

**CHILBOLTON PARISH COUNCIL**

**DRAFT – Minutes of the meeting held on Monday 1 July 2024; Chilbolton Village hall, 18:30**

Present: Cllrs Tony Ewer (Chairman) (TE), David Griffiths (Vice-Chairman) (DG), Julian Hudson (JH), George Marits (GM). Members of public: None

1. Apologies: Cllrs Geoff Cockram (GC), Sue Larcombe (SL), David Hall (DH), and Rick Franke (RF). Mandy Denyer (Clerk) (MD), HCC/TVBC Cllr David Drew (DD)
2. Declarations of Interest: NONE
3. To sign as a correct record the minutes of the meeting held on 3 June 2024: These were agreed and signed as an accurate record of the meeting.
4. Matters Arising:

**COSC –**

There is a dead ash tree that have fallen on the Common boundary fence. RN to remove tree from fence when ground conditions permit. **Action: Ongoing**  
Ground conditions still too soft

Sleeper bridge on the Common will need repairing – The plan has been approved. The AB quote for the repair of the sleep bridge using tropical hardwood was approved. Notices need to be displayed in advance to give warning of works to be carried out.

AGREED TO ACCEPT HUTTON QUOTE FOR SLEEPER BRIDGE INSTEAD. First JH to write to resident asking for a significant contribution to the works – 80% would be considered acceptable. The resident may consider looking to their contractors for redress as they should have reinforced the bridge prior to works, as WRT did when they brought gravel in. Following work being done CPC will negotiate with other Common residents.

Draft letter to Old Inn Cottage was discussed re contribution to costs of repairs. See correspondence for response. **Action: Complete**

Common car parking signs update - DG agreed to get these installed signs along Coley Lane prior to Easter. AB has been instructed to install signs. Fixings are required holding up the installation. **Action: In hand**  
DG now has the e-mail and details needed to progress this

Change of layout to horse entrance gate on Joys Lane – COSC/DG to get quote. HCC to pay for gate. Fencing needs to be put up around this horse access point to prevent parking in this area. **Action: COSC/DG**

JH to investigate use of 'smart gate code lock'. JH findings circulated to COSC. **Action: Complete**

JH to investigate solutions to prevent the blocking of the pedestrian gate onto the Common. **Action: JH**  
In hand – will be shared at next COSC meeting.

MD to write to SW asking if they or a contractor had removed the WD barrier to TVF. Letter sent. MD missed a call from SW and has called them back to say email is best mode of contact, but nothing received as yet. **Action: Awaiting response**

Reinstate WD/TVF - CPC will not take any action to replace the barrier (as requested by HCC) until the matter between TVF and HCC has been finalised. **Action: on hold**

Agreed and Signed ..... (Chairman)  
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**Flood Advisory -**

Clearing of ditch from Joys Lane to river: GM to liaise with contractor re clearing ditch with machinery. **Action: GM**  
In progress

Letter ([3624\\_16b](#)) to be sent via post (marked Private and Confidential) to the CEO of Sothern Water. See  
Correspondence. **Action: Complete**

GM to draft letter to Southern Water seeking reimbursement for damages caused by the tankering. **Action: GM**

GM attended pan-Parish Forum and found that they are in negotiations with CEO of Southern Water who is trying to  
resolve concerns. [Draft PPRP Forum meeting minutes](#).

**Planning/SL and TE –**

Request for TPOs to be placed on trees at Winston, Village Street not granted – Response from TVBC ([6223\\_2](#)).  
CPC to challenge this decision. DD to chase for a response from Mr Gogan. **Action: SL/Ongoing**

TE to introduce CPC to the residents of Valley Field Park in early spring 2024. **Action: TE**

**Assets of Community Value** – MD to re-register Village Hall and Abbots Mitre (and inform Abbots Mitre) by August  
'24. **Action: MD**

**Finance –**

MD to adjust budget to include Hampshire Rural Management WD fencing (£2298) and Common Sleeper bridge  
repair by A Bond (£5695) **Action: Complete**

RE: Above – see Matters arising; an alternative quote for the Sleeper Bridge repair will be progressed.

Agreed: Formal review of spending vs budget to be carried out at 6 months into financial year (October 2024). *[POST  
MEETING: MD provides a budget review within each monthly finance report and a review of budget is on the agenda  
each September]*

MD to open Metro fixed rate savings account (once June '24 CPC minutes have been signed) **Action: MD**

Financial regulations update – MD to upload to website **Action: Complete**

**Highways –**

GC to ask HCC if JH can design the village gateways thereby reducing the professional fees. **Action: GC**  
JH to liaise with GC

MD to write to HCC to request hedging is cut back along Coley Lane and Little Drove Rd (also to Observatory re Little  
Drove Rd). See correspondence. **Action: Complete**

**Freedom of Information request** re Tunnel Tech– MD sent the requested information to Hugh James Solicitors and  
copied K Dunn and M Lee of TVBC as requested ([1724\\_14](#) and [14a](#)). **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 ([1724\\_19](#)).

GM checked, agreed and signed the bank reconciliation check.

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- i. Approval of accounts for payment: MD Salary, Exps and reimbursement £546.54, Village hall Hire £94.00. DD notification: SSE (Pavilion electric) £51.52.  
Cllrs discussed the part funded grant requested from the Village Hall for the painting of the Painter Hall. £280 was AGREED .
  
- B. Flood Advisory Group: Prior to the meeting GM circulated the attached report ([1724 16](#)).
  
- C. Highways: GC not present and no report was circulated prior to the meeting.
  
- D. Open Spaces Committee (COSC):
  - i. COSC Minutes of the meeting held on 13 June '24 ([1724 21](#)).
  
  - ii. Fishing Rights update: No update at time of meeting.
  
  - iii. To discuss and decide on enclosing the WMPF to be able to apply for an 'Enclosed Sports Area' under the TVBC Public Spaces Order: CPC agreed that the proposed re-routing of the Test Way to avoid the cost of fencing is not practical. DG meeting Simon Martin to arrange another quote for fencing off the Test Way
  
  - iv. To discuss and decide on the repair of the Common Sleeper Bridge: [see matters arising](#)
  
- Cllrs discussed the correspondence received from a Chilbolton Resident regarding the Teasel Field on West Down ([1724 9](#)): to be discussed by COSC at next meeting.
  
- E. Planning Committee: Prior to the meeting SL circulated the attached report ([1724 2](#)). Minutes of the Planning Committee meeting held on 3 June '24 ([1724 2a](#)).
  
- F. Village Hall: Prior to the meeting GC circulated the attached report ([1724 17](#)).
  
- G. Community Fundraising update: DH reported very successful COG event which raised circa £1750. All thanked very much and agreed that continuing on an annual basis would be good. Consider holding event in May to avoid the other villages' events? Also get Gardening Club involved so as to build event further, increase number of gardens and potential revenue. Investigate longer hours too.
  
- H. Strategy Working Group update: Prior to the meeting Cllrs received the TVBC Housing Needs Survey ([1724 12a](#)). After discussion, CPC agreed to adopt the Housing Needs Survey. In addition, CPC agreed that the SWG should talk to the relevant landowners regarding provision of the 20 homes for development on their land as the first part of a long-term masterplan for development, including community facilities including a playing field, shop and other facilities, and provision of improved highways. 10 houses would be affordable and 10 would be downsizing houses to fund the affordable housing.
  
6. HCC and TVBC Councillor reports:  
Prior to the meeting DD circulated the attached HCC report ([1724 22](#)).

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7. Correspondence:

04/6/24 - email to HCC Highways re hedges and vegetation encroaching on highway (Coley Lane and Little Drove Rd) ([1734 1](#)) [HCC automated responses re Coley Lane ([1724 1b](#)) and Little Drove Rd ([1724 1c](#))]. Emailed letter to Observatory re little Drove Rd ([1734 1a](#)). 12/6/24 response from Observatory ([1724 1d](#))

4/6/24 - Resident email re overgrown vegetation on WD ([1724 3](#)) - forwarded to COSC/resident has cut back vegetation at the WD car park

7/6/24 - Southern Water response to letter ([3624 16b](#)) sent to CEO June '24 ([1724 4](#))

7/6/24 - First Aid training ([1724 5](#))

7/6/24 - K Dunn response re breach of TVBCs Code of Conduct re TVF ([1724 6](#))

11/6/24 - Letter to Old Inn Cottage re sleeper bridge repair ([1724 7](#)) responses from resident inc. quote from Hutton ([1724 7a](#)) 18/6/24 JH email to Hutton ([1724 7b](#))

12/6/24 - South East Cyber Policing Team ([1724 15](#)) - Piers Rochford (18942) has replied to CPC request to hold an event at the village hall and says that he has been inundated with requests from Parish Councils and will be in touch in due course.

13/6/24 - Thriving Communities - Central Rural Test Valley ([1724 8](#))

13/6/24 - Resident email re WD barrier to TVF and other COSC matters and MD response (forwarded to COSC as requested) ([1724 9](#)). See item [5D re Teasel Field](#).

14/6/24 - HALC June '24 newsletter ([1724 10](#))

14/6/24 - HCC Highways letter to residents re Joys Lane ([1724 11](#))

17/6/24 - TVBC Housing Needs Survey Final '24 ([1724 12](#)). See [item 5H](#).

22/6/24 - Weed Spraying at WMPF ([1724 18](#)) – forwarded to COSC for response

25/6/24 – Emailed letter to Southern Water re WD barrier ([1724 20](#)). Initial automated response from SW ([1724 20a](#))

8. Questions from Public: NONE

9. Any Other Business: NONE

10. Items for next agenda: NONE

11. Date of next scheduled meeting: Monday 2 September 2024; 18:30, Chilbolton Village Hall.

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

Agreed and Signed ..... (Chairman)  
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