

OLD BASING & LYCHPIT PARISH COUNCIL MINUTES

Meeting: FULL PARISH COUNCIL
Date: Tuesday 3 March 2020
Location: Parish Council Meeting Room
Time: 7.30 pm
Members Present: Cllrs A Renwick (Chairman), R Barker, P Bloyce, M Oszczyk, D Whiter, Cllr S Brown
Members Absent: R Doust, J Robinson, A Jones
In Attendance: Mrs S Tuck (Clerk), L Orvis (Finance Officer), 3 members of the public

Item No	Item	Action
1.	<p>COUNCILLOR RESIGNATIONS & APOLOGIES FOR ABSENCE</p> <p>Apologies for absence were received from Cllrs R Doust, J Robinson and A Jones.</p> <p>The resignation of Cllr Riley-Shaw who is moving to Cyprus was formally accepted.</p>	
2.	<p>CONFIRMATION OF MINUTES</p> <p>Minutes of the Full Parish Council Meeting of 4 February were confirmed as a true record of the business conducted.</p>	
3.	<p>DECLARATIONS OF INTEREST</p> <p>Cllr Barker declared an interest in item 13.2 as he is related to the Grounds & Facilities Manager.</p>	
4.	<p>MATTERS RELATING TO FINANCE</p> <p>4.1 The Invoice Log detailing the previous month's invoices, petty cash expenditure and salary costs was received and ratified.</p> <p>4.2 The need for a Business Debit Card for the Lloyds Bank Account for use by the Clerk and Grounds & Facilities Manager within their delegated responsibilities was discussed and agreed. Clerk to speak to bank about setting a limit on the card if possible - £1,000 suggested.</p>	Clerk
5.	<p>PUBLIC PARTICIPATION SESSION</p> <p>The Chairman resolved to suspend Standing Orders and invited the members of the public present to address the meeting.</p> <p>Two members did not wish to speak.</p> <p>Jordan Haddock introduced himself, explaining that he runs the Basing Rovers junior football team. The Club is expanding with over 40 children and they would ideally like a clubhouse at the recreation ground. The Chairman explained that the grounds are at capacity but suggested a meeting to include the Grounds & Facilities Manager to explore what is possible. Clerk to arrange a date.</p> <p>Standing Orders were resumed.</p>	Clerk
6.	<p>REPORTS FROM DISTRICT & COUNTY COUNCILLORS</p>	

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	Cllr Still sent apologies but had emailed a report advising that S106 funding has been identified to carry out improvements to the Crown Lane to Church Lane footpath and the footpath running alongside the R. Loddon from Bartons Mill. The work has therefore been authorised and a designated officer will keep the Parish Office informed.	
7.	MONTHLY MONITORING REPORT	
	<ul style="list-style-type: none"> Issue with Castle Water – A Thames Water representative will make a site visit this week. 	Clerk / Chairman
	<ul style="list-style-type: none"> Crown/Church Lane footpath – S106 funds identified - work to go ahead. 	Close
	<ul style="list-style-type: none"> Lychpit footpaths – unsatisfactory repairs - photos already forwarded to Cllr Still and Cllr Cubitt. ES investigating sub-standard repairs. 	ES
	<ul style="list-style-type: none"> Improvements to showers – awaiting quotes. 	
	<ul style="list-style-type: none"> Website Accessibility – Accessibility Statement now on website – training arranged for April. 	Close
	<ul style="list-style-type: none"> Milkingpen Lane Yellow Lines – Awaiting advice from Borough Councillors as to further action following meeting with Chairman. Clerk/Chairman to follow up on 11 March. 	Clerk/ Chairman
	<ul style="list-style-type: none"> MUGA – quote received - Field Form to be offered the work. 	Close
	<ul style="list-style-type: none"> VE Day 75th Anniversary commemorations – awaiting RBL response. 	
	<ul style="list-style-type: none"> Speed restrictions in Park Lane. Clerk awaiting response from Cllr Still. 	
	<ul style="list-style-type: none"> Speaker for Annual Parish Meeting – PCSO Laura Steer. 	
8.	CHAIRMAN’S COMMUNICATIONS	
	<p>The Chairman reported that the annual meeting with Bowls Club went extremely well. A meeting note will be circulated in due course.</p> <p>The Chairman outlined the need to consider the Parish Council’s strategy if the Coronavirus situation worsens and proposed setting up a working party consisting of the 2 Clerks, Grounds & Facilities Manager, Chairman and 2 Councillors. Clerk to contact the Borough Council to ascertain whether they have any information or advice.</p> <p>Cllr Oszczyk suggested the Parish Council should also be considering the climate change emergency. The Chairman’s proposal regarding Coronavirus was agreed.</p>	
9.	CORRESPONDENCE RECEIVED	
	<p>9.1 Cllr Whiter reported on a meeting with a Canal Society representative following receipt of an email and information regarding listing two bridges (Redbridge Lane & Church Lane) in Old Basing and to set up walking trails for the “last 5</p>	

