

# BURGHCLERE PARISH COUNCIL

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

**Parish Councillors are summoned to a meeting of Burghclere Parish Council on  
Monday 13<sup>th</sup> May 2024 at 7pm**

**to be held in the Portal Hall Club Room**

## A G E N D A

- 1. Apologies**
- 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 8<sup>th</sup> April 2024**
  - *To be circulated prior to the meeting*
- 4. Review progress of actions from meeting held on 8<sup>th</sup> April 2024**
  - *As given at end of agenda*
- 5. To receive minutes of Pinder Recreation Trust meeting held 4<sup>th</sup> March 2024**
  - *To be circulated and accepted as a report to this meeting.*
- 6. County councillor report**
- 7. Borough councillor report**
- 8. Parishioners' open time**
- 9. Chairman's comments**
- 10. Planning applications and appeals received since 8<sup>th</sup> April 2024**
  - **To consider:**

**T/00199/24/TPO 4 Stembridge Close Burghclere Hampshire RG20 9AL**  
Birch Tree is on left hand side of drive: fell

**Response due by:** 15<sup>th</sup> May 2024

Documents available here:

[T/00199/24/TPO / Birch Tree is on left hand side of drive: fell / 4 Stembridge Close Burghclere Hampshire RG20 9AL \(basingstoke.gov.uk\)](#)

**23/02415/RES** Carlton Harts Lane Burghclere Hampshire RG20 9JN  
Amended design and biodiversity information has been submitted

**Response due by:** 9<sup>th</sup> May 2024 (extension granted)

Documents available here:

[23/02415/RES | Reserved matters application for the erection of 2 no. dwellings with detached garages, including appearance and scale \(pursuant to outline planning permission reference 18/00778/OUT approved at appeal\) | Carlton Harts Lane Burghclere Hampshire RG20 9JN \(basingstoke.gov.uk\)](#)

○ **To note:**

- Planning Applications received for consultation after the meeting agenda has been published may also be considered.
- Planning Applications currently being considered/in appeal to be reviewed as required.
- Planning Applications requiring response prior to meeting date

**24/00733/HSE** The Hythe Heatherwold Newtown Hampshire RG20 9BG  
Two storey side extension to form garage and master bedroom; single-story rear extension to create garden room. Changes to fenestration.

Considered under delegated arrangements – no comments raised.

**24/00709/FUL** Heatherwold Stud Farm Ox Drove Burghclere RG20 9DU  
Amended description of development to include water collection tank and pump

Considered under delegated arrangements – no further comments raised.

- Decisions recorded by B&DBC since previous meeting:

**24/00353/HSE** Greenmantle Ox Drove Burghclere Hampshire RG20 9JS  
Granted

- Decisions recorded by WBC since previous meeting

**24/00347/OOBC** Sandleford Park West Warren Road Newbury RG14 6NH  
Granted

**24/00799/AGPD** Dodds Farm Well Street Burghclere  
Permission required

## **11. Planning update**

## **12. Community Engagement**

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

## **13. Renewable Energy and Climate Change**

#### **14. Electric Vehicle Chargers**

- *Receive updated information if available.*

#### **15. Road and Flooding matters.**

#### **16. Footpaths report**

#### **17. Website/IT update**

- *Parish*
- *Pinder*
- *To receive information on progress towards obtaining gov.uk domain*

#### **18. Policies & documents**

- *To review Action Plan for the year commencing 1<sup>st</sup> April 2024 and agree updates.*

#### **19. Lengthsman Scheme 24/25**

- *To note schedule of visits and agree associate contract for year (if available).*

#### **20. Neighbourhood Community Infrastructure Levy**

To consider:

- *Report for 23/24 – agree and sign.*
- *Payment received of £1886.13*

#### **21. 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 monthly bank reconciliation.to 30<sup>th</sup> April 2024*
  - *To review and agree Insurance renewal quote.*
  - *To receive and note annual bank reconciliation for year ending 31<sup>st</sup> March 2024*
  - *To review conflicts of interest with BDO LLP.*
  - *To review and approve Annual Governance and Accountability Return 2023/24:*
    - *Section 1 – Annual Governance Statement 2023/24*
    - *Section 2 – Accounting Statements 2023/24*

#### **22. Clerk's report**

#### **23. Future meetings**

- *The Annual Council follows this meeting at 8.30pm*
- *Annual Parish Assembly to be held on Tuesday 14<sup>th</sup> May at 7pm.*
- *Ordinary meeting Monday 3<sup>rd</sup> June 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](mailto:clerk@burghclerepc.com).

The meeting minutes will be published on the parish website – [www.burghclerepc.co.uk](http://www.burghclerepc.co.uk).

**Jacqui Letsome, Clerk** – 8<sup>th</sup> May 2024

**Actions from April meeting:**

<b>Item No:</b>	<b>Action</b>	<b>Due by</b>	<b>Progress</b>	<b>Owner</b>
277	Upload 4 <sup>th</sup> March 2024 meeting minutes to website		Actioned	Clerk
278 (b/f)	Write to residents re overgrown hedges		Actioned	Clerk
278 (b/f)	Share Hampstead Norreys contact with Cllr Carrow.			Cllr Harvey
278 (b/f)	Share examples of parish surveys with Cllr Carrow.			Cllr Harvey
280	Share Community Safety Patrol Officer information in newsletter and noticeboards.  <i>Requested – will be sent when available</i>		In progress	Clerk
283	Enquire on progress re community skips		Actioned	Clerk
286	Respond to planning applications and appeal		In progress	Chair/Clerk
288	Make enquiries re D-day 80 <sup>th</sup> anniversary		Actioned	Clerk
293	Progress .gov.uk domain  <i>Online workshop booked – 20<sup>th</sup> May</i>		In progress	Clerk
294	Amend and upload approved policies to website		Actioned	Clerk
295	Progress payments		Actioned	Clerk/Chair
295	Progress transfer of £2500 from Treasurers to Instant Savings account		Actioned	Clerk