

OLD BASING & LYCHPIT PARISH COUNCIL MINUTES

Meeting:	FULL PARISH COUNCIL
Date:	5 October 2021
Location:	The Pavilion Tea Room, Old Basing
Time:	7.30 pm
Members Participating:	Cllrs A Renwick (Chairman), P Bloyce, D Whiter, R Doust, A Jones, J Robinson, S Brown, M Campbell, K Tuck
Members Absent:	Cllrs G Moore & S Grassi
In Attendance:	Mrs S Tuck (Clerk); L Orvis (Finance Officer)

tem No	Item	Action
1.	APOLOGIES FOR ABSENCE & COUNCILLOR RESIGNATION Apologies were received from Cllrs Moore & Grassi, both currently isolating. The Chairman informed those present of the resignation of Cllr Richard Barker due to other commitments and expressed appreciation for his work on behalf of the Parish Council during his time in office. Cllr Barker's resignation was noted. The Clerk will inform the Borough Council.	Clerk
2.	CONFIRMATION OF MINUTES The Minutes of the Ordinary Parish Council Meeting held on Tuesday 7 September 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 and bank balances had been circulated in advance of the meeting. The Finance Officer explained changes to the format to include additional information to comply with Transparency Code regulations and said that he was working on a further updated format prior to the next meeting. No queries were raised and the Invoice Log was received and ratified.	
4.2	The Finance Officer reported that he had started budget preparations for 2022/23 and asked Councillors to give consideration to the Parish Council's priorities for the next financial year. He suggested they consider what they, as a Councillor, wish to achieve during 2022/23 and for during the next 3 years and asked each to submit suggestions for consideration at the November Parish Council meeting.	

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	<p>He also reminded Councillors that 2022 is the Queen's Platinum Jubilee Year and this may be something the Parish Council would wish to commemorate.</p> <p>Cllr Whiter commented that CIL funding from the Swing Swang Lane development may become available as early as 2022.</p>	
4.3	<p>The Clerk read an email quote for the Pear Mapping System to be used in conjunction with the Epitaph software for the Cemetery & Garden of Remembrance to comply with the legal requirement for an accurate mapping of graves. The Clerk will clarify what the postage costs cover and what paper information is provided and whether it is updated as part of the annual fee. Quote Agreed.</p>	Clerk
4.4	<p>At the September meeting Councillors agreed to open the Annual Parish Award to voluntary groups within the community rather than individuals. However, the value of the award was not specified. Councillors have now agreed this should be £100.00. The Clerk will publicise the change in the November Basinga.</p>	Clerk
5.	<p>ANNUAL AUDIT OF 2020/21 ACCOUNTS</p>	
5.1	<p>An Interim Audit Report and letter from the External Auditors was received and noted. The Interim Report has been issued pending completion of a review by the External Auditors following an objection to the 2021/21 Accounts by a resident.</p>	
6.	<p>PUBLIC PARTICIPATION SESSION</p> <p>There were no members of the public present.</p>	
7.	<p>REPORTS FROM DISTRICT & COUNTY COUNCILLORS</p> <p>Cllr Still (HCC) and Cllr Cubitt (BDBC) both sent apologies due to other commitments. No reports had been submitted.</p>	
8.	<p>MONTHLY MONITORING REPORT</p> <ul style="list-style-type: none"> • Castle Water – meter readings still being monitored. • Removal of waste following tree/hedge felling — Borough Council contacted – nothing removed to date. It was decided that as this was not on the footpaths and was becoming naturalised no further action should be taken. Close. • Lychpit Centre fly tipping – Following the Borough Council report it is expected Lychpit will be one of the first areas to have bins removed – no date agreed at present. Clerk is querying whether the Air Ambulance Clothing Bank & the BDBC Litter Warden bin will also be removed. • Garden vouchers – on hold. • Bake Shop parking – Signs produced by Bake Shop now erected and frontage tarmacked with marked parking bays. Effect of these measures to be monitored. • Speedwatch parking – PB to speak to the Manager of the Assisted Accommodation Development prior to next session. 	<p>Finance Officer</p> <p>Clerk</p> <p>PB</p>

