

MINUTES OF THE PARISH COUNCIL AGM

Tuesday 5th May 2020 Remote meeting via Skype 7.30pm

Present Parish Councillors Alan Tyler (Chair), Simon Barker, Mark Gifford, Hazel Metz. Clerk Susan Turner.

1 WELCOME AND APOLOGIES

Apologies Alison Mosson, PC Andy Reid

TO RECORD Thanks to Chairman for hosting the meeting.

TO NOTE Legislation up to 3rd April 2020 has allowed only for meetings in person (as from the reforming Local Government Act of 1894 when Parish Councils were created in England). This situation has been updated (temporarily) by regulation under the Coronavirus Act 2020 to allow for remote meetings – see **APPENDIX I**.

2 ELECTION OF NEW CHAIRMAN

AGREED Unanimously that Alan Tyler will continue as Chairman for 2020/21.
Chairman's Declaration of Office made and signed. Witnessed by Clerk via Skype.

3 POLICING

TO RECORD The Parish Council's thanks to PC Reid for his support in encouraging social distancing – patrolling and keeping an eye out - and advising and responding.

4 PUBLIC SESSION

Question submitted on behalf of resident regarding members of the public walking their dogs in field off Woods Lane where growing crops and no public footpath – gaining access through fence and over gate. Simon Barker has discussed this question with the Estate. Noted that Chris Allen is the new tenant farmer, and Will Tidy the new estate manger working for land agents Savills one day a week on behalf of the Portsmouth Estates.

Comments

- Local residents do walk this path as part of circular route to keep off the road. Always keep to the edge of the field and never cause damage. Won't do so in the future if it is causing an issue.
- More people presently walking in Cliddesden due to Covid-19 'lockdown'.
- Estate up to present has not noted any damage to crops. When restrictions are lifted they will visit the field and consider if any action needed.

5 **MINUTES OF LAST MEETING** of 10th March – agreed and signed.

6 **DECLARATIONS OF INTEREST** in items on the Agenda – none

7 COMMUNITY SUPPORT & COVID-19

TO RECORD The Parish Council's thanks to Hazel Metz for her superb work in providing support to those in the local community in need of help because of self isolating – and in co-ordinating local volunteer response.

Hazel Metz reported that she is registered with BDBC and Basingstoke Voluntary Action as a 'Hub' co-ordinator for Cliddesden. It is good to have the backup of BVA which gives wider contacts and support in the local area. Co-ordinators have access to immediate £300 grants for those without cash in the short term, and also to food parcels for anyone struggling (though the latter less likely to be needed in Cliddesden). She has been able to reassure people that help is always available without financial issues. There are 20 Cliddesden volunteers including Hazel, most giving regular support, as well as all those doing the same directly for friends and neighbours. There has only been one minor issue and on the whole the system is working very well.

For signature

- 8 VILLAGE POND BENCH**
- The pond bench was temporarily removed by neighbours because of their concerns it was on occasion being used as a focal point for young people not self isolating. The Chairman thanked all members of the Parish Council for their consideration and input – and thanks to PC Andy Reid for his support and advice that he is the immediate point of contact should any further problems arise. The bench has been quickly returned, no further issues have so far been reported.
- AGREED To consider where best the bench should be located – and if it should be re-located – once the 'lockdown' restrictions are eased.
- 9 HIGHWAYS AND TRAFFIC**
- 9.1 Lengthsman** First visit this year Thursday 16th April. Schedule for 2020/21 and latest works sheet circulated. **APPENDIX II.**
- NOTED
- The drain on Hackwood Lane approx 200 yards above the Village Hall is a gully that was completely blocked. LM has worked to clear but needs further investigation.
 - Lengthsman Jason Ebury cleared soakaways with digger on Farleigh Hill (mostly in Farleigh Parish) and beyond the Village Hall above Church Lane (the latter now incorporated into new estate ditches). This was two summers ago and ideally should be re-done – blocked soakaways a major cause of water and silt coming down into Cliddesden pond. Noting the majority of the soakaways are on Farleigh land, Simon Barker will discuss with the Estate.
 - Gullies on Farleigh Hill seem to be working reasonably well.
 - Main problem areas are water flowing directly down Church Lane and Woods Lane
 - Building work at Langdale Rise a recent major contributor of material washed to pond. To monitor now building works complete. Noted there are no grids, gullies or soakaways preventing surface water from Langdale Rise flowing directly down Woods Lane.
- ONGOING ACTION Lengthsman tasks – All councillors to note and circulate suggestions for LM tasks. Clerk will liaise with LM. Next visit Wednesday 17th June.
1. Further investigation of gully Hackwood Lane (above Village Hall)
 2. Clearing vegetation overgrowing FP 1 beside the Church and Hoopers Mead.
- 9.2 SID** First SID collected for (second) repair 11th March, thought to be fault with the receiving antenna on radar as previously. Westcotec will advise when they are able to return to work. Simon Barker reported second SID working well. Location (road side) and battery just been changed. Noted increase in speeding during lockdown, notably heavy vehicles and tractors.
- 10 FINANCE**
- 10.1 Insurance** Due for renewal 1st June, three-year tie-in expired. Clerk requesting comparison quotes.
- 10.2 Clerk's salary**
- PREVIOUSLY AGREED (1) Clerk Salary 2019/20 – as copied from September 2019 minutes
- 'Salary scale SPC (Spinal Column Points) increase one point for 2019/20. SCP 26 in 2018/19 @ £12.37 per hour to SCP 27 for 2019/20'
- Revised NALC pay award SCP 27 now SCP 20 @£13.15 per hour – at five hours per week = increase of £3.90 per week = increase of £202.80 per annum.
- Salary £3,216.20 (2018/19) increase to £3,419.00 for 2019-20. **APPENDIX III**
- AGREED (2) Clerk Salary 2020/21
- Salary scale (Spinal Column Points) increase one point for 2020/21. From SCP 20 @ £13.15 per hour to SCP 21 @ £13.41 per hour – at five hours per week = increase of £1.30 per week = £67.60 per annum.
- £3,419.00 for 2019-20 increase to £3,486.60 for 2020/21 = £290.55 per month.

