

MINUTES OF MEETING OF EAST WOODHAY PARISH COUNCIL
27 July 2020
HELD VIRTUALLY USING ZOOM.APP
18.30

Chairman: Cllr James Mitchell (Chair)

Present: Councillors Mr P Hurst, Mr M Rand, Mrs S Cooper, Mr P Jarvis, Mr A Watson, Mrs K Titcomb, Mr G Dick

In Attendance: Cllr Sanders, One Parishioner, Cllr Thacker (from 19:30-19:40)

Clerk: Amy White

Item 1: Apologies

48/20 No apologies received.

Item 2: Declarations of Interest

49/20 None.

Item 3: Minutes of last meeting

50/20 The minutes of the meeting held on 29 June and 07 July 2020 were verbally agreed, accepted as a true record and digitally signed by the Chairman.

Item 4: Matters Arising from 29 June 2020 Meeting

51/20

| Item | Action | Owner |
|--------------|--|-------------------|
| 32/20 | The Clerk will contact some Ball Hill residents to ask if anyone would be interested in managing the Phone Box and its use for the Parish. <i>Actioned, ongoing contact</i> | Clerk |
| 41/20 | Cllr Hurst to make contact with new PCSO. <i>Actioned.</i> | Cllr Hurst |
| 42/20 | Clerk to inform PCC of the grant award. <i>Actioned.</i> | Clerk |
| 45/20 | Clerk to advertise the hospital consultation. <i>Actioned.</i> | Clerk |

Matters Arising from 07 July extraordinary Meeting

- For Cllr Mitchell, on behalf of EWPC to submit a Freedom of Information request to West Berks Council, to find out whether West Berks was involved in the decision to end the agreement. Cllr Dick will assist with the wording of this. *Actioned.*
- Clerk to encourage East Woodhay and neighbouring parishes to sign the petition (created by a parishioner). For the petition to be promoted on Facebook, website. *Actioned.*

- For EWPC to agree a position statement, to share with the Parish, Newbury Weekly News and HCC. **Actioned.**
- For EWPC and neighbouring parishes (Highclere, Burghclere, Ashmansworth) to work together to agree an action plan. Cllr Mitchell will lead on this. **Actioned.**

Item 5: Co-option of Councillor to vacant position

52/20 Mr M Hainge was formally co-opted to the vacant position on the council. The Clerk has digitally received both his Acceptance of Office and Declaration of Pecuniary Interests.

Item 6: Councillors

53/20 Cllr Graham Dick will take up responsibility for Highways.

Cllr Watson will take up responsibility for Footpaths, assisted by Cllr Hainge.

Cllr Hainge will take up responsibility for police communication and updates.

Action: Clerk to update Councillor Roles and Responsibility Document.

54/20 After discussion it was unanimously agreed for councillors to have their EWPC email addresses (and a phone number should they wish) on the website and Spectrum. Personal home addresses will be removed.

Item 7: Planning

55/20 Cllr Titcomb gave a verbal update on the most recent planning meetings (13 July and 27 July) and associated planning applications. The minutes of planning meetings can be viewed on:

<http://www.eastwoodhay-pc.gov.uk/community/east-woodhay-parish-council-12776/minutes1/>

Item 8: Neighbourhood Plan

56/20 Please see Cllr Hurst's report at the end of the minutes.

Item 9: Amenities including footpaths

57/20 Please see the Amenities Sub Committee Minutes on the website:

<http://www.eastwoodhay-pc.gov.uk/community/east-woodhay-parish-council-12776/local-spaces/>

58/20 Parish Field: there have been lots of ideas mooted for how to make use of the Parish Field. In the minutes of January, April and June 2019 the PC decided to investigate a wildflower meadow. The Amenities Team will continue to pursue this and discuss other ideas.

59/20 Culvert in the recreation ground: it was agreed for the clearing of the culvert to be added to the annual maintenance agreement.

