



OLD BASING & LYCHPIT PARISH COUNCIL
FULL PARISH COUNCIL MEETING - MINUTES

Meeting Date: TUESDAY 1 NOVEMBER 2022
Location: PAVILION MEETING ROOM, OLD BASING
Time: 7.30 PM
Members Participating: Councillors P Bloyce (Chairman), A Renwick, D Whiter, R Doust, S Brown, G Moore, F Maritan, M Hermitage, M Campbell, S Grassi
Members Absent: Councillors K Tuck, C Butfoy
In Attendance: Mrs S Tuck (Clerk); L Orvis (Finance Officer)

Item No	Item	Action
1.	APOLOGIES FOR ABSENCE Apologies for absence were received from Cllr Tuck who was attending another meeting and Cllr Butfoy due to other commitments. Cllr Campbell had sent apologies for his expected late arrival due to attendance at another meeting.	
2.	CONFIRMATION OF MINUTES The Minutes of the full Parish Council meeting of 4 October 2022 were received and confirmed as a true record of the business conducted.	
3.	DECLARATIONS OF INTEREST Cllrs S Brown & G Moore declared an interest relating to Item 8.1(ii) as allotment holders.	
4.	REPORTS FROM DISTRICT & COUNTY COUNCILLORS None present.	
5.	PUBLIC PARTICIPATION SESSION None present.	
6.	CHAIRMAN'S COMMUNICATIONS No communications.	
7.	MATTERS RELATING TO FINANCE 7.1. The Invoice Log detailing the previous month's invoices, petty cash expenditure, salary costs & bank balances were received and agreed. 7.2. The Finance Officer reported on the Q2 Management Accounts covering the period July – September 2022. A small deficit at year end is expected and has been budgeted for. Cllr Renwick queried a duplicate entry in the earmarked reserves and the Finance Officer explained it is not a duplicate entry, but is the correct accounting method to reflect the reduction in an earmarked reserve.	

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	No further concerns were raised and the Accounts were received and ratified .	
7.3.	The Clerk reported that the 2 nd instalment of the precept totalling £104,254.50 had been received – noted .	
7.4.	The Clerk reported that the letting agents have recommended an increase of £100.00 in the Cottage rental effective from February 2023 but advised it was possible the tenants may make a counter offer. Recommendation and comment noted .	
8.	BUDGET & PRECEPT FOR 2023-24	
8.1	The recommendation of the Finance & Resources Committee relating to the fees and charges for Clubs and other parish facilities was received and ratified .	
8.2	The budget and precept recommendation of the Finance & Resources Committee had been circulated in advance together with various precept levels based on budget figures. Whilst accepting this recommendation leaves the Council with a small deficit at year end, Councillors acknowledged the financial constraints placed on residents in the current economic climate and the need for the Parish Council to implement constraints when setting the precept. It was therefore agreed to accept the Finance & Resources Committee recommendation which would mean a 9p per week increase based on a band D property. The recommendation was unanimously agreed and ratified .	
9.	CIL FUNDING UPDATE	
9.1	A letter from the Borough Council notifying the Council of the second tranche of CIL funding totalling £111,109.41 was received and noted . The Clerk advised that the funds had not yet been received in the Council's bank account.	
9.2	Cllr Whiter updated members on CIL expenditure to date and handed out a summary detailing grants already paid and proposed expenditure including climate challenge allocation of £120k to implement reductions in the carbon footprint & energy spend on PC properties. He reported that HCC comments on the Council's Milkingpen Lane footpath proposal and offer of a contribution from CIL funding (submitted in January) were still awaited. Cllr Godesen has spoken to the biodiversity officer for advice on how best to utilise the £2k CIL funding offered towards planting trees. Cllr Campbell joined the meeting at this point.	
10.	CORRESPONDENCE RECEIVED. No items.	
11.	MONTHLY MONITORING REPORT	
	<ul style="list-style-type: none"> • Bench at Lychpit Centre –Petition being obtained and if sufficient names HCC has agreed to reconsider its objection. • Challenge to 2020/21 Accounts – Further email received 14 Sept advising ongoing delay – expect to complete within next 2 months. • Dof E Oak – Borough Council response chased in June – still no progress. KT to follow up with Tree Officer. 	KT

