

June 20, 2013

MINUTES OF MEETING

Title: **Basingstoke District Association of Parish
and Town Councils**

Held On: Thursday 20th June 2013

Present:	Martin Slatford	Baughurst (Chair)
	Martin Biermann	Chineham
	Julian Jones	Dummer
	David Richards	Ellisfield
	Sue Adams	Kingsclere
	John Sawyer	Kingsclere
	Fraser Brown	Mortimer West End
	Keith Nuttall	Old Basing & Lychpit
	Peter Bloyce	Old Basing & Lychpit
	Brian Langer	Overton
	Colin Statham	Rooksdown
	Sandy Johnston	Sherfield on Loddon
	Vanessa Richards	Silchester
	David Leeks	Tadley
	Mike Kean	Whitchurch
	Sarah Curtis	Wootton St Lawrence

Guests:	Alex Piper	BDBC
	Mike Townsend	BDBC
	Nic Morecroft	South Central Ambulance Service
	Bob Duggan	South Central Ambulance Foundation Trust
	Alison Edwards	Secretary

Apologies:	Laura Taylor	BDBC
	Julia Leavey	BDBC
	Alan Cox	Ashmansworth
	Les Fryer	Chineham
	Chris Pottinger	Hannington
	Alan Dennes	Kingsclere
	Richard Nicholson	Lichfield and Woodcott
	Lorna Cuthill	Mapledurwell & Up Nately

1 Minutes of the last meeting – 27th March 2013

1.1 Martin Biermann's apologies had been missed off of the minutes and so were duly noted. Otherwise, the minutes were approved as an accurate record.

2 Apologies for absence

2.1 Noted as above.

3 Presentations from South Central Ambulance Foundation Trust:

a) Bob Duggan on the effect of NHS Foundation Trust status

3.1 The South Central Ambulance Service (SCAS) covers the four counties of Berkshire, Buckinghamshire, Oxfordshire and Hampshire. It responds to emergency calls, provides non-emergency patient transport, commercial logistical services and commercial training. The Service responds to over 400,000 emergencies a year and has 2900 staff of which approximately half are road staff. There are 537 staff in the call centre. There are 1701 volunteers including emergency first responders and volunteer drivers.

3.2 The SCAS was awarded Foundation Trust status on 1st March 2012. A Foundation Trust is a "public benefit organisation" that gives local members and staff greater influence in shaping its future. Benefits include public engagement, staff involvement, financial freedoms and a competitive edge. A Foundation Trust can make borrowings and investments and carry liabilities and assets forwards, rather than, as previously, losing any remaining funds at the end of the year. Membership is free to anyone aged 14 years or over who lives, works or has an interest in the area. Governors are elected and must be aged 16 years or over. The Council of Governors represents the community and workforce, expressing views to the Trust Board on the organisation's future direction, and holding the Trust to account for its performance. The SCAS remains part of the NHS. Patient satisfaction is high, with five times more compliments than complaints. Bob Duggan's main message to the meeting was that it is our ambulance service and now that Foundation Trust status has been awarded, more involvement from the community is possible. Parish Councillors' are in a good position to voice local needs.

b) Nic Morecroft on the role of Community First Responders

3.3 There are 1600 volunteers across the SCAS, 824 of which are in Hampshire. These include Community First Responders (CFRs), Street Wardens, Street Pastors, etc. Community First Responders were first introduced because the eight minute deadline for an ambulance to arrive at a call-out is not always possible. From the time the heart stops, CPR is necessary to maintain some flow of blood and prevent death of the heart muscle. If a defibrillator is used within 3 minutes there is a 75% chance of resuscitation which declines by 10% each minute. The defibrillator must be used within 8 minutes. A CFR responds to a call within a three mile radius of where they live. There are approximately 12,800 CFR call-outs a year. A CFR must attend a 2-day course and must re-qualify every six months. They also have in-house refresher training locally. As it is not possible to get schemes up and running everywhere at present, the SCAS is rolling out Public Access Defibrillator Sites (PADS). A PADS is a box attached to a wall containing a defibrillator that the public can access with a code provided via a 999 call. PADS require power to prevent the temperature of the defibrillator falling to too low a level, and is

considered “vandal proof”. Nic Morecroft asked parish councillors to talk to their communities about CFR schemes and considers installing a PADS. Current areas within the Basingstoke District area that have CFR schemes are: Hatchwarren, Kempshot, Beggarwood, Brighton Hill, South Ham, Buckskin, Festival Place/The Malls, Tadley, Bramley, and Oakley.

3.4 Brian Langer (Overton) raised the issue of whether a PADS could be attached to a Listed Building. He also asked whether CFRs had notices for their vehicles to avoid fines, etc, if parked illegally to respond to a call-out or access a PADS. The first issue was a matter for planners. On the second Nic stressed that CFRs could not drive outside the law and put themselves or others at risk. David Leek (Tadley) said that they have a CFR scheme which has been a great success. The local superstores have adopted the scheme as their charity of choice. If a council is interested in setting up a CFR scheme or a PADS they should contact Nic at nic.morecroft@scas.nhs.uk.

