

MINUTES OF THE PARISH COUNCIL AGM

Tuesday 3rd May 2022, Village Hall 7.30pm

Present – Parish Councillors Alan Tyler (Chairman), Simon Barker, Mark Gifford, Hazel Metz, Alison Mosson. Clerk Susan Turner: Members of the Public – three.

1 WELCOME & APOLOGIES Apologies County Cllr Juliet Henderson, PCSO Andy Jones

2 ELECTION OF CHAIRMAN 2022-23

AGREED Unanimously to re-elect Alan Tyler as Chairman for 2022/23. Declaration of Office made, signed and witnessed by Clerk.

3 PUBLIC SESSION No issues raised during the Public Session.
No Councillor Reports received.

4 MINUTES OF PREVIOUS MEETING of 1st March – agreed and signed by Chairman.

5 DECLARATIONS OF INTEREST in items on the Agenda – None.

6 PARISH ASSEMBLY

Topics and presentations for Parish Assembly discussed and agreed.

AGREED Purchase of refreshments to be allocated to Chairman's expenses.

ACTION Simon Barker to buy wine, Hazel Metz the snacks, crisps etc; submit receipts to the Clerk.

7 PLANNING

.1 Parish Planning Applications – Planning update circulated **APPENDIX I**

i No new applications for consideration.

ii Planning decisions / developments of note:

- 1 Newbuild proposed in Woods Lane scheduled for Development Control Committee of 11th May (five neighbour objections). Officer recommendation is for approval.
21/02056/FUL (Validated 17 Jun 2021) 7 Woods Lane. Erection of one x two-bedroom bungalow with associated car parking.
- 2 New application for Oakdown Farm warehousing etc (Dummer J7) scheduled for DC of 18 May. Officer recommendation is for approval.
22/00667/FUL (Validated 22nd Feb 2022) Land At Oakdown Farm, Winchester Road, Dummer RG23 7LR. Demolition of three dwellings, outbuildings and related structures and proposed construction of commercial and industrial units (use class B8) with ancillary offices (use class E(g)(i)), associated infrastructure works (including parking and landscaping), and full details of site levels, access, drainage, tree retention and diversion of underground pipeline.
3. Newbuild proposed at Millars Cottages refused by case officer on grounds of:
a. inappropriate suburban style development – scale, bulk, and layout and together with the amount of hard surfacing; and b. an adverse impact on highway safety by not providing adequate parking to serve the existing development of Millars Cottages and the proposed development.
21/02118/FUL (Refused 28th April) Land Adjacent To Millars Cottages, Station Road. Erection of a single detached one and a half storey dwelling.
4. Agricultural land in Hackwood Lane retrospective change of use refused by Development Control Committee (officer recommendation for approval).
21/01321/RET (Refused 8th April, DC 6th of April) Faerie Meadow, 14 Hackwood Lane. Change of use to garden.
21/03638/RET (Refused 8th April, DC 6th of April) Faerie Meadows 14 Hackwood Lane. Retention of a domestic outbuilding (retrospective).

.2 Southlea Meadow – Re latest proposal from Thakeham Homes.

AGREED unanimously, the Clerk to respond that the in the view of the Parish Council the reasons for refusal expressed by the Appeal Inspector are applicable to this further proposal.

For signature (p1 of 5)

- .3 Neighbourhood Plan Update** The Pre-submission (Regulation 14) Consultation is complete. All responses will be carefully considered and Consultant will be instructed to assist with the preparation of the Submission Plan to BDBC (Regulation 15).
- .4 Local Plan Update**
- i The present LPU schedule is to consider housing in June, with Reg 18 Consultation for summer / autumn publication. In addition to the site selection, awaiting proposals re the Settlement Study and rural settlement housing allocations.
- ii Alison Mosson attended Maria Millar's 'A Strong Natural Environment for Basingstoke' 'Community Chat' evening (evening 21st of April in Carnival Hall Basingstoke).
Speakers included Thames Water, The Hampshire Countryside Team and The Campaign for the Protection of Rural England (CPRE), and the Hampshire and Isle of Wight Wildlife Trust, 'on work undertaken to protect our natural environment in Basingstoke'.
Thames Water made it clear the Water Companies have no powers with regards to planning and housing provision. A fundamental problem – the Water Companies are told they have to supply water and waste water provision – even if apparently impossible they are still required to find a means to provide.
- iii Chelmer Housing Projection Model Reference motion to Full Council of 24th March – unopposed – rejecting the 'Standard Method' and its projection for 17,820 dwellings, in favour of adopting the Chelmer Housing Projection Model incorporating up-to-date 2021 Census figures. **APPENDIX II**
- iv Clerk attended Whitchurch meeting on housing numbers. Whitchurch Town Council requesting Parish Councils' support for its request to BDBC to use the Chelmer model. Hosted by Whitchurch Neighbourhood Plan Review Group afternoon of 9th April – to discuss a united approach to lowering the Housing Numbers in the Borough and within the local parish / town areas.
Planning Consultant spoke re the Chelmer Model and support for BDBC adopting this to model calculate housing numbers **APPENDIX III** – with reference to the recent motion passed at the BDBC Full Council meeting, and the 'exceptional circumstances' cited in NPPF (National Planning Policy Framework) Para 61.
- AGREED Clerk to write to MP and Ward Councillors – as requested all Parishes to do – to demonstrate support for adopting, and give Councillors the mandate to adopt, the Chelmer Model.
- 8 HIGHWAYS & VILLAGE MAINTENANCE**
- .1 Pond update**
- Silt clearing – All done, brilliant job, taken out the remaining tonnes of silt from around the margins. Clerk to thank HCC and Cllr Henderson officially on behalf of the Parish Council.
Landscaping and planting HCC have leveled and seeded – noted birds taken much of the seed. Too late in year now for any planting, a task for autumn.
Bin Noted that HCC moved one of the bins. Agreed Simon Barker will put it back and find another concrete paving slab as a base.
Ducks crossing sign There are duckling on the pond (and in the road). To request the signs be put back.
- .2 Village entrance signage** The order has been placed with HCC and in turn with their Contractor. Awaiting news from the contractor.
- .3 Road name signs** (BDBC) Quote received from Signways – standard road name signs with the Cliddesden logo in the corner – standard prices @ c£2,200. Chairman to request Signways make a site visit and so have an accurate understanding of what is presently in place (several signs with bent legs etc), and so what is required, before commitment made.
- AGREED Important for the Village to look cared for and important to show the Parish Council has a committent to caring for it. As such the cost is acceptable.
- .4 Pavement on Farleigh Road from Village to footbridge** – 'The Farleigh Road (B3056) pavement – from Cliddesden Village to the M3 footbridge – has become increasingly narrow as vegetation and debris has intruded. Pedestrians are being pushed closer to the

