

*Minutes of an ordinary meeting of Burghclere Parish Council held on  
3<sup>rd</sup> February 2020 at 7.30pm at the Portal Hall*

**Present:** Cllrs R Carrow (Chair), B Canning, S Whiting, G Morton, R Butler, I Collins.

J Letsome (Clerk), County Cllr Thacker (to end of item 3), Borough Cllr Izett, Richard Forte & George Wakelin (McDonalds) (to the end of item 4), 1 representative from Fowler Architecture & Planning, 4 Parishioners

**1. Apologies**

Apologies were received and accepted from Cllr Crowley.

**2. Declaration of members' interests for this meeting**

There were none declared.

Cllr Carrow reported that he had recently provided information on planning matters, including the neighbourhood plan to a planning applicant. However, he had also provided similar information to two other parishioners and would continue to do so to others if asked. This should not be construed in any way as providing advice and was not therefore a declaration of interest.

**3. County Councillor Report**

County Councillor Thacker reported on several matters of interest:

- The availability of small grants up to approximately £2000 for specific community projects, this could also be used to fund larger projects alongside match funding.
- Hampshire residents were being encouraged to register their vehicles by 1<sup>st</sup> April 2020 to enable them to continue to use Hampshire recycling facilities free of a forthcoming £5 charge for non residents. He understood discussions on the renewal of the existing reciprocal arrangement with West Berkshire Council had not yet reached a conclusion.
- Following consultation, it was likely that Hampshire Library Service would no longer subsidise Kingsclere library and this would instead become a community run facility, but retaining the existing stock.

**4. McDonalds Tothill**

Cllr Carrow welcomed Richard Forte (Franchise holder) and George Wakelin (Branch Manager) from McDonalds to the meeting and invited them to introduce themselves.

Mr Forte thanked the Cllrs for the invitation to attend the meeting, he introduced himself as a Highclere resident who had recently acquired the Franchise of the Tothill branch to add to his existing portfolio of restaurants. He understood the value of the litterwarden scheme and expressed his commitment to continue with the branch's financial contribution.

Mr Forte and Mr Wakelin advised Cllrs on steps they have been taking to reduce the amount of litter disposed in the surrounding area. They explained they would continue to explore ways to change customer behaviour and raise awareness of the need to dispose of litter responsibly and would welcome suggestions. Cllr Morton raised a particular concern regarding the amount of litter on the neighbouring A34 slip road, Mr Wakelin acknowledged this to be a problem and said he was in touch with the Highways Agency with a view to organising a regular clean up of that area.

Cllr Carrow thanked Mr Forte and Mr Wakelin for attending the meeting.

**5. Confirm the minutes of the ordinary meeting held on 6<sup>th</sup> January 2020**

The minutes of the ordinary meeting held on 6<sup>th</sup> January 2020 were confirmed as a correct record and signed by the Chair.

Cllr Carrow and Borough Cllr Izett reported there was no news yet regarding a decision on the Carlton Planning application.

**6. Councillor Vacancy**

The Clerk reported that she had been advised by electoral services that no requests for an election had been received from parishioners, they would confirm the outcome formally the following day when the four week notice period had ended.

No expressions of interest had been received from potential Councillors.

Cllr Carrow reported that Cllr Butler had submitted his resignation from the Parish Council, with this being his last meeting. He was thanked for his support and contributions during his time as a Councillor.

**Action:** Clerk to progress advertising of additional casual vacancy

**7. Elect new representative for Earlstone Common Trust**

It was agreed that this item should be deferred again for further consideration in the March meeting.

**Action:** Clerk to add to March Agenda

**8. Borough Councillor's Report**

Borough Cllr Izett reported on a several matters of interest:

- Basingstoke & Deane Borough Council had been spending time finalising a balanced budget with no expected cuts in services. They had been successful in attracting new businesses to the area which had led to an increase in business rates.
- B&DBC had been the first Council to apply to the courts for a blanket injunction regarding traveller settlements, this had led to a significant reduction in the number of settlements and had enabled those there had been to be dealt with more swiftly.
- With the support of the voluntary sector, there had been success in reducing the number of rough sleepers in the area from 8 to 5, with the aim of eliminating rough sleeping by 2024.

- The “Help to Buy” equity loan scheme had been launched in the area and those meeting the criteria were invited to submit applications by 20<sup>th</sup> March 2020.

**Action:** Clerk to obtain details of the scheme for inclusion in the parish magazine.

- B&DBC were in conversations with West Berkshire Council regarding the reciprocal arrangements at the recycling facilities.

## **9. Parishioners’ open time**

All Parishioners present were in attendance for the Planning Applications.

## **10. Chairman’s comments**

Cllr Carrow reported that:

1. He had circulated the JPAG Practitioners Guide Survey to the Finance Committee and invited them to make a response by 24 Feb.

2. A request had been made to consider a merger between the parishes of Burghclere and Newtown. Cllr Carrow proceeded to read out his response which explained that this could not be added as a formal agenda item as the agenda had already been published, however he would raise it as a matter for further exploration subsequently. There would be many issues to consider including the legal and financial costs, as well as the potential benefits.

Among the numerous issues to be carefully considered would be the matter of the neighbourhood plan, Newtown would not be party to that, and any future revision may require a need to start again. Cllr Carrow advised that any merger would likely need to be put to the parishioners of both parishes for their opinions and possibly their agreement.

He had asked the Clerk to seek advice from Hampshire Association of Local Councils who had told her that if two parish councils wanted to merge, this would have to be following an order from a principal authority. Such an order would need to be agreed following the results of a governance review arranged by the principal authority. On this basis the Parish Council would need to speak to B&DBC as to its feasibility.

Cllr Carrow advised Cllrs that he had asked B&DBC for advice and had informed Borough Cllr John Izett. He emphasised that he was not seeking comments at this time, but invited Cllrs to reflect on this proposal and share views at the next meeting by which time he hoped that B&DBC will have provided guidance.

**Action:** Clerk to add proposed merger to March agenda for discussion.

3. Cllr Carrow had recently discussed volunteer-led traffic monitoring schemes with PCSO Luke Edwards and asked him to forward details on how these work.

## **11. Planning applications received since 6<sup>th</sup> January 2020**

| <b>Application number</b> | <b>Location</b>   | <b>Description</b>  | <b>Decision</b>  |
|---------------------------|---|---|--|
| 20/00013/RES              | Whitway Farm Industrial Units, Winchester Road, Whitway, Burghclere | Reserved matters application for the layout, appearance, landscaping and scale pursuant to outline planning permission 16/03918/OUT for the erection of 5 dwellings | No objections  |
| 20/00191/PIP              | Land Adjoining Oxleas Ox Drove Burghclere Hampshire                 | Application for Permission in Principle for the residential development of 1 no. dwelling   | The Council objected raising concerns that this proposal for a house to be built on greenfield land outside the settlement boundary risked setting a precedent and could lead others in the parish seeking to do the same. |
| 20/00003/LBC              | The Carnarvon Arms Winchester Road Whitway Burghclere RG20 9LE      | Installation of new door opening between the trade kitchen and the trade area   | No objections  |

## **12. Neighbourhood Plan, Falcon Developments appeal and Thames Water complaint updates.**

### **Neighbourhood Plan**

Cllr Carrow spoke to the Neighbourhood Plan Steering Group report to the parish council, which is attached as Appendix 1.

He advised that there was still some way to go before a referendum could be held, but that the NP could now, post-Regulation 16, begin to influence planning application decisions.

Cllr Carrow responded to concern that the NP had lead to more applications by pointing out that the lack of a 5-year land supply with the presumption in favour of sustainable development in fact presented a significantly greater risk and was the catalyst for Falcon Developments and other planning applications. Borough Cllr Izett advised that there had been no decision reached yet by B&DBC on land supply.

### **Falcon Appeal**

Cllr Carrow reported that Falcon Developments had responded to comments submitted to the Planning Inspectorate. These are published on B&DBC's website under 19/02724/PIP /Plans and related documents/ Appellant's final comments. B&DBC's comments were under LPA statement and Appendix 2. Burghclere Parish Council's submission was submitted to the Planning Inspectorate. A planning inspector/case officer will be appointed. There was likely to be a site visit in February following which a decision would be expected around early March, but the number of cases under consideration may lead to delays.

### **Thames Water**

Cllr Carrow reported that Thames Water had contacted him in response to his formal complaint. The Pumping Station manager and Customer relations had been informed and asked for comment. No response was likely before 13th February but he hoped that a site meeting would be set up some time thereafter. Cllr Izett indicated he would wish to be involved in the site visit.