60/20 Cllr Rand had shared in advance the policies required by BDBC for the current LIF request for the Parish Field path. Cllr Sanders recommended sending the policies to the appropriate people at BDBC to check the policies look sound. The Health and Safety, Equalities and Safeguarding policies were supported by EWPC subject to approval by BDBC.

Action: Cllr Sanders to send Cllr Rand details of who to contact at BDBC regarding policy checking.

60/20 S106- Cllr Hurst confirmed EWPC has now formally submitted recreation ideas for monies, about £24K: £10600 for boules court, fixed exercise equipment £10k, concrete table tennis table £2200, and picnic tables and benches. Core pieces will be in the recreation ground. Open space pieces (benches) can be placed in other areas of the Parish.

61/20 Footpaths: Cllrs Watson and Mitchell will meet to discuss footpath responsibility.

Item 10: Finance Update

62/20 Please see Cllr Mitchell's report at the end of the minutes.

63/20 Trade Street Rental Agreement: After a short discussion it was decided to defer this to the September meeting to have more information about the lease.

Action: Cllr Dick to investigate number of parking spaces on leased land and whether EWPC could offer spaces to the Dr's surgery.

64/20 The Clerk presented the following accounts for payment:

| Name/ Company | Invoice No | VAT No. | Amount | | Total |
|------------------------|------------|---------|----------|------------------|-----------|
| | | | Excl VAT | Vat | |
| Clerk Salary | | | | | £589.46 |
| Clerk Expenses | | | | | £17.67 |
| Litter Warden Salary | | | | | £377.84 |
| Litter Warden Expenses | | | | | £35.00 |
| HMRC PAYE Month 4 | | | | | £148.07 |
| Clerk Salary August | | | | | £589.46 |
| Clerk Expenses | | | | | £17.67 |
| Litter Warden Salary | | | | | £377.84 |
| Litter Warden Expenses | | | | | £35.00 |
| HMRC PAYE Month 5 | | | | | £148.07 |
| | | | | Total VAT | |
| | | | | £0.00 | £2,336.08 |

These were digitally approved by Cllrs Mitchell and Hurst, witnessed via email by Cllr Titcomb.

Item 11: Newtown Road HWRC update

65/20 EWPC was pleased to hear a solution, albeit only temporary, has been found for North West Hants residents to continue to use the HRWC at Newtown Road in West Berks. Cllr Thacker explained that even if a new site was found, possibly near Kingsclere, a solution would not be ready for 2021. Cllr Thacker pledged improved communication about this issue for the future. Cllr Hurst explained that MP Kit Malthouse was at the recent village market and aware of the strength of feeling on this issue. In light of the current solution, EWPC will withdraw its FOI request to West Berks (actions from 07/07/20 meeting).

Action: Clerk to withdraw FOI request to West Berks.

Item 12: Utilities

66/20 Please see Cllr Jarvis' report at the end of the minutes.

Item 13: Highways

67/20 Please see Cllr Dick's report at the end of the minutes.

68/20 A parking complaint has been received by Clerk regarding the increase of cars and vans parked along the road on Greenways just off the junction with Tile Barn Row. A discussion was held, and it was thought a monitoring approach was most appropriate at this time.

Item 14: Police Update

69/20 Please see Cllr Hurst's report at the end of the minutes.

Item 15: Woolton Hill Infant and Junior School Federation Update

70/20 Cllr Hurst confirmed that St Thomas' Infant School and Woolton Hill Junior School will be federated, after consultation. Cllr Hurst has spoken to Rev Christine Dale, Governor at the infant school, who confirmed there are no plans to look at changing building use, or any land and associated leases.

Item 16: Members' Reports

71/20 Cllr Sanders confirmed normal weekly bin collections will restart on 17 August 2020. He and other local BDBC councillors are continuing to look for a long term practical solution to the Newtown Road HRWC issue (see item 11).

