

**YOU ARE HEREBY SUMMONED TO ATTEND A MEETING OF  
CHILBOLTON PARISH COUNCIL TO BE HELD ON  
MONDAY 1 JULY 2024  
COMMENCING AT 18:30 at CHILBOLTON VILLAGE HALL  
A G E N D A P A C K**

1. APOLOGIES
2. DECLARATIONS OF INTEREST
3. TO SIGN AS A CORRECT RECORD THE MINUTES OF THE MEETING HELD ON [3 JUNE 2024](#)
4. [MATTERS ARISING](#) (Not covered within monthly routine reports)
5. TO TAKE QUESTIONS AND TO DISCUSS AND DECIDE ON ANY PROPOSALS WITHIN THE MONTHLY ROUTINE REPORTS AS FOLLOWS: -
  - A. [Finance Report](#) – Mandy Denyer – to inc.
    - i. approval of accounts for payment
  - B. [Flood Advisory Group](#) – Cllr Marits
  - C. Highways – Cllr Cockram – i) Update on village gateway signage [*no report at time of publishing*]
  - D. Open Spaces Committee (COSC)– Cllr Griffiths to inc.
    - i. [COSC meeting minutes](#)
    - ii. Fishing rights update (Cllr Ewer)
    - iii. To discuss and decide on enclosing the WMPF to be able to apply for an ‘Enclosed Sports Area’ under the TVBC Public Spaces Protection Order
    - iv. To discuss and decide on the repair of the Common Sleeper Bridge
  - E. [Planning Committee](#) – Cllr Larcombe [*no report at time of publishing*]
  - F. [Village Hall](#) – Cllr Cockram
  - G. Community Fundraising update – Cllr Hall [*no report at time of publishing*]
    - i. To include update on Solar Farm
  - H. [Strategy Working Group](#) update – Cllr Ewer
6. HCC and TVBC Councillor report – Cllr Drew
7. [CORRESPONDENCE](#)
8. QUESTIONS FROM PUBLIC – (*3 mins. per person*)
9. ANY OTHER BUSINESS – For information ONLY
10. ITEMS FOR NEXT AGENDA
11. Date of next scheduled meeting –\_Monday 2 September 2024; 18:30, Chilbolton Village Hall

**Mandy Denyer (Parish Clerk)**  
Published 25/06/24

#### 4 Matters Arising:

##### COSC –

There is a dead ash tree that have fallen on the Common boundary fence. RN to remove tree from fence when ground conditions permit. **Action: Ongoing**

Sleeper bridge on the Common will need repairing – The plan has been approved. The AB quote for the repair of the sleep bridge using tropical hardwood was approved. Notices need to be displayed in advance to give warning of works to be carried out.

Draft letter to Old Inn Cottage was discussed re contribution to costs of repairs. See correspondence for response. **Action: Complete**

Common car parking signs update - DG agreed to get these installed signs along Coley Lane prior to Easter. AB has been instructed to install signs. Fixings are required holding up the installation. **Action: In hand**

Change of layout to horse entrance gate on Joys Lane – COSC/DG to get quote. HCC to pay for gate. Fencing needs to be put up around this horse access point to prevent parking in this area. **Action: COSC/DG**

JH to investigate use of 'smart gate code lock'. JH will circulate his findings. **Action: JH**

JH to investigate solutions to prevent the blocking of the pedestrian gate onto the Common. **Action: JH**

MD to write to SW asking if they or a contractor had removed the WD barrier to TVF. Awaiting re-draft by DG. **Action: MD**

Reinstate WD/TVF - CPC will not take any action to replace the barrier (as requested by HCC) until the matter between TVF and HCC has been finalised. **Action: on hold**

##### Flood Advisory -

Clearing of ditch from Joys Lane to river: GM to liaise with contractor re clearing ditch with machinery. **Action: GM**

Letter ([3624\\_16b](#)) to be sent via post (marked Private and Confidential) to the CEO of Sothern Water. See Correspondence. **Action: Complete**

DG to draft letter to Southern Water seeking reimbursement for damages caused by the tankering. **Action: DG**

##### Planning/SL and TE –

Request for TPOs to be placed on trees at Winston, Village Street not granted – Response from TVBC ([6223\\_2](#)). CPC to challenge this decision. DD to chase for a response from Mr Gogan. **Action: SL/Ongoing**

TE to introduce CPC to the residents of Valley Field Park in early spring 2024. **Action: TE**

**Assets of Community Value** – MD to re-register Village Hall and Abbots Mitre (and inform Abbots Mitre) by August '24. **Action: MD**

