

HIGHCLERE PARISH COUNCIL

Minutes of the Highclere Parish Council Meeting held at

Highclere Village Hall

Tuesday 12 November 2019 at 7.30pm

Members Present: Cllr. Brad Norton (Chairman), Cllr Mike York (Vice Chairman), Cllr Julia Easton, Cllr Mike Jenkins, Cllr John Stoker.

In attendance: Clerk: Amy White, Cllr Izett, Cllr Falconer (from 20:30pm)

The Chairman, Brad Norton welcomed everyone to the meeting.

106/19 Apologies for Absence.

Cllr Smith had a work commitment, Cllr Nicholls had a family commitment.

107/19 Declarations of Interest.

Cllr Easton declared an interest in planning application 19/02872/PIP.

108/19 To confirm accuracy and sign the Minutes of the Council Meeting held on 08 October 2019.

It was unanimously resolved that the Minutes be accepted as an accurate record. They were duly signed by the Chairman, Cllr Norton.

109/19 To Progress Resolutions from 08 October 2019.

222/18 Social Media. The Clerk to draft a FAQ section for the HPC website. **Pending.**

27/19 Go Green. It was agreed to remove this action until more was heard from Go Green.

50/19 Speed Reduction:

The Chair to include the charts in his email to Cllr. Humby. **Actioned.**

The Clerk to investigate if the speed must always be displayed on the SID. Currently the SID is not working properly- **Pending.**

59/19 Parish Council Casual Vacancy. Cllr. York to discuss at the NPSG meeting. **Pending.**

67/19 Highclere Street drainage. The Lengthsman to be asked to rod the pipe. This should be in the November Lengthsman hours. See Lengthsman item in Minutes. **Actioned.**

55/19 Footpath 737 Highclere Village Hall to Tubbs Lane. Clerk to draft letter to owners of Old Honeyway reminding them of their duty to keep hedges cut back. Clerk spoke to the owner of Old Honeyway who agreed to trim hedge back. **Actioned.**

90/19 Footpaths, Stiles, swing gates. Clerk to contact Mark Rand of EWS to advise them to write to Alma Farm. **Actioned.** Mark Rand will write to enquire about a kissing gate.

91/19 Lengthsman. Cllr. Jenkins to send Clerk the Lengthsman worksheet. Clerk to clarify unspent hours from April. **Actioned.** April hours have not been charged.

99/19 Social Media: Cllr Easton to add Clerk to Facebook admin. **Actioned.**

101/19 Parish Council telephone number: Clerk to confirm BT landline cancellation. Confirmed on 24/10/19. Final bill received. **Actioned.**

5. Public Participation.

110/19 2 of the public were present, representing planning application 19/02872/PIP. They gave an overview of the application to the councillors (HPC comments had already been sent to BDBC on 24/10/19).

6. Report on Environment

111/19 Footpaths, Stiles, swing gates.

Cllr Stoker reported that there has been some hardcore placed at the kissing gate on the footpath between Pantings Lane towards Hollington. The water is running down from the headland through the field and draining via the gate into the ditch, which is working better now and is 15" below the field.

The footpath around Horris Hill has been cleared and a member of the public has written to say thank you.

The Clerk has been to speak to the owners of Old Honeyway to request the household to cut back any overhanging and ground level vegetation on the footpath between Tubbs Lane and the A343. The household was responsive and has promised to check the path and cut back as necessary.

112/19 Lengthsman.

Cllr Jenkins has sent in this month's worksheet, to include road sign cleaning. Work should be completed 12/11/19.

Action: Clerk to be updated by Lengthsman with work completed.

Cllr Jenkins met with the Lengthsman 12/11/19 to discuss the drainage issue on Highclere St. The Lengthsman cannot rod the pipe because the drain needs repairing. HCC is aware of this.

Action: Cllr Stoker to contact Steve Goodall about the drainage issue on Highclere St.

The Lengthsman has cleared moss from the pavement on the corner of Tubbs Lane and Arkwright Close. He reported the pavement is starting to crumble.

Action: Clerk to report pavement to HCC (with pictures from Cllr Easton).

Action: The Clerk will query the schedule of hedge/grass cutting to see if Penwood Crossroads can be cleared at the same time as the hedges are cut on the corner of Woolton Hill Road/A343.

113/19 Litter. No update from the litter warden.