Item 17: EWS Update

72/20 Please see Cllr Rand's report at the end of the minutes. Cllr Rand explained that due to the easing of lockdown, the 20th Coronavirus Neighbourcare newsletter will be the last. He was hopeful that Neighbourcare will be able to revert to its more usual practice of driving patients to hospital appointments, allowing for social distancing measures.

Item 18: Items to carry forward to next meeting

73/20 Trade Street Rental Agreement

The next meeting will be held virtually on Monday 28th September using Zoom. Please contact the Clerk for details of how to join the meeting.

Actions 27/07/20

| Item | Action | Owner |
|--------------|---|---------------------|
| 53/20 | Clerk to update Councillor Roles and Responsibility Document. | Clerk |
| 60/20 | Cllr Sanders to send Cllr Rand details of who to contact at BDBC regarding policy checking (Actioned) | Cllr Sanders |
| 63/20 | Cllr Dick to investigate number of parking spaces on leased land and whether EWPC could offer spaces to the Dr's surgery. | Cllr Dick |
| 65/20 | Clerk to withdraw FOI request to West Berks. | Clerk |

Councillor Reports July 2020

Item 8: Neighbourhood Plan report, Cllr Hurst

BDBC Housing Supply Update

BDBC planning have sent the following update on the housing supply issue that has been highlighted in previous PC meetings. This is in light of the recent Manydown planning decision. It was hoped by parishes that this approval would resolve the housing supply shortfall. As can be seen from the note below it does not resolve the issue. Therefore, this will continue to impact the Local Plan and NPs:

Statement from BDBC:

"The NPPF requires Local Planning Authorities to identify a five year supply of specific deliverable sites to meet housing needs. As outlined in the council's Authority Monitoring Report (AMR, published in December 2019) the council can currently demonstrate 4.86 years of deliverable housing sites. This falls short of the five year supply required by national planning guidance, meaning that policies relating to housing delivery in the borough's adopted Local Plan and Neighbourhood Plans (with the exception of Kingsclere) are currently considered to be out of date.

National guidance states that where relevant policies are considered out of date, planning permission will be granted unless the application of policies in national guidance that protect areas or assets of particular importance provides a clear reason for refusing the development proposed, or any adverse impacts of doing so would significantly and demonstrably outweigh the benefits, when assessed against the policies in national guidance taken as a whole.

How does the recent Manydown decision impact on the land supply position?

The council's Planning Committee considered the outline application for the Manydown housing allocation on 8 July. The application, which seeks consent for residential-led

development of up to 3,520 dwellings, secured a resolution to grant planning permission subject to the signing of the legal agreement.

Manydown is included in the current five year land supply for just 50 units, which are predicted to be delivered in 2024/5. This reflects the long lead in times associated with large sites which go beyond just the gaining of planning permission. Future stages include the signing of the legal agreement; the agreement of design codes/site wide frameworks; reserved matters applications and key phase masterplanning; discharge of conditions; infrastructure provision and build out.

The decision regarding Manydown is a welcome one but is likely to have little impact on the overall land supply position in the short term. The delivery rates set out in the AMR already reflect the assumption that Manydown would gain a resolution to grant permission in 2020 and therefore the decision will not accelerate the phasing already set out. The Planning Committee's decision was required to ensure that delivery stays on track with expectations.

Government guidance sets out clear tests for what sites can be included in a five year land supply. It states that sites with outline permission (rather than full permission) should only be included where there is clear and robust information that a site will be delivered in the five year timescale. If the site is to continue to contribute to the five year land supply, the council will need to ensure that this robust evidence is available and that notable progress on the delivery of the site continues to be made.

What will the land supply position be in the next Authority Monitoring Report (AMR) ?

The council is currently completing the annual housing monitoring process, in partnership with Hampshire County Council. This will include an assessment of the impact of the Covid-19 pandemic on the future delivery of housing in the borough through consultation with the development industry. At this time it is not possible to predict whether a five year supply will be restored but the council will continue to take a proactive approach to land supply matters, where suitable. An updated position will be published in December 2020 through the AMR."

