

CHILBOLTON PARISH COUNCIL

Minutes of the meeting held on Monday 2 October 2023; Chilbolton Village Hall, 18:30

PRESENT: Cllrs Tony Ewer (Chairman) (TE), David Griffiths (Vice-Chairman) (DG), Geoff Cockram (GC), David Hall (DH), Julian Hudson (JH), George Marits (GM), Mandy Denyer (Clerk) (MD), HCC/TVBC Cllr David Drew (DD)
Members of public: One

1. Apologies: Cllr Sue Larcombe (SL) and Rick Franke (RF),
2. Declaration of interests: NONE
3. To sign as a correct record the minutes of the meeting held on Monday 4 September '23: These were agreed and signed as an accurate record of the meeting.

4. Matters Arising:

COSC -

Warden arrangements for Common - DG to draft article for Parish Magazine asking for volunteers. (To date one volunteer has made contact with the Clerk) – Cllrs agreed to the scheme and to NH re-drafting an article for the parish magazine. DG advised that 90% of visitors to the Common are respectful of the conservation area. The 10% that don't are likely to be defensive and possibly abusive. He is therefore reluctant to ask volunteers to approach these people.

Action: NH

Tree survey –

RF to obtain quotes to deal with larger trees

Action: RF/ongoing

DG and RF to produce a full report of any actions to be taken and any reasons for not taking action.

Action: DG & RF

DG informed that N Ives has looked at trees on CPC land and is in the process of producing a report.

DG informed that with a shortage of trained chainsaw operators available this work may need to be carried out by contractors.

DG and GC to meet and discuss where WMPF boundary needs to be cleared to enable gate to be moved to the boundary and permanent posts installed. The gate has been moved. Posts to mark the boundary need to be installed.

Action: COSC/DG

GC informed that Watch Estate is for sale and therefore he would like to chat with Mr Saunders with regards to the boundary with the WMPF. MD to forward Mr Saunders contact details.

Action: Closed

TE to discuss with WMPF adj. land owner (Mr Saunders) if there is any possibility of providing a permissive footpath from Coley Lane to WMPF via the 'bee field'.

Action: TE

A member of the public made a call to the police at the weekend to report antisocial behaviour, only to be told that the Andover Police Station is closed at weekend. DD advised contacting Police Commissioner Donna Jones and Caroline Nokes MP. TE has contacted Donna Jones but has had no acknowledgement.

Action: TE

Coronation Green – Plaque ordered. Bench to be repaired and repainted before plaque attached. DG to ask B Fawkes for quote. DG to chase B Fawkes.

Action: DG

TE to talk to DVLA to see if car owner details can be given to CPC of those vehicles that park inappropriately so that CPC may write to the owners warning that if they are caught parking inconsiderately again they may be fined.

Action: TE

Agreed and Signed (Chairman)

Page 1 of 6

Mandy Denyer (Clerk)

CHILBOLTON PARISH COUNCIL
Minutes of the meeting held on Monday 2 October 2023; Chilbolton Village Hall, 18:30

A letter of thanks is to be sent to A Bond and R Nightingale for the excellent work that they have carried out during August. **Action: Complete**

RF reported that COSC are looking into the installation of CCTV at the WMPF. CPC Cllrs support this and would like a fully costed proposal. **Action: COSC/NH Ongoing**

Common residents parking on Common - DG to check how much room each property have for parking, seek support from Natural England and draft a polite letter to the residents. See item 5D iv.

Enclosing the WMPF to be able to apply for an 'Enclosed Sports Area' under the TVBC Public Spaces Protection Order - COSC check with TVBC and provide a fully costed proposal. **Action: COSC**

Planning –

Request for TPOs to be placed on trees at Winston, Village Street not granted – Response from TVBC ([6223 2](#)). CPC to challenge this decision. SL email to TVBC ([6323 11](#)). SL to chase. **Action: SL/Ongoing**

TE and SL to introduce CPC to the residents of Valley Field Park in early spring. **Action: TE/SL**

Flood Advisory Group – Village Pond Green ditch from driveway across green to pumping station – DG to arrange removal of tree stump and lining of ditch with concrete. Tree Stump has been removed and ditch cleared. Ditch to be lined with concrete. DG informed that COSC agreed that ditch should not be lined with concrete. **Action: Complete**

