

# MINUTES OF THE PARISH COUNCIL MEETING

TUESDAY 02 JULY 2024, Village Hall 7.30pm

Parish Councillors Alan Tyler (Chairman), Alison Mosson, Dave Rudge;  
Clerk Susan Turner; Members of the Public 5

## 1 WELCOME & APOLOGIES

Apologies Mark Gifford, Bob Randall; County & Ward Councillors.

## 2 PUBLIC SESSION

### .1 Black Barn Use as an adult day-care centre, and use of the outside space.

Background Planning approval was received in 2001 for conversion of redundant agricultural barn to B1 use which covers businesses, offices, R&D, light industry.

*'In England, from 01 September 2020, changes were made to the Use Classes Order. The B1 use class is revoked and generally incorporated within a new Class E use (Commercial, Business & Service).'*

The established use of the Black Barn has changed from Office to Day-care provision for adults with learning difficulties – as per Class E. There is a note in the BDBC file confirming that this new use did not require a planning application.

Issues raised by members of the public The new use has negative impacts on neighbours, increasing as good weather encourages windows to be open and more use of outside space. Five households are particularly affected. Noise inconvenience in particular and also Visual intrusion for properties immediately adjoining; neighbours unable to enjoy their own outside space. The car park is being used as an outside recreational area, resulting in a lot of noise from playing games, screaming and shouting. Also associated paraphernalia put out on the car park. Neighbours believe this outside use to be in breach of planning conditions which specify use of the area as a car park.

Neighbours have reported to BDBC, raising cases with Planning Enforcement and Environmental Health; the first relating to use, the latter to noise nuisance.

A neighbour has approached the Black Barn directly asking them to reduce the noise, which makes a difference for a day or so, but then reverts.

The Parish Council was asked to seek to raise the profile of these issues with BDBC.

*Clerks' report from discussion with BDBC Officers*

Planning Enforcement has confirmed that they are considering the issues raised of physical items being placed and stored on the car park.

Technically these are breaches of the Planning Conditions (see Planning item 6.3 below)  
CON 11 - placing items on the parking area – temporarily, these removed in evening;  
CON 13 - storing items outside and overnight.

These breaches are considered minor and, where temporary, they are difficult to enforce; most likely will not be considered expedient to enforce. A Report and recommendation will be compiled by the Case Officer for consideration by Ward Councillors.

TO NOTE Condition 11 – placing items on the car parking area and use of the area only for parking – was imposed for 'reasons of Highway Safety' in relation to the B1 Office Use. The view of Planning Enforcement is that conditions appropriate for Class B1 Office use are not now appropriate for Class E Day-care use which doesn't have the same parking requirements.

Enforcement has advised the Black Barn that one course of action would be to submit a Planning Application to modify/remove Conditions in line with current use requirements.

TO NOTE Planning Enforcement does not take account of activities taking place in the car park in accordance with the new use – and which are the main reason for neighbour complaint.

Environmental Health deal with issues of noise nuisance. Neighbours have been requested to monitor and record instances of noise nuisance and levels of noise – a noise diary – over a period of several weeks.

*Parish Council response recorded at Planning item 6.3.*

*Two members of the public left the meeting.*

For signature (p1 of 5) .....

3	<b>REPORTS TO MEETING</b>
.1	<b>County Councillor written report APPENDIX I</b> Cllr Nick Adams-King was confirmed as new County Council Leader at AGM of Thurs 23 May; report covers new Leaders' opening speech, notes newly elected Cabinet. <u>Future Services Consultation</u> Due to General Election and 'conventions around making significant decisions during an election period' decisions on Future Services Provision proposals have been postponed until later in the year.
.2	<b>Ward Councillor written report APPENDIX II</b> <u>Application for Motorway Service Area at M3J6</u> Moto have finally been required by the Case Officer to submit a full Environmental Impact Assessment. <u>Local Plan Update Reg 18</u> consultation responses are being evaluated by officers at present. Reg 19 costulation needs to be launched by end December to keep on track for Plan submission by June next year; BDBC can presently show a 4.2 year supply.
.3	<b>PCSO Andy Jones</b> email updates 02/07/2024 – 'The Cliddesden school car park is an area that Police are trying to concentrate on due to recent suspicious incidents and criminal damage. Police received reports that a gate has been driven through by persons wearing balaclavas. This area was the default location for Dave (Estate security) which helped reduce this type of behaviour, unfortunately it comes as little surprise things are picking up slightly. Police aware and trying to be in the area when possible and shifts allow.' 20/06/2024 – General – Theft from vehicles has taken off again now the sun has finally arrived. Cars left in beauty spots or areas popular for walking etc are being targeted. Police are following up on lines of enquiry. General advice is do not leave anything in your car even if it is an empty bag. If you have a parcel shelf it is worth considering removing this while parked. Boot windows in the past have been smashed in order to look under the parcel shelf in case anything was hidden in there. Any index numbers of suspicious cars would be very useful to Police.
.4	<b>MINUTES OF PREVIOUS MEETING</b> i Minutes of AGM of 07 May, agreed and signed. ii Draft minutes of Parish Assembly of 10 May, provisionally agreed by the Parish Council, for formal approval at the 2025 Parish Assembly.
5	<b>DECLARATIONS OF INTEREST</b> in items on the Agenda, none.
6	<b>PLANNING</b>
.1	<b>Applications and appeals</b> – Planning update at <b>APPENDIX III.</b>
NOTE	All applications must now to accord with the Cliddesden Neighbourhood Plan. Clerk to respond accordingly. <b>Applications for consideration</b> <u>24/01393/TDC</u> (Validated 24 June) Little Acre, Woods Lane. Application for Technical Details Consent for the erection of four new dwellings with associated parking, access and landscaping, in accordance with 21/01591/PIP. <u>24/00617/RET</u> (Validated 17 Jun 2024) 1A Millars Cottages Station. Revised parking arrangements and associated landscaping in connection with permission 20/00390/FUL (Retrospective) <b>Appeals update</b> i Jolly Farmer, full planning application for one new house – in progress. NOTE To question if / request that the Adopted Neighbourhood Plan be considered by Inspector. The pub grounds are designated Local Greenspace. Clerk to contact case officer ii Land at Myhaven, full planning application for 28 dwellings – in progress.
.2	<b>Neighbourhood Plan Adoption</b> i <u>Referendum</u> – email from Local.plan@basingstoke.gov.uk of 21 June 2024 10:27. 'The Cliddesden Neighbourhood Plan was subject to referendum on 20 June 2024. The referendum received a turnout of 42.16%. The results of the poll included: 187 votes in favour 97.9%) and 4 votes against (2.1%). More than 50% of those voting in the referendum voted 'yes' and therefore the Neighbourhood Plan has become part of the statutory Development Plan for the parish of Cliddesden. 'The Plan will now be used to determine relevant planning applications in the Parish.'