Potential Impact of New Housing Legislation on NPs

BDBC planning contacted NP chairs to highlight that they are expecting impacts from forthcoming changes to government planning legislation, especially in relation to permissive development. Made and draft NPs may need to be updated. BDBC have offered assistance in interpreting any changes that may need to be made to NPs to bring them in line with any new legislation.

NP Next Steps

BDBC have now published the Defined Legal Consultees to the NP Steering Group. This combined with the easing of lockdown constraints, enables the NP team to re-commence planning for consultation.

BDBC have now sent their representation on our draft NP. These will be reviewed by the NP team. The decision to accept or decline changes from representations needs to be approved by the PC as the NP is now legally in draft status. Therefore, the NP team will review the representations and will put a recommendation of what to accept and decline to the PC

for a final decision. If the comments are declined then a written explanation for why the team has taken this decision, needs to be produced in an NP appendix.

Item 10 Finance Report, Cllr Mitchell

1. SUMMARY

- Bank Accounts £65,595 (Current £25,595, Redwoods £40k)
- a. INCOME STATEMENT
 - £17,053 50% of precept received
 - £4,534 Litter warden grant received
 - £489 VAT reclaimed
- b. EXPENSE STATEMENT EXECUTIVE SUMMARY (following list not conclusive)
 - Normal monthly expenses
 - £1,476 Insurance premium (same as last year)
 - £1,250 CCTV
 - £1,020 Hedge cutting and ditch management
 - £607 HALC Affiliation
 - £500 Grant to St Thomas Church
 - £324 Footpaths – materials and labour for 3x Hollington FP gates
 - £240 Audit fees
 - £150 WH recreation ground bridge removal
 - £108 Boardwalk repair
- c. CAPITAL STATEMENT EXECUTIVE SUMMARY
 - Ring Fenced S106 from 2019/20 for spend on Orchard £9,837

