

YOU ARE HEREBY SUMMONED TO ATTEND A MEETING OF
CHILBOLTON PARISH COUNCIL'S OPEN SPACES COMMITTEE (COSC)
To be held on Thursday 06 June 2025 at Poplar Dene, Cart Lane, Chilbolton; 18:30
AGENDA PACK

1. Apologies – Kerrie Ritson
2. Election of Chairman
3. Declaration of Interests -
4. Approval of Minutes – [COSC Minutes 8.05.2025](#)
5. Appointment of Committees, Working Parties/Groups, their members and agree their Terms of Reference:
 - a) War Memorial Playing Field Development Group
6. [Matters Arising](#)
 - a) Track repairs not holding CPC 6th Jan 2025 minutes
 - b) NE communication
7. [Chairman's Report](#)
8. To take questions and/or discuss and decide on any proposals within the monthly update reports as follows: -
 - A) Finance – [Finance Report 05 2025](#)
 - i. Finance transactions since last COSC meeting
 - ii. Annual Finance Report
 - B) [Allotments](#)
 - C) [Common](#)
 - i. Common Gate Closure Policy
 - ii. 'A' Board Parking sign at the top of Joys Lane
 - D) Machinery Maintenance
 - E) Parish Paths – Cllr Griffiths
 - F) Village Greens
 - G) [War Memorial Playing Fields](#) – EN to inc.
 - i. Update on play equipment repairs following annual inspection
 - ii. Update on communications with Vita Play re play equipment timbers
 - H) [West Down](#)
 - i. Informal Cycle Track
 - I) [Tree Warden report](#)
9. [Correspondence](#)
10. Questions from Public
11. Any Other Business – For information only
12. Items for the next agenda
13. Date of the next meeting – Scheduled date is Thursday 10 July 2025 at Poplar Dene, Village Street.

5. Appointment of Committees, Working Parties/Groups, their members and agree their Terms of

Reference:

- a) War Memorial Playing Field Development Group ([TOR](#))

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6. Matters Arising

- a) Track repairs not holding ([41124 22](#)) CPC 6th Jan 2025 minutes refers. Discussed at PC meeting 02/06/2025 - Natural England has been neutral in their response about material but has stated no tarmac. The matter has been passed back to COSC as there does not appear to be a permanent cost effective solution agreeable to NE.
- b) NE communication – DG letter sent 2nd June 2025
- c) Allotments – Are rents normally raised?

Action: Closed

Action: KR

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7. Chairman's Report – To be presented at the meeting

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8A) Finance

COSC Finance report

Receipts since last report:

Total allotment fees received: - £232 (one plot remains outstanding; MD has chased for payment)
£50 use of WMPF for picnic event by Evangelical church
£380.17 TVBC grant towards WD stock fencing

Payments since last report (exc. VAT where appropriate):

£ 20.06 SSE - Pavilion electric (6/3-31/3/25 and 1/4-3/4/25)
£123.14 Business Stream – WD water (20/1-19/4/25)
£1931.62 Orchard Services – WD Stock fencing
£ 230.00 Hurstbourne forge – WMPF running costs re Back board for basketball
£ 165.00 ProMow Services - tree removals WMPF (£80) and Common (£85) – late payment/cost occurred in 24/25
£ 296.26 Grass & Grounds – WMPF Running costs (cuts on 10 & 24/4/25)
£ 255.00 Re-design - Common vehicle closure signage
£ 100.00 RoSPA PlaySafety - WMPF running costs - annual inspection
£ 675.00 I Daubney - various COSC works (MD not yet rec'd invoices so unable to provide a breakdown of costs)

Ringfenced balances as at 5.6.25:

Ringfenced Common Funds (held in current account)	
Opening Balance 2025/26	7144.29
Income to date - PRA grants	0.00
Income to date - Other	0.00
Expenditure to date	-1198.34
Closing Balance	5945.95

Ringfenced West Down Funds (held in current acc)	
Opening Balance 2025/26	7554.84
Income to date - RPA grants	0.00
Income to date - Other	380.17
Expenditure to date	-2434.04
Closing Balance	5500.97

WMPF Capital and Batty accounts	WMPF Cap	Batty	
Opening Balance as at 1.4.24	3683.23	3280.33	
Plus income - Interest	23.86	20.33	
Plus income - Sale of slide (within Metro savings acc)	200.00		
Balance held on Metro Saving account	3907.09	3300.66	7207.75
Transactions within Current account <u>in 2024/25</u> : -			
Plus income from 24/25 -Sale of fridges & S106 funds	1831.90		
Plus income - re allocation of internal audit costs	220.00		
Less current acc expenditure to date	0.00		
Balance as at 05.06.25	5958.99	3300.66	9259.65

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8B) Allotment Report

All allotments are currently occupied, and it's great to see that most are being well maintained. However, a few plots have become a little overgrown and could use some attention. I have emailed allotment holders with a gentle reminder to tidy up their plots where needed, to help keep the allotments looking pleasant and enjoyable for everyone. This also includes trimming back the pathways around each plot so that everyone can move around the allotment area safely and comfortably.

Kerrie Ritson 5th June 2025

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8C) Common Report

Common Gate Closure Policy agreed at CPC meeting on 5th June 2025 ([Policy link](#))

Common report for May for the June 2025 meeting

River

River levels are dropping. Groundwater levels are low as measured by FAG. Variable weather at holiday times has led to the usual changes in use of the Common. Met office says this is the warmest and sunniest Spring on record ie since 1884. The ground is very dry and orchids very scarce this year.

Closing the gate

The gate was closed to vehicles over the half term week. The A board notices are excellent and do the trick at the right place. I have seen several cars slow and then go away on reading them. Thanks to DC, EN and DG.

Grazing

The cattle were put on the Common on 13th May. They seem to keep to the scrub areas mostly. Cattle are essential to the management of the biodiversity of the Common and are brought in by our long standing grazier, Adam Coutts, Farmer, Moorsbridge Farm, Bramshaw, New Forest.

Thistle Cut

This is scheduled with HCV for Saturday July 5th. **Volunteers needed**. Time to be confirmed with HCV but 10.30 is sensible. MG to advertise and do notices. (As last month). I took the initiative to contact TARCA again. Reply received 4.6.25 :-

"I have sent out an email and raised your request at a meeting we had last Thursday. So far, I have only had two people come back to me to say that they could go. I may have more positive responses nearer the date. Kind regards, David (Salter). MG to follow up.

Higher Tier Countryside Stewardship

Current arrangement – we have been notified that grant amounts for some have been raised. I have asked the Clerk to ring RPA to see whether our options are included.

New arrangements. I should have more on this at the meeting.

Visits

June 10 and 12th am and pm 4 groups from Osborne school Winchester. To be met by MG

Radar keys have been purchased and the state of the radar padlock to the Longbridge disabled access gate is being assessed by DG and villager Barry Eaton at MG's request. This is to accommodate the student who uses a wheel chair in one of the groups. DG has offered to trim the grass from the foot of the gate.

June 13th am Visit by Sparsholt Andover biology class.

All 5 visits should count towards the grant and will have supporting evaluation forms

Humanist naming ceremony. A request has been received for a gathering near the bridge(?) in late July. We are minded to agree in principle but will need details. Moya Grove 3 6 25

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8G CWMPF Report for COSC June 2025

Football team

Nick Horne identified that the football team's contract expired in April 2025. Gill is looking to redraft a new contract and will try to make it run to a more sensible point – ie the end of the football season in May. Mandy is checking that the team have fully paid up. I will report back if there are any issues with the new contract once received. **Can I just sign it off if it appears straightforward?**

The football team have finished for the season I believe, and start training again in July. They have a left some training equipment in the pavilion, but otherwise it's reasonably nice and tidy.

Playground Equipment

The ROSPA playground inspection has been received and I've had a look at the equipment in conjunction with the report. The issues with the clamberstack, basketball back boards and zip wire are in hand.

I submitted a grant for the zip wire and clamber stack work a few weeks ago and received confirmation last Friday (30th) that it shouldn't be too much longer. We have a contractor lined up to do the work. **Can I give the contractor the go-ahead assuming we get a grant for £375 and the work does indeed cost £756 in total?**

There are quite a few references in the report to 'treating rust' on equipment. I will discuss with Nick Horne to see what we normally do about this (if anything) **and update at COSC if necessary.**

We now have both basketball back boards back from Hurstbourne Forge. Having previously been Perspex, they are now steel and incredibly heavy. They will require several people to put in place and I hope they won't bend the uprights! These will be put in place once we have the replacement bracket (see below).

The only additional issue on the ROSPA report which really needs addressing is the broken adjusting handle on the basketball court. I have taken this to Hurstbourne Forge for a quote. I've also taken a bracket for the basketball back board to them, we should have two but only have one, the other one seems to have gone astray.

Nick Horne usually sprays weedkiller round the bottom of the posts of the play equipment because strimming around them damages the posts and reduces the life of the equipment. Last year there a complaint about the use of glyphosate. **Shall I try with glyphosate free weedkiller this year?**

Tree

Regarding the ash tree over hanging the pavilion, we were waiting for it to be in 'full leaf' before deciding what to do. It clearly has signs of die back, but is still very much alive and leafy with many nesting birds seen. **I recommend just cutting the one small dead branch over hanging the container,** which I can do with the help of Nick Horne and Ed Treadwell (and possibly others). It can be accessed with a ladder and cut with a saw. We should then continue to monitor as with other ash trees in the parish



Pump track

We planned to have a pump track construction day with volunteers and a digger, but unfortunately, for the last 2 months, the parish magazine article has failed to go to print due to the request going to their junk mail. We are certain it will go in July's magazine with a view to doing the work in August. Hopefully children will be off school and there will be some enthusiastic volunteers.

Pavillion

Ed Treadwell and Nick Horne have looked at / fixed the water and electrics in the pavilion. A new part will need to be ordered for the showers to work and this is in hand.

Gate

We received a report from a member of the public that the gate to the playing fields from the Common had a loose bolt. Nick Horne is looking to fix this.

Emma Noble

3/6/25

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8I) Tree Report

Tree Report for June 2025 meeting.

As follows:-

No significant change since last report.

Time has not allowed for marking of trees deemed needing attention since last report.

It is hoped to attend to any trees requiring felling/pollarding during late June.

Currently no major issues.

Rick

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9) Correspondence

02.06.2025 Email from resident to request holding a ceremony at the Common ([COSC 05.06.25 3](#))

02.06.2025 Email from resident re Bike Trail ([COSC 05.06.25 2](#))

22.05.2025 Public Spaces Protection Orders Guidance ([COSC 05.06.25 1](#))

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