4 Parishes and the planning process – Mike Townsend, BDBC

4.1 Mike Townsend, Planning and Development Manager at BDBC, discussed the role of parishes in planning applications, new Permitted Development rights, retrospective planning applications and development around AWE in Tadley.

a) The role of parishes in planning applications

4.2 A planning application is either determined under delegated powers (i.e. officials on behalf of Councillors) or by Committee of the Council. For an application in an urban area, if there are five or more objections, the application must go to Committee if the recommendation by officers is for approval. In a rural area, the application is called in to Committee if there are three or more objections and the recommendation is for approval. An objection by a parish council is only counted as one objection. If all councillors were to submit an independent letter of objection, each letter would be counted as one objection and could therefore push the application over the threshold.

4.3 A parish council’s comments are treated with more weight than those of other individuals in that they are included verbatim in the report. This is because they are seen to have a more partisan view. The parish council also has four minutes to present at Committee and Mike Townsend believes that Committees do tend to take notice of a parish council’s representations. Nevertheless, the application has to be determined in accordance with planning policy guidance.

b) new Permitted Development rights

4.4 Information was circulated at the end of May 2013 to all parish councils about new Permitted Development (PD) rights that are in place for the next three years. The first is for residential extensions. Previous PD rights were for extensions of up to 3 metres - or 4 metres if a detached dwelling - to the rear of the dwelling. The new PD rights allow extensions of up to 6 metres – 8 metres if a detached dwelling – to the rear. However, if someone wants to build an extension which falls between the new and old PD allowance they must write to the borough council explaining their intentions. The council will then write to the adjoining neighbours giving them 28 days to object. If they object the council must decide under a prior approval process whether the development can go ahead on the basis of impact on amenity only. If the council does not notify the applicant of refusal within 42 days, the application is deemed to be approved. Parish councils won’t be notified about PD applications in the same way as full planning applications, but such applications will be included on the weekly list of applications circulated to all

parish councils.

4.5 The second new PD right is the conversion of offices (B1 use class) to residential. This is subject to certain criteria and a prior approval process. The third is change of use of agricultural buildings up to 500sqm which, again, is subject to a prior approval process. Details of all new PD rights can be found on the BDBC website.

c) Retrospective planning applications

4.6 Retrospective planning applications are looked at exactly the same as a planning application for a development that has not been commenced. If the application is refused, enforcement action can be taken. Concern was raised in the meeting that enforcement action is not always taken, especially against developers who have not fulfilled their agreements in providing e.g. footpaths, etc.

4.7 If someone built an extension within the new PD range that requires neighbour consultation without notifying the council and neighbours, a full application must be submitted retrospectively and failure to do so could result in enforcement action.

4.8 Martin Biermann made the point that, whilst HALC provides training on planning in general, training for parish councils by BDBC would be helpful as it would have the local angle. Mike Townsend assured the meeting that more training for parish councils on planning is part of BDBC's service plan for 2013/14.

d) Development around the AWE site in Tadley

4.9 In the past the Office of Nuclear Regulation (ONR) raised objections to any development that increased the population within the current emergency response plan area. There have been discussions between the ONR, BDBC and West Berkshire council which have resulted in ONR agreeing to a new approach whereby they will look at applications on a case-by-case basis and consider whether the development can be accommodated within the current emergency response plan. They won't, however, support the strategic allocation of any more sites for development in the area. If ONR don't approve an application then BDBC can't approve the application without it getting called-in by the Secretary of State.

4.10 A question was asked about who was consulted with regards to section 106 agreements. Mike Townsend informed the meeting that the relevant parish council is consulted on the planning application. BDBC then do a scoping exercise to see who needs to be further consulted. S106 money is then secured before BDBC consult on how the money is spent. How S106 money is spent is rarely specified in the planning application.

4.11 Julian Jones (Dummer) expressed concern that the BDBC planning website did not clearly label documents. Mike Townsend reassured the meeting that his team were aware of this and improved labelling was on their work schedule.

5 Community Right to Bid – Alex Piper, Facilities Provision Officer, Wellbeing and Community Team, BDBC

5.1 The Community Right to Bid aims to keep valued land and buildings in community use by giving local groups the chance to bid to buy them if and when they come onto the market. Communities have the opportunity to nominate public and private land and buildings to be part of a register of "assets of community value". If something on this register is offered for sale, the right is triggered. Communities then have up to six months to prepare a bid and compete to buy it. Only community groups can put forward nominations. Once a nomination form has been submitted the council has eight weeks to

decide whether to list the asset or not. If the asset is nominated, the council must list it and inform all relevant parties, must place the asset on the local land charges register and, if the land is registered, apply for a restriction on the land register. If the council decides not to approve the nomination, it must place the asset on a list of those assets nominated but not approved. The purpose of the register of assets of community value is to ensure that if a registered asset comes up for sale, a moratorium on the sale of up to six months can be used. This provides local community groups with a better chance to raise finance and to make a bid to buy the asset on the open market. The owner still has the right to sell to whoever they wish for whatever price at the end of the moratorium period. There is no first right of refusal for community groups. If an owner wishes to sell an asset of community value they must first notify the council which triggers a moratorium period of six weeks. At this stage the council will inform the local community groups it is aware of, local ward councillors and parish councillors of the pending sale. The six week period allows community groups to make a written request to be treated as a potential bidder. If no groups wish to bid for the property it can then be sold at the end of the six week period. If a community group makes a request during the first six week period to be treated as a potential bidder, then the full six month moratorium period commences and starts from the date the owner notified the council of their intention to sell. Further information on this scheme can be found in the attached presentation. Questions were taken, and Julian Jones (Dummer) asked about the value of an asset if its development value was far higher than the value of the existing property and its use.