2. FISCAL YEAR TO DATE TRANSACTIONS BY MONTH

| EAST WOODHAY PARISH COUNCIL | | | | | | | | | | | | | | | |
|---------------------------------|-------------|------------|------------|------------|-----|-----|-----|-----|-----|-----|-----|-----|-------------|-------------|-------------|
| Receipts and Payments - 2020/21 | | | | | | | | | | | | | | | |
| RECBPTS | Apr | May | June | Jul | Aug | Sep | Oct | Nov | Dec | Jan | Feb | Mar | Total | BUDGET | % of Budget |
| Precept | £ 17,053.50 | | | | | | | | | | | | £ 17,053.50 | £ 30,082.86 | 57% |
| Double Taxation | | | | | | | | | | | | | £ - | £ - | #DIV/0! |
| Litter Warden Grant | | £ 4,534.40 | | | | | | | | | | | £ 4,534.40 | £ 4,534.40 | 100% |
| Rental Income | | | | | | | | | | | | | £ - | £ 601.00 | 0% |
| CTS Grant | | | | | | | | | | | | | £ - | | #DIV/0! |
| S106 Monies | | | | | | | | | | | | | £ - | | #DIV/0! |
| Other | | | | | | | | | | | | | £ - | £ - | #DIV/0! |
| VAT Recovered | £ 489.09 | | | | | | | | | | | | £ 489.09 | £ - | #DIV/0! |
| Bank Interest | | | | | | | | | | | | | £ - | - | #VALUE! |
| | £ 17,542.59 | £ 4,534.40 | £ - | £ - | £ - | £ - | £ - | £ - | £ - | £ - | £ - | £ - | £ 22,076.99 | £ 35,218 | 63% |
| PAYMENTS | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | Jan | Feb | Mar | Total | BUDGET | % of Budget |
| Clerk's salary | £ 753.53 | £ 377.27 | £ 680.19 | £ 589.46 | | | | | | | | | £ 2,400.45 | £ 9,114.03 | 26% |
| Clerk's expenses | £ 11.99 | | | £ 17.67 | | | | | | | | | £ 29.66 | £ 274.86 | 11% |
| Litter Warden Salary | £ 339.30 | £ 391.41 | £ 377.84 | £ 377.84 | | | | | | | | | £ 1,486.39 | £ 4,185.60 | 36% |
| Litter Warden Exps | £ 60.00 | £ 35.00 | £ 35.00 | £ 35.00 | | | | | | | | | £ 165.00 | £ 750.00 | 22% |
| Admin (inc Courses) | | | | | | | | | | | | | £ - | £ 800.00 | 0% |
| Insurance | £ 1,318.15 | | | | | | | | | | | | £ 1,318.15 | £ 1,350.00 | 98% |
| Audit | | £ 240.00 | | | | | | | | | | | £ 240.00 | £ 450.00 | 53% |
| Subscriptions | | £ 607.31 | | | | | | | | | | | £ 607.31 | £ 695.64 | 87% |
| Grass Cutting | | | | | | | | | | | | | £ - | £ 1,224.00 | 0% |
| Misc Maintenance | | | £ 150.00 | | | | | | | | | | £ 150.00 | £ 2,200.00 | 7% |
| Annual Maint Agmnt | | | £ 1,020.00 | | | | | | | | | | £ 1,020.00 | £ 2,886.60 | 35% |
| Footpaths | £ 324.00 | £ 242.00 | £ 108.00 | | | | | | | | | | £ 674.00 | £ 4,000.00 | 17% |
| Highways | | | | | | | | | | | | | £ - | £ 1,000.00 | 0% |
| CCTV | | | £ 1,250.00 | | | | | | | | | | £ 1,250.00 | £ 1,978.80 | 63% |
| Grants & Sec 137 | | | | £ 500.00 | | | | | | | | | £ 500.00 | £ 1,500.00 | 33% |
| Chairmans Allowance | | | £ 34.00 | | | | | | | | | | £ 34.00 | £ 250.00 | 14% |
| Neighbourhood Plan | | | | | | | | | | | | | £ - | £ 2,500.00 | 0% |
| VAT | £ 223.97 | £ 131.21 | £ 484.00 | | | | | | | | | | £ 839.18 | £ 1,387.03 | 61% |
| PAYE | £ 4.11 | £ 390.37 | £ 67.59 | £ 148.07 | | | | | | | | | £ 610.14 | £ 400.00 | 153% |
| Grant Refund | | | | | | | | | | | | | £ - | £ - | #DIV/0! |
| Other | -£ 32.79 | | | | | | | | | | | | -£ 32.79 | £ - | #DIV/0! |
| | £ 3,002.26 | £ 2,414.57 | £ 4,206.62 | £ 1,668.04 | £ - | £ - | £ - | £ - | £ - | £ - | £ - | £ - | £ 11,291.49 | £ 36,947 | 31% |
| Printed : 24/07/2020 | | | | | | | | | | | | | | | |

3. Forecast for remainder of Financial Year

3 months. No meanigful forecast yet.