Frog Lane ditch clearance – GM to arrange **Action: Complete**

Finance –

Open Gardens event: Nett profit £1954.69. Cllrs discussed and agreed a 50% donation of the nett profit (£977.34) to H&IOW Air Ambulance. MD to arrange donation. **Action: Complete**

Grant funds to Chilbolton Stores: After discussion, Cllrs agreed to a one-off grant to Chilbolton Stores in recognition of the important support that the shop provides to the community. (Fenstanton CiL funds to be used not precept funds). TE to draft letter to Shop and MD to arrange payment. **Action: Complete**

Community Fundraising – TE to discuss Wherwell Solar Farm with Sean Hutton (WPC Chair) **Action: Complete**

Policy Review (Expenses Policy) - The Clerk is to investigate an appropriate amount for expenses incurred for mileage, broadband and home as office and the Expenses Policy is to be reviewed again at the next CPC meeting. See item 7i.

DH asked TE if Cllrs may hear from the resident present at this point in the meeting. TE agreed.

Mr White outlined the situation (as per correspondence [21023 13](#)) and that HCC Highways informed Mr White that this was not their problem at the soak away chamber is on Mr Whites Land and not a priority for HCC Highways. DD agreed to follow this up with Mr Jonathan Bainbridge of HCC Highways.

Agreed and Signed (Chairman)
Page 2 of 6

Mandy Denyer (Clerk)

CHILBOLTON PARISH COUNCIL

Minutes of the meeting held on Monday 2 October 2023; Chilbolton Village Hall, 18:30

5. To take questions and to discuss and decide on any proposals within the monthly reports as follows:

A. Finance Report: Prior to the meeting MD circulated the attached report ([21023 14](#)).

GM checked, agreed and signed the bank reconciliation check.

i. Approval of accounts for payment:

MD salary, exps and Admin/Stationery reimbursement - £ 508.83, BDO LLP (External Auditors) £252 and Grass and Grounds (WMPF grass cutting) £324.

These payments were approved.

No issues with the 2022/23 accounts were raised by the External Auditors. Cllrs thanked MD.

B. Flood Advisory Group: GM reported that the Joys Lane ditch onto the Common needs to be cleared. GM, DG and R Nightingale to check if this can be done by hand or requires a digger (Est. cost £2000). **Action: DG & GM**

C. Highways: Prior to the meeting GC circulated the attached report ([21023 11](#)). GC added that he has reported pot holes along Coley Lane near Riverview Close. GC asked DD if HCC Highways could look again into the suggestion of loading bay outside village shop (see correspondence). DD informed that this was a difficult situation and that there is no obvious solution but will ask HCC Highways to take another look.

TE raised the issue of residents walking on the wrong side of the road. He will remind residents of the Highway Code in the next parish Magazine for their own safety. **Action: TE**

GM informed that the HCC are giving away speed signs. GC to investigate. **Action: GC**

GC asked DD how long will it take for HCC Highways to respond to CPC request for cul-de-sac signage at the top of Joys Lane. DD agreed to chase.

D. Open Spaces Committee (COSC):

i. COSC meeting minutes: Prior to the meeting DG circulated the minutes of the meeting held on 13 Sept '23 ([21023 10](#)).

Prior to the meeting DG circulated the following update re WD:

DG met with GE to discuss clearance work which is due to begin on Tuesday. But, for the foreseeable future the heavy work will not be possible, due to a shortage of volunteers available to assist for various reasons. DG thinks it is unlikely that we will be able to recruit and train more volunteers in the immediate future. DG suggested to GE that we should employ someone with a suitable machine to cut as much of the enclosed area as possible leaving the less accessible areas to the West Down Volunteers. GE agreed that in the circumstances we have little choice. He was in favour of using Vesper Conservation & Ecology Limited who is already contracted to cut the area outside the enclosed areas. GE thought he was likely to be more careful and sympathetic than a man with a tractor who might be too brutal. DG thinks this makes sense and will contact Vesper and discuss this with them. This will have cost implications for CPC.