##### Finance –

MD to adjust budget to include Hampshire Rural Management WD fencing (£2298) and Common Sleeper bridge repair by A Bond (£5695) **Action: Complete**

MD to open Metro fixed rate savings account (once June '24 CPC minutes have been signed) **Action: MD**

Financial regulations update – MD to upload to website **Action: Complete**

##### Highways –

GC to ask HCC if JH can design the village gateways thereby reducing the professional fees. **Action: GC**

MD to write to HCC to request hedging is cut back along Coley Lane and Little Drove Rd (also to Observatory re Little Drove Rd). See correspondence. **Action: Complete**

**Freedom of Information request** re Tunnel Tech– MD sent the requested information to Hugh James Solicitors and copied K Dunn and M Lee of TVBC as requested ([1724\\_14](#) and [14a](#)). **Action: Complete**

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#### **5A Finance Report:**

**S106 Funds as at November '23** – (TVBC s106 [Explanation of categories](#)): -

Available ( <a href="#">spreadsheet</a> ) -	Outstanding (to be paid prior to occupation) ( <a href="#">Spreadsheet</a> ) -
Children's Play Space = £ 1771.90	Children's Play Space = £ 1220.10
Informal Recreation = £121.43	Informal Recreation = £ 2628.99
Formal Recreation = £ 4531.61	Formal Recreation = £ 2865.53
TOTAL available for CPC = £ 6424.94	TOTAL outstanding for CPC = £ 6714.62

NB from TVBC: The amounts shown on the outstanding list are not guaranteed payments; this is because of a variety of reasons such as the permission not being implemented or the amounts being superseded by a later application or agreement.

Unfortunately TVBC don't have the resource to investigate each contribution across the borough but if you as the Parish feel that the amounts shown on the outstanding list should have been paid please do let TVBC know and they can get it investigated.

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#### **Payments necessary since 3 June '24-**

Strictly Tables and Chairs (Village Hall Part-funded Grant) £2495.94 [approved at 3.6.24 CPC meeting]  
A Denyer (Salary and Exps) £739.15 [approved at 3.6.24 CPC meeting]  
RoSPA Play Safety (WMPF annual inspection) £117.60 [approved at 3.6.24 CPC meeting]  
Secure-a-Field Ltd (Common bridle gate) £622.80 [approved by Cllrs via email]  
Hampshire Rural Management (WD Fencing) £2298 [approved by Cllrs at 3.6.24 meeting]  
Grass and Grounds (WD path cutting) £84.84 [approved by DG, TE and GM]

DD payments – NONE

#### **July '24 payments for approval –**

A Denyer (Salary, Exps) – £

#### **Current Account Receipts** – Receipts since last report –

Allotment rents- £40 (pd into HSBC Savings account In error)  
E Noble (sale of WMPF Slide – WMPF Capital) £200  
Chilbolton Village Hall (part-funded grant – chairs pt 1) £1121.95  
HCC Common Bridle gate grant £691.35

#### **2024/25 Accounts to date -**

Current acc Receipts, Batty and WMPF acc's spreadsheet attached [here](#)  
1st Quarters Payments spreadsheet attached [here](#)  
Bank Reconciliation as at 24.06.2024 attached [here](#)

#### **Budget review to date -**

2024/25 Precept budget review attached [here](#)  
2024/25 Ringfenced budget review attached [here](#)  
2024/25 Overall budget review summary and est. closing balance attached [here](#)

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## **5B Flood Advisory Group:**

Current common situation -

River still flowing round the end of the Purlygig bridge and it's still ankle deep.

Sleeper bridge running well after more rodding.

Village situation

Abbotts Mitre ditch running well .

Lindy Baines drain has stopped running, so ground water levels have fallen again.

Frog lane ditch almost empty at end nearest road. Still no sign of Highways doing anything about the drains for Frog Lane.

Delay in approving spend to remove tree from river causing flooding to gardens, was raised as a problem. Can we have either raised spend limits for COSC Chairman or quicker approval system. Maybe if Urgent Work statement added to financial rules to expedite this kind of work?

