

CANDOVERS PARISH COUNCIL
MINUTES OF THE MEETING OF THE COUNCIL

Date: Monday 26th July 2021

Time: 7:00pm

Venue: Candover Valley Club

Present:	Jonathan Moseley	Chairman
	Adam Willmott	Vice Chairman
	Di Peisley	
	Wendy Simson	Clerk
	2 members of the public	

Apologise:	Edwina Curtis-Hayward	
	Sam Foote	
	Paul Gaskell	Borough Councillor

1335 Public Forum

Two members of the public attended the meeting to voice their concerns to the Parish Council about the current application for Chilton Manor Farm and future plans for the premises. The current application (21/01660/FUL) outlines the conversion and change of use of part of existing barn to B1 Use for coffee production business. Councillor Curtis Hayward and the Vice Chair visited the site with the owner of the coffee production company, Moonroast and reported back to the Council that: “[In short we are confident that - in general - the proposed extension of Moonroast into the adjoining bay \(i.e., behind The Yard’s kitchen\) and the insertion of a doorway between The Yard and Moonroast’s new space - do not merit an objection by CPC. The intention is for The Yard to utilise a small amount of Moonroast’s space to accommodate a chest freezer and perhaps to store some tableware and the like – no more and no less.](#)”

This was the response sent back to the Planning Officer at Basingstoke and Deane Borough Council.

The residents challenged the Councillors about the action being taken regarding the development of the businesses at Chilton Manor Farm and the impact on residents as... “the original planning application made in 2018 (18/03603/FUL) to convert one of the agricultural buildings into a café including trading one day per week; however, when approval was given no restrictions were given to how often the business could trade. During the pandemic the café traded more frequently than planned, often 3-5 days a week and more than 100 vehicles used the facility per day.” The residents reported that “recently a wedding, parties, and Ascot events had been held. The Yard does not have a licence to serve alcohol but has been able to provide drinks which have been purchased in advance.” The residents have been informed that a meeting has been agreed with Licencing to discuss an application.

The residents explained that the noise from the business was excessive due to the building having little soundproofing and the distance that noise travels in the valley. There were also concerns about the additional traffic throughout the Candover Valley and excessive speeds with fear of accidents.

The residents asked the Parish Council to help with the following:

- The original application was for 1 day a week, and this has been stretched by B&D - what can be done to limit the trading hours?
- Ensure the Parish Council are included in any licencing application.
- Reduce the noise by planting trees and hedges to absorb the sound
- Review speeding and speed limits in the valley
- Ensure the Environment Agency and Hampshire Highways are included in discussions along with the Borough Council.

Action: The Chairman explained that as he is a conflicted the Vice Chair would:

- Speak to B&D planning officer about original application and trading times
- Speak to B&D Licensing Team about possible licencing application
- Speak to Hampshire Highways about speed limits throughout the valley
- Speak to Chilton Manor Farm about planting trees and hedges to screen noise.

1336 Declaration of Public Interest

The Chairman declared that he was conflicted regarding Chilton Manor Farm and that the Vice Chair would lead any further discussions.

1337 Any additional Agenda Items

No additional agenda items required; the Chairman did ask the Clerk to ensure that the new Policeman be included in the meeting invites.

Action: Clerk to include PC Holdsworth and PCSO Jones on invite list for meetings

1338 Apologies

Councillors Curtis Hayward and Foote both sent apologies which were accepted by the Councillors. The Chairman confirmed that the meeting was still quorate.

1339 Minutes of the last meeting

The Minutes for the last meeting held on 24th May 2021 were reviewed and agreed by the Council as an accurate record. The Chairman signed to confirm they were an accurate record of the meeting.

1340 Matters arising

Welcome Booklet – The Clerk gave the Councillors a copy of the Welcome booklet and ask for them to review and give any feedback. The Chairman asked if an ordnance survey map could be used for the middle pages and a code put against each entry for location and this marked on map. The Chairman also suggested the Tug of War Team could be included as part of the Young Farmers entry.

The Councillors agreed that this was an excellent tool to welcome new residents.

Action: Councillors to give feedback.

Speed Indication Device (SID) Locations – The Clerk explained that she was looking to create a working party to look at speed limits throughout the valley for which data was required about current speeds. A meeting has been booked for Tuesday 27th July with Mandy Ware, Team Leader, Safer Roads – Traffic, Hampshire County Council to discuss the locations of the new SID and using the device to collect data on current speeds through the valley. Hampshire County Council are keen for no additional street furniture to be added to the rural community, so any sites will be on existing posts.

