

**YOU ARE HEREBY SUMMONED TO ATTEND THE ANNUAL CHILBOLTON PARISH COUNCIL MEETING  
TO BE HELD AT CHILBOLTON VILLAGE HALL ON MONDAY 9 MAY 2022 COMMENCING AT 18:00**

**A G E N D A   P A C K**

1. Apologies
2. Election of Chairman and to receive the Chairman's declaration of acceptance of office and written undertaking to observe the code of conduct
3. Election of Vice-Chairman and to receive the Vice-Chairman's declaration of acceptance of office and written undertaking to observe the code of conduct
4. To receive declarations of acceptance of office and written undertakings to observe the code of conduct from remaining councillors
5. Registration of Pecuniary Interest – To either confirm no changes or complete new RoPI's
6. To declare any Declarations of Interest for this meeting
7. To sign as a correct record the minutes of the meeting held on [4 April 2022](#)
8. Appointment of Committees, Working Parties/Groups, their members and agree their Terms of Reference: -
  - a) [Planning Committee](#)
  - b) [Flood Advisory Group](#)
  - c) [Chilbolton Open Spaces Committee](#)
  - d) [War Memorial Playing Field Development Group](#)
  - e) [Chilbolton Strategy Group Working Party](#)
  - f) [Community Fundraising Group](#)
9. Appoint Lead Councillors/Representatives: -
  - a) Highways
  - b) Village Hall
10. To review the following policy documents: -
  - a) [Standing Orders](#)
  - b) [Code of Conduct](#)
11. [Matters Arising](#)
12. [Annual Report Finance](#) (Mandy Denyer, Clerk/RFO) ([9522\\_8](#))
  - a) To include the approval of the Annual Governance Statement and Accounting Statements for 2021/22 ([9522\\_8a](#), to be circulated prior to the meeting). Assertions re Annual Governance ([9522\\_8b](#)) - (Cllrs need to satisfy themselves that these assertions are correct)
  - b) [Monthly Finance report](#) ([9522\\_8c](#))– to inc. approval of accounts for payment
  - c) Discuss and decide on participation of the T&I INNS Project: Azolla Weevil Release 2022 and the expenditure required for the control of Water fern (*Azolla filiculoides*) at Chilbolton Common as per WRT email [9522\\_20a](#)
13. [Annual](#) and [Monthly](#) Flood Advisory Group Report – Cllr Marits
14. Annual and Monthly Highways report – Cllr Ewer- (Monthly report to inc. discussion and decision on HCC re National Highways Statutory Consultation - Special Engineering Difficulty Designation ([9522\\_10](#), [10a](#)) - DEADLINE FOR COMMENTS 11/5/22). – *NO REPORTS*

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15. Annual and Monthly Open Spaces Committee Report – Cllr Griffiths – Monthly report to inc. the following: -
  - i. [COSC draft minutes for meeting held on 14/4/22](#)
  - ii. WMPF Development Group Table Tennis table proposal update (within COSC minutes)
  - iii. Cow Common Signage update
  - iv. Update on Wessex River Trust proposal
  - v. Cow Common gravel area redesign
  - vi. WMPF fencing
  - vii. Update of fencing across River Test/Freelands – Cllr Ewer  
(*NO ANNUAL REPORT*)
16. Annual and Monthly Planning report – Cllr Ewer – *NO REPORTS*
17. Annual and Monthly Village Hall report – Cllr Ewer – *NO REPORTS*
18. [Annual](#) and [Monthly](#) Community Fundraising Group report – Cllr Hall
19. Annual and Monthly Strategy Work Group report – Cllr Ewer – *NO REPORTS*
20. Monthly Queen’s Green Canopy project report – Cllr Bradley – Nothing to report this month.
21. [Correspondence](#)
22. Questions from public – (*3 mins. per person*)
23. Any other business – For information ONLY
24. Items for the next agenda
25. Date of the next meeting – Monday 6 June 2022; 18:30 at Chilbolton Village Hall

Mandy Denyer (Parish Clerk)

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**11. Matters Arising –**

Finance –

KB to investigate an alternative bank which offers free banking.

**Action: KB**

HCC Highways invoice - Payment is to be held until all work is completed. TE to notify HCC.

**Action: TE**

Clerk Hours review - MD to circulate hours for last several years to Cllrs for review at the next CPC meeting.

*Discussion to be deferred to June CPC meeting?*

**Action: MD**

COSC –

HCC have not cleared The Mark Way properly. COSC to chase HCC.

**Action: COSC**

Routes to Common from West Down – COSC to waymark two routes (one scenic route and one accessible route, both clearly marked).

**Action: COSC**

DG to arrange clearing of trees on the edge of WMPF that have fallen onto the adjoining property fencing.

**Action: DG**

COSC to discuss re worded 'Cattle Grazing' signs for each entrance to the Common. ([41422 6](#)). **OUTCOME?**

**Action: DG**

DG to chase contractor to install dragons teeth opposite the recycling centre

**Action: DG**

Installation of gate at Common Cattle Grid - DG to double check that the refuge lorry will be able to fit through the slight narrow entrance due to the position of the hinges – ([41422 4](#))

**Action: Complete**

DG to inform Hurstbourne Forge re making and installing gate.

**Action: Complete**

MD to inform Bawden that their quote has been accepted for the tree survey and thank others for their estimate/quotes.

**Action: Complete**

WMPF Fence/Boundary - TE and NH contact and meet with the adj. landowner to confirm the boundary. **OUTCOME?**

**Action: TE & NH**

COSC to review the proposed Freeland plans ([4422 30](#), proposed plan [30a](#)).

**Action: COSC**

TE to investigate the erection of fencing upstream from the Longbridge (not the barbed wire fencing across the river) and report back to CPC. **OUTCOME?**

**Action: TE**

Planning –

TE to contact TVBC and request that, as adjacent land owners, that CPC are notified of any planning applications or changes/additions of new documents relating the Freelands planning application.

**Action: TE**

TE to re-send planning committee comment to TVBC re Test Valley Farm application.

**Action: Complete**

Community Emergency Plan –

GC to contact those who volunteered to assist with the Covid Support Group and ask if they would be interested in joining an Emergency Support Group.

**Action: GC**

Strategy Working Group - TE to get proforma Community Land Trust documents that can be amended for CPC need.

**Action: TE**

TVBC Local Plan 2040 – TE to submitted comments re TVBC Local Plan 2040 Regulation 18 stage 1 public consultation ([9522 5](#))

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**12A. FINANCE -**

**Annual Finance Report for 2021/22 –**

The opening balance for all account was £72362.05. Of which the following was ringfenced - £17187.36 for Common, £8319.45 for West Down, £1777.36 for WMPF Capital, £5902.39 for Batty Acc and £31000 for Community Projects (allocated as follows: - WMPF improvements to play area £10000, Coley Lane pedestrian crossing £5000, West Tree Planting £2000, Community donation £1000, Virtual footpath between Station Rd and Drove Rd £3000, Further enhancements to WMPF £5000 and Mayfly footbridge Project £5000).

**Receipts –**

The Precept remained unchanged at £14500.

Other receipts totalled £20156.58, of which

£868.43	WMPF Running Costs (£850 for football use of WMPF [ <i>£751 more than budgeted</i> ] and £18.43 SSE refunds). An increase of £803.80 compared to 2020/21.
£254.50	Allotment rents (£60.40 of which was payment of 2022 agreements paid early) [ <i>£154.50 more than budgeted</i> ]. An increase of £105.10 compared to 2020/21.
£70.88	SEE wayleave [ <i>£2.93 more than budgeted</i> ]. A decrease of £4.56 compared to 2020/21.
£160.00	Machinery Costs (portion of TVBC Community grant for pavilion/container electrics) [ <i>Not budgeted for</i> ]. A decrease of £132.66 compared to 2020/21.
£2697.98	VAT reclaimed [ <i>Not budgeted for</i> ]. A decrease of £369.29 compared to 2020/21.
£5466.67	Community Projects (£600 returned Pre-school grant, £4366.67 part-funded village hall grant and £500 HCC Green Canopy grant) [ <i>Not budgeted for</i> ]. A decrease of £25533.33 compared to 2020/21.
£0.77	Batty account interest [ <i>£3.99 less than budgeted</i> ]. A decrease of £1.67 compared to 2020/21.
£2000.18	WMPF Capital Account (£0.18 interest and £2000 donation from Pre-school). [ <i>£1.81 less than budgeted for interest and £2000 was not budgeted for</i> ]. An increase of £1999.25 compared to 2020/21.
£5771.00	Common (£5651.00 RPA agreement payments and £120 portion of TVBC Community grant for pavilion/container electrics). [ <i>£1200 more than budgeted for RPA payments and TVBC grant was not budgeted for</i> ]. An increase of £1660.80 compared to 2020/21.
£3226.17	West Down (£3106.17 RPA Agreement payments and £120 portion of TVBC Community grant for pavilion/container electrics). [ <i>£44.83 less than budgeted for RPA payments and TVBC grant was not budgeted for</i> ]. A decrease of /3208.62 compared to 2020/21.

