

# UPTON GREY PARISH COUNCIL

## Minutes of the Upton Grey Parish Council meeting held remotely on 18 March 2021 at 7.00pm

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**In attendance: - Cllr C Holroyd, Cllr N Ralls, Cllr A Barker, Cllr P Barnes and Cllr T Harman**

Also in attendance: Beverley Bridgman (Parish Clerk) and Gordon Hunt (Lengthsman)

### Draft minutes subject to confirmation

#### **1. Receive and accept apologies for absence**

All Parish Councillors present

#### **2. Receive and note any declarations of interest relevant to the Agenda**

Cllr Holroyd spoke under agenda points 13 & 14 in his capacity as Chairman of the Tennis Committee but did not take part in the subsequent discussions. Cllr Ralls spoke under agenda point 19 in his capacity as Chairman of the Upton Grey Cemetery Lane Committee (UGCLC). As Chairman of the UGCLC Cllr Ralls declared an interest in agenda point 20 and did not take part in this discussion

#### **3. The Chairman to sign as a correct record the minutes of the Parish Council meeting held on 18 February 2021 and the confidential minutes of the Parish Council meeting held on 15 October 2020**

**Approved-**The minutes will be signed by the Chairman at the next available opportunity

#### **4. Open the meeting to members of the public**

11 members of the public attended the meeting remotely.

- A resident confirmed they have received their new council tax bill and asked why there is an increase in the Parish Councils precept of just under 60%?

Cllr Holroyd confirmed this increase is to provide a contingency of £11,000 to cover potential legal costs with regard to the transfer of Church Meadow land to the Parish Council, a figure of £11,000 had been quoted by the assigned solicitor. The Parish Council will endeavour to keep legal costs to a bare minimum and as low as possible, and have incurred no legal costs so far.

If this contingency is not used next years precept will be adjusted accordingly.

- A resident asked if, due to problems suffered by the village during the recent roadworks, the Parish Council would consider becoming the founder member of a pressure group whose objective would be to change the policies of Hampshire Country Council (HCC) in respect of fulfilling their obligation under the New Roads and Street Works Act (1991).

**Agreed** this will added as an agenda point for discussion in more detail at the next available Parish Council meeting

#### **5. Receive reports**

Reports were received from the Parish Clerk and the Lengthsman, these reports can be found in Appendix A

#### **6. Consider and discuss the following planning applications:**

**a) Installation of replacement oil tanks and concrete base**

**Manor House, Upton Grey, RG25 2RD**

**Reference 21/00311/HSE**

The Parish Council discussed the application; it was resolved to submit a comment of no objection

**b) Fell one eucalyptus tree in front garden, growing at a dangerous angle and signs of basal decay**

**Crown lift and cut back to boundary four ash trees on east side of house, these are currently overhanging the boundary fence and to reduce the chance of squirrels getting onto roof and subsequently causing damage in loft space**

**On roadside crown lift group of hazel and maple to 5.5 metres which are encroaching on the lane and to trim back away from electricity cables**

**On roadside remove one limb from one ash tree which is over hanging garage**

**Portland House, Cleves Lane, Upton Grey, RG25 2RG**

**Reference T/00080/21/TCA**

The Parish Council discussed the application; it was resolved to submit a comment of no objection

**c) Replacement of 4 windows (upstairs and kitchen). Replace 2 windows on garage. Replace flat conservatory roof with sloping slate roof**

**April Cottage, Weston Road, Upton Grey, RG25 2RJ**

**Reference 21/00527/HSE**

The Parish Council discussed the application; it was resolved to submit a comment of no objection

**d) Removal of existing barns, and erection of 2 no. dwellings; with associated gallery, garage, parking, turning, landscaping, private amenity space, and access**

**(Amendments to original plans, alterations to the proposed layout and design scheme)**

**Reeds Farm Barns, Weston Corbett, RG25 2PB**

**Reference 20/03327/FUL**

The Parish Council discussed the application; it was resolved to submit a comment of objection. The comments sent to the Planning Officer can be found below:

Upton Grey Parish Council reviewed and discussed the updated plans at their Parish Council meeting held on 18 March 2021 and resolved to submit a comment of OBJECTION to this application.