edge of the path and nearer to the road to remain on the path, particularly dangerous as this is also where traffic accelerates out of the village. Request for HCC to please clear to the full width of the pavement.' Reported via the HCC website, with photos **APPENDIX IV**, as request from resident.

- .5 Lengthsman visit scheduled for Thursday 12th May** Agreed no pressing tasks other than clearing the path as above. Question as to whether the Lengthsman will work so close to the road or along the stretch outside the 30mph area.

AGREED Important to have the pavement cleared as requested. Clerk to ask if the LM will undertake; if not, to request the visit be postponed and for a full day's work later in the year.

.6 Verge Cultivation Licence

AGREED Application for Cultivation Licence to be submitted to HCC for Station Road verges and around corner bank into Hackwood Lane to the Village Hall entrance.

9 ACCOUNTS & AUDIT 2021/22

.1 Year end accounts and audit sheets

i. Payments to year end

32	Clerk allowable expenses	£324.00
33	Greening Campaign Phase I	£50.00
34	HCC Gateway Signage – Application and deposit	£600.00
35	Personalised Print March Newsletter	£42.09
36	Greening Campaign Phase II	£50.00
37	Clerk Salary March 2022	£290.55

ii. Income – Grant funding from Cllr Henderson's devolved budget received – £500.

iii. Year End Accounts including pages for audit

AGREED by all, signed by Chairman and Clerk **APPENDIX V**. Year end balance £28,500.86

.2 AGAR (3) – Annual Governance Statements (S1)

AGREED by all, signed by Chairman and Clerk

.3 AGAR (3) – Accounting Statements (S2)

AGREED by all, signed by Chairman and Clerk **APPENDIX VI**.

10 FINANCE 2022/23

.1 Payments to date

1	Clerk Salary April	£290.55
2	Personalised Print 21062 – April Newsletter	£43.95
3	HALC (NALC) Subscription 2022/23	£268.04
4	BHIB Insurance BACs 2022/23 from 1st June	£359.87.

- .2 Accounts to date** including first six months' Precept income: reconciliation £32,204.20. the second half of the Precept of £4,665.50 will be paid in the Autumn.

.3 Budget

Neighbourhood Plan The Parish Council Accounts presently include £1,981.90 of Neighbourhood Plan Grant funding for 2021/22 to be returned to Locality.

Locality Funding to claim for Neighbourhood Plan 2022/23 = £3,928.34

Budget 2021/22 – Last year's budget allocated £6K to Village Gateways, with earmarked reserves of £5K for Neighbourhood Plan.

Revised Budget 2022/23 – **APPENDIX VII** Main points are that:

1. Most cost effective solution achieved for new signage (not including the 'gate' feature) = c£2.5 K (current estimate £2,320.20. (£500 received from Juliet's County Cllr devolved budget).
2. £8.5 K now allocated to Neighbourhood Plan.
Allocations at 1. and 2. above account for the majority of reserves built up over recent years (and previously allocated to pond clearing)
3. The CIL funding from the Mount development brings an extra c£9.25K to be spent on 'infrastructure' – be it physical, social, environmental.

.4 S106 funding

Broadview development (Cleresden Rise) S106 allocation for Open Space & Equiped play.

- i Application submitted for the Open Space funding for
 1. Pond planting and floating islands – 2. Rewilding projects – 3. Tree planting.
- ii There are with difficulties with accommodating public access equiped play provision at the Village Hall grounds as this is not public open space **APPENDIX VIII**.

.5 Insurance renewal from 1st June 2022 – Starting second year of three-year tie in with BHIB – premium and details stay the same, including Parish Online licence. Renewal documents circulated and reviewed.

.6 Parish Council Policies

- i The Parish Council Code of Conduct is presently as the BDBC Code of Conduct 2012. On 24 March 2022 BDBC approved a new Code of Conduct for Councillors – in turn based on the LGA Model Code of Conduct – which will be implemented following the local elections as from 9 May 2022. Legislation does not require Parish Councils to adopt the Code of Conduct of their principal authority but the Committee on Standards in Public Life 'acknowledges there are merits in achieving consistency'.

AGREED Unanimously to adopt the New Model Code of Conduct.

BDBC circulated the new Code plus additional documents:

- A flowchart on Interests **APPENDIX IX** which is contained in the LGA Guidance on the new Code, and
- Social media guidance for councillors.

- ii Further Parish Council governance documents and policies as published on the Parish Council Website circulated for review – Standing Orders, Data Protection Policy, Publication Scheme, Financial Regulations, Financial Risk Assessment, Financial Reserves Policy; Health and Safety, Safeguarding, and Equal Opportunities policies.

AGREED All documents reviewed and approved.

11 FURTHER REPORTS/UPDATES

- .1 Meeting with Hants Police and Crime Commissioner Donna Jones**, hosted by Cliddesden Parish Council: welcome to the meeting by Simon Barker, introductions from County Cllr Juliet Henderson; also present new PCC Deputy Terry Norton, Korine Bishop Strategic Rural Policing Inspector, PC Ross Holdsworth and PCSO Andy Jones. The meeting was reasonably well attended, c40 people including Parish Councillors.
 - i. Donna Jones was keen to say that she has pledged officer numbers over and above Hants' allocated share of new officers. Officer basic training is two years, so the batch of new officers recruited two years ago are now being deployed.
 - ii. A complaint from some Parish Councillors that officers now don't attend all Parish Council meetings as PC Reid used to. Simon Barker noted that as officers are not on call practically 24/7, again as Andy Reid used to be, they are better employed out working than attending Parish Council meetings. An emailed update is appreciated. That said, the personal touch important, useful to have opportunities for discussion (such as the Parish Assembly) and for residents to meet their local community officer.
 - iii. Another common theme – that austerity over years has left rural policing so under resourced that organised criminals have been given the opportunity to move in. This organised crime is now established and requires a lot more police resources. It is not the experience of rural businesses that the police are available to protect them.
 - iv Speeding in rural areas. PC Ross Holdsworth did suggest there may be the opportunity for local officers to be available for speed checks (and mentioned Community SpeedWatch)
- .2 SID update** – Simon Barker noted that data from the SID data recorders had been sent some month ago to the Roads Policing Unit and not been acknowledged. Suggestion to send data from the SID recorder on a regular basis and copy to the local officers.

For signature (p4 of 5)

- .3 Local Policing & Neighbourhood Watch** Reports from PCSO Andy Jones of 16th March and 19th April **APPENDIX X**. Simon noted he was aware of the car break-ins. One by the school and one the other side of the Farleigh Estate; he'd been made aware via Estate security, hadn't been reported to Neighbourhood Watch.

.4 Newsletter

To consider pros and cons of returning to paper copies for everyone.

Discussion

- Having the authorised email network allows the Parish Council to get important information out quickly / to get a message across
- Feedback received that a lot of people don't read the emailed *Newsletter*. Receive so many emails and phone messages it gets lost.
- People like a printed copy on the coffee table to pick up when they have time.
- Two factors to consider re practicalities returning to printed copied for all:
 1. printing cost; 2. having the volunteers to make the deliveries.
- Is there a general feel a printed newsletter is better than email?
- Is a counter argument – a paper copy may be discarded, but a copy on a phone is with you whenever you get a moment to read it.
- Printed copies stopped during the first Covid lockdown. People were then encouraged to take the option of a pdf copy.
- The limited print run now is much more manageable to deliver. For the whole Village much more of a major job. The initial distribution, and covering for those away, can amount to a day's work, plus the need now to find more distributors,
- What we want to achieve – a service to the Parish but also a means of sharing information and knowledge.
- A lot of work goes into the producing the *Newsletter*, from contributors and editors. That work isn't worthwhile if people aren't reading it.

AGREED A subject for the Parish Assembly

.5 Village Hall

- i Letter submitted in support of the Village Hall energy efficiency grant application.
- ii Thanks to Hazel Metz, agreed and confirmed will continue as Parish Council representative on the Village Hall Committee.

.6 Community resilience – Generator and community use of the Village Hall.

The Village Hall Committee has agreed to the Parish Council undertaking a feasibility study on providing a generator for the Hall. However, feedback reported from the recent Village Hall Committee meeting was generally negative. Reasons against being that a generator would be used so rarely and there could be the potential for a conflict of interest between honouring a booking contract and opening the Village Hall for residents.

Parish Council Comments

To consider the reason for having a generator – to provide a 'community power hub' – warmth, light, company, and access to power to charge phones etc, in the event of a major power cut. A generator could power and run the oil heating for a part of the hall. It would be unlikely to have the capacity to power an important function such as a wedding. Also considering if – as during the last power cut for half the village (February storms Eunice and Franlin) – the Village Hall continues with power, then of course the generator wouldn't be needed, but Community use could surely work around bookings?

AGREED A subject for the Parish Assembly

12. NEXT MEETINGS

Parish Assembly Friday 6th May, 7 for 7.30pm

Then Parish Council meetings Tuesdays 7.30pm, Village Hall 5th July, 6th Sept, 1st Nov

Meeting closed at 9.30pm with thanks to all

APPENDIX I

PLANNING UPDATE – 3rd MAY

[22/00466/FUL](#) (Pending, 21 Feb 2022) 11 Woods Lane. Development of 3no. detached dwellings with associated access and landscaping.

[22/00220/HSE](#) (Pending, 03 Feb 2022) Tamburello, Farleigh Road. Erection of open store with external staircase to study/gym at first floor.

[21/03638/RET](#) (Refused 8th April, DC 6th of April) Faerie Meadows 14 Hackwood Lane. Retention of a domestic outbuilding (retrospective).

[21/02799/FUL](#) (Granted 22nd March, Validated 26 Aug 2021) Myhaven, Woods Lane. Conversion and alteration of existing redundant barn to a four bedroom dwelling.

[21/02118/FUL](#) (Refused 28th April) Land Adjacent To Millars Cottages, Station Road. Erection of a single detached one and a half storey dwelling.

[21/02056/FUL](#) (Scheduled DC 11 May, Validated 17 Jun 2021) 7 Woods Lane. Erection of a two bedroom bungalow with associated car parking. Recommended approval.

[21/01646/HSE](#) (Pending 12 May 2021) Swallick Cottage, Alton Road. Erection of part single storey, part two story rear extension, new front porch, bay window and detached garage with living accommodation above.

[21/01321/RET](#) (Refused 8th April, DC 6th of April) Faerie Meadow, 14 Hackwood Lane. Change of use to garden.

Dummer Application

To be considered DC of 18th May. Recommendation is for approval

[22/00667/FUL](#) (Validated 22nd Feb 2022) Land At Oakdown Farm, Winchester Road, Dummer RG23 7LR. Demolition of three dwellings, outbuildings and related structures and proposed construction of commercial and industrial units (use class B8) with ancillary offices (use class E(g)(i)), associated infrastructure works (including parking and landscaping), and full details of site levels, access, drainage, tree retention and diversion of underground pipeline

Old Basing Applications (MSA J6)

[20/03130/FUL](#) (Pending, Validated 04 Dec 2020) Land At M3 Junction 6 From Junction 5 Off Slip Basingstoke. Construction of temporary access road to enable construction of Basingstoke Motorway Service Area (Land At M3 Junction 6 From Junction 5 Off Slip).

[17/03487/FUL](#) (Pending, Validated 02 Nov 2017) Land Adjacent To Junction 6 M3 Basingstoke. 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.

NEW HOUSING FIGURES

APPENDIX II MOTION TO BDBC Full Council Meeting 24 March

'Basingstoke and Deane Borough Council has agreed a motion by which it rejected the figure of 17,820 units in the Local Plan Update which had been calculated using the "Standard Method".

'The Standard Method uses data which is 13 years out of date whereas up-to-date data from the 2021 Census is becoming available. This amounts to "exceptional circumstances"* which would justify use of an alternative to the Standard Method. It is essential to identify a more robust and credible lower figure than that currently proposed.

'This can only be done without delay by using the Chelmer Housing Projection Model incorporating up-to-date 2021 Census figures without pausing the progress of the Local Plan Update. The Council resolves to request that Cabinet explores this model, informed by legal advice, to ensure that the Emerging Local Plan meets the legal tests of compliance and soundness when these tests are applied independently at Examination in Public in 2024 and subsequently by the Secretary of State.'

The motion was carried unanimously.

APPENDIX III

* NPPF (National Planning Policy Framework) para 61 says:

'61. To determine the minimum number of homes needed, strategic policies should be informed by a local housing need assessment, conducted using the standard method in national planning guidance – unless exceptional circumstances justify an alternative approach which also reflects current and future demographic trends and market signals.'

The Whitchurch consultant noted that the 'Standard Methodology (introduced in 2018) – in addition to its demographic calculation – includes an 'affordability ratio' which can amount to a c33% uplift in housing numbers – supposedly to moderate high house prices. The model presumes unrealistically that an over supply will lead to developers reducing prices; in reality developers decline to build so compounding problems with the five-year land supply.

Active support from Parish Councils across Basingstoke and Deane will give the Borough Councillors a strong mandate to require Officers to run the Chelmer Model.

APPENDIX IV FARLEIGH ROAD PAVEMENT



APPENDIX V.I – INCOME & EXPENDITURE YEAR END

CLIDDESSEN PC – INCOME 2021/22 – YEAR END

Balance brought forward 1st April 2021

£17,262.01

Date	Item	Precept	Grants	NP	CIL	Interest	VAT	Total
24/04/21	Parish Precept (six months)	£4,443.00						£4,443.00
28/04/21	Vat refund						£324.77	£324.77
27/09/21	Parish Precept (six months)	£4,443.00						£4,443.00
13/12/21	CIL payment The Mount				£9,256.79			£9,256.79
24/12/21	GROUNDWORK UK			£9,034.00				£9,034.00
04/04/22	County Cllr grant		£500.00					£500.00
2021/22	Bank interest					£2.16		£2.16
TOTALS		£8,886.00	£500.00	£9,034.00	£9,256.79	£2.16	£324.77	£28,003.72

£28,003.72

RECEIPTS & PAYMENTS SUMMARY

Bal brought forward 1st April 2021	£17,262.01	April	£0.15
Plus income	£28,003.72	May	£0.16
Minus expenditure	£16,764.87	June	£0.15
Balance – 31ST MARCH 2022	£28,500.86	Jul	£0.14
		Aug	£0.14
BANK RECONCILIATION		Sept	£0.14
Treasurers account	£934.32	Oct	£0.16
Inst Access	£27,066.54	Nov	£0.16
Plus County Cllr grant (delayed payment)	£500.00	Dec	£0.17
Balance – YEAR END	£28,500.86	Jan	£0.29
		Feb	£0.29
		Mar	£0.21
		Total	£2.16

CLIDDESSEN PC – EXPENDITURE 2021/22 - YEAR END

Date		Supplier	Description		Salary	Expenses	Finance/ Admin	Newsletter	Maint/ce	Community	Gateways	Returned funds	NP	VAT	TOTAL
08/04/21	1	HALC (NALC)	Subscription	BACs			£266.27								£266.27
20/04/21	2	Clerk	SalaryApr 2021	BACs	290.55										£290.55
03/05/21	3	Personalised Print	20039-Mar(+insert)/April	BACs				£64.13							£64.13
05/05/21	4	Personalised Print	21007-May	BACs				£29.88							£29.88
13/05/21	5	Royal Mail Group	Freepost Licence Fee	BACs									£99.50	£19.90	£119.40
15/05/21	6a	MG for Wickes	Hammarite paint	BACs					£25.00					£5.00	£30.00
15/05/21	6b	MG for Screwfix	Paint brushes	BACs					£5.65					£1.12	£6.77
15/05/21	7	Groundforce	Returned Locality Grant	BACs								£2,504.50			£2,504.50
20/05/21	8	Clerk	SalaryMay 2021	BACs	290.55										£290.55
20/05/21	9	Candovers PC	PC Reid donation	BACs						£50.00					£50.00
28/05/21	10	BHIB	Insurance	BACs			£359.87								£359.87
27/06/21	11	Personalised Print	21104-June	BACs				£31.98							£31.98
27/06/21	12	Clerk for LandReg	Deeds-CartCottage	BACs			£6.00								£6.00
01/07/21	13	Personalised Print	21020-July	BACs				£31.98							£31.98
01/07/21	14	Clerk	SalaryJune 2021	BACs	290.55										£290.55
31/08/21	15	Clerk	SalaryJuly 2021	BACs	290.55										£290.55
31/08/21	16	Clerk	SalaryAug 2021	BACs	290.55										£290.55
21/08/21	17	CPRE	Subscription 2021/22	DD						£36.00					£36.00
02/10/21	18	Clerk	SalarySept 2021	BACs	290.55										£290.55
02/11/21	19	Clerk	SalaryOct 2021	BACs	290.55										£290.55
02/11/21	20a	Personalised Print	21022-Aug + extra copies	BACs				£33.66							£33.66
02/11/21	20b	Personalised Print	21025-Sept	BACs				£31.98							£31.98
02/11/21	20c	Personalised Print	21030-Oct	BACs				£31.98							£31.98
26/11/21	21	Clerk	SalaryNov 2021	BACs	290.55										£290.55
06/12/21	22	ST for Land Reg	Deeds Hoopers Mead	BACs			£6.00								£6.00
07/12/21	23	DB for Wix	Website Upgrade	BACs									£102.60	£20.52	£123.12
15/12/21	24a	Personalised Print	21033-Nov	BACs				£28.53							£28.53
15/12/21	24b	Personalised Print	21040-Dec	BACs				£68.10							£68.10
29/12/21	25	Clerk	SalaryDec 2021	BACs	290.55										£290.55
21/01/22	26	Clerk	SalaryJan 2022	BACs	290.55										£290.55
04/02/22	27	SDNPA	SAS-NP-Reg14 doc	BACs									£6,850.00	£1,370.00	£8,220.00
04/02/22	28	Personalised Print	21046-Feb	BACs				£48.30							£48.30
22/02/22	29	Personalised Print	20142-Jan	BACs				£28.53							£28.53
22/02/22	30	CommunityHB-trust	Defib pads (adult)	BACs						£46.00				£9.20	£55.20
22/02/22	31	Clerk	SalaryFeb 2022	BACs	290.55										£290.55
06/03/22	32	Clerk	Allowable expenses	BACs		£324.00									£324.00
10/03/22	33	Greening Camp	Phase I	BACs						£50.00					£50.00
10/03/22	34	HCC	GatewaySigns-Applic&depo	BACs							£600.00				£600.00
10/03/22	35	Personalised Print	20055-Mar	BACs				£42.09							£42.09
23/03/22	36	Greening Camp	Phase I	BACs						£50.00					£50.00
23/03/22	37	Clerk	SalaryMar 2022	BACs	290.55										£290.55
TOTALS					£3,486.60	£324.00	£638.14	£471.14	£30.65	£232.00	£600.00	£2,504.50	£7,052.10	£1,425.74	£16,764.87
Date		Supplier	Description		Salary	Expenses	Finance/ Admin	Newsletter	Maint/ce	Community	Gateways	Returned funds	NP	VAT	TOTAL

APPENDIX V.II

CLIDDESSEN PARISH COUNCIL

2021 - 2022 Bank Reconciliation – AUDIT SHEET

Receipts and payments summary

1	Balance Brought Forward from 2020/21	£17,262.01
2	Plus Income	£28,003.72
3	Less Expenditure	£16,764.87
4	Balance to take over – Year End	£28,500.86

Reconciliation

5	Treasurer's Account at 31 March 2022	£934.32
6	Bus Bank Instant Account 31 March 2022	£27,066.54
7	Plus County Cllr grant - delayed payment	£500.00
8	Balance to take over – Year End	£28,500.86

Signed:

Chairman

Susan Turner, RFO

Business Savings Account

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TREASURERS ACCOUNT 30-90-53 00320253
PARISH COUNCIL OF CLIDDESSEN

£ 934.32 Current balance

£934.32 Available funds ?

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Lloyds Bank Cardnet enables you take customer payments easily and securely via a range of payment methods including Apple Pay and Google Pay.

BUS BANK INSTANT 30-90-53 02914789
CLIDDESSEN PARISH COUNCIL

£ 27,066.54 Balance

APPENDIX V.III

CLIDDESSEN PC SIGNIFICANT VARIATIONS 2021/22 - AUDIT SHEET
 Difference between current and previous year greater than both 10% and £100
 in Section 1, boxes 2, 3, 4, 5, 6, 9 and 10

	Item	Previous Year 2020/21	Current Year 2021/22	Difference	Diff %
1	Balance Brought Forward	£7,270.03	£17,262.01	£9,991.98	137.44%
2	Annual Precept	£8,652.00	£8,886.00	£234.00	2.70%
3	Total Other Receipts	£11,911.19	£19,117.72	£7,206.53	60.50%
4	Staff Costs	£3,689.40	£3,486.60	£202.80	-5.50%
5	Loan interest/capital repayments	£0.00	£0.00	£0.00	NA
6	Total other payments (excl staff costs)	£6,881.81	£13,278.27	£6,396.46	92.95%
7	Balance carried forward	£17,262.01	£28,500.86	£11,238.85	65.11%
8	Total cash and short term investments	£17,262.01	£28,500.86	£11,238.85	65.11%
9	Total fixed assets and long term assets	£19,602.84	£19,602.84	£0.00	0.00%
10	Total borrowings	£0.00	£0.00	£0.00	NA
11	Trust funds	NA	NA	NA	NA

Box 3 Total other receipts

Explanation for variation of	£7,206.53	2020/21	2020/21	Difference
GRANTS				
SSEN - COVID Community grant		£3,000.00	£0.00	£3,000.00
Resident's donation for speed indicator device (SID2)		£2,925.00	£0.00	£2,925.00
Locality (Groundwork) grant for Neighbourhood Plan		£5,946.00	£9,034.00	£3,088.00
County Councillor devolved budget grant		£0.00	£500.00	£500.00
CIL funding		£0.00	£9,256.79	£9,256.79
Returned funds (cheque not cashed)		£38.01	£0.00	£38.01
VAT refund		£0.00	£324.77	£324.77
Bank interest		£2.18	£2.16	£0.02
	TOTALS	£11,911.19	£19,117.72	£7,206.53

Box 6 Total other payments (excl staff costs)

Explanation for variation of	£6,396.46	2021/22	2021/22	Difference
Expenses		£324.00	£324.00	£0.00
Finance		£781.30	£638.14	£143.16
Newsletter costs		£337.75	£471.14	£133.39
Pond - and maintenance		£0.00	£30.65	£30.65
Maintenance - defib		£0.00	£0.00	£0.00
Community and Covid grant support		£3,203.98	£232.00	£2,971.98
Project – SID		£38.00	£0.00	£38.00
Neighbourhood Planning		£1,852.11	£7,052.10	£5,199.99
NP grant returned to Locality		£0.00	£2,504.50	£2,504.50
Village Gateway project expenditure		£0.00	£600.00	£600.00
VAT expend		£344.67	£1,425.74	£1,081.07
	TOTALS	£6,881.81	£13,278.27	£6,396.46

Signed:

Chairman

3rd May 2022

Susan Turner, RFO

3rd May 2022

APPENDIX VI.I – AGAR FORMS

Section 1 – Annual Governance Statement 2021/22

We acknowledge as the members of:

CLIDDESSEN PARISH COUNCIL

our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2022, that:

	Agreed		'Yes' means that this authority:	
	Yes	No*		
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	/		<i>prepared its accounting statements in accordance with the Accounts and Audit Regulations.</i>	
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	/		<i>made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.</i>	
3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.	/		<i>has only done what it has the legal power to do and has complied with Proper Practices in doing so.</i>	
4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.	/		<i>during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.</i>	
5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	/		<i>considered and documented the financial and other risks and dealt with them properly.</i>	
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	/		<i>arranged for a competent person, independent of the authority, to give an objective view on whether internal controls meet the needs of this smaller authority.</i>	
7. We took appropriate action on all matters raised in reports from internal and external audit.	/		<i>responded to matters brought to its attention by internal and external audit.</i>	
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.	/		<i>disclosed everything it should have about its business during the year including events taking place after the year-end if relevant.</i>	
9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	Yes	No	N/A	<i>has met all of its responsibilities where, as a trustee, it is a sole managing trustee of a trust or trusts.</i>
			✓	

*Please provide explanations to the external auditor on a separate sheet for each 'No' response and describe how the authority will address the weaknesses identified. These sheets must be published with the Annual Governance Statement.

This Annual Governance Statement was approved at a meeting of the authority on:

03/05/2022

and recorded as minute reference:

MINUTE REFERENCE
9.2

Signed by the Chairman and Clerk of the meeting whose approval was given:

Chairman

SIGNATURE REQUIRED

Clerk

SIGNATURE REQUIRED

ENTER PUBLICLY AVAILABLE WEBSITE ADDRESS
<http://www.cliddesdenparishcouncil.info>

APPENDIX VI.II – AGAR FORMS

Section 2 – Accounting Statements 2021/22 for

CLIDDESSEN PARISH COUNCIL

	Year ending		Notes and guidance
	31 March 2021 £	31 March 2022 £	
1. Balances brought forward	7,270	17,262	<i>Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.</i>
2. (+) Precept or Rates and Levies	8,652	8,886	<i>Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.</i>
3. (+) Total other receipts	11,911	19,118	<i>Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.</i>
4. (-) Staff costs	3,689	3,487	<i>Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.</i>
5. (-) Loan interest/capital repayments	0	0	<i>Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).</i>
6. (-) All other payments	6,882	13,278	<i>Total expenditure or payments as recorded in the cash-book less staff costs (line 4) and loan interest/capital repayments (line 5).</i>
7. (=) Balances carried forward	17,262	28,501	<i>Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).</i>
8. Total value of cash and short term investments	17,262	28,501	<i>The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.</i>
9. Total fixed assets plus long term investments and assets	19,603	19,603	<i>The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.</i>
10. Total borrowings	0	0	<i>The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).</i>
11. (For Local Councils Only) Disclosure note re Trust funds (including charitable)	Yes	No	<i>The Council, as a body corporate, acts as sole trustee for and is responsible for managing Trust funds or assets.</i> <i>N.B. The figures in the accounting statements above do not include any Trust transactions.</i>
	<input type="checkbox"/>	<input type="checkbox"/>	
	<input checked="" type="checkbox"/>	N/A	

I certify that for the year ended 31 March 2022 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

Signed by Responsible Financial Officer before being presented to the authority for approval

SIGNATURE REQUIRED

Date 24/04/2022

I confirm that these Accounting Statements were approved by this authority on this date:

03/05/2022

as recorded in minute reference:

MINUTE REFERENCE

9.3

Signed by Chairman of the meeting where the Accounting Statements were approved

SIGNATURE REQUIRED

CLUDES DEN YEAR END, YEAR TO DATE & BUDGET			Budget 2021/22 LATEST EST JAN 21		2022/23 DRAFT Budget JAN22	2022/23 REV Budget MAY22
AT MAY 2022	2021/22 YEAR END	2022/23 TO DATE				
EXPENDITURE						
CLERK'S SALARY	£3,488.00	£290.55	£3,653.00		£3,749.20	£3,749.20
CLERK'S ALLOWANCE	£324.00		£324.00		£324.00	£324.00
EXPENSES			£95.00		£95.00	£95.00
TRAINING	£0.00		£300.00		£300.00	£300.00
FINANCE / ADMIN	£638.14	£627.91	£825.00		£825.00	£1,000.00
NEWSLETTER	£471.14	£43.95	£420.00		£450.00	£450.00
COMMUNITY	£232.00		£100.00		£100.00	£100.00
MAINTENANCE	£30.65		£800.00		£800.00	£800.00
PROJECT-GATEWAY	£600.00		£6,000.00			£1,900.00
PROJECT-NP					£5,000.00	£8,500.00
NEIGHBOURHOOD PLAN	£7,052.10		£9,034.00	£1,981.90	£1,946.44	£3,928.34
NP - returned funds	£2,504.50		£2,504.50			£1,981.90
VAT	£1,425.74		£1,500.00		£1,500.00	£2,500.00
TOTAL EXPENDITURE	£16,764.87	£962.41	£25,555.50		£15,089.64	£25,628.44
INCOME						
Precept	£8,888.00	£4,885.50	£8,888.30		£9,331.00	£9,331.00
BDBC grant (General & Contingency)						
Other Grants/Donations	£500.00		£500.00		£500.00	£500.00
CIL	£9,258.79		£9,258.79			
Returned funds						
Neighbourhood Plan	£9,034.00		£9,034.00		£3,928.34	£3,928.34
Bank Interest	£2.18	£0.25	£1.50		£1.50	£1.50
VAT refund	£324.77		£1,824.77		£1,500.00	£3,925.74
TOTAL INCOME	£28,003.72	£4,885.75	£29,503.38		£15,280.84	£17,886.58
Surplus/(Deficit)	£11,238.85	£3,703.34	£3,947.88		£171.20	£7,941.83
Balance to take over	£28,500.88	£32,204.20	£21,209.87		£21,381.07	£20,559.00

RESERVES POLICY - MAY 2022

Working balance	£4,885.50		
Contingency	£4,885.50		
Earmarked reserves	£11,228.00	CIL	£9,258.79
		NP	£1,971.21

APPENDIX VIII**S106 FUNDING – EQUIPED PLAY****'A Play Area for the Village Hall'**

'A Play Area for the Village Hall' has come up in conversation over many years, with the Hall occasionally being cited as a possible location. And in fact at one stage the field behind the pub was even discussed as a possible location as part of the planning conditions for Chapel Walk, but that plainly never went anywhere.

'The Hall has occasionally discussed this in the event that funding was forthcoming but it was always kicked into the long grass so to speak with the following being challenges:

'The grounds are technically private and a play area would require more public access, which in turn may mean leaving the car park barrier open.

'Implications to the Hall's insurance, specifically with regards injury and 3rd party claims relating to the play area, and more generally with regards to the fabric and security of the Hall with increased traffic in the grounds.

'Maintenance costs.

'Reduction in the space available to Hall users (some hirers have put big marquees up on the lawn)

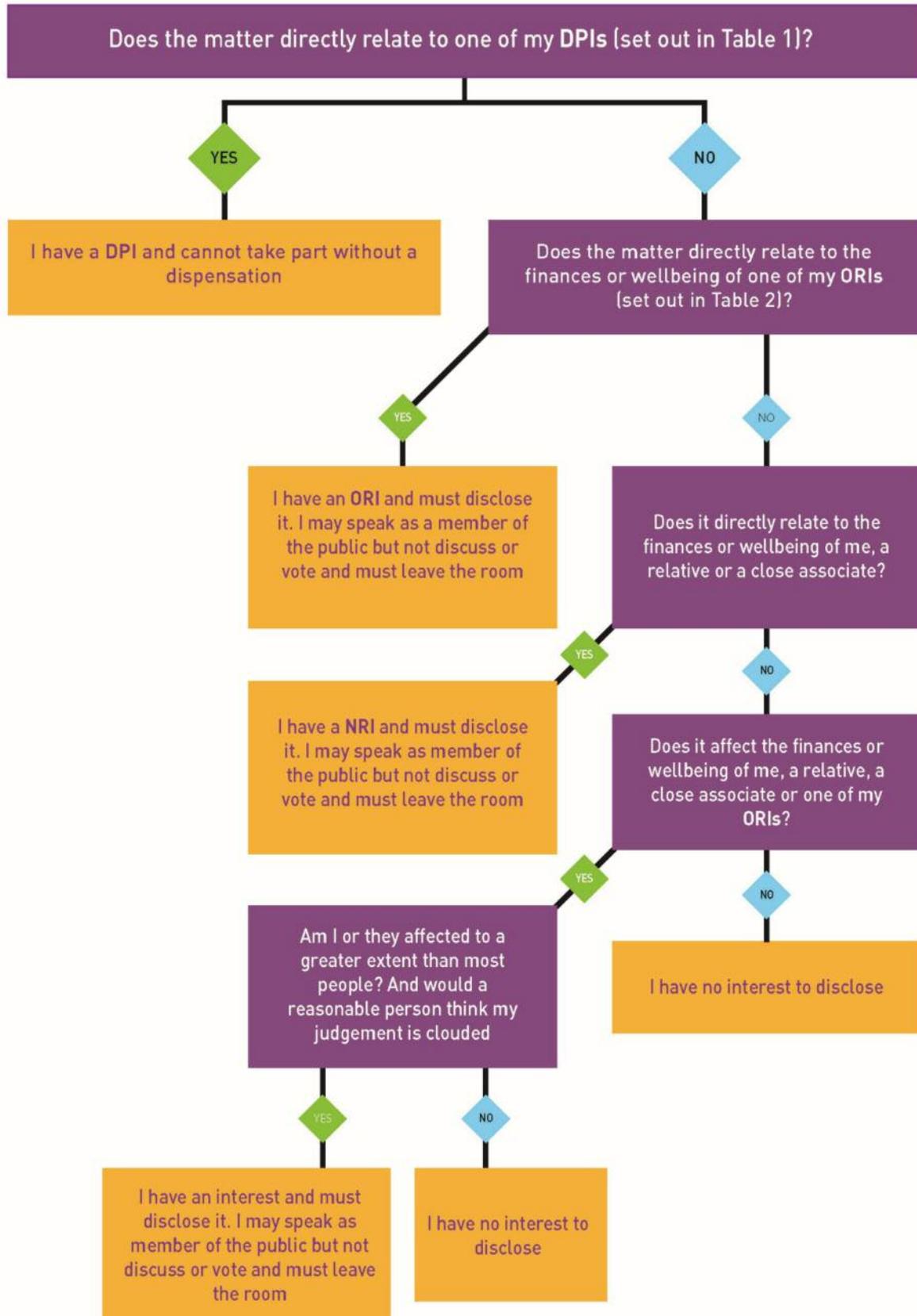
'Access to the play area whilst the Hall (and grounds) is in use by private hirers (such as parties, weddings, etc) who could rightly expect sole use of the grounds during their hire.

'Sensitivity of some groups to people wandering around the Hall during their use, particularly those with young children (Ballet, Brownies, etc.)

'That said, if these challenges could be addressed, then the Hall isn't averse to this as an idea, but it would need the Parish Council, or some other volunteer, to investigate this further – the committee, and particularly the "officers", are struggling with the load as it is.

'As an alternative, could other "projects" be considered, or the funds used for other outside purposes such as gazebos, bbq, outdoor chairs, ... ?'

APPENDIX IX – FLOWCHART ON COUNCILLOR PECUNIARY INTERESTS



APPENDIX X – POLICE UPDATE FROM PCSO ANDY JONES

Report of 16th March

There has been a spike in metal theft in the Basingstoke town and rural areas recently. Due to eagle-eyed members of the public a photo was obtained of the individual as well as the registration of the silver van used. The suspect was quickly identified and a marker placed on his vehicle to stop and progress.

Thames Valley police have intercepted the suspect and charged with disqualified driving which is something we were also able to confirm. Unfortunately TVP have not dealt with the thefts in question but we are aware that he will be attending a court on a date and time in question.

He will be dealt with for additional offences in the near future – including the theft of a radiator from Cliddesden and bolts removed from a metal fencing surrounding a property in Brown Candover. (It's believed the intention was to steal the supporting metal posts – fortunately these were concreted in.)

A report was received of a theft of a car which had been delivered from an agent selling the vehicle to a property in Brown Candover (cost of £47,425). The car has now been insured in Scotland and so being followed up by another force.

At approximately 1400 hours on Saturday 5th March, police were called to Herriard with reports of trespassers on a property. Hunting saboteurs were getting in the way of the organised hunt, disrupting the activities of those on the land and intimidating persons by filming them and being verbally aggressive – which ended with some pushing of persons in the process.

On 20th February a report was received of Criminal Damage caused to a wing mirror of a car. The mirror appeared to have been kicked off completely and required a full replacement.

On 12th February police received a report of Hare Coursing in Bradley. The land owner the next morning noticed tyre tracks over the land – no lines of enquiry.

Report of 19th April

Police have recently raised the matter of metal theft and that a suspect had been identified... The suspect had been stopped by another constabulary and reported for driving offences. Police requested the suspect to attend the Police station to answer questions. Unfortunately he failed to arrive and it appears he is no longer in the country. This matter will await his return.

A resident of Nutley has reported a burglary believed to have occurred in the early hours of the 20th March. A quad bike and a lurcher dog have been stolen. Two more burglaries have occurred also in the early hours of the morning in the areas of Chilton Candover and Winslade. Again quad bikes have been targeted.

Please take the opportunity to harden security – equally if you or know someone who has a quad bike – please take every opportunity to prevent it from being stolen.

Your local Officer is always willing to offer crime prevention advice.

We are all feeling the pinch in relation to energy and other fuel hike bills. Historically when the price of oil has increased the theft of the product also increases. Police have an information leaflet available with useful advice in making life difficult for the thief.

On the 26th March, Police attended Berrydown Road in Axford after an incident involving a horse and a car. There is no fault to either party in relation to this incident, significant damage was caused to the vehicle and the horse had to be euthanized due to its injuries.

6th April, further damage has been caused to the phone box on Bidden Road in Upton Grey, more glass panes have been smashed.

Unfortunately we have had two additional cars damaged by person(s) unknown on the 17th of April. Alas it comes as no surprise that it was a hot day and a weekend when it happened. Both cars had windows smashed and one had valuables removed from within. One car was parked in Cliddesden and the other was in Farleigh Wallop.

Theft of used cooking oil is on the increase nationwide and many of the rural pubs and restaurants have been targeted. Police have some lines of enquiry and work is going on in the background.

Two Basingstoke men who had a 'persistent disregard for the law' have been handed a prison sentence after fly-tipping household waste across Basingstoke. Lee Wainwright, of Schubert Road, was sentenced to 10 months at Winchester Crown Court on 5 April for six counts of fly-tipping between November 2019 and March 2020. James Christopher, of Pear Tree Way, was sentenced to nine months in prison at the same court for 10 counts of fly-tipping across the borough between February 2019 and July 2020, The court heard how the pair dumped waste from L&J Clearances and L&J vans.

On another note your local Beat Officer has signed up to abseil down the spinnaker tower in Portsmouth in aid of Sebastian's Actions Trust. This has been booked for June this year so fingers crossed and Covid allowing it should be a challenging day.

Andrew Jones is fundraising for Sebastian's Action Trust (justgiving.com)