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	<ul style="list-style-type: none"> Provision of Lychpit Benches – BDBC responsible for grass area off Gt Binfields Road – siting of bench agreed subject to BDBC supplying and installing – PC to cover cost of £1000.00. Clerk to check whether this is eligible for available S106 Open Space funding. Awaiting decision on Lychpit Centre bench but sites suggested unlikely to be considered suitable. Review of website – Zoom call between Clerk/Deputy & VisionICT to discuss design changes to take place on 19 October. FOI request – All information provided to resident. Information now with the External Auditor (see Item 5.1). Contact with Carnival Committee Chairman re meeting attendance. Delayed until Spring prior to planning 2022 Carnival. 	<p>Clerk</p> <p>Clerk/Deputy</p> <p>GM</p>
9.	CHAIRMAN’S COMMUNICATIONS There were no Chairman’s communications.	
10.	CORRESPONDENCE RECEIVED 10.1 Correspondence relating to an elderly resident’s fall on a Lychpit footpath possibly due to protruding tree roots was received. It was noted that problems with this footpath had previously been raised with Highways who had carried out some remedial work. The incident has been reported to Highways through Cllr Still. RD said a Highways Officer had since inspected and found the footpath fit for purpose.	
11.	REPORTS FROM COMMUNITY REPRESENTATIVES 11.1 Village Hall (GM) – no report. 11.2 Beddington Centre (AR/MC) – no report. 11.3 Basinga (PB)– PB reported on the recent successful meeting. A Climate Emergency flyer will be inserted in the November issue. 11.4 BDAPTC (AR/PB) – No report. 11.5 Transport (AJ) – Figures for July & August show usage is increasing. 11.6 Carnival (GM) – no report. 11.7 ILP/ERF (DW/RD) – No report. 11.8 Footpaths/ROW (RD) – Someone has trimmed part of the hedgerow along Lambs Row/Saxon Way footpath but left the more dangerous area adjacent to the path. Clerk to try to ascertain who is responsible. 11.9 Speedwatch (PB) – Chineham struggling with volunteers – OB has also lost a volunteer with the departure of RB. 3 outings in September.	Clerk
12.	MISCELLANEOUS MATTERS 12.1 Minutes of the first Climate Change Meeting produced by Cllr Brown were received and noted . Cllrs Brown & Renwick have so far met 2 volunteers. Cllr Brown explained the format for the meeting in November – he expects 6/7 tables. 12.2 Cllr Tuck’s proposal that the Parish Council gives more consideration to its own environmental responsibilities was	

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	received and noted. She suggested that the Climate Emergency Group should make this the focus of its discussions in addition to changes within the wider community and said Crime & Disorder and Biodiversity should be the main considerations in the Parish Council's decision-making process. Cllr Robinson agreed and suggested decisions should be subjected to an environmental impact assessment.	
12.3	The Clerk asked Councillors to decide whether they were satisfied the Covid risks of holding the Community Partnership Event in December were sufficiently low for the event to go ahead. All agreed.	Clerk
12.4	Information from the Borough Council regarding improvements carried out at the Lime Pits to which the Parish Council contributed £9,000 of S106 funds was received and noted.	
13.	MATTERS RELATING TO COMMITTEES	
13.1	The first meeting of the Planning Response Sub-Committee to which all Councillors were invited took place on 16 September. Not all were able to attend and the Chairman asked for clarification of those wishing to participate on this committee. Cllrs Campbell, Bloyce, Renwick, Robinson, Whiter, Tuck, Brown and Jones all wished to be included. Cllrs Moore and Grassi (absent from this meeting) will also be asked. Cllr Campbell commented that it was not yet clear how to take this forward to work with SOLVE and others but a Strategy Group (Cllrs Bloyce, Whiter & Robinson) has been formed. Cllr Tuck commented that professional support & expertise will be needed.	Clerk
12.2	The Minutes of the following meetings had been circulated in advance and were received and ratified: <ul style="list-style-type: none"> • Planning & Development Committee 14 September (agreed Minutes) and 28 September (draft Minutes). • Planning Response Committee 16 September (draft Minutes). • Facilities Management Committee 21 September (draft Minutes). 	
14.	CONFIDENTIAL ITEMS	
14.1	The Clerk updated Councillors on the tendering process for a Grounds Maintenance Contract. The deadline had closed and tenders received will be reviewed by the Working Group on 11 October. A recommendation will be presented to full Parish Council at its meeting in November.	
There were no further items for discussion and the Chairman resolved to close the meeting at 20.45 hrs.		

SIGNED:.....

DATED: