



Minutes of the Highclere Parish Council Meeting

Westridge Studio

Tuesday 13th December 2022 at 7.30pm

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

Also Present: Four parishioners

Clerk: Amy White

The Chairman, Brad Norton welcomed everyone to the meeting.

1. 60/22 Apologies for Absence

Cllr Thacker sent his apologies. Cllr Stoker was unwell. Cllr Falconer arrived at 8:20pm.

2. 61/22 Declarations of Interest

Cllr Leeson expressed an interest in a planning application- see item 6.

3. 62/22 To agree Minutes of meeting held on 08 November 2022

The Minutes of 08 November 2022 were agreed as a true record and signed by the chairman.

4. 63/22 Update on actions from 13 November 2022

Number	Action	Person
53/22	Clerk to take pictures of gully area on Mount Road and send to Lengthsman for action on 08 December. Actioned . Lengthsman has dug the gully.	Clerk
55/22	Cllr Stoker to map out location of stiles that could be converted to gates. Not actioned . To move to Jan meeting.	Cllr Stoker

5. 64/22 Reports from County and Borough Councillors

Cllr Thacker provided a written update which is at the end of the minutes.

Cllr Falconer updated the council on planning matters. Borough finance is in good shape and there is no planned increase in council tax for 2023/24.

6. 65/22 Recent Planning Applications (comments in bold):

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

- 22/03116/FUL Woodcutters, Foxs Lane, Penwood
The applicants attended the meeting to explain their proposal.

Cllr Norton has been to visit the site and noted that the proposed location is well screened by trees. It was noted that the proposed building is very large but that it is a facility to enhance the Highclere Stud business.

Response to be sent by 14/12/22: **No objection.**

- 22/03079/FUL Land at OS Grid Ref 443741 161269 Mount Road Highclere- Response sent 24/11/22: **Objection**
- 22/03032/ROC Pirates Cottage, Tubbs Lane- Response sent 30/11/22: **Objection**
- 22/03171/FUL at Alma Farm, Westridge- Response sent 06/12/22: **No Objection**
- 22/03110/FUL at Barn On Land Adjacent To The A343 Andover Road. Deadline 23/12/22. **Decision not made at meeting.**

22/03273/ROC Pitt House- this was not on the agenda as it arrived too late but was discussed in general. Cllr Leeson declared an interest and did not take part in the discussion. Cllr York will form the response by HPC (Deadline 30/12/22).

7. **66/22 Neighbourhood Plan update**

No update.

8. **67/22 Roads and Transport**

SID: Latest data

The Clerk has posted the latest histograms on the website [here](#). Again, the vast majority of drivers are driving at or below the speed limit (30mph).

Action: Clerk to liaise with Speedwatch team regarding compiled data. Clerk to write up findings so far and post on website regarding completion of CFI project and SID recorded data before and after the implementation of the CFI road additions, to determine the impact on speeds of these improvements.

9. **68/22 Footpaths**

No update.

10. **69/22 Litter Warden Update**

The Clerk has updated the health and safety document for Dave McClelland after discussion and advice from the BDBC street cleansing manager. The council was satisfied with the document that the Clerk presented but insisted that the clothing must be appropriate.

Action: The Clerk will ensure the Litter Warden signs the new Health & Safety agreement; consideration to be given to ordering the required high visibility clothing for the Litter Warden, so it is available to be used.

11. **70/22 Finance update**

The Clerk presented the following items for payment for December:

13-Dec-22	Litter Warden Exps	2 x litter picking sticks (purchased by clerk)	£	61.14
13-Dec-22	IT incl payroll, Microsoft	Red76 Oct invoice 4837	£	14.00
13-Dec-22	VAT	Red76 Oct invoice 4837	£	2.80
13-Dec-22	Clerk's expenses	Ionos	£	5.00
13-Dec-22	VAT	Ionos	£	1.00
27-Dec-22	Pension contribution	Royal London DD	£	71.60
13-Dec-22	Hall Hire	Westridge Studio HPC Meeting 13/11/22	£	15.00
13-Dec-22	Other (Repairs, Lengthsman, Maintenance)	Steve Lees Planning Consultancy for Watermill Bridge application	£	300.00

13-Dec-22	PAYE	HMRC Month 9	£ 235.32
13-Dec-22	Litter Warden salary		£ 487.75
13-Dec-22	Clerk's salary		£ 760.77
Total:			£ 1,954.38

Bank Balance

31/11/22:

Community £4,424.77

Bank Balance

31/11/22: Business £41,782.76

The Clerk circulated a projection to the end of the financial year and draft budget for 23/24.

