

CHILBOLTON PARISH COUNCIL

DRAFT – Minutes of the meeting held on Monday 6 December 2021; 18:00 at Chilbolton Village Hall

Present: Cllrs David Griffiths (Vice-Chair) (DG), Kate Bradley (KB), Geoff Cockram (GC), David Hall (DH), Sue Larcombe (SL), George Marits (GM), Mandy Denyer (Clerk) (MD), TVBC/HCC Cllr David Drew (DD)
WMPF Development Group members: Nick Horne (NH) and Trish Heaton (TH)
Members of the public: None

- 1. Apologies:** Cllrs Tony Ewer (TE), Fiona Barrie (Chair) (FB) sent apologies that she would be late to the meeting. DG chaired the meeting until FB arrival.
- 2. Declarations of Interest:** NONE
- 3. To sign as a correct record the minutes of the meeting held on 1 November 2021:** These were agreed and signed as an accurate record of the meeting.

4. Matters Arising:

COSC –

Pavilion - NH to speak with surveyor re crack in pavilion wall.

Action: NH

West Down Permissive Bridleway improvement proposal – DG to seek quotes for the work to be carried out and DG & SL to investigate possible grants.

Action: DG & SL

Dragons teeth along the verge at the recycling centre –DG informed that it was his interpretation of the agreement that HCC need only be informed of the proposal and confirmed that they have. There has been no response from HCC, and DG is of the opinion that no response is consent.

Action: DG

Cow Common main gate/barrier with key pad –

DG to contact C & D Fencing and Landscaping for a revised quote to include key pad.

Action: DG

Cow Common signage – SL to discuss QR codes, which will provide more in-depth details of the Common, with S Evans.

Action: SL

Cow Common vehicle closure – FB and KB to prepare a ‘long-list’ of possible long term solutions. From this list, a ‘short-list’ will be formulated along with reasons as to why these options made the ‘short-list’.

Action: FB & KB

Sparsholt Purlygigg bank restoration – A notice of exemption needs completing and sending to the Planning Inspectorate, and needs displaying on site. COSC to complete the exemption notice process for MD to send to the Planning Inspectorate. Awaiting information from A Graham-Smith of Natural England. No information has been received from AG-S. The Planning Inspectorate has been informed. The notice is to be displayed when works are carried out.

Action: Complete

Draft advert for COSC committee members and volunteers – FB to arrange for it to be circulated via the Village Webmaster and put in the Parish Magazine. MD to display on CPC noticeboards.

Action: Complete

The ‘Cow Common this way’ signs along WD drive to be removed - MD to ask G Whitefield to remove and place in the container ready for using again as and when necessary. MD phoned (no answer) and texted (no response). If not already done, DG to chase.

Action: DG

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Broken bench on entrance to Station Rd wood/WD driveway - COSC to investigate if it is repairable or if a replacement needs to be purchased. DG believes that it is repairable, but needs to find someone to carry out the task. **Action: COSC**

Mayfly Foot Bridge project – TE to investigate who will be responsible for formal tender process. **Action: TE**

Community Fund Raising Group –

DH to produce a ‘pro’s and con’s’ paper for different dates to hold the Big Village Party. See DH report, item 6G.

Planning Committee – To submit a response to TVBC re HCC Highways report on Test Valley Farm application (21/02241/FULLN). Attached here ([61221_2a](#)) **Action: Complete**

Community Fundraising Group: FB will request a letter of support from Wherwell Primary School re WMPF developments. **Action: FB**

CPC Communication: Cllrs to look at the new website, using different platforms (e.g. mobile phone, tablets etc.) and give any feedback to DH. See item 6I. **Action: Closed**

To discuss first aid training or refresher course – MD informed R Mawer that Cllrs agreed to an informal/non-certified training course, and included estimated cost to draft 2022/23 budget. No further action to be taken until later in 2022.

The Green Canopy initiative - KB will investigate ways in which CPC can get the younger generation involved in the initiative. FB to ask Wherwell Parish Council if they have any plans and if the 2 parish councils can work together. See item 8.

2022 CPC and Committee meeting dates – MD to inform Parish Magazine and village hall. **Action: complete**

5. Chairman’s report: Nothing to report.

6. To take questions and to discuss and decide on any proposals within the monthly reports as follows:

A. Finance Report: Prior to the meeting MD circulated the attached report ([61221_19](#)).

DH checked, agreed and signed the bank reconciliation check.

i. Approval of accounts for payment: Grass and Grounds for 1 cut of WMPF in November (£144) and MD salary, exps and reimbursements (£660.64) were agreed.

MD reported an additional income of £2073.77 for WD BPS payment.

ii. Discussion on draft 2022/23 budget: The draft budget is contained with the monthly report and attached here ([61221_19a](#)).

It was noted that the WMPF development expenditure was strongly dependent on securing appropriate grants. There were no suggestions to alter the draft budget. Therefore it will be finalised at the next CPC meeting along with agreeing the Precept application.

Platinum Jubilee mugs – It was agreed that CPC would not be supplying Jubilee mugs as CPC will be participating in the Green Canopy Initiative.

In addition, MD reminded Cllrs that Mr J Temple has stepped down as volunteer Internal Auditor. A brief letter of thanks to Mr Temple will be sent. It is agreed to approach Mr I Brain to see if he could carry out the internal audit. If not, Mr M Croston will be approached.

B. Flood Advisory Group: Prior to the meeting GM circulated the attached report ([61221_16](#)). MG added that ground water levels are dropping.

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C. **Highways** – Prior to the meeting TE circulated the following: ‘The crossing at coronation tree is in progress and looks as if it will complete in a week or so. Repair to kerbs not started yet. White lines should follow when construction is complete. Gravel footpath to be made when highways work is completed. Drove road cut back and old tree stumps now complete. Good job’.

- i. Coronation Green/Coley Lane pedestrian crossing – GC informed that there was a concern re the width of the proposed path where it terminates by the drain. HCC Highways have agreed they can re-position the drain so that the path could be widened and be more level at this point. It is hoped that HCC Highways and Countryside Services can meet to discuss the path so that they can both agree on the lay out of the pathway.
- ii. Mayfly Footbridge – GC informed that the new CEO of Fullers is supporting the position of the former CEO. It is hoped that TE may have another contact to discuss the project with.
- iii. Winchester Street white line proposal update – no update was provided.

FB arrived at 19:20 and took over chairing the meeting.

D. **Open Spaces Committee (COSC):**

- i. COSC meeting minutes: Prior to the meeting DG circulated the attached draft minutes which includes his updates ([61221_9](#)).
- ii. WMPF Development Group Table Tennis Proposal: Prior to the meeting NH and TH circulated the attached proposal ([61221_20](#), and images [20a](#)) and a report re the Micheldever table ([61221_20b](#))
After discussion, Cllrs resolved to accept the recommendation of dealing direct with the supplier and liaising with Mr E Painter with regards to the installation. The order for the Bendcrete table will be placed by 31 December and installation will be in Spring 2022. It is hoped that dealing directly with the supplier and ‘in-house’ installation will greatly reduce the cost and that the s106 funds available will be sufficient for this project.
Cllrs thanks NH and TH for all their hard work on this project.
- iii. Cow Common Signage: DG FB, SL and M Grove have drafted wording for the information boards that will supplement the ladder boards already in situ. DG read out the wording and all Cllrs agreed to this wording. It was agreed that the ladder boards need to be amended, to remove ‘no dogs and no picnics’ from them. MD to ask the supplier if the unwanted items could be covered or if the ladders would need to be completely replaced, and to get a quote for both options, if possible. **Action: MD**
All Cllrs agreed that the presence of cattle should be advertised at all entrances to the Common when they are there.
- iv. Update on Wessex River Trust proposal: No update.
- v. Update on Cow Common Vehicles Closure: See matters arising.
- vi. Sparsholt Purlygig bank restoration: See matters arising.

GC informed that there is a tree down across the Whitelands path. This is the responsibility of Watch Cottage. DG to inform.

Action: DG

DG informed that HCC have been informed about the fallen tree on Frogs Lane. MD to forward email sent to HCC to DD, so that he may chase HCC.

Action: MD

E. **Planning Committee:** Prior to the meeting FB circulated the attached report ([61221_2b](#)) and minutes of the meeting held on 15/11/21 ([61221_2](#)). At the planning meeting prior to this meeting, the amendment to the Pinecroft application was discussed. There are concerns that the amendment is in fact a material amendment.

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FB to email TVBC. It was agreed to hold another planning meeting on Monday 13 December so that any comments can be submitted to TVBC by the 14 December deadline.

