

CHILBOLTON PARISH COUNCIL

DRAFT – Minutes of the meeting held on Monday 7 June 2021; 18:30at Chilbolton Village Hall

Present - Cllrs David Griffiths (Vice-Chairman) (DG), Geoff Cockram (GC), Tony Ewer (TE), David Hall