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	miles" of the canal.	
10.	REPORTS FROM COMMUNITY REPRESENTATIVES	
10.1	OB Village Hall – no representative.	
10.2	Beddington Centre (AR) – no report.	
10.3	Basinga (PB) – meeting on 22 April – new Webmaster has resigned.	
10.4	BDAPTC (AR) – AR will attend the 2 April meeting. Clerk to register PB to attend.	
10.5	Transport (AJ) – AJ will attend a Hampshire Mini-Bus Event at the Hampshire Court Hotel in May. The No. 55 bus is still well used.	
10.6	Carnival – no representative	
10.7	Incinerator Liaison Panel & ERF (DW) – next meeting in May.	
10.8	Footpaths/Rights of Way (RD/MO) – PB reported the footpath alongside Crabtree Plantation has been blocked with debris from tree cutting. Planning Committee to deal with this.	
10.9	Crime Statistics (JR) – A report on crime statistics from November – February had been circulated and noted.	
10.10	Speedwatch (PB) – PB to arrange schedule for March.	
11.	MISCELLANEOUS MATTERS	
11.1.	Cllr Whiter reported on the review of tenders for the driveway and other resurfacing works and proposed the following: <ul style="list-style-type: none"> • To award the contract to Purbeck based on revised requirements and their updated quote of £27,480.00 with a start date of mid-April. • To purchase a hedge cutter to fit on the tractor at a cost of £6,500 to avoid the need to excavate the bank alongside the bowls club quoted at £11,000 and allow safe access for the grounds staff. Grounds Manager to also purchase sleepers to reinforce the bank. <p>Both proposals were unanimously agreed. Clerk to send order to Purbeck specifying exactly what work is authorised.</p>	Clerk
11.2.	A draft SLA for the Archery Club incorporating changes to accommodate cricket and football had been circulated in advance of the meeting. The changes were agreed and will be put to the club at a meeting on 9 March.	
11.3.	Cllr Bloyce outlined the following proposal agreed by the Planning Committee on 14 January after discussions on the SHELAA: “That the Parish Council does not allow access through, or the selling of, Parish Council owned land for the purpose of housing development to the East of the Parish Council land on and around the Recreation Ground”. Proposal agreed.	

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	<p>11.4. The final proof of the Spring Newsletter had been circulated in advance of the meeting and was agreed with no further amendments.</p>	
12.	MATTERS RELATING TO COMMITTEES	
	<p>12.1The Minutes of the following meetings were received:</p> <ul style="list-style-type: none"> • Planning & Development Committee of 28 January (confirmed Minutes) and 11 February (draft Minutes). • Solar Farm Sub-Committee of 28 January (draft Minutes). • Finance & Resources Committee of 18 February (draft Minutes) – remove Cllr Fowler from list of attendees. 	Clerk
13.	CONFIDENTIAL ITEMS	
	<p>The Chairman resolved to close the meeting to the public for the following items:</p>	
	<p>13.1 The following proposals relating to office staff were agreed:</p> <ul style="list-style-type: none"> • A 3 month review for the Assistant Clerk had been completed and she will be offered a permanent Contract of Employment effective from 8 October 2019. • In accordance with legislation relating to staff pensions the Assistant Clerk will be invited to join the Local Government Pension Scheme. • The Clerk and Assistant Clerk should move to the next level on the SCP Salary Scale effective from April. 	Clerk Clerk Finance Officer
	<p>13.2 The Grounds & Facilities Manager has reached the final step within his grade based on the Borough Council’s pay scales and should receive the increase within that grade applicable from 1 April next once the information is available.</p> <p>The Groundsman should move to the next step within his grade as recommended by the Borough Council’s pay scale.</p> <p>The Finance Officer also advised members of the increase relating to the Litter Wardens.</p> <p>All proposals were agreed.</p>	Finance Officer
<p>The meeting closed at 8.45pm.</p>		

SIGNED:.....

DATED:.....