

**CHILBOLTON PARISH COUNCIL**  
**MINUTES OF THE MEETING HELD ON MONDAY 6 JANUARY 2025; 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), Cllr Sue Larcombe (SL), Emma Noble (EN), Gill Bulpitt (Clerk) (GB),  
HCC/TVBC Cllr David Drew (DD)  
Members of public: 31

1. Apologies: NONE
2. Declaration of Interests: In respect of the Strategy Working Group TE declared he had applied for a self-build plot and downsize property.
3. Co-Option of new Councillor: There have been 3 applications: Tracey (known as Debbie) Collins (DC), Alistair Smith (AS) and Martin Watson (MW). DH proposed that TC be co-opted and DG seconded. SL proposed AS and GM seconded. There was no proposer for MW. A vote was undertaken with DC receiving 4 votes and AS 2 votes. DC was therefore declared elected and welcomed to CPC. DC to completed the Declaration of Acceptance to Office and was asked to complete RoPI within 28 days for GB to arrange on CPC website and forward to TVBC.  
**Action: DC/GB**
4. To sign as a correct record the minutes of the meeting held on 2 December 2024: These were agreed and signed as an accurate record of the meeting.
5. Matters Arising

Maintenance of Stonefield Park memorial: PC in principle agreement to investigate costs of a memorial.

**Action: TE**

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

**Action: Complete**

MD asked resident for further information re properties with overgrown hedges etc. Resolved

**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**

Whitelands Path resurfacing inside the WMPF – to be carried out in Spring

**Action: On hold**

WD water trough – EN actioned and water has stopped overflowing. PC thanked EN for fixing.

**Action: Complete**

JH to investigate a more substantial/permanent/cost effective solution for the Common Track

**Action: JH**

DG to investigate who can cut Brockerly Warren footpath

**Action: DG**

Nets left out on the goal club - as goal posts are owned by the club it is their responsibility

**Action: Complete**

Agreed and signed ..... (Chairman)

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6. To take questions and to discuss and decide on any proposals with the monthly reports as follows:
- A. Finance Report: Prior to the meeting the version 2 finance report circulated ([21224 16](#)). GM checked, agreed and signed the bank reconciliation check.
- i. Approval of accounts for payment: MD salary £ and Chilbolton Village Hall £101.75 were approved.
  - ii. Draft 25/26 budget. Following full discussion at December PC meeting, updated budget documents pre circulated prior to the meeting. The increase in the precept is driven not only by general inflation of costs but also to include sick pay for the Clerk. It was resolved by unanimous vote to approve the budget as submitted. This included a unanimous vote to increase the precept to £41,516 (39.31%) **Action: GB**
- B. Flood Advisory Group: Prior to the meeting GM circulated the attached report ([6125 3a](#)) and the report on the culverts and drains ([6125 3](#))
- C. Highways - Update on village gateway signage: JH reported  
They have taken advice regarding the village gateways. Three are proposed on the key approaches to the village – Coley Lane, Martins Lane and Winchester Road. The main potential benefits are to reduce speed and enhance the entrance image into the village. The gates had been supported by the community at the public meeting. HCC invoice for the work to be done for the gateways has been paid. JH has in hand to move the project forward.
- D. Open Spaces Committee (COSC):
- i. COSC DRAFT minutes of the meeting held on 21.11.24 ([21224 15](#)): There was no meeting in December. The common should have been cut by now but the contractor has been absent due to sickness. He will put some people onto the job to do by hand but it is very wet. In addition the cut at West Down has not been done and is still outstanding. The enclosed area was being done by a volunteer working party but the number of people has dwindled down to one. COSC are to consider an outside quote to maintain this area. The footpaths are very muddy and the fallen tree on the footpath will be dealt with shortly.
  - ii. Update on repair of Bridleway and the Purlygig Bridge: Temporary repairs have been undertaken by Rick Nightingale and are still holding. Natural England has been notified that the work is temporary until a permanent solution can be considered. ([6125 5](#))
- E. Planning Committee: No meeting on 16 December. Meeting held on 06.01.2025 and SL reported the following: Erection of dwelling on land adjacent to Copyhold Cottage, Village Street – the PC are to send an objection to TVBC in respect of this application.
- i. Appoint new member of Planning Committee: Not discussed.
  - ii. Test Valley Farm (TVF) Further to the letter written to TVBC regarding Policy HD1 and the response receive from Mrs K Dunn the council agreed to write to TVBC formally requesting the removal of the parts of TVF included in the settlement boundary as confirmed by the referendum on that subject. TE to draft.
- F. Village Hall: No update
- G. Community Fundraising update: No Report.  
SL advised the open gardens date is 15<sup>th</sup> June.  
DH is working to obtain higher level stewardship agreements with Savills. DH will continue to report at PC and COSC meetings.

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Solar Farm – It was agreed that this item be transferred to Planning Committee as it was no longer a fund raising item.

**H. Strategy Working Group (SWG): TE reported**

- i. The public meeting took place on 5<sup>th</sup> December attended by about 180 people with lots of questions. A separate tab has been created on the Chilbolton PC website called Community Housing Project which will contain all information relating to the project including Questions & Answers, Power Point presentation. All Strategy Working group reports will be duplicated on the Housing Tab of the website so that they are more easily accessible for the community. The Housing need and Community preference survey reports will be included. The TOR of the SWG is to report to the Parish Council. The SWG members intend to continue to engage with the community and have regular informal discussion groups in the village hall on a Saturday. Everyone will be welcome. The dates will be published in the newsletter and website.
- ii. The SWG agreed to request from the PC for £500 to become a member of Community Land Trust Network, who can provide legal advice on the proposals. It was unanimously resolved to make the payment of £500.
- iii. Drove Road – The unmade portion of Drove Road is classed as a bridleway and as such should not be used for motorised vehicles. Permission was sought from the PC to write to HCC to obtain clarity about if this bridleway can be designated as a byway open to all traffic and the timescale for such a change. Unanimous permission given.
- iv. FOI request – A request has been received requesting documents about the SWG. The request is broad and there is a concern about how much time this will take and a lot of the information is already in the public domain. Advice is being sought from the Information Commissioners Office. The PC can recover its costs for the work (up to £450 for 18hrs of work). TE to arrange for the requestor to be sent a fees notice. Once the fees have been received then the information will be sent out within the time remaining.
- v. The Strategic Housing and Employment Land Availability Assessment (SHELAA) is being re-evaluated which will provide a more accurate proposed number of houses taking into account the land required for playing field, village green, shop and medical centre, pavillion and parking etc. The land is outside the settlement boundary and the planning application for each phase will be for a rural exception site and not an extension of the settlement boundary. The development of the whole site will take 50 to 70 years and each phase of the development will depend on proof of housing need or possible government imposed housing requirements. The housing needs will be established through independent surveys. The first phase has been proven following independent surveys (done by TVBC & HCC) with the need established as 10 affordable houses and 10 downsize properties. A further 5 self-build properties are proposed to make the project financially viable to the land owner. A legal agreement to be established between the Painter family/PC/CLT that would prevent the family selling any of the undeveloped land to anyone other than the PC. Once a legal agreement has been signed, the non-confidential parts will be made public. However, development of any other phase would require a housing need survey.
- vi. SWG requested agreement from the PC to go forward with a pre-planning application for 10/10/5. This will provide feedback from TVBC about the proposals and what additional considerations need to be made. Unanimous agreement by PC.

**7. HCC and TVBC Cllr report:**

Cllr Drew reported on recent prosecutions for fly tipping in Test Valley; Christmas trees can be recycled; details on the TVBC website and the electric vehicle spaces in the Chantry Centre have been replaced with Parent&Child spaces. George Yard still has e spaces.

Reporting on HCC councillor discussed his report on the upcoming vote of HCC to join the fast track devolution programme. ([6125 8](#)). HCC have ordered the vehicles to collect food waste, with a potential start of this service at the end of the year and info provided about the highways in Winter ([6125 7](#)).

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8. Update on 'Welcome Event': Date proposed of 22<sup>nd</sup> March from 11am – 2pm and run jointly with the VHC. Intention is to invite anyone who has moved in the last 10 years. It will be a chance to talk to councillors and how people can get involved with the village.

9. POLICY REVIEWS

- a) Business Continuity – Unanimously re-adopted without amendment
- b) Safeguarding policy - Unanimously re-adopted without amendment

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

- a) SW Response re Rectory Green Damage ([6125 1](#))
- b) HALC Newsletter December ([6125 2](#))

11. Questions from public:

There were numerous questions about the SWG and housing proposals. In summary they included:

What is the scope of phase 1? TE advised the plan is for 10 affordable houses, 10 downsize houses and 5 self build.

Does the pre-app just cover phase 1? TE explained yes and confirmed that a housing need survey would be required before any further phases could commence.

Who will own the land from phase 2 onwards? TE advised that there would be a legal agreement with the Painter family who would hold the remaining land exclusively for the sale to PC/CLT for future phases of housing and amenity land.

Will there be a shop/village green/playing field? TE advised that the final plans had not yet be decided but there is a desire to provide green spaces and possibly the provision of a shop. The shop would need to be carefully considered in view of the current Chilbolton Village Shop. Phase 1 does not include a shop.

Where can we find all the SWG reports? TE explained that these are being collated into one space on the website. He acknowledged that up to now, whilst information has been published on the website, it was not very accessible or in one place. This is being corrected and there is now a separate tab on the website.

Where will the access be for the new development as Drove Road is a bridleway? TE advised that Drove Road is currently unsuitable as it is classed as a bridleway. Any changes to Drove Road to allow vehicle access would need to be agreed with HCC. Other access options will be considered as part of the planning process.

Who will manage the properties? – TE advised this has yet to be decided

Who will be eligible to have the houses? TE explained that the project is designed for people with a local connection to Chilbolton. Full criteria will be explored and published. The project has been created to cater for the local housing need and will be for local people only.

Other questions:

Can some of the playground equipment be adapted for very small children? EN to raise at the playground development group.

What can be done about speeding in the village, in particular can we get Speed Indicator Devices? – JH explained the thinking behind the white entry gates project that should help and JH to take forward SIDs with the resident.

How can we volunteer? TE explained there are lots of opportunities on the website and in the newsletter.

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12. Any Other Business:

GB acting as temporary Clerk during MD sick leave. GB will log hours worked on Parish Business and charge these to the PC in arrears at the same hourly rate as the existing Clerk. PC unanimously agreed.

SL requested funds for x2 toilets at the Fete and x2 for the Open Gardens – Unanimously agreed.

13. Items for next agenda:

None

14. Date of next scheduled meeting: Monday 3 February 2025, 18:30 Chilbolton Village Hall.

There being no further business to discuss the meeting was closed at 9:15pm

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