### **13. Lengthsman update**

Cllr Whiting said that the lengthsman had completed some useful tasks during the January visit. Cllr Butler confirmed there was a further 7.5 hours available to the Parish in March. It was agreed to discuss and finalise tasks in the March meeting.

**Action:** Clerk to add Lengthsman tasks for March to next agenda

### **14. Sports Club Report**

Cllr Morton reported that:

- A dangerous tree had been identified and removal was agreed to be the Parish Council's responsibility. He would obtain 2 more quotes prior to arranging the trees removal before the end of February.
- The sports club roof was leaking badly and required replacement. Concerns were raised on the risks of investing money to replace the roof on an ageing building, therefore it was agreed this should be discussed in more detail in a separate meeting.
- Cllr Morton said that otherwise the finances at the sports club were breaking even and attendance had increased.

### **15. Website/IT update progress report**

There was nothing to report in Cllr Crowley's absence.

### **16. Footpaths report**

Cllr Carrow reported on a recent meeting with Gemma Clinch, HCC's new Community Engagement Ranger for North Hampshire, during which footpath number 504 had been looked at. It could be trimmed with the agreement of the landowner. Cllr Carrow would organise a working party.

Cllr Morton agreed to follow up with Highways regarding the footpath in the Tothill area.

**Action:** Cllr Carrow to organise a working party.  
Cllr Morton to follow up queries re Tothill footpath

**17. Hampshire 2050**

Cllr Carrow had previously circulated a report on the Hampshire 2050 event, which he had attended on 9<sup>th</sup> January. Parishes were being encouraged to start to consider what ideas, events, activities or even concrete plans could be generated in respect of climate change issues and he asked that Councillors shared their suggestions for Burghclere's top three priorities. Cllr Carrow would then take these forward to the Borough working group meeting being held on 13<sup>th</sup> February. It was agreed that climate change would be an appropriate topic for the Annual General Assembly agenda, Cllr Carrow would invite someone to speak.

**Action:** Cllr Carrow to source speaker for Annual Assembly

**18. Future Fundraising and Grant Application**

Cllr Carrow suggested this agenda item be considered in the March meeting when Cllr Crowley would be present.

**Action:** Clerk to include in March agenda.

**19. Accounts**

The following payments were presented for approval.

| Budget Section     | Date       | Details                                    | Amount    |
|--------------------|------------|--|-----------|
| <b>Expenditure</b> |            |  |           |
| Salary/PAYE        | 02/02/2020 | F Knott - Litterwarden                     | £390.00   |
| Salary/PAYE        | 02/02/2020 | J Letsome - Salary                         | £545.00   |
| Salary/PAYE        | 02/02/2020 | J Letsome - Expenses                       | £30.08    |
| Salary/PAYE        | 02/02/2020 | F Knott - PAYE                             | £85.20    |
| Other payments     | 03/02/2020 | Pinder Recreational Trust - Loan Repayment | £5,000.00 |

The Clerk reported that:

- During the period since the previous meeting income had been received totaling £11034, this included a VAT claim of £10,663 enabling the Pinder loan of £5000 to be repaid.
- A bank reconciliation had been completed to 21<sup>st</sup> January showing a balance in the Treasurers account of £17,510.

- The Asset register was due for review especially regarding queries raised around bus shelters. This would be an agenda item for March.

**Action:** Clerk to add Asset Register as agenda item for March

## 20. Clerk's Report

The Clerk reported that:

- She had booked a space on two forthcoming workshops organised by HALC to enable her training to commence.
- It was likely that the Parish Council's Standing Orders were due for review.

**Action:** Clerk to add Standing Order review as agenda item for March (if required)

## 21. Parish Council and Annual Assembly dates for agreement

The Clerk had previously circulated suggested meeting dates for the remainder of 2020. The Parish Council meeting dates were agreed with no change, however the Annual Assembly date would require further consideration to take into account available venues. This will be agreed in a separate agenda item in March.

**Action:** Clerk to add Parish Assembly date & venue to March agenda

There being no further business the Chairman closed the meeting at 9.25pm.

The next meeting will take place on Monday 2<sup>nd</sup> March 2020.

Chairman \_\_\_\_\_ Date \_\_\_\_\_

### **20200203-NP SG report for the Parish Council-3 Feb - Appendix 1**

As you are aware the Regulation 16 consultation period ended on 24 Jan. We are now at Regulation 17 stage. As anticipated a number of comments were received from both statutory and non-statutory consultees and from six parishioners. These are published on B&DBC's website: <https://www.basingstoke.gov.uk/BURNP>, and a new page has been added to the Parish Council website: <https://www.burghclerepc.co.uk/polices>. We confirmed on request to B&DBC that Regulation 16, which is conducted under the auspices of LPA, was carried out with the information and material provided, save displaying some public notices, which were lost in the post and not missed. One consultee may not have got their email despite being listed and sent the necessary information due to a typo in the address, nevertheless two comments from the same individual were submitted.

B&DBC confirmed on Friday that the Independent Examiner would begin her work on Mon 3 Feb and I have received a number of emails from her today. I have also placed on our website the Neighbourhood Planning Independent Examiner Referral Service guide to provide information on how this stage works. Her work is likely to take about a month, after which she will write a report, from which changes will be made to the plan before it is put to a

Referendum. I cannot put a time on this but estimate a referendum might be feasible in April/May. Janet Cheesley has invited comments from the PC in respect of the comments arising from Regulation 16. Although we are under no obligation to provide any we have today confirmed that she can accept the Policy B3 change as a first stage and a second submission within the next 2 weeks.

From the consultation responses your attention is drawn to NWD AONB, who have stated they have no objection to the current submission of the plan including the allocation of 2 sites within the AONB. This helpfully addresses for the first time in writing concerns about Site A being in the AONB a number of people have made. You will recall that we plan to withdraw Policy B3, which reduces land under consideration in the AONB to one site.

There is also a submission from Ms Lisa Hammond through Carter Jonas, drawing attention to land at Norman Farm, which they wish to see incorporated into the NP. You should also be aware that this site, Site F and a large area at Tothill have been added to the SHELAA (see handout). I don't intend to discuss the SHELAA but there are implications that we can consider later if you wish.

As mentioned the examination will be followed by a report and we will have to address any points raised. I anticipate that these will include some planning issues that we as Qualifying Body or Steering Group will not have the planning expertise to manage. I can confirm that OH are prepared to assist us in this work and that we believe we have sufficient funds for this purpose. Once OH has provided any proposals for our response I shall e-circulate it for your consideration.

Sometimes it is difficult to credit how far we have come in this endeavour. Arguably however our greatest challenge is yet to come.

Before addressing the referendum I want to dwell for a moment on the current planning environment. Many of those who have objected to the NP in its present form appear unaware of the context in which we are working. You know - only too well - that the lack of B&DBC's 5 year land supply means that any landowner whose land, whether adjacent to the SPB or not, could submit an outline or 'permission in principle' (PIP) planning application under the basis of 'presumption in favour of sustainable development' at Para 11 of the NPPF.

We have already seen 5 applications that fall into this category (2 by FD, Deadmoor Lane, Ayres Lane & now Ox Drove). More could follow. They are mightily difficult to challenge. For many the hurdle they face is the fact that we are making good progress with our neighbourhood plan. You are aware that once 'made' we will have 2 years protection, assuming B&DBC's land supply does not improve, and does not fall below 3 years (at which point we lose that protection).

Were the result of the referendum to go against us however, the situation would change significantly. We would lose all the work done and all associated benefits. Developers, and those who wished to build in the parish would have far fewer constraints. This incidentally applies to the owners of Site A, who may choose to proceed anyway with their envisaged development, against which there would be few planning counter arguments. For the record I could not sit among you to argue against proposals that otherwise would not have arisen.

I don't think many understand this or the consequences, and it is a message we all need to get across.

But this is only one side of the coin and I am concerned that this argument on its own could be construed as scare tactics to 'force' people to support the neighbourhood plan.



So while it is entirely realistic, it's right to promote a more optimistic picture. You'll recall we've strived to do this, especially with the NP report at Nov's PC, the article published in Dec in the parish magazine and on [nextdoor.com](http://nextdoor.com). Our plan envisages homes that people in the village have asked for; i.e. 2-3 bed, with a mix of affordable housing, not where key views are interrupted or that significant traffic is added through the village centre. We've policies that address building on residential garden land, design matters, the environment, business, tourism and parking, trying to influence for the better these aspects as best we can. It's a positive perspective and one we can champion with confidence alongside our concerns. While I do not expect to convert those who do not agree with our plans, please can we advocate this message strongly which, after all, is the whole purpose of this endeavour.