M G Marits

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## **5Di COSC DRAFT minutes of the meeting held on 13.6.24:**

PRESENT:

1. Apologies: Rick Franke (RF), Terry Gilmour (TG), Moya Grove (MG)
2. Declaration of Interests: NONE
3. Approval of Minutes – Thursday 16 May 2024; These were agreed and signed as an accurate record of the meeting.
4. Matters Arising:
5. To take questions and/or discuss and decide on any proposals within the monthly update reports as follows: -
  - A) Finance –
    - i. Finance transactions since last COSC meeting: Prior to the meeting the Clerk circulated the attached report ([13724 1](#)).
  - B) Allotments – TG had nothing to report prior to the meeting.
    - I. Regarding the vacant plots, TH suggested re-advertising and emphasising that they are available to Chilbolton and non-Chilbolton residents alike. EN suggested putting a note in the shop for people who do not read the magazine.
    - II. COSC agreed that Ian Daubney will cut back the vacant plots, then they will be treated with RoundUp and then covered with weed control fabric or carpet.
  - C) Common: Due to MG's recent operation a Common report was not circulated prior to the meeting.
    - I. Update on Fishing Rights: Cllr Ewer informed Cllrs at the 3/6/24 CPC meeting that the Grant of Deed is yet to be signed by the Church Commissioners. DG confirmed that as yet nothing has been heard from the Church Commissioners.

- II. Discussion on extension of Purlygig Bridge: DG to confirm that MG is happy to progress this. There is still water in front of the Purlygig Bridge, but there is no 'pull' from it which could potentially be dangerous to children. DG reported that he has bashed down the spikes that had appeared in the overflow area. These had been reported by a member of the public.
- III. Sleeper Bridge: At the CPC meeting held on 3/6/24 an additional budget of £5695 was agreed for this project, which included £510 for the track repairs. COSC considers that the damage to the track and sleeper bridge was accelerated by building work at Old Inn Cottage. A letter has been sent to the resident at Old Inn Cottage to say that the cost of track repairs is usually shared equally but that it is not considered fair given the heavy traffic from the building work. There is also direct evidence that the contractors and heavy vehicles have caused damage to the sleeper bridge. The resident at Old Inn Cottage has said he feels that the quote is excessive. He has asked his builders to provide a more favourable quote. NH suggested asking the other two owners for a contribution for the repair of the sleeper bridge as well the track as it all forms part of the road. COSC agreed with this suggestion.
- IV. EN reported that the horse gate has been ordered and is arriving tomorrow. A grant has been obtained which will contribute to the cost. Andy Bond is going to do the work at the same time as the track and bridge repairs, hopefully next month. COSC felt that, where reasonable, local contractors from within the village and surrounding areas should be supported.
- V. DG reported that Adam Coutts, the grazier, put cows on the Common yesterday. Both he and MG were satisfied that the ground had dried enough.
- VI. DG reported that a resident at the Old Cottage has requested that the ditch which runs alongside his house be dug out. CPC have already agreed to this and it is being organised by George Marits as part of flood protection.
- VII. DG reported that the fallen ash tree on the far side of the Common which is resting on the fence is to be looked at by Rick Nightingale to ascertain whether the ground has dried out.
- VIII. It has been agreed that the Common parking area barrier will be closed for the whole of the school holidays. This policy has been agreed by CPC.
- IX. JH has created a new plan showing where dragons teeth are required to prevent inconsiderate parking in front of the pedestrian gate by the cattle grid. The plan needs amending slightly to fit in with the design of the new horse gate and associated fencing.

D) Machinery Maintenance:

EN reported that The Beast is pulling to one side and the trailer needs a new light board. EN will ask Ed Treadwell about these items.

Rick Nightingale has suggested to DG using a mulching mower instead of The Beast which would chop up the arisings into tiny bits making the onerous task of raking up unnecessary. COSC agreed to recommend hiring one of these to see if it is suitable on West Down and The Common.

E) Parish Paths – Cllr Griffiths:

- I. A complaint has been received about the state of footpaths 15 and 16. DG is going to ask Ian Daubney to cut them if they can not be done by the Lengths Man.
- II. EN reported clearing the bottom of the Mark Way to allow horse access, as well as running the beast up and down the top part of the Mark Way. The furthest part of the Mark Way to Leckford is so overgrown it is barely passable, so nothing was attempted there. Emma was thanked for her hard work. DG indicated that in future investment may need to be made in better equipment (see above). NH suggested Andy Smith be considered for jobs in future as well.

F) Village Greens:

DG reported that Jenny Hamilton has said that there are bee and pyramid orchids on Stocks Green. Mowing will continue around the edge.

DG will ask FAG to contact Southern Water to repair the areas where the tanker lorries have caused damage. These are the verge adjacent to the pump house and Rectory Green.

G) War Memorial Playing Fields : -

- I. Update on WMPF Development Group and Adventure Tower update:  
NH reported that there is still a plan to pull up the rubber mat and plant some grass seed. This is in hand.

The opening ceremony won't be considered until the grass is sorted. A date is still to be selected for this.

DG confirmed that Grass and Grounds may now cut the 'wild flower' area. EN and TH have tidied round the new hedge so that it is obvious for Grass and Grounds and does not get mowed accidentally.

