

MORTIMER WEST END PARISH COUNCIL

Minutes of the Meeting of the Council

Date : Thursday 23rd July 2020 Time: 7.30pm

Place: Conference call due to Coronavirus Covid -19 restrictions

Present: Cllr Nick Thurlow
Cllr Andrew Arthur
Cllr David Lister
Cllr Jonathon Bray
Cllr Kevin Cross

In Attendance: Borough Cllr Roger Gardiner
Borough Cllr Simon Mahaffey
County Cllr Rhydian Vaughan
Christine McGarvie (Clerk)

1 member of the public

33/20 Apologies for absence

None received.

34/20 To receive declarations of interest relating to items on the agenda

None

35/20 Minutes of the last parish council meeting

35.1 To approve and sign the minutes of the meeting of 28th May 2020

The minutes of the meeting held 28th May 2020 were agreed as a true and accurate record. The minutes will be signed by the Chairman at a future date.

35.2 Matters arising from the minutes not otherwise on the agenda

29.2 The request from Hampshire County Council (HCC) to use Lengthsman budget for footpath cutting was withdrawn by HCC.

36/20 Open Forum – to hear matters raised by members of the public.

No matters were raised.

37/20 Planning & Development

37.1 To note receipt of new applications and make comment

See Appendix A below

20/01161/FUL The Pines Pamber Road Silchester – The Pines, Pamber Road. Erection of a 3 bedroom dwelling and shed/store with access from Soke Road.

It was agreed after the last meeting that the Parish Council would object to the application on the grounds that due to the fact that the proposed building is one and half storey's high the neighbours will be overlooked and lose privacy. The Parish Council would be more in favour of a one storey bungalow on the plot.

The application is still waiting a decision but Highways have also objected on the grounds that there is not sufficient room for a vehicle to turn on the plot and the visibility splays are not sufficient.

38/20 Highways & Footpaths issues

38.1 To discuss the Village gateway and Soke road improvement project

Further questions were sent to Hampshire Highways to clarify the project costs. Cllr Thurlow and Cllr Arthur to review the response from Hampshire Highways and provide their recommendations via email. Clerk and Cllr Thurlow to investigate sources of funding.

Action: AA/NT

Clerk to clarify timescales for the Soke Road project with Hampshire Highways.

Action : Clerk

Clerk to contact Hampshire County Council again about the trees close to the road side on Soke Road. Cllr Bray has confirmed that they are not the responsibility of Englefield Estate.

Action: Clerk

38.2 SID and Speedwatch

Clerk has contact Hampshire County Council for approval to put the Speed Indicator Device on the posts in Church Road and Soke Road. The locations have been approved. The next step is to apply for a licence. It was agreed that the Clerk should sign the licence agreement and send it to the Hampshire County Council legal department.

Action: Clerk

Speedwatch is currently not operating because of the Coronavirus restrictions but it is hoped that new procedures that will allow sessions to start again will be issues soon.

39/20 Reports

39.1 County Councillor Report – Cllr Rhydian Vaughan

Report given in Appendix E below

The Government has pledged £7.6 million additional funding to Hampshire County Council.

Hampshire Countryside Service have produced a sign as part of an anti-littering campaign which can be used by Parish Councils.

39.2 Borough Councillor Report

Cllr Gardiner reported that he will be in post for another year as elections were postponed due to the Coronavirus restrictions.

Bin collections will return back to normal schedules from 17th August.

Basingstoke Aquadrome and Tadley swimming pool will reopen on 25th July.

There is currently an unauthorised encampment at Tadley Swimming pool but they have been told they must leave by 6pm.

Basingstoke and Deane have received an addition £257,000 of funding from Government.

Basingstoke and Deane HR committee will be starting recruitment for a new Chief Executive at the end of July. Ian Boll is the interim Chief Executive.

Cllr Simon Mahaffey reported that the Council are now holding virtual meetings.

The Mayor is seeking recommendations for individuals to be thanked for the work they did during the pandemic as part of the 'Big Basingstoke Thank You'.

The outline planning permission for the Manydown development has been approved.

Basing View is the planned location for a 5G Living Lab. It has a £3.5million budget and will be majority funded by the commercial sector.

A Climate emergency SPD planning document has been approved to go to Committee for final approval.

