



## OLD BASING & LYCHPIT PARISH COUNCIL

### FULL PARISH COUNCIL MEETING - MINUTES

**Meeting Date:** TUESDAY 2 AUGUST 2022

**Location:** PAVILION MEETING ROOM, OLD BASING

**Time:** 7.30 PM

**Members Participating:** Councillors P Bloyce (Chairman), M Campbell, A Renwick, D Whiter, R Doust, S Brown, K Tuck, G Moore, C Butfoy

**Members Absent:** Councillors S Grassi & F Maritan

**In Attendance:** Mrs S Tuck (Clerk); L Orvis (Finance Officer): 3 members of the public (Basing Royals representative and 2 Village Hall representatives)

Item No	Item	Action
1.	<b>APOLOGIES FOR ABSENCE</b> Apologies for absence were received from Cllrs S Grassi and F Maritan, both on holiday. Cllr Tuck had sent apologies for a possible late arrival and joined the meeting prior to Item 5.3.	
2.	<b>CONFIRMATION OF MINUTES</b> The Minutes of the full Parish Council meeting of 5 July 2022 were received and an amendment made to item 6.3 changing the reference to 25mph speed limit to 20mph, following which the Minutes were <b>confirmed as a true record of the business conducted.</b>	
3.	<b>DECLARATIONS OF INTEREST</b> Councillors Campbell and Moore declared an interest in Item 5.4 as Village Hall Committee supporters.	
4.	<b>REPORTS FROM DISTRICT &amp; COUNTY COUNCILLORS</b> None were present.	
5.	<b>MATTERS RELATING TO FINANCE</b> <b>5.1.</b> The Invoice Log detailing the previous month's invoices, petty cash expenditure, salary costs & bank balances were <b>received and agreed</b> after clarification of the payments to ETC for tennis court cleaning and for fencing between the allotment and cemetery. <b>5.2.</b> The Finance Officer reported on the Q1 Management Accounts which reflected the transfer of earmarked reserves totalling £10,000 from Lychnpit Hall to Environmental Contingency as agreed at the recent Finance Committee meeting. Cllr Renwick pointed out that as the draft Finance &	

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	<p>Resources Committee Minutes had been ratified at the July meeting the transfer had already been agreed. However, Councillors voted by 4 votes to 3 in favour. Cllr Moore’s concerns that Lychpit Hall was not in a “break even” position were satisfactorily addressed. There were no other queries and <b>the accounts were received and ratified.</b></p> <p><b>5.3.</b> Information relating to the 2021/22 Accounts for inclusion in the Autumn Community Newsletter was <b>received and agreed.</b></p> <p><b>5.4.</b> Grant applications for CIL funding had been received from the following:</p> <ul style="list-style-type: none"> <li>• Old Basing Village Hall - £10,000 for refurbishment of the men’s toilets – application reviewed and <b>all voted in favour – grant agreed.</b></li> <li>• Basing Royals Football Team - £10,000 for ground works on a new football pitch – application reviewed and <b>all voted in favour - grant agreed.</b></li> <li>• Churchyard Conservation Group - £2,000 for a bench, a strimmer and hedge planting at St Mary’s Churchyard. On reviewing the application the Chairman suggested the installation of a bench did not meet the criteria of the grant which was “to promote the planting of trees and hedgerows and to improve the ecological wellbeing of the local area” and suggested that, whilst recognising the work and commitment of the volunteers in the group, a grant of £1,000 for a strimmer and purchase of suitable hedging plants was more appropriate to comply with the conditions of the grant. Councillors were asked to vote on the amount to be granted and, using the Chairman’s casting vote, <b>a grant of £1,000 was agreed.</b></li> </ul> <p>Councillors were informed that a meeting was due to take place the following evening with representatives of the Scout &amp; Guide on site to discuss how the Parish Council might be able to help and Cllrs Bloyce and Whiter will report back on this.</p>	PB/DW
<b>6.</b>	<b>CORRESPONDENCE RECEIVED</b> No items.	
<b>7.</b>	<b>PUBLIC PARTICIPATION SESSION</b> None of those present wished to address the meeting but thanked the Parish Council for the grants. The Village Hall representatives then left the meeting	
<b>8.</b>	<b>MISCELLANEOUS ITEMS</b>	
<b>8.1</b>	<p>The Legionella Audit/Risk Assessment reports relating to the Pavilion, Lychpit Hall, the Allotments and the Beddington Centre had been circulated in advance of the meeting and findings noted. The Clerk reported as follows:</p> <ul style="list-style-type: none"> <li>• Pavilion – A testing regime is already in place and regular flushing for little used taps will be implemented as recommended in the report.</li> <li>• Lychpit Hall – The same regime is in place and will be implemented as for the Pavilion. The recommendation to replace the cylinder in the loft with a point of use Ariston (or similar) unit has been noted and <b>quotes to implement this will be obtained and considered at a future meeting.</b></li> <li>• Allotments – This is the first time the allotments have been risk assessed and the <b>recommendation to remove water tanks and a length of hose from various areas as these presented a legionella risk</b></li> </ul>	<p>Clerk</p> <p>Clerk</p>

