

MORTIMER WEST END PARISH COUNCIL
Minutes of the Meeting of the Council

Date: Thursday 31st March 2022 Time: 7.30pm
Place: Mortimer West End Village Hall
Present: Cllr Kevin Cross
 Cllr Andrew Arthur
 Cllr David Lister
 Cllr Tom Watt
In Attendance: Borough Cllr Chris Tomblin
 Borough Cllr Nick Robinson
 Christine McGarvie – Clerk
 1 member of the public

Cllr Cross took the Chair for items 13/22 and 14/22 then Cllr Arthur took over as Chairman.

13/22 A minute of silence was held as a tribute to Cllr Nick Thurlow

14/22 To elect a Chairman

Cllr Cross proposed that Cllr Arthur be elected as the Chairman of the Parish Council. Cllr Watt seconded this proposal and all agreed. Cllr Arthur duly signed the declaration of office.

15/22 To receive declarations of interest relating to items on the agenda

None

16/22 Minutes of the last parish council meeting

16.1 To approve and sign the minutes of the meeting of 17th January 2022

The minutes of the meeting held 17th January 2022 were agreed as a true and accurate record. The minutes were signed by the Chairman.

16.2 Matters arising from the minutes not otherwise on the agenda

4/22 – Hedge has been cut at the church and a grant was received from Hampshire County Council. The church had some issues with their bank account but Clerk will transfer the money to them when this is resolved.

6.3/22 - Clerk has chased the Flooding issue on Soke road with Hampshire Highways ref: 21539104

9.3/22 – Defibrillator at the Village Hall is now working and has spare pads. Clerk is registered as guardian and is carrying out regular checks.

7.1/22 – Lengthsman has replaced one of the wooden posts at edge of recreation ground.

17/22. Planning & Development

17.1 To note receipt of new applications and make comment see Appendix A

22/00774/HSE – The Flow Cottage, Soke Road. Erection of single storey boot room and porch
The Parish Council resolved to respond with no objections.

17.2 to update on any planning decisions

see Appendix A

18/22. Highways & Footpaths issues

18.1 To provide an update on use of the Speed Indicator Device.

Clerk emailed the Police and Crime Commissioner about the case of speeding at 101mph on Church Road but has not received a response The SID will be back in the Parish in 2 weeks' time.

18.2 Other Highways and footpaths issues

There is a broken drainage cover on West End Road near to St. Catherine's Hill. Clerk to raise case with Hampshire County Council (case raised under 21606048)

19/22 Parish Environment

19.1 To discuss the operation of the automatic bollards at the entrance to the recreation ground car park and insurance cover.

Clerk has contacted insurers to add automatic bollard to the items covered. Total Asset value has now gone up to £78,000 and we currently have £75k of cover so there may be a slight increase in premium to pay.

Clerk has met with the Cricket Club Chairman and agreed that bollard should be raised between 9.30pm and 7am. The Cricket Club have been given an override key and key fob. They also have the ability to lower the bollard via mobile phone.

Clerk to purchase signs telling car park users the operating times and also put a notice on the control box with a mobile number to call in an emergency.

Action: Clerk

19.2 To consider quotes for flagpole for Churchyard.

Clerk has obtained several quotes. The preferred supplier was agreed as Flagpole Express and a 6-metre heavy duty fibre glass pole was chosen. Clerk to order flagpole and arrange for the Lengthsman to install it.

Clerk to source a brass plaque and agree wording with the former Chairman's widow.

Action: Clerk

19.3 To update on replacement village gateway

One of the village gateways in Church Road was hit and damaged beyond repair on the 12 or 13th February.

Hampshire County Council highways have given a price for repair and insurers have agreed to pay for the repair £1,361.76 (minus the £100 policy excess)

Clerk to ask Hampshire County Council for a date for the work to be carried out.

