

OLD BASING & LYCHPIT PARISH COUNCIL

MINUTES

Meeting: FULL PARISH COUNCIL
Date: 3 August 2021
Location: Old Basing Village Hall
Time: 7.30 pm
Members Participating: Cllrs A Renwick (Chairman), P Bloyce, D Whiter, R Doust, G Moore, A Jones, J Robinson, S Grassi, S Brown, K Tuck,
Members Absent: R Barker, M Campbell,
In Attendance: Mrs S Tuck (Clerk); L Orvis (Finance Officer), Mayor & Borough Cllr Onnalee Cubitt

Item No	Item	Action
1.	APOLOGIES FOR ABSENCE Apologies for absence were received from Cllrs Barker and Campbell – both on leave.	
2.	CONFIRMATION OF MINUTES The Minutes of the Ordinary Parish Council Meeting held on Tuesday 6 July 2021 had been circulated and were confirmed as a true record of the business conducted.	
3.	DECLARATIONS OF INTEREST There were 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 of the meeting. No queries were raised and the Invoice Log was received and ratified. 4.2 The Finance Officer presented the Management Accounts for the first quarter from 1 April – 30 June circulated in advance of the Meeting. There was nothing of significance and the Covid 19 Grant for Lychpit Hall had mitigated losses due to closures. No queries raised and the Accounts were agreed. 4.3 Councillors were asked to consider changes to the criteria for the Annual Parish Award to nominations of local groups rather than individuals. A decision was postponed until the October meeting to allow Councillors more time to consider this.	Clerk
5.	PUBLIC PARTICIPATION SESSION There were no members of the public present.	
6.	REPORTS FROM DISTRICT & COUNTY COUNCILLORS County Councillor Elaine Still sent apologies – she is on annual leave during August. Cllr Ruffell sent apologies. Cllr Cubitt reported as follows:	

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	<ul style="list-style-type: none"> The Borough Council has recently approved a sum of £2,000 for each Borough Councillor to donate to deserving causes in their respective ward. With 3 Councillors per ward this amounts to £6,000 per ward. No more than £1,000 per organisation can be allocated and this must be for a physical piece of equipment or item. Nominations will be invited from end August to early January and the item purchased must benefit the community. Shelaa – on 10 August Cllrs Cubitt and Godesen will meet with the Borough Council, however the prospect for Basing Ward does not look good. More support from residents is needed. A decision on sites is due on 2 September. Cllr Cubitt said that the Borough Council's lack of adherence to its fiduciary duty in addition to its incompetence has been raised. Cllrs Bloyce and Doust supported this view. The Chairman suggested the possibility of increasing the Parish Council's environmental contingency to fight future development. Due to time constraints the Chairman halted the discussion and Cllr Bloyce proposed a separate meeting between Cllr Cubitt and those planning committee members wishing to attend. A date for the meeting still needs to be agreed. 	Clerk/PB
	Cllr Cubitt then left the meeting.	
7.	MONTHLY MONITORING REPORT	
	<ul style="list-style-type: none"> Castle Water – meter readings ongoing prior to a review in the Autumn. Removal of waste following tree/hedge felling — Borough Council contacted – nothing removed to date. Lychpit Centre fly tipping – awaiting Borough Council report. Storage Container at Recreation Ground – purchased. Close Garden vouchers – on hold. Bake Shop parking – AGENDA ITEM Speedwatch parking – PB to speak to the Manager of the Assisted Accommodation Development prior to next session. Provision of Lychpit Benches – co-ordinates now provided – Clerk to submit to HCC officer. Climate Change Initiative – HCC information received. Close 	Clerk Clerk PB Clerk
8.	CHAIRMAN'S COMMUNICATIONS	
	No items.	
9.	CORRESPONDENCE RECEIVED	
9.1	Correspondence from a resident regarding the 2020/21 Audit and requesting procurement information was received and noted together with subsequent correspondence commenting on various procedural matters. Councillors took the view that this a troublesome request with little substance and were concerned at the lack of transparency in that the resident did not wish to be identified. The Clerk commented that all correct procurement procedures had been followed and a planned review of the now dated website will take place over the	Clerk / Deputy Clerk

