

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 January 2026 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 1st December 2025**
- 4. Review progress of actions from meeting held on 1st December 2025**
 - As given at end of agenda
- 5. To receive minutes of Pinder Recreation Trust meeting held 3rd November 2025**
 - To be circulated and accepted as a report to this meeting.
- 6. County councillor report**
- 7. Borough councillor report**
- 8. Sports Club**
 - To receive update on club's future following December meetings.
- 9. Police report**
- 10. Parishioners' open time**
- 11. Chairman's comments**
- 12. Planning applications and appeals received since previous meeting**
 - None received to date.
 - **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:
 - None received to date.

13. Planning update

- **B&DBC Local Plan update Regulation 18**
To consider East Woodhay Parish Council's request to add Burghclere Parish Council's name to a response with regards to the Oakley Farm proposal.
- **Draft National Planning Policy Framework**
To note consultation open.
- **Neighbourhood Plan Monitoring Report 1st April 2024 – 31st March 2025**
To note final report received.

14. Road and Flooding matters.

15. Footpaths report

16. Grass Cutting

- To progress additional quotes.

17. Trees

- To receive update on recent issues reported in Harts Lane and Well Street.
- To note legal responsibilities for trees.

18. Lengthsman

- To consider tasks for February visit (date tbc)

19. S106

- To consider criteria for current funds available.

20. Grants

- To further consider potential application to the Bus Shelter Grant scheme.

21. Data Protection Policies

- **To review & approve:**
 - Data Protection Policy
 - IT Policy
 - Privacy Policies
 - Data Retention schedule
 - Appropriate Policy Document
 - Data map and Risk Assessment

22. Accounts

- All documents to be circulated prior to the meeting:
 - To note monthly payments previously approved and approve any additional payments.
 - To note bank reconciliation to 31st December 2025
 - To approve final budget 2026/27
 - To approve Precept request 2026/27

23. Clerk's report

24. Future meetings

- The next Ordinary meeting is due to be held on 2nd February 2026

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 January 2026

Actions from 1st December 2025 meeting

Item No:	Action	Due by	Progress	Owner
150	Upload November meeting minutes to website		Actioned	Clerk
154	Report potholes			Cllr Barnard
156	Submit planning application responses		Actioned	Clerk
161	Contact landowners re ash dieback			Cllr Harvey
162	Arrange for additional grasscutting quotes			All
163	Contact B&DBC re possible s106 projects		Actioned	Clerk
163	Submit CIL 24/25 report to B&DBC		Actioned	Clerk
164	Submit Borough Cllr Grant application		Actioned	Clerk
164	Add bus shelter grant to next agenda		Actioned	Clerk
165	Prepare joint Orchard Homes letter			Borough Cllr Izett
166	Share Budget statement		Actioned	Clerk
166	Add approval of budget and precept request to January agenda		Actioned	Clerk