

**YOU ARE HEREBY INVITED TO ATTEND
CHILBOLTON PARISH COUNCIL MEETING TO BE HELD ON
MONDAY 7 NOVEMBER 2022
COMMENCING AT 18:30 at CHILBOLTON VILLAGE HALL**

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 [3 OCTOBER 2022](#)**
4. **[MATTERS ARISING](#) (Not covered within monthly routine reports)**
5. **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. Test Valley School Presentation evening sponsorship ([71122 6](#))
 - iii. Changing banks ([5922 7](#))
 - B. Flood Advisory Group – Cllr Marits – Nothing to report
 - C. [Highways report](#) – Cllr Cockram
 - D. Open Spaces Committee (COSC)– Cllr Griffiths to inc.
 - i. [COSC meeting minutes](#)
 - ii. [Cow Common Signage update](#)
 - iii. [Update on Wessex River Trust project](#)
 - iv. [Cow Common gravel area redesign](#)
 - v. Professional Tree Survey update – No report available at time of publishing
 - vi. [Gate Closure Policy update](#)
 - vii. Fishing Rights – Cllr Ewer – Verbal update to be given at the meeting
 - E. [Planning Committee report](#) – Cllr Larcombe
 - F. Village Hall – Cllr Ewer reported ‘The village hall film show on Friday 4th November is “Phantom of the Open”. This really looks like a fun film about the U K golf open’.
 - G. Community Fundraising Group update – Cllr Hall – Nothing to report
 - H. Strategy Working Group update – Cllr Ewer – Nothing to report
The Queen’s Green Canopy Initiative update – Cllr Bradley (temporary removal from Agenda until early 2023)
6. **HCC and DISTRICT COUNCILLOR REPORT** – Cllr Drew
7. **[CORRESPONDENCE](#)**
8. **QUESTIONS FROM PUBLIC** – (3 mins. per person)
9. **ANY OTHER BUSINESS** – For information ONLY
10. **ITEMS FOR NEXT AGENDA**
11. **Date of next scheduled meeting – Monday 5 December 2022; 18:30, Chilbolton Village Hall**

**Mandy Denyer (Parish Clerk)
Published 01/11/2022**

4. Matters Arising:

Finance –

COSC will be asked to physically check on all the CPC assets – DG and RF will check

Action: DG & RF

COSC –

DG to chase Lengthsman for quote to install dragons teeth opposite the recycling centre.

Action: DG

Wardening of Common - DG to draft article for Parish Magazine asking for volunteers. (To date one volunteer has made contact with the Clerk) – Cllrs agreed to the scheme and to NH re-drafting an article for the parish magazine.

Action: NH

Tree survey –

RF to obtain quotes to deal with larger trees

Action: RF

DG and RF to produce a full report of any actions to be taken and any reasons for not taking action.

Action: DG & RF

COSC to review and make any minor changes to Common Gate Closure policy

Action: COSC

Appointment of COSC admin officer

Action: DG

The Rotary Club Walk the Test signage needs collecting from Station Rd. DG to chase.

Action: DG

Planning –

A TPO needs to be placed on trees at Winston, Village Street. Once the exact location has been identified, MD to make application.

Action: Planning Committee/MD

Settlement Boundary - Further investigation is required and legal advice sought to see if there is a case to challenge and possibly have the Settlement Boundary decision reversed?

Action: Planning Committee

SL to forward emails sent to TVBC re information required re CiL to DD for follow up

Action: SL

Highways –

GC to remind HCC that they are to replace the highway traffic signs at Coley Lane pedestrian crossing. TE to forward GC plans that show what traffic signs were there.

Action: TE/GC

RF reported that the bus stop sign near Coach House, Coley Lane has fallen. RF had reported this to HCC, who claim that the sign has been repositioned. However, this is not the case. RF to forward GC the emails to and from HCC.

Action: RF/GC

The 20mph sign is still missing from Test Rise. The post has been stood back up but no 20mph sign has been placed there. GC to chase, again.