For signature

10.3 Payments approved

804	Clerk Pay increase 2019-20 backdated	£202.80
805	Clerk Salary – April-May 2020	£581.10
806	Personalised Print April 110 copies	£45.00
807	1&1 IONOS - website (closing) Feb/Mar/April (£54.00 - refund £13.17)	£40.83
808	HALC & NALC subscription (online rate)	£257.39I

10.4 Year end accounts and audit

AGREED Accounts as circulated **APPENDIX IV**. Exempt from external audit as annual turnover under £25K. Form as **APPENDIX V**. Chairman to sign.

11 PLANNING**11.1 Parish Planning Applications APPENDIX VI**

T/00168/20/TCA (Validated 29 Apr) Woods Corner, Woods Lane. Sycamore (T1/T2): Crown reduce by c.3m to a height of c.15m and to give a radius of c.3m to west and north and c4m to south and east. Ash (T3): Crown reduce height by c.3ms to a height of 15m and radius by c.2m to give average radius of c.4m. *Response from Tree Warden supported by Parish Council: 'No objection to the work proposed but I would emphasise it should only be carried out late autumn/winter as it is nesting time for birds – unless it poses a danger and that doesn't appear to be the case. This is definitely not the correct time of year for tree work.'*

19/03304/HSE (Validated 24 Mar) 3 Hackwood Lane. Erection of single storey side and rear extensions, basement, side extension and additional fenestration.

AGREED Overdevelopment of site, overdevelopment of the building and overlooking.

20/00489/TDC (Validated 20 Feb) Land Rear Of The Mount, Farleigh Road, Cliddesden. Technical Details Consent for the erection of 2 no. dwellings with associated access, parking and landscaping (following approval of 19/02487/PIP).

NOTED – Conservation has reservations about size and impact on Jolly Farmer. New access plan on website showing site lines, turning circles etc, but no indication of any changes in plan or access / parking provision.

20/00390/FUL (Validated 12 Feb) Land Adjoining 1 Millars Cottages. Erection of 1 no. 3 bed dwelling with car parking and cycle shed and rearrangement of parking for 1 to 3 Millars Cottages.

NOTED Revised site plan on website showing changed site boundary and parking layout. Agreed parking layout an improvement. However continued objection due to overdevelopment of the site and removal of TPO trees. Objection from Landscape.

11.2 MSA J6 (MOTO)

17/03487/FUL (Validated 02 Nov 2017) Land Adjacent To Junction 6 M3 Basingstoke Hampshire Construction of a new Motorway Service Area etc. New documents on website 29th April comprising Position Statement, Safety Reports, Biodiversity Assessment and drawings. .

To note that Winslade/Hackwood has retained the services of the Transport Consultant, Simon Tucker.

AGREED Cliddesden Parish Council remains opposed and welcomes guidance from Winslade.

11.3 Neighbourhood Plan

Progress is being made. The *Design Guides* are being reviewed.

The *Issues & Options* document returned with comments from Haines Consultancy.

AGREED Importance of keeping the process and documents as straightforward as possible.

TO RECORD The Parish Council's thanks to Brian Karley and members of the Neighbourhood Planning Team who are putting in so much time and effort.

For signature

12 MATTERS ARISING from last meeting**12.1** Update on Drainage Report

1. Pond clearing – In process of registering Scheme with HCC 'Flood and Water Management'. As recommended by the Principle Highways Engineer although 'Given the ongoing COVID-19 situation I have no way of knowing what our Highway or FWM team resource levels will be in the coming months so please be aware that this will most likely take much longer than usual.'

1. Ongoing maintenance – In process of checking present schedules. More complicated due to subcontractors. HCC expectation for Parish to look for landowner and LM support in maintaining ditches, grips and soakaways.

12.2 Jolly Farmer Asset of Community Value nomination. Awaiting feedback from BDBC Community Development.**12.3** Potential purchasers of Speedwatch equipment – no further information.**12.4** Amended Water Quality Report for the pond – received 28th November 2019.**12.5** Photos for website - received.**12.6** Letter of thanks to Sony re new LED lighting – emailed and posted **APPENDIX VII.****13. FURTHER REPORTS/UPDATES****13.1 Newsletter**

1. Mailing – For May 2020 issue 133 copies successfully emailed, 100 copies printed. (110 copied printed in April).

TO RECORD Thanks to Simon Barker for hand delivering paper copies to all households for whom the Parish Council has no email contact.

13.2 Neighbourhood Watch

Simon Barker noted increasing instances of Fly Tipping. The Estate have given permission for trail cameras to be installed on their land.

