

CHILBOLTON PARISH COUNCIL

DRAFT – Minutes of the meeting held on Monday 3 April 2023; 18:30 at Chilbolton Village Hall

PRESENT: Cllrs Tony Ewer (Chairman) (TE), David Griffiths (Vice-Chairman) DG, Geoff Cockram (GC), Rick Franke (RF), Julian Hudson (JH), Mandy Denyer (Clerk) (MD), HCC/TVBC Cllr David Drew (DD)
Members of public: None

1. Apologies: Cllr David Hall (DH), Sue Larcombe (SL) and George Marits (GM)
2. Declarations of Interest: NONE
3. To sign as a correct record the minutes of the meeting held on 6 March '23 – These were agreed and signed as an accurate record of the meeting.

4. Matters Arising:

Finance –

Check on all the CPC assets - 2022/23. Most items have now been checked or will be checked soon.

Remaining items: -

Drove Rd and Coley Lane - signs (car parking signs etc)

Winchester Street and on Village Street - signs (car parking signs etc), 2x iron bench's on Village Street (one adj. to Poplar Dene and the other I think is near the shop by the footpath leading to Joys Lane), 3x seating in Church yard, Village Street bus shelter (opposite Room Cottages) **Action: Ongoing**

MD to investigate if financial assistance/grant can be made to Chilbolton Shop – parish councils can spend a limited amount of money on anything they deem of benefit to the community that is not covered by the other specific responsibilities described in the attached list ([3423 1](#)). **Action: Complete**

COSC –

To install dragons teeth opposite the recycling centre by Easter 2023 – DG received a quote but this includes concreting of posts in place and installing dragons teeth on Village Pond Green. DG has requested quote be revised as concreting not required and to separate WD and Village Pond Green elements – Cllrs accepted A Bond quotes for both WD and Village Pond Green. DG to instruct A Bond. **Action: DG**

Warden arrangements for 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/ongoing**

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

DG, RF and N Ives to complete survey report this month.

DG/COSC to investigate who will clear Abbots Stream in future. Natural England to be approached to establish whether a mechanical digger can be used for this purpose. MG has been in touch with Sparsholt College who are running a River Management course and may be able to clear Abbots Stream as part of that course.

Action: Ongoing DG/COSC

DG and GC to meet and discuss where WMPF boundary needs to be cleared to enable gate to be moved to the boundary and permanent posts installed. On hold until adj. land owner is available. **Action: DG & GC**

TE to discuss with WMPF adj. land owner (Mr Saunders) If there is any possibility of providing a permissive footpath from Coley Lane to WMPF via the 'bee field'. On hold until adj. land owner is available. **Action: TE**

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DG to draft letter to Wessex River Trust thanking them for their work on the river –COSC recommend delaying letter until Summer '23 so as to see the full effect the changes have made to the river. **Action: DG/on hold**

Planning –

Request for TPOs to be placed on trees at Winston, Village Street not granted – Response from TVBC ([6223 2](#)). CPC to challenge this decision. SL email to TVBC ([6323 11](#)). SL to chase. **Action: SL/Ongoing**

TE and SL to introduce CPC to the residents of Valley Field Park in early spring. **Action: TE/SL**

AOB:

MD to return of documents to Hampshire Archives – deposited Thursday 23/3 **Action: Complete**

Cllrs discussed issuing mugs to children of the village. MD to investigate at Wherwell Primary School to see if the mugs would be appreciated by children and if so, to ask how many children are there in Chilbolton – School admin officer informed that mugs would be appreciated. A village email will be circulated to Chilbolton residents and notice in shop asking if parents of children 12 years and under would like a mug. **Action: Complete**

A grant of £500 from TVBC will be applied for, to use for purchasing mugs or go towards cost providing catering for children at the celebration event. This has been applied for. **Action: Complete**

Consideration to be given to upgrade the bench on Coronation 'plot'. DG to check condition of bench. GC to check if plaque still there. **Action: DG and GC**

Wherwell Proposed Solar Farm:

The company should be invited to do a consultation presentation at the Village Hall. GC to liaise with Wherwell PC. Cllrs agreed to invite company to make a presentation on 24/4/23 at the Annual Parish Assembly. **Action: GC**

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

A. Finance: Prior to the meeting MD circulated the attached report ([3423 14](#)).

DH checked, agreed and signed the bank reconciliation check (prior to the meeting).