39.3 Clerk's report

Clerk reported a Health and Safety concern about the permanent football posts at the recreation ground. It was agreed that Clerk should seek a quotation for refurbishment including painting and fixing more securely.

Action : Clerk

39.4 To receive reports from Parish Council Representatives

AWE LLC – Cllr Thurlow attended the AWE LLC meeting held via video conference on 22nd July. AWE have overcome security issues and now have 2500 employees working from home. Alison Atkinson, the new CEO, was introduced.

There was a presentation on STEM and plans for the new intake of graduates. They are taking on 81 new apprentices at the end of August.

AWE is undertaking a major project to build a hub which will replace 100 old buildings on the site. It will be a state-of-the-art site with innovative design addressing environmental concerns. AWE is liaising with West Berkshire Council on the plans and the planning application is due to be submitted in September. It is expected that the project will take 3 years to complete. There is no planned increase in headcount or traffic movement. Traffic movements will be less as more staff work from home.

The Village Hall is still closed due to the Coronavirus restrictions.

Cllr Lister reported that the Clark's Education Trust has not had a meeting. The tenants of the school house, which is one of the main sources of income, are leaving at middle of August. There is not a high demand for grants at this time.

40/20 Finance

40.1 To approve payments, bank reconciliation and receipts.

See appendix B below

All payments for July to be approved. Cllr Arthur and Cllr Thurlow to approve the payments online.

40.2 To receive the Q1 budget update.

The budget update given in Appendix D below was accepted.

40.3 To consider grant requests from Victim Support and Homestart

Cllr Lister declared an interest in the Homestart application as his wife volunteers for them and did not take part in the decision on this grant request. Cllr Lister also declared an interest in the grant to Tadley Citizens Advice as a he volunteers with them and did not take part in the decision on this grant.

The Parish Council agreed to grant Victim Support £75 and Homestart £250.

Borough Cllr Gardiner pointed out that grants made to Tadley Citizens Advice made on 25th July would be doubled by Greenham Trust. It was therefore agreed that a grant of £500 would be made to Tadley Citizens Advice on 25th July. This will be the only grant to this organisation in this financial year.

Action : Clerk

40.4 To consider payment to Vision ICT for writing the website accessibility statement.

It was agreed to commission Vision ICT to assess the website, write the required statement and put it on the website at a cost of £45.

Action : Clerk

40.5 To consider updates to financial regulations and risk assessments as recommended by the internal auditor.

The update to financial regulations and risk assessment schedule were reviewed and accepted by the Parish Council.

41/20 Date of Next Meeting

The next meeting will be held on 24th September 2020 7.30pm Venue : To be confirmed

Signed:

(Chairman)

Date:.....

Appendix A
 July 2020
 Planning Applications for Consideration

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Planning Application Decisions made

1	20/00468/HSE Wind Whistles Welshmans Road - Erection of two storey front extension, two dormer windows to front elevation and two storey rear extension. Erection of detached garage, erection of side/rear extension to existing garage and conversion to games room, gym, wet room and store	Granted
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Planning Applications Awaiting Decisions

1	20/01161/FUL The Pines Pamber Road Silchester – The Pines, Pamber Road. Erection of a 3 bedroom dwelling and shed/store with access from Soke Road.	Deadline 17 th July
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DRAFT

Appendix B

Statement no 25 (1/5/2020)

Statement no 28 (3/7/2020)

	£15,145.63		£13,677.61
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Payments since last meeting date :

Cheque No	Payee	Details	TOTAL COST
SO	Mrs C McGarvie	May salary	238.20
EP	Mr N Thurlow	Zoom subscription 1 month	14.39
EP	Do the Numbers Ltd	Internal Audit	190.00
		Website accessibility training	60.00
EP	Mrs C McGarvie		
	Hampshire Association of Local	Affiliation fees	215.34
EP	Councils		
EP	BHIB Ltd	Insurance renewal	511.89
SO	Mrs C McGarvie	June salary	238.20
TOTAL			£1,468.02

New Items for payment

Cheque No	Payee	Details	TOTAL COST
SO	Mrs C McGarvie	July Salary	238.20
EP	Mrs C McGarvie	Mcaffee , H&S training	51.33
TOTAL			£289.53

Receipts since last meeting date :