13.3 Village Spring Clean

TO RECORD Thanks to Alison Mosson and 3CG – and to all who took part. Also to Kevin Ennis from BDBC for arranging removal of the waste bags. Noted that although not a great deal of litter in the Village the general clean and tidy makes a big difference.

13.4 Website – Website transferred to Hugo Fox who host community websites free of charge. The domain name remains registered with IONOS.

TO RECORD Thanks to Clerk for setting up new website.

13.5 Proposed Right of Way

A proposal has been registered with HCC Countryside Services by Andover Ramblers Association for a new Public Right of Way from St Mary's Winslade to Hackwood Lane. Winslade and Hackwood Lane residents have received notification letter from HCC (forwarded to Cliddesden by Winslade Parish Meeting) **APPENDIX VIII.**

Comments

- The proposed footpath cuts straight through fields and is unnecessary as another path a quarter of a mile away takes you to the same location.
- Rights of Way requests generally take years to process by HCC.
- It is thought that the Estate will object when formally consulted by HCC.

13.6 Request via HALC for Councillors' participation in reaserch survey for BA in Community Governance. Regarding role of emotions in decision making. **APPENDIX IX.****14 NEXT MEETINGS**

Tuesdays 7.30pm 7th July, 1st September, 3rd November
PARISH ASSEMBLY – postponed until further notice.

Meeting closed at 9.30pm with thanks to all present

For signature Date

APPENDIX I.I

Annex A to letter to local councils from Paul Rowsell CBE, Head of the Governance Reform and Democracy Unit, Ministry of Housing, Communities and Local Government.

6th April 2020

The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020

These regulations enable all local authority meetings to be held remotely, including allowing remote access by members of the public, and they remove the requirement for the annual meeting this year.

The regulations are drafted very broadly, applying to different types of local authorities, and to different categories of meetings including annual meetings, cabinet and committee meetings.

Local authorities can decide not to hold the legally prescribed annual meeting.

Where meetings are held, local authorities have the flexibility to hold them at any time of day and on any day, to alter how frequently they are held and to move or cancel them without further notice. Where a local authority does not hold an annual meeting, current appointments will continue until the next annual meeting of the authority or when the local authority determines.

Meetings may be held remotely including via telephone conferencing, video conferencing, live webchat and live streaming. Remote attendance by members counts for other purposes such as the six month rule on attendance, and for allowances. Members of the public and press may also access meetings remotely rather than in person.

The regulations are not prescriptive about how local authorities may facilitate remote meetings or related matters such as voting and access to documents by members and the public. Different solutions will be appropriate in different localities and local authorities may make appropriate standing orders.

The regulations also enable Police and Crime Panels in England and Wales to take place remotely, allowing Police and Crime Panels to continue undertaking their statutory duties.

The regulations came into force on 4 April 2020 and apply to meetings taking place before 7 May 2021. We are able to legislate to bring forward this date if medical and scientific advice leads to the relaxation of social distancing rules.

You can find the regulations and supporting documents here on the legislation.gov website <http://www.legislation.gov.uk/uksi/2020/392/contents/made>

APPENDIX I.II*ANNEX B***The Local Government and Police and Crime Commissioner (Coronavirus) (Postponement of Elections and Referendums) (England and Wales) Regulations 2020**

The Coronavirus Act 2020 postponed the scheduled local and mayoral elections and Police and Crime Commissioner elections due to take place on 7 May 2020 until 6 May 2021.

The regulations postpone to 6 May 2021 other polls, either scheduled or which would otherwise arise before that date, including local authority, mayoral and Greater London Authority by-elections, polls and referendums in England and by-elections for Police and Crime Commissioners in England and Wales.

Local and mayoral by-elections include to any county, district or London Borough Council, parish council, for a local authority directly elected mayor, a combined authority mayor, and for the Greater London Authority the Mayor of London or constituency member of the Greater London Assembly.

Other polls include local advisory polls, referendums on a local authority change of governance and neighbourhood planning referendums.

The regulations make other changes as a consequence of the postponement of polls. For example, to extend the period for collation of signatures on a governance referendum petition and to preserve the transitional election cycles set out in legislation following a local government electoral review or reorganisation of local government, such as in Buckinghamshire and Northamptonshire. Further regulations are to be made relating to the governance arrangements of the new Buckinghamshire Council and the shadow Northamptonshire authorities.

The regulations provide legal certainty for Returning Officers and ensure that they cannot be held criminally liable for any actions or omissions in relation to a poll that is scheduled to be held but not held. The regulations act retrospectively to cover polls that were required to be held, but were not held, in the period after 15 March 2020.

The regulations come into force on 7 April 2020 and apply to polls than would otherwise be scheduled between 15 March 2020 and 5 May 2021. We are able to legislate to bring forward this later date if medical and scientific advice leads to the relaxation of social distancing rules.

A further set of regulations on election-related matters will be made by the Cabinet Office.

