

CHILBOLTON PARISH COUNCIL
FINAL MINUTES OF THE MEETING HELD ON MONDAY 2 DECEMBER 2024; 18:30, CHILBOLTON VILLAGE HALL

Present: Cllrs Tony Ewer (Chairman) (TE), David Griffiths (Vice-Chairman) (DG), David Hall (DH),
Julian Hudson (JH), George Marits (GM), Emma Noble (EN), Mandy Denyer (Clerk) (MD),
HCC/TVBC Cllr David Drew (DD)
Members of public:

1. Apologies: Cllr Sue Larcombe (SL)
2. Declaration of Interests: NONE
3. To sign as a correct record the minutes of the meeting held on 4 November 2024: These were agreed and signed as an accurate record of the meeting.

4. Matters Arising:

EN RoPI – MD has sent to TVBC and published on CPC website. **Action: Complete**

Maintenance of Stonefield Park memorial: TE to find out who is responsible for its upkeep. **Action: TE**

GC sent Village Gateway information to DD for DD to chase with HCC. Awaiting a response.

Reminder in parish mag re residents responsibilities to keep highways adjacent/abutting their properties clear. **Action: DG**

MD asked resident for further information re properties with overgrown hedges etc. **Action: Awaiting response**

MD has informed non-resident that CPC support, in principal, the installation of WWII memorial plaque at WD **Action: Complete**

MD has written thank you letter to Church re new gate. **Action: Complete**

Finance:

MD informed resident re 50% of Open Gardens 2025 funds to be donated to Winchester Samaritans **Action: Complete**

DH checked and approved the draft Internal Auditor Engagement letter. **Action: Complete**

COSC:

Common car parking signs update – There is one more sign to be installed at the top of Joys Lane. However, after discussion it was agreed that this would not be installed until March/April '25. **Action: On hold**

Reinstate WD/TVF barrier **Action: COSC**

Rectory Green – AB invoices sent to SW. SW response to reimbursement request (21224_8) and CPC response (21224_8a). Awaiting further response **Action: Ongoing**

Whitelands Path resurfacing inside the WMPF – to be carried out in Spring **Action: On hold**

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WD water trough – MD to request meter reading before next bill. DG to check that the trough is not leaking or constantly filling. **Action: MD & DG**

JH to investigate a more substantial/permanent/cost effective solution for the Common Tract **Action: JH**

DG to investigate who can cut Bockerly Warren footpath **Action: DG**

DG to speak with football manager re leaving nets out on goal posts **Action: DG**

COSC to investigate installation of information plaques/boards regarding WWII relics on WD **Action: COSC**

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

A. Finance Report: Prior to the meeting MD circulated the attached report ([21224 16](#)). DH checked, agreed and signed the bank reconciliation check.

i. Approval of accounts for payment: MD salary £ was approved.

ii. To discuss draft 25/26 budget: Prior to the meeting MD circulated updated 24/25 budget review as at 28.11.24 and 25/26 draft budget: -

[24/25 precept budget review](#), [24/25 ringfenced budget review](#), [24/25 budget summary](#)

[25/26 Precept draft budget spreadsheet](#) and [word doc](#),

[25/26 Ringfenced draft budget](#),

[25/26 draft budget summary](#)

MD briefed Cllrs prior to the meeting on changes to previous budgets and asked the following questions:

PRECEPT ACCOUNTS:

Expenditure:

Grants: Draft assumes no increase in Church annual grant of £600. Do Cllrs wish to increase this grant and if so by how much? Donation to Saint Mary the less was agreed at £600

S137 – includes increase in school presentation evening contribution from £25 to £30

Staff Costs – Includes est 2% increase in hourly rate. Assumes 4 ¼ hours overtime per month. Includes 15% of salary above £5000 for Employer NI contribution (as per latest government budget). Includes 5% Employers contribution to clerk pension.

Highways –Village Gateways as per GC suggested budget.

First Aid training – This is based on 18 candidates with The First Aid team to be held at CVH.

Suggestion – If attendees agree to be on the Emergency Plan first aid contact list then CPC cover costs. If attendees do not agree than they are to pay £40 each (therefore CPC contribute c. £13 each). [Potential income not included as all attendees may agree to be on the emergency contact list]. Do Cllrs agree with suggestion? If so, are they happy with the suggested charge of £40/attendee and CPC contribution of c. £13? No budget would be made for first aid because TVBC is going to arrange first aid training for the parishes.

