



OLD BASING & LYCHPIT PARISH COUNCIL

FULL PARISH COUNCIL MEETING - MINUTES

Meeting Date: TUESDAY 6th AUGUST 2024

Location: PARISH OFFICE, OLD BASING

Time: 7.30 PM

Members Present: Cllrs. M Campbell, P Bloyce, A Renwick, C Butfoy, R Doust, D Neat, K Tuck, D Whiter, F Maritan, S Brown,

Members Absent: Cllrs S Grassi & K Chamberlain

In Attendance: Mrs S Tuck (Clerk), Mrs K Hope (Deputy Clerk), Mr L Orvis (Finance Officer), 2 Representatives from the Borough Council's Green Team

Item No	Item	Action
1.	APOLOGIES FOR ABSENCE Apologies were received from Cllrs Grassi and Chamberlain.	
2.	CONFIRMATION OF MINUTES Minutes of the Annual Parish Council Meeting held on Tuesday 2 nd July were received and ratified .	
3.	DECLARATIONS OF INTEREST Cllrs Campbell and Butfoy's connection with the Village Café (item 7.4.) was noted. However, the Chairman advised that this item is withdrawn pending ongoing discussions between St Mary's Church and the Village Café and will be raised at a future meeting if necessary.	
4.	PRESENTATION Claire Freddie, Sustainability Adviser, and a colleague (Beth) from the Borough Council's Green Team gave a presentation to members on the Council's initiatives relating to Energy saving, cleaner air, greener gardens, re-use & repair and greener travel. The objective is to establish a greater awareness of the Council's free advice service, free home energy & wildlife garden surveys and other facilities such as repair cafes, nappy library. After taking questions, the two representatives left the meeting.	
5.	REPORTS FROM BOROUGH & COUNTY COUNCILLORS No County Councillor present – The Chairman reported on his conversation with Cllr Elaine Still regarding the Bake Shop parking problem. Cllr Still is arranging a visit to The Street by the new Executive Member for Highways.	

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	No Borough Councillor report.	
6.	PUBLIC PARTICIPATION SESSION	
	Mr Orvis commented on noise from what he thinks are lorries at the Intec site during the early hours of the morning and queried where to direct a complaint. It was suggested more specific information on the source of the noise would be needed.	
7.	MATTERS RELATING TO FINANCE	
	<p>7.1. The Invoice Log detailing the previous month's invoices, petty cash expenditure, salary costs and bank balances was received and agreed.</p> <p>7.2. The Q1 Management Accounts for the period 1st April – 30th June 2024 as presented to the Finance & Resources Committee on 30th July were received and ratified.</p> <p>7.3. Changes to Earmarked Reserves recommended by the Finance & Resources Committee were presented to the meeting. An increase in unallocated reserves from 25% to 30% to cover possible unforeseen staffing costs was noted. No queries were raised and the Finance & Resources Committee recommendations were ratified.</p> <p>7.4. ITEM WITHDRAWN.</p> <p>7.5. A list of CIL projects was tabled. Members were asked to agree the following four projects recommended by the Finance & Resources Committee for immediate action:</p> <ul style="list-style-type: none"> • Office IT upgrade – cost £9,000. • Replacement cricket nets (with contribution from S.106 funding) – cost £6,000. • Installation of a CCTV camera at the entrance to the recreation ground – indicative cost £1,400. An updated quote was tabled with two enhanced options and Option 3 to install 2 cameras, one with ANPR, at a cost of £1,920 was agreed. • Making good various areas including a security fence around the heat pump at the rear of the office utilising remaining CIL budget for this project – quotes for internal making good still pending. A quote from Larkstel for security fencing of £1,670 was agreed. <p>All voted in favour of the above 4 options and the recommendation was ratified.</p> <p>7.6 Members all voted in favour of seeking S.106 funding for the following projects (subject to Borough Council approval):</p> <ul style="list-style-type: none"> • Contribution towards the cricket nets (£941). • Use of Open Spaces funding to purchase picnic benches for the area outside the Cricket Pavilion/Tea Room. • Use of Transportation/Highways funding towards a speed indicator device. The Clerk reported that use of 	