Although not within our Parish, many villagers use the footpath alongside the proposed application and enjoy the views over the countryside, as do many others from the Basingstoke and Deane Borough who take walks in the area.

Even with the suggested changes the proposed new buildings would be very exposed, which would in turn affect the view from the surrounding countryside.

Whilst some element of light pollution can be expected from new dwellings we believe that landscaping and suitable planting should alleviate the effect.

If the intention is to approve this application, the Parish Council ask that Basingstoke and Deane mitigate the impact of the new buildings by ensuring that landscaping is given another level of careful attention, consideration is given as to how light pollution will be reduced and a detailed plan with conditional approval is insisted upon.

The solar panels being proposed for the roof may have strong visible reflections. We request that Basingstoke and Deane has conditionality around the type of panel that can be used so that the visual impact is reduced.

The Countryside and Access Management Team at Hampshire County Council (HCC) have informed the Parish Council of the applicants proposed changing of the route on public footpath Weston Corbett 2. I can confirm the Parish Council have no objection to the proposed change in route and HCC have been informed accordingly.

#### **7. Update on previous planning applications**

Since the last Parish Council meeting on 15 February 2021 Basingstoke and Deane Borough Council (BDBC) have approved the following Tree Work Applications:

T/00075/21/TCA Sycamore Cottage

T/00041/21/TCA Compton House

T/00054/21/TCA Glebe Cottage

T/00044/21/TCA Rowancroft

Since the last Parish Council meeting BDBC have granted the following Planning Application:

20/03504/HSE Old Barn House

#### **8. Approve the Electronic Payment request for March**

**Approved**-The Electronic payment request can be found on the next page. This will be signed by the Chairman at the next available opportunity. Payments will be set up by the Clerk and authorised by a Councillor

Upton Grey Parish Council March 2021 Electronic Payment Request

To	Item	Amount	Invoice number	Type
<b>Staff</b>	Salary March 2021	£600.00		
	Home office expenses March 2021	£18.00		
	Total	<b>£618.00</b>	03/21	SO
<b>Staff</b>	Expenses March 2021	<b>£14.39</b>	03/21	EP
<b>Staff</b>	Salary March 2021	<b>£48.84</b>	March 2021	EP
<b>Staff</b>	Expenses March 2021	<b>£13.51</b>	March 2021	EP
<b>HMRC</b>	Tax & NI March 2021	<b>£12.20</b>	March 2021	EP
<b>Saunders Landscape</b>	Maintenance March 2021	<b>£222.00</b>	1480	SO
<b>Chairmans Signature and date:</b>				

**9. Note the current financial situation and approve bank statements**

**Noted**-The current financial situation can be found in Appendix B. The bank statements will be signed by the Chairman at the next available opportunity

The current balances as at 12 March 2021 were:

Current Account: £18809.10

Tennis Maintenance Fund: £16791.86

**10. Approve revised list of bank Standing Orders for the period 1 April 2021-31 March 2022**

**Approved**-The document will be signed by 2 councillors at the next available opportunity

**11. Approve updated asset register**

This item was postponed as the new playground equipment is not yet fully installed. The contractors own the equipment and are responsible for insurance until such time as the installation is fully completed and the equipment has passed a post installation inspection.

**12. Update regarding repair of the pond fence**

Cllr Holroyd advised he has received no further communications from ME Developments regarding their kind offer to repair the pond fence free of charge. For health and safety reasons the fence cannot be left as it is for much longer

**Agreed** to contact ME one last time and allow a further week for repairs to be completed. If a response is not received within a week the Parish Clerk will instruct John Smith & Son to proceed with their quote of £835.20 inc VAT

**13. Discuss quotes received for tennis court repairs**

In his capacity as Chairman of the Tennis Committee Cllr Holroyd reported that the following court repairs are needed before children tennis coaching starts on 12 April 2021:

- Replacement of top line wire
  - Reinforcement of the uprights holding the windbreak screen with supporting struts
- 2 quotes have been obtained for this work:
- Contractor C=£820 plus VAT
  - Contractor D=£944 plus VAT

The Tennis Committee have obtained references and checked the back ground of companies and recommend proceeding with Contractor C

**Agreed** to proceed with Contractor C, Peter A Housden & Sons

#### **14. Discuss quotes received for re-surfacing of the tennis court**

In his capacity as Chairman of the Tennis Committee Cllr Holroyd reported that the Tennis Committee have the court surface checked regularly and the experts now say re-surfacing is necessary.

