

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 1st September 2025 at 7pm**

to be held in the Portal Hall Club Room

A G E N D A

1. Apologies.

- *Received from Cllr Parkes.*

2. Declaration of members' interests for this meeting

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

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

- *As given at end of agenda*

5. To receive minutes of Pinder Recreation Trust meeting held 9th June 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:**
 - **25/01312/OUT** Land at Ayresfield Ayres Lane Burghclere
Outline planning permission for erection of 1 no. Detached dwelling with some matters reserved except for appearance, layout and scale.

Response due by 12th August – extension agreed.

Documents available here:

[25/01312/OUT | Outline planning permission for erection of 1 no. Detached dwelling with some matters reserved except for appearance, layout and scale. | Land At Ayresfield Ayres Lane Burghclere Hampshire](#)

- **25/01830/HSE** Pembroke House Burghclere Road Earlstone Common RG20 9NH

Erection of two storey rear extension and single storey side extension

Response due by 26th August 2025 – extension agreed.

Documents available here:

[25/01830/HSE | Erection of two storey rear extension and single storey side extension | Pembroke House Burghclere Road Earlstone Common Burghclere Hampshire RG20 9NH](#)

- T/00409/25/TPO Fernlea Heatherwold Newtown

T1 Copper beech: prune to give a 2m clearance from building (The Bakery) and prune to provide a 1m clearance from powerlines

Response due by 8th September 2025

Documents available here:

[T/00409/25/TPO | T1 Copper beech: prune to give a 2m clearance from building \(The Bakery\) and prune to provide a 1m clearance from powerlines. | Fernlea Heatherwold Newtown Newbury Hampshire RG20 9BG](#)

- **To note:**

- 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.
- Decisions recorded since previous meeting:
 - 25/01292/RET & 25/01293/LBC & 25/01292/RET & 25/01293/LBC
Wergs Manor Well Street Old Burghclere
Granted.
 - T/00287/25/TPO 1 Stembridge Close Burghclere Hampshire RG20 9AL
Part Granted/Part Refused
 - 25/01406/ROC Land Adjoining Oxleas Ox Drove Burghclere RG20 9HH
Granted
 - 25/01288/GPDMA The Old Stables Well Street Burghclere RG20 9ND
Prior approval not required.

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:

- *Litterwarden Risk Assessment*
- *Health & Safety Policy*

16. Playground

- *To note approval of quote for play panel and matting.*
- *To note approval of quote for multi-play repair.*
- *To note playground inspection reports received.*

17. Speed Indicator Device

- *To note progress of licence application.*

18. Portal Hall Guttering

- *To note completion of guttering replacement and final costs.*

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 31st July 2025.*
 - *To note actual budget 25/26 to 31st July 2025.*
 - *To note completion of AGAR 24/25 and amendments.*
 - *To note agreement of Local Government pay award and agree Clerk's amended salary.*
 - *To agree Clerk's salary scale 26/27.*

20. Clerk's report

21. Future meetings

- *The next Ordinary meeting will be held on Monday 13th October 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 – 27th August 2025

Actions from 7th July meeting

Item No:	Action	Due by	Progress	Owner
60	Upload June meeting minutes to website		Actioned	Clerk
64	Make enquiries re Site Assessments and NP funding			Borough Cllr Izett
67	Submit planning application responses.		Actioned	Clerk
69	Report dead tree		Actioned	Clerk
72	Upload amended documents to website		Actioned	Clerk
73	Obtain updated quotes re playground		Actioned	Clerk
75	Establish locations for Speed Indicator Device		Actioned	Cllr Patrick-Smith
75	Submit licence application for SID to HCC		Actioned	Clerk
77.	Submit Lengthsman schedule		Actioned	Clerk
78	Arrange for closure of NBS account		In progress	Clerk