You can find the regulations and supporting documents here on the legislation.gov website: <http://www.legislation.gov.uk/uksi/2020/395/contents/made>

APPENDIX III - NALC SALARY SCALES FROM APRIL 2019
ANNEX 1

SCP	1 April 2018	1 April 2019			Old SCP[s]	Scale Ranges
	£ per annum	New SCP	£ per annum	* £ per hour		Based on New SCP
6	£16,394	1	£17,364	£9.02	6/7	Below LC Scale (for staff other than clerks)
7	£16,495					
8	£16,626	2	£17,711	£9.21	8/9	
9	£16,755					
10	£16,863	3	£18,065	£9.39	10/11	
11	£17,007					
12	£17,173	4	£18,426	£9.58	12/13	
13	£17,391					
14	£17,681	5	£18,795	£9.77	14	
15	£17,972	5	£18,795	£9.77	15	
16	£18,319	6	£19,171	£9.96	16/17	
17	£18,672					
18	£18,870	7	£19,554	£10.16	18	LC1 (7-12) (substantive benchmark range)
19	£19,446	8	£19,945	£10.37	19	
20	£19,819	9	£20,344	£10.57	20	
		10	£20,751	£10.79		
21	£20,541	11	£21,166	£11.00	21	
22	£21,074	12	£21,589	£11.22	22	
		13	£22,021	£11.45		
23	£21,693	14	£22,462	£11.67	23	LC1 (13-17) (above substantive range)
24	£22,401	15	£22,911	£11.91	24	
		16	£23,369	£12.15		
25	£23,111	17	£23,836	£12.39	25	
		18	£24,313	£12.64		
26	£23,866	19	£24,799	£12.89	26	LC2 (18-23) (below substantive range)
27	£24,657	20	£25,295	£13.15	27	
		21	£25,801	£13.41		
28	£25,463	22	£26,317	£13.68	28	
29	£26,470	23	£26,999	£14.03	29	
30	£27,358	24	£27,905	£14.50	30	LC2 (24-28) (substantive benchmark range)
31	£28,221	25	£28,785	£14.96	31	
32	£29,055	26	£29,636	£15.40	32	
33	£29,909	27	£30,507	£15.86	33	
34	£30,756	28	£31,371	£16.31	34	
35	£31,401	29	£32,029	£16.65	35	LC2 (29-32) (above substantive benchmark range)
36	£32,233	30	£32,878	£17.09	36	
37	£33,136	31	£33,799	£17.57	37	
38	£34,106	32	£34,788	£18.08	38	

APPENDIX IV.I - YEAR END ACCOUNTS**CLIDDESSEN PC – INCOME 2019/20 - 31st March 2020**

£15,680.91

Date	Item	Precept	Grants	Returned funds	Interest	VAT	Total
24/04/18	Parish Precept (six months)	£3,932.50					£3,932.50
02/09/19	Cllr McNair Scott - ref SID		£1,000.00				£1,000.00
23/09/19	Parish Precept (six months)	£3,932.50					£3,932.50
12/12/19	David Brown - Bus shelter		£1,900.00				£1,900.00
2019/20	Jolly Farmer meeting room			£120.00			£120.00
2019/20	Bank interest				£5.07		£5.07
2019/20	VAT reclaimed					£2,670.48	£2,670.48
TOTALS		£7,865.00	£2,900.00	£120.00	£5.07	£2,670.48	£13,560.55

£13,560.55

RECEIPTS & PAYMENTS SUMMARY

Bal brought forward 1st April 2019

£15,680.91

Plus income

£13,560.55

Minus expenditure

£21,971.43

Balance**£7,270.03****BANK RECONCILIATION**

Treasurers account

£2,151.43

Inst Accesss

£3,567.16

minus cheques not cleared

£1,119.04

plus VAT return pending

£2,670.48

£7,270.03

April	£0.49
May	£0.59
June	£0.61
Jul	£0.45
Aug	£0.48
Sept	£0.48
Oct	£0.56
Nov	£0.34
Dec	£0.25
Jan	£0.29
Feb	£0.28
Mar	£0.25
Total	£5.07

Note	Income due - for SID 2	£2,642.84
	- Locality grant	£5,320.00

APPENDIX IV.II - YEAR END ACCOUNTS

https://securebusiness.lloydsbank.co.uk/business/a/accc 80%

< Your Accounts

BUS BANK INSTANT 30-90-53 02914789
CLIDDESSEN PARISH COUNCIL
£ 7,893.34 Balance
 0.05 % gross Interest rate

£7,893.34 Available funds: ? [More actions](#)

Statement

Search your statement +

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DATE ▲	DESCRIPTION	TYPE ?	IN (£)	OUT (£)	BALANCE (£)
27 Apr 20	BASINGSTOKE & DEAN VENDOR 104801	BGC	4,326.00		7,893.34
09 Apr 20	INTEREST (GROSS)		0.18		3,567.34
17 Mar 20	TO 30905300320253	TFR		3,000.00	3,567.16

TREASURERS ACCOUNT 30-90-53 00320253 [View IBAN and BIC](#)
PARISH COUNCIL OF CLIDDESSEN
£ 2,151.43 Current balance

£2,151.43 Available funds: ? [More actions](#)

Statement

Search your statement +

< Mar Apr May > [All transactions](#)

All transactions

Statement options ▼

🕒 View pending debit card transactions and cheques being processed +

DATE ▲	DESCRIPTION	TYPE ?	IN (£)	OUT (£)	BALANCE (£)
23 Mar 20	000799	CHQ		127.91	2,151.43
19 Mar 20	000797	CHQ		660.00	2,279.34

