

**CHILBOLTO PARISH COUNCIL**

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

Present: Cllrs Tony Ewer (TE) (Chairman), David Griffiths (DG) (Vice-Chairman), Rick Franke (RF), Julian Hudson (JH), Sue Larcombe (SL), George Marits (GM), Mandy Denyer (MD) (Clerk)  
TVBC/HCC Cllr David Drew (DD)  
Members of public: seven present

1. Apologies: Cllrs Geoff Cockram (GC) and David Hall (DH)
2. Declarations of Interest: NONE
3. To sign as a correct record the minutes of the meeting held on 5 June 2023: These were agreed and signed as an accurate record of the meeting.

**4. Matters Arising:**

**Finance** - Check on all the CPC assets - 2022/23. All items have now been checked except WMPF. MD to chase NH  
**Action: Ongoing**

**COSC -**

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. DG advised that 90% of visitors to the Common are respectful of the conservation area. The 10% that don't are likely to be defensive and possibly abusive. He is therefore reluctant to ask volunteers to approach these people.  
**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 informed that N Ives has looked at trees on CPC land and is in the process of producing a report.

DG/COSC to investigate who will clear Abbots Stream in future - 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: Complete**

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. DG to ask A Bond for a quote.  
**Action: DG**

GC informed that Watch Estate is for sale and therefore he would like to chat with Mr Saunders with regards to the boundary with the WMPF. MD to forward Mr Saunders contact details.  
**Action: GC/On hold**

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/On Hold**

Purlygig Bridge - DG to query if the nails to aid non-slipping should be installed. It is for HCC to decide if such nails should be installed. HCC response email ([3723 6](#)).  
**Action: Complete**

Old signage - SL asked if the old signage boards should be re-purposed. DG will discuss the matter with COSC. COSC have agreed that there is no other use for the signage, so they are to remain in place.  
**Action: Complete**

Agreed and signed ..... (Chairman)  
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Signage to alternative parking at WD when the gravel area on the Common is full/closed, especially for those entering the village from the May Fly end of the village. SL suggestion ([3723 11](#)).  
**Action: Complete**  
**Action: COSC to discuss**

JH suggested that a notice should be displayed in the Common gravel area informing of where alternative car parking is available.

DH informed that the waymakers to the Common from West Down are overgrown. DG agreed to clear vegetation from signs.  
**Action: Complete**

DG to produce poster showing dead young fox to demonstrate the danger to wildlife from litter being left and not deposited in the bins or taken home.  
**Action: DG**

Common 2022 enhancements Press release – JH to provide photos, DH to provide contact details for local press, MD to send to local press.  
**Action: JH, DH & MD**

**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** – Consideration to be given to upgrade the bench on Coronation ‘plot’. DG to check condition of bench. GC to check if plaque still there. DG informed that the top slat of the bench needs repairing and GC informed that the plaque is no longer next to the tree. MD to investigate costs for replacing the plaque that can then be screwed to the bench. (MD suggestions – [3723 14](#)). [See item 5Diii of these minutes](#).  
**Action: Complete**

**Registration of Pecuniary Interest (RoPI)** - All RoPI’s have been received and sent to TVBC. Website has been updated.  
**Action: Complete**

**Flood Advisory Group** – Village Pond Green ditch from driveway across green to pumping station – DG to arrange removal of tree stump and ling of ditch with concrete.  
**Action: DG**

**Highways** – JH to investigate barriers for the Mayfly Bridge/Coley Lane junction. JH has made recommendations and sent them to GC, who has passed them onto HCC Highways for review.  
**Action: Complete**

5. 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 ([3723 19](#)). GM checked, agreed and signed the bank reconciliation check.
  - i. Approval of accounts for payment: MD reimbursement of £267.60 for the purchase of new defib battery for WMPF was approved prior to the meeting by DG and TE. MD salary and Exps £462.19 and Village hall hire £71.50 were approved.
  - ii. Discuss and decide on Wherwell Primary School grant application ([3723 1](#)); After discussion, Cllrs agreed that CPC would be happy to grant £282.50 (i.e 50% of the £565 cost), if Wherwell PC (WPC) agree to grant the remaining 50%. TE to discuss with WPC Chairman.  
**Action: TE**

Fenstanton CiL payment email from TVBC – ‘Payment remains outstanding and the developer has 1 week remaining before enforcement action will begin. Initially this will take the form of a £3,000 late payment fine

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with additional fines in the pipeline should payment still remain outstanding. Failing this the developer will be taken to court with additional fines imposed should we reach that stage. I have sent the developer an email this week outlining the information above. I imagine that this should prompt payment to be made (it usually does) but will be sure to inform you when the money does come in. You would be entitled to the usual neighbourhood percentage of any additional receipt from fines so a silver lining to any late payment.'

- B. Flood Advisory Group: GM reported the water level is down to 6.7m below the surface.
- C. Highways: Prior to the meeting GC circulated the attached report ([3723 18](#)). An update from Operation Resilience was received notifying that the resurface of Winchester Road will take place sometime in August '23 ([3723 23](#)).
- D. Open Spaces Committee: -
  - i. COSC meeting minutes: Draft minutes of the meeting held on 15 June '23 were circulated prior to the meeting ([3723 22](#)).  
DG reported the following matters: -  
Common track to properties on the Common is in need of repair. DG to ask A Bond to quote. **Action: DG**  
  
Ragwort – there is no ragwort pulling on the Common or WD. Hampshire Conservation Volunteers will be on the Common to continue the Creeping Thistle cutting on Saturday 8 July.  
  
TVBC to replace the black and gold bins on the common with smaller lidded wheelie bins ([see correspondence](#)).  
  
Station Road Footpath has been cleared of vegetation.  
  
The Mark Way is badly overgrown. DG has contacted HCC to remind them it is their responsibility to clear this path.  
  
TE requested that the vegetation on the junction of Drove Rd/Coley Lane be cut back. DG to arrange. **Action: DG**  
  
Thanks with given to the WMPF Development Group for all their hard work and persistence in getting the TVBC Community Asset Grant for the Play Adventure Tower.  
  
Basketball systems – these have been badly vandalised again. COSC hope to discuss CCTV when NH attends the next COSC meeting.  
  
A member of the public made a call to the police at the weekend to report antisocial behaviour, only to be told that the Andover Police Station is closed at weekend. DD advised contacting Police Commissioner Donna Jones and Caroline Nokes MP. **Action: TE**  
  
Members of the public informed that the cattle on the Common this year are reportedly more aggressive than previous years.
  - ii. Fishing Rights update: Prior to the meeting TE reported that a response is yet to be received from Strutt and Parker. TE to chase. **Action: TE**

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- iii. To discuss and decide on plaque for Coronation Green: Prior to the meeting MD circulated options to Cllrs. After discussion, Cllrs agreed to DG to instruct A Bond to repair and re-painting the bench and agreed to the purchase of the gold acrylic plaque. **Action: DG & MD**
- iv. To discuss and decide on signage for alternative car parking: Prior to the meeting SL circulated information to Cllrs ([3723\\_11](#)). After discussion, Cllrs agreed to the suggested signs. SL to draft wording and get quotes for COSC to discuss and agree. **Action: SL & COSC**
- v. To discuss and decide on matters raised by Common residents re closing Common gate at weekends June, July and August ([3723\\_16 letter](#), [3723\\_16a photos](#)).

After discussion, Cllrs support the decision made by COSC (as per the Gate Closure Policy) to close of the Common gate at weekends during June, July and August (and each year here after).  
Cllrs would also support a COSC decision to close the gate throughout the Summer school holidays (i.e not just weekends) if they decide this to be necessary. TE to draft notice for parish magazine. **Action: TE**

A 'No Parking' sign is to be installed on the Common gate. **Action: ??**

TE to talk to DVLA to see if car owner details can be given to CPC of those vehicles that park inappropriately so that CPC may write to the owners warning that if they are caught parking inconsiderately again they may be fined. **Action: TE**  
Byelaws may need to be put in place.

'No Parking' signs to be placed along Joys Lane.

The Common gate was forced open on Saturday 1 July. A. Bond to investigate a way to prevent this happening again. If this is unsuccessful, DG to contact Hurstborne Forge (supplier and installers of the gate). **Action: DG**

The 'Common Closed' sign at the top of Joys Lane needs to be replaced. After discussion, it was agreed to replace the barrier with an A-Frame notice board. DG to investigate ASAP. Cllrs agreed to a cost of c. £75. RF informed that he may have an A-frame notice board he would be happy to donate. **Action: DG**

- vi. To discuss and decide on proposed revised WMPF Development Group Terms of Reference ([3723\\_22b](#)). After discussion, Cllrs agreed to the revised ToR.
- E. Planning Committee: Prior to the meeting SL circulated the attached report ([3723\\_10](#)). Minutes of the meetings held on 5 and 19 June attached ([3723\\_10](#), [10b](#) respectively). Matters of concern for the planning committee continue to be: Fenstanton, Winston TPO's and Test Valley Farm and now the new application for extensive works to Tuxford House.
- F. Village Hall: Prior to the meeting TE circulated the following 'Nothing special except ongoing maintenance of the parking area, now re surfaced, decoration of the Durnford room, this week, and sale /disposal of all the players costumes that were deteriorating badly in the damp conditions of the storage container.'
- G. Community Fundraising update: Prior to the meeting DH circulated the attached report ([3723\\_21](#)). SL informed that the Open Gardens raised £2155.69 with an estimated 260 tickets sold. The portable loo, cakes from Chilbolton Stores and a £25 donation to the National Open Gardens website are yet to be paid for.

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After expenses, Cllrs agreed that 50% will be given to Hampshire and Isle of Wight Air Ambulance (H&IOWAA). MD to make payments and arrange donations.

**Action: MD**

H. Strategy Working Group update: TE reported that the Working Group will be issuing a new survey for the Neighbourhood plan. A public meeting will be held late in the year to discuss the findings of that survey. Once TVBC's Local Plan is revised and issued, CPC will need to update the Chilbolton Neighbourhood Plan. Anyone wishing to join the Working Party please contact TE.

6. HCC and TVBC Councillor report:

On behalf of the H&IOWAA, DD thanked the Open Gardens team for their fundraising efforts.

DD HCC report attached here ([3723\\_25](#))

DD reported the following re TVBC:

- TVBC bin lorries are no run on Hydrogenated vegetable oil (HVO)
- Saturday 29 July – Cycle powered cinema at Vigo Park, Andover (<https://www.testvalley.gov.uk/news/2023/jun/cycle-powered-cinema-whizzing-its-way-to-andover>)
- A fine of £416 (plus a victim surcharge of £166 and costs of £200) was given to an Abbotswood man for collecting scrap metal without a license to do so. (<https://www.testvalley.gov.uk/news/2023/jun/abbotswood-man-fined-after-collecting-scrap-metal-without-a-licence>)

7. Correspondence:

5/6/23 - Wherwell Primary School grant application ([3723\\_1](#)) – discussed under Finance

5/6/23 - Test Valley Arts Foundation ([3723\\_2](#))

8/6/23 - Test Valley Borough Civic Service 11/7/2023 (Chairman and guest) ([3723\\_3](#))

8/6/23 - HCC email re Purlygig Bridge ([3723\\_6](#))

9/6/23 - HCC resurfacing letter re Winchester Rd ([3723\\_4](#)). 27/6/23 – Operation Resilience update – Winchester Rd ([3723\\_23](#))

12/6/23 - DD email to TE and SL re Winston ([3723\\_5](#))

12/6/23 - ITV request re Common ([3723\\_9](#)) – 26/3/23 response to ITV ([3723\\_9a](#)). TE was given assurances that the programme will be based on the SSSI status of the Common. MD to request notification as to when this programme will be aired.

**Action: MD**

12-13/6/23 - Cutting of Stocks Green ([3723\\_8](#)) – Policy to be discussed by COSC for approval by CPC. **Action: COSC**

13/2/23 - Resident email to TVBC re Common bins ([3723\\_7](#)). 27/6/23 Resident email re TVBC response re Common Waste Bins ([3723\\_7a](#)). 3/7/23 MD emailed TVBC Environmental team to confirm the changing of the bins asap.

15/6/23 - Common moth recording request ([3723\\_15](#))

16/6/23 - HCC Hampshire Transport Forums ([3723\\_12](#))

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17/6/23 - Resident email re vegetation at Fenstanton, Coley Lane ([3723 13](#)). 26/6/23 GC email to Fenstanton Developers ([3723 13a](#))

20/6/23 – Common Residents letter to CPC requesting closure of Common gate June, July and August weekends ([3723 16 letter](#), [16a photos](#)) – discussed under item [5Dv](#) of these minutes.

23-26/6/23 – TE email to DEFRA re Bye-laws and DEFRA response ([3723 17](#))

29/6/23 - Test Valley Association of Parish and Town Councils ([3723 24](#))

**8. Questions from public:**

Is the Parish Council aware as to why properties on the Common are now being told that they live on a flood plain and their insurance will be going up? CPC is not aware of any changes that would make their insurance companies aware of this. However, GM pointed out that the Common is and always has been a flood plain.

**9. Any Other Business:**

SL received a complaint that the telephone boxes are taking too long to be refurbish (nearly 2 years now) and that the work, in their opinion, is of a poor standard. MD informed that someone had seen painting taking place on Sunday 2 July on the Grindstone Green telephone box.

**10. Items for next agenda: None at this time.**

**11. Date of next scheduled meeting: Monday 4 September '23; 18:30 Chilbolton Village Hall.**

All monthly reports to be circulated by 12:00 Friday 25 August '23.

There being no further business to discuss the meeting was closed at 20:15.

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