

BRAMDEAN & HINTON AMPNER PARISH COUNCIL

Minutes of the ordinary meeting of Bramdean & Hinton Ampner Parish Council held at the Village Hall,
Bramdean at 7.30pm on Wednesday 10th January 2024

24/46 Apologies.

Mr C McCrystal	Councillor
Mr N Bolton	District Councillor
Mr J Pett	District Councillor
Mr R Humby	County Councillor

Present.

Mrs K Hawkings	Chairman
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Mrs A Cox	Councillor
Mrs J Catling	Councillor
Mr A Harding	Councillor
Mr M Morton	Councillor

Mr B Gibbs	Clerk
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One member of the general public.

24/47 Declarations of Interest.

Cllr Cox recorded a personal interest in the item relating to the Blakes charity.

24/48 To approve the minutes of the extra-ordinary meeting of Bramdean & Hinton Ampner Parish Council held the 1st November 2023 (Previously circulated).

It was **resolved** to approve the minutes of the ordinary meeting held on the 1st November 2023. These were then signed by the Chairman as a true record.

24/49 Public Session

A parishioner spoke about two items.

Firstly, acting as a representative of the Winchester Villages Trust she spoke about their activities on behalf of the communities they represent. She made a request for consideration of a small grant of £25.00 as a contribution to their annual insurance costs.

The parishioner then spoke about the recent Bramdean parish priority statement. This document was put together to support the SDNPA local plan. She had recently attended an event hosted by the SDNPA and she provided a document for onward circulation.

24/50 Reports by the County and District Councillors.

Cllrs Bolton and Pett and Humby had all sent their apologies. They had all circulated written reports in advance of the meeting.

24/51 Chairman's report.

Cllr Hawkings said that she had recently replaced the QE II Platinum Jubilee tree as the initial planting had failed.

Cllr Hawkings also said that a C III Coronation tree has also been planted nearby.

Chairman's signature

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Cllr Hawkings concluded her report by saying that the fly-tipping debris had finally been cleared from Bramdean Common. Sadly, camper vans and casual camping continues to be a problem.

24/52 Finance and Administration.

a) Orders for Payment Expenditure November 2023 to January 2024.

Voucher	Supplier	Description	Amount
680	Cllr Hawkings	SID expenses	11.81
BT33	ICO	Z8735844	35.00
679	Cllr Harding	Recreation Ground expenses	26.92
BT34	Community Heartbeat	BRA018 17425 Annual costs	198.00
BT35	Premier Grounds Maintenance	INV 2333	324.00
BT36	Brendan V Gibbs	Salary Nov 23	297.40
BT37	Wizbit IT	Domain	204.00
BT38	Premier Grounds Maintenance	INV 2374	216.00
BT39	Brendan V Gibbs	Salary Dec 23	297.40
BT40	HMRC	PAYE/NIC	148.68
BT41	DM Payroll Service	Payroll admin 2 nd half 2023/24	60.00

The Parish Council **resolved** to approve these orders for payment.

b) Bramdean & Hinton Ampner Budget 2024-25

The Clerk presented a draft spreadsheet of the 2024-25 budget for discussion.

The first item to note was the total income for 2023-24 equalled £8,750 and that this consisted of a precept of £8,550 alongside a contribution of £200 from the sale of C III Coronation mugs. As of the 31st December 2023 a total expenditure figure was £6,065 was shown for the year 2023-24. The Clerk said that the expected spend for the rest of the financial year would come to £1,115 and that this figure comprised his three remaining salary payments and the associated PAYE/NIC payments.

This would leave a surplus of £1,370 left over. The Clerk said that the figure of £1,370 included grant funding, flooding mitigation expenditure and meeting room costs and an amount of backpay from the two outstanding pay awards.

The following grants were approved for payment subject to there being no flooding mitigation expenditure at the end of the financial year.

Winchester District Citizen's Advice £175.00. Winchester Villages Trust £25.00. Church of St Simon & St Jude £200.00.

The following items were noted.

It was agreed to allocate a budget of £200 to cover the cost of the Parish Council's Internal Audit in 2023-24. This will not be paid until after March 31st 2024.

It was agreed to consolidate a figure of £500 as "Grant Funding" rather than specifically allocating grants to the two Parochial Church Councils in the villages.

Other expenses to be considered are the room hire costs for each meeting, the fees relating to membership of the Hampshire Association of Local Councils (HALC) and the Information Commissioner's Office (ICO) annual registration fee. For 2024-24 these were set at £80 for room hire, £270 for the HALC fee and £40 for the ICO fee.