**Expenditure -**

Total expenditure was £34066.82, of which

£1375.00	Grants awarded and s137 payments. [ <i>£700 less than budgeted. Budgeted £600 for Pre-school and £100 for Joyrides was not issued and £150 grant awarded to Wherwell History Group was not budgeted for</i> ]. A decrease of £450 compared to 2020/21.
£8166.27	Staff costs. [ <i>£2649.53 more than budgeted, mainly due to increase in hourly rate and sufficiently more overtime than budgeted for</i> ]. An increase of £2364.65 compared to 2020/21.
£150.03	Village hall hire [ <i>£124.97 less than budgeted</i> ]. A decrease of £122.98 compared to 2020/21.
£696.88	Insurance [ <i>£187.05 less than budgeted for due to change in provider</i> ]. A decrease of £146.91 compared to 2020/21.

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£121.00	Community Fundraising Group (£100 village hall booking and £21 TEN) <i>[not budgeted for]</i> . No expenditure in 2020/21.
£1555.94	Administration costs (Stationery, ICO, HALC Sub, Defib pad, computer costs, audit costs and banking charges <i>[£583.08 more than budgeted as £420 computer repairs, £26 banking charges and £39.95 defib costs where not budgeted for, £0.12 less than budgeted for HALC sub, £100 more than budgeted for audit costs, £10 less than budgeted for mobile costs, £8.34 less than budget for bullguard, £20.59 more than budgeted for stationery and £5 less than budgeted for ICO]</i> . An increase of £308.09 compared to 2020/21.
£32.07	Chilbolton Covid Support Group – covid related costs (masks, hand sanitiser etc). A decrease of £45.93 compared to 2020/21.
£2962.77	WMPF running costs <i>[£357.77 more than budgeted as £180 more than budgeted for grass cutting, £1.43 more than budgeted for TVBC bin emptying, £65.50 less than budgeted for dog waste bags, £30.50 less than budgeted for signage, £53.71 less than budgeted for pavilion electric, £66.67 less than budgeted for pavilion repairs, £17.50 less than budgeted for play area and tree safety inspections, £190.20 more than budgeted on play equipment repairs, £97.71 less on miscellany costs and £17.03 on keys, £10.75 on scalpings for entrance to WMPF, £690 for mole catching, £29.95 for TTT scalpings base were not budgeted for and unused budgeted for was £100 for fence and gate repairs, £20 noticeboard repairs, £50 vegetation strimming, £50 tree management, £120 for pavilion cleaning, £50 for football pitch repairs and £40 for HPFA sub as they no longer exist]</i> . An increase of £1137.97 compared to 2020/21.
£79.20	Allotments <i>[£145.80 less than budgeted as £50 budgeted for fence/gate repairs not used, £50 budgeted for vegetation strimming not used, £15 more than budgeted for tree safety, £50 budgeted for water costs not used and £25 budgeted for miscellany costs not used and £14.20 return of allotment fee not budgeted for]</i> . A decrease of £5.70 compared to 2020/21.
£853.18	Village Greens <i>[£116.82 less than budgeted for as £50 budgeted for fence/gate repairs not used, £50 budgeted for signage repairs not used, £50 budgeted for dragons teeth repairs not used, £410 more than budgeted for maintenance, £20 budgeted for miscellany costs not used, £256.82 less than budgeted on telephone kiosk refurb (NB: project not finished) and £100 budgeted for village enhancement not used]</i> . An increase of £132.38 compared to 2020/21.
£803.19	Common vehicle closure <i>[not budgeted for]</i> . No expenditure in 2020/21.
£2578.24	Footpath and Tree management <i>[£2226.24 more than budgeted for as £131 less than budgeted for on dog waste bags, £65 more than budgeted for vegetation strimming, £40 budgeted for miscellany costs not used, £2300 not budgeted for allotment tree felling and £32.24 for scalpings not budgeted for]</i> . An increase of £2162.24 compared to 2020/21.
£524.99	Machinery Costs <i>[£444.99 more than budgeted as £63.33 on general machinery costs (e.g. fuel), £266.67 for electrics to container and £114.99 for beast and trailer repairs]</i> . An increase of £97.34 compared to 2020/21.
£2942.22	VAT paid. An increase of £1.31 compared to 2020/21.
£5886.51	Community projects, part-funded grants and other - £193.22 West Down tree planting from ringfenced funds (NB: project not finished), £275.12 Common vehicle closure related costs, £4366.67 part-funded village hall grant and £51.50 Green Canopy project from ringfenced funds (NB: project not finished). Part-funded grant was £2530.33 less compared to 2020/21. There was no other expenditure for Community projects in 2020/21.