DG added that h will contact Corinne Davis-Cooke (HCC Community Engagement Ranger) who has a corps of volunteers at her disposal who might be willing, and possibly enthusiastic, to help us on West Down. There is also Hampshire Conservation Volunteers who have done a good job in the past.

DG informed that the horse gate on the Long Bridge side of the Common has now been sorted.

There is now an issue with the horse gate by the cattle grid. EN of COSC is in discussions with HCC to see if a gate can be supplied by HCC.

ii. Fishing Rights update: TE circulated prior to the meeting 'A draft has been received from CCE and responded to. Essentially a tidying up of details at this stage as all important matters have been agreed apart from final

Agreed and Signed (Chairman)

Page 3 of 6

Mandy Denyer (Clerk)

CHILBOLTON PARISH COUNCIL
Minutes of the meeting held on Monday 2 October 2023; Chilbolton Village Hall, 18:30

wording. We will need to appoint a solicitor and Giles Bevan-Thomas a senior partner of Parker Bullen has been approached in this regard. No firm commitment made yet’.

- iii. To discuss and decide on COSC proposed Stock Green Cutting Policy: COSC to draw up policy.
 - iv. Update on Common residents parking on Common: DG informed that there is not enough room within the curtilage of the Common properties for visitors to park. DG suggested that CPC write to the properties and give them permissive permission to have 2 cars parked on the gravel area outside their properties at any one time. Cllrs agreed. MD to draft letter for DG approval. **Action: MD & DG**
 - v. Update on enclosing the WMPF to be able to apply for an ‘Enclosed Sports Area’ under TVBC Public Spaces Protection Order: DG yet to investigate.
 - vi. To discuss and decide on criteria for allowing Common gate code to be released to blue badge holders: COSC to investigate further.
 - vii. To discuss and decide on Chilbolton Store request to put a notice board on the finger post on the Common ([21023 15](#)): DG had concerns that Natural England may object. After discussion, Cllrs agreed to the proposal and to funding £120. MD to inform Nicky. **Action: MD**
- E. Planning Committee: Prior to the meeting SL circulated the attached report ([21023 7](#)) and minutes of the meetings held on 18 Sept ’23 ([21023 7a](#)).
To discuss and decide on comment to submit to TVBC for application 23/02225/FULLN – Land to the west of Winchester Road, Wherwell – Solar Farm with ancillary infrastructure, security fence, access and landscaping: TE informed that SL has asked for an extension to submit comments re this application until after the Wherwell public meeting to be held on Friday 14 Oct ’23, so that an informed comment can be submitted.
- F. Village Hall: Prior to the meeting TE circulated ‘The warm hub will commence on Monday 2 October for the Autumn / Winter season. The Quiz night is organized for Saturday October 28th. Please come along for a fun evening with friends, food, and a quiz to enjoy. The next film show is on Friday 6th October. The Lost King. The container used to store costumes etc. of the Players has been cleared and the container will be sold for best price shortly’.
- G. Community Funding Group (inc. update on Solar Farm): Prior to the meeting DH circulated the attached report ([21023 9](#)). DH informed that he and GC will be meeting with the independent Wherwell group who are negotiating the commercial aspects of the proposed Wherwell Solar Farm on Tuesday 3 Oct ’23. After a lengthy discussion, it was agreed that at this meeting DH and GC will inform this group that they cannot negotiate on CPC behalf and that CPC will negotiate with the developers directly. After this meeting DH, GC and TE will meet with Wherwell PC Cllrs and Cllrs have asked for additional advice from DD.
- H. Strategy Working Group update: Prior to the meeting TE circulated ‘A meeting has been arranged with TVBC on 28th September to discuss the sites that have been proposed for possible consideration for housing development. Verbal report at PC meeting. Visit is being arranged to visit Wickham Community Land Trust in October. A Parish survey is being prepared to get latest views on various subjects for response to expected TVBC consultation local plan and priorities for an updated Neighbourhood Plan’.

Agreed and Signed (Chairman)
Page 4 of 6

Mandy Denyer (Clerk)

CHILBOLTON PARISH COUNCIL

Minutes of the meeting held on Monday 2 October 2023; Chilbolton Village Hall, 18:30

TE informed that the Strategy Group met with Planning Officers Mr Mike Rowe and Sarah Hughes and Head of Planning Simon Finch. The purpose was to discuss the 3 SHELAA sites so that these could be properly considered for possible development of the 20 homes in the Neighbourhood Plan along with other sites.

TVBC offered a copy of the protocol that that use to review development sites and also to arrange an update of the housing need survey.

TVBC will cover the cost of housing need survey. We will try to arrange this at the same time as the proposed parish survey of local aspirations/ needs. Using the protocol and the housing need survey will ensure that we have an up to date evidence base for planning any development.

The consultation draft of the new Local Plan is now expected early in 2024.

6. HCC and District Councillor reports:

Prior to the meeting DD circulated the attached HCC report ([21023 17](#)), and report the following for TVBC: - Big Band Buffet 4 November '23 (for more details click [here](#)).

Fly tipping - £2500 fines have been issued.

Tuxford House planning application will be discussed at the Northern Area Planning Committee meeting on 12 October '23.

7. Policy Reviews:

- i. Expenses Policy: Prior the meeting MD circulated a review of the Clerks monthly expenses ([21023 8](#)). After discussion, Cllrs agreed to the proposed changes.
 - ii. Emergency Plan: MD has checked contact details. GC to check first aiders contacts. No changes to the policy are required.
 - iii. Common Gate Closure Policy: After discussion, Cllrs agreed no changes to the policy are required.
8. To discuss and decide on resident request for defibrillator at Branksome Close/Avenue ([21023 1](#)). MD investigated the cost of having electricity connect to the telephone kiosk (£1362.12). A meter will need to be installed (MD was unable to get a quote for this from SSEN) and electricity usage paid for. Grant funding for the purchase of a defibrillator is available from British Heart Foundation (BHF) and London Hearts (LH). BHF required that the defibrillator is NOT in a locked cabinet. LH provides a cabinet as well as a defibrillator and the cabinet can be either locked or unlocked. There are no application criteria shown on the LH website. After discussion, Cllrs agreed, in principal, to the proposal but further cost implications need to be investigated. MD to ask local electrician to check if electricity connection is required at the telephone kiosk and to ask the resident who made this proposal if he would be willing to have the defib attached to his property (CPC willing to make a contribution to electricity costs (which should be minimal)). **Action: MD**

9. Correspondence:

6/9/23 - request for defib in Branksome Close/Avenue telephone kiosk ([21023 1](#)) – discussed under item 8 of agenda

10/9/23 - Complaint re common parking ([21023 2](#)). Further response and reply ([21023 2a](#))

12/9/23 - DD email re Loading bay outside shop ([21023 3](#))

12/9/23 - HCC explanation re cutting of the Mark Way ([21023 4](#))

17/9/23 - TVAPTC/TVBC Conference - Saturday 30 September - King Somborne Village Hall ([21023 5](#))

Agreed and Signed (Chairman)
Page 5 of 6

Mandy Denyer (Clerk)

CHILBOLTON PARISH COUNCIL
Minutes of the meeting held on Monday 2 October 2023; Chilbolton Village Hall, 18:30

19/9/23 - slow Ways walking network invitation ([21023_6](#))

25/9/23 – Return of completed AGAR (nothing to report)

25/9/23 - Test Valley Resilience Forum – Saturday 28th October 2023 ([21023_12](#))

26/9/23 – Flooding from drains Branksome Close ([21023_13](#)). Discussed earlier in the meeting.

28/9/23 – Hedgehog Highway Project ([21023_16](#)) – COSC to discuss

10. Questions from public: Mr White thanked Cllrs for listening and supporting him with his flooding problem at his property.

11. Any other business:

MD will be on leave from 23/10 to 27/10.

TE reported prior to the meeting: A group of local people are making regular monthly payments of £20 to the shop for an annual birthday cake home baked by Nicky. More details in the next magazine

12. Items for next agenda: Update on proposal for defibrillator at Branksome Close/Avenue.

13. Date of next scheduled meeting: Monday 6 November '23, Chilbolton Village Hall, 18:30.
All monthly reports to be circulated by 12:00 Monday 30 October '23.

There being no further business to discuss the meeting was closed at 20:35.

Agreed and Signed (Chairman)
Page 6 of 6

Mandy Denyer (Clerk)