

## **ASHFORD HILL with HEADLEY PARISH COUNCIL**

### **MINUTES OF THE MEETING HELD ON MONDAY 10<sup>th</sup> JUNE 2024**

#### **Present**

Councillors Mr S Hoskins (Chair), Mrs K Saunders (Vice Chair), Mrs K Parker, Mr J Sunley, Mr J Woodford and the Clerk, Mr S Marshall.

Cllr Morrow was also present together with members of the public.

#### **1. Apologies**

Apologies had been received from Cllr Mellor, Cllr Conquest, Cllr Dunn and Cllr Clark.

#### **2. Declaration of interest**

There were no declarations of interest.

#### **3. Minutes of previous meeting for approval**

The minutes of the meeting held on Monday 13<sup>th</sup> May 2024 were approved and signed by the Chair.

#### **4. Matters arising & Outstanding Action Points**

- Potential allotments site in Ashford Hill.

**June Update:** Cllr Morrow informed the meeting that the property department of BDBC was progressing the matter.

- Use of new APNR equipment

**June Update:** The equipment had been delivered and Cllr Sunley would soon be undertaking a 'trial run' of the equipment.

- Insurance cover for ROW Wardens

**June Update:** In conjunction with the adopted 'Volunteers policy', the Clerk would be devising a series of individual risk assessments covering the normal types of tasks undertaken by the RoW volunteers which would be used in conjunction with written procedures through the 'Co-ordinator' of the scheme for which Cllr Parker had previously volunteered to undertake with the Clerk.

- Cllr Dunn agreed to obtain quotes regarding the cost of securing the entrance to the new Headley Pavilion path to prevent damage to the path by vehicles.

**June Update:** The best options for this work were still under discussion.

- Flooding at Cary Lodge Farm

**June Update:** The Clerk had received confirmation that a highways representative had inspected the location and had identified a section of ditch and the pipe crossing under the road required clearance. Works have been issued for the clearance of the ditch and the jetting of the pipe under the road. The department would also look at creating more ditch capacity on the downstream end of the pipe to allow water to drain more freely and so reduce the potential for blockages. It was hoped such work could be carried out over the summer/early autumn period.

## 5. **Annual Governance Statement**

The Clerk had previously forwarded the Statement and associated documentation to Councillors. Following an explanatory context by the Clerk, the Statement was proposed to be approved by the Council by Cllr Saunders and seconded by Cllr Sunley with all those present in favour of adoption by a show of hands. The Chair signed the appropriate declarations including the 'Conflict of Interest with BDO LLP' form.

## 6. **Management Accounts – Quarterly review**

The Clerk explained the context of the introduction of management accounts on a quarterly basis to allow Councillors to have a better understanding of the financial situation of the Parish Council at any one time during the financial year. The spreadsheet format was explained to Councillors and the Clerk informed the meeting that the budgeted outturn was likely to be better than the budget, generating a small surplus instead of a budgeted deficit due to the receipt of bank interest from CIL payments.

## 7. **Highways**

The Chair had a further discussion with Cllr Mellor regarding the proposed pavement along Thornford Road in Headley.

Cllr Saunders had consulted Cllr Mellor regarding the prospect of extending the 40-mph zone along the Ashford Hill Road near to Catts Farm in Headley.

## 8. **Planning Applications**

23/01052/FUL – Threeways, Millgreen Lane, Headley

- Erection of dwelling and garage with ancillary residential floorspace above
- Creation of new access following demolition of existing stable block

***No objection***

24/01035/FUL – Land between Cedar House and Hillside Cottage, Ashford Hill Road, Headley

- Erection of a new self-build dwelling and detached garage with home office above along with associated residential curtilage, parking and landscaping

***Objection based on it being a greenfield site***

24/01046/ROC – Riddings Farm, The White House, Riddings Lane, Goose Hill, Headley

- Variation of condition 1 of planning application 22/01525/HSE to add a first-floor front extension

