire is still in development.*

## 12. 42/21 Broadband update

Cllr Norton and the Clerk held a zoom meeting with Chris Priestley from Openreach and a few volunteers from across Highclere and East Woodhay. Chris advised that as many households as possible needed to pledge to join the scheme. Once we get over the identified 350 houses in Highclere and 200 in East Woodhay, the parishes could head down a demand-led route (30% above installation value). Since the meeting, two volunteers (one in East Woodhay and one in Highclere) have offered to lead the project; it was felt that responsibility for the project should not rest with the Parish Councils. Cllr Norton and the Clerk and will hold another meeting w/c 12 July to discuss the next steps.

## 13. 43/21 website update

Cllrs Leeson and Dierks have been adding more pages to the website. The homepage has been designed and agreed. Templates are being created and standard fonts etc.

## 14. Financial Matters

### 44/21 Accounts for Payment, July:

The Clerk presented the following items for payment :

Date incurred	Expenditure	Purpose	Ex VAT	VAT	Total	Method
14/04/2021	HMRC PAYE	Tax & NI June 2021 (Employer NIC £12.75)			236.63	online
27/06/2021	Red76	Payroll Service	12.00	2.40	14.40	online
27/05/2021	Westridge Studio	Room Hire for HPC meeting 06 July	15.00	0.00	15.00	online
27/05/2021	Litter Warden Salary	July Salary		0.00	446.62	online
14/05/2021	Litter Warden Expenses	Travel expenses for June		0.00	13.95	online
27/05/2021	Clerk's Salary	July Salary		0.00	729.29	online
27/05/2021	Clerk Pension	HPC payment to Clerk Pension		0.00	69.84	DD
14/05/2021	Clerk's Expenses	ionos mail storage	5.00	1.00	6.00	online
31/05/2021	Planet	Neighbourhood Plan: Creation of Vision and Objective Survey	300.00	60.00	360.00	online
26/04/2021	Zurich Municipal	Parish Insurance (last of a 3 year deal)	325.88	0.00	325.88	online
<b>Total</b>					<b>£2,217.61</b>	

**Bank Balance as at 06/07/2021:**

**Community Account: £4873.95**

**Business Account: £50509.15**

**45/21** The Clerk presented the 3 month accounts, see the [website](#) for details.

## 15. 46/21 Newtown Road HWRC

Cllr Norton has met with the other local Parish Council Chairs of East Woodhay, Newtown, Eccinswell and Burghclere. There appears to have been no transparency from HCC on the decision made regarding the HWRC. There continues to be follow up with HCC from each of these Parish Chairs to attempt to reach a resolution and discussions are ongoing. The current date when access to the Newtown HWRC ceases is 31 Jul 2021.

## 16. 47/21 Items to take forward to next meeting:

Standard items.

The meeting finished at 9pm.

**48/21 Date of the next Council Meeting** 14 September at Highclere Village Hall

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

**Actions from July Meeting**

<b>35/21</b>	Cllr Easton to research whether we can purchase new batteries from the UK rather than Germany.	<b>Cllr Easton</b>
<b>37/21</b>	All Councillors to send Cllr Jenkins Lengthsman jobs	<b>All Cllrs</b>
<b>38/21</b>	Cllr Smith to assist Cllr Dierks for Facebook/website marketing for Take Pride in Highclere initiative.	<b>Cllr Smith</b>
<b>39/21</b>	Cllr Jenkins to find out who owns the bench which may need to be removed due to health and safety.	<b>Cllr Jenkins</b>