Action: FB

- F. Village Hall:** Prior to the meeting TE circulated the following: ‘The AGM was held on Monday 22nd November. Routine business. Management meeting held after AGM. The following appointments were made - Chair - Tony Ewer, Vice Chair - Geoff Cockram, Minute Secretary - Wendy Fakes, Bookkeeper - Liz Blakemore, Auditor - Mike Croston’. GC informed that the U3A have been given an additional 3 months pay holiday
- G. Community Fundraising Group:** Prior to the meeting DH circulated the attached report ([61221 17](#)).
- H. Strategy Working Group:** Prior to the meeting TE circulated the following: ‘We now have a couple of model trust deeds for the proposed village property trust and will report at the next meeting in more detail’.
- I. CPC Communications:** Prior to the meeting DH circulated the attached report ([61221 18](#)). It was agreed that shorter more succinct pen portraits would accompany Cllr photos on the new website. All Cllrs to provide these to DH so that they can be added to the website. Action: All Cllrs
- 7. HCC and District Councillor report:** DD reported the following: -
TVBC – another £1000 fine for fly-tipping has been given to an Andover resident, the Christmas Grotto will be open in the Chantry Centre and the Test Valley Farm applicants have until the 17 December to answer concerns raised, in particular the HCC Highways and the refusee collection.
HCC report attached here ([61221 24](#))
- 8. Update on the Queen’s Green Canopy Initiative:** KB informed that the next step is to contact local businesses for support via the parish magazine. FB has discussed with Chair of Wherwell PC and he suggests they would be open to sharing part of the field above the Test Way. Further discussions will be needed with Wherwell. CPC would also need to find suitable locations within Chilbolton. KB suggested that 70 trees be planted across both parishes. The Woodland Trust has free saplings and it was suggested that Nightingales may also be willing to supply trees (potentially at cost price). DG to forward KB a map of the CPC owned land. Action: DG
- 9. 20 mph default speed limit in urban and rural areas – to discuss and decide CPC support and appoint official Campaign point of contact:** Prior to the meeting MD circulate the attached Hampshire-wide 20's plenty campaign email ([61221 11](#)), Rockhopper Exploration plc email ([61221 11a](#)) and Cllr Lashbrook email ([61221 11b](#)). After discussion, Cllrs resolved to support both campaigns. It was also agreed that with TE or GC would be the campaign contact for the Hampshire-wide 20's plenty campaign. MD to inform both campaigns. Action: MD
- 10. Correspondence:**
2/11/21 - TVBC Consultation – Proposed Revision of Local requirements for the validation of Planning and related applications ([61221 1](#)) – *to be discussed at next Planning Committee meeting*
8/11/21 - citizen Advice Impact report ([61221 4](#))
8/11/21 - Test Valley Strategic Housing and Economic Land Availability Assessment ([61221 5](#)), (NB. The Parish Summaries file is too large to attach, if you wish to see this please email Chilbolton.cerk@hotmail.co.uk) - *to be discussed at next Planning Committee meeting*
12/11/21 - Community Governance Review - Romsey Parish (Romsey Town) ([61221 6](#), [6a](#), [6b](#)) – No response required

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15/11/21 - HCC the Greening Campaign intro for parish and town councils (online event) ([61221 7](#)). 26/11/21 Sign up form and further info ([61121 7a](#))

12/11/21 - TVBC notification of Draft New Forest SPD Consultation ([61221 10](#)) – *No response necessary*

10/11/21 - A James letter re Wildlife/conservation area signage ([61221 3](#))

22/11/21 - A James email re Cow Common conservation area signage ([61221 12](#)) – FB to respond that CPc are trying to seek advice from Natural England in relation to both A James letters.

17/11/21 - Default 20 mph campaign in urban and rural areas ([61221 11](#)) – *see agenda item 9.*

27/11/21 Stewart MacDonald email re 20's plenty for Hampshire ([61221 11a](#)). 29/11/21 TVBC Cllr Lashbrook comment ([61221 11b](#))

17/11/21 - Wherwell Primary School letter of thanks ([61221 13](#))

26/11/21 – Resident email re Martins Lane signage ([61221 14](#)). GC responded. The task has been allocated to the Lengthsman for December.

26/11/21 – David Drew notification of Planning Officer report for 21/02684/FULLN (Winston) ([61221 15](#))

29/11/21 - LCPD News Autumn-Winter 2021 ([61221 21](#))

4/12/21 – Resident email re proposed removal of WMPF slide ([61221 22](#)). FB to draft a response that CPC intend on replacing the slide with an adventure tower. **Action: FB**

6/12/21 – HALC December '21 newsletter ([61221 23](#))

11. Questions from public: NONE

12. Any Other Business: MD informed that she is entitled to 22 days holiday per year, to date has taken 6 days. She requested leave on Dec 20-24, 29 and 31 (total 7 days). Cllrs agreed to the requested leave.

13. Items for next agenda: Finalise 2022/23 budget and agree Precept, Discussion on Common gravel area suggestions and to discuss quotes for a gate/barrier with key pad entry.

14. Date of the next meeting: Monday 10 January 2022; 18:30 at Chilbolton Village Hall. All monthly reports to be submitted by 12:00 THURSDAY 30 December '21.

There being no further business to discuss the meeting was closed at 20:20.

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