

BURGHCLERE PARISH COUNCIL

Clerk: Mrs J Letsome, Portal Hall, Church Lane, Burghclere, RG20 9HX
07851 956078 **E-mail:** clerk@burghclereparish.gov.uk

**Parish Councillors are summoned to a meeting of Burghclere Parish Council on
Monday 12th May 2025 at 7.15pm**

to be held in the Portal Hall Club Room

A G E N D A

1. Apologies

- *Received from Cllr Amanda Harvey.*

2. Declaration of members' interests for this meeting

- *To be submitted to the Clerk prior to the meeting*

3. Confirm minutes of the Ordinary Council Meeting held on 7th April 2025

- *To be circulated prior to the meeting*

4. Review progress of actions from meeting held on 7th April 2025

- *As given at end of agenda*

5. To receive minutes of Pinder Recreation Trust meeting held 3rd March 2025

- *To be circulated and accepted as a report to this meeting.*

6. County councillor report

7. Borough councillor report

8. Parishioners' open time

9. Chairman's comments

10. Planning applications and appeals received since previous meeting

- **To consider:**
 - **25/00955/OOBC** Sandleford Park East Monks Lane (WBC)
Reserved Matters application for the approval of appearance, landscaping, layout, and scale in respect of Primary and Secondary Street infrastructure,

Response due by: 6th May 2025 (extension agreed)

Documents available here:



- **To note:**

- Planning Applications received requiring a response before 12th May:

25/00856/HSE Elms Farm Winchester Road Whitway Burghclere
Part demolition and part conversion of existing garage and erection of two storey side extension. Erection of outbuilding for use as garage and storage of garage equipment.

Response: Considered under delegation arrangements, no objections raised.

- Planning Applications received for consultation after the meeting agenda has been published may also be considered.
- Planning Applications currently being considered/in appeal/enforcement to be reviewed as required:
 - 22/03203/FUL Land Between The Junction Of Winchester Road & Harts Lane
To receive updated information if available.
 - 24/00038/REF Land On The South And East Side Of Harts Lane Burghclere
To note appeal dismissed.
 - 24/01567/FUL 6 Weir Vale Cottages Old Burghclere RG20 9NR
To note appeal dismissed.
 - EC/23/00210/BOC3 6 Weir Vale Cottages Old Burghclere RG20 9NR
Breach of condition 1 (plans) of 21/03600/HSE and erection of an outbuilding forward of the front elevation without planning permission
Consider response to B&DBC recommendation.
 - 24/01697/FUL Land At Signal Box Farm Spring Lane Burghclere
Allowed on appeal.
- Decisions recorded since previous meeting:
 - 25/00217/HSE Woodland House Broken Way Adbury Holt
Granted

11. Planning update

- *To receive Neighbourhood Plan review update.*
- *To note finalised CIL spend protocol.*

12. Road and Flooding matters.

13. Footpaths report

14. Website/IT update

- *Parish & Pinder*

15. Documents for review

- *Financial Regulations*
- *Co-option Procedure*

16. Litterwarden Service Level Agreement

- *Agreement to sign document as circulated.*

17. Playground

- *To receive update re s106 claim for playground matting and approve quote.*
- *To receive quote for multi-play repair and approve.*
- *To note playground inspection reports received.*

18. Grants & Funding

- *To note Greenham Trust grant of £5k received for guttering project.*
- *To further consider Enborne Valley Grant.*

19. Accounts

- *All documents to be circulated prior to the meeting:*
 - *To note monthly payments previously approved and approve any additional payments,*
 - *To receive and agree bank reconciliation to 30th April 2025.*
 - *To note actual budget 25/26 to 30th April 2025.*
 - *To review conflicts of interest with BDO Littlejohn (external auditor)*

20. Clerk's report

21. Future meetings

- *Annual Parish Assembly – Tuesday 14th May 2025 – to finalise arrangements.*
- *The next Ordinary meeting will be held on Monday 9th June 2025.*

Public or Press are welcome to attend. Alternatively, Parishioners are invited to submit comments to the Clerk via telephone - 07851 956078 or email – clerk@burghclereparish.gov.uk

The meeting minutes will be published on the parish website – www.burghclereparish.gov.uk

Jacqui Letsome, Clerk – 7th May 2025

Actions from 7th April ordinary meeting:

Item No:	Action	Due by	Progress	Owner
233	Upload March meeting minutes to website		Actioned	Clerk
220	Report fallen tree			Cllr Harvey
239	Contact B&DBC re s106 funding for Sports & Playing fields.		In progress	Clerk
241	Submit planning application responses.		Actioned	Clerk
248	Upload updated documents to website		Actioned	Clerk
249	Chase outstanding quote re playground matting and submit to B&DBC		Actioned	Clerk/ Cllr Harvey
250	Progress payments due		Actioned	Clerk