APPENDIX IV.III - YEAR END ACCOUNTS

CLIDDESSEN PC – EXPENDITURE 2019/20 - 31st March 2020

Date	Supplier	Description	Chq	Salary	Expenses	Finance/ Admin	N'letter	Maint/ce	Pond	SID	Bus shelter	NP	VAT	TOTAL
07/05/19	Personalised Print	CVN April (12pp) May 12pp	753c				£151.00							£151.00
07/05/19	HALC	HALC (incl NALC) subs	754c			£251.00								£251.00
07/05/19	Came & Co	Parish Council Insurance	755c			£321.33								£321.33
07/05/19	Clerk	Salary April - May 2019	756c	£536.04										£536.04
07/05/19	Royal Mail Group	Freepost licence	759c									£99.00	£19.80	£118.80
17/05/19	PlanET	Questionnaire	760c									£180.00		£180.00
		PositionStatement	"									£1,140.00		£1,584.00
17/05/19	ST for 1&1 Internet	WebsiteMay/Jun/July2019	761c			£29.97							£5.99	£35.96
17/05/19	HM for ASDA	Assembly expenses	762c		£19.03								£3.81	£22.84
05/06/19	BK for Rymans &	NP-Printing	763c									£68.98	£15.97	£84.95
02/07/19	Personalised Print	CVN June (12pp) July 12pp	764c				£151.00							£151.00
02/07/19	ST for FinePrint	NP-QuestionnairePrinting	765c									£436.00	£87.20	£523.20
02/07/19	PlanET	NP-Qu & Qu Analysis	766c									£330.00	£66.00	£396.00
07/05/19	Clerk	Salary June - July 2019	767c	£536.04										£536.04
02/07/19	Susan Turner	NP Travel expenses	768c									£99.01		£99.01
14/08/19	JK Murray	Internal Audit	769c			£125.00								£125.00
14/08/19	Martin Conboy	NP prize draw first	770c									£100.00		£100.00
14/08/19	Rob James	NP prize draw second	771c									£50.00		£50.00
14/08/19	Dave Rudge	NP prize draw third	772c									£25.00		£25.00
14/08/19	Emma Saunders-JF	Room hire (NP)	773c									£20.00		£20.00
03/09/19	SB for Screwfix	SID padlocks x2	774c							£31.68			£6.32	£38.00
03/09/19	Personalised Print	CVN Aug (12pp) Sept 12pp	775c				£151.00							£151.00
03/09/19	ST for Royal Mail	NP Questionnaire post	776c									£18.06	£3.61	£21.67
03/09/19	Clerk	SalaryAug - Sept 2019	777c	£536.04										£536.04
03/09/19	Clerk	Honourarium NP	778c									£500.00		£500.00
10/09/19	PlanET	NP-Qu Report	779c									£1,110.00	£222.00	£1,332.00
10/09/19	Assert Property S	Bus shelter roof - materials	780c								£500.00			£500.00
10/09/19	Assert Property S	Bus shelter roof - materials	781c								£500.00			£500.00
10/09/19	Emma Saunders - JF	Room hire (NP)	782c									£20.00		£20.00
10/09/19	Westoctec	SID etc	783c							£3,375.00			£675.00	£4,050.00
30/09/19	Assert Property S	Bus shelter balance1	784c								£500.00			£500.00
30/09/19	Assert Property S	Bus shelter balance2	785c								£400.00			£400.00
30/09/19	Assert Property S	Bus shelter balance3	786c									£380.00		£380.00
16/10/19	Community HT	Defib battery & pads	787c					£228.00					£45.60	£273.60
16/10/19	R&W Civil Engineering	Pond water testing	788c						£295.00				£59.00	£354.00
05/11/19	Personalised Print	CVN Oct (12pp) Nov 12pp	789c				£151.00							£151.00
05/11/19	Clerk	SalaryOct-Nov 2019	790c	£538.04										£538.04
05/11/19	ST for 1&1 Internet	WebsiteAug/Sept/Oct2019	791c			£29.97							£5.99	£35.96
14/01/20	Assert Property S	Bus shelter stain&guttering	792c								£250.00		£50.00	£300.00
14/01/20	Personalised Print	CVN Dec (12pp) Jan 12pp	793c				£151.00							£151.00
14/01/20	Clerk	SalaryDec-Jan 2020	794c	£538.00										£538.00
02/01/20	CPRE	SO			£2.00									£2.00
10/03/20	Westoctec	SID 2	795c							£2,925.00			£585.00	£3,510.00
10/03/20	SB for??	SID 2 padlocks	796							£31.68			£6.32	£38.00
10/03/20	Haines Planning	NP-Intro-Route Map	797c									£550.00	£110.00	£660.00
10/03/20	Personalised Print	CVN Feb (12pp) Mar 12pp	798c				£151.00							£151.00
10/03/20	AT for ??	Mower - pond mntance	799c					£106.59					£21.32	£127.91
10/03/20	ST for 1&1 Internet	WebsiteNov/Dec/Jan2020	800			£29.97							£5.99	£35.96
09/03/20	ST for HelpingHand	Litterpickers x 12	801					£157.44					£31.56	£189.00
10/03/20	Clerk	SalaryFeb-Mar 2020	802	£532.08										£532.08
10/03/20	Clerk	Allowable expenses	803		£324.00									£324.00
TOTALS				£3,216.24	£345.03	£787.24	£906.00	£492.03	£295.00	£6,363.36	£2,150.00	£4,746.05	£2,670.48	£21,971.43

cheques to clear

£1,119.04

£21,971.43

APPENDIX V - AGAR PART II EXEMPTION CERTIFICATE**Certificate of Exemption – AGAR 2019/20 Part 2**

To be completed by smaller authorities where the higher of gross income or gross expenditure did not exceed £25,000 in the year of account ended 31 March 2020, and that wish to certify themselves as exempt from a limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015

There is no requirement to have a limited assurance review or to submit an Annual Governance and Accountability Return to the external auditor, **provided** that the authority has certified itself as exempt at a meeting of the authority after 31 March 2020 and a completed Certificate of Exemption is submitted no later than 30 June 2020 notifying the external auditor.

