

NEWTOWN PARISH COUNCIL**Hampshire**

Minutes of a meeting of Newtown Parish Council held on
Tuesday 6th July 2021 at 7:00pm, Newtown Village Hall

Present: Chairman: Tony Webb
Councillors: Sean Curry, Jo Exelby, Robert Ward

In attendance: Clerk: Rebecca Cloke
1 member of the public

24. Apologies

Apologies were received from Cllr Reseigh

ACTION**25. Co-option of local Councillors to fill casual vacancies**

Proposal to co-opt Robert Ward was made by Tony Webb and seconded by Sean Curry. Cllr Webb asked for a vote of thanks to be given to Mr Ward for standing. Cllr Ward completed his declaration of acceptance of office.

26. Declarations of Interest

None

OPEN FORUM – none

27. Approval and signing of the minutes of the meeting held on 13th April 2021.

The minutes approved by the Council and signed by the Chairman. Nominated by Cllr Webb and seconded by Cllr Curry.

28. Report for “News from the Villages”

Cllr Webb briefed the councillors on an issue which had been highlighted by various local residents whereby Thames Water were pursuing waste water charges from residents who were not liable for such charges. Cllr Webb has included in the recent report for “News from the Villages” that residents who had been contacted by Thames Water with regards to this issue, were to contact the parish Council Clerk.

29. Report from the Borough and/or County Councillor

Absent

Cllr Webb stated that Cllr Izett had been very supportive in recent communications regarding the Household Waste Recycling Centre and Planning issues raised recently.

Chair

ACTION**30. Highways and Traffic Issues****SLR Machine**

The Cllrs discussed the deployment and use of the parish council owned SLR machine. It was acknowledged that deployment of the SLR (utilising Basingstoke and Deane's operations scheme) had been budgeted in this financial year. It was agreed that the SLR be deployed on the B4640 for the standard deployment period and then deployed on the same road in the opposite direction. Cllr Exelby to investigate whether the data could be used to initiate police speed checks. Clerk to initiate the deployment with Basingstoke and Deane.

RC / JE

31. Bus Shelter

Basingstoke and Deane have not yet carried out their inspection on the bus shelter.

32. Waste**Recycling**

Cllr Webb had contacted Cllr Manns at Hampshire County Council and forwarded the councillors the response. Cllr Webb briefed the councillors that Hampshire County Council had deemed neither prospective site suitable for a new facility in North Hampshire and no agreement had been reached between Hampshire and West Berkshire on the continued use of Newtown Road HWRC despite Basingstoke and Deane's offer to fund half of the fee for a further year. Cllr Webb stated he was determined to continue the Parish Council's efforts to secure a long-term solution after the interim agreement ceases at the end of July 2021. Cllr Webb to contact Cllr Humby (HCC).

TW

33. Village Hall Car Park Proposal and funding

Cllr Webb briefed the council that builders that had originally been appointed for the Village Hall car park project had yet to specify a start date but that the Parish Council had now decided to pause the project until such time as a decision had been made regarding Planning Application 21/00544/FUL - Castle Cottages. It was acknowledged that whilst the car park may not solve the 'under use' issue entirely, it would help to make the Village Hall more desirable to prospective hirers.

34. Planning and development control

16/02230/FUL Hill Farm	Erection of 8 no. dwellings with associated access, landscaping and parking	No further update from B&D regarding this application and it is now listed as "Withdrawn Returned" on the B&D planning site
20/01681/OOBC 18/00828/OUTMAJ Sandleford Park	Outline application for up to 500 new homes	Called in by the Secretary of State – awaiting decision
21/00163/FUL Adbury Springs	Replacement stable building and erection of new storage building	Submitted (PC - no objection) - granted

ACTION

21/00544/FUL Land adjoining Castle Cottages	Erection of new detached 4 bedroom dwelling	Submitted - planning response submitted to Basingstoke and Deane. Concerns raised regarding the height and footprint of the application, surface water run-off, septic tank location and soakaway, arboricultural impact of tree removal and right of way access. The Development Control Committee Meeting will be held on the 11 th August. The Chair of the Village Hall Committee will be attending to represent the village hall committee and it was agreed that Cllr Webb would attend to speak on behalf of the Parish Council – awaiting decision
21/01005/FUL Old Cottage	Change of use of paddock to garden; addition of an external swimming pool and shed	Submitted (PC - no objection) - granted
21/01519/LBC Burghclere Cottage	Installation of 1 no. virtually flush-fitting Velux Conservation window	Submitted – the PC have visited this property and will be submitting a statement of support for this application – awaiting decision
21/01797/FUL Newtown Court Farm	Development of 4 new dwellings (in addition to the existing dwelling and approved dwelling)	Cllr Webb briefed the council on this further application. The application has attracted much negative feedback from local residents. It was queried as to whether the application size (6 houses in total) would be considered in totality for Social Housing provision. It was acknowledged that the application was for very large houses which would have a significant visual impact and that there was a greater need for smaller, more affordable housing in the area. The PC will be submitting an objection to the application – awaiting decision

ACTION**35. Newtown Common**

Cllr Curry briefed the council with regards to the Higher Level Stewardship Agreement. There is around £9,000 in cumulative funds for HLS work with a further £3,000 payment expected for this year. The ten year agreement will be concluding this year and work is underway to secure further funding under a Woodland Management and Heathland Management schemes. The Common Management Committee are currently sourcing a woodland management expert to consult on the application.