NH reported that Grass and Grounds have sourced a machine that can cut the long grass on the football pitch. Rick Nightingale suggested that only machinery with grass wheels should be used. DG pointed out that it might not matter about us using tractor tyres if the football team are not using it. NH said that consideration will need to be given to raking up the grass around the play equipment. EN may have a contact who might be interested in hay making but the grass is being cut next week and, the weather is due to be bad, so this may not be an option.

- II. Update on the proposal to enclosing the WMPF to be able to apply for an 'Enclosed Sports Area' under the TVBC Public Spaces Protection:

DG confirmed that diverting the footpath is not viable due to the work involved; the boggy nature of the ground and the legal difficulties in diverting a footpath.

Simon Martin is going to be asked to provide an additional quote for fencing off of the sports field. DG has spoken to the Animal Welfare Officer at TVBC who has said that if it was enclosed it would probably meet the criteria for a Public Spaces Protection Order.

NH raised the issue of the boggy nature of the path as it enters the WMPF from the Whitelands Path. As this is part of the Test Way DG has contacted HCC about this problem. Andy Bond has quoted for providing a scalping path enclosed with planks. HCC have said they would consider paying for the materials if CPC agree to carry out the work to their specifications and follow the path of the Test Way exactly.

- III. EN reported that the pavilion will be cleaned next month in anticipation of a visit by Rookwood School. NH confirmed that the pallets in the pavilion are his and these can be moved into the shower block.
- IV. Regarding the basketball hoops no action has been taken for some time. Similarly, Vitaplay have said that rotten wood issues were reported three months after the 10 year guarantee period had expired. DG will ask a former colleague whether, if the failure began during the period of the guarantee and only became apparent after it had expired, it would still be covered by the guarantee. NH suggested drafting a letter to Vitaplay if it should be covered by the guarantee.
- V. COSC agreed to replacing the basket swing seats and noted that CPC had already approved the cost of this. It was raised again in the most recent play area inspection report. NH is going to look into this further.
- VI. NH reported that practically it will not work having a football team using CWMPF regularly with the gate due to be locked all summer. Teams would need to use the pitch for training and pre-season friendlies. Clatford are interested but it is impossible to find a way forward with the locked gate. COSC agreed with regret.
- VII. NH reported that one of the showers has broken. NH will have a look in the next week or two with a view to arranging a repair.
- VIII. The owner of Broxton House has contacted CPC to say that three trees have fallen from the playing field onto his deer fence. Rick Nightingale will be dealing with these. There is a further tree that has fallen over the fence into the playing field which COSC will ask Rick Nightingale to deal with.
- IX. DG reported that he has looked into our insurance policy and it may be possible to claim on the insurance for the branch overhanging the container with a view to getting it removed as it is a potential risk. Rick has been asked to give his opinion.
- X. NH reported that there is lots of soil for the pump track but still not quite enough. Andy Bond recently added some more. Soil collection continues.

#### H) West Down

- I. To discuss and decide on request for memorial plaque on a WD bench (or installation of a new bench with memorial plaque): prior to the meeting the Clerk informed COSC that she is awaiting a response from the applicant to the two location options.

COSC understands that Mr Budd wants to replace the bench overlooking the butterfly bank / recycling area. COSC are happy for Mr Budd to provide a selection of his benches and COSC will then review them. COSC would prefer a choice that involved minimal maintenance such as a durable recycled plastic bench. Mr Budd will be need to take the old wooden bench away. We would consider allowing concrete footings if needed.

- II. JH reported that he is still looking into a scheme for villages to 'adopt-a-bench' as well as ways of increasing the number of volunteers.

III. Regarding the damage to the new barrier blocking the opening to Test Valley Farm, DG reported that Southern Water have recently repaired a manhole there which means they may have been responsible for the damage. DG has drafted a letter to be sent to Southern Water. Michael Hardy (MH) at HCC has confirmed that there is definitely no right of way. He came and looked and also confirmed that it appeared that someone on Station Road may have been encroaching onto West Down's land. HCC are going to bring their surveyor to check. DG will arrange to join MH.

IV. DG confirmed the dates of the ragwort pull are 13<sup>th</sup> July and 14<sup>th</sup> July.

6. To Discuss and decide on Lengths Man tasks for the following month (to include number of hours allocated per task):

EN suggested the top part (southern) of the Mark Way to the Leckford Road. The Brockley Warren footpath was also suggested.