It was agreed that the Recreation Ground improvements budget (£200) and the Recreation Ground repairs budget (£500) remained the same for 2024-25. Mr Taylor's honorarium was raised to £300.

It was agreed to allocate a budget of £1,000 to cover the cost of the Parish Council's insurance policy in 2024-25.

Chairman's signature

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The Chairman's Fund is used to cover the costs of refreshments at the Annual Parish Assembly and other sundry items. It was agreed that this figure would remain at a level of £100 for 2024-25

It was noted that the Clerk's salary budget was £5,000 in 2023-24 with the salary costs being calculated at a rate of £14.30 per hour (SCP 22 1st April 2021) with up to 6 hours work each week. The Parish Council follows the NJC agreement each year. The Clerk informed the meeting that there were two outstanding pay awards to be dealt with.

The 2022-23 award was published in November 2022 and was backdated to 1st April 2022. From 1st April 2022 the pay scales changed from a rate of £14.30 per hour to that of £15.30 per hour.

It was **resolved** to approve the 2022-23 pay award. This will result in £222.00 in back pay for the year.

Following on from this it was noted that the 2023-24 award was published in November 2023 and was backdated to 1st April 2023. From 1st April 2022 the pay scales changed from a rate of £15.30 per hour to that of £16.30 per hour.

It was **resolved** to approve the 2023-24 pay award. This will result in £468.00 in back pay for the year.

It was **resolved** to set the Clerk's salary budget as £5,400 for the year 2024-25.

It was **resolved** to accept the budget for 2024-25 with a total planned expenditure of £10,185

c) Bramdean & Hinton Ampner Parish Precept 2024-25

The Clerk again reminded members that the Parish Council had received a total sum of £8,550 from Winchester City Council in 2023-24 as its parish precept.

The Clerk explained that the precept was calculated by multiplying the tax base by the Council Tax Band D property rate.

For information, the Tax Base for 2024-25 at Bramdean & Hinton Ampner Parish was 224.60 and the proposed Band D rate was £39.31.

The 2024-25 figure of £39.31 was an increase of 3.00% over the figure of £38.18 for 2023-24.

It was resolved that Bramdean & Hinton Ampner Parish Council would request a precept of £8,830 from Winchester City Council for 2024-25.

24/53 Planning.

a) Planning applications and decisions received from the South Downs National Park Authority.

None to receive. There are two applications currently outstanding at Moody's Meadow and Blakes School House.

24/54 Environment, Highways & Transport.

a) Parish Lengthsman Scheme.

It was agreed to put the Parish Lengthsman contract out to tender as the costs involved in the current contract have increased significantly over the last few months.

b) Flooding issues and concerns.

The Clerk had written to riparian owners in the autumn of 2023 to remind them to maintain and upkeep their part of the watercourse through to Cheriton. It was reported that water levels have risen sharply over the period leading up to Christmas and the New Year. However, there has been a dry period since then and the levels have stabilised or even receded slightly.

Chairman's signature

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There has also been a lot of work done by various bodies to clear the drainage channels alongside the highway and also toward the settling pond. At present, there is no requirement to put in place any flooding mitigation.

24/44 Village matters

a) With Mr Graham Rothery standing down as a Trustee of the Blakes Educational Charity there was a vacancy that needed to be filled. The Parish Council is entitled to nominate one trustee to replace Mr Rothery who was its previous nominee. At present, the Parish Council is able to nominate two trustees with Mr Hazel Flindt remaining as our first nominee.

It was **resolved** to nominate Mr Matthew Morton as the Parish Council’s second representative as a trustee of the Blakes Educational Charity.

24/45 Correspondence.

a) The Clerk highlighted the following consultations that were currently taking place.

The Hampshire County Council’s future services consultation.

<https://www.hants.gov.uk/aboutthecouncil/haveyoursay/consultations/future-services-consultation>

The NHS Hampshire Together consultation on the proposed changes to acute hospital services in and around Basingstoke and Winchester.

<https://www.hampshiretogether.nhs.uk/>

The Hampshire Waste and Minerals Plan partial update.

<https://www.hants.gov.uk/landplanningandenvironment/strategic-planning/hampshire-minerals-waste-plan/minerals-waste-plan-partial-update-consultation>

As there was no further business the meeting closed at 8.26pm.

The next meeting of the Parish Council will take place on Wednesday 1st May 2024 at the Village Hall in Bramdean.

Brendan Gibbs,
Clerk to Bramdean & Hinton Ampner Parish Council.