	Local Plan Documents are available on the BDBC website: <a href="http://www.basingstoke.gov.uk/CLIDNP">www.basingstoke.gov.uk/CLIDNP</a> '
ii	Final version of Plan
AGREED	Additional invoice for Consultant c£100, to send final version to BDBC for LPA adoption and publication; all references to 'Referendum Copy' to be removed.
NOTED	The plan will go forward to BDBC for formal adoption at Full Council meeting Thurs 18 July.
iii	Suggestion to reformat a 'Presentation Copy', initially an online file, potentially hard copies. To further consider, discuss with Neighbourhood Plan Team.
<b>.3</b>	<b>Black Barn</b> See <i>Public Session</i> Use as an Adult Day-care centre, and issues raised re use of the outside space. <i>For wording of original approved application and conditions see <b>APPENDIX IV</b></i> <u>Parish Council comment reference Public Session Discussion</u>
AGREED	'The Parish Council wishes to fully support its residents in preventing noise nuisance and loss of amenity for residents. 'The adverse impact on neighbours of the Black Barn activity is unfortunate; the Parish Council appreciates and lauds the service provided by the Day-care company and would normally wish to be in full support. 'In the view of the Parish Council, the Black Barn does not have sufficient outdoor space and is not in the right location to make this provision work successfully for all. The Day-care company understood the restrictions of the location, being very close to other residential properties, when they took on the lease.'
ACTION	To follow up with Officers and Ward Councillors. Action Clerk. The Parish Council will write officially to Ward Councillors, to the Leader of the Council as necessary, to request a way forward be found to address issues raised by residents. Suggested a letter from the Chairman may be appropriate.
<b>.4</b>	<b>Local Plan Update</b>
i	To note Call for Sites for Gypsy and Traveller sites.
ii	Housing numbers calculation, including for Adopted Local Plan Policy SS5 (Neighbourhood Planning) allocations – Local Plan Update Policy SPS6.
CONFIRMED	by BDBC Planning Policy: Housing numbers are counted from official approval of planning permission – when the deed of agreement is signed and they have their signed resolution for approval. This is at the first permission be it Full, Outline or Permission in Principle. The official count – for the monitoring reports – is made from 01 April each year.
<b>.5</b>	<b>Advertising boards</b> Ref Government Publication: <i>Outdoor advertisements and signs: a guide for advertisers</i> Extracts as below: See also <b>APPENDIX V</b> 'Throughout England, local planning authorities (LPA) are responsible for the day-to-day operation of the advertisement control system, and for deciding whether a particular advertisement should be permitted or not. 'All outdoor advertisements must comply with five Standard Conditions. They must – be kept clean and tidy; be kept in a safe condition; <u>have the permission of the owner of the site on which they are displayed</u> (this includes the Highway Authority if the sign is to be placed on highway land; not obscure, or hinder the interpretation of official road (or other transport) signs; be removed carefully where so required by the LPA. 'An outdoor advertisement is permitted without the LPA's specific consent if it complies with specific provisions. For example Class 2(B) permits notices or signs to be displayed on any premises for the purpose of advertising... a profession, business or trade at those premises... <u>and must not exceed 0.3m<sup>2</sup> in area.</u> [Temporary event notices can be up to 0.6m <sup>2</sup> .] <a href="http://www.gov.uk/government/publications/outdoor-advertisements-and-signs-a-guide-for-advertisers">www.gov.uk/government/publications/outdoor-advertisements-and-signs-a-guide-for-advertisers</a>
AGREED	Clerk to write to owner of the advertising sign placed on the pond land requesting its removal, having been placed there without consent, and requiring planning permission if exceeding 0.3m <sup>2</sup> .

For signature (p3 of 5) .....

- 7 COSMIC ROOTS UPDATE**
- NOTED Email received 19 June from Licensing Officer to say: 'I am aware directors have been in conversation with Highways team but I am unsure on any plans have been made thus far.'
- ACTION No update received since the Traffic Management Plan from the SAG (Safety Advisory Group) meeting 08 May (V1.3) was circulated prior to the Parish Assembly and indicating the shuttle bus route to be via Cliddesden.
- ACTION Clerk to write to local Councillors re lack of information on what planned.
- 8 FINANCE**
- .1 Internal audit** carried out on 27 June. **APPENDIX VI**  
All AGAR forms and year end accounts sheets submitted to BDO LLP for 01 July.  
All AGAR forms and year end accounts sheets published to website.
- .2 Insurance renewal** confirmed from 01 June 2024 – premium = £421.94
- .3 Parish Online .... insurance** via Clear Councils now includes 20% discount for Parish Online. Full subs £60 plus VAT, so would be £48 to pay. To continue with subscription?
- .4 Accounts to date APPENDIX VII Reconciliation at 01 July = £43,202.**  
Expenditure since last meeting
- |    |   |           |
|----|---|-----------|
| 08 | ComHeartbeat Trust – Defib replacement pads                   | £69.54    |
| 09 | MG for Lidl/Sainsbury – Assembly expenses (to refund -£12.77) | £69.54    |
| 10 | 1947-Planning – NP-final invoice                              | £4,312.50 |
| 11 | PGGM-2602 – Pond path - Balance materials, plus labour        | £4,782.90 |
| 12 | Clerk – Salary May 2024                                       | £455.00   |
| 13 | Clear Councils – Insurance 2024/25                            | £421.94   |
| 14 | Clerk – Salary June   | £212.00   |
| 15 | HMRC – PAYE-Apr-May-Jun                                       | £243.00   |
- .5 Budget update** and latest estimate. **APPENDIX VIII**
- .6 Grant funding 2024/25**
- County Councillor devolved budget open for applications.
  - Ward Councillor Community Grants budget open for applications.
  - HCC Countryside Access Parish Delivery Partnership Fund (CAPDP), funding is available to support equipment and training for volunteers
  - Hants' PTI (Parish & Town Council Investment) fund
  - BDBC CIF (Community Infrastructure Fund) (Village Hall)
  - ACRE (Action with Communities in Rural England) – Potential for 20% top up grant for Community Buildings.
- For grants for Community Buildings, see also 11.2 Village Hall.
- .7 Bank interest rates**
- AGREED To transfer some 25-30K into a higher interest, notice account. Action Clerk.
- 09 VILLAGE UPKEEP**
- .1 Parish Lengthsman tasks**  
Pond strimmed Sat 22 June. Next visit... standard tasks, pond land, bus stop, road signs.
- .2 Pond pathway** Feedback – Colour not ideal but only colour this material came in; will weather in. To be earthed up against the edging so concrete not visible.
- AGREED This to be done in conjunction with removing silt from pond as dries up.
- AGREED Bench to be reinstalled same location, a little further back from path.
- .3 Public Footpaths** Email of 30 May from Area Countryside Access Manager East, confirming it seems that HCCCS not continuing with any proactive FP cutting schedule. Work instead 'will involve a combination of programmed works and responsive measures to address reported issues'. **APPENDIX IX**  
They are looking more to provide support role for volunteers  
<https://www.hants.gov.uk/community/parish-pages/parish-partnership-fund>  
'We can provide guidance and support on developing your own volunteer network and through the Countryside Access Parish Delivery Partnership Fund (CAPDP), funding is

NOTE	<p>available to support equipment and training for volunteers in your areas.'</p> <p>'We can also support requests for <b>contributions towards tools, equipment</b> and training for established groups and parish representatives that will be carrying out improvements to rights of way in their local area.'</p> <p><a href="http://www.hants.gov.uk/community/parish-pages/parish-partnership-fund">www.hants.gov.uk/community/parish-pages/parish-partnership-fund</a></p>
AGREED	<p>To seek grant funding for a Stihl brush cutter, action Clerk; Dave Rudge to confirm model. Noting: 1-Battery packs can be shared with Parish Council hedgecutter; 2-If conditions as previous funding stream, will require commitment to an accredited training course.</p>
10	<p><b>HIGHWAYS AND TRAFFIC</b></p> <p>Parish Council request for speed reduction measures – top of Woods Lane to M3. County Councillor Juliet Henderson has confirmed she is supported, has submitted request to Highways; awaiting response.</p>
11	<p><b>FURTHER REPORTS / UPDATES</b></p>
.1	<p><b>SID update</b></p> <p>TO RECORD thanks Dave Rudge for latest SID data report – showing speeding traffic is increasing through the Village, in terms of both speed and volume.</p>
AGREED	<p>To submit report to Police and to PCC Donna Jones who, at her Round Table meetings in Cliddesden, suggested this course of action. Action Clerk.</p>
.2	<p><b>Village Hall</b></p> <p>Detail of grants for Community Buildings has been forwarded to the Village Hall.</p>
NOTED	<p>Potential for the Parish Council, if eligible for the grant stream, to submit an application on behalf of the Village Hall; thus grant funding and expenditure is via the Parish Council account and VAT can be reclaimed. (Also note to consider whether this by itself would result in external audit.)</p>
.3	<p><b>Neighbourhood Watch</b></p> <p>Noting PCSO Andy Jones' report re keep an eye on vicinity of school whenever possible. Also reported by member of the public that young drivers are speeding up and down the Farleigh Road into the Village, can be on a daily basis and sometimes at afternoon school run time. (Question whether this has been reported to Police?)</p>
.4	<p><b>Defibrillator</b></p> <p>i Proposal received for defibrillator at the Village Hall.</p>
AGREED	<p>Unanimously the Parish Council is in support.</p> <p>Noting potential for training courses then to be arranged in the Village Hall.</p> <p>ii Suggestion to then decommission the defibrillator in the phone box.</p> <p>The above for further consideration.</p>
.5	<p><b>Station Road verges</b> Lengthsman to pencil in verge cut-and-collect for October.</p>
.6	<p><b>Official correspondence</b></p>
AGREED	<p>Official correspondence written on behalf of the Parish Council to be circulated.</p>
12	<p><b>NEXT PARISH COUNCIL MEETINGS</b></p> <p>27 August (note change to week earlier than usual date), 03 November.</p>

*Meeting close at 9pm with thanks to all*

For signature (p5 of 5) ..... Date .....



**APPENDIX I** CLLR JULIET HENDERSON – HCC REPORT – JUNE 2024

**New Council Leader** Thursday 23 May was Hampshire County Council's Annual General Meeting, where Cllr Nick Adams-King was voted by colleagues to be the new Leader of the Council.

Cllr Adams King said 'I am deeply honoured that they have given me their trust. I will work tirelessly to repay that trust, and will not let them, or you the people whom we serve, down.

**Incoming Leader's speech:**

'Hampshire is a wonderful County and I am deeply honoured and humbled to have been selected by my absolutely brilliant colleagues as the Leader of the Conservative Group and, by all of you, as the Leader of the Council.

I am fortunate to have an incredible group who have a wealth of experience, knowledge and enthusiasm. Amongst these individuals there is no one more talented than Cllr Jan Warwick, whom I am delighted was chosen by my colleagues as our Group Deputy Leader and, whom I today appoint Deputy Leader of the Council.

I am fully aware of the immense challenges we face, and I commit to working tirelessly to overcome them. However, we must not let these challenges deter us from promoting the fantastic work the County Council does. We must continue to innovate and find new ways of working, to better serve Hampshire's 1.4 million residents -making their lives better, their journeys safer, and ensuring they receive the help they need when they need it.

Hampshire County Council, in common with most other local authorities, faces an unprecedented financial challenge.

Let me say this very clearly though. Hampshire County Council is not 'going bust'.

We have a legal responsibility to provide essential services, and we cannot refuse support when it's requested. This includes social care for older people, support for those with disabilities, the care of vulnerable children and school transport for those who qualify. These services are rightfully provided free of charge to those who need them, but they do come at a significant cost.

We face a recurring budget shortfall of £132million by next financial year. To address this we conducted the 'Future Services' public consultation from January to March this year, asking people from across Hampshire for their views on proposed changes and reductions to some local services.

I want to extend my heartfelt thanks the 14,400 residents who responded.

We have read all your views. Your feedback, has been invaluable, offering fantastic insights, ideas and challenges.

Before decisions are made, we must follow a thorough democratic process. Member task-and-finish groups will review the consultation documents and high-level findings, reporting to the County Council's select committees.

These committees will then review the results and make recommendations to Cabinet, who will collectively decide the way forward for each proposal.

Let me say clearly to our residents. We have heard you, and we are working hard to ensure your views are reflected in the decisions we make.

To our dedicated employees, I want to say how much we value your commitment and professionalism. You have shown incredible dedication in challenging times, and I am grateful for your continued and excellent service.

I am an optimist, and I am optimistic about the future of Hampshire County Council.

Under my leadership, we will strive to be an efficient, caring, innovative, business friendly council. We will care for our environment, tackle climate change and promote the work we do to protect our most vulnerable residents.

To our residents I promise that we will always remember it is YOUR money we spend.

To our businesses I promise we will support you, recognising you are the backbone of our county.

To our most vulnerable residents accessing our social care services, and to those young people in our care, we will continue to protect and support you.

We can, and will, change this Council for the better. We can and will make it work more effectively for the people of Hampshire. We will find innovative solutions, work efficiently and maximise the contribution from our assets.

Together we will deliver a positive future for Hampshire.'

**APPENDIX I.II** CLLR JULIET HENDERSON – HCC REPORT – JUNE 2024 *continued***New County Council Cabinet Portfolios**

Cllr Nick Adams-King	– Leader; Executive Member for Hampshire 2050 & Corporate Services
Cllr Jan Warwick	– Deputy Leader; Executive Member for Younger Adults; Health & Wellbeing
Cllr Lulu Bowerman	– Executive Member for Highways and Waste
Cllr Roz Chadd	– Executive Lead Member for Children's Services
Cllr Liz Fairhurst	– Executive Lead Member for Adult Social Care and Public Health
Cllr Steve Forster	– Executive Member for Education
Councillor Zoe Huggins	– Executive Member for Hampshire 2050 (Climate Change, Culture and Partnerships) and HR, Communications and Performance
Councillor Kirsty North	– Executive Lead Member for Universal Services

**Future Services Consultation – delay to decision making**

As a result of the General Election and conventions around making significant decisions during an election period, the democratic scrutiny and Cabinet decisions on the County Council's SP25 savings proposals have been postponed until later in the year.

We know that the retention of HWRCs and School Crossing Patrols, maintenance of vital community transport routes and the continued provision of homelessness grants to the end of their planned contract term are important to both the public and our partners.

While we will of course consider all the detailed proposals included in the SP25 package, we will also consider what other options may be available so that, should we be minded, we can choose different solutions and timescales at the point of our decision making in the autumn.

If agreed, the proposed changes to services would not commence until April 2025, so there is time for full democratic scrutiny to be undertaken this autumn. The County Council's excellent officer team have been diligent in preparing detailed proposals for the Select Committees to scrutinize and for Cabinet to then consider in due course.

These will only be proposals, while they will be recommended by our officers as part of the package of measures to meet the budget gap faced by the County Council we must, and will, fully take into account their profound impact and the huge public response to the consultation on the proposals that ended on 31st March.

**Road Surface Dressing Programme**

Hampshire roads will be given a new lease of life this summer as Hampshire County Council's annual programme of road surface strengthening gets underway at 400 locations.

**Reporting problems**

Potholes: <https://www.hants.gov.uk/transport/roadmaintenance/roadproblems/potholes>

<https://www.hants.gov.uk/transport/roadmaintenance/roadproblems/treehedge>

<https://www.hants.gov.uk/transport/roadmaintenance/roadproblems/flooding>

<https://www.hants.gov.uk/transport/roadmaintenance/roadproblems/paving>

<https://www.hants.gov.uk/landplanningandenvironment/rightsofway/reportaproblem>

*When reporting an issue, you'll be sent an email confirming a reference number for the report. If you would like me to follow this up for you then do please forward that message to me and I will chase for you*

**APPENDIX II.I CLLR ONNALEE CUBITT – WARD CLLR REPORT – JUNE 2024**

**MOTO** were finally required to submit an EIA as a result of our lobbying officers. They have submitted it but we have got to go through the details once we have a paper copy which we have requested and are awaiting.

**Reg 18 consultation responses** are being evaluated by officers at present. Reg 19 needs to be launched at the end of December for us to retain a protection of 4 years housing supply versus the standard 5 years housing supply. Due to the failure to build Manydown as per our last Local Plan we are currently at 4.2 months housing supply so this is key to us retaining control of planning applications.

**Civic Pride** is extremely important to us and we are really focussed on ensuring our Town and Borough looks loved and cared for. Please contact us if you have any concerns of things untended. We are working really hard to make sure the Council is working well for the residents and businesses alike.

**Basingstoke Festival**

Three weekends of performances in Basingstoke town centre and around the borough will kick-off summer as Basingstoke Festival returns for its thirteenth year.

Starting on Friday 21 June and spanning three weekends until Sunday 7 July, this year's festival celebrates everything that makes our borough special including heritage, arts, culture, community and not forgetting the audiences that watch and get involved.

This year's festival goers can experience an array of street theatre, outdoor arts, circus, dance, music and film. Residents and visitors of all ages will be able to find acts that appeal to them.

The festival is aiming to reach all corners of the borough this year by taking the outdoor programme into different parts of the borough on Sundays. The Saturday programme will continue to take place in the town centre.

For more information on Basingstoke Festival and how to take part, visit the Basingstoke Festival website or follow @BasingstokeFestival on Facebook and @BstokeFestival on X and Instagram. The website will be regularly updated as acts, locations and timings are confirmed.

**Call for sites for Gypsy and Traveller sites – Monday 10 June to Monday 8 July**

Following the Local Plan Update Regulation 18 consultation that took place earlier this year, the borough council is issuing a 'call for sites' for developers, landowners or other interested parties to identify any sites suitable for Gypsy and Traveller pitches. The call for sites runs from Monday 10 June to Monday 8 July 2024.

Why is the council calling for sites?

The council has a duty to meet the housing needs of Gypsies and Travellers, including through the identification of suitable land for pitches. This call for sites will enable the council to have an up-to-date understanding of whether there is any available land in the borough suitable for this purpose. Any promoted site should be able to accommodate at least one pitch of 320sqm. Submitted information will be used to inform the evolving Local Plan Update and/or future neighbourhood plans. The Local Plan Update sets out the spatial strategy for meeting the borough's needs over the plan period (at least to 2040). The relative merits of promoted sites will be assessed as part of the update process.

How to respond

Those people with suitable sites that they would like to be considered can find out more information and provide their details online (from Monday 10 June) using the site submission form at [www.basingstoke.gov.uk/CfS-2024](http://www.basingstoke.gov.uk/CfS-2024)

Forms can also be emailed to [local.plan@basingstoke.gov.uk](mailto:local.plan@basingstoke.gov.uk) or posted to Planning Policy Team, Civic Offices, London Road, Basingstoke, Hampshire, RG21 4AH.

People with any queries should contact [local.plan@basingstoke.gov.uk](mailto:local.plan@basingstoke.gov.uk)

**Councillor Community Grants Scheme re-opens for 2024/25**

Now in its fourth year, the Councillor Community Grants scheme has re-opened for applications. Community groups and organisations can once again apply for funding of between £250 and £3,000 for items and initiatives that will help them make a difference to people's lives and bring communities together.



**APPENDIX II.II** CLLR ONNALEE CUBITT – WARD CLLR REPORT – JUNE 2024 continued

A guidance document and communications pack has been sent to all councillors by email providing information on the scheme criteria and application process.

In summary, each ward councillor has a total allocation of £2,000 which can be used to support organisations providing services or facilities that benefit the residents in your ward. You can choose how you want to spend your allocation and can individually support applications for grants of between £250 and £2,000. You also have the option to pool all or some of your allocation with one or two other councillors within Basingstoke and Deane up to a maximum total grant of £3,000.

Information about the scheme criteria, eligibility and application process is available on our Councillor Community Grants Scheme webpage.

If you have a question about the scheme, please email [grants@basingstoke.gov.uk](mailto:grants@basingstoke.gov.uk).

**Borough news and updates**Flag-raising service set to launch Armed Forces Week

A flag-raising ceremony will mark the start of Armed Forces Week later this month.

The Mayor Cllr Dan Putty is inviting members of the armed forces community including cadets, serving personnel and veterans, and residents to attend the service that will take place on Monday 24 June 2024 at 10am at the Civic Offices. The event will include a one-minute silence and an address from the Mayor's Chaplain, Bishop of Basingstoke David Williams. The Armed Forces Day flag will then be raised by the Mayor and will fly all week leading up to Armed Forces Day on Saturday 29 June.

Each day of Armed Forces Week will highlight different parts of the British military, including service personnel, their equipment and their roles. Reserves Day is being celebrated on Wednesday 26 June 2024. More information is on the Armed Forces Day webpage.

Our steps to a greener Basingstoke and Deane

Borough-wide festivities to celebrate local climate action begin this weekend

A week of events and activities for people of all ages to enjoy begins tomorrow (Saturday 8 June) as Basingstoke Green Week returns to the borough again this summer. Organised by communities with the council's support, the festivities will run until next Sunday (16 June) as part of the annual week-long celebration of local action to tackle climate change and protect nature.

To get people thinking about how they could make a bigger difference for the planet, a variety of events have been organised for this Saturday (8 June) to entertain and inspire visitors to Basingstoke town centre. Interactive performances by artist and storyteller Junk Jodie, an eco fashion show by students at Basingstoke College of Technology, book readings by authors Kerry McIntosh and Lucy Jones and performance poetry by students at Queen Mary's College are just four of the acts taking to the stage in Festival Place's Porchester Square to kick off the week.

Outside, zero-emission electric cars will be on show on Lower Wote Street at the Top of the Town for drivers to discover their next vehicle and The Malls will host a green market so people can shop for organic produce, learn about the borough's native wildlife and get inspired to take planet-friendly action. And as they browse these stalls, people will also be able to get free advice to cut carbon, save money and help their garden flourish by visiting a pop-up eco home, where the council's Green Team will be offering free home and garden surveys.

Beyond this, activities will also take place throughout the borough during the rest of the week. These include guided tours at Northdown Orchard on Sunday 9 June, visits to an award-winning garden on Friday 14 June and the Overton Green Weekend on Saturday 15 and Sunday 16 June, complete with events including bug hunts, a slow fashion show and a repair café. Like previous years, people will also be able to stock up on free woodchips for their gardens while stocks last and bring broken items to repair experts taking up residence in Basingstoke town centre to see if they can be fixed for free.

The full programme of events and activities is on the Basingstoke Green Week webpage.

Kind regards, Cllr Onnalee Cubitt

**APPENDIX III PLANNING UPDATE – 01 JULY 2024****Applications new since last meeting**

24/01393/TDC (Validated 24 June) Little Acre, Woods Lane. Application for Technical Details Consent for the erection of four new dwellings with associated parking, access and landscaping, in accordance with Permission in Principle 21/01591/PIP

24/00617/RET (Validated 17 Jun 2024) 1A Millars Cottages Station. Revised parking arrangements and associated landscaping in connection with permission 20/00390/FUL (Retrospective)

**Applications pending or recently decided**

24/00944/HSE (**Grant** 04 June, Validated 23 Apr 2024) Jasmine Cottage Cleresden Rise  
Replacement of existing garage extension and new rear garage extension

T/00179/24/TCA (**Approve** 03 May, Validated 03 Apr 2024) Church Farm Cottage, Church Lane.  
Fell 1 Goat willow.

24/00698/HSE (**Grant** 20 May, Validated 26 March) Old School House, Farleigh Road. Erection of an open car port.

24/00267/RET (**Grant** 31 May, Validated 12 Feb 2024) 1 Chapel Walk. Erection of a porch and rear dormer (retrospective).

24/00248/HSE (**Grant** 05 June, Validated 05 Feb) 5 Langdale Rise. Erection of single storey flat roof garden room to rear of garden to include landscaping.

24/00218/RET (**Pending** Mon 05 Feb 2024) 1 Chapel Walk. Retrospective Planning for Rear Garden Walls and Landscaping

23/02733/HSE (**Withdrawn** 11 June, Validated 31 Oct 2023) 1 Chapel Walk. Loft Conversion and insertion of windows. (Ref 23/00553/HSE (Withdrawn 31 March, Validated 07 Mar 2023) 1 Chapel Walk. Loft Conversion.)