Receipt Date	Payer	Details	TOTAL AMOUNT
			£0.00

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

£13,388.08

Savings Account balance as at 3rd July

16604.32

£29,992.40

Appendix C

Bank Reconciliation 15th July 2020

Authority name Mortimer West End Parish Council

Prepared by Christine McGarvie Clerk and RFO

Date 15th July 2020

Approved by Nick Thurlow Chair of council

Date 15th July 2020

Balance per bank statements as at 3rd July 2020	£	£	
Treasurers Account	13677.61		
Savings Account	16604.32		
			30281.93
Less any un-presented cheques at 15th July 2020			
Add any uncleared cheques/cash/payments			0
			0
Net Bank balances as at 15th July 2020			£30,281.93
CASH BOOK			
Opening balance cashbook 1st April 2020	10706.83		
Add: Receipts in the year	5127.00		
Less: Payments in the year	2,156.22		
Closing balance as per cash book as at 15th July 2020	£13,677.61		
Opening balance savings account	16602.22		
Add: Receipts in the year	£2.10		
Less: Payments in the year	0		
Closing balance as per cash book as at 15th July 2020	£16,604.32		
Overall closing balance	£30,281.93		
difference		£0.00	

Appendix D –

MORTIMER WEST END PARISH COUNCIL		Budget 2020-2021	
	ACTUAL SPEND	PROJECTED	Budget 2020/2021
	SPEND TO	TOTAL SPEND TO	
	30/06/2020	31/03/2021	
EXPENDITURE			
Village Maintenance			
Grass cutting - Churchyard	450	900	450
- Recreation Ground	0	0	0
Ground maintenance	0	0	750
Playground maintenance/inspection	0	0	1,000
SLR sign hire	0	0	0
Administration			
APA costs	0	0	50
Chairman's allowance	0	0	50
Clerk's salary	715	2,916	2,916
Computer/website	0	500	500
Insurance Premium	512	512	550
Office expenses (stationery etc)	14	150	150
Statutory fees - audit and ico	190	190	230
Training	50	200	200
Village Hall hire	0	169	180
Subscriptions			
HALC	215	211	250
General grants	0	1,750	1,750
Capital spending	0	750	750
TOTALS	2,147	8,248	9,776
RECEIPTS			
	ACTUAL	PROJECTED	Budget 2020/2021
	RECEIPTS TO	RECEIPTS TO	
	30/06/2020	31/03/2021	
	£	£	
BDBC Precept	4,500	9,000	9,000
BDBC Grass cutting grant	627	627	627
SSE Wayleaves	0	81	81
VAT refund	0	10	0
TOTALS	5,127	9,718	9,708
Over/Underspend expected	2,980	1,470	-68

Hampshire County Council report - as at 8th July 2020

- **Covid 19** is set to cost HCC £195m with more than half of this unfunded.
- We have secured £23'000 for our **Veterans Hub** across the County. Hampshire has one of the highest numbers of Veterans and serving military personnel in the country.
- **Our Libraries** will open again this week. The future of the 48 Libraries in the County will be determined on 28th July.
- **HWRCs.** Starting 1st August, non-residents in Hampshire will pay £5 to use our sites. HCC pay £175'000 to West Berkshire Council which allows c5000 Hants households to use the tips at Newbury & Padworth. This service is being withdrawn.
- A reminder to **register your vehicles** to use HWRCs as this scheme will commence on 1st August having been delayed from April.
- **Government** has pledged £500m to local councils but this will not be enough as shortfalls continue to grow. Government has also announced a £1.57bn funding package for the Arts. We must ensure that some of this goes to help the Anvil in Basingstoke which has become a centre of culture in our part of the world.
- HCC has produced a robust **Local Outbreak Control Plan** in the event of any spikes in Covid 19 cases. This can be found in Edition 75 of the County Councillor's report that I forward to you.
- **Remodelling of a key Bramley Junction**, Bramley Lane/Sherfield Road by the railway crossing has been signed off by HCC to start later in the year.
- HCC will be holding a **full Council meeting** (virtual) on Thursday 16th July at 1000hrs.
- **Hampshire Day** is on Wednesday 15th July. If you possess a Hampshire County Flag, it would be appropriate to fly it. It is also St Swithin's Day (a past Bishop of Winchester 852-863 AD) so I hope it doesn't rain.

Stay safe.

Cllr Rhydian Vaughan
Calleva Division
Hampshire County Council
Fb.com/tellrhydian