

OLD BASING & LYCHPIT PARISH COUNCIL MINUTES

Meeting: FULL PARISH COUNCIL
Date: Tuesday 4 May 2021
Location: Conducted remotely via Zoom
Time: 7.30 pm
Members Participating: Cllrs A Renwick (Chairman), R Barker, P Bloyce, D Whiter, K Tuck, R Doust, Cllr J Robinson, G Moore, S Grassi, M Campbell, S Brown; A Jones
Members Absent:
In Attendance: Mrs S Tuck (Clerk), L Orvis (Finance Officer)

Item No	Item	Action
1.	APOLOGIES FOR ABSENCE No Councillors were absent, however County Councillor Elaine Still sent apologies as she was attending the Chineham meeting.	
2.	CONFIRMATION OF MINUTES Minutes of the Full Parish Council Meeting held on 6 April (via Zoom) were received and agreed and confirmed as a true record of the business conducted. Chairman to visit the office to sign the Minutes.	Chairman
3.	DECLARATIONS OF INTEREST No declarations of interest.	
4.	MATTERS RELATING TO FINANCE 4.1 The Invoice Log detailing the previous month's invoices, petty cash expenditure and salary costs had been circulated in advance. In response to Cllr Whiter's query the Clerk explained that the office kitchen unit was no longer in a useable condition. No other queries were raised and the Invoice Log was ratified. 4.2 The Finance Officer presented the End of Year Management Accounts for the period 1 January – 31 March 2021 and highlighted the cost of maintaining Lychpit Hall whilst empty. However, all agreed that the Parish Council was in a better position than expected, mainly due to Covid-19 Grants from the Borough Council, an increase in Cemetery income and cut-backs in expenditure. Councillors were asked to consider the allocation of Earmarked Reserves and email suggestions to the Clerk in time for the Finance & Resources Committee Meeting on 17 August. The Accounts were then received and ratified. 4.3 The annual invoice for HALC & NALC membership totalling £1266.76 (inc VAT) was agreed. Clerk to renew.	Clerk

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4.4	Notification of the first 50% of the annual Precept together with Parish Grant Payments including the Litter Warden Grant totalling £132,509.68 was received and noted .	
5.	, ANNUAL AUDIT The Annual Governance Statement and Accounting Statement for 2020/21 had been circulated in advance of the meeting. The Finance Officer answered queries following which:	
5.1	Section 1 of the Annual Governance Statement for 2020/21 was received and ratified .	
5.2	Section 2 – Accounting Statement for 2020/21 was received and ratified .	Chairman / Clerk
	Chairman and Clerk to sign.	
6.	PUBLIC PARTICIPATION SESSION An invitation to members of the public to submit queries or issues and join the meeting via Zoom had been published on the Agenda. No members of the public were present.	
7.	REPORTS FROM DISTRICT & COUNTY COUNCILLORS No Councillors were present.	
8.	MONTHLY MONITORING REPORT	
	<ul style="list-style-type: none"> Castle Water – meter readings are ongoing in readiness for a review to be requested in the Autumn. The latest invoice reflects the balance of the agreed refund. Milkingpen Lane Yellow Lines – Decision confirmed by Cabinet and work to commence mid-May or to coincide with school holidays. ES to check HCC Plans to resolve the following: Flooding – reported and drains cleared. Removal of waste following tree/hedge felling – only 1 tree cleared – Borough Council has been contacted. Lychpit Hall – First working group meeting to take place on 7 May. Boiler Room has also been inspected by Councillors Whiter and Brown. Cllrs Renwick and Grassi wished to be included in the group. Office entry system – Quote for electrics obtained and quote for inclusive system from Croma. Comparative quote still to be obtained. Riley Lane Speed Limit Sign – Rights of Way Officer to agree – awaiting response. Lychpit Centre – fly tipping – BDBC contacted and considering CCTV or other measures for various sites – report to be made available in June. VE Day Commemorative figure – RBL contacted – awaiting response regarding suitable site. Storage Container at Recreation Ground – Grounds Manager to purchase once football club has agreed conditions of use and charges. 	<p>Clerk</p> <p>ES/Clerk DW/SB/AR RD/MC/GM/ SG</p> <p>Grounds Mgr</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Grounds Mgr.</p>

Item No	Item	Action
9.	CHAIRMAN'S COMMUNICATIONS No report.	
10.	CORRESPONDENCE RECEIVED	
	<p>10.1 An email from the Chairman of the Old Basing Village Hall Committee advising the departure of its long-standing Administrator, Sandie Rice, was received and noted. Councillors agreed that the Parish Council should recognise her contribution to many aspects of parish life during the past 30 plus years. Clerk to contact OBVH Chairman to discuss.</p>	Clerk
	<p>10.2 An email from a resident suggesting the Parish Council should purchase and plant a commemorative Oak Tree as a memorial to HRH the Duke of Edinburgh was received. All members were in agreement with the suggestion and agreed this matter should be passed to the Facilities Management Committee to enable the Grounds Manager to consider a suitable location.</p>	
11.	REPORTS FROM COMMUNITY REPRESENTATIVES	
	11.1 Village Hall – discussed above.	
	11.2 Beddington Centre – No report.	
	11.3 Basinga – no report.	
	11.4 BDAPTC – no report.	
	11.5 Transport – no report.	
	11.6 Carnival – No report.	
	11.7 ILP/ERF – DW to contact for update.	
	11.8 Footpaths/ROW – overnight gale has brought down branches	
	11.9 Speedwatch – to start this month – PB awaiting updated software from the police. RB to advise availability.	
12.	MISCELLANEOUS MATTERS	
	12.1 Cllr Bloyce reported on a recent meeting and walk along the canal bed at the rear of Cavalier Road with members of the Basingstoke Canal Group regarding “The Last 5 Miles” project. Cllrs Ruffell and Cubitt are both supportive and confirmed the Parish Council will be involved.	
	12.2 Following the felling of an ancient oak tree in Lychpit, Cllr Doust requested the Clerk arrange a meeting with the Borough Council’s Tree Officer to discuss the Borough’s criteria for tree felling and the possibility of placing Tree Preservation Orders on certain trees in Lychpit. It was agreed this should be dealt with by the Planning & Development Committee and that the Deputy Clerk should contact the Tree Officer requesting a meeting and the Committee will determine who should attend.	Deputy Clerk
13.	MATTERS RELATING TO COMMITTEES	
	<p>12.1 The Minutes of the following meetings had been circulated in advance and were ratified:</p> <ul style="list-style-type: none"> • Planning & Development Committee of 23 March & 13 April (draft). 2021. 	

Item No	Item	Action
14.	CONFIDENTIAL ITEMS No items for discussion.	
<hr/> There were no further items for discussion and the Chairman resolved to close the meeting at 20.26. <hr/>		

SIGNED:.....

DATED:.....