3 quotes have been obtained for this work:

Contractor A= £11,450 plus VAT and a possible £700 reduction if work is completed in March 2021

Contractor B=£9425 plus VAT

Contractor C=£11800 plus VAT

The Tennis Committee have obtained references and checked the back ground of companies and recommend proceeding with Contractor B. The committee would like to to wait until the autumn to complete this work which will allow for maximum use of the court during the spring and summer.

**Agreed** to proceed with Contractor B, MG Contracts. The Parish Council agreed to support completion of the work during the autumn. The quote from MG Contracts is valid through out 2021

It was noted that work to the tennis court is not completed using funds from the Parish Council precept, but by funds raised by the tennis committee which, in line with the terms of the Tennis Committee agreement, the Parish Council hold

#### **15. Discuss planting at the pond**

The owners of Willow Cottage have asked if the Parish Council would allow them to plant a new flower bed on Parish Council owned land which is in front of their new wall.

**Agreed** this is a good idea. A document for signature by both parties will be drafted by Cllr Barnes for all Councillors to approve. The document will confirm consent for planting subject to the following:

- The owners of Willow Cottage are responsible for maintenance of the plants
- Planting mustn't encroach on the path
- The Parish Council accepts no responsibility for damage to the plants
- No rights are accrued by the owners of Willow Cottage
- The licensor (Parish Council) can give two weeks notice to terminate the contract at any time. In this instance the licensee (owners of Willow Cottage) will be responsible for removal of the plants by the end of this notice period

#### **16. Discuss proposed diversion of public footpath Weston Corbett 2 (neighbouring parish)**

The Parish Council discussed the proposed diversion

**Agreed** no objection

## **17. Update from Cllr Barker regarding installation of the outdoor gym equipment at the playground**

Cllr Barker confirmed that installation of the outdoor gym equipment started on 25 February. Four out of the 6 pieces of equipment have been installed but unfortunately there has been a delay in delivery of the remaining 2 pieces. The installers have confirmed that the security fencing currently in place will remain until such time as all equipment has been installed and the post installation inspection completed

## **18. Agree next steps regarding the installation of a multi purpose ball wall at the playground**

Cllr Barker confirmed a letter advising of the next steps regarding the multi purpose ball wall has been delivered to all residents facing, or very close to the playground. Only one response has been received, which stated they were delighted a multi purpose ball wall is to be installed.

Quotes have been obtained and prior to the next meeting Cllr Barker will:

- Get references for each contractor
- Ask how quickly the work can be completed
- Check out the guarantees given by each contractor

All information will be circulated to Councillors so a final decision can be made at the meeting and the work instructed

## **19. Update from Upton Grey Cemetery Lane Committee (Questions from Councillors only)**

Cllr Ralls provided an update from the Upton Grey Cemetery Lane Committee (UGCLC), this can be found in Appendix C

On behalf of the Parish Council and village, Cllr Holroyd thanked the UGCLC and all others involved with the project for all their hard work which is very much appreciated

## **20. Agree next steps for Church Meadow**

• The Parish Clerk advised she has received communication from Cherrington Planning to confirm that the planning application for Church Meadow has now been submitted to Basingstoke and Deane. Cherrington Planning has indicated they would like to attend a 'Zoom' meeting to present the proposals to the wider community of Upton Grey. The UGCLC would also like to present their thoughts and views to the village on both the planning application and transfer of land documents.

**Agreed** that once the Planning application has been processed and is 'live' on the Basingstoke and Deane website a decision will be made regarding the dates of meetings.