CLIDDESSEN PARISH COUNCIL

certifies that during the financial year 2019/20, the higher of the authority's total gross income for the year or total gross annual expenditure, for the year did not exceed **£25,000**

Total annual gross income for the authority 2019/20: **£13,561** R AMOUNT £00,000

Total annual gross expenditure for the authority 2019/20: **£21,971** R AMOUNT £00,000

There are certain circumstances in which an authority will be **unable to certify itself as exempt**, so that a limited assurance review will still be required. If an authority **is unable to confirm the statements below then it cannot certify itself as exempt** and it **must** submit the completed Annual Governance and Accountability Return Part 3 to the external auditor to undertake a limited assurance review for which a fee of **£200 +VAT** will be payable.

By signing this **Certificate of Exemption** you are confirming that:

- The authority was in existence on 1st April 2016
- In relation to the preceding financial year (2018/19), the external auditor **has not**:
 - issued a public interest report in respect of the authority or any entity connected with it
 - made a statutory recommendation to the authority, relating to the authority or any entity connected with it
 - issued an advisory notice under paragraph 1(1) of Schedule 8 to the Local Audit and Accountability Act 2014 ("the Act"), and has not withdrawn the notice
 - commenced judicial review proceedings under section 31(1) of the Act
 - made an application under section 28(1) of the Act for a declaration that an item of account is unlawful, and the application has not been withdrawn nor has the court refused to make the declaration
- The court has not declared an item of account unlawful after a person made an appeal under section 28(3) of the Act.

If you are able to confirm that the above statements apply and that the authority neither received gross income, nor incurred gross expenditure, exceeding £25,000, then the Certificate of Exemption can be signed and a copy submitted to the external auditor **either** by email **or** by post (not both).

The Annual Internal Audit Report, Annual Governance Statement, Accounting Statements, an analysis of variances and the bank reconciliation plus the information required by Regulation 15 (2), Accounts and Audit Regulations 2015 including the period for the exercise of public rights still need to be fully completed and, along with a copy of this certificate, published on a public website* before 1 July 2020. **By signing this certificate you are also confirming that you are aware of this requirement.**

Signed by the Responsible Financial Officer	Date	I confirm that this Certificate of Exemption was approved by this authority on this date:	
	05/05/2020		05/05/2020
Signed by	Date	as recorded in minute reference:	
	19/06/2020	10.4	MINUTE REFERENCE
Email of Authority	Telephone number		
clerk.cliddesden@parish.hants.gov.uk	07515 777060		

*Published web address

<http://www.cliddesdenparishcouncil.info/> ADDRESS

ONLY this Certificate of Exemption should be returned EITHER by email OR by post (not both) as soon as possible after certification to your external auditor, but no later than 30

APPENDIX VI - PARISH PLANNING APPLICATIONS

T/00168/20/TCA (Validated 29 Apr 2020) Woods Corner, Woods Lane. Sycamore (T1/T2): Crown reduce by c.3m to a height of c.15m and to give a radius of c.3m to west and north and c4m to south and east. Ash (T3): Crown reduce height by c.3ms to a height of 15m and radius by c.2m to give average radius of c.4m. *Response from Tree Warden supported by Parish Council: 'o objection to the work proposed but I would emphasise it should only be carried out late autumn/winter as it is nesting time for birds – unless it poses a danger and that doesn't appear to be the case. This is definitely not the correct time of year for tree work.'*

19/03304/HSE (Validated 24 Mar) 3 Hackwood Lane. Erection of single storey side and rear Chairman's Declaration of Office made and witnessed by Clerk. To be signed.

T/00093/20/TCA (**Granted** 27th March, validated 24 February 2020) Hill View, Farleigh Road, Cliddesden. T2 Cherry: reduce branches overhanging neighbouring property back to the boundary.

20/00489/TDC (Pending – Validated Thu 20 Feb 2020. Land Rear Of The Mount, Farleigh Road, Cliddesden. Technical Details Consent for the erection of 2 no. dwellings with associated access, parking and landscaping (following approval of 19/02487/PIP). *Notes - Conservations has reservations about size and impact on Jolly Farmer, Landscape happy providing lots of planting. New site and access plan on website but not sure how better off.*

20/00379/FUL (**Refused** 15th April, Validated 19 Feb 2020) 27 Southlea Cliddesden RG25 2JN Erection of 1 no. 3 bed detached dwelling with associated parking.