23/02326/FUL (**Refuse** 13 May 2024, Validated 13 Sept) Greenlands Nursery 3A, Hackwood Lane. Erection of 1no dwelling to replace existing redundant Nursery storage / Workshop.

23/02291/RET (**Pending** 22 Sept) 1A Millars Cottages, Station Road. Variation of condition 1 (plans) and 13 (parking) to match current parking arrangements; condition 4 (landscaping) to reflect change in parking provision and condition 6 (walls, fences, gates and hedges) to remove tarmac area of (erection of 1no dwelling). - *According to applicant re more recent application - this has been withdrawn?*

**APPEALS**

APP/H1705/W/24/3337500 **APPEAL IN PROGRESS** The Jolly Farmer. Retention of existing public house and erection of a four-bedroom detached dwelling (use Class C3) utilising the existing access, including associated parking and landscaping, and reconfiguration of the public house car park and beer garden. *Parish Council response to Inspectorate supporting previous objection and reinforcing concern re impact on Conservation area / heritage assets, and the impact on the Jolly Farmer as rural business during construction and in the long term; the further detrimental impact on Cliddesden and community should this application lead to the pub's closure.*

APP/H1705/W/23/3333310 **APPEAL IN PROGRESS** for Land south of Myhaven (start date 12 Feb, interested party comments by 18 March) Land south Of Myhaven, Woods Lane. Erection of 28 new dwellings following the demolition of Newland Lodge

**DUMMER APPLICATION**

23/03120/FUL (Validated 19 Dec) Land at Oakdown Farm, Winchester Road, Dummer. Demolition of three dwellings, outbuildings and related structures and construction of storage and distribution units (use class B8) with ancillary offices and gatehouses, associated infrastructure works (incl parking and landscaping), and full details of site levels, access, drainage, tree retention and diversion of underground pipeline. Will be phased and delivered across separate and self-contained plots as shown on the Phasing Plan.

**OLD BASING APPLICATION – MOTON**

17/03487/FUL (Validated Nov 2017) Land adjacent To Junction 6 M3. Construction of a new Motorway service area to comprise an amenity building, lodge, drive thru coffee unit, associated car, coach, motorcycle, caravan, HGV and abnormal load parking, and a fuel filling station with retail shop, together with alterations to the adjoining roundabout on the M3 and slip roads to form an access point and works to the highway. Provision of landscaping, infrastructure and ancillary works. Confirmed that full EIA required.

## APPENDIX IV: CONDITIONS ORIGINAL PLANNING APPLICATION



## Basingstoke and Deane

**REASON:** In the interests of the amenities of the area and adjoining residential properties in particular.

- 10 No development shall commence on site until details of a scheme for the storage (prior to disposal) of refuse, crates and packing cases has been submitted to and approved in writing by the Local Planning Authority. The development shall take not commence until the approved scheme has been fully implemented.

**REASON:** In the interests of general amenity and to ensure that no obstruction is caused on the adjoining highway.

- 11 The development hereby permitted shall not be occupied or the use commence, whichever is the sooner, until vehicle parking space has been constructed, surfaced and marked out in accordance with the approved details and that area shall not thereafter be used for any purpose other than parking, loading and unloading of vehicles. The vehicle circulation space shown on the approved plan between the access and exit shall be kept free from obstacle at all times.

**REASON:** In the interests of highway safety.

- 12 Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) Order 1995 (or any Order revoking and re-enacting that Order with or without modification) no buildings, plant, machinery, structures, walls or fences of any kind shall be erected within the curtilages of the dwellings on the site.

**REASON:** To protect the amenities of the locality and to prevent an overdevelopment of the site in the interests of amenity.

- 13 No article of any description shall be manufactured, assembled, altered, repaired or stored outside the commercial building(s) hereby approved.

**REASON:** In the interest of the amenities of the area.

- 14 No development shall take place on site until details of provision to be made for the parking and turning on site of operatives' and construction vehicles during the contract period together with storage on site of construction materials has been submitted to and approved in writing by the Local Planning Authority. The approved measures shall be fully implemented before development commences and retained and used for the intended purpose for the duration of the construction period and those areas shall not be used for any other purposes other than the parking and turning of vehicles and storage of construction materials respectively.

**REASON:** In the interests of highway safety and amenity.

- 15 No development shall commence on site until details of the materials to be used for the hard surfacing of the land shown hatched blue on the approved plan, have been submitted to and approved by the Local Planning Authority. The approved surfacing shall be completed prior to the occupation of the approved buildings.

## APPENDIX V

### OUTDOOR ADVERTISEMENTS AND SIGNS: A GUIDE FOR ADVERTISERS

*From: Ministry of Housing, Communities & Local Government Published 18 June 2007*

The advertisement control system in England consists of rules made by the Secretary of State, which is part of the planning control system. The present legislation is the Town and Country Planning (Control of Advertisements) Regulations 2007.

There is also an official Circular and Planning Policy Guidance Notes, produced by Communities and Local Government – *Circular No 03/2007 and DOE Planning Policy Guidance (PPG) Note No 19*.

Throughout England, local planning authorities (LPA) are responsible for the day-to-day operation of the advertisement control system, and for deciding whether a particular advertisement should be permitted or not.

All outdoor advertisements must comply with five Standard Conditions. They must – be kept clean and tidy; be kept in a safe condition; have the permission of the owner of the site on which they are displayed (this includes the Highway Authority if the sign is to be placed on highway land; not obscure, or hinder the interpretation of official road [or other transport] signs; be removed carefully where so required by the LPA.

An outdoor advertisement is permitted without the LPA's specific consent if it complies with specific provisions. For example Class 2(B) permits notices or signs to be displayed on any premises for the purpose of advertising... a profession, business or trade at those premises... and must not exceed 0.3m<sup>2</sup> in area. Class 2(C) permits notices or signs which relate to any religious, educational, cultural, recreational, medical or similar institution... provided that the advertisement is displayed at the premises and does not exceed 1.2m<sup>2</sup> in area.

Every LPA is obliged to consider whether any part of their area should be an area of special control for advertisements because of the need to protect amenity... The effect is to limit some categories of advertisement that benefit from deemed consent. Areas of special control are likely also to be Conservation Areas, but one designation does not follow the other.