7. Report on Planning

See planning applications.

8. Neighbourhood Plan

114/19 Colin Wall of the Neighbourhood Planning Team has supplied the monthly Status Report which is attached to these Minutes.

NP Budget Update. The latest update is on the Parish Council website. The next steps of the NP process were discussed, including the consultation process. The Clerk offered to help identify locations that could be used in Highclere Parish.

Action: Clerk to contact Colin Wall to offer help for locations for consultation.

Action: Clerk to make a separate link for the Neighbourhood Plan on the homepage of the website.

9. Planning Applications

19/02872/PIP	17/10/19	Land at Pirates Cottage, Tubbs Lane	31/10/19
Comment: A number of trees would have to be removed, the part of the plot nearest Griffons court is heavily wooded and probably not viable. The size of the house should be limited to 2 or 3 beds and clarification on whether it is intended to be a single or two-storey property. There should be a requirement for Pirates cottage to build a replacement garage on their plot because there will be a subsequent request for one.			
19/02706/RET	11/10/19	April Cottage Pantings Lane	01/11/19
Object: Obstruction of visibility along Pantings Lane, obtrusive, reduces apparent width of lane.			
19/02645/HSE	08/10/19	Hillside Farm Andover Road Highclere Newbury Hampshire RG20 9SD	29/10/19
No comment			
19/02461/RET	24/10/19	Crawley House and Grantham House, Andover Road	07/11/19
Object: <ol style="list-style-type: none"> 1. The fencing is unsightly and is not in keeping with the rural nature of Highclere village. 2. The fencing reflects the noise of the road over to the Red House pub and Rutherford Close. This is particularly prominent at night time and when HGVs use the road. 3. On the original application, it said "existing hedgerow would be retained and reinforced". 4. The fence also removes the view from the road across the fields. 			
19/02999/FUL	5/11/19	Kenmare Foxs Lane Penwood Highclere RG20 9EW	26/11/19
T/00489/19/TPO	07/11/19	4 Mount Close, Highclere	28/11/19
No Objection			

115/9 A few councillors reported that the link provided in the planning application emails to the BDBC website does not work.

Action: Cllr Izett to investigate the embedded link in planning emails from BDBC and report back.

10. Reports from Borough and County Councillors

116/19 Borough Councillor, Graham Falconer

Cllr Falconer updated the council on the process of the current planning applications in Highclere Parish.

117/19 Borough Councillor, John Izett

Cllr Izett reported on the BDBC budget proposals for 2020/21. The consultation has been sent out (and received by HPC). Council tax for Band D houses will be increased by £5 per household, equating to £126.41 per annum or £2.43 per week. 83% of council tax goes to HCC. BDBC is placing emphasis on climate change, aiming for BDBC to be carbon neutral by 2025 and for the borough to be carbon neutral by 2030. He also reported an increase in the number of CSPOs (Community Safety Patrol Officers) in rural areas.

11. Report on Roads and Transport

118/19 Speed Reduction. The Clerk advised that the SID has been moved to the 40mph zone on Foxs Lane. The batteries might not be working- Jason is checking this. Cllr Easton reported that the Community Speedwatch team has been promised a new SID due to their current one being faulty. She reported how the data shows a huge impact on the reduction on speed of vehicles when the team are in action and the importance of supporting this initiative.

The email received from Cllr Humby in response to Cllr Norton's email about the Council's concern on speeding in the Parish has been shared with the councillors. Since Cllr Humby's response, speed wires have appeared in the Parish along the A343 and also on Tubbs Lane.

Action: Cllr Easton to check on the status of a replacement SID for Speedwatch team and update the Parish on speed initiative via a newsletter.

119/19 Community Funded Initiative

Cllr Norton, Cllr Easton and the Clerk are due to meet with a representative from HCC to discuss speed reduction initiatives for the Parish on 14/11/19. *[The meeting has taken place and the HCC representative will feedback appropriate ideas for speed reduction to be shared at the next meeting].*

The post of one of the village gateways looks wobbly.

Action: Clerk to ask Lengthsman to check gateway post.

12. Social Media

120/19 In Cllr. Smith's absence, the use of social media was discussed and it was agreed for the Clerk to use Facebook to inform Parishioners what HPC is doing, publish agendas and point to the website for minutes and other information.

