



Minutes of the Highclere Parish Council Meeting

Highclere Village Hall

Tuesday 12 July 2022 at 7.30pm

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

In Attendance: 2 Parishioners (see Planning item)

Clerk: Amy White

The Chairman, Brad Norton welcomed everyone to the meeting.

1. 20/22 Apologies for Absence

No response from Cllr Thacker. Cllr Falconer sent his apologies.

2. 21/22 Declarations of Interest

None.

3. 22/22 To agree Minutes of meeting held on 14 June 2022

The Minutes of 14 June 2022 were agreed as a true record and signed by the chairman.

4. 23/22 Update on actions from 14 June 2022

150/21	Clerk to keep advertising for new Councillors- Actioned (ongoing)	Clerk
12/22	Clerk to add info on verges and fences on the website as news item and on planning page. Actioned.	Clerk
13/22	Clerk to express HPC's interest in joining the Parishes coalition group. Actioned	Clerk
15/22	Clerk to purchase android phone up to £220. Actioned	Clerk
17/22	The Clerk will update the website with Penwood information. Actioned	Clerk

5. 24/22 Reports from County and Borough Councillors

No reports.

6. 25/22 Neighbourhood Plan update

Cllr York updated the Council- currently the focus is on item 7, below.

7. 26/22 Current actions on JPP Andover Road appeal

HPC received notice of the JPP Andover Road appeal on 17/06/22 via Cllr Falconer. The deadline for HPC's response to BDBC is 20/07.

HPC's response will focus on sustainability and local landscape issues, as agreed with Highclere Society and Colin Wall (Neighbourhood Plan lead).

HPC will meet on 17/07/22 via zoom to discuss the response before sending in.

Action: Cllr Norton to write to Rebecca Davis from the North Wessex AONB to ensure the AONB is sending in a report for the appeal process.

8. 27/22 Recent Planning Applications (comments in bold):

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

- 22/01270/HSE Leeham, Pantings Lane (Response sent 02/07/22: **Objection**)
- 22/01690/FUL Hillside Andover Road Highclere Hampshire RG20 9SD (Response sent 30/06/22: **Objection**)
- 22/01801/HSE Clere Wood House Church Lane Highclere (Response sent 30/06/22: **No Objection**)
- 22/01628/ROC Pykes House Mount Road Highclere (Response sent 30/06/22: **Objection**)
- 22/01728/FUL Leacroft, Mount Road, Highclere
Council was concerned about the size of the build and over-development of the plot. The full response will be sent in by 14/07/22.
- 22/01695/FUL Pink House, Penwood Drove Penwood Highclere
Two parishioners came to discuss their concerns regarding the above application. The Council will take these concerns into account and their response will be sent by the deadline of 26/07/22.
- 22/01882/ROC Mount Meadow
Whilst this was not on the agenda, the Council discussed the amendment. A response will be sent by the deadline of 01/08/22.

9. 28/22 Roads and Transport

The new SID is up and running and has been placed on Foxs Lane, just past Heathlands. The data has been downloaded but not yet analysed. Data highlights will be placed on the website in a few days. The Clerk has sent a new schedule to Premier Grounds for the next two months. This will be shared with the Community Speedwatch Team to ensure cohesion of speed data collection locations and the avoidance of duplication.

10. 29/22 Finance update

The Clerk presented the following items for payment for July:

July 2022 Payments

20-Jun-22	Other (Repairs, Lengthsman, Maintenance)	CIL Spend- Westridge Studio tables (Office Furniture Online)	£ 2,050.00	PAID 20/06/22
20-Jun-22	VAT	CIL Spend- Westridge Studio tables (Office Furniture Online)	£ 410.00	PAID 20/06/22
13-Jul-22	Grant refund	Neighbourhood Plan- Unspent Groundwork Grant refund	£ 4,102.05	PAID 07/07/22

27-Jul-22	Clerk's salary		£ 760.77
27-Jul-22	Pension contribution	Royal London	£ 71.60
13-Jul-22	Clerk's expenses	Samsung phone for SID data download, fuel and parking expenses, lonos	£ 198.30
13-Jul-22	PAYE	HMRC Month 4	£ 239.07
27-Jul-22	Litter Warden salary	Incl £13.95 Fuel allowance	£ 485.15
13-Jul-22	Other (Repairs, Lengthsman, Maintenance)	Payment to Kevin Pearson for Tubbs Lane Noticeboard repair (HCC Grant)	£ 500.00
13-Jul-22	IT incl payroll, Microsoft	Red76 June invoice	£ 14.00
13-Jul-22	VAT	Red76 June invoice	£ 2.80

**Total: £
8,833.74**

**Bank Balance 12 July 2022 Community: £13461.37
Business: £29703.99**

The accounts as at 12 July 2022 are available to view at the end of the minutes.