| EAST WOODHAY PARISH COUNCIL | | | | | | | | | | | | | | FORECAST | |
|---------------------------------|-------------|------------|------------|------------|------------|-------------|-------------|------------|------------|------------|------------|-------------|-------------|-------------|-------------|
| Receipts and Payments - 2020/21 | | | | | | | | | | | | | | | |
| RECBPTS | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | Jan | Feb | Mar | Total | BUDGET | % of Budget |
| Precept | £ 17,053.50 | | | | | £ 15,041.43 | | | | | | | £ 32,094.93 | £ 30,082.86 | 107% |
| Double Taxation | | | | | | | | | | | | | £ - | £ - | #DIV/0! |
| Litter Warden Grant | | £ 4,534.40 | | | | | | | | | | | £ 4,534.40 | £ 4,534.40 | 100% |
| Rental Income | | | | | | £ 600.00 | | £ 1.00 | | | | | £ 601.00 | £ 601.00 | 100% |
| CTS Grant | | | | | | | | | | | | | £ - | £ - | #DIV/0! |
| S106 Monies | | | | | | | | | | | | | £ - | £ - | #DIV/0! |
| Other Grants | | | | | | | | | | | | | £ - | £ - | #DIV/0! |
| VAT Recovered | £ 489.09 | | | | | | | | | | | | £ 489.09 | £ - | #DIV/0! |
| Bank Interest | | | | | | | | | | | | | £ - | - | #VALUE! |
| | £ 17,542.59 | £ 4,534.40 | £ - | £ - | £ - | £ 15,641.43 | £ - | £ 1.00 | £ - | £ - | £ - | £ - | £ 37,719.42 | £ 35,218 | 107% |
| PAYMENTS | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | Jan | Feb | Mar | Total | BUDGET | % of Budget |
| Clerk's salary | £ 753.53 | £ 377.27 | £ 680.19 | £ 589.46 | £ 753.53 | £ 753.53 | £ 753.53 | £ 753.53 | £ 753.53 | £ 753.53 | £ 753.53 | £ 753.53 | £ 8,428.69 | £ 9,114.03 | 92% |
| Clerk's expenses | £ 11.99 | | | £ 17.67 | | | | | | | | | £ 29.66 | £ 274.86 | 11% |
| Litter Warden Salary | £ 339.30 | £ 391.41 | £ 377.84 | £ 377.84 | £ 391.41 | £ 391.41 | £ 391.41 | £ 391.41 | £ 391.41 | £ 391.41 | £ 391.41 | £ 391.41 | £ 4,617.67 | £ 4,153.03 | 111% |
| Litter Warden Exps | £ 60.00 | £ 35.00 | £ 35.00 | £ 35.00 | £ 35.00 | £ 35.00 | | £ 35.00 | £ 35.00 | £ 35.00 | £ 35.00 | £ 35.00 | £ 445.00 | £ 750.00 | 59% |
| Admin (inc Courses) | | | | | | | | | | | | | £ 800.00 | £ 800.00 | 100% |
| Insurance | £ 1,318.15 | | | | | | | | | | | | £ 1,318.15 | £ 1,350.00 | 98% |
| Audit | | £ 240.00 | | | | | | | | | | | £ 240.00 | £ 450.00 | 53% |
| Subscriptions | | £ 607.31 | | | | | | | | | | | £ 607.31 | £ 695.64 | 87% |
| Grass Cutting | | | | | | | | | | | | | £ 1,224.00 | £ 1,224.00 | 100% |
| Misc Maintenance | | | £ 150.00 | | | | | | | | | | £ 2,350.00 | £ 2,200.00 | 107% |
| Annual Maint Agmnt | | | £ 1,020.00 | | | | | | | | | | £ 3,906.00 | £ 2,886.60 | 135% |
| Footpaths | £ 324.00 | £ 242.00 | £ 108.00 | | | | | | | | | | £ 6,674.00 | £ 4,000.00 | 167% |
| Highways | | | | | | | | | | | | | £ 1,000.00 | £ 1,000.00 | 100% |
| CCTV | | | £ 1,250.00 | | | | | | | | | | £ 3,228.00 | £ 1,978.80 | 163% |
| Donations & Sec 137 | | | | £ 500.00 | £ 600.00 | | | £ 400.00 | | £ 500.00 | | | £ 2,000.00 | £ 1,500.00 | 133% |
| Chairmans Allowance | | | £ 34.00 | | | | | | | £ 250.00 | | | £ 284.00 | £ 250.00 | 114% |
| Neighbourhood Plan | | | | | | | | | | £ 2,500.00 | | | £ 2,500.00 | £ 2,500.00 | 100% |
| VAT | £ 223.97 | £ 131.21 | £ 484.00 | | | | | | | | | | £ 839.18 | £ 1,387.03 | 61% |
| PAYE | £ 4.11 | £ 390.37 | £ 67.59 | £ 148.07 | £ 7.50 | £ 7.50 | £ 186.30 | £ 7.50 | £ 9.16 | £ 9.16 | £ 9.16 | £ 11.76 | £ 858.18 | £ 400.00 | 215% |
| Grant Refund | | | | | | | | | | | | | £ - | £ - | #DIV/0! |
| Other | -£ 32.79 | | | | | | | | | | | | £ 9,837.00 | £ 9,804.21 | 100% |
| | £ 3,002.26 | £ 2,414.57 | £ 4,206.62 | £ 1,668.04 | £ 1,787.44 | £ 1,187.44 | £ 17,454.24 | £ 1,587.44 | £ 3,939.10 | £ 1,689.10 | £ 1,189.10 | £ 11,028.70 | £ 51,154.05 | £ 46,718 | 109% |
| Printed : 24/07/2020 | | | | | | | | | | | | | | | |