13. Financial Matters.

121/19 Accounts for payment

Date incurred	Expenditure	Purpose	Ex VAT	VAT	Total	Online/ Cheque/DD
			£	£	£	
03/11/19	Litter Warden	November Fuel Allowance	13.95	0.00	13.95	online
03/11/19	Premier Grounds Inv.293	SID placement	60.00	12.00	72.00	online
31/10/19	Clerk's Salary	November Salary	742.05	0.00	742.05	online
31/10/19	Litter Warden Salary	November Salary	509.02	0.00	509.02	online
31/10/19	HMRC	Tax & NI November	145.51	0.00	145.51	Direct debit
02/09/19	BT	Parish telephone line	16.66	3.33	19.99	Direct debit

Accounts for payment signed by Cllrs Jenkins, Stoker and Norton.

Bank statements as at 12/11/19:

Community Current Account - £6156.27.

Business Savings Accounts - £41,958.62.

122/19 Precept

The Clerk highlighted the upcoming precept deadline (31/01/20). It was agreed to have clear numbers for discussion for the December meeting.

Action: Clerk to provide information to councillors on precept proposal for December meeting.

123/19 Correspondence Received.

The Clerk received an invite to Hampshire County Council's "Vision for Hampshire 2050 Commission of Inquiry". Cllrs to inform Clerk if they wish to attend.

124/19 Councillors' matters to be included in the Agenda for the December Meeting.

Community Funded Initiative, Speed Reduction, Precept

125/19 Date of the next Council Meeting: Tuesday 10 December 2019 at 7.30pm.

Adjournment: there being no further business the meeting closed at 9:40pm.

Signed _____ Position _____ Date _____

Actions

Item No.	Action	Owner
222/18	The Clerk to draft a FAQ section for the HPC website	Clerk
50/19	The Clerk to investigate if the speed must always be displayed on the SID. Currently the SID is not working properly	Clerk
59/19	Parish Council Casual Vacancy. Cllr. York to discuss at the NPSG meeting.	Cllr York
112/19	Clerk to be updated by Lengthsman with work completed. Cllr Stoker to contact Steve Goodall about the drainage issue on Highclere St. Clerk to report crumbling pavement to HCC (with pictures from Cllr Easton).	Clerk Cllr Stoker Clerk
114/19	Clerk to contact Colin Wall to offer help for locations for consultation. Clerk to make a separate link for the Neighbourhood Plan on the homepage of the website.	Clerk Clerk
115/19	Planning: Cllr Izett to investigate the embedded link in planning emails from BDBC and report back.	Cllr Izett
118/19	Cllr Easton to check on the status of a replacement SID for Speedwatch team and update the Parish on speed initiative via a newsletter.	Cllr Easton
119/19	Clerk to ask Lengthsman to check gateway post.	Clerk
122/19	Clerk to provide information to councillors on precept proposal for December meeting.	Clerk

Appendix- Neighbourhood Plan Update

HIGHCLERE NEIGHBOURHOOD PLAN – PROGRESS UPDATE – OCTOBER 3RD 2019

At the Parish Assembly in May, the next step in the development of the NP was identified as:

Community Engagement to elicit local views

- Events
- Publicity – NWN, HS, Parish Mag, Nextdoor, PC website
- Questionnaires & Surveys
- Consultation with businesses and landowners

Underlying these activities is the need to have a broad framework of ideas that can guide the community as a very early draft of potential aims and objectives including, not least, a Vision for Highclere in 2035.

Over the past three months the Steering Group and members of the wider volunteer group have held meetings to progress the creation of that framework. We are now at a stage where a draft Vision has been identified and a long list of themes has been created under an agreed set of categories. Those themes (or ideas) are at present being worked up into specific objectives, to be presented at a public community engagement event, currently envisaged for January/February. It has been suggested that the event might be able to take advantage of the new Westridge centre, adding an added draw for people who have been anticipating its opening.

We continue to have contact with BDBC, attended a briefing on the Local Development Scheme (update of the Local Plan), and more recently opened talks about data availability to support a Housing Needs Analysis.

No activity in the past three months has been undertaken by our consultants, so there is nothing new to report on the finance front. We expect to be using the consultants to some extent in the run-up to the event, and that will be presented at the appropriate time.

It is expected that the Draft Vision, the list of Objectives by category, and the preliminary arrangements for the Community Engagement event will be available for the November PC meeting.