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	S.106 funds of £3,797 has just been agreed by the Borough Council.	
8.	<p>CHAIRMAN'S ITEMS</p> <p>The Chairman reported that he and the Clerks had made tentative enquiries of HCC to ascertain whether it would be feasible for the Parish Council to take over responsibility for the former café as a community store or other enterprise. He emphasised these were very early stages and at this point just wished to gauge Councillors' views.</p> <p>Members were updated on developments relating to the Bill being presented to Parliament on the safety of lithium ion batteries, e-scooters and bikes and a request that the Parish Council write to its MP in support of the Bill was agreed.</p> <p>Members were advised that the Chairman had instructed an independent organization to consider the Clerk's job evaluation. An offer from the Leader of the Borough Council, Cllr Paul Harvey, to visit the Parish and update Councillors and residents on the Council's Budget, Council Plan, or other matters of interest on Thursday 22nd August from 10.00 – 11.00 a.m was noted. 7 Councillors expressed an interest in attending and the Clerk will determine what venue can be offered, how to promote this to residents and will accept the offer.</p>	<p>Clerk</p> <p>Clerk</p>
9.	<p>MONTHLY MONITORING REPORT</p> <p>The Monitoring Report was received and is attached to these Minutes.</p> <p>A discussion took place regarding the Festival. The Road Closure Notice is now available and the Clerk will promote this in the usual way. Cllr Renwick suggested an official complaint should be made to the Borough Council regarding the lack of transparency and information after the event. The Clerk will collate any information provided by residents relating to noise and other nuisance and prepare report.</p>	<p>Clerk</p>
10.	<p>CORRESPONDENCE RECEIVED</p> <p>No correspondence.</p>	
11.	<p>REPORTS FROM COMMUNITY REPRESENTATIVES</p> <p>11.1 OB Village Hall (SG) – no report.</p> <p>11.2 Beddington Centre (AR) – no report.</p> <p>11.3 Basinga (AR) – reminder that Graham Merry (Secretary) for will attend the September meeting to update Councillors on changes at the Basinga.</p> <p>11.4 BDAPTC (PB/MC) – no report.</p> <p>11.5 Transport (RD) – Cllrs Doust and Grassi met with Borough Council transport representatives who advised that charges for the No. 55 bus will be increased from £1 to £2. This will have little effect on most users who receive concessions. CB complained that the No. 7 bus has been departing too early.</p> <p>11.6 Carnival (SG) – no report.</p>	

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11.7	Footpaths/Rights of Way (RD) – the footpath between Oliver’s Walk and Little Basing has now been satisfactorily resurfaced.	
11.8	Speedwatch (PB) – meeting arranged with Chineham to discuss transfer of SID on 12 th . CB has been approached by LCRA chair expressing interest.	
11.9	LCRA (RD) – very little activity.	
12.	MISCELLANEOUS MATTERS	
12.1	<p>A report by Cllr Whiter relating to the Milkingpen Lane Footpath project was received and copies of the HCC plans for Option 1 were distributed. Cllr Whiter explained this was the best of 3 options provided. He expressed concern that HCC appears to want the Parish Council to fund and lead the project with no indication of costs either for the project itself or HCC design & management/consultation fees. He reminded members that the Parish Council’s proposal is to offer a contribution towards the total costs.</p> <p>Due to these concerns, the Finance & Resources Committee had discussed employing a Traffic Consultant whose fees of up to £5,000 would be funded from the CIL budget for this project. A working party consisting of Cllrs Whiter, Renwick and Bloyce would liaise with the Consultant.</p> <p>The Chairman proposed a vote on the above measures – vote carried unanimously.</p>	DW/PB/AR
12.2	<p>The Clerk explained the need for a Tree Management Policy at an initial cost of £4,850 to include site surveys by a qualified arboricultural consultant, digital plans, tree tagging, a risk report & recommendations and a future management plan.</p> <p>The draft Tree Management Policy presented to the meeting was discussed and a change to the heading of item 2 agreed. The Chairman proposed a vote in favour of the Policy and implementation of the initial work.</p> <p>The vote was carried by 9 votes for and 1 against.</p>	Clerk
12.3	<p>The Clerk’s report on recent unauthorised parking by a large camper-van in the allotment car park was received and noted. On this occasion there was no cause for concern but members were asked to consider whether a height barrier should be installed to prevent future instances. The Clerk will obtain quotes for consideration at a future meeting.</p>	Clerk
13.	MATTERS RELATING TO COMMITTEES	
13.1	The draft Minutes of the Planning & Development Committee held on 23 rd July were received and ratified .	
13.2	The draft Minutes of the Finance & Resources Committee held on 30 th July were received and ratified .	
14.	CONFIDENTIAL MATTERS	
	No items.	

Item No	Item	Action
	There were no other matters for discussion and the Chairman closed the meeting at 21.15 hrs.	

SIGNED:.....

DATED:.....