Working Party Insurance renewal – following a pricing exercise, the working party insurance has been renewed with Aviva. Due to timescales, the price and policy comparison had been circulated by email and it had been agreed to go with Aviva. The clerk stated that insurance cover for chainsaw usage was dependent on relevant up to date training and it was agreed that the Chair of the Common Management Committee would ensure that a copy of the chainsaw training certificate was held on file.

SC / RC

Cllr Curry briefed the council that a permissive bridleway on the common had subsided and as a result the route of the permissive bridleway had been altered and the signage had been moved accordingly. Signage has been placed around the common regarding keeping dogs on leads to protect the ground nesting birds on the commons. It was commented that communications need to be reviewed to better educate the residents as to the reasons for requesting dogs are kept on short leads during nesting periods. It was commented that a post on the PC Facebook page regarding this, had been well received.

Cllr Curry briefed the council that remedial work had been carried out on the areas damaged by cycling tracks. It was discussed that the Basingstoke and Deane anti-social team could be contacted if there were further issues.

36. Lengthsman Scheme

Cllr Curry briefed the Parish Council that the lengthsman would continue work on the footpath along the B4640.

37. Small project options

A list of potential short-term projects had been drawn up and needed to be costed and structured in order that projects could be prioritised. Clerk and Cllr Reseigh to action this.

RC / TR

38. Parish Council Insurance renewal - following a pricing exercise, the parish council insurance has been renewed with Zurich. Due to timescales, the price and policy comparison had been circulated by email and it had been agreed to go with Zurich.

39. Finance reports**a) To receive the year end report on the budget for 2021/22**

The Clerk summarised the main variances to budget, year to date, in the income and expenditure and summarised the reserves held at year end. Received and approved.

b) Review and approve the Annual Governance and Accountability Return 20/21

It was agreed that Section 1, the **Annual Governance and Accountability Return 2020/21** be completed to the effect that:

1. The Parish Council has prepared its Accounting Statements in accordance with the Accounts and Audit Regulation.
2. The Parish Council has made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.
3. The Parish Council has only done what it has the legal power to do and has complied with proper practices in doing so.
4. The Parish Council has during the year given all persons interested the opportunity to inspect and ask questions about the council's accounts.
5. The Parish Council has considered the financial and other risks it faces and has dealt with them properly.
6. The Parish Council has arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of the council.
7. The Parish Council has responded to matters brought to its attention by internal and external audit.
8. The Parish Council has disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.

Resolved that the Annual Governance and Accountability Return be signed by the Chairman and the clerk.

It was agreed that Section 2, Accounting Statements reflected the figures in the Statement of Accounts.

Resolved that Section 2, Accounting Statements 2020/21 be signed by the clerk and the Chairman.

c) Receive the internal audit report 2020/21

The Clerk has published the internal auditor's report. The only issue raised was with regards to the clerk's salary. (Covered in agenda item 41). The Councillors thanked the Clerk for her diligence and the positive audit report received. The auditor's report was approved and accepted proposed by Cllr Webb seconded by Cllr Exelby.

40. Approval of payments

To ratify the following payments:

737	R Cloke	Expenses – PA printing	£135.36
738	BHIB Insurance	CMC Working Party Ins	£183.00
739	Auditing Solutions	Internal Audit fees	£228.00
740	LexisNexis	Arnold Baker book	£149.99
741	Zurich Insurance	PC Insurance	£364.80
742	A Webb	Common work gift	£20.50

To approve the following payments:

743	R Cloke	Salary 20/21 backdate	£406.60
744	HMRC	PAYE – 20/21 backdate	£101.60
745	R Cloke	Salary – Apr to Jun	£605.65
746	HMRC	HMRC – Apr to Jun	£151.40
747	Crescent signs	Jonathan Hill welcome sign	£81.60
748	Premier Grounds	Waste charges	£119.23

41. Review of Clerk's salary and employment contract

The recent internal audit had highlighted that the salary paid to the clerk in 2020/21 did not agree to the salary banding in her employment contract. It was proposed that the Clerk's salary be increased to Salary point 23 as per her employment contract and a payment to backdate this increase be made in respect of the full year April 2020 to March 2021. Proposed by Cllr Webb and seconded by Cllr Curry.

42. Correspondence

The Clerk confirmed the payment for the VAT for 2020-21 had been received. The Clerk stated that SSE had asked for permission to access Adbury Holt to replacement power cable poles. Permission had been granted subject to two weeks notice and adequate care taken regarding ground nesting birds in that area.

43. Date of next meetings

A date for the following meeting was set for Wednesday 8th September.

The meeting closed at 8:25pm

Chair

Action Summary

Agenda Item	Action	
30	SLR – Cllr Exelby to how speed data from SLR, could be used to initiate police speed checks.	JE
30	SLR – Clerk to initiate SLR deployment with Basingstoke and Deane.	RC
32	HWRC – Cllr Webb to contact Cllr Humby (HCC) regarding use of Newtown Road HWRC.	TW
34	21/00544/FUL – Castle Cottages – TW to attend DCC meeting – 11 th August.	TW
35	Newtown Common – Working Party Insurance – Chainsaw training certificate to be held on file.	SC / RC
37	Small project options - A list of potential short-term projects had been drawn up and needed to be costed and structured in order that projects could be prioritised.	TR / RC

Signed

Date

DRAFT

Chair