Action: Clerk

19.4 To consider the report on the condition of the War memorial from the War Memorial Trust

The War Memorial Trust have provided a condition report on the War Memorial in the churchyard and recommended that restoration work be carried by a conservation contractor. It was agreed that the Clerk should seek quotes and then apply for a grant from the War Memorial Trust.

Action: Clerk

20/22 Reports

20.1 Borough Councillor reports

Borough Cllr Chris Tomblin reported that a new affordability ratio has been applied which has increased the number of houses allocated to B&D for the 5-year land supply target.

Someone has been caught and fined for fly tipping in Silchester, Wall Lane. They received a £1400 fine.

The Local plan Rural Strategy will be discussed in June at the Economic Housing Committee.

A motion was passed at full council proposing that housing growth should be based on the 2021 census rather than the 2011 census. Officers are now look at how to implement this.

A motion was also passed to say that villages such as Bramley and Sherfield on Loddon should be preserved and not become part of Basingstoke.

Cllr Nick Robinson mentioned that legislation comes in 2024 to make housing more energy efficient.

There are 10,000 outstanding approved planning applications for houses that haven't yet been built and this has a major impact on the Local Plan housing targets.

The B&D budget has been balanced and agreed. B&D remain in a good financial position.

An Independent remuneration review has been carried out and councillor allowances agreed.

An Independent performance review has been carried out. 95% of customer complaints were responded to with 10 working days. The take up of digital services is improving. Staff Sickness levels are at 2.5%. Household waste recycling is up 30% and there has been a reduction in energy consumption in council property. 400 new trees were planted in the last year. 60% of major planning applications have been determined within the required deadline. 860 new homes have been built over the last year and 300 of these were affordable homes.

20. 2 Clerk's report

The internal audit is booked for 19th April.

20.3 To receive reports from parish council representatives

Clarkes Educational trust – Cllr Lister reported that the committee will be meeting next week.

Basingstoke District Association of Parish & Town Councils- Cllr Lister attended the on 1st March. The new council leader Simon Bound was at the meeting. Plans for B&D to reduce costs by getting communities more involved were discussed.

The unauthorised encampments appeal is now with the Supreme Court.

The Town Centre strategy was discussed. The aim is to work towards a vision of how the town centre should look in 10 years' time. They are also working towards improvements of the Aquapark over 10 years.

There is a new climate team at B&D and they have produced a Climate Emergency toolkit.

Sherfield Village Hall have recently installed an electric vehicle charging point using grant funding. Cllr Chris Tomblin indicated that he would send information to the Clerk about the schemes available to fund electric vehicle charging points.

Hampshire County Council Highways conference – HALC had put forward a proposal to ask HCC to adopt 20mph zones in all residential areas but this motion was modified to ask them to adopt 20mph in certain selected areas.

Village hall Committee – Cllr Cross reported that the Hall Committee have plans to lay new paths and carry out landscaping work around the hall. The Woodland walk and barbecue will be held on the third weekend of July. Other events planned include a quiz night in October and the Produce Show.

Mortimer Quarry Liaison – A meeting has been arranged for 13th April.

AWE LLC – Cllr Cross agreed to take on responsibility for the AWE Local Liaison Committee. Clerk to inform the AWE LLC so the necessary checks can be done.

Relief in Need Charity – a new representative needed. Clerk to ask Cllr Watts if he would like to take this responsibility.

Action:Clerk

21/22 Finance

21.1 To approve payments, bank reconciliation and receipts

The payment list shown below in Appendix B and was approved

21.2 To consider Clerk's salary increase

The Local Government Pay award for 2021/2022 has been agreed and is backdated to April 2021.

The new pay rates were agreed and the Clerk's standing order will be updated accordingly.

22/22 To discuss process for advertising councillor vacancy

Basingstoke and Deane confirmed that it was appropriate to wait until after Cllr Thurlow's funeral before advertising the vacancy.

The vacancy notice will therefore be put up on 11th April.

It was agreed that if no by-election is called and the vacancy can be filled by co-option, Clerk will ask for the advert to be included in Silchester Magazine.