20/00390/FUL (Pending - Agreed expiry 22nd May, Validated 12 Feb 2020) Land Adjoining 1 Millars Cottages, Station Road, Cliddesden RG25 2FG. Erection of 1 no. 3 bed dwelling with car parking and cycle shed and rearrangement of parking for 1 to 3 Millars Cottages. *Note - Eight objections, would think will go to DC if Officer minded to approve. Objection from Landscape. New site layout - amended boundary and parking layout submitted.*

.....
 OLD BASING APPLICATION

17/03487/FUL (Validated 02 Nov 2017) Land Adjacent To Junction 6 M3 Basingstoke Hampshire 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 documents 29th April

APPENDIX VII



Trevor Johnson

Facilities Manager – Basingstoke & Pinewood
Sony Europe Ltd
Jays Close, Viabes Business Estate,
Basingstoke RG22 4SB

8th April 2020

Dear Mr Johnson

Re Sony Basingstoke, external lighting

Cliddesden Parish Council wishes to thank you for your time and consideration in replacing the Basingstoke Sony lighting and so reducing the light pollution affecting Cliddesden.

I was copied into your email which said you were looking to replace all the external lighting with new LED fittings, so hoping this is a solution which will work for you in the long run as well as the environmental benefit it brings to Cliddesden and Cliddesden residents.

With thanks again

Kind regards

Susan Turner

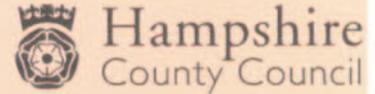
Clerk to Cliddesden Parish Council

Clerk: Susan Turner

2, Ash Cottages, Newnham Road, Newnham, Hook, Hants RG27 9AF
Tel 07515 777060 email clerk.cliddesden@parish.hants.gov.uk

APPENDIX VIII.I – PROPOSED NEW RIGHT OF WAY

Notice to Landowner(s) and Occupiers(s) (Peach Form)



Section 53(5) of, and Schedule 14 to, the Wildlife and Countryside Act 1981
The Hampshire Wildlife and Countryside Act 1981
Section 57(3) Definitive Map and Statement
(Dated 1st January 2008)

To: WENDY ELIZABETH CAVILL

of: St. Marys Church, Alton Road, Winslade, Basingstoke RG25 2NF

I: Paul Howland, Rights of Way Researcher, ANDOVER Ramblers Association

of: 71 Springfield Close, Andover, Hampshire. SP10 2QR

hereby give notice that on 18th March 2020 I made application to the Director of Culture, Communities and Rural Affairs, Hampshire County Council, Castle Avenue, Winchester, Hampshire, SO23 8UL, that the definitive map and statement for the area be modified by :- [delete where appropriate]

~~deleting the footpath / bridleway / restricted byway / byway open to all traffic~~
from:
to:
or

Adding the footpath
From: SU64024889
To: SU65434814
or

~~upgrading / downgrading to a footpath / bridleway / restricted byway / byway open to all traffic~~
~~the footpath / bridleway / restricted byway / byway open to all traffic~~
from:
to:
or

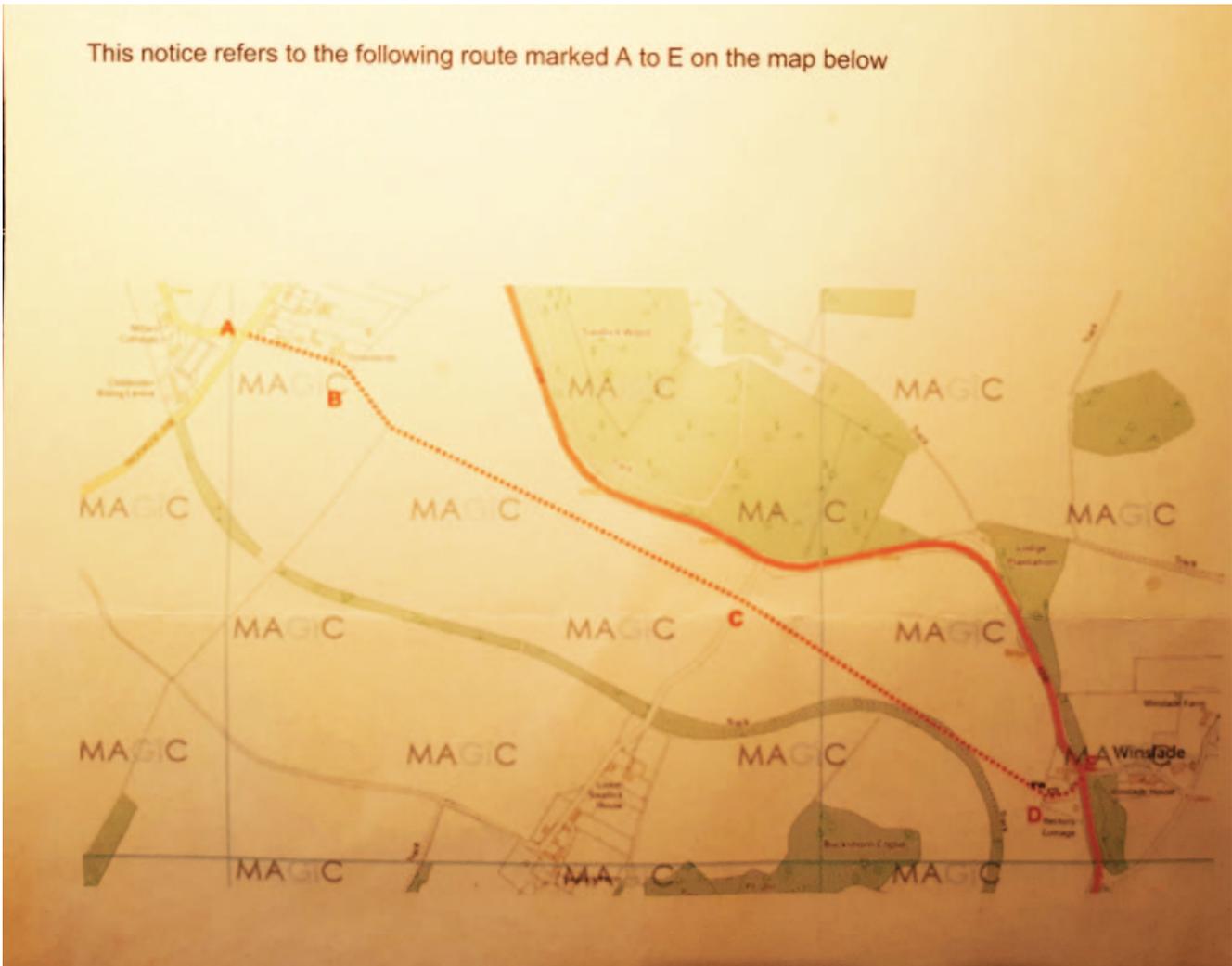
~~varying/adding to the particulars relating to the footpath / bridleway / restricted byway / byway~~
~~open to all traffic~~
from:
to:
by providing that:

