

Minutes of the Parish Council Meeting at 7.00 pm 8th October 2025

King Edward VII Memorial Hall Upper Clatford Hampshire

Council Members Present

Cllr Peter Heslop, Chair, (PH)
Karin Bennett Clerk & RFO (KB)
Cllr Richard Bennett (RB)
Cllr Gerry Dawson (GD) (Apologies)
Cllr Charles Eyre (CE)
Cllr Nigel Freemantle (NF)
Cllr Robert Hawkins (RHk)
Cllr Richard Hydes (RH)
Cllr Patrick Littlehales (PL)
Cllr Cynthia Williams (CW)

TVBC & HCC

Cllr Maureen Flood TVBC (MF)
Cllr Susanne Hasselmann TVBC (SH) (Apologies)
Cllr David Drew HCC (DD)

1. Welcome, Declarations of Interest and Public Participation –

- a. Chair's welcome
- b. Apologies for absence from TVBC Cllr SH, Cllr GD
- c. The Chair announced the appointment of the new Clerk, who joined the meeting as a member of the public.
- d. Public participation - Michelle Penn, Community Engagement Officer TVBC was present, introduced herself and her role.

2. Borough Councillor's Update: Cllr MF briefed on:

- a. the current local government reorganisation plans and the proposal put forward to central government by TVBC which differed from those of HCC.
- b. The approval of plans for the new riverside walk in Andover town centre and the works being carried out on the Chantry Centre which includes replacing the glass roof with perspex for the duration of the rebuild.
- c. Resilience forum for local councils will be on 25th October.

3. County Councillor's Update: Cllr DD covered the following:

- a. HCC's proposal for the local government reorganisation submitted to central government, noting that the HCC proposal differed from what TVBC were proposing.
- b. Elections for the mayor of the resulting strategic authority, May 2026
- c. Local food waste collections starting mid-October.
- d. HCC providing help to residents to overcome barriers to employment see the 'Get Hampshire Working' plan.
- e. 31st October is the deadline for secondary school applications
- f. There will be repainting of road white lines
- g. Councillors grants, encouraged people to approach HCC cllrs for grant funding.

4. Minutes of the July meeting:

- a. Acceptance of the September minutes proposed by RH and seconded by RHk, all present agreed.
- b. Updates on grid actions - see grid attached.
Re grid item 15. *Response to parishoner's request for information about the proposed replacement of the Little Ann Bridge rising main sewer.*

Chairs Response:

“During a regular meeting held on 3rd October 2025 between Southern Water and members of the Pillhill Pan Parish Forum, SW were asked for an update on the proposed replacement of their foul sewer known as the Little Ann Bridge rising main.

SW stated that the route of the replacement sewer had not yet been finalised but that they were already in negotiation with landowners who are likely to be affected.

The route is likely to be finalised in the coming weeks, with the works likely to go ahead early in 2026.

The next scheduled meeting between the PPPF and SW is 7th November 2025.

A map of the proposed route has been requested.”

5. Clerk’s Update – the clerk read through the update provided to members, the following actions or approvals resulted:

- a. Regarding the HCC tree planting opportunity. **Action:** NF to look into availability of trees under this scheme with a view to planting some trees in parish.
- b. The requirement for a further councillor to support the Chair and Deputy Chair in managing employment matters has been identified. Chair proposed the appointment of PL, this was seconded by RB and all councillors present agreed. **Action:** Clerk to update all relevant documents to reflect this employment management group.
- c. CE provided a brief summary of the course he had attended on funding for councils. **Action** CE to share the course recording.
- d. RB provided a brief summary of the TVAPTC he had attended with RH, subjects covered: the local government reorg plans, the challenges of the new housing targets and the next local council elections in May 27.
- e. The new Risk Policy was agreed and adopted by all present with the action to align the risk policy to the insured risks. **Action** Clerk to upload new policy and also amend with the inclusion of insured risks.
- f. Regarding Sports Pavillion - noted that the gas supply is still used for frost protection. **Action** Clerk to arrange boiler service. Clerk also to ascertain from Octopus why a smart for the gas hasn’t been fitted.

6. Planning:

- a. Cllr RH addressed all current outstanding planning applications, as listed in the agenda, advising no objections in each case – none were raised, all therefore agreed no further comment needed.
- b. Neighbourhood Development Plan. Following discussion it was agreed that the council would proceed to deliver a new NDP to ensure it was in the best place to respond to future planning applications in the parish. It was agreed that the council would proceed with a housing needs survey as part of this exercise which will be done in conjunction with TVBC. Cllr CE agreed to take the lead for the NDP work and form a working group. Cllrs RH, RHk, RB agreed to join CE on the working group. Cllr CE was keen for community volunteers to come forward to help with this project.

7. Finance:

- a. The Clerk presented statements for September showing expenditure and income for the period. The Clerk produced a summary of progress against the budget including an indication of the possible surplus for spending on the playpark proposal that would be available at the end of the year if expenditure remained on track.