23/22. The next meeting will be held on 26th May 2022 7.30pm

Signed:
(Chairman)

Date:.....

Appendix A
March 2022

Planning Applications for Consideration

1	22/00774/HSE – The Flow Cottage, Soke Road. Erection of single storey boot room and porch	Deadline for comments 13 th April
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Planning Application Decisions made

1	None	
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Planning Applications Awaiting Decisions

1	21/03797/FUL – The Laurels, Soke Road. Replacement of 1 no. dwelling	Deadline 25 th April
1	21/03769/CONS – Benyons Enclosure, Welshman’s Road - Variation of condition 2 of Planing Permission ref 18/02243/CMA to allow importation of material until 2032	Deadline 22 nd November 2021

Appendix B

	Statement 31/12/2021	Statement 28/2/2022
	£14,861.52	£9,896.12

Payments since last meeting date :

Cheque No	Payee	Details	TOTAL COST
EP	Mrs C McGarvie	January salary	244.80
EP	SCS Automation Ltd	Automatic bollard	7530.80
EP	MWE Village Hall	Hall hire	45.00
EP	MWE PCC	grant for churchyard grass cutting	600.00
EP	Vision ICT	website hosting	150
EP	Mrs C McGarvie	February salary	244.80
TOTAL			£8,815.40

New Items for payment

EP/SO/Cheq	Payee	Details	TOTAL COST
SO	Mrs C McGarvie	March salary	244.80
EP	SCS Automation UK Ltd	final payment	7530.80
EP	MWE Village Hall	Hall hire	22.50
EP	Hampshire Association of Local Councils	Officer update	12.00
EP	Mrs C McGarvie	Expenses	200.99
EP	Mrs C McGarvie	Clerk backdated pay	50.40
TOTAL			£8,061.49

Receipts since last meeting date :

Receipt Date	Payer	Details	TOTAL AMOUNT
01/02/2022	MWE PCC	grant returned - problem with bank	£600.00
10/02/2022	HCC	grant for churchyard hedge work	£650.00
10/02/2022	MWE Village Hall	Grant for automatic bollards	£2,000.00
25/02/2022	MWECC	Grant for car park improvements	£600.00
			£3,850.00

Payments not yet presented

Cheque No	Payee	Details	TOTAL COST
TOTAL			£0.00

Receipts after statement date :

Receipt Date	Payer	Details	TOTAL AMOUNT
TOTAL			£0.00

Treasurers account balance after new payments	£1,834.63
Savings Account balance as at 28th February 2022	£16,608.10
	£18,442.73

Clerk expenses invoice March 2022		
	12 months homeworking allowance	
31/03/2022		100.00
24/01/2022	2 x defibrillator pads	78.00
25/03/2022	Ink divided by 3 parishes	22.99
		200.99
I confirm that these expenses were incurred for Mortimer West End Parish Council		
Signed		

Appendix C

Bank Reconciliation 18th March 2022

Authority name Mortimer West End Parish Council

Prepared by Christine McGarvie Clerk and RFO

Date 18th March 2022

Approved by Chair of council

Date 18th March 2022

Balance per bank statements as at 28 February 2022	£	£	
Treasurers Account		9896.12	
Savings Account		16608.10	
			26504.22

Less any un-presented cheques/payments at 28th February 2022

Add any uncleared cheques/cash/payments 0

0

Net Bank balances as at 28th February 2022 **£26,504.22**

CASH BOOK

Opening balance cashbook 1st April 2021	12835.44
Add: Receipts in the year	16385.76
Less: Payments in the year	19,325.08
Closing balance as per cash book as at 18th March 2022	£9,896.12

Opening balance savings account 1st April 2021	16606.55
Add: Receipts in the year	£1.55
Less: Payments in the year	0
Closing balance as per cash book as at 18th March 2022	£16,608.10

Overall closing balance **£26,504.22**

difference £0.00