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£3792.77 Common [*£4811.23 less than budgeted for as £25 less on grass cutting, £612 budgeted for bin emptying not used, £131 less than budgeted for dog waste bags, £200 budgeted for fence/gate repairs not used, £250 budgeted for signage repairs not used, £20 for mapboard repairs not used, £200 budgeted for dragons teeth repairs not used, £30 less than budgeted for vegetation strimming, £25.10 less than budgeted for river/ditch management, £50 budgeted for tree management not used, £333.72 more than budgeted for machinery costs, £97.65 more than budgeted for Sparhsolt/volunteer group costs (NB: £117.65 of actual cost was brought forward from 2022/23 budget), £700 budgeted for track repairs not used, £50 budgeted for miscellany costs not used, £2949.50 less than budgeted for long term improvements (NB: project not finished)]. An increase of £1386.77 compared to 2020/21.*

£1516.61 West Down [*£3468.39 less than budgeted for as £70 less than budgeted for grass cutting, £1.43 more than budgeted for bin emptying, £65.50 less than budgeted for dog waste bags, £300 budgeted for fence/gate repairs not used, £67.71 less than budgeted for signage repairs, £50 budgeted for nature trail repairs not used, £20 budgeted for mapboard repairs not used, £30 budgeted for dragons teeth repairs not used, £45 less than budgeted for vegetation strimming, £100 more than budgeted on tree management, £333.72 more than budgeted on machinery costs, £8 less than budgeted for volunteer group costs, £97.33 less than budgeted for water costs, £150 budgeted for miscellany costs not used, £3000 budgeted for Coley Lane tree planting not used (this was set aside in ringfenced WD funds, but Community projects funds were used instead)]. A decrease of £1235.89 compared to 2020/21.*

£29.95 WMPF Capital expenditure [*£1970.05 less than budgeted for as £200 budgeted for pavilion enhancements not used, £1400 budgeted for fundraised projects not used, £370.05 less than budgeted on play equipment renewal]. No expenditure in 2020/21.*

The closing balance of all accounts was £73311.81. Of which the following was ringfenced £19165.59 for Common, £10029.01 for West Down, £3747.59 for WMPF Capital Acc, £5099.97 for Batty Acc, £389.93 for Covid Support Group, £500 for FAG/insurance excess reserves and £30255.28 for community projects (allocated as follows: - WMPF improvements to play area £10000, Coley Lane pedestrian crossing £5000, West Tree Planting/Green Canopy project £2255.28, Virtual footpath between Station Rd and Drove Rd £3000, Further enhancements to WMPF £5000 and Mayfly footbridge Project re allocated to Common gravel area redesign £5000).

**Assets –**

There was an increase in assets of £2489.08 due to the below purchases. Total assets as at 31/3/22 £327809.24.

Squire padlock		£52.98
Traffic cones		£437.75
Common ladder boards		£1,968.00
Drapper Loppers		£30.35
		<b>£2,489.08</b>

[2021/22 Precept accounts spreadsheet – Budget and Actual](#)  
[2021/22 Ringfenced accounts spreadsheet – Budget and Actual](#)

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**12B. Finance - Monthly report –**

**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

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**PAYMENTS NECESSARY SINCE 4 APRIL 2022-**

Online payments were made to: -

Taits Printers – Cow Common Vehicle Closure (Late payment)/Batty Account - £18.00 [approved by TE and FB 13/7/21]

D Griffiths – New Chainsaw – Machinery Costs £148, Common £111, WD £111, VAT £74 = Total £444.00 [approved by GM and TE 12/4/22]

M Treadwell – 1/4/21 – 31/4/22 Website fees - £59.32 [approved by GM, TE and DG 19/4/22]

HSBC – Direct payment – Admin/Banking charges - £8.00

D Griffiths – balance of AFT fencing supplies for river bank restoration (on 8/3/22 DG was pd £329.88 as per ATF sales quotation, however, the sales invoice and amount DG actually pd was £335.27, DG was therefore reimbursed the balance of £5.39.

Hurstbourne Forge – 50% Deposit of Common gate with key pad - £1128 [approved by Cllrs via email]

S Lacombe – Flowers for M Treadwell – Admin/Website costs - £50 {approved by Cllrs at 4/4/22 CPC meeting]

DD payments – NONE

Chq payments - NONE

**MAY 2022 PAYMENTS FOR APPROVAL –**

Online Payments: -

A Denyer – Salary £ 725.50, Exps £35.00, Stationery £23.34 = £ 783.84

St Mary the Less Church – Annual Grant - £600

HALC – Annual subscription/Admin - £382.94

Business Stream – Water for WD trough - £33.97

HCC Highways (Community Projects – Coley Lane pedestrian crossing and white lines) - £7954.87

A Denyer Reimbursement re Wel Medical – 2 defib pads for Village Hall and WMPF defibrillators to be ordered c. 16/5/22 (both due to expire 1 June) - £95.88

T Ewer – Reimbursement for residents 70<sup>th</sup> wedding anniversary flowers/Other – £50 (awaiting VAT receipt)

T Ewer – reimbursement for drinks at APA – £37.90 (awaiting VAT receipt)

Chq payments: - NONE

DD payments: - 7/5/22 SSE – Pavilion Electric (inc.s adjustments to previous invoices) - £26.59

**CURRENT ACCOUNT RECEIPTS –** Receipts since last report –

B Drew – Allotment A11 2022 rent - £20.40

J Seddon – Allotment A12 2022 rent - £7.90

TVBC – 1<sup>st</sup> instalment of 2022/23 Precept - £7250.00

B Morbin – Allotment 10a and 10b - £26.10

**2022/23 ACCOUNTS -**

1. Bank Reconciliation as at 3/5/22 attached [here](#)

2. Current acc Receipts, Batty and WMPF acc's spreadsheet attached [here](#)

3. 1<sup>st</sup> Quarters Payments spreadsheet attached [here](#)

**COSC Common participation in the T&I INNS Project: Azolla Weevil Release 2022 and reallocation/increase in budget for Vegetation Stimming/management –**

£150 has been agreed in the 2022/23 budget for Common vegetation strimming/management. WRT have informed COSC that there is a non-native invasive plant (Water Fern - Azolla filiculoides) that needs to be controlled. There will be a cost involved of c. £130 per pack (number of packs required as yet unknown) as per the WRT email dated 26/4/22 ([9522 20a](#)) and an update dated 27/4/22 ([9522 20b](#)). Therefore, either there needs to be a reallocation of budgeted funds or an increase in the budgeted amount for this category. The estimated closing balance for the Common ringfenced funds is currently £11754.59.

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**13. Flood Advisory Group – Cllr Marits**

**Annual report –**

The principal role of the Flood Advisory Group is to ensure that the surface water dispersal system is fit for purpose. Complementing this, the Group also monitors severe winter weather.

The Group have continued with the work of advising HCC,CPC,SW and TVBC when work is required, to ensure that verges , ditches and drains are clear. The group has struggled to maintained good relations with all the major groups, who provide assistance to the village. Mainly due to the movement of peoples within both Southern water and Hampshire highways.

Members of the FAG have attended a number of events , to raise our profile with these groups, so that we can liase more effectively with them in times of need.

This year we did not get the culverts at Abbotts Rest, Frog lane jetted out, as Hampshire highways said they were needing to done. Having explained that these are our last line of defence when flooding occurs and that we have had them jetted out every year , after leaf fall, for 10 years, we were very surprised at this comment. They did agree that the weir drains around Frog Lane were really not suitable and were talking about replacing them. We wait to hear what the outcome of this will be.

They have agreed to jet and then camera survey these areas as well as Joys lane, we are awaiting their report and findings.

The drainage pipes on the common were RODDED out to ensure that they were clear as well as those on Pond Green and the Sleeper bridge was cleared too.

Rain fall has been very low through the last months and the groundwater levels and the river remain at a low level and with reduced flow, whilst this may be good for the village regarding flooding it will at some point change. This may be lead to a number of heavy rainstorms that may affect the village.

It was good to note that during the power outage in the village in 2022, that Southern water got a tanker to the pumping station next to the pub quite quickly. A generator soon followed to get the swage pump station back up and running. Fag have sent a thank you through to Southern water for the quick reactions.

**Monthly report –**

Jetting and camera surveys were taking place week commencing 18<sup>th</sup> April. I have asked for a copy of the reports for the various under road culverts and have been promised same.

Ground water levels remain low at this time. River levels also look down and rate slower

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**18. Community Fundraising Group –Cllr Hall**

**Annual report –**

The Fundraising Group carried out its work on an informal basis during 2021/2 and met only sporadically as agreed with the Parish Council. Formal Terms of Reference were proposed but it was decided that these were not appropriate in the circumstances and were never adopted.

The Group engaged with the Parish Church Council and others in the community to plan a Big Village Party in July 2021. This was done in sufficient detail (catering plan, licences, risk assessments etc.) to ensure that such an event could be revived at any point but, due to Covid-19 developments and restrictions, the July party was postponed and eventually cancelled. All monies raised were refunded to customers.

The much busier schedule of village events for 2022 was reviewed, together with plans to support the Queen's Platinum Jubilee. As the ongoing programme of improvements to facilities at the War Memorial Playing Fields is already funded for this year, the decision was taken not to arrange any further CPC led events or fundraising activities this year but to start planning for 2023.



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During April, we sought input and ideas from the village for community and fundraising events at the Annual Parish Meeting. A number of good ideas were put forward including a revival of Chilfest, a Real-Ale Festival, musical performances, dinners, quizzes and young people's events. The Group will discuss these ideas at their next meeting in June.

#### **Monthly report –**

During April, we sought input and ideas from the village for community and fundraising events at the Annual Parish Assembly. A number of good ideas were put forward including a revival of Chilfest, a Real-Ale Festival, musical performances, dinners, quizzes and young people's events. The Group will discuss these ideas at their next meeting in June.

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#### **15i. COSC DRAFT minutes of meeting held on 14/4/22 –**

#### **DRAFT Minutes of Meeting held on 14th April 2022 at Poplar Dene, Chilbolton**

#### **Present**

David Griffiths (DG) – Chairman; Moya Grove (MG), Trish Heaton (TH), Nick Horne (NH), Julian Hudson (JH), Emma Noble (EN)

#### **Apologies**

Terry Gilmour (TG), Edward Painter (EP)

DG welcomed JH to COSC and to his first meeting.

DG advised that Glynne Evans had decided to stand down from COSC. The Committee thanked Glynne for his many years of hard work for COSC and, in particular, his work on West Down - both managing the site and his conservation work - and as the Tree Warden. Glynne's experience and commitment will be greatly missed by the Committee and the village.

#### **Members of the public present**

None

#### **Minutes of the last meeting**

The minutes of the last meeting held on 22nd March 2022 ([Minutes](#)) were agreed as a true record and signed by the Chairman.

#### **Matters arising**

Matters arising are covered under the main headings below.

#### **Finance**

A finance report was provided by the Parish Clerk ([Report](#)) and noted. NH agreed to check with Chilbolton Clerk where the ring-fenced funding (£2k) for CWMPF from the Pre-School was recorded in the accounts.

In response to a query about the seemingly high cost of a tyre for Sparsholt's wheelbarrow (recorded as £72.68 + VAT), MG advised that this was for 2 puncture proof wheels.

#### **Allotments**

Chilbolton Clerk had advised that all plots were now taken.

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**Common**

Report provided by MG ([Report](#))

Further updates as follows:

Bank Restoration by Sparsholt.

MG would see if the attendance by Sparsholt students was eligible for the Educational Access grant.

DG agreed to fix copies of the permit waiver using the staple gun.

WRT proposal for river bank and channel restoration.

CPC notes of the public meeting held on 26th March had been circulated. MG highlighted some other points to be noted, and included in the final proposal:

- the sloping gravel area should be referred to as a 'gravel bank' and not a 'beach'
- the line of the ford on the Wherwell side was deep and access was steep
- Freelands Estate Manager had commented that the river at the southern end needs 'churning' as it is silting up
- the ownership of the trees on the north side of the Purleygig Stream needed to be identified as the trees need attention

Freelands' proposal for main stream restoration.

The precise boundaries of the Common are set out on the Land Registry map which DG showed to those present. The Parish boundaries and the cattle fencing do not coincide with the extent of the Common. Fishing rights are a separate matter.

COSC queried why barbed wire had been stretched across the river and attached to the bank on the Chilbolton Parish side of the river. Furthermore, the Committee was upset to learn that a swan had become entangled in the wire and had died. DG advised that the Chairman of CPC was dealing with the matter. COSC recommended that CPC refer the matter to the Environment Agency and Natural England. At the very least, the wire needs to be removed from the Chilbolton Parish river bank and from within the Parish boundary.

NH wondered whether the Canals and River Trust might have some interest in the matter and would make an approach .

COSC endorsed the view of MG that the Freelands' proposals were in the overall interest of the river, noting that 2 berms are on the Chilbolton side of the river.

Common Management Plan.

MG acknowledged that the Common Management Plan needed further work. She was arranging a meeting with the Test and Itchen Association and Wild Trout Trust who had an interest in the river bank. Their views could be incorporated in the Plan. DG and CPC Chairman had said they would be happy to attend the meeting. There are ash trees at the SW corner of the common that need felling need felling.

Signage.

DG had spoken to Alison Graham-Smith of Natural England about the signage and the gravel area. Her views were awaited; COSC would then make a recommendation to CPC.

DG would raise with CPC the matter of dogs on leads within the ground nesting areas.

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Cattle grazing sign. The 'warning' notice for dog owners about cattle grazing on the Common had been approved by CPC. Nevertheless, some COSC members believed that point of the notice should be that dogs can cause injury to the cattle and dogs should therefore be on a lead.

Gate onto the Common.

CPC had approved the installation of a gate onto the Common. NH advised that LTL had not heard from CPC; DG agreed to ask CPC to let LTL know the outcome of their proposal.

It was noted that, when installed, the gate should have one hinge pointing upwards and the other downwards to avoid unauthorised removal.

The gate would need some form of securing it in the open position.

Fencing on Common near Long Bridge. NH commented, in response to the CPC draft minutes, that it was the fencing/posts placed on the river island upstream of the main river that was the fencing in question. Half of this island, the right hand side, lies within the Chilbolton Parish boundary and forms part of the SSSI. NH agreed to write to Chilbolton Clerk to ask for clarification.

**Machinery Maintenance**

It had been necessary to buy a new chainsaw because of the error in refuelling; the purchase had now been made.

**Parish Paths**

[Report](#) provided by DG.

The matter of whether the southern part of the Mark Way had been properly cleared remained. DG agreed to take forward.

**Village Greens**

COSC voiced its warm thanks to Mr and Mrs Hamilton for the tree now planted on Stocks Green.

**War Memorial Playing Fields**

[Report](#) provided by NH.

The mole catcher was returning to deal with the latest outbreak on the playing field.

The repaired basket-ball backboards would be installed and scalping laid for the table tennis table the following week. Delivery of the table was now likely in May; the outcome of the bid to TVBC CAF was awaited. The Development Group was reviewing proposals for the adventure tower.

CPC Chairman had met with the landowner to discuss the boundary of the playing field with the adjacent land. Whilst the landowner had been in discussion with a Council member in the past about the boundary, the legal document shows the boundary to be beyond the rabbit fence. Chairman CPC is continuing to take this matter forward with our solicitor and the landowner.

**West Down**

As noted above, Glynne Evans would no longer be taking the lead in the management of West Down. Glynne had led a transformation of the Down which was now admired by villagers and visitors from the local area. His common sense and expert advice had been instrumental in making the area a site that

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added much to the village environment. Glynne was considering whether he would be able to continue as Tree Warden. It is understood that he will be happy to continue to assist with queries on the ELM system and advise on other matters when asked.

It was noted, with thanks, that the tree planting had been completed.

DG would consider who might be asked to lead the future management of West Down.

DG had obtained a quote from ATF (fencing), Romsey, for 12 posts to mark the bridleway across the Down. George Whitfield would do the installation work. EN commented that she might be able to negotiate a discount for the posts.

NH had confirmed that the electricity cables were on the other side of the road to that where the new dragons teeth would be placed. He would make contact with George.

**Review of COSC and CWMPF Development Group TORs**

TORs for [COSC](#) and the [DG](#) were provided.

It was agreed that COSC and CPC would benefit from a second member of CPC to be a member of COSC. This proposal is recommended to CPC for consideration.

The members of the DG had not reviewed their TORs - they would report back at the next meeting.

**Lengthsman's work**

The Chilbolton clerk had provided a [list](#) of work.

No work was proposed for the remaining funds.

**Correspondence**

All [correspondence](#) noted.

**Any other Business**

None

**Items for the next Agenda**

None

**Date of Next Meeting**

Thursday 12th May 2022 at Poplar Dene

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**21. Correspondence –**

5/4/22 - DG email to AGS NE ([9522 3](#))

22/4/22 - AGS NE response re Cow Common signage ([9522 17](#)) 25/4/22 - DG response to AGS ([9522 17a, b](#))

5/4/22 - KB response to resident re WRT proposals and common gravel area where cars park ([9522 4](#)) (in response to [4422 37](#)) and 7/4/22 resident response ([9522 4a](#))

7/4/22 - TE email to TVBC re CPC comments on the Local Plan 2040 reg 18 consultation ([9522 5](#)) inc attachments.

1/5/22 - Melchet Park and Plaitford Parish Council email ([9522 5a](#))

7/4/22 - Test Valley Community Resilience Forum - special meeting on Thursday 5th May at 10am at Chilbolton Village Hall ([9522 6](#)) and SSEN RCF guidelines 2022 ([9522 6a](#))

8/4/22 - TVBC Community Governance Review - Romsey Town, Romsey Extra and Awbridge Parish Councils and Valley Park and Hurstbourne Tarrant Parish Councils ([9522 7, 7a, 7b](#))

9/4/22 - 20s Plenty for us April ENewsletter ([9522 9](#))

8/4/22 - HCC re National Highways Statutory Consultation - Special Engineering Difficulty Designation ([9522 10, 10a](#))  
- DEADLINE FOR COMMENTS 11/5/22

10/4/22 - Resident email re Basket Ball court and response ([9522 11](#))

13/4/22 - Resident email re Co option of new Cllr and MD response ([9522 12](#))

21/4/22 - Hants Constabulary March newsletter ([9522 13, 13a](#))

22/4/22 - TVBC Civic Service invitation ([9522 16](#))

22/4/22 - Unity invitation to Covid support groups - <https://mailchi.mp/74f643623e86/unity-enews-april-15671757?e=114807d430>

22/4/22 - Police and Crime Commissioner 220422 Change to household DIY charges to reduce flytipping consultation ([9522 18](#)). Consultation ends 4/7/22

25/4/22 - TVAPTC - Local Plan Regulation 18 responses re meeting to be held on 26/5/22 ([9522 19](#))

26/4/22 - Neil Swift Wessex River Trust update ([9522 20](#)) 26/4/22 - WRT email re Water Fern ([9522 20a](#)), 27/4/22 Update re Water Fern ([9522 20b](#))

26/4/22 - Wherwell resident query re fencing upstream from the Long Bridge ([9522 21](#)) and response

27/4/22 - HALC re Hampshire and the Isle of Wight village of the year comp ([9522 22](#))

26/4/22 - Media enquiry re Test Valley Farm planning query and response ([9522 23](#))

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