[www.gov.uk/government/publications/outdoor-advertisements-and-signs-a-guide-for-advertisers](http://www.gov.uk/government/publications/outdoor-advertisements-and-signs-a-guide-for-advertisers).



## APPENDIX VI

## Annual Internal Audit Report 2023/24

## CLIDDESSEN PARISH COUNCIL

www.cliddesdenparishcouncil.info

During the financial year ended 31 March 2024, this authority's internal auditor acting independently and on the basis of an assessment of risk, carried out a selective assessment of compliance with the relevant procedures and controls in operation and obtained appropriate evidence from the authority.

The internal audit for 2023/24 has been carried out in accordance with this authority's needs and planned coverage. On the basis of the findings in the areas examined, the internal audit conclusions are summarised in this table. Set out below are the objectives of internal control and alongside are the internal audit conclusions on whether, in all significant respects, the control objectives were being achieved throughout the financial year to a standard adequate to meet the needs of this authority.

Internal control objective	Yes	No*	Not covered**
A. Appropriate accounting records have been properly kept throughout the financial year.	✓		
B. This authority complied with its financial regulations, payments were supported by invoices, all expenditure was approved and VAT was appropriately accounted for.	✓		
C. This authority assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.	✓		
D. The precept or rates requirement resulted from an adequate budgetary process; progress against the budget was regularly monitored; and reserves were appropriate.	✓		
E. Expected income was fully received, based on correct prices, properly recorded and promptly banked; and VAT was appropriately accounted for.	✓		
F. Petty cash payments were properly supported by receipts, all petty cash expenditure was approved and VAT appropriately accounted for.			✓
G. Salaries to employees and allowances to members were paid in accordance with this authority's approvals, and PAYE and NI requirements were properly applied.	✓		
H. Asset and investments registers were complete and accurate and properly maintained.	✓		
I. Periodic bank account reconciliations were properly carried out during the year.	✓		
J. Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments or income and expenditure), agreed to the cash book, supported by an adequate audit trail from underlying records and where appropriate debtors and creditors were properly recorded.	✓		
K. If the authority certified itself as exempt from a limited assurance review in 2022/23, it met the exemption criteria and correctly declared itself exempt. (If the authority had a limited assurance review of its 2022/23 AGAR tick "not covered")			✓
L. The authority published the required information on a website/webpage up to date at the time of the internal audit in accordance with the relevant legislation.	✓		
M. In the year covered by this AGAR, the authority correctly provided for a period for the exercise of public rights as required by the Accounts and Audit Regulations (during the 2023-24 AGAR period, were public rights in relation to the 2022-23 AGAR evidenced by a notice on the website and/or authority approved minutes confirming the dates set).	✓		
N. The authority has complied with the publication requirements for 2022/23 AGAR (see AGAR Page 1 Guidance Notes).	✓		
O. (For local councils only) Trust funds (including charitable) – The council met its responsibilities as a trustee.	Yes	No	Not applicable
			✓

For any other risk areas identified by this authority adequate controls existed (list any other risk areas on separate sheets if needed).

Date(s) internal audit undertaken

27/06/2024

Name of person who carried out the internal audit

PETER K BROWN

Signature of person who carried out the internal audit

Date 27/06/2024

\*If the response is 'no' please state the implications and action being taken to address any weakness in control identified (add separate sheets if needed).

\*\*Note: If the response is 'not covered' please state when the most recent internal audit work was done in this area and when it is next planned; or, if coverage is not required, the annual internal audit report must explain why not (add separate sheets if needed).



APPENDIX VII: ACCOUNTS TO DATE

CLIDDESSEN PC – INCOME 2024/25 -29 June 2024								
Balance brought forward 1st April 2024								£52,850.37
Date	Item	Precept	Grants	S106	CIL	Interest	VAT	Total
24/04/24	Parish Precept (six months)	£4,665.50						£4,665.50
2024/25	Bank interest					£166.75		£166.75
	TOTALS	£4,665.50	£0.00	£0.00	£0.00	£166.75	£0.00	£4,832.25
								£4,832.25
<div>RECEIPTS &amp; PAYMENTS SUMMARY<div>Bal brought forward from 2023/24£52,850.37<div>Plus income£4,832.25<div>Minus expenditure£14,480.62<div>Balance to date£43,202.00</div></div></div></div><div>BANK RECONCILIATION<div>Treasurers account£135.53<div>Inst Access£43,066.47<div>Balance£43,202.00</div></div></div></div></div>								
<div>TREASURERS ACCOUNT 30-06-2024 PARISH COUNCIL OF CLIDDESSEN £ 135.53 Current I £135.53 Available funds Earn up to 4.37% AER/ savings. See your optician for details. Stuck waiting for payment? Instead of waiting, pay their invoice now and receive the payment immediately. All lending is subject to credit checks.</div>								
<div>BUS BANK INSTANT 30-06-2024 CLIDDESSEN PARISH COUNCIL £ 43,066.47 B.</div>								

CLIDDESSEN PC – EXPENDITURE 2024/25 - 29June 2024													
	Date inv	Date paid	Supplier	Description	Salary	Admin/ Governance	Newsletter	Community	Maintnce	CIL Projects	NP	VAT	TOTAL
1	J-F-M-2024	02/04/24	HMRC	PAYE-Jan-Feb-Mar	£243.00								£243.00
2	30/03/24	02/04/24	P.Print-23035	CVN-Mar-April			£112.00						£112.00
3	22/04/24	27/04/24	PGGM (Aug 2023)	Noticeboard install						£146.00		£29.20	£175.20
4	29/04/24	30/04/24	P.Print-24006	CVN-D-J-F + WP			£222.00						£222.00
5	08/04/25	30/04/24	HALC/NALC	Subcription-2024/25		£307.00							£307.00
6	April	30/04/24	Clerk	Salary April 2024	£455.00								£455.00
7	05/05/24	05/05/24	PGGM	Materials-footway						£2,000.00		£400.00	£2,400.00
8	30/04/24	09/05/24	MG-ComHeartbeatT	DefibPad				£57.95				£11.59	£69.54
9	09/05/24	09/05/24	Mark Gifford	Assembly expenses				£69.54					£69.54
10	18/05/24	18/05/24	Chris Paterson	NP-final invoices							£4,312.50		£4,312.50
11	05/05/24	05/05/24	PGGM-2602	Materials-labour						£3,985.75		£797.15	£4,782.90
12	May	25/05/24	Clerk	Salary May 2024	£455.00								£455.00
13	06/05/23	31/05/23	BHIB	Insurance		£421.94							£421.94
14	June	29/06/24	Clerk	Salary June 2024	£212.00								£212.00
15	A-M-J	29/06/24	HMRC	PAYE-Apr-May-Jun	£243.00								£243.00
				TOTALS	£1,608.00	£728.94	£334.00	£127.49	£0.00	£6,131.75	£4,312.50	£1,237.94	£14,480.62
		Date	Supplier	Description	Salary	Admin/ Governance	Newsletter	Community	Maintnce	CIL Projects	NP	VAT	TOTAL