**Agreed** that once terms have been received from the Trust regarding land transfer the UGCLC will share their thoughts and views

**Agreed** that, if necessary, the Parish Clerk is authorised to take and instruct independent legal advice from Hampshire Legal Services (HLS), the in-house legal practice of Hampshire County Council on behalf of the Parish Council. Any costs for this advice would be covered by the contingency of £11000 allowed in the 21-22 budget

## **21. Discuss the date and time of the meetings in April and May 2021**

The Parish Clerk confirmed that following a meeting of the local branch of the Society of Local Council Clerks (SLCC) the following had been advised:

- 21 June 2021 is the earliest date that face to face meetings can resume

- The law allowing remote meetings ends on 6 May 2021
- The Association of Democratic Services Officers (ADSO), Lawyers in Local Government (LLG) and Hertfordshire County Council has served a pre-action protocol letter on the Secretary of State for Housing, Communities and Local Government ahead of potential High Court proceedings, seeking a declaratory judgment that would enable the continuation of remote meetings under existing legislation.

This case is due to be heard in court next week and so it is hoped that further information regarding meetings after 6 May will be then be available.

- Hybrid meetings may be as a possible scenario. However these would be very difficult for lots of Parish Councils;
  - No wifi in village halls
  - Hybrid meetings need 2 people to manage them
  - More than 1 laptop will be required
  - The Clerk should be 'clerking' a meeting which would be very difficult, if not impossible, whilst trying to manage a hybrid meeting. 'Zoom' meetings alone aren't straight forward to manage whilst 'clerking'

**Agreed** to await further information before agreeing dates of the next meetings. It was noted that the annual meeting of the Parish Council (where a Chairman and Vice Chairman are elected by members) must be held during the month of May

There being no other business the meeting finished at 8.33pm

## **Appendix A**

### **Parish Clerk Report March 2021**

The County Lengthsman Scheme has been extended for the next financial year. RP Gardening Services have agreed to continue to work with the Candovers Cluster (Upton Grey is part of this cluster) at the same rate as 2020/21, so Upton Grey will get 5 half days with two people each year

The Ecology Department at Hampshire County Council has confirmed that the verge from the pinch point to Weston Mark Cottage is classed as a Road Verge of Ecological Importance (RVEI).

The Ecology Department advise “ *The verge opposite Weston Close is a Road Verge of Ecological Importance (RVEI) for the Striped Lychnis moth which resides on Dark Mullein, its host plant. We want to preserve the presence of the Dark Mullein so don't recommend any wild flower seeds are sown along this verge. Had the Dark Mullein not be present then we would still not recommend planting wildflower seed here because the verge is actually quite eutrophicated from run-off from adjacent field and any wild flower seed would not flourish*”

Cllr Harman has been in communication with Basingstoke and Deane regarding hire of a Speed Indicator Device (SID), and with Hampshire County Council regarding a further speed survey. A full update will be provided next month but it looks as though Cllr Harman has secured a free trial of the SID. The free trial is planned for April and will be used on Weston Road so we are checking with Hampshire Highways that there are no road closures planned for that time

### **Lengthsman Report March 2021**

- All salt grit bins have sufficient materials in them. The lid on the bin in Elder Dell keeps blowing open (should I fix a fastener to it?)
- The benches are in good repair
- I have purchased long and strong cable ties and made the fixing of the goal net much stronger
- Reported broken meter cover outside of Dormers House to South East Water
- Reported height warning rope/string, across Weston Road (reference 21546269)
- I have walked footpath no9 from Weston Road to Cemetery Lane, a little muddy but ok
- A resident reported a low branch across footpath no8 from Weston Road to the dog leg along the rear of the properties (I cut a couple of small branches off and trimmed back another blackthorn that was encroaching the path) the larger branches cross the path from the Holme Hill development and overhang the fence to Button Down House (I did not cut these as it would deplete an already sparse hedge)
- Hampshire Countryside Team has confirmed they will be putting 2-3 steps up to the high stile on footpath 7. The landowner has been made aware of this work
- The County Lengthsmen reported that during their March visit they unblocked the drains outside of the Old Vicarage and the entrance to the rear of Hoddington House. I have inspected the drain at the Old Vicarage but it is still full (perhaps they looked at the one on the other side of the road or there was been a car parked over or very close to the drain). The drain at Hoddington house has been cleaned
- The County Lengthsman also replaced 2 dislodged kerb edging blocks along Bidden Road, and cleared weeds from outside Village Farm House, the playground and tennis court
- Some one has been looking into the drains along Bidden Road so maybe they will all be cleaned soon

