

UCPC Council Members

Cllr Peter Heslop, Chair, (PH) - apologies
Cllr Richard Bennett (RB) Deputy Chair
Cllr Gerry Dawson (GD)
Cllr Charles Eyre (CE)
Cllr Nigel Freemantle (NF)
Cllr Robert Hawkins (RHk)
Cllr Richard Hydes (RH)
Cllr Patrick Littlehales (PL)
Cllr Cynthia Williams (CW)
Karen Nadin, Clerk and RFO (KN)
Members of Public x 2

TVBC & HCC

Cllr Maureen Flood TVBC (MF) - apologies
Cllr Susanne Hasselmann TVBC (SH)
Cllr David Drew HCC (DD)
Michelle Penn – TVBC (MP) - apologies

MINUTES – 14 JANUARY 2026

1. Welcome, Apologies & Declarations of Interest

RB opened the meeting at 7pm. Apologies were noted from PH, MF & MP. There were no declarations of interest.

2. Approval of Previous Minutes

The minutes of the meeting held on 10 December were approved & signed by RB.

3. Update on Actions from Previous Minutes

Defibrillator Guardianship – PL is now the registered guardian of the defibrillator at the village hall and the details have been updated on The Circuit national database. He will carry out the necessary checks in conjunction with current community volunteer.

Resilience – Clerk has recently requested a volunteer to undertake the role of councillor lead for Community Resilience. To date no volunteer identified. **ACTION: All to consider if have capacity & advise Clerk if able to offer to volunteer.**

Dog Bins – Parish Council currently pay TVBC for 7 x bins – Clerk has now received a map showing actual locations of bins - there is one marked as being in Above Town that does not exist. **ACTION: Clerk liaising with TVBC on this matter and will report back to future meeting.**

Councillor Grant Application for archaeological dig in May 2026 – Support in principle received from HCC Cllr Drew and TVBC Cllr Hasselmann – application to be completed this financial year. Community Engagement Officer at TVBC has advised that the application can come from Upper Clatford Archaeological Group directly or via the Parish Council who can then gift any equipment bought with the grant to the group. **ACTION: RH & Clerk to liaise and arrange completion of application form – update to be provided to next meeting.**

Edward VII pillar box in Anna Valley – PH has passed on PC's concern to the NDP group who have agreed to highlight the significance and importance of the preservation of this and other post boxes in the parish.

Further action updates were discussed at each relevant agenda item.

4. Public Participation

RB invited members of the public present to address the meeting – no comments from members of the public.

5. Borough Councillors Report

SH had circulated the January update prior to the meeting (copy of which can be found on PC website). Main points to note in that report:

UPPER CLATFORD PARISH COUNCIL

- Final draft of the Local Plan will be issued later this year – have been a number of changes since the last draft – borough and county councillors continue to work closely with local councils and communities in the area;
- TVBC continue to successfully prosecute fly tippers throughout the Test Valley;
- TVBC recently praised for strong leadership and approach to transformation and strong community engagement;

6. County Councillors Report

DD's December update had been circulated prior to the meeting (copy can be found on the PC website). Main points to note:

- M27 reopens ahead of schedule after major engineering operation;
- HCC has secured £27.2m of capital funding from the Dept of Transport and £24.9m revenue funding over the next 4 years. This will allow HCC to continue to work with bus operators and community partners to improve bus services – usage has increased by 6.8% over the past year;
- Local Nature Recovery Strategy for Hampshire recently launched. Working with partners to restore nature, protect precious habitats and create more opportunities for people to connect with the outdoors.

7. Planning Applications Received since last meeting

There had been no new applications received for comment since the last Council meeting.

8. PC's response to planning application 25/02897/FULLN – Monopoly Manor, garden wall

At the December meeting it had been agreed to discuss the response to TVBC Planning for the above application at this January meeting. However, due to some confusion with regards to the expiry date for responses for this application, it had been necessary to submit the PC response earlier – this was actioned on 22 December after meeting with the property owner and architect on site as agreed at the December meeting. The PC response remained as an objection due to the matters already discussed at the December meeting. Concern was expressed from some councillors about the lack of time allowed between the draft response being prepared, circulated to councillors for comment and sent to TVBC - this was noted for future reference but on this occasion was unavoidable due to the Christmas and New Year holiday period and other commitments of the councillors involved over the holiday period.

9. Applications for tree works received since last meeting

26/00048/TREEN had been received on 12 January and with a response deadline of 3 February was brought to this meeting for discussion. **ACTION: It was agreed that NF would email councillors with his thoughts once he has had the opportunity to look at the application in more detail & respond to TVBC by 3 February.**

10. Clerk's Update

PCSO Sandra Engler from the local Rural Policing Team had been in touch with regards to setting up a drop-in session in the community at some point in the future. All agreed that this would be a good idea. It was suggested that this might also form part of the agenda at the Annual Parish meeting that is due to take place in April. The Rural Policing Team may also like to consider a stand at the annual May Fayre. **ACTION: Clerk to liaise with PCSO Engler to discuss further and report back to a future meeting.**

11. Finance Update & Formal Approval of Payments

KN had prepared and circulated the bank reconciliation ahead of the meeting and this had been checked and agreed against bank statements by CW.

Bal as at 30 November	£90962.72
Income 30 Nov to 31 December	£140.95
Expenditure 30 Nov to 31 December	£9123.61
Cumulative Bal as at 31 December	£81980.06

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The following payments were formally approved (retrospective):-

Date	Payee and Goods or Service	Cost
9 Dec 2025	Octopus Energy – utilities Chalk Pit	£15.97
12 Dec 2025	Adobe – computer software package - Clerk	£29.96
18 Dec 2025	Microsoft – computer software – Clerk & NDP Working Group	£104.99
19 Dec 2025	Octopus Energy – utilities Sports Pavillion	£29.29
23 Dec 2025	Business Stream – water bill Sports Pavillion	£33.22
23 Dec 2025	TVBC – Chalk Pit pre-planning application fee	£154.35
2 Jan 2026	K Nadin - Clerk's salary	£643.92
2 Jan 2026	Hugo Fox (Go Cardless) – UCPC website annual subs	£143.86
6 Jan 2026	Acrewood – grounds maintenance	£710
6 Jan 2026	Nest Pensions – Clerk's pension payment	£58.69

KN reported that the interest rate on the Lloyds Bank 95 Day Notice account will reduce from 2.73% to 2.63% with effect from 20 January 2026.

12. 2026/27 Budget Proposals & Precept

Following further work by CE, PH & KN since the December meeting the budget requirements for 2026/27, including proposals for ear-marked and general reserves and recommended precept requirement had been circulated prior to the meeting to all. Proposal was that there would be no requirement to increase the precept for the 2026/27 financial year. Proposed by CE, seconded by RB – all agreed. **ACTION: Clerk/RFO to advise TVBC of requirement for precept for 2026/27 to remain the same as 2025/26 ie £42,042.**

13. NDP Update

CE had circulated prior to the meeting the updated Terms of Reference, timeline, budget proposal and fee proposal/schedule from the consultant for approval. Estimated cost for the consultant will be approx. £3k. Budget for consultant has been set at £4k so plenty of scope for additional work if required. Terms of reference and acceptance of fee proposal were formally approved by councillors.

14. Chalk Pit Project Update

RB reported that there has been some discussion with a potential joint business venture partner, but until costings for the proposed build are sought there is little point investigating this too much further. As discussed at the last meeting the pre-planning application form has been submitted to TVBC Planning. The cost for this application was miscalculated and rather than the £154.35 anticipated and already paid on submission RB has been made aware that the actual cost for this pre-planning application is actually £423 so will need to arrange to pay the additional cost asap. This cost is being met from Chalk Pit Project budget – all agreed that extra payment needs to be made. **ACTION – RB to liaise with Clerk to arrange extra payment to TVBC.**

15. Grounds Maintenance Update

Acrewood continue to provide a good service in the Parish with no concerns reported.

