

YOU ARE HEREBY SUMMONED TO ATTEND A MEETING OF
CHILBOLTON PARISH COUNCIL'S OPEN SPACES COMMITTEE (COSC)
To be held on Thursday 13 February 2025 at Poplar Dene, Cart Lane, Chilbolton; 18:30
AGENDA PACK

1. Apologies – Terry Gilmore
2. Declaration of Interests
3. Approval of Minutes – [COSC Minutes 15.01.2025](#)
4. [Matters Arising](#)
 - a) Track repairs not holding CPC 6th Jan 2025 minutes
 - b) NE communication
5. [Chairman's Report](#)
6. To take questions and/or discuss and decide on any proposals within the monthly update reports as follows: -
 - A) Finance – (CPC [Finance Report Jan 2025](#))
 - i. Finance transactions since last COSC meeting
 - B) Allotments –
 - C) Common – M. Grove to inc. ([Common Report January](#))
 - I. Update on Test Way/Purlygig Bridge
 - D) Machinery Maintenance
 - E) Parish Paths – Cllr Griffiths
 - F) Village Greens
 - G) War Memorial Playing Fields – N. Horne to inc.
 - I. Update on Wild Flower areas
 - II. Update on play equipment repairs following annual inspection
 - III. Update on communications with Vita Play re play equipment timbers
 - H) West Down
 - I) Tree Warden report ([Tree Report January](#))
7. [Correspondence](#)
8. Questions from Public
9. Any Other Business – For information only
10. Items for the next agenda
11. Date of the next meeting – Scheduled date is Thursday 13 March at Poplar Dene, Village Street.

4. Matters Arising

- a) 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.
- b) NE communication - CPC 3rd February 2025 Minutes - DG will draft a response to NE justifying what has been done and why (especially for Health & Safety reasons) to the path at the Purleygigg Bridge and that the repair does not damage the SSSI.

Action: DG

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5. Chairman's Report

COSC Chairman's Up-date for CPC

1. Matters arising

b) the barrier has been replaced by HCC. It is positioned blocking the gate onto West Down.

c) Whitelands Path. I have contacted HCC by email to obtain their assurance that our agreement still stands i.e. HCC will provide the labour and we will provide the materials.

d) Common tracks. I have yet to hear from JG as to a better solution to repairing them.

e) I have not yet walked the Brockley Warren Path. I will do so when I get back from holiday.

2. COSC draft minutes.

C) i. The repair to the path at the Purleygigg Bridge is working. There is no water overflowing the path despite the rain. NE have replied to my email but have not said what if any action it proposes to take. In my view the repair in no way damages the SSSI and we should prepare a document recording our stance. I will raise this at the next meeting of COSC.

ii Autumn cut. Has been completed and a reasonable job done. The lateness of the cut meant that the cattle did not have a chance to eat the arisings. No invoice yet.

vi. The path leading from the village to the Purleygigg Bridge is very muddy with a deep puddle. The surrounding area is being damaged as people avoid this puddle. I have received complaints. It needs repairing. I have spoken to Andy Bond and the easiest way is to simply fill the hole with gravel. There are other less serious dips in the path that should be filled in at the same time. HCC are responsible for the upkeep as the path is part of the Test Way. I have made an offer to HCC that if they provide the labour we will provide the gravel. I think this is reasonable. I have had no response yet. Again, I don't see this as damaging the SSSI so there is no reason to get NE's prior approval.

H) i. West Down: I have emailed TVBC about using one of their volunteers groups. No reply yet.

ii. HCV attended on 18/1. Only about 6 of them and no brush cutter just loppers. At my request they cleared an area on the slope leading down to Coley Lane. More remains to be done on this slope. The existence of numerous ant hills makes the use of a large machine impractical. Brush cutting or lopping by hand necessary. Rick Nightingale begins cutting the enclosed area with a suitable machine as per our agreement with him. His estimate is two days. I think it will probably take longer.

Tomorrow, Rob West of Vespa begins cutting the area outside the enclosure as per our agreement with him.

A bit of the fence surrounding the enclosure needs repair according to Max, the grazier. I have asked Simon Martin to take a look and quote.

For your information part if the enclosed area on West Down is classed as a SINC (Site of Importance for Nature Conservation). Hence the grant.

David Griffiths

3rd February

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6A) Finance

CHILBOLTON PARISH COUNCIL 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 –

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 (to pay when work completed and final invoice received)

Hants Conservation Volunteers £48.00

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

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6) Common Report

Common report for February 2025 meeting

River levels area still high but not a problem. The paths are all very muddy and there is erosion – see below

Bridleway repairs

1 A holding letter has been sent by the clerk to Nick Gibbs of Enviroaqua to let him know that we are monitoring the temporary repair, that it is currently holding and will contact him about our repair in time.

No further quotes have been sought as per the decisions at the last meeting

2 The path to the Purleygig is being damaged and widened as people try to avoid the puddles. Cllr Griffiths has a quote from Andy Bond to put gravel along the path to stop people damaging the sward. Machine & Tool Hire £395.00 Labour £300.00 materials.

Maintenance

David has been in touch with Daisy Cameron, Reserves Officer, Community and Leisure TVBC about The Anton River Conservation Association (TARCA) and received a very positive reply re volunteer groups to assist with management at the two sites we manage. They will be considering it at their next meeting.

Higher Tier Countryside Stewardship

Report from David Hall re the meeting with James Waddington of Savills written 23rd January 2025

I have just had a very good meeting with James Waddington at Savills and have got my head around our existing Environmental Stewardship agreements and options going forward. Could you let me know your thoughts on the following points and whether they match your understanding before we update COSC and the PC please?

Cow Common

Currently a combined Higher Level/Entry Level Stewardship Agreement running to 2028. NB Neither James nor I have a copy of the latest agreement (Gill – can you help?).

- 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
- We propose to apply for Higher Tier Stewardship Agreement but 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.
- Both CPC and James will seek to clarify our options and bring pressure to bear 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.
- COSC to seek a view from Natural England (Alison Graham-Smith) to see if they are supportive and can help move this forward.

West Down

Already a Higher Tier Stewardship Agreement running to 2026. I 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
- We need access to the RPA Portal to manage claims (Gill/David)

I replied the same day:

Hello David

thank you for copying me in. As far as I can see your notes are right. I havent had much to do with the admin as Mandy has always done that.

I do have a copy of the Common agreement which was extended after 2019 the original finish date. I also have the doc which specifies the importance etc of the Common. I have also extracted some info from the govt website and put it on a doc .

All three are attached below.

You need to be invited to apply by NE. One of the responsible officer's contact details are included.

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6) Tree Report

Tree Report January 2025

1. Items from December in red remain current.
 - Ivy Down Farm entrance - there is a group of Ash level with the electric barrier on the drive to Ivy Down Farm - they show signs of dieback distress and will be monitored.
 - Joys Lane - there are a number of trees on both sides of the lane just before the cattle grid - heavily ivy infested showing signs of stress/death and leaning over the road - rooted in some cases on the edge of the ditch - they are of concern.
 - Frog Lane - there are a number of mature Ash along the full length of the footpath on Frog Lane that show signs of stress/death. To be monitored and again some heavily infested with ivy. A number of these have since been blown down and dealt with - there are still some to monitor.
2. There are a number of limbs overhanging the rear door/car park area of Jaspers cottage on The Common, these are showing signs of dieback and recommend they be removed - to avoid issues of limbs falling on vehicles parked beneath. Suggested cost = £86.00

3. There is a large ivy covered stump on the southern boundary of WMPF that has fallen and is damaging/leaning on the Broxton House fence - this needs dealing with/removing. Suggested cost = £92.00

As spring approaches I shall be able to assess trees that have not survived the winter and are not coming back to bud - these can then be dealt with accordingly.

Therefore - no real issues/concerns at this moment in time.

Many thanks,
Rick.

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7) Correspondence

03.02.2025 Email regarding Soil Donation ([03.02.2025](#))

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