7. Correspondence:

12/5/24 - Resident email re Common track and Bridge repair ([3624\\_11](#))

28/4/24 - R Nightingale re Tree Warden ([3624\\_13](#)) – MD has requested information from Insurers

28/5/24 - Resident report of Spikes in Purlygig river ([3624\\_25](#))

30/5/24 - HCC Update on Seasonal Vegetation Management on Public Rights of Way ([3624\\_26](#))

4/6/24 - Resident email re overgrown vegetation on WD ([1724\\_3](#))

5/6/24 – Query from Allotment Plot holder ‘ –Are there any plans to tackle the weeds in the unoccupied allotments? The one behind mine is in risk of taking my allotment over! There are stacks of brambles etc which are coming over...I suspect other people are having similar issues’. – Forwarded to TG for response

8. Questions from Public:

9. Any Other Business – For information only:

NH reported that Andy Smith would be someone COSC could possibly approach in future with a view to joining COSC. DG reported that Hampshire Rural Management who are doing the fencing on West Down are also keen to be considered for any other similar work needing doing.

10. Items for the next agenda:

11. Date of the next meeting – Scheduled date is Thursday 11 July 2024 at Poplar Dene, Village Street.

There being no further business to discuss the meeting was closed at 20:10

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**5E Planning:**

[Minutes of the meeting held on 3.6.24](#)

Nothing much to report:

No movement on any of the main issues:

I was told by the planning officer and the conservation officer that there was nothing they could do regarding the alterations to the frontage of Oakwood, which does not comply with their design and access statement. I feel this is a very disappointing outcome, especially as it is in a conservation area.

Our comments on the appeal of the enforcement order on the land at Lynton Meadow have been submitted.

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**5F Village Hall:**

Delivery of the 120 new chairs is scheduled for June 24<sup>th</sup>. The HCC Councillor Grant Application for £1,000 towards the purchase has been successful. The old chairs have been sold.

Following the application for Business Rate Relief for £688 for 2024/25 financial year, TVBC has once again approved zero rating for the Village Hall and this will apply for the next three years unless circumstances change.

Income including £850 from the Quiz Night exceeded expenditure.

Geoff Cockram

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**5H Strategy Group:**

The Strategy WG met on 7 June, with Clare Jenkins and Helen Taylor join the meeting, to discuss the draft housing need survey (HNS) 2024.

It was agreed that the report was excellent and of very high standard and we thanked Clare for all her hard work inputting the report together.

After discussion the WG suggested a few minor changes that were agreed by Clare and Helen resulting in the final report attached below.

[1724\\_12](#) Initial HNS report from TVBC

[1724\\_12b](#) Chilbolton other comments Q5 Q11 Q12 Q16 Q17

[1724\\_12c](#) Additional comments Q18

[1724\\_12a](#) FINAL completed report v2

**7 Correspondence:**

04/6/24 - email to HCC Highways re hedges and vegetation encroaching on highway (Coley Lane and Little Drove Rd) ([1734 1](#)) [HCC automated responses re Coley Lane ([1724 1b](#)) and Little Drove Rd ([1724 1c](#))]. Emailed letter to Observatory re little Drove Rd ([1734 1a](#)). 12/6/24 response from Observatory ([1724 1d](#))

4/6/24 - Resident email re overgrown vegetation on WD ([1724 3](#)) - forwarded to COSC/resident has cut back vegetation at the WD car park

7/6/24 - Southern Water response to letter ([3624 16b](#)) sent to CEO June '24 ([1724 4](#))

7/6/24 - First Aid training ([1724 5](#))

7/6/24 - K Dunn response re breach of TVBCs Code of Conduct re TVF ([1724 6](#))

11/6/24 - Letter to Old Inn Cottage re sleeper bridge repair ([1724 7](#)) responses from resident inc. quote from Hutton ([1724 7a](#)) 18/6/24 JH email to Hutton ([1724 7b](#))

12/6/24 - South East Cyber Policing Team ([1724 15](#)) - Piers Rochford (18942) has replied to CPC request to hold an event at the village hall and says that he has been inundated with requests from Parish Council's and will be in touch in due course.

13/6/24 - Thriving Communities - Central Rural Test Valley ([1724 8](#))

13/6/24 - Resident email re WD barrier to TVF and other COSC matters and MD response (forwarded to COSC as requested) ([1724 9](#))

14/6/24 - HALC June '24 newsletter ([1724 10](#))

14/6/24 - HCC Highways letter to residents re Joys Lane ([1724 11](#))

17/6/24 - TVBC Housing Needs Survey Final '24 ([1724 12](#))

22/6/24 - Weed Spraying at WMPF ([1724 18](#)) – forwarded to COSC for response

25/6/24 – Emailed letter to Southern Water re WD barrier ([1724 20](#)). Initial automated response from SW ([1724 20a](#))