## Upton Grey Parish Council Monthly Sheet for March 2021 (Appendix B)

### Lloyds Current Account

Balance as at 12 February 2021

£19390.45 (agrees statement dated 26 February 2021)

#### Payments

<b>Date</b>	<b>To</b>	<b>Amount</b>
19 February 2021	Staff Expenses February	£14.39
1 March 2021	Staff Salary & Home Office Allowance February	£618.00
1 March 2021	Staff Salary February	£48.84
1 March 2021	HMRC February	£12.20
1 March 2021	Saunders Landscape Invoice 1472	£222.00

#### Receipts

<b>Date</b>	<b>From</b>	<b>Amount</b>
1 March 2021	Tomato Plant Ltd (pond fence damage)	£334.08

**Balance as at 12 March 2021**

**£18809.10** (agrees on line statement dated 12 March 2021)

### Lloyds Tennis Maintenance Account

Balance as at 12 February 2021

£16791.73 (agrees statement dated 1 March 2021)

#### Receipts

<b>Date</b>	<b>From</b>	<b>Amount</b>
9 March 2021	Bank Interest	£0.13

**Balance as at 12 March 2021**

**£16791.86** (agrees on line statement dated 12 March 2021)

#### **Total Balance as at 12 March 2021**

Lloyds Current Account	£18809.10
Tennis Maintenance Account	£16791.86
Unpresented cheques	Nil
Cancelled cheques	Nil
Net Bank Balance	<b>£35600.96</b>

**Chairmans Signature and date:**

## Upton Grey Cemetery Lane Committee:

Update for the Village- UGPC meeting  
March 2021

### **Proposed Development of farmyard and land adjacent to Cemetery Lane, Upton Grey:**

Provided as an ongoing update on discussions on the proposal above.

### **The Proposed Development and what we have been doing:**

Since our update at the February meeting:

#### **Planning Application has been submitted:**

Cherrington has stated that it submitted its application yesterday. We do not have a copy of the application submitted; it will take a week to 10 days to be registered and appear on BDBC's website.

We presume that the application will be accompanied by the offer of a gift of land to the Village in the form of Church Meadow and its adjoining smaller parcel.

As reported previously the Committee has been reviewing, along with appointed solicitors, the proposal documents for the offer of a land transfer to the Village (Church Meadow).

Prior to the application being submitted, we have submitted a comprehensive legal text draft to the Trust's lawyers with the aim of ensuring certainty over the process of a possible land transfer, and ensuring that if the proposal gets planning permission, that is the scheme that would get built.

The draft also seeks to remove elements of the proposal which would present legal problems to the Parish Council in its ability to review the application in the coming month(s). At this point in time we do not know how the Trust will respond on this but we are hopeful that the spirit of it is acceptable.

Cherrington states that it does not have any influence over the contents of the draft legal documents but has made assurances this week that the proposal WILL include a guarantee on the delivery of the design, if approved. How this will be delivered will be an important factor in avoiding intensification of the scheme as happened at the 'Holme Hill' development.

### **What stage have things reached?**

#### **Design:**

We have not seen final designs though they may be very similar to what we were shown in the Autumn: traditional brick, flint and slate roofed houses of 2 storeys and one bungalow.

**Programme:** The consultation period will begin shortly and there will be a BRIEF period in which the public can comment. It will be important for the Village to take notice and be involved. The overall process will take longer than that (2-3 months).

Cherrington has stated that it intends to set up an exhibition of the proposal, in the barns, and also to present to the Village in some form such as a Zoom meeting.

#### **The Land:**

We sought final clarification from the Trust on the 'north land'; the Trust has not responded to this in any form so we expect to be considering this in the context that only the Church Meadow is involved in the proposal.

## **What Now?**

With regard to legal fees: up to this point we have careful to avoid the incurring of any significant legal fees. Whether or not any expenditure is required looking ahead will depend on the contents of the application submitted, and how the Village and UGPC view the proposal.

When the overall proposal is known (published), we will provide a full analysis to the Village and UGPC of the contents and legal implications of any proposal to be considered alongside the application's planning attributes.

Nick Ralls

Upton Grey Cemetery Lane Committee

Nick Ralls, Geoffrey Yeowart, Andrew Dunkley, Julian Livingston-Booth, John Frieda, James Raven