6 Annual General Meeting

6.1 The Chair presented the Statement of Accounts.

	2012-13	2011-12
Opening balance on 1 st April	£539.82	£809.82
Secretarial expenses	£204.00	£270.00
Owed by BDBC re: transfer of website	£375.00	£0.00
Closing balance at 31 st March 2013	£710.82	£539.82

6.2 The Association has saved money on secretarial expenses this year as previous secretarial services were supplied by BDBC who charged VAT.

6.3 Nominations were made and approved by show of hands as follows:

Chair – Julian Jones

Vice Chair – Martin Slatford

Treasurer – Vanessa Richards

HALC representatives – Julian Jones, Brian Langer, Martin Biermann. Julian Jones was nominated to take Les Fryer’s place as the Chair of the District Association is expected to act as a HALC representative. Les Fryer was thanked in his absence for all his hard work as a HALC representative last year, and best wishes were sent for his speedy recovery following a mild stroke.

Community Safety Partnership – Sandy Johnston

Voluntary Services Forum – Julian Jones as locum

The appointment of Steve Oakley and Chris Holland as the Association's representatives on the HCC North Area Road Safety Committee were confirmed.

7 Matters arising from minutes of 27th March 2013

7.1 Actions from the last meeting have all been taken forward, although the Chair reported that it did not look possible to combine presentations provided for clerks with those for Councillors as those provided to clerks were often during the day, as opposed to evening presentations for Councillors.

8. Reports

HALC

8.1 At the last meeting it was recommended that a Hampshire County Council (HCC) officer, Daniel Fearnley, give a presentation to each District Association on broadband rollout. HCC are hoping to rollout high speed broadband to 90% of premises by 2015 and to provide everyone with access to a minimum of 2Mb/s by 2015. Martin Biermann reported that Chineham residents registered an interest in obtaining faster broadband through www.hants.gov.uk/broadband or broadband@hants.gov.uk and it has resulted in their inclusion in the high speed rollout.

8.2 Parish councils should consider the Quality Parish Scheme frozen. It will be discussed by NALC in early July.

8.3 At the last meeting of HALC the company secretary asked if the District Association would consider approaching communities who hold parish meetings and asking them if they wish to join up and formerly apply as a member to HALC. **Action: The Association is waiting for an answer from HALC on what the benefit to parish meetings would be. Brian Langer will talk to other District Associations to see what they are doing.**

8.4 BDBC is conducting a survey on bus services in the area. The survey is referred to as a survey of services funded by BDBC. However section 2 of the survey does ask for feedback on all bus services. Information can be found on the BDBC website at www.basingstoke.gov.uk/busreview .

8.5 Keith Nuttall (Old Basing & Lychpit) requested that the increasing cost of HALC membership be put on the agenda for the next BDAPTC meeting. **Action: Julian Jones to include as an item on agenda for next meeting.**

Community Safety Partnership

8.6 At the last meeting in May 2013 it was reported that anti-social behaviour in 2012/13 was down 10% compared to 2011/12, and crime was down 20%.

Voluntary Services Forum

8.7 The Local Strategic Partnership was given a presentation on changes to the benefits system. A number of people in the borough have been affected by the "bedroom tax". Some are taking up the opportunity to swap houses under a scheme set up for this. There was also discussion about job training, which was quite urban focused. Julian Jones raised the point that rural and agricultural jobs and training also need consideration.

8.8 Benefits are now to be paid monthly. Those on benefits can set up accounts with a credit union which will set up separate pots of money ("jam jar" accounts) for rent, etc.

Speedwatch

8.9 Speedwatch schemes are gaining publicity and thus having an impact. Reports in

parish magazines can raise the profile of such schemes. Peter Bloyce reported that the logjam with the police in Old Basing & Lychpit has been resolved and the speedwatch scheme is now up and running.

9. Open Forum

9.1 Brian Langer (Overton) raised concern about the level of policing of parking regulations outside of normal working hours. Julian Jones said that there was visible policing in the evenings in parts of Dummer. **Action: to find out from BDBC what capacity they have for enforcing parking regulations outside of the working day.**

9.2 Martin Slatford informed the group that there were plans for a waste reprocessing site on the A339 on the Basingstoke side of Kingsclere which would receive at least 100 lorries a day carrying building waste in and out of the site. The lorries would pass through a number of parishes on their way to and from the site and Martin had noted that those parishes had not been consulted on the proposal.

9.3 A formal vote of thanks was made to Martin Slatford, the out-going Chair, for his services to the District Association as Chair.

10. Date of next meeting - 19th September 2013

Meeting closed at 9.55pm.