Signed: *Paul Howland*

Date: 18th March 2020

APPENDIX VIII.II – PROPOSED NEW RIGHT OF WAY

This notice refers to the following route marked A to E on the map below



APPENDIX VIII.III – PROPOSED NEW RIGHT OF WAY



EXPLANATORY NOTE Definitive Map Modification Applications

Any members of the public may submit an application under the provisions of the Wildlife and Countryside Act 1981, to modify the Definitive Map and statement of Public Rights of Way.

As part of the legal procedure the applicant is required to serve a notice on the landowner or occupier, to inform them that they are submitting an application.

The Definitive Map is a legal record of countryside footpaths, bridleways, restricted byways and byways, which the public have the right to use.

Link to the Definitive Map:

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

Hampshire County Council, as the Highway authority, has a duty to investigate and record these applications and maintain a Register. The register holds a number of outstanding applications which are prioritised for investigation.

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

The County Council will investigate these applications and determine whether or not there is evidence to suggest that the routes should be recorded as public and be added to the Definitive Map. During the investigation, the Map Review Officer will consult with the landowner/land manager and interested parties and take evidence from those who support, and those who oppose the application. Officers will then write a report recommending whether or not to accept the application. The matter will be determined, either through delegated powers, or by the County Council's Regulatory Committee.

The role of the County Council is to be a neutral arbiter, and to facilitate a thorough examination of all the available evidence relating to an application, to make a legally sound decision regarding changes to the Definitive Map.

Further information and guidance can be found at:

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

The Investigation Process:

The County Council recognises that applications to modify the Definitive Map may not be supported by landowners or local people. When an application is taken up for investigation, landowners, parish councils and other interested parties will be consulted and invited to submit comments or evidence relevant to the application.

When the application is taken up for investigation, officers may ask to interview anyone whose evidence appears to be particularly important.

Relevant evidence is that which relates to the existence, status or extent of the right of way. Matters such as privacy, suitability and desirability cannot be taken into account.

If a landowner has taken steps to stop or deter the public using a path there may be deeds, maps, photographs or documents in private papers, which show or refer to land over which a public right of way has been claimed.

Interested parties may simply wish to present us with a different interpretation of the applicant's evidence. All of this material will help us to reach a fair and balanced decision if it is given to us during our investigation. We hope this note helps you understand the process.

Please be advised that there is a long waiting list of applications to be determined, so there may be a delay of a number of years before the investigation commences.

If you have any queries or concerns regarding this process, please contact the Countryside Access Team, Countryside Service, Hampshire County Council, Castle Avenue, Winchester, Hampshire, SO23 8UL.
Tel: 01962 846044

APPENDIX IX – RESEARCH REQUEST FOR BA IN COMMUNITY GOVERNANCE

REQUEST RECEIVED VIA HALC FOR COUNCILLORS' PARTICIPATION IN RESEARCH SURVEY

Dear Councillor,

My name is Cally Morris and I am currently in my final year of study at De Montfort University for a Bachelor of Arts Degree in Community Governance. For my final project I am examining the role our emotions play in the various decisions we take to try and gain a deeper understanding of their influence on our thinking and behaviour. We currently find ourselves in very challenging times. COVID-19 has had a significant impact on life for us all, changing how we work and interact with each other. Social distancing has meant face to face meetings can no longer be held with parish councils moving to meeting and making decisions via virtual platforms. The severity and enormity of the pandemic will undoubtedly influence our emotional responses to our work, how we deal with the various relationships within our lives and the decisions we take every day at every level.

I am inviting you to participate in this research by completing a questionnaire which can be found by following the link provided here:<https://www.surveymonkey.co.uk/r/KPBH9ML>

The questionnaire will require approximately 5 minutes of your time to complete. Participation is both voluntary and confidential and you are free to decline to answer any question. If you choose to participate, please answer the questions as honestly as possible.

Thank you for taking the time to assist me in my educational endeavour. Please do not hesitate to contact me on the below number and above email if you have any concerns or questions.

Kind regards

Cally Morris
Clerk to Burghfield Parish Council
Tel: 0118 983 1748
Mob: 07721 076186