

**YOU ARE HEREBY SUMMONED TO ATTEND A MEETING OF
CHILBOLTON PARISH COUNCIL TO BE HELD ON
MONDAY 3 FEBRUARY 2025
COMMENCING AT 18:30 at CHILBOLTON VILLAGE HALL
A G E N D A P A C K**

1. APOLOGIES – Cllrs Marits and Larcombe
2. DECLARATIONS OF INTEREST
3. TO SIGN AS A CORRECT RECORD THE MINUTES OF THE MEETING HELD ON [6 JANUARY 2025](#)
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](#) – Gill Bulpitt – to inc.
 - i. Approval of accounts for payment
 - ii. Approval of Village Hall grant for £600
 - B. Flood Advisory Group – Cllr Marits to report
 - C. Highways – Cllr Hudson
 - i. Update on village gateway signage
 - D. [Open Spaces Committee \(COSC\)](#) – Cllr Griffiths to inc.
 - i. COSC meeting minutes ([COSC Minutes 15 January 2025](#))
 - ii. Update on proposed repair of Test Way at the Purlygig Bridge
 - E. [Planning Committee](#) – Cllr Larcombe report to inc
 - i. Planning Committee Minutes ([Planning 20 January 2025](#))
 - ii. [Additional Matters](#)
 - F. Village Hall –
 - G. [Community Fundraising update](#) – Cllr Hall
 - H. [Strategy Working Group update](#) – Cllr Ewer
 - i. to discuss and decide if all SWG minutes to be published
6. HCC and TVBC Councillor report – Cllr Drew
7. POLICY REVIEW: [Delegation Scheme](#)
8. [CORRESPONDENCE](#)
9. QUESTIONS FROM PUBLIC – (*3 mins. per person*)
10. ANY OTHER BUSINESS – For information ONLY
11. ITEMS FOR NEXT AGENDA
12. Date of next scheduled meeting – Monday 3 March 2025; 18:30, Chilbolton Village Hall

Gill Bulpitt (Parish Clerk)
Published 28/01/25

4 Matters Arising:

- a) Maintenance of Stonefield Park memorial: TE to find out who is responsible for its upkeep **Action: TE**
- b) Potential Chilbolton War Memorial: Update. ([030225 10](#)) **Action: TE**

COSC:

- a) 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**
- b) Reinstate WD/TVF barrier. **Action: COSC**
- c) Whitelands Path resurfacing inside the WMPF – to be carried out in Spring. **Action: On hold**
- d) JH to investigate a more substantial/permanent/cost effective solution for the Common Tract **Action: JH**
- e) DG to investigate who can cut Brockerly Warren footpath **Action: DG**

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5A FINANCE REPORT – FEBRUARY 2025

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

Available (spreadsheet) -	Outstanding (to be paid prior to occupation) (Spreadsheet) -
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.

Payments approved via email since 6 January '25 - NONE

DD payments – NONE

February '25 payments for approval –

A Denyer (Salary) – £530.40

G Bulpitt (Wages) –

ProMow Landscapes (WD tree management and signage) - £115.00

Chilbolton Village Hall annual grant - £600 [To help towards an upgrade to Climote Heating Thermostat (£360) and media equipment (£1,500)]

ProMow Landscapes (to clear the scrub from the enclosed area of West Down) - £2237

Current Account Receipts – Receipts since last report –

NB last month info was incorrect; the RPA CS HT grant was for West Down not Common - £3878.10

RPA HEL Common grant - £3647.50

HMRC 3rd q VAT Reclaim £636.43

RPA Common Educational Access payment - £1300; NB (I'm not 100% sure that this is for the Common educational visits as I claim £1200 not £1300, I should be able to confirm when the remittance advice is received in the post)

2024/25 Accounts to date –

Current acc Receipts, Batty and WMPF acc's spreadsheet attached [here](#)

1st Quarters Payments spreadsheet attached [here](#)

2nd Quarters payments spreadsheet attached [here](#)

3rd Quarters payments spreadsheet attached [here](#)

4th Quarters payments spreadsheet attached [here](#)

Bank Reconciliation as at 22.1.25 attached [here](#)

2024/25 [Precept budget](#) review

2024/25 [Ringfenced budget](#) review

2024/25 BUDGET REVIEW SUMMARY							
	Precept acc	Common	WD	WMPF capital	Batty	Community Projects	TOTALS
Opening Balance	-£1,095.88	£10,011.73	£8,903.95	£3,683.23	£3,280.33	£8,248.44	£33,031.80
Income received	£44,275.66	£7,229.97	£5,219.80	£2,255.76	£20.33	£1,749.00	£60,750.52
Remaining budgeted income	£350.00	£0.00	£0.00	£43.14	£26.67	£0.00	£419.81
Budgeted expenditure spent	-£26,937.06	-£8,967.60	-£6,211.60	£0.00	£0.00	£0.00	-£42,116.26
Budgeted expenditure remaining	-£8,965.72	-£2,893.79	-£1,852.21	-£200.00		£0.00	-£13,911.72
Est. Closing Balance	£7,627.00	£5,380.31	£6,059.94	£5,782.13	£3,327.33	£9,997.44	£38,174.15

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5D CHILBOLTON PARISH COUNCIL'S OPEN SPACES COMMITTEE (COSC)

Minutes of the meeting held on Wednesday 15 January 2024 at Poplar Dene, Cart Lane, Chilbolton; 18:30

PRESENT: Cllr David Griffiths (Chairman) (DG), Moya Grove (MG), Nick Horne (NH), Trish Heaton (TH)
Observer: Cllr Debbie Collis (DC)
Members of Public: Nil

1. Apologies: Cllr Emma Noble (EN), Terry Gilmour (TG)
2. Declaration of Interests: NONE
3. Approval of Minutes – Thursday 14 November 2024: These were agreed and signed as an accurate record of the meeting.
4. Matters Arising: Dealt with below.
5. Chairman's Report: Nil. The Chairman covered items below.
6. To take questions and/or discuss and decide on any proposals within the monthly update reports as follows: -
 - A) Finance – Prior to the meeting the Clerk circulated the attached report ([150125 1](#))
 - i. Finance transactions since last COSC meeting. COSC noted the Finance Report, remarking on the low interest on the Batty account and discussed the source of S106 funds.
 - ii. To discuss draft 25/26 COSC Budget for CPC approval. DG advised that CPC had approved the draft budget.
 - B) Allotments – Nothing to report
 - C) Common – MG report attached ([150125 2](#))
 - i. Update on Purlygig Bridge. It was noted that the water had subsided, the pathway dried out and the temporary extension was passable again. It was agreed that no further quotes would be sought until a permanent replacement was needed. MG agreed to ask Chilbolton Clerk to write to Nick Gibbs to advise him of the current situation.

- ii. Autumn cut. It was noted that the cut was underway with the workers using brushcutters/trimmers instead of a tractor. Whilst noting that this was a labour intensive means of cutting, the contract has a set price for the work. The Common was very wet and it was likely that this would cause less damage.
 - iii. Visits. COSC thanked MG for her continuing work with Sparsholt College and, in particular, her recent talk at the College.
 - iv. Higher Tier Countryside Stewardship. A meeting between James Waddington of Savills and Cllr Hall would take place on 22nd January. MG had asked to be kept up to date with progress. MG advised that the acreage of SSSI eligible for payment would be decided by Natural England when CPC asks for an application to be submitted.
 - v. Thistle Cut. DG informed COSC that Hampshire Conservation Volunteers had offered 5 July to assist and the thistle cut would be done then.
 - vi. Path approaching the Purlygig Bridge. DG remarked that this path had a large, muddy puddle on it and walkers were instead taking to the grassy areas on either side. This was causing damage to the grassed areas. It was agreed that DG would get an estimate for restoration work which should be paid for by HCC. As the puddle in on the Test Way, DG would contact TVBC.
 - vii. Track repairs. See Correspondence.
 - viii. Common reinstatement at Old cottage. DG would ask Chilbolton Clerk to write to the owner.
- D) Machinery Maintenance. Nothing to report.
- E) Parish Paths. DG had still to walk the Brackley Warren path.
- F) Village Greens. Southern Water had now paid for the damage done to Rectory Green by its tankers. See Correspondence.
- G) War Memorial Playing Fields.
- i. Update on Wild Flower areas. MG agreed to contact Jenny Hamilton/Sheila Evans about establishing and maintaining a wild flower area.
 - ii. Update on play equipment repairs. NH advised that the clamber stack was safe. He would be hastening Vita Play for their price to supply/fit new timbers but he would also be meeting with another company to see if they might quote to fit the timbers.
 - iii. NH, TH and EN had met with representatives of TVBC the previous week to seek advice and assistance with the proposed pump track. TVBC was very interested in helping and they suggested several possibilities for seeking funding. They also agreed to put us in touch with local enthusiasts who might be able to give practical advice. It was noted that, for safety reasons, the track area should be fenced.
 - iv. Basketball court backboards. EN had agreed to collect the finished backboards. At the meeting with TVBC, they suggested that TVBC funds might be able to help with costs. This looks likely to be £360, a significant amount of the total cost.
 - v. Grass cutting. DG and NH were to meet on 16 January with a grass cutting/arboreal contractor to discuss grass cutting on the playing field and the tree above the container.
 - vi. Football Club. NH reported that the football is going well. There had been minor hiccup on the track with cars from a visiting team. Cars had also made quite an impact on the surface of the playing field the previous weekend. NH would speak with the team manager about managing this.
 - vii. Dog control area. It was confirmed that CPC did not wish to fund fencing to enable there to be a dog control area at present. CPC felt that Likely enforcement would not justify the cost.
 - viii. A resident had asked if the play tower netting could be modified to enable younger children to use it. The Development Group had considered this request but advised COSC that the tower was designed for a range of ages from about 4-14. Making changes to an item would mean that it was less suitable for

other ages. There was also concern about the guarantee from the company and insurance matters. COSC agreed. NH would ask EN to respond to the resident.

H) West Down

- i. DG commented that the paths had been cleared by Rick Nightingale, though there was a lot of mud around. There was no significant interest from village residents to do conservation work on West Down and CPC would need to pay contractors for necessary work. DG would contact TVBC to see if there were any volunteer conservation groups that might assist.
 - ii. Enclosure brush cutting. DG advised that Hampshire Countryside Volunteers would be brush cutting on Saturday 18th January.
 - iii. Cutting the enclosed area. COSC recommended that the quote from Rick Nightingale be accepted by CPC for cutting within the enclosure.
- I) Tree Warden Report. COSC noted the report ([150125 3](#)), but commented that the trees in Joy's Lane and along Frog Lane did not belong to the Parish Council.

7. Correspondence:

24/10/24 - Track repairs not holding ([41124 22](#)). CPC 6th Jan 2025 minutes - DG agreed that due to the exceptional wet weather the new repair is not holding up as well as expected. JH agreed to investigate whether there is a more substantial/permanent/cost effective solution.

3/12/24 - SW response re Rectory Green damage ([6125 1](#)). They have agreed to pay full amount as a gesture of goodwill

8. Questions from Public: Nil

9. Any Other Business. Nil

10. Items for the next agenda. None.

11. Date of the next meeting. Thursday 13 February 2024 at Poplar Dene, Village Street.

There being no further business to discuss the meeting was closed at 8pm

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5E Planning ([Minutes of the meeting held on 20 January](#))

Planning Report January 2025.

In addition to report:

- Hampshire Highways have replied to letter and plan regarding entrance at Fenstanton and have kicked it down the road to another department although they don't say who. Have they passed it back to TV who have already tried to distance themselves from the issue? Getting advice for Cllr Drew.
- Awaiting response from TV ref activity at TVF
- Solar Farm at Wherwell called to committee for 30th. This is being challenged by 2 residents and may be cancelled. Will be known by next meeting.
- Amendments submitted for Cyma, Village St 24/02699/FULLN Further objections have been submitted.
- After discussion with the planning committee we decided to ask Alistair Smith if he would like to be co-opted onto the planning committee to take Geoff's place. He has agreed and will come to the planning meeting on 17th. You will have read his CV and have seen that he has experience as a member of a parish council and was on a committee that produced a NP in his previous village.

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5G COMMUNITY FUNDRAISING REPORT

January 2025

COSC have requested support with the applications for Rural Payments Agency (RPA) funding covering both Chilbolton Cow Common and West Down. Although these are covered by 10-year agreements, applications need to be submitted annually (by 15/5/2025). We are supported in this by James Waddington at Savills under a free consultancy scheme provided by DEFRA as part of EU transition arrangements, although this expires in February. Replacement arrangements are yet to be clarified.

Following a meeting with James on 22nd January the following was established:

Cow Common

- Currently a combined Higher Level/Entry Level Stewardship Agreement running to 2028.
- Annual amount £4772.50 (from original 2009 agreement). Latest documentation needs to be checked and these figures updated.
- Annual claim to be submitted by 15/5/2025 through a dedicated RPA portal
- There is a strong case that the Common should qualify for a Higher Tier Stewardship Agreement. The process is driven by DEFRA/Rural Payments Agency and it is unclear whether this can be done before the expiry of the current agreement in 2028.
- We are seeking to clarify our options and bring pressure to bear through Natural England to expedite this if we can before the annual claim submission in May.
- Savills can support the application process for HTS – chargeable to PC after expiry of the subsidised support in February.

West Down

- Already a Higher Tier Stewardship Agreement running to 2026. We have a copy of the latest agreement.
- Annual amount £3878. Latest payment should have been received in December.
- Annual claim to be submitted by 15/5/2025

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5H Report to Parish Council February 2025

FOI Request

A draft letter has been circulated to all councillors and a letter will be sent to the enquirer within the 20 working days allowed. Most of the information requested that is not on the website is not normally available under a FOI request.

Website

A separate section of the website has been set up to locate all information reading the building project in one easily located place.

Permission is requested to agree to SWG minutes being added to the website once approved. This will overcome the expressed concern that the SWG discussions are not transparent.

Vision for Chilbolton

One of the tasks of the SWG was to prepare long term vision for Chilbolton 50 years ahead to guide decisions and actions in the years ahead.

A draft is attached to this report for approval by PC. [\(Chilbolton 50 year vision\)](#)

8 CORRESPONDENCE

08/01/2025 Response sent to TVBC Planning re Observatory (2402899FULLN) ([030225_13](#))

07/01/2025 Response sent to TVBC Planning re Cyma (2402699FULLN) ([030225_14](#))

20/01/2025 Email from Chilbolton Observatory & Resident about a permissive footpath sign appearing as 'Abby's path' ([030225_12](#))

23/01/2025 HALC Newsletter ([030225_2](#))

24/01/2024 Email from Southern Water – Tankers in village to help prevent flooding ([030225_16](#))

27/01/2025 Comments sent to TVBC Planning re Fenstanton Entrance (1802779FULLN) ([030225_15](#))

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