- i. Approval of accounts for payment: Reimbursements to DG for COSC and Green Canopy expenses £166.80, ProMow Landscapes Tree Invoice (Green Canopy/Community projects) £2016.00, Village Hall Hire £45.50 and MD salary and Exps £674.79 were approved. MD informed that the Aviva payment has now been made.
- ii. To discuss and decide on whether to close the Batty and WMPF Capital accounts with HSBC; if not, to discuss and decide on whether to combine the account and allocation of any interest received: MD informed that interests for 21/22 were 77p (Batty) and 18p (WMPF), in 22/23 they were £18.52 (Batty) and £14.86 (WMPF). After discussion, Cllrs agreed to combine the 2 savings account and close the WMPF account. Any interest received will be split 45% Batty and 55% WMPF Capital based on year end balances of these accounts.
- iii. To discuss and decide on Allotment rental fee increase: At the 12 April '21 CPC meeting Cllrs discussed and agreed that allotment rental fees should, in increments over 3 years, increase to reach the benchmark rate of 40p/sq.m. However, this is to be reviewed prior to the final increase as the third-year increase may not appropriate for the site. COSC have discussed and propose, that due to the current financial climate, they recommend not increasing the rental fees and to review next year. After discussion, Cllrs agreed to implement the final increase as the increase is only a few pounds per plot. MD to ask if plot holders would share the costs of installation of mains water to the allotments.

Action: MD

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- iv. To discuss and decide on the proposed price increase for 2023 cutting season from Grass and Grounds: Prior to the meeting MD circulated the attached email from Grass and Grounds ([3423 6](#)). The current agreement is to expire 31/1/2024. MD informed that the agreed 2023/24 budget had allowed for WMPF - 11 cuts at the current agreement price of £120/cut and 4 cuts at £132/cut; a total of £1848 (an average of £123.20/cut). The proposed price per cut is £140; an increase of £20/cut and £16.80/cut above the average price per cut budgeted. Therefore an estimated total of £279 over budget. West Down - 6 cuts at £52/cut for WD path cutting budgeted (£312). The proposed price per cut is £75; an increase of £23/cut. Therefore an estimated total of £138 over budget. After discussion, Cllrs agreed that NH will liaise with Grass and Grounds and investigate other services. Cllrs believe the proposed increases are above the retail index price. **Action: NH**

Cllrs thanked MD for all her efforts in providing a full report of 2022/23 accounts and had no amendments to make.

- B. Flood Advisory Group: No report given.
- C. Highways: GC reported on the Operation resilience closure of B3420 (Hill Farm Garage to Wherwell junction to B3048) from 6/4/23 for 3 days and Stockbridge Rd from 13/4 for 2 nights.
- D. Open Spaces Committee (COSC):
 - i. COSC meeting minutes: Prior to the meeting DG circulated the DRAFT minutes of the COSC meeting held on 9/3/23 ([3423 9](#)).
 - ii. Cow Common Signage Update: Information boards have been received. DG to arrange installation. MD to check if Green Space had quoted for installation. (POST MEETING: Purchase Order sent to Green Space included the installation). JH investigating No Parking signs and disabled and parent and child parking signs for gravel area. **Action: JH**
 - iii. Professional Tree survey update: [See matters Arising](#).
 - iv. Fishing Rights update: TE received the following from Strutt and Parker ""Please see attached the heads of terms we have discussed ([3423 16](#)). I hope you agree that shortening the sentences makes it clearer. With regard to the vehicular access, I have tried to ensure through the wording that the CPC is not conferring vehicular rights as well as ensuring that the details of any that may be necessary are agreed in full with the CPC beforehand. As I said in your last email, I am more than happy to raise your point about the Island ownership with my client solicitors if this will help to provide clarity." TE explained that CPC cannot grant any vehicular access across the Common as it will be in breach of the SSSI conditions. CPC will agree to mowing upto the stock fence only on the main River Test section (i.e. adj to Freelands). CPC claims ownership of the island in the River Test. As the owners of the Common CPC own the ground/river bed to the centre of the river and therefore the islands. Also the conveyance for the Common from the Church Commissioners states that the land being purchased also includes 'and all unregistered land in the parish' of which these island are. TE to follow up with Strutt and Parker. **Action: TE**
 - v. To discuss and agree press release (PR) re works on Common in 2022: Prior to the meeting DG circulated the updated PR ([3423 8](#)). After discussion, Cllrs agreed to the update.

COSC to investigate suitable signage to make parents aware that the river is now deeper and faster and children should be kept under a watchful eye when playing in the Purlygig Stream.

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Planting of 10 mature trees for the Green Canopy is now complete. Prior to the meeting K Bradley circulated the final report for the Green Canopy Project ([3423 19](#)). Cllrs agreed to the purchase of 2 plaques for the completion winners trees, to be purchased from Etsy at a cost of £15.60 each. **Action: MD**

Play Tower update: TE informed that TVBC required answers to a couple of questions. It was agreed that the very comprehensive report by the WMPF DG would be sent to TVBC. **Action: WMPF DG**
TE to inform Caledonian play of the delay. **Action: TE**

- E. Planning Committee: Prior to the meeting SL circulated the attached report ([3423 7](#)) and minutes of the meetings held on 6 and 20 March ([3423 7a](#) and [7b](#) respectively).
- i. Update re TVBC meeting to discuss Settlement Boundary: ongoing matters are still to be addressed by TVBC.

JH was appointed Vice-Chairman of the Planning Committee.

JH gave a brief report on current planning matters, inc. that a strong objection will be sent to TVBC re Winston retrospective planning application for an outdoor kitchen area and a rebuttal comment to the ecology report for the Test Valley Farm planning application.

There will be CiL funding for the Fenstanton development. Amendments to their planning applications have been refused.

The Planning Committee asked for CPC Cllrs consent to request a meeting with TVBC Planning department to discuss the incremental increase of Valley Field Park and that all planning applications include floor areas so that CiL funding can be calculated. Cllrs agreed. TE to draft letter, MD to send. **Action: TE and MD**

- F. Village Hall: TE reported that the management committee plan to upgrade the lighting in the Painter Hall. Cllrs agreed to part-funding this project. The warm hub has now finished and it was very well attended and will return next winter.
- G. Community Fundraising Group: Prior to the meeting DH circulated the attached report ([3423 15](#)). Cllrs agreed to defer discussions to the June CPC meeting.
- H. Strategy Plan Working Group: TE reported that the group will be meeting on 5/4/23. They will discuss the Terms of Reference and Community Land Trust. Cllrs agreed to the joining of the National CLT Network at £85 for the first year.
6. King Charles III Coronation celebration: TE gave a brief rundown of events on the day; Procession from Church to Abbots Mitre followed by afternoon refreshments supplied by Chilbolton shop and later a BBQ supplied by the Abbots Mitre. If weather conditions are bad the full event will be moved to the village hall. Cllrs agreed to purchase 50 unbranded Coronation mugs to be handed out to the Chilbolton children. TE to circulate order of events and MD to produce poster for CPC notice boards. **Action: TE and MD**
7. HCC and TVBC Councillor report:
DD HCC report is attached here ([3423 20](#)). DD TVBC report:
TVBC have invested in electric pedestrian street sweepers and bin lorry's are now running off HVO (Hydrotreated Vegetable Oil).
DD also supplied information re Local Government Cllrs and You 2023 ([3423 20a](#)).
8. Correspondence:
8/3/23 - HCC Test Valley Local Cycling and Walking Infrastructure Plan (LCWIP) workshops ([3423 2](#))
8/3/23 – Information extracted from email dialogue to and from TVBC and TG re Tunnel Tech ([3423 3](#))
20/3/23 - TVBC update on Tunnel Tech to Chilbolton resident ([3423 11](#))

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22/3/23 - Tunnel Tech North - Misson resident email ([3423 13](#)) – given TE contact details

9/3/23 - The Three Bees Project initiative ([3423 4](#)) – given parish magazine contact details

9/3/23 - HCC info re Chilbolton parish Rights of Way (RoW) ([3423 5](#))

20/3/23 - HCC RoW updates ([3423 10](#))

10/3/23 - Grass and Grounds 2023 price increase ([3423 6](#)) – to be discussed under finance

21/3/23 - HALC March '23 newsletter ([3423 12](#))

29/3/23 – Freelands and TVBC email re Tunnel Tech ([3423 17](#))

30/3/23 – Notice of road works; A30 to Stockbridge Rd 6/4/23 for 3 days, road closed between 08:00 and 18:00. ([3423 18](#))

9. Questions from public: NONE

10. Any Other Business (for information only):

JH informed that KB was still in the parish mag. GC informed that the Covid Support group was also still in the parish mag. MD to ask for this info to be removed and JH to be added. **Action: MD**

GC asked if there is more that CPC can do to help the Village Shop. DD reported that TVBC are in the process of setting up a support group (with possible access to funding) for village shop and community run shops as they are an important asset to rural villages.

11. Items for the next agenda: NONE

12. Date of the next scheduled meeting: Monday 15 May 2023; 18:30 at Chilbolton Village Hall. All annual reports are to be circulated by 12:00 Thursday 4 May. It was agreed that only annual matters will be discussed at this meeting.

There being no further business to discuss the meeting was closed at 20:50.

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