***No objection***

24/01091/OUT – BPS Leisure Ltd, Ashford Hill Road, Headley

- Outline application for the demolition of existing commercial premises and erection of 1 no. new dwelling

***No objection***

24/01120/ROC – Land adjacent to A339, Newbury Road, Headley

- Variation of conditions 1,6 & 10 of planning application 17/00043/FUL – revised parking, turning layout and tree protection

***Objection based on road safety concerns***

24/01160/FUL – 2 Tanhouse Cottages, Ashford Hill Road, Headley

- Erection of a new 3-bedroom dwelling with associated landscaping

***Objection based on it being a greenfield site and road safety concerns***

24/00519/FUL – Hill View, Chapel Lane, Ashford Hill

- Partial replacement of boundary wall and associated enlargement of existing vehicular access to former chapel
- Replacement of chapel by a 2-storey garage/studio

***Reiterated objection based on road safety concerns***

## 9. **Reports**

### **Borough Councillors**

Cllr Morrow updated the meeting on the allotments project for Ashford Hill. The Councillor further informed the meeting that the Borough Council's grants' scheme was now open to applications.

### **Chair of the Parish Council's report**

Further to a question from the Chair, the Clerk confirmed that no further progress had yet been made regarding the water egress onto the A339 near to Thornford Road. \*

The Chair suggested an article for the Parish Magazine and the Council's website on the excellent work that had been undertaken to clean and repair the war memorials in Ashford Hill and Headley. \*

The Clerk confirmed that pitch fees had been received from Kingsclere Football Club and the Chair confirmed that discussions would be undertaken with the Club regarding its future use of the Headley football pitch.

The Clerk had requested a quote for the grass re-seeding of the goalmouths of the football pitches at both recreation grounds.

The Chair reported that Mr Geoff Allwright had kindly agreed to continue to organise the arrangements for a village picnic on Headley recreation ground for Saturday 29 June 2024.

## **Clerk to the Council**

The Clerk informed the meeting that a new Meetings Schedule for 2024/2025 would be issued during the summer recess and that the next Parish Council meeting would be held on Monday 9 September 2024 at Ashford Hill Village Hall which would start with a 'closed' session for Councillors only at 6.30pm.

### **10. Recess**

Mr Geoff Allwright provided the meeting with an outline of the arrangements for the village picnic later that month.

Mr Allwright further provided the meeting with an update on the planning application progression for the Multi Use Games Area (MUGA) on Headley recreation ground. The Borough Council's sports department would be providing the necessary drawings and plans required for the planning application on a complimentary basis. Following discussion, it was agreed that Mr Allwright would seek confirmation from the Borough Council's planning department that the reports required as part of the conditions of the planning application were truly necessary as the proposal was not for a building but a recreational facility on the land of the recreation ground. If clarity could be sought, this would mean that consultancy reports costing ca £8000 may not be required although the Chair recommended the pursuit of a second quote for the consultancy reports as a precautionary measure. Mr Allwright confirmed that Greenham Trust had awarded the Parish Council a grant of £5000 which was believed to require match funding from the Parish Council.

### **11. Financial statement**

The Lloyds TSB current account of the Parish Council stood at £3,956.60

The Lloyds TSB deposit account of the Parish Council stood at £44,494.54

### **12. Accounts for approval & payment**

Mr S Marshall – Clerk's salary July - September 2024 & Expenses – £4611.70

Mr P Kemp – Litter Warden's salary – July – September 2024 - £807.13

Mr J Kirkby – Litter Warden's salary – July – September 2024 - £506.90

Scofell Landscapes – Grounds maintenance – May - August 2024 - £6409.36

HMRC – Tax & NIC payments - £1132.80

BBS Ltd – PAYE administration - £105.00

KT Design – Website management & hosting - £465.00

Grave Concerns – Headley war memorial – cleaning & restoration - £788.00

The Chair declared the meeting closed at 8.20pm.