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	<p>coming months when updated information would be included. Cllr Robinson suggested posting a note on the website to this effect, stating residents can apply for documentation not currently published – suggestion agreed.</p> <p>The Chairman commented that the revised Financial Regulations had been drafted in February 2020 and those procedures adopted, however ratification had been delayed due to Covid. This will be progressed as soon as possible.</p> <p>It was noted that any complaint to the External Auditor should be in writing with a copy being provided to the Council – this had not yet been received. Councillors indicated their full support of the Clerks. A reply to the resident will be sent 20 days from the email dated 28 July when it was stated this was a FOI request – previous emails did not refer to FOI.</p>	
10. REPORTS FROM COMMUNITY REPRESENTATIVES		
10.1	Village Hall (GM) – Cllr Moore reported on the meeting on 15 July – nursery income reduced Covid losses. Bookings now picking up. AGM on 9 September.	
10.2	Beddington Centre (AR/MC) – no report.	
10.3	Basinga (PB) – no report.	
10.4	BDAPTC (AR/PB) – next meeting is on 1 September and will be attended by AR/PB/KT/SG/MC/GM.	
10.5	Transport (AJ) – awaiting notification of 2022 budget in the Autumn.	
10.6	Carnival (GM) – had received a call from the new Chairman – committee has had 1 meeting – but needs to mobilise others – suggested he speak to PC about plans and ways in which PC can help. GM to invite him to a future meeting.	GM
10.7	ILP/ERF (DW/RD) – No report.	
10.8	Footpaths/ROW (RD) – general lack of maintenance causing problems – overgrown hedges & surfaces suffering from wear and lack of maintenance.	
10.9	Speedwatch (PB) – no report – SID with Chineham.	
11. MISCELLANEOUS MATTERS		
	<ul style="list-style-type: none"> • Cllr Doust presented a report and proposal on keyholding and security arrangements following a meeting with a local security company also attended by Cllr Campbell and the Grounds & Facilities Manager. Councillors acknowledged that the existing keyholding arrangement using Parish Council staff is unsatisfactory and thought random mobile patrols would act as a deterrent to anti-social behaviour. Councillors were asked to agree the following proposal: • 24hr intruder and fire alarm first response by SIA licensed officers – cost £1.00 per day plus £32.00 per hour per alarm call out (2 free call-outs per month). • Random mobile security patrols – 1 per week with option to reduce if not considered worthwhile - £15.00 per week to cover Old Basing & Lychpit. 	Clerk

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All voted in favour of both options.		
11.2	Parish Council articles for the Autumn Community Newsletter together with a schedule of other items had been circulated to Councillors in advance of the meeting. No queries or objections were raised. The Clerk confirmed the final proof will be available prior to the September meeting with distribution taking place w/c 13 September. Cllr Tuck to provide an article on the impact of potential changes to the Local Plan.	Clerk/ KT
11.3	Details of HALC training events were received . The Clerk confirmed that Cllrs Tuck and Campbell were booked to attend Councillor Training on 14 September and Cllr Moore wished to attend the Councillor Training on 16 November. Clerk to book.	Clerk
11.4	A report on the meeting to discuss parking issues at The Bake Shop attended by Cllr Bloyce and the Clerk was received and noted. The Clerk reported that correspondence since that meeting indicated that not all agreed measures had been implemented and she will follow up on this with the Bake Shop owner and write to the Chief of Police as agreed.	Clerk
12.	MATTERS RELATING TO COMMITTEES The Minutes of the following meetings had been circulated in advance and were ratified : 12.1 Planning & Development Committee of 13 July and 27 July (draft). 12.2 Facilities Management Committee of 20 July (draft).	
13.	CONFIDENTIAL ITEMS The Chairman resolved to exclude members of the press and public prior to discussion of this item. 13.1 A report of the first meeting of the Facilities Working Group had been circulated in advance of the meeting and the group's recommendations and proposal were noted and agreed . The Chairman reported that meetings with representatives from the Clubs and a second meeting of the Working Group had now taken place. Documents agreed at the Working Group meeting will be circulated to Councillors for information together with note of the second meeting.	Clerk
There were no further items for discussion and the Chairman resolved to close the meeting at 21.00 hrs.		

SIGNED:.....

DATED:.....