This can be found at the end of the minutes. Ringfenced monies include:

£8000 for the Neighbourhood Plan (£3k from Groundworks Grant)

£2388 Community Infrastructure Levy (received June 2022)

£5000 Westridge Project

£2000 defibrillator for Penwood Estates.

12. 71/22 Westridge- project proposal

Cllr York led the discussion on a landscape gardening project at Westridge, for which the PC has offered to assist in 23/24.

Once a costing for the project is received, Cllr York will bring the proposal back to the PC for discussion for the budget for 23/24.

13. 73/22 Items to take forward to subsequent meeting:

Precept finalisation, Westridge project.

14. 74/22 Date of next Meeting Tuesday 10th January, 7:30pm, Westridge Studio.

Signed _____ Position _____ Date _____

Actions from 13 December 2022 Meeting

Number	Action	Person
67/22	Clerk to liaise with Speedwatch team regarding compiled data. Clerk to write up findings so far and post on website regarding completion of CFI project and SID data and link with low speed recordings.	Clerk
69/22	The Clerk will ensure the Litter Warden signs the new H&S agreement.	Clerk

County Councillor update – December 2022

Tom Thacker

Letter to the Prime Minister

Earlier in November, As Leaders of Hampshire and Kent County Councils, sent a joint letter to the Prime Minister, Chancellor of the Exchequer and Secretary of State for Levelling Up, Housing and Communities to highlight, in the strongest terms, the financial crisis facing upper tier local government over the next few years.

Hampshire and Kent County Councils are facing budget deficits over the next few years that the Leadership believe are of a scale that has never been seen before. While there are some options for generating savings, most of these will be very unpalatable and impact on the most vulnerable residents in our areas.

However, even with such drastic cuts to services, HCC's current forecasts show that they would not be enough to close its future budget gaps. Without immediate help and a clear plan for long-term financial sustainability, HCC believes that it is likely to be considering Section 114 notices within the next year or so. Section 114 notices would mean that no new expenditure be permitted, with the exception of that funding statutory services, including safeguarding vulnerable people, however existing commitments and contracts would continue to be honoured. Hampshire and Kent are by no means the only Local Authorities in the country to be contemplating this measure.

County Councils carry out many important functions on behalf of Government, including in the Covid and the Ukraine crises. Hampshire and Kent leaders have asked Ministers for: funding that matches rising demand for services and the requirements of new burdens; legislative changes to reduce demand on services; and freedoms and flexibilities around council tax setting and charging for services.

This letter was sent before the Autumn Statement.

Autumn Statement

The Chancellor's Autumn Statement contained the following that will have a bearing on the County Council's funding and Council Tax. The Chancellor announced:

- The potential to raise council tax up to 5% each year up to 2027/28. If we were to set a 4.99% council tax next year that would be around an additional £14m over and above our current forecasts.
- A freeze on Business Rates, but we will be compensated for the lost income, this could be a substantial amount as inflation is at such high levels, but we do not yet have the full detail on this.
- Additional funding for social care and continuation of the Hospital Discharge Programme. The overall position on social care funding is quite complex, so we will need to await further clarification on this and the distribution methodology. We also need to understand what has happened to Services Grant as part of the overall funding position before we know what the overall impact on our budget looks like.

Next steps

HCC officers hope to provide further information to members in December, but some of the detail may not be available until the provisional local government settlement is known, for which no date is yet set.

In the meantime, if you do have any questions, please raise them with me and I shall send them through to HCC's CFO.

Otherwise, I wish all Parish Councillors and their Clerks a Merry Christmas.