Legal advice re village shop. A budgetary estimate is £100.

COSC PRECEPT ACCOUNTS:

COSC members discussed at length the draft 25/26 budget at their last meeting.

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WMPF Grass cutting: COSC agreed to start earlier in the season and est 16 cuts at £150 each

Vegetation strimming: increase in budget compared to previous years. This draft budget was based on latest invoicing.

Tree management: this budget is based on RN quote to deal with the branch overhanging the container and Test Way and other tree works

COSC agreed to remove the need of training a volunteer to use a chainsaw as we have the use of RN.

Ditch clearing: includes the estimated cost of £3000 for machinery hire and labour to clear the Frog Lane ditch to Abbots Stream

Footpath repairs:

Test Way/Purlygig – Enviroaqua quote of £16824 for boardwalk has been used for budgeting purposes but RN has provided information as to where savings may be made (but not actually given est. costs). Are Cllrs happy with the allocation of the cost at 50% precept funded and 50% Common funded? If not, how do Cllrs wish to allocate the costs? Was agreed that 50% of the budget should come from the precept and 50% from the common funds

Whiteland Path – COSC agreed to use RN quote for budget purposes.

All other items are pretty much the same as previous years with a slight % increase where though necessary (as per word doc).

RINGFENCED DRAFT BUDGET

COSC discussed at length the Ringfenced draft budget at their last meeting.

MD has emailed Savilles to query if we have to wait to be invited to apply for the new RPA SFI grant that will be taking over the Stewardship grants. If we can apply without an invitation I would suggest that this is done asap so as to take advantage of the much larger grant on offer for the Common.

Do Cllrs have any comments of the draft budget suggested by COSC? COSC budget -Agreed as proposed by COSC

Cllrs had the following questions/queries on the draft budget: -

Councillors noted that staffing levels appeared high. [POST Meeting note: *this is based on current wage + est pay increase to be agreed by NJC, plus pension contribution and because of government NI level CPC will have to pay NI contributions on wages above £5000*]

MD to adjust the draft budget and Cllrs to finalise and approve at the next CPC meeting (along with the setting of the 2025/26 Precept application). **Action: MD**

B. Flood Advisory Group: Prior to the meeting GM circulated the attached report ([21224 12](#)).

The meeting with Southern Water was not entirely satisfactory because the critical person could not attend due to illness. SW is going to continue their work to repair sewers when funds permit. The pump has now been repaired and a level control installed so that excess water taken away by tankers does not also take away water that should be pumped in the normal way.

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Resilience forum - GM reported that he had attended the resilience forum and that there had been many complaints about the failure of HCC to respond to texts and phone calls in emergencies. GM agreed to write to Cllr. Drew about this and ask him to take up with HCC.

Dip level the recent reading is 6.69 and this was an improvement on the last dip level.

The danger level is 5.1

C. Highways - Update on village gateway signage: JH reported

Cllr. Hudson has taken over the highways portfolio from Geoff Cockram who is leaving the parish.

An invoice had been received from HCC for the work to be done on village gateways The project is moving ahead slowly.

The offending over-reaching hedges in the village have now mostly been cut back by the residents involved.

D. Open Spaces Committee (COSC):

i. COSC DRAFT minutes of the meeting held on 21.11.24 ([21224 15](#)):

ii. Update on repair of Test Way at the Purlygig Bridge:

After discussion it was agreed to take no action to provide a fence to separate the WMPF playing area from the Test Way and prevent dogs from fouling the playing area. The expected cost of some £2800 is considerably more than the income from football.

The football team is considering installing floodlights. DG was asked to request Nick Horne to advise them that PC was unlikely to agree to floodlights and formal planning permission would probably be required.

HCC have confirmed that there is no right of way from West Down to Test valley farm and a barrier will accordingly be installed by HCC.

E. Planning Committee: Prior to the meeting SL circulated the attached report ([21224 7](#)) and minutes of the meeting held on 40.11.24 ([21224 7a](#)). In SL absence, JH reported the following: -

TVBC had taken action to prevent parking in the road at Fenstanton.

SL had requested all the documents mentioned by the inspector in his Fenstanton decision so that the planning committee could ensure that work is done in accordance with the agreed plans.

The strategy working group and planning committee would prepare a document for PC who would then write to TVBC requesting the immediate removal of TVF from the settlement boundary following the referendum in the village

i. Appoint new member of Planning Committee: Not discussed.