Grounds maintenance contract currently includes a small area of grass cutting at the village hall, the cost of which is included in the contract but then reimbursed by the village hall. This is an historical arrangement but does complicate things with regards to the VAT reclaim for the Parish Council. Clerk is in contact with both the village hall treasurer and Acrewood with regards to a separate invoice being produced for this particular area. **ACTION: Clerk to resolve and update at next meeting.**

2026/27 quotation for sports field grounds maintenance was received at the beginning of December and was forwarded to UCYFC for comment/agreement as they cover the cost of this as sole users of the Parish Council owned football field. Discussions are ongoing in this regard between the Parish Council and the football club. **ACTION: Clerk and RHk to liaise with UCYFC and provide Councillors with an update in due course and for discussion at the next meeting.**

16. Play Parks/Fields Update (CW)

CW reported a fallen tree in the Anna Valley play park, but it is in the hedgerow so not causing any issues at this time but just to make NF aware. Anna Valley play park bin is still a cause for concern – although not a dog poo bin & dogs not being allowed in the park, there is an ongoing issue with it being used for dog poo. The bin does not have a lid and is always full of dog poo bags which is a potential health concern with so many young children playing in the park. The bin appears to be unregistered and does not conform with current styles of waste bins.

ACTION – Clerk to contact relevant department at TVBC re possibility of removing the bin as there is another with a lid at the entrance to the park on the other side of the fence.

17. Play Park Proposal Update

Nothing to report at this time. Proposals for a new play park will be drawn up and discussed at a future NDP Review public meetings during the course of this year to find out the type of equipment preferred by the community.

18. Highways Update

SID data had been circulated by CW prior to the meeting and it was noted that whilst the majority of drivers abide by the speed limits in and out of the village there will always be some that drive at excess speeds – a speed of 62mph was recorded in the early afternoon of 9 January coming from the A343 into Foundry Road – thankfully only a very small number of cars are travelling at such speeds through our villages. RB thanked Keith Williams who manages & maintains the SIDs on behalf of the Parish Council for his ongoing work in this regard.

RH updated meeting on issues reported to HCC Highways:-

- Balksbury Hill potholes – reported 10 May 2025 – awaiting date for works – further photographs provided;
- Balksbury Hill/Foundry Road junction draining defect – reported 12 Dec 2025 – awaiting date for works;
- Pothole outside Little Raindrops – reported 12 Dec 2025 – HCC responded does not meet safety criteria - no works required – report closed;
- Sam Whites Hill footpath to be swept – reported 3 Dec 2025 – no update – chased 12 Jan 2026;
- Tasker Bridge bollard missing – reported 12 Jan 2026;
- Barlows Lane – flooding under bridge – reported 13 Jan 2026

19. Parish Council Trees Update

As agreed at the last meeting, NF has confirmed a contractor to undertake the tree survey on the TPO trees that belong to the Parish Council. He has also included in that survey some trees that are not TPO trees, but that may cause some concern due to their locations. The survey is due to take place on 15 January and report will be issued a few days later. **ACTION: NF to update councillors on survey results once received.**

A resident had raised concerns about some trees overhanging the road and close to power lines on Balksbury Hill. NF has been to inspect these trees and is in the process of contacting the landowner to make them aware.

ACTION: NF to update next meeting.

20. Footpaths Update

No issues to report. RB advised that a new Community Engagement Ranger for the North West Area Access Team has been employed and would like to have the opportunity to come and introduce herself at a future meeting. **ACTION: RB to arrange to invite to a future meeting.**

21. Correspondence Received since previous meeting

Nothing to report.

22. Pillhill Pan Parish Forum (PPPF) Update

PH had provided via email an update re the burst sewer incident that occurred at the end of December. On 31 December the PPPF were notified by Southern Water that the rising main foul sewer at Little Ann Bridge pumping

station had burst. This is the same sewer that burst in November 2023 causing significant pollution to the watercress beds in Anna Valley. SW deployed 20 tankers at various pumping stations across the Pillhill catchment so that the failed sewer could be shut off pending repair. This repair was completed on 3 January. During a regular and planned conference call on 9 January the SW reps were not able to provide any further information detailing the sewer failure, the extent of any pollution, the repair process or update on the timescale for the full replacement of this particular sewer citing “for legal reasons” they were unable to make any comment. PPPF members have escalated this unacceptable approach to the SW senior management team. **ACTION: PH to provide further update at next meeting.**

23. Items for Next Meeting – Wednesday 11th February

- Update on Sports Field Grounds Maintenance Contract for 2026/27.

RB thanked everyone for attending and closed the meeting at 9pm.