11. 30/22 Correspondence Received

Complaints received regarding:

- Dog Fouling: More signs will be placed on footpath signs. Complaints should be sent direct to BDBC via this link: <https://www.basingstoke.gov.uk/report-dog-fouling>
- Overgrown brambles at Westridge and concerns regarding the bus stop and busy Andover Road: Brambles have been cut back by Councillors (and will be cut fully after bird nesting season). The chairman has sent the concern regarding the bus stop on the Andover Road to Cllr Thacker of HCC.
- Campfire remains at footpath opposite Mount Road/Pantings Lane: The Clerk will send out a note to parents.
- Footpath 736-overgrown nettles are making the path very difficult to walk down. Cllr Stoker will ask the landowner to cut them back.

12. 31/22 Items to take forward to subsequent meeting:

Standard items; Footpaths- broken stiles and actions

13. 32/22 Date of next Meeting Tuesday 13th September, 7:30pm, Highclere Village Hall.

Signed _____ Position _____ Date _____

Actions from 12 July 2022 Meeting

Number	Action	Person
27/22	Cllr Norton to write to Rebecca Davis from the North Wessex AONB to ensure the AONB is sending in a report for the appeal process.	Cllr Norton

HPC Accounts to 01 July 2022

HIGHCLERE PARISH COUNCIL

Receipts and Payments - 2022/23

	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Total
RECEIPTS													
Precept	£ 12,046.00												£ 12,046.00
Litter Warden Grant	£ 7,657.00												£ 7,657.00
Other Grants	£ 1,000.00	£ 2,388.26											£ 3,388.26
Other													£ -
VAT Recovered	£ 708.40												£ 708.40
Bank Interest	£ -	£ 343											£ 343
	£ -	£ 21,411.40	£ 2,391.69	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ 23,803.09

	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Total
PAYMENTS													
Clerk's salary	£ 927.07	£ 757.17	£ 757.17	£ 760.77									£ 3,202.18
Pension contribution	£ 70.98	£ 70.98	£ 72.84	£ 71.60									£ 286.40
PAYE	£ 356.88	£ 242.67	£ 242.67	£ 239.07									£ 1,081.29
Litter Warden Salary	£ 485.15	£ 485.15	£ 485.15	£ 485.15									£ 1,940.60
Litter Warden Exps	£ 13.95												£ 13.95
Clerk's expenses	£ 133.70	£ 114.00	£ 14.99	£ 198.30									£ 460.99
Training Courses													£ -
Insurance	£ 327.83												£ 327.83
Audit		£ 240.00											£ 240.00
Chairman's allowance													£ -
Cler Expenses/Travel													£ -
Member Subscriptions		£ 391.27											£ 391.27
Website Admin & Office													£ -
Payroll	£ 43.00	£ 14.00	£ 14.00	£ 14.00									£ 85.00
Grants & Sec 137													£ -
Reserves													£ -
Speed Indicator Placement													£ -
Hall Hire													£ -
Neighbourhood Plan	£ 1,415.00												£ 1,415.00
VAT	£ 312.40	£ 3.80	£ 1,278.64	£ 2.80									£ 1,597.64
Grant Refund													£ -
Other (Repairs, Lengthmen, Maintenance)													£ 4,102.05
Community Funded Initiative													£ 3,339.20
Queens Jubilee													£ -
Westridge Project	£ 3,758.13	£ 2,406.87	£ 10,469.66	£ 6,373.74	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ 23,008.40

BUDGET	% of Budget
24052.00	50%
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BUDGET	% of Budget
10855.00	29%
859.20	33%
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708.00	27%
167.40	8%
200.00	230%
200.00	0%
500.00	66%
450.00	53%
745.00	0%
200.00	0%
500.00	78%
700.00	0%
168.00	51%
100.00	0%
545.00	0%
350.00	92%
150.00	0%
800.00	18%
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200.00	-167%
1000.00	0%
1000.00	0%
500.00	0%
£53,357.60	43%