

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 7th July 2025 at 7pm**

to be held in the Portal Hall Club Room

A G E N D A

1. Apologies.
2. Declaration of members' interests for this meeting
3. Confirm minutes of the Ordinary Council Meeting held on 9th June 2025
4. Review progress of actions from meeting held on 9th June 2025
 - *As given at end of agenda*
5. To receive minutes of Pinder Recreation Trust meeting held 12th May 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:**
 - **T/00287/25/TPO** 1 Stembridge Close Burghclere Hampshire RG20 9AL
T1 Oak: fell. T2 Oak: reduce by 5m in height.

Response due by 7th July – extension agreed.

Documents available here:

[T/00287/25/TPO | T1 Oak: fell. T2 Oak: reduce by 5m in height. | 1 Stembridge Close Burghclere Hampshire RG20 9AL](#)
 - **25/01396/RET & 25/01397/LBC** Wergs Manor Well Street Old Burghclere RG20 9NH

Erection of willow hurdle fencing (retrospective)

Response due by 11th July 2025

Documents available here:

[25/01396/RET | Erection of willow hurdle fencing \(retrospective\). | Wergs Manor Well Street Old Burghclere Hampshire RG20 9NH](#)

- **To note:**

- Planning Applications requiring a response before 7th July

25/01406/ROC Land Adjoining Oxleas Ox Drove Burghclere RG20 9HH
Variation of condition 1 of 21/03850/TDC Application for Technical Details Consent in respect of the erection of 1 no. dwelling; in accordance with Permission in Principle Ref: 20/00191/PIP (To allow for minor material amendments)

Considered under delegation arrangements – no comments 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.
 - 24/01994/PIP Land Adjacent Winchester Road Burghclere
To note appeal dismissed.
- Decisions recorded since previous meeting:
 - 25/00776/HSE Harts Hollow Harts Lane Burghclere
Granted.

11. Planning update

- *To receive Neighbourhood Plan review update.*

12. Road and Flooding matters.

13. Footpaths report

14. Website/IT update

- *Parish & Pinder*

15. Documents for review

To review and approve the following policies & procedures:

- *Grant application procedure*
- *Equality & Diversity*
- *Vexatious Complaints*

16. Playground

- *To receive update re s106 claim for playground matting and approve quote.*

- *To receive updated quote for multi-play repair and approve.*
- *To note playground inspection reports received.*

17. S106 funding – Sports Club

- *To consider quotes prior to submission to B&DBC for agreement to release s106 funding (if available).*

18. Speed Indicator Device

- *To note Highclere PC's agreement to loan SID.*
- *To agree to proceed with seeking Hampshire County Council's approval.*

19. Portal Hall Guttering

- *To note progress and agree funding arrangement.*

20. Lengthsman

- *To agree tasks for 29th July visit.*

21. 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 June 2025.*
 - *To note actual budget 25/26 to 30th June 2025.*
- *To agree closure of Newbury Building Society account and transfer of funds to Treasurers Account.*

22. Clerk's report

23. Future meetings

- *The next Ordinary meeting will be held on Monday 1st September 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 – 2nd July 2025

Actions from 9th June meeting

Item No:	Action	Due by	Progress	Owner
36 & 37	Upload May meeting minutes to website		Actioned	Clerk
38	Report fallen tree (carried forward)			Cllr Harvey
38	Complete Declaration of Interest form (Clerk to resend link - actioned)			Cllr Barnard
39	Upload May Assembly notes to website		Actioned	Clerk
42	Make enquiries re potential B&DBC for Strategic Environmental Assessments		Actioned	Borough Cllr Izett
43	Write to Clere School re parking		Actioned	Cllr Patrick-Smith
45	Upload planning responses		Actioned	Clerk
50	Liaise re defibrillator.		In progress	Cllrs Whiting/Barnard/Collins & Clerk
51	Upload revised Terms of Reference to website		Actioned	Clerk
52	Progress Sovereign Quotes		Agenda item	Cllr Whiting
53	Make enquiries re borrowing/hiring SID		Actioned	Clerk
54	Pay Izac invoice Arrange transfer of NBS funds to Lloyds		Actioned	Clerk Clerk
55	Make approved payments		Actioned	Clerk
55	Submit AGAR 25/26 to external auditor		Actioned	Clerk
55	Publish notice of public rights		Actioned	Clerk
56	Submit Lengthsman schedule		Actioned	Clerk