8. **Playing Fields and Play Equipment:**

- a. Cllr CW has inspected all playparks with nothing to report except that the bin in Anna Valley playpark remains an issue. Clerk has reported this on numerous occasions to TVBC. Michelle Penn TVBC Community Engagement Officer present in the meeting offered to chase this up. **Action:** Clerk to provide email trail to Michelle Penn- TVBC.
- b. The outstanding actions from the grid were noted namely replenishing bark chippings and fixing the wooden border of climbing frame in Anna Valley Playpark.
- c. **Pavillion** - some issues with a muddy pitch due to recent rainfall. Club are managing this.
- d. **Grounds Maintenance** – Action: PL to seek quote from grounds maintenance contractors regarding the village hall grass and hedges. NB. this council takes this on for the village hall and seeks repayment of net cost.
- e. **Play Park Proposal** –
 - i. Cllr RHk confirmed the next step is to conduct community engagement in order to provide the evidence of what is needed. Michelle Penn TVBC Community Engagement Officer (MP TVBC), present, confirmed the importance of this step and not designing the end product before the requirement was known.
 - ii. Funding - MP TVBC advised the council to start work now in order to be ready to submit any funding request in the new FY. MP TVBC commented on the huge potential of the site and TVBC willingness to be closely involved as the project progresses.
 - iii. Item 10.2 not covered. **Action:** Clerk to resend resident's email to councillors to enable them to comment.

9. **Highways:**

- a. Cllr RH circulated the highways report by email to councillors. Cllr RH noted progress regarding potholes which had been reported.

10. **Trees:**

- a. Cllr NF circulated report separately by email to all councillors. NF confirmed that work will be carried out on the trees in Brook Way commented on by a resident, Action: NF to seek three quotes for tree work in Brook Way.
- b. Clerk raised concern whether a new tree report was needed especially since the previous one didn't seem to cover all the council's trees.
- c. NF noted the recent request from a resident backing on to the village green to review trees of concern there. **Action:** NF to review and propose course of action further to resident's request and to advise whether an updated review of trees is needed. Note: if there is any safety issue any work is to be carried out and does not require prior approval of council.

11. Footpaths

- a. Further to the last meeting where Cllr RB asked for a quote for work to clear debris from a footpath. The quote has now been received, RB proposed the work be carried out, seconded by PL – all agreed. Action: Clerk to advise contractor to proceed with work to clear pathway.
- b. CE commented on the degradation of the footpath in some parts of Bury Hill Ring. No actions agreed – this is HCC responsibility although the initial work was carried out by the local volunteer conservation group.

12. Chalk Pit Update

- a. Cllr RB reiterated the current state of play as being waiting for the architect to provide drawings so the council can proceed with the pre-planning application which was the next course of action agreed in the September meeting. There was some discussion on the recent advice obtained from HCC lawyers regarding the lack of power to proceed with developing business units. RB commented that proceeding with a community unit was the only element that might receive any funding so the business unit proposal might not be worth pursuing. Clerk advised that more advice on what might be possible for the council to do could be sought from the HCC lawyers although there would be a cost involved however Councillors would need to draft the question to be asked. Note: seeking further legal advice would need to be voted on by the council, along with a decision on whether this cost should be met out of the project or general council fund. Action: decision on seeking further legal advice re Chalk Pit development November meeting.

13. Next Meeting: the next meeting will be on **Wednesday 12th November where the budget will be the subject of discussion.**

Signed,

K Bennett

Clerk and RFO

Actions Grid

Ser	Date	Action	Update
1	July	Clerk to send letter to resident regarding shooting noise	Sent and response re'cd
2	..	RH to seek HCC road assessment junction of Foundry Rd and Bawksbury Bridge.	Completed
3		PL — hedge to be cut Bawksbury Bridge to aid visibility for drivers at junction	Completed
4	..	Clerk to purchase new batteries for speed monitor	Completed
5	..	Clerk to seek higher interest savings ac for General Reserve	Completed
6	..	RB to fix wooden border of Anna Valley Park climbing frame	To be done with bark chippings – see below
7	..	PL to advise what is needed to fix park bench in Bawksbury Park and purchase new signage for river.	Agreed no further action needed — Oct meeting
8	..	Clerk to send letter of thanks for soil donated	Completed
9	..	RH to provide update on funding opportunities for new playpark	Completed
10	..	NF to advise actions needed to be taken by council following on from review of tree report	
11	..	Cllrs to advise clerk of any interdependency between Chalk Pit electricity supply and nearby housing in prep for cutting of supply to facilitate new meter installation	No longer needed
12	..	PL to purchase new warning signage for Chalk Pit	Completed
13	..	Clerk to seek clarification on powers of council to develop business units	Completed
14	..	RHk to find out cost of purchasing remembrance items from RBL and present proposal for siting them.	Completed
15	Sept	Chair PH to seek clarification from Southern Water via pan parish forum on response to resident's issues.	Completed — see note item 4b
16		Clerk to issue draft Risk Policy/Register	Completed
17		Clerk to publicise updated Asset Register	Completed
18		Clerk to publish all new policies agreed from last meeting	Completed
19		PL to seek clarification of process being followed for defibrillator checks.	Awaiting sight of check sheet.
20		RH to submit council's response to draft local plan by mid-day Sept 5 th .	Completed
21		PH to purchase bark chippings to replenish surface of Anna Valley play area . Working party from council needed to lay chippngs.	PH to purchase.
22		Clerk to purchase Remembrance poppies. X 8	Completed
23		PL to seek quote for pathway clearance for RB.	Completed
24	Oct		