Action: GC

Community Fundraising Group – DH to recruit new members

Action: DH

Green Canopy project – Round one sponsorships and competition winners have been put on the News page of CPC website ([News – Chilbolton Parish Council](#))

Agreed 2023 meeting dates – MD has informed village hall bookings secretary and parish magazine (reminder: the Annual Parish Assembly will be on Monday 24 April not 20th).

Action: Complete

[Back to Agenda](#)

5A – Finance report from M Denyer (Clerk) –

S106 FUNDS AS AT SEPTEMBER '22 – (TVBC s106 [Explanation of categories](#)): -

Available ([spreadsheet](#)) -

Children's Play Space = £ 1771.90
Informal Recreation = £121.43
Formal Recreation = £ 4531.61
TOTAL available for CPC = £ 6424.94

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

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 NECESSARY SINCE 3 OCTOBER 2022-

Online payments were made to: -

Hampshire conservation Volunteers (WD Bramble cutting) - £98.00 [agreed by TE and DG]
HSBC banking charges (Admin) - £8.00
Grass and Grounds (WMPF 1 cut on Oct) - £144.00 [confirmed by NH and agreed by DG and TE]
Hampson (Common long term improvements/signage (Ladder boards) - £1326 [agreed by DG, TE and GM]
Business Stream (WD water) - £50.25 [agreed by GM and DG]
N Horne reimbursement (WPF Running costs/Zip Wire servicing) - £132.40 [agreed by DG, TE and GM]

DD payments – NONE

Chq payments - NONE

NOVEMBER 2022 PAYMENTS FOR APPROVAL –

Online Payments: -

A Denyer – Salary £425.20, Exps £35 = £460.20

Chq payments: - NONE

DD payments: - NONE

CURRENT ACCOUNT RECEIPTS – Receipts since last report –

Cheques held for banking re Green Canopy Tree Sponsorship - £100.00 now banked*

11/10/22 - Patrick Coates (Green Canopy) - £50.00*

11/10/22 - T Youell (Green Canopy) - £50.00*

11/10/22 - Shel Drake (contribution towards repair of Common track) - £169.52 + £1 admin charge

3/10/22 - Rabeneck (Common track repair) - £169.52

24/10/22 - Walsh (Common track repair) - £169.52

2022/23 ACCOUNTS -

1. Bank Reconciliation as at 1/11/22 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 Quarter Payments spreadsheet attached [here](#)

[Back to Agenda](#)

5C – Highways report from Cllr Cockram –

- 1. Fallen 20 mph speed limit sign at Test Rise - Enquiry No. 21609933.** The post for the sign has been re-instated in the ground, the 20 mph disc sign went "missing" while waiting for the repair. A new 20mph speed limit disc must be installed on the post.

Hampshire Highways status: NO CHANGE - as at 9/9/22, work passed to Contractor. Defects of this nature are added to their contractor's work programme and are normally processed within two months. However, this could take longer depending on the severity of the issue, availability of resource and severe weather events.

- 2. Recurring flooding on Coley Lane from West Down – Enquiry No. 21612241.** The Problem was again closed by Highways without a satisfactory action. I have re-opened it with photo evidence of flooding on Aug 16.

Hampshire Highways status: NO CHANGE - as at 23/8/22, work passed to Contractor. Defects of this nature are added to their contractor's work programme and are normally processed within two months. However, this could take longer depending on the severity of the issue, availability of resource and severe weather events.

- 3. Broken Bus Stop on Coley Lane – Enquiry No. 21623608**

Hampshire Highways status: WORK COMPLETED - 10/10/22, contractor has made safe or repaired the reported problem.

- 4. Road Closure Warning signs in Village Street.**

Signs finally removed, although now sign warning of ongoing work along Coley Lane from 28/10/22.

- 5. Replacement of traffic signs by the Coronation Green crossing.**

Highways have confirmed the signs have been ordered and will be installed subject to the programme of the contractor.

[Back to Agenda](#)

5D – Open Spaces Committee –

i. COSC DRAFT minutes of 13/10/22 –

Chilbolton Open Space Committee

Draft Minutes of Meeting held on 13th October at 18:30 at Poplar Dene

Present - Nick Horne (NH), David Griffiths (DG), Julian Hudson (JH), Moya Grove (MG), Emma Noble (EN), Abby Purver (AP)

Apologies - Trish Heaton (TH). Terry Gilmour (TG) and Rick Franke (RF)

Members of the public present - None

Minutes of the last meeting

The minutes of the last meeting held on 11th August ([Thursday 11th August 2022](#)) were discussed and agreed with one amendment. Under the heading 'War Memorial Playing Fields' NH would like the line '*Regarding the boundary issues, NH has only had a chance to look at this today*' amended to '*Regarding the boundary issues, NH has circulated the requested draft document*'

Matters arising

COSC would like to take the opportunity to welcome and thank Abby Purver as a new member.

Other matters are dealt with below.

Finance

A finance report and COSC budget was provided by the Parish Clerk, Mandy Denyer (MD) ([131022_1](#), [131022_2](#)) DG proposed that we leave this until the November meeting to digest properly. DG to discuss with MD. Members wishing to add any points should submit these to DG.

Allotments

Report provided by TG ([131022_3](#)) TG continues to liaise with Southern Water regarding the new water supply.

Chilbolton Cow Common - Report provided by MG ([131022_6](#))

Fishing rights are now being overseen by the chair of CPC

Regarding the extension to the Higher Level Stewardship (HLS) DG will contact MD to agree to an extension to the HLS as it stands as it is a complicated matter.

Other matters discussed further under the headings below:

Update on Wessex River Trust (WRT) proposal ([131022_7](#))

WRT will be on the Common on 31/10/22 to install the berms on the Purleygigg stretch of the river in the first week. They will return for a second week from 7/11/22 when contractors will be doing the gravel bank and continuing with berms and during a 3rd week from 14/11/22 they will aim to finish off the berms, although this last week may not be required.

NH is happy that WRT and their volunteers can use the pavilion facilities. If there are any others using the pavilion WRT is happy to work around them. WRT can also lock equipment in the pavilion if necessary.

MG asked if we would like to keep the current oak boards which will be taken up during the works. COSC agreed that we should.

MG confirmed that there is no need to close the gate to the Common during the works as the dates now fall outside of half term.

MG noted that the cattle will be collected in the second week of November.

MG confirmed that Matt Irving and Andy Blinkow are now overseeing the project and that there will be a lot of volunteers from the village and Sparsholt College helping. Volunteers will need to fill in a form which is detailed in a Parish Magazine article drafted by MG ([132022_8](#))

WRT would like to install an information board. COSC looked at the options suggested in the email from Amy Ellis at WRT ([71122_2](#)) and decided on an A1 sized board with two legs in oak.

Closure of the Common parking area

DG has looked at the Gate Closure Policy (gg) and has comments he wishes to make. He will send out his suggestions and further comments will be welcomed from COSC members.

Common Gravel area proposal from resident

COSC welcomed the comments of John Rowles ([9822_2](#)) and has taken them into consideration where possible when making decisions to do with the gravel resign.

Fencing issues

No further issues. Jeff Hounslow has fixed the broken fencing and installed deer fence.

Management jobs and autumn work

MG produced a report in January 2021 ([131022_9](#)) but none of the suggested work has yet been carried out. MG will update this report.

The ash trees along the far fence need attention as a matter of urgency, although this was not part of the management plan. DG said that he will be able to complete this work with Peter Dodsworth. Where fencing has been damaged this will need to be repaired by a contractor.

DG suggested we approach the lengths man to cut the encroaching scrub to the right after the Purleygigg bridge as an additional paid-for job.

DG mentioned that there is also significant tree work around the village following the Bawden tree survey which still needed actioning. NH suggested the use of the contractors who did the trees along Coley Lane at the bottom of West Down as they were efficient and reasonably priced last time.

MG confirmed we don't need an autumn cut on the Common. MG has contacted some contractors to take over the cutting work from Grass and Grounds and is meeting one tomorrow and will also take them up to West Down to quote.

Cow Common Code - JH has offered to amend and circulate the Cow Common Code ([9822_5](#))

Update on Common signage - Nil to add

Machinery Maintenance - Nil to report

Parish Paths

Report provided by DG. The path behind and leading to Ivy Farm has been cleared. Thanks are due to Richard Milliken. Otherwise nil to report.

Village Greens

NH suggested we rename the new Jubilee tree on Stocks Green the 'Queen Elizabeth' tree. DG to approach Jenny Hamilton to get her opinion.

NH would like to have the signs for the fete at Dummer removed from Stocks Green. NH to action.

Chilbolton War Memorial Playing Fields (CWMPF)

Report provided by NH ([9822 9](#))

The football team which previously used the playing fields will now be based in Wherwell. NH to approach another local football team who are looking for grounds.

NH to approach RF to chop the tree above the pavilion roof and also to deal with rust.

NH has looked at issues with the seat and the zip line brake. He will be liaising with Vitaplay / Ed Treadwell.

DG to chop the wildflower meadow with the Beast next week.

A meeting has been arranged next week with NH and EN and the last potential contractor to quote for the new adventure tower. Once that quote is in, the Development Group will be able to get together to discuss and decide on recommendations to present to COSC.

NH is in discussion with Spalding regarding repairs to the basketball hoop and also the flaky paint. It is believed that the damage has been caused by someone swinging on it. NH has a trail cam and will look into the legalities of using CCTV to survey the basketball court.

Regarding the CWMPF Boundary there are no notes in CPC minutes to indicate the letter was discussed ([9822 8](#)). COSC were of the view that every effort should be made to keep this village asset in its original entirety. This matter will go back to CPC with a recommendation to that effect.

West Down

Report provided by DG.

DG confirmed that there was a good turn out to the first Tuesday working party. Hampshire Conservation Volunteers had at least 6 people with brush attending and did an excellent job. There may be an option of using them on the Common. MG to investigate.

Lengths Man Work - Clearing the Abbot Stream is yet to be done. DG to take this up with MD.

Correspondence - Nothing further to add

Questions from Public - None

Any Other Business

Regarding the potential new horse gate at the Long Bridge, AP has quotes. AP is going to send the quotes to DG. AP and EN to apply for the grant.

EN to look into the grant application for the hedging to go along the back of the pavilion as it borders the Common and do the online course as suggested by MG.

NH has seen that he has been tasked with actions in CPC minutes. As COSC is not part of CPC, matters should go back to COSC to be considered and distributed. DG explained he had told CPC that NH had agreed at a meeting of COSC to make another effort to get volunteers to patrol the common and would be calling it an Ambassador Scheme. To say CPC had tasked him was therefore not accurate.

NH is progressing with the scheme. He has put the 'ambassador scheme' to TVBC (Jenny Brain). Her view is that our scheme needs to be considered in light of other schemes around the borough and that they will see what they can do to help. She can offer training, insurance etc.

Items for the next agenda - None

Date of the next meeting - Scheduled date is Thursday 10 November 2022 at Poplar Dene, Village Street.

[Back to Agenda](#)

5Dii – Signage update:

Ladder boards are ready for collection (DG has agreed to collect). Installation will need to be arranged.
Information boards – No update at this time.

[Back to Agenda](#)

5Div – Common Gravel Area redesign – On 31/10/ DG informed Cllrs the following – ‘George has altered the parking area and done a good job. Bit more work needs doing to proposed parking bays on left hand side. I will speak to George about that.’

[Back to Agenda](#)

5E – Planning Committee report from Cllr Larcombe –

Response to application 22/02468FULLN, Chilbolton Observatory has been sent supporting the application.

Cllrs Ewer, Cockram and Larcombe attended the NATV planning committee meeting on October 6th. Cllr Ewer and a village resident spoke objecting to Test Valley Farm application. Cllrs David Drew and Larcombe spoke objecting to 12 Branksome Close application. There were several village residents present. Test Valley Farm was unanimously refused and Branksome Close was deferred on the request that a report was needed as to why the house opposite was given permission on appeal.

Branksome Close was subsequently given permission at NATV committee on 27th. Cllr Larcombe spoke objecting. It was voted 4 – 2 although 2 officers expressed their frustration that they did not like the application but couldn't really find grounds for refusal.

Freelands, 22/02279/FULLN and Winston 20/01600/FULLN have both been given permission .

There have been 5 new applications

22/02668/FULLN, Test Valley Farm. New application for 4 houses.

22/02662/FULLN Middlebarn Farm, new application. Landscaping has been changed to allow for access for refuse lorries and other environmental issues appear to have been addressed.

22/02578/FULLN & 22/02579/LBWN. Testcombe, Coley Lane, Application for internal alterations

22/02658/FULLN Tintern House, Branksome Ave. Erection of summer house/home office.

22/02775/TREEN Freelands. Felling of multiple trees. (Probably needs discussion with Wherwell PC).

Permission

Felling of 2 fir trees, Abbots mead, granted.

Correspondence:

Email from resident voicing concern about contractors for Fenstanton parking at the bottom of Station Road close to Coley Lane junction. Also their lack of consideration for traffic when their delivery lorries are manoeuvring to access the site. Cllr Larcombe responded and said that it would be discussed at the PC meeting on November 7th.

Minutes of the Planning Committee meeting held on 3/10/22 attached here ([71122_4a](#))

[Back to Agenda](#)

7. Correspondence –

- 5/10/22 - WRT Interpretation board ([71122 2](#)) – COSC discussed and agreed A1 size with 2 oak legs
- 7/10/22 - TVBC further response re Freeland applications ([71122 3](#))
- 9/10/22 - TVAPTC - TVBC Energy workshop information ([71122 5](#))
- 10/10/22 - Test Valley School presentation evening sponsorship request ([71122 6](#)) – to be discussed under Finance
- 12/10/22 - St John Ambulance onsite first aid training course quote and info ([71122 7](#)) – Quote for budgeting purpose only at this stage.
- 12/10/22 - DEFRA Solent Nutrient Market Pilot ([71122 8](#))
- 13/10/22 - Walk the Test Way (25/9/22) feedback ([71122 9](#))
- 14/10/22 - HALC email re HCC Flood Risk Management - Landowners leaflet ([71122 10a](#) (leaflet [71122 10](#))) – FAG to discuss
- 14/11/22 - TVBC NAPC notification re land adj to 12 Branksome Close ([71122 11](#)) – SL attended meeting
- 14/10/22 -TVBC notification of NAPC decision re 21/02241/FULLN TVF ([71122 12](#))
- 13/10/22 - Email re WMPF slide mound unsafe condition ([71122 13](#)) – responded that the next stage of the WMPF Development Group is to replace the slide and mound with an adventure tower.
- 17/10/22 - HALC October '22 Newsletter ([71122 14](#))
- 19/10/22 - HSBC letter re changes to TandCs business price list and additional conditions ([71122 15](#))
- 14/10/22 - TVBC re energy efficiency grants for local residents (sustainable warmth) - ([71122 16](#)) – added to CPC website and asked Webmaster to circulate
- 21/10/22 - Quotes for Common and WD top cuts from Vesper and Greenjack countryside services ([71122 17](#) and [17a](#)) – Majority of Cllrs agreed to DG proposal to accept the Vesper quote. Vesper has been notified.
- 24/10/22 - HALC re Centre for Sustainable Energy Planning Support - PLACE project information for groups ([71122 18a](#))
- 13 and 24/10/22 - resident emails to Planning Committee re construction parking at Fenstanton ([71122 19](#))
- 25/10/22 - Southern Water re hose Pipe Ban ([71122 20](#))
- 7/10/22 – (forwarded from TG) Southern Water Allotment quote for mains water ([71122 21](#)) – COSC to discuss
- 26/10/22 - NE consent for Wessex River Trust works on Purlygig river ([71122 22](#))
- 28/10/22 –HALC re DLUHC committees funding inquiry ([71122 23](#)) – response required by 10/11, if any.