£14,480.62

£14,480.62

**APPENDIX VIII: BUDGET UPDATE**

CLIDDESSEN ACCOUNTS SUMMARY			at 02/07/2024		2024/25 LATEST ESTIMATE CIL	2024/25 Budget (@DEC23)
	2023/24 YEAR END	CIL 2023/24	2024/25 TO DATE	LATEST ESTIMATE		
<b>EXPENDITURE</b>						
CLERK'S SALARY	£5,217.00		£1,608.00	£5,460.00		£5,460.00
SALARY BACKPAY 2022/23	£803.40					
CLERK'S ALLOWANCE	£324.00			£324.00		£324.00
EXPENSES				£95.00		£95.00
TRAINING				£300.00		£300.00
ADMIN / GOVERNANCE	£1,047.24		£728.94	£1,050.00		£1,050.00
NEWSLETTER	£436.00		£334.00	£1,000.00		£1,000.00
COMMUNITY	£692.50		£127.49	£900.00		£900.00
MAINTENANCE	£222.50			£500.00		£500.00
PROJECT-Noticeboard	£2,830.24	£2,830.24	£146.00	£146.00	£146.00	
INTERPRETATION BOARD	£162.19	£18.31				
Pond pathway			£5,985.75	£5,985.75	£5,985.75	
VERGES				£1,000.00	£1,000.00	
FLOATING ISLANDS	£8,000.00					
NEIGHBOURHOODPLAN	£5,939.50		£4,312.50	£4,312.50		
VAT	£2,309.21		£1,237.94	£1,237.94		
<b>TOTAL EXPENDITURE</b>	<b>£27,983.78</b>	<b>£2,848.55</b>	<b>£14,480.62</b>	<b>£22,311.19</b>	<b>£7,131.75</b>	
EXPEND BUDGET	£8,742.64					£9,629.00
<b>INCOME</b>						
Precept	£9,331.00		£4,665.50	£9,331.00		£9,331.00
Coronation grant	£500.00					
Ward Cllrs Community gr	£612.00					
<b>S106</b>	£8,143.88					
<b>CIL</b>	<b>£9,117.43</b>	<b>£9,117.43</b>				
Returned funds						
Neighbourhood Plan						
Bank Interest	£546.47		£166.75	£500.00		£500.00
VAT refund toApr-Aug 23	£2,396.20			£1,347.42		
<b>TOTAL INCOME</b>	<b>£30,646.98</b>	<b>£9,117.43</b>	<b>£4,832.25</b>	<b>£11,178.42</b>	<b>£0.00</b>	£9,831.00
Surplus/ Deficit	£2,663.20	£6,268.88	£9,648.37	£11,132.77	£7,131.75	
<b>Balance</b>	<b>£52,850.37</b>	<b>£35,254.92</b>	<b>£43,202.00</b>	<b>£41,717.60</b>	<b>£28,123.17</b>	
Balance less CIL	£17,595.45		£7,947.08	£13,594.43		
			ALLOCATED RESERVES 2024/25			
			Contingency/Working bal	£9,331.00		
			CIL	£28,123.17		
			Pond clearing fund	£4,263.43		£13,594.43
			TOTAL	£41,717.60		

**APPENDIX IX**

From: PROW <PROW@hants.gov.uk>

Sent: Thursday, May 30, 2024 9:50 AM

Subject: Update on Seasonal Vegetation Management on Public Rights of Way

Dear Parish Clerks,

I hope this message finds you well. I wanted to provide you with an update regarding our seasonal vegetation management on public rights of way across Hampshire.

As you may know, each summer, Hampshire County Council's Countryside Access Group embarks on a programme of vegetation cutting to ensure safe and accessible pathways for our communities. Traditionally, this has been carried out by our dedicated Ranger Team and supplemented by contractors. However, this year brings some changes due to escalating contracting costs. Over the past three years, we've witnessed a steady increase in contracting expenses, which has seen the cost of this work over doubling. After careful consideration and review of our budget, we regret to inform you that we are unable to sustain our previous priority cutting schedule with contractors.

**To address this challenge, we're seeking to mobilising a larger staff resource from within the Countryside Service. This will involve a combination of programmed works and responsive measures to address reported issues. Additionally, we're exploring partnerships with organisations such as community payback and continuing to support the invaluable contributions of our volunteers.**

If your Parish is concerned about potential shortfalls in vegetation clearance, we're here to assist. We can provide guidance and support on developing your own volunteer network **and through the Countryside Access Parish Delivery Partnership Fund (CAPDP), funding is available to support equipment and training for volunteers in your area.** For further information or enquiries, please visit the CAPDP website or respond directly to this email.

<https://www.hants.gov.uk/community/parish-pages/parish-partnership-fund>

If your parish council is an existing member of the lengthsman scheme, you may wish to consider using your lengthsman to undertake this maintenance work.

With the ongoing financial pressures faced by local councils, we appreciate your understanding as we navigate these challenges together.

Should you have any concerns or suggestions for collaboration, please do not hesitate to reach out, using [prow@hants.gov.uk](mailto:prow@hants.gov.uk). Your input is invaluable as we strive to maintain our public rights of way together for the benefit of all.

If you identify any issues on the path network please report through our online reporting system - Problems on rights of way | Hampshire County Council ([hants.gov.uk](https://hants.gov.uk))

Thank you for your attention to this matter.

*Elliott Rowe*

*Area Countryside Access Manager – East*

*Universal Services, Hampshire County Council*