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	<p><b>was noted. Councillors were of the opinion that the risk is low but after some discussion it was agreed that, having been alerted to this risk, the items must be removed. A quote for removal &amp; disposal of £225.00 was also noted but not agreed as Cllr Brown suggested he might be able to remove the items.</b></p>	Clerk
	<ul style="list-style-type: none"> <li>Beddington Centre – This is the first time this building has been risk assessed and the Clerk will discuss the recommendations with the Beddington Management Committee Chairman with a view to implementing a suitable checking regime. The Clerk also stated that, as the owner of the building, the Parish Council will be responsible for the annual and six-monthly checks and the associated cost.</li> </ul> <p>The Clerk also reported that, as the owner of the Cottage, as there is a water tank in the loft, the Parish Council must carry out a legionella risk assessment. Clerk to arrange.</p> <p>On a positive note, the Clerk reported that all test results, including drinking water, had returned a negative result.</p>	Clerk
8.2	An updated Long Term Action Plan drafted by the Clerk and Deputy Clerk was received. Cllr Renwick expressed concern that insufficient time had been given for Councillors to provide input and it was agreed that it should be reviewed in September and comments sent to the Clerk for inclusion prior to the meeting.	All/Clerk
8.3	The Policy & Procedure relating to Memorial Benches agreed by the Facilities Management Committee was <b>received and ratified</b> .	
8.4	An updated Email Policy was <b>received and ratified</b> .	
<b>9.</b>	<b>MONTHLY MONITORING REPORT</b>	
	<ul style="list-style-type: none"> <li><b>Bench at Lychpit Centre</b> – HCC has not agreed to the installation – Clerk has contacted HCC again requesting a review of this decision – no response.</li> <li><b>Challenge to 2020/21 Accounts</b> – Email received 8 June advising ongoing delay – no update.</li> <li><b>Dof E Oak</b> – Borough Council response chased in June – still no progress. KT to follow up with Tree Officer.</li> <li><b>Village Hall trees</b> – disease resistant Elm suggested by Groundsman – Clerk to contact resident with this suggestion.</li> <li><b>Footpaths 2 &amp; 7 – bridge</b> – contract awarded – work to start in November.</li> <li><b>Councillor co-option</b> – applicant still interested – will be on September Agenda.</li> <li><b>Climate Challenge</b> – Clerk to contact consultants suggested by SB/DW.</li> </ul>	<p>KT</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
<b>10.</b>	<b>CHAIRMAN'S COMMUNICATIONS</b>	
	The Chairman reported on recent vandalism to the cricket covers and that the Clerk had booked 10 consecutive security patrols of the area in the hope this will deter further problems being the start of the school holidays.	
<b>11.</b>	<b>REPORTS FROM COMMUNITY REPRESENTATIVES</b>	
	<p><b>11.1</b> OB Village Hall (GM) – written report circulated.</p> <p><b>11.2</b> Beddington Centre (AR) – no report.</p> <p><b>11.3</b> Basinga (GM) – next meeting 26 September.</p> <p><b>11.4</b> BDAPTC (PB) – No report.</p>	

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	<p><b>11.5</b> Transport (RD) – no progress regarding the no 7A &amp; 10 buses. The Chairman asked for the HCC consultation on 20mph speed limit to be placed on the next meeting agenda.</p> <p><b>11.6</b> Carnival (GM) – written report circulated.</p> <p><b>11.7</b> Incinerator Liaison Panel (ILP) &amp; Energy Recovery Facility (ERF) (DW) – meeting to take place on 6 September.</p> <p><b>11.8</b> Footpaths &amp; Rights of Way (RD) – GM’s report on footpath 20 regarding erosion of the riverbank had been circulated.</p> <p><b>11.9</b> Speedwatch (PB) – no report.</p>	<b>Clerk</b>
<b>12.</b>	<p><b>MATTERS RELATING TO COMMITTEES</b></p> <p><b>12.1</b> Minutes of the following meetings were received:</p> <ul style="list-style-type: none"> <li>• <b>Planning &amp; Development Committee of 12 July.</b> Cllr Renwick clarified that funds to cover the cost of resurfacing the tennis courts was paid to the Parish Council by the club. It was acknowledged, however, that the cost was invoiced to and paid by the Council.</li> <li>• <b>Facilities Management Committee (draft minutes) of 19 July.</b></li> </ul> <p><b>12.2</b> Cllr Tuck’s request to join the Finance &amp; Resources Committees was agreed.</p>	
<b>13.</b>	<p><b>CONFIDENTIAL ITEMS</b></p> <p>No items.</p>	
<p><b>There were no other matters for discussion and the meeting closed at 20.48hrs.</b></p>		

SIGNED:..... (Chairman)

DATED: .....