F. Village Hall:

At the recent AGM of the Village Hall management committee Howard Barry was elected as chairman. A very successful quiz evening was held on Saturday 1st December.

Councillors expressed approval of the new chairs in the village hall.

G. Community Fundraising update: There is about £10k available for village improvements and this money is allocated towards the cost of establishing a Community Land Trust.

H. Strategy Working Group: Prior to the meeting TE circulated the attached report ([21224 17](#)).

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The SWG members had been very busy preparing the presentation for the public meeting on the 5th of December to discuss building 10 affordable and 10 downsize homes. There will be a preliminary run of the presentation on Tuesday at 6:30 and all councillors were invited to attend. All councillors were asked by TE to attend the public meeting to support the proposals.

There were questions from the public that were answered. The main matter raised was whether there should be a referendum before proceeding with the building project which might now include 5 additional self-build houses and three more affordable homes above the agreed 10 affordable and 10 down size homes. TE agreed to take this into consideration.

TE pointed out that the main reason to have a plan for possible future housing was the new requirement of the government that TVBC would have to increase the planned 500 new homes to a figure to 900 per annum. Without a plan any developer could probably get permission to build additional homes anywhere in the parish and most certainly not of the style and at the location that residents would like.

6. HCC and TVBC Cllr report:

Cllr Drew reported on recent prosecutions for fly tipping in Test Valley. He also mentioned that TVBC would probably be able to start building a new theatre in Andover because funds would now be available.

Reporting on HCC councillor Drew mentioned the need for carers community supports; actions for economic success; the investigation of the ability to charge for local services such as rubbish sites rather than close them down; and problems concerning school transport which is provided free and with costs of escalated from £25m to about £40m with a predicted increase £90m per annum. He also mentioned that HCC was petitioning the government relating to inheritance tax changes for family farms and the crippling effect that this would have on the Hampshire economy

7. Update on 'Welcome Event': In partnership with the village hall management committee the welcome event was being organised for March 2025. New arrivals in the village would be introduced to various village activities and opportunities to volunteer. Councillors agreed to share the costs of refreshments up to a value of £400.

8. Correspondence: there is nothing of importance to discuss.

05/11/24 - Thank you letter sent to Church re Gate ([21224 1](#))

05/11/24 - TVBC Historic buildings and energy efficiency measures event ([21224 2](#)) held at Beech Hurst

5/11/24 - HALC County Forum ([21224 3](#))

7/11/24 - NALC Chief Executive bulletin Nov '24 ([21224 4](#))

7/11/24 - TVAPTC meeting agenda - 21 November 2024 ([21224 5](#))

7/11/24 - TVBC Community Emergency Plan - Webinar and Training ([21224 6](#))

11/11/24 - SW response re Rectory Green repair ([21224 8](#)) - CPC response ([21224 8a](#))

13/11/24 - Vitaplay re Clamber Stack failed timber ([21224 9](#)). An email has been sent back to Vita Play requesting details of delivery charge and a quote for installation.

13/11/24 - HALC November newsletter ([21224 10](#))

21/11/24 - Thanks re Purlygig Bridge ([21224 13](#))

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25/11/24 - Review of the Council's Local Enforcement Plan – Opportunity to comment ([21224 18](#)) [NB: consultation period for the draft Local Enforcement Plan will close on the 17/12/2024, not the 9th as stated]

26/11/24 - Clear Councils insurance introduction of new insurer partner, Ecclesiastical - [Important Notice for our Customers](#)

26/11/24 - Test Valley Community Resilience Forum - Follow up & Save the Date ([21224 20](#))

28/11/24 - LCPD News Autumn winter 2024 ([21224 21](#))

9. To discuss and set 2025 meeting dates for Council and Committees: Prior to the meeting MD circulated the attached list of dates ([21224 11](#)). Cllrs agreed to these dates. MD to inform CVH booking secretary and parish magazine team. **Action: MD**

10. Questions from public: NONE

11. Any Other Business:
MD on leave 16 – 26.12.24 inclusive.

Should our clerk be unable to carry out her duties due to illness it was possible that we could ask either Jill Purbett or Liz Blackmore to assist.

12. Items for next agenda:
Approve 25/26 budget and set precept application

13. Date of next scheduled meeting: Monday 6 January 2025, 18:30 Chilbolton Village Hall.

There being no further business to discuss the meeting was closed at ??

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