Action: Clerk to report back after meeting.

1341 Financial update

The following Lengthsman invoices are due to be paid at the meeting:

- Invoice 1481 - £960
- Invoice 1509 - £960

The following Parish Council payments were presented for approval at the meeting:

- Internal Audit - £135.00
- CPRE membership - £36.00
- PAYE (Apr to Jun) - £60.00
- Clerk's salary (Apr to Jun) - £240.00

The Clerk informed Councillors that the following sum have been received:

- Community Infrastructure Levy (CIL) - £9,868.91
- Compensation payment from Lloyds - £50.00
- Interest – 5p

The CIL funds along with the Section 106 funds allocated to the Parish Council is almost £14,000. The Clerk suggested that there may be match funding available for some projects depending on what the Parish Council are looking to spend it on.

Action: Chairman to write to all B&CC households to ask the community to consider projects that they would like the funds to be spent on.

The Clerk asked about the Grants which have been included in the budget for 2021/22; it was agreed that these would be reviewed in September.

Action: Clerk to ensure Grants are on the next agenda

The Clerk informed Councillors that the additional £9,868.91 along with the £12,100 of Lengthsman funds and precept was likely to push the Parish Council above the £25,000 designation meaning that the Council may be subject to External Audit in 2022.

1342 Internal Audit Feedback

The Clerk took the required paperwork to the Internal auditor in early June, and he inspected them and signed them off. The feedback from the visit was:

- **Financial Risk Assessment** – There is a standard RA in place to cover this. I would suggest you approach HALC to see if they can provide you with a template. Please put in place ASAP.
- **VAT** – I noticed that (a) there is no VAT Claim during the year and (b) no VAT was identified in the accounts. There seemed to be at least two invoices that were subject to VAT, one to Wellbeing for the Defibrillator Pads and the other to GoDaddy. Could

you revisit these invoices and see if VAT is reclaimable (could amount to some £27) and if so, submit a claim.

The Clerk contacted the Auditor as he was looking at the old website and not the new one for which the address is recorded on the AGAR form. The RA is included on the new website. The Clerk has investigated and there is a minimum value for VAT claims, but a claim will be made in 2022 for the Lengthsman invoices so these items will be included as invoices up to 3 years old can be submitted.

1343 CVC Update

The Chairman explained that the CVC was open again on Saturday evenings along with all the usual classes and groups including Pilates, dog training, scout, cubs, and beavers; there is also a wedding booked for August.

Paul Clarke, who manages the club, is doing an excellent job.

Currently the alarm system isn't working, and the committee is also looking to upgrade the fire alarm system.

1344 Flooding

All residents have all had a letter from Southern Water about a new application for the water augmentation scheme. The Clerk has invited Southern Water to attend the next meeting to present their plans.

1345 Lengthsman

The last visit planned for 12th July did not go ahead due to staff shortages, this is due to be planned for later in the year. The next dates are:

- 7th October
- 29th November
- 24th January

1346 Planning

The Parish Council had two applications to discuss:

- **Bugmore House** (21/01458/FUL & 21/01794/FUL) – this was an amendment to the previous applications (19/02944/FUL and 20/013580/FUL) to enlarge the garage, for an external generator and minor amendments to landscaping. The Councillors had no objections to this amendment.
- **Chilton Manor Farm** (21/01660/FUL) – this was discussed under Public Forum. Councillor Peisley asked that it be recorded that she strongly objected to the application.

The Chairman informed all Councillors that the public consultation for the Solar Farm at Preston Farms was due to take place at Preston Candover Village Hall on Wednesday 28th July between 2pm and 7pm.

A resident had informed the Parish Council about proposals that they had received to reinstate old Rights of Way in Brown Candover; the Chairman explained that this was purely for information at this stage.

1347 General correspondence

The Queen's Platinum Jubilee – The Chairman asked Councillors to consider options for the Jubilee in 2022; he suggested the possibility of a beacon, church service followed by a B&CC village lunch on Cricket Field. The Vice Chair Informed Councillors that the fancy dress/hat competition at last Jubilee in 2012 was well received.

Action: Put on agenda for next meeting so plans can be finalised, and any bookings made.

1348 Date of meeting in 2021

- Monday 4th October 2021