Sociologists and Democrats - 2002

PAYMENTS		Apr	May	Jan	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Total
	Clark's salary	£ 927.07	£ 757.17	£ 757.17	£ 760.77	£ 760.77	£ 760.77	£ 760.77	£ 760.77	£ 760.77	£ 760.77	£ 760.77	£ 856.00	£ 9,377.57
	Passion contribution	£ 79.88	£ 76.88	£ 72.84	£ 71.80	£ 71.80	£ 71.80	£ 71.80	£ 71.80	£ 71.80	£ 71.80	£ 71.60	£ 71.60	£ 859.20
	PAVE	£ 594.88	£ 242.67	£ 242.67	£ 218.07	£ 218.07	£ 218.07	£ 218.87	£ 214.72	£ 216.82	£ 216.82	£ 216.82	£ 216.82	£ 2,970.30
	Upper Merion Salary	£ 459.16	£ 459.16	£ 459.16	£ 448.16	£ 448.16	£ 448.96	£ 448.96	£ 448.96	£ 448.86	£ 448.35	£ 448.55	£ 448.36	£ 5,604.20
	Upper Merion Exp	£ 11.95												£ 13.95
	Clark's expenses	£ 133.76	£ 114.90	£ 14.99	£ 198.30	£ 6.00	£ 6.00	£ 6.00	£ 6.00	£ 6.00	£ 6.00	£ 6.00	£ 6.00	£ 500.99
	Training Courses													-
	Insurance		£ 327.83											£ 327.83
	Audit			£ 240.00				£ 200.00						£ 440.00
	Chairman's allowance													-
	Cler Expenses/Travel							£ 25.50						£ 25.50
	Member Subscriptions		£ 301.27											£ 301.27
	Website Admin & Office													-
	Payroll	£ 43.00	£ 14.90	£ 14.00	£ 14.90	£ 14.90	£ 14.00	£ 14.90	£ 14.00	£ 14.00	£ 14.00	£ 14.00	£ 14.00	£ 197.00
	Grants & Rev 137													-
	Reserves													-
	Speed Indicator Placement			£ 3,625.00			£ 140.00				£ 140.00		£ 140.00	£ 3,945.00
	Local Hire								£ 15.00					£ 15.00
	Naughtonhouse Plan	£ 1,415.00												
	WAT	£ 312.40	£ 3.80	£ 1,278.64	£ 2.80	£ 3.80	£ 37.80	£ 43.80	£ 3.80	£ 40.00	£ 40.00	£ 40.00	£ 2,790.00	£ 4,315.00
	Grant Refund				£ 4,102.05									£ 4,102.05
	Grants (Bogalra, Longhouse, Malinsborough)			£ 709.20	£ 500.00									£ 1,209.20
	Community Project Initiatives													-
	Queen Jubilee			£ 1,000.00										£ 1,000.00
	CTL			£ 2,050.00										£ 2,050.00
	Memorise Project													-
		£ 3,754.13	£ 2,406.87	£ 10,449.04	£ 6,273.74	£ 1,678.16	£ 1,747.89	£ 1,684.86	£ 1,680.24	£ 1,615.60	£ 1,754.50	£ 1,645.60	£ 4,544.82	£ 39,334.96

8/10/2021	% of Budget
13,255.03	95%
859.24	100%
2,670.38	100%
7,667.03	73%
1,617.43	6%
200.00	250%
200.00	0%
500.00	65%
450.00	38%
745.00	0%
200.00	13%
500.00	78%
700.00	0%
168.00	111%
100.00	0%
645.00	0%
3,650.00	162%
150.00	13%
8,000.00	31%
4,102.00	100%
2,000.00	64%
13,000.00	0%
1,000.00	100%
2,888.00	84%
5,000.00	0%
683,436.16	82%

Budget 23/24

Precept	25297	Based on 5% increase
Litter Warden Grant	8000	Based on 5% increase
Other Grants	4000	Groundworks Neighbourhood Plan
Other		
VAT Recovered	2000	
Bank Interest	17	

TOTAL INCOME: **39314**

PAYMENTS		
Clerk's salary incl PAYE	12044	Based on SCP 18 @22/23 agreed increase
Employer Pension contribution	328.35	Based on inflationary increase 23/24
Litter Warden Salary	7900	
Litter Warden Exps	240	
Clerk's expenses	100	
Training Courses	50	
Insurance	400	
Audit	450	
Chairman's allowance	745	
Cllr Expenses/Travel	100	
Member Subscriptions	400	
Website Admin incl Ionos	150	
Payroll	220	Based on £1.20pm increase
Grants & Sec 137	500	
General Reserves	545	
Speed Indicator Placement	600	
Hall Hire	150	
Neighbourhood Plan	8000	
VAT	2000	
Grant Refund		
Other (Repairs, Lengthsman, Maintenance)	1000	
Defib for Penwood	2000	
Community Infrastructure Levy	2388	
Westridge Project	5000	
TOTAL PAYMENTS:	45310.35	