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	<ul style="list-style-type: none"> • Village Hall trees – resident has agreed to purchase a disease resistant Elm and a Nordmann Fir (suggested by the VH) – difficulty in sourcing suitable trees due to dry summer. • Footpaths 2 & 7 – bridge – contract awarded – EA still to determine application – work now scheduled for late Nov/early Dec. • Office IT system update – TrustIT to upgrade office system on 15 November. • CIL Grant for Scout Hut – Clerk has contacted Andy Molloy offering support for pre-build items as suggested in DW meeting note – no response to date. • Countryside Access Parish Delivery Partnership – Countryside Officer notified – Contract agreed. Clerk to purchase equipment & Councillors Moore & Grassi to arrange training. • New Bank Account with Unity Trust Bank – no progress. • Legionella Risk Assessment on Cottage – completed. Assessment on Beddington Centre also explained to BC Treasurer. CLOSE • Clerk to forward Code of Conduct to Borough Council – done. CLOSE • Rural England Prosperity Fund – Clerk still to investigate. 	<p>Clerk/GM/SG Clerk</p> <p>Clerk</p>
12.	MISCELLANEOUS ITEMS	
	<p>12.1 Cllr Brown reported on the recent applications from consultants to carry out the energy survey. 3 responses were received. One was too expensive and one was from a “one man organisation” that may not have the resources to carry out the surveys in the time required. Cllrs Brown and Whiter therefore recommended the appointment of CLPM whose quote of £3,700.00 was considered reasonable. This recommendation was agreed and Cllr Brown will contact the company to confirm.</p>	SB
	<p>12.2 A nomination for the Ivy Club to receive the Annual Parish Award of £100.00 had been received to date. This and further nominations will be reviewed at the December meeting.</p>	Clerk
	<p>12.3 The invitation list for the Community Partnership Event on 12 December was agreed subject to various amendments.</p>	
	<p>12.4 Meeting dates for 2023 were agreed. Members were advised that the Ordinary and Annual Parish Council Meetings in May would not take place until the 9th May in order to follow elections on 4th May. Allotment inspection dates were currently being reviewed and were not listed.</p>	
	<p>12.5 The suggestion that Lychpit Community Hall could be used as a Community Warm Hub was discussed and agreed subject to certain provisos. The Chairman expressed reservations due to Councillors’ other commitments and suggested that an external group might run these sessions to ensure continuity. Cllr Grassi was asked whether the “Friends of Lychpit” group might be interested in running the events and the Clerk will contact BVA.</p>	SG/Clerk
13. SB	REPORTS FROM COMMUNITY REPRESENTATIVES	
	<p>13.1 OB Village Hall (GM) – report circulated – Saturday jumble sale v successful. SG reported on new recruits to the committee & recent fundraising events. They are relying on NYE event to boost funds. AR commended GM/SG on their efforts.</p>	
	<p>13.2 Beddington Centre (AR) – no report.</p>	
	<p>13.3 Basinga (GM) – no report.</p>	
	<p>13.4 BDAPTC (PB) – no report.</p>	

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	<p>13.5 Transport (RD) – No 55 bus – overused and having to turn people away as only a 16 seater. No 8 bus – dial a ride – also available.</p> <p>13.6 Carnival (GM) – report circulated.</p> <p>13.7 Incinerator Liaison Panel (ILP) & Energy Recovery Facility (ERF) (DW) – no report.</p> <p>13.8 Footpaths & Rights of Way (RD) – footpath 20 – no budget for work this year.</p> <p>13.9 Speedwatch (PB) – Chineham co-ordinator given up – no volunteers. OB to continue with alternate months.</p>	
14.	<p>MATTERS RELATING TO COMMITTEES</p> <p>14.1 The following Minutes of Committee Meetings were received: Finance & Resources Committee dated 18 October 2022. Planning & Development Committee dated 28 September 2022 (draft Minutes).</p>	
15.	<p>CONFIDENTIAL ITEMS</p> <p>No items.</p>	
	<p>There were no other matters for discussion and the meeting closed at 20.47 hrs.</p>	

SIGNED:..... (Chairman)

DATED: