

**YOU ARE HEREBY SUMMONED TO ATTEND A MEETING OF
CHILBOLTON PARISH COUNCIL TO BE HELD ON
MONDAY 10 JANUARY 2022
COMMENCING AT 18:30 at CHILBOLTON VILLAGE HALL**

NB: You will be required to a) give personal contact details for Track and Trace purposes and b) adhere to the Covid safety rules of the Village Hall before entry to the meeting. Details available [here](http://chilboltonandwherwell.info/index.php/parish-council) or at chilboltonandwherwell.info/index.php/parish-council

A G E N D A P A C K

1. **APOLOGIES**
2. **DECLARATIONS OF INTEREST**
3. **TO SIGN AS A CORRECT RECORD THE MINUTES OF THE MEETING HELD ON [6 DECEMBER 2021](#)**
4. **[MATTERS ARISING](#) (Not covered within monthly routine reports)**
5. **CHAIRMAN'S UPDATE REPORT** (Verbal update)
6. **TO TAKE QUESTIONS AND TO DISCUSS AND DECIDE ON ANY PROPOSALS WITHIN THE MONTHLY ROUTINE REPORTS AS FOLLOWS: -**
 - A. [Finance Report](#) – Mandy Denyer – to inc.
 - i. approval of accounts for payment
 - ii. Finalise [2022/23 budget](#) and agree Precept application
 - B. [Flood Advisory Group report](#)– Cllr Marits
 - C. Highways – Cllr Ewer - to Inc. update on
 - i. [Coronation Green/Coley Lane pedestrian crossing](#) and
 - ii. [Mayfly footbridge](#)
 - iii. Winchester Street white lines proposal update (no report given)
 - D. Open Spaces Committee (COSC)– Cllr Griffiths to inc.
 - i. [COSC meeting minutes](#)
 - ii. [WMPF Development Group Table Tennis table proposal update](#) and to discuss and approval [TVBC funding application](#)
 - iii. [Cow Common Signage update](#)
 - iv. Update on Wessex River Trust proposal
 - v. Update on Cow Common Vehicle closure - discussion and decision on '[short list proposals for the gravel area](#)' and to discuss and decide on the quotations for a gate or barrier with key pad entry system
 - vi. [Sparsholt Purlygig bank restoration update](#)
 - vii. [Tree Warden Report](#) – G Evans
 - E. [Planning Committee report](#)– Cllr F Barrie
 - F. [Village Hall report](#) – Cllr Ewer
 - G. Community Fundraising Group update – Cllr Hall – nothing to report
 - H. Strategy Working Group update – Cllr Ewer – nothing reported
 - I. CPC Communications – Cllr Hall – nothing report prior to meeting
 - J. The Queen's Green Canopy Initiative update – Cllr Bradley – nothing to report prior to the meeting
7. **HCC and DISTRICT COUNCILLOR REPORT** – Cllr Drew
8. **TO DISCUSS AND DECIDE ON THE DELEGATION SCHEME** (verbal report to be given)
9. **[CORRESPONDENCE](#)**
10. **QUESTIONS FROM PUBLIC** – (3 mins. per person)
11. **ANY OTHER BUSINESS** – For information ONLY
12. **ITEMS FOR NEXT AGENDA**
13. **Date of next scheduled meeting – Monday 7 February 2022; 18:30, Chilbolton Village Hall**

Mandy Denyer (Parish Clerk)

6A. Finance report from Clerk –

S106 FUNDS AS AT DECEMBER '20 – (TVBC s106 [Explanation of categories](#)): -

Available ([spreadsheet](#)) -

Children's Play Space = £ 1771.90

Informal Recreation = £0.00

Formal Recreation = £ 2683.72

TOTAL available for CPC = £ 4455.62

Outstanding (to be paid prior to occupation) ([Spreadsheet](#)) -

Children's Play Space = £ 1220.10

Informal Recreation = £ 2628.99

Formal Recreation = £ 2865.53

TOTAL outstanding for CPC = £ 6714.62

Highways –

Received and paid out to HCC from Sept '08 – Sept '14 = £25490.22 ([Spreadsheet](#)) Outstanding Highways £7437.00

PAYMENTS NECESSARY SINCE 6 DECEMBER 2021-

Online payments were made to: -

D Griffiths (fuel for machinery – Machinery costs/Common/WD) - £15.39

Hampshire Conservation Volunteers (Bramble cutting on WD) - £67.00 [approved by DG and FB]

JRB Enterprise Ltd (dog waste bags – WMPF running costs/Common/WD/FPs) - £471.60 [approved by DG and FB]

DD payments – NONE

Chq payments - NONE

JANUARY 2022 PAYMENTS FOR APPROVAL –

Online Payments: -

A Denyer – Salary £462.44 & Exps £35.00 = £497.44

Chilbolton Village Hall Hire (4/10-13/12/21) - £121.25

Chq payments: - NONE

DD payments: - NONE

CURRENT ACCOUNT RECEIPTS – Receipts since last report –

A Faye (Wherwell Royals FC) November use of WMPF - £70.00

RPA HELS 2021 (Common) - £3651.00

2021/22 ACCOUNTS -

1. Bank Reconciliation as at 29/11/21 attached [here](#)
2. Current acc Receipts, Batty and WMPF acc's spreadsheet attached [here](#)
3. 1st Quarters Payments spreadsheet attached [here](#)
4. 2nd Quarters Payments spreadsheet attached [here](#)
5. 3rd Quarters Payments spreadsheet attached [here](#)
6. 4th Quarters Payments spreadsheet attached [here](#)

2022/23 Draft budget (adjusted to increase assumption of professional tree survey costs from £1000 to £2000) – [Precept accounts](#), [ringfenced accounts](#), [overview summary](#) and [explanations/assumptions](#)

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6B. Flood advisory Group report from Cllr Marits–

The culverts running from Cart lane to the Southern Water Pump house, also the culvert at Frog lane and the two larger ones on the common from John Rowles property to the common, have now all been cleared out.

We are still having problems getting the Abbots Mitre to Abbots rest culvert jetted out by Hampshire Highways. Numerous emails have been sent to various persons in Hampshire County Council about this including our County Councillor. We await further news from the Highways team.

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6C. Highways report from Cllr Ewer –

i. Coronation Tree Green/Coley Lane Crossing –

Progress on the Coronation Tree crossing project is disappointing.

The crossing itself is done.

However,

The path in highways land is partly done.

A cone covers a tap in the middle of the path. (Unsafe)

The path was sopped too soon, is not to agreed plan and has a pile of earth in the middle of unpaved path.(Unsafe)

The white lines are not done near the crossing and the corrective work agreed due to past mistakes by contractors have not been done.(Probably Unsafe)

The path and kerb stones in West Down land have not been touched.(Unsafe)

We fail to understand how this simple project remains a complete shambles and that in spite of delays and urgent requests concerning safety the works are incomplete and unsafe.



- ii. **Mayfly Footbridge** - No progress this month and this project is stopped until we can convince Fullers to support the project. [Back to Agenda](#)

6Di. Open Spaces Draft Minutes of 9/12/21 meeting (and updates from Cllr Griffiths in bold) –

DRAFT Minutes of Meeting held on 9th December 2021 at 18.30 hours in Chilbolton Village Hall

Present - David Griffiths (DG) – Chairman; Glynne Evans (GE), Moya Grove (MG), Nick Horne (NH), Emma Noble (EN).

On behalf of COSC the Chairman warmly welcomed EN as a new member of the committee.

Apologies - Trish Heaton (TH), Edward Painter (EP).

Members of the public present - None

Minutes of the last meeting - The minutes of the last meeting on November 2021 were agreed as a true record and signed by the Chairman.

Matters Arising - Matters arising are covered under the main headings below.

Finance – report from Cllr Hall 91221_4

Available balances:

Cow Common £14,794.49

West Down £ 9775.80

CWMPF £18,777.44

Batty Fund £5099.50

A draft budget for 2022/23 also accompanied the agenda and committee members were asked to submit and further comments directly to him as soon as possible.

Allotments - Nothing to report from TG.

DG reported that the unsafe trees had all been felled. On the day it had been agreed that similarly affected trees on adjacent land would also be felled.

Chilbolton Cow Common – report from M Grove 91221 3

MG updated that report as follows:

Access - COSC requested that the results of the CPC review are share with it as soon as possible.

Signage -

MG to provide to COSC a shorter version of the proposed information board wording that was considered at the meeting.

MG had experienced difficulty in obtaining a response from Alison-Graham Smith but would to explore aspects of access under the CROW Act with Natural England

Bank Restoration -

Agreed that a contribution would be made to Sparsholt College to cover materials and equipment costs, including gravel, tools, and wooden fencing around the restored area. MG to liaise with Stuart Robinson. It was not anticipated that the total contribution would exceed £500.

MG to continue to seek a response from Alison Graham Smith to the draft bank restoration scheme.

Chain at the cattle grid entrance –

Agreed to leave it padlocked in place as the pin of shackle has been filed down presumably to prevent removal

Potential cattle grid gate and barrier -

NH had forwarded quotes for a metal gate and metal barrier from LTL Group to the CPC.

DG has asked Hurstbourne Forge to provide quotes for a gate and barrier. DG was asked to also seek quotes from a Wherwell contractor. **(Hurstbourne Forge have provided a quotation)**

Machinery Maintenance - The Parish Clerk has obtained warning notices relating to the storage and use of inflammable liquid. DG has affixed them outside and inside the container.

Parish Paths

DG had asked the Parish Clerk to contact HCC regarding the section of the Mark Way south of Thirt Way which has not been properly cleared by their contractors. **(As far as I am aware HCC have yet to carry out this work.)**

Village Greens - Nothing to report

War Memorial Playing Field

Playing Field

NH reported that Paul Lawton-Bryant of LTL Group, Chilbolton will complete his work on the security barrier when he has completed work to repair and strengthen both the basketball backboards which have been removed for that purpose.

NH would liaise with Wherwell Football club to monitor the condition of the field for play and parking.

DG will arrange for additional scalping to be laid inside the field entrance to remove the low-lying area which tends to flood. **(This will be done next week)**

DG is to meet with a mole catcher to arrange for the large number of mole hills, which are threatening the pitch, to be dealt with. This may requires the area to be fenced off or, in extremis, for the field to be closed whilst the traps are in place. **(Mole work carried out. No security measure required as mole traps buried. Cost £240 plus VAT)**

Development Group

NH reported that the Development Group proposal had been discussed by the CPC on 6 December and their recommendation had been accepted and approved. Installation will take place in early 2022 and EP has kindly offered to provide machinery to relocate the existing benches and locate the table.

NH to request the Parish Clerk to place the order for the table with Bendcrete Limited and to prepare an application for a 50% grant from the TVBC Community Asset Fund on behalf of the CPC.

COSC thanked NH and TH for their work on the table tennis table research, procurement, and proposal.

NH reported an email to the CPC relating to the replacement of the slide mound and agreed to circulate a copy of the response to COSC.

West Down – report from G Evans [91221_2](#)

Path works -

HCC have completed their works and will liaise with the Hampshire Countryside Service to continue the path up to the Common gate and deal with the manhole cover. It is anticipated that the kerb will be re-aligned as part of that process and that the road markings will also be replaced to align with the crossing points.

Tree planting -

GE has ordered 100 small trees from the Woodland Trust (arriving December) and 50 trees donated by The Conservation Trust (arriving February). These will be native trees and are understood to be disease resistant. It is hoped that tree guards can be re-used from around trees that are now sufficiently mature, but GE will arrange for any additional guarding or supports directly with the parish Clerk. **(Trees have arrived and GE and SE have begun planting them).**

GE underlined the planting work that will and would welcome any additional volunteer assistance with that.

Dragon's Teeth -

DG having advised HCC of the intention to install and had no objection or comment, it was agreed that the work could go ahead. **(GW has agreed to carry out this work after Xmas)**

Tree Warden Report – Report from G Evans [91221_1](#)

GE highlighted the conclusion that no trees required immediate attention.

COSC endorsed the report's recommendation that the CPC should have a professional tree survey in 2022. DG to request that the Parish Clerk obtains quotes for that survey and includes the cost in the Parish budget. **(Mandy has this in hand)**

Recruiting COSC members and volunteers

The Parish Clerk had circulated a draft flyer/advert which was discussed. It was agreed that distribution would best be as an insert for the October Community magazine and 500 copies would need to be with the magazine distribution team by 26 September.

All – to review the draft and submit any comments to DG no later than 23 September.

Correspondence - Discussed under CCWMPF

AOB - Agreed to reimburse DG for the cost of a replacement chainsaw chain which had been used extensively on West Down.

Items for the Next Meeting - None

Date of Next Meeting - Thursday 13th January 2022 at 18.30 hours at Chilbolton Village Hall.

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6Dv. Cow Common 'short'list' proposals for the gravel area by Cllr Barrie –

Discussion Document – January 2022 – Option for the gravel area at Chilbolton Cow Common

(NOTE: all options on basis a permanent gate / barrier to be installed at the cattlegrid entrance from Joys Lane – gate to have a keypad open/close system)

	Option	Pros	Cons
1.	Open all the time (i.e. no change to existing position)	Access to all at all times Continued access for those with mobility issues No confusion as to open times	Congestion at peak times in gravel area and/or Joys Lane Possible access problems for residents Possible access issues for emergency vehicles to houses and Cow Common as a whole Possible access issues for WMPF inc football teams Refuse collection access issues to Joys Lane, residents, WMPF and public bins Antisocial behaviour possible 24hrs No opportunity to alleviate damage to delicate ecosystem of SSSI
2.	Overnight closure (no reduction in gravel area)	Access to all during the open period Continued access for those with mobility issues during open period Less antisocial behaviour during closed period Gate / barrier acts as deterrent Some opportunity to lessen damage to ecosystem With appropriate signage clear when open and closed	Arrangements for opening and closing gate / barrier Setting of open and closing times Possible short term confusion of open/close times Residents need to agree Gate / barrier required Query - turning problems on Joys Lane Overnight closure not likely to lessen damage to ecosystem substantially Continued congestion during busy open periods as Option 1 above.

3.	Reduce area where vehicles currently permitted to park – open 24 hours <i>(See possible draft plans attached)</i>	Compromise between existing and complete closure Maintains vehicle access for less mobile Improved access for residents Improved access for emergency vehicles Less likely to be access / blockage issues No confusion as to opening times Likely to result in less damage to ecosystem	Design of reduced area needed Costs of reducing vehicle access area Short term confusion possible May still result in congestion/ blockages to both residents and Joys Lane
3A	As 3 but with overnight closure	As 2 and 3	As 2 and 3
3B	As 3 but vehicular access only for blue badge holders	Maintains access for blue badge holders As 2 and 3	No vehicular access for Less mobile without blue badges Problems policing use of area – possible abuse by non blue badge holders Designated disabled spaces very formal – query Natural England view
4.	Reduce opening times in day e.g only open mornings/ or afternoons <i>(could be combined with overnight closure)</i> <i>(could be combined with reduction in gravel area)</i>	Less congestion when shut Access secured for residents and emergency vehicles when shut Other pros as 2. Vehicular access for less mobile	Confusion as to open/close times Arrangements for opening/closing needed Still congestion when closed
5.	Complete closure	Maximum possible protection of the ecosystem Less antisocial behaviour Access for residents secured both to Cow	Need alternative parking to be available Short term confusion of closure

		Common and Joys Lane Access for emergency vehicles secured both to Cow Common and Joys Lane Pedestrians still free to access	Signage at top of Joys Lane needs to be clear Possible need to continue volunteer presence at top of Joys Lane at peak periods Football teams need access – needs to be controlled and agreed Gate code needs to be given to those needing access

NOTES: All options open for discussion

Some options could be combined.

Pros and cons not exhaustive.

Attached Draft Plans (not to scale)

- Plan of Existing Area
- **A** – Reduced area – all vehicles x 4
- **A1** – Reduced area – Blue Badge only x 4
- **B** – Reduced area – All vehicles x 8
- **B1** – Reduced area - x 8 Half Blue Badge
- **C** - Reduced area – x 8 All vehicles – Old Inn gate moved forward
- **C1** – Reduced area – x 8 Half Blue Badge – Old Inn gate moved forward

Draft plans – attached [here](#)

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6E. Planning Report from Cllr Barrie –

1. There was **2** Planning Applications:

21/03567/CLPN Latchmore, 3 Drove Hill, Chilbolton – application to alter glazed conservatory roof to solid tiles and internal alterations. - *Resolved No COMMENT*

21/02689/FULLN - Demolition of dwelling and garage, and erection of replacement dwelling, garage, landscaping improvements and associated works (amended scheme) – Pinecroft, Station Road

After discussion resolved to submit the following comments:

- 1. Whilst reduced in size from the original design, the garage is still over dominant both in overall size and height and in the position at the front of the property.*
- 2. The plot already has permission for a considerably larger house than the much smaller bungalow that is now demolished and the added mass of the garage is over development of the plot*
- 3. The garage will over dominate both the adjacent property and the street scene
If permission is granted*
- 4. A condition should be imposed requiring suitable screening/planting to the front road side and the side along the rear of the garage*
- 5. A condition to be imposed limiting the use of any garage roof space to storage only*
- 6. The garage should ideally be reduced further in height and width (by at least 1 metre) so as to be further away from the house to preserve light to the front rooms of the house. The garage could be moved nearer the road.*
- 7. An open fronted, barn style garage would be more in keeping with the properties further up the road, for example Downside.*

2. There was **2** tree application:

21/03269/TREEN - T1 - Cedar - Sever root - St Marys Church, Winchester Road - Applicant Mr L Wild – Case Officer Mr R Gogan– *No Comment*

21/03533/TREEN - G1 - Hazel - Re-coppice, G2 - Sycamore x2 - Re-coppice trees to ground level - Car Park Adjacent To Copyhold Cottage, Village Street - Mr Michael Urry - Case Officer Mr R Gogan – *No comment*

3. There were **2** decisions notified by TVBC:

21/02684/FULLN - Side extension and raising of roof including 3 dormers, woodburner flue, front porch, ground floor link to existing detached garage – Winston, Village Street – **REFUSED**

21/03269/TREEN - T1 - Cedar - Sever root - St Marys Church, Winchester Road - Applicant Mr L Wild – **NO OBJECTION**

4. **Update Valley Field Park** – No further news

5. **TVBC Consultation – Proposed revision of Local Information requirements for the validation of Planning and Related Applications (41221 1)** *Resolved to respond to TVBC and suggest that all applications whether new or for extensions include:*

- *Area of land*
- *Original area of dwelling*
- *Area of past extensions*
- *Area if project goes ahead.*

We should have this information when discussing applications and so should the planning officer. It is relevant for permitted development as well.

6. **Test Valley Strategic Housing and Economic Land Availability Assessment (41221 5),**

Resolved to submit general comment that CPC would have major concerns re the strain on existing infrastructure and access to any of the identified sites in particular, No's 382 and 389 land adjacent to Upcote/Drove Road

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6F. Village Hall report from Cllr Ewer –

Most activities have now re started although numbers are much reduced due to concern about Covid 19. The film shows have commenced and will continue with adequate protective arrangements.

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9. Correspondence –

6/12/21 – HALC advice re delegation scheme ([10122_1](#)) – to be discussed at meeting

6/12/21 – St Mary the Less 2022-23 grant application ([10122_2](#)) – to be discussed at meeting

7/12/21 – 20s Plenty in Hampshire ([10122_3](#))

9/12/21 – HALC info re Jubilee beacons ([10122_6](#))

8/12/21 – The Greening Campaign evening information meeting reminder and Hampshire GC order form phase 1 ([10122_7](#))

9/12/21 – HALC Covid guidance ([10122_8](#)) – agreed to hold meetings in Painter Hall until further notice

14/12/21 – TVBC 2022-23 precept letter and application ([10122_9](#)) – to be discussed at meeting

7/12/21 – RPA WD CS agreement confirmation ([10122_10](#))

15/12/21 – Policing tax contributions survey ([10122_11](#)) - added to website

20/12/21 – Cllr Philpott response re 20s plenty in Hampshire ([10122_14](#))

21/12/21 – HALC Community Governance Review Campaign ([10122_15](#)) – deadline for any comments 18/1/22

16/12/21 – FB response to Test Valley SHELAA and TVBC response ([10122_16](#))

30/12/21 – 20s Plenty in Hampshire Cllr Humby response ([10122_19](#))

3/1/22 – K Edwards re Test rise ([10122_20](#))

4/1/22 – Ecorys Educational Access survey ([10122_24](#)) – to be discussed and answered by COSC

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