Items 12 Utilities Report, Cllr Jarvis

There is virtually nothing to report again this month as we have been mercifully almost free from power problems. Our neighbours in Burghclere have been having many power issues and at the request of James I was able to put Richard Carrow of Burghclere PC directly in touch with Bryan Puszkas of the local SSE unit enabling him to bypass a possibly cumbersome process involving the head office of SSE.

No other utilities appear to have generated problems, bins working adequately on reduced schedule and tip problem may be resolved.

Item 13 Highways Report, Cllr Dick

Role Transition

The transition month following the retirement of former Cllr Murdoch has required the transfer of establishing working relations with the relevant authorities.

Specific contact points transferred have been:

Mark Littlefield
Specialist Services Officer
Parks and Streetscene (Operations)
Basingstoke and Deane Borough Council
Tel: 01256 845435
Mark.Littlefield@basingstoke.gov.uk

Carole Crankshaw
Client Delivery Manager
Strategic Transport
Economy, Transport and Environment Department
Elizabeth II Court West
Hampshire County Council
Tel: 01962 832416
Carole.Crankshaw@hants.gov.uk

John Sorrell
Principal Transport Planner
Economy, Transport & Environment Department
Hampshire County Council
Tel: 01962 832372
john.sorrell@hants.gov.uk

My thanks to John for his assistance and advice for future actions

Activity Log – see [website](#)

This has been updated and will be continued in its present format. The inability to track any activity resulting from independent reports by the public to the authorities without access to the tracking reference number supplied in reply inevitably gives a false impression of overall response levels. Conversely to request additional engagement is possibly simply to over complicate the system. It will be instructive to see how the system evolves as lockdown conditions eventually ease.

WH Doctor Surgery Parking

Personal contact has been established to seek updates on the process. Summary response as at 26.07.2020:

"The latest update is, that we are still working up the scheme and details are being collected and discussions are being made. Another meeting is due on site in a couple of weeks. Please note although we are still working on the scheme, due to less resource on some departments, we are finding that some aspects are taking longer than normal due to the effect of the covid19 so please take this into account."

Additional update email 27.0.72020:

"There has been quite of bit of work and consideration into this scheme up to date. I am awaiting reports at present:- i.e. ecology and arboriculturally which I may have by next week These are sensitive areas so we do need to collate this data."

Once outlines of any definitive HCC proposal are available the Surgery management will also be consulted for any contributory input.

Greenways/ Tile Barn Row – Parking

Following the reports received, three personal inspections of the vehicle parking state at the exit of the footpath from Paddock End have shown there to be inevitable variability in numbers parked on the road. During both weekday visits only one vehicle was noted, whereas on Saturday 25/7, 5 vehicles including a large white van were noted, although not within the required safety distance of 10 metres (32 feet) of the junction with Tile Barn Row (Rule 243 Highway Code). On the latter occasion it was also noted that many of the allocated parking slots at the internal end of the footpath to Paddock End were nonetheless vacant.

