

BURGHCLERE PARISH COUNCIL

Clerk: Mrs J Letsome, Portal Hall, Church Lane, Burghclere, RG20 9HX
07851 956078 [E-mail: clerk@burghclereparish.gov.uk](mailto:clerk@burghclereparish.gov.uk)

**Parish Councillors are summoned to a meeting of Burghclere Parish Council on
Monday 7th October 2024 at 7pm**

to be held in the Portal Hall Club Room

A G E N D A

1. Apologies

- *Cllr Amanda Harvey*

2. Declaration of members' interests for this meeting

- *To be submitted to the Clerk prior to the meeting*

3. Confirm minutes of the Ordinary Council Meeting held on 2nd September 2024

- *To be circulated prior to the meeting*

4. Confirm minutes of the extra ordinary meeting held on 17th September 2024

- *To be circulated prior to the meeting*

5. Review progress of actions from meetings held on 2nd & 17th September 2024

- *As given at end of agenda*

6. To receive minutes of Pinder Recreation Trust meeting held 1st July 2024

- *To be circulated and accepted as a report to this meeting.*

7. County councillor report

8. Borough councillor report

9. Parishioners' open time

10. Police report

- *To receive update including latest local crime statistics.*

11. Chairman's comments

12. Planning applications and appeals received since previous meeting 2024

- **To consider:**

24/02064/HSE Parsons Corner Harts Lane Burghclere

Erection of a two-storey rear extension

Response due by: 4th October 2024 – extension agreed

Documents available here:

[24/02064/HSE | Erection of a two-storey rear extension | Parsons Corner Harts Lane Burghclere Newbury Hampshire RG20 9JY \(basingstoke.gov.uk\)](#)

24/02202/TDC Land adjacent to Earlstone House, Earlstone Common
Erection of one dwelling.

Response due by: 22nd October 2024

Documents available here:

[24/02202/TDC | Erection of one dwelling | Land Adjacent To Earlstone House Earlstone Common Burghclere Hampshire \(basingstoke.gov.uk\)](#)

- **To note:**

- Planning Applications received for consultation after the meeting agenda has been published may also be considered.

- Planning Applications requiring a response before 4th October:

24/02004/LBC Portal Hall Church Lane Burghclere RG20 9HX

Renovation of existing original cast iron Hoppers and replacement of existing defective cast iron gutters and fixings with new deep flow cast aluminium gutters to match existing.

Response: Considered under delegation arrangements, no comments raised.

24/01977/LDPO Rosella Cottage Tothill Burghclere RG20 9DZ

Proposed single storey side extension, loft conversion with a rear dormer, porch extension plus a detached outbuilding

Response: Considered under delegation arrangements, no comments raised.

- Planning Applications currently being considered/in appeal to be reviewed as required.

- Decisions recorded by B&DBC since previous meeting:

24/01567/FUL 6 Weir Vale Cottages Sydmonton Road Old Burghclere
RG20 9NR
Refused

- 24/01510/HSE & 24/01511/LBC Wergs Manor Well Street Old Burghclere
RG20 9NH
Granted

- 24/01695/HSE Brickhill Ox Drove Burghclere Hampshire RG20 9HJ
Granted

13. Planning update

- *To receive presentation from Fred Schiff*
- *Neighbourhood Plan*
- *Review and agree amendments to planning response template*

14. Sports Club

- *To receive update on development project.*

15. Community Engagement

- *To review draft of October “Burghclere Bulletin”*

16. Electric Vehicle Chargers

- *Receive updated information if available.*

17. Climate change & sustainability

- *To receive update on Basingstoke Area Sustainability Group*

18. Road and Flooding matters.

19. Footpaths report

20. Lengthsman

- *Consider tasks for November visit – date tbc*

21. S106 funding

- *Consider possible projects for available funding.*

22. Remembrance Sunday

- *To agree purchase of new wreath.*
- *To consider WI request to adorn metal serviceman with knitted poppies.*

23. Website/IT update

- *Parish*
- *Pinder*
- *To receive update on change to gov.uk domain name and new website*

24. Documents for review

- *Data Protection Policy & Procedure*
- *Publication Scheme & schedule of information*
- *Action Plan year commencing 1st April 2024 and review draft of Action Plan for the year commencing 1st April 2025*

25. Accounts

- *All documents to be circulated prior to the meeting:*
 - *To note monthly payments previously approved and approve any additional payments,*
 - *To receive and note bank reconciliation.to 30th September 2024*
 - *To actual/budget report to 30th September 2024.*
 - *To commence preparation of 25/26 budget*

26. Clerk's report

27. Future meetings

- *Ordinary meeting Monday 4th November 2024 7pm*

Public or Press are welcome to attend. Alternatively, Parishioners are invited to submit comments to the Clerk via telephone - 07851 956078 or email – clerk@burghclerepc.com.

The meeting minutes will be published on the parish website – www.burghclerepc.co.uk.

Jacqui Letsome, Clerk – 2nd October 2024

Actions from September ordinary meeting:

Item No:	Action	Due by	Progress	Owner
64	Upload 1 st July meeting minutes to website		Actioned	Clerk
64 c/f	Continue to progress bank signatory changes			Clerk
68	Contact Oneill Homer		Actioned	Cllr Patrick- Smith
69	Invite Parishioner to raise his concerns at the next PC meeting		Actioned	Cllr Patrick- Smith
71	Arrange for declaration of acceptance form to be signed.		Actioned	Clerk
73	Advise B&DBC NP monitoring draft approved		Actioned	Clerk
73	Amend planning response template.			Cllr Crowley
73	Publicise Borough Cllr Harvey forum		Ongoing	Clerk
74	Upload planning application responses		Actioned	Clerk
74	Issue Agenda for 17 th September meeting		Actioned	Clerk
81	Progress website development - add update to next agenda		Actioned	Clerk
82	Progress invoice payments		Actioned	Clerk
83	Confirm Fred Schiff's attendance at 7 th October meeting		Actioned	Clerk
83	Establish First Aid guidance and add to Pinder agenda		Actioned	Clerk
83	Add creation of disabled parking bay to Pinder agenda		Actioned	Clerk

Actions from September extra ordinary meeting

Item No:	Action	Due by	Progress	Owner
87	Prepare and submit responses		Actioned	Clr Patrick-Smith/Clerk