For colleagues assistance the required procedure for application for a designation of a double yellow line as a traffic regulation order ([TRO](#)) requires:

1. **Site observations** and collection of relevant traffic survey data.
2. **Formulation of a proposal** takes into account the identified problems and considers the need to mitigate transferring the problem on to adjoining roads.
3. **Consultation** - once a problem has been identified and proposals formulated, consultation is undertaken with ward and county councillors, parish councils and the police. Local interest groups who are likely to be affected by the proposal may also be consulted at this time (were considered appropriate).
4. **Public advertisement** - in accordance with statutory requirements, the proposals are advertised using a notice in the local press and on site. Persons wishing to comment on the proposals should do so in writing within 21 days of the notice, which will provide details of the address to which comments should be sent and identify where

a plan of the proposals can be viewed. Comments received are reported to the Planning and Transport Portfolio Holder and ward and county councillors. When considering these comments it must be decided whether to allow the proposals to proceed as advertised; whether to amend the proposals in some way to take account of the comments received or whether to abandon the proposals.

5. **Making the Order** - the PTRO can only be implemented once all comments received have been considered. Modifications to the proposals resulting from these comments could require further consultation and advertisement.

Alternative means of resolution may therefore be preferred before these steps are undertaken.

Item 14 Police report, Cllr Hurst

New PCSO

It has been announced we have a new PCSO, Emma Page.

Emma, is the new PCSO for Basingstoke Rural West. This covers a wide territory consisting of Kingsclere, Burgchlere, Highclere, St Mary Bourne, East Woodhay and Sherborne St. John.

We have seen no evidence of increased police recruitment in our area, with virtually no police presence being seen, even for reported incidents. The lack of any visibility of PCSOs in the parish over the last year and the lack of any recent incident reporting, has been escalated to the relevant Basingstoke Police Inspector.

Reported Parking Issue

A member of the community has reported a parking issue in Greenways, Woolton Hill, near the postbox and footpath from Paddock End.

Since the building of the Paddock End development a small number of cars have parked by this area in Greenways. However, in the last few weeks this has got worse with up to 6 vehicles parked there.

The complaint highlights that the vehicles are parked close to the junction with Tile Barn Row and the turning into Greenways is now becoming dangerous. It has been asked if anything can be done to discourage and reduce the parking.

Item 17 EWS Update, Cllr Rand

Prescription Delivery

Kintbury surgery opening is now open and those prescriptions are being delivered by the Kintbury Volunteer Group. The prescription numbers from Woolton Hill have also gone down as more people are getting out.

Shopping Delivery

This has also reduced and is mainly to pick up a click/collect order.

Wellbeing Calls

The service continues and is available for those who continue to be isolating and are lonely.

Medical Journeys

Extensive revised procedures have been written to minimise the risk to both driver and client which align with government and medical guidance. Although a final decision has not been made, I would expect this service, which stopped about 10 weeks ago, to start again within the next few weeks. One key factor affecting this decision is having enough drivers to undertake this service. Historically most drivers have been in the 'older age category'.

Communication

A weekly newsletter has continued to be issued on a Friday. The number is now 19. This is a mix of Neighbourcare news, Covid-19 guidelines and local information.

It is likely that next week, number 20, will be the last for a while. The newsletter would be issued in the future if the Covid-19 situation changes. In the meantime, it will be left to local community organisations (e.g. East Woodhay Society and Highclere Society) to communicate local community news.

Committee

Sarah Garland has been appointed to Chair of Neighbourcare and has replaced Lesley Foden who stood down at the end of June. Sarah, is also the Village Agent for Age Concern Hampshire.

Finance

Prescription and Shopping journeys are free for clients but with the generosity of donations and grants the Neighbourcare finances are in very good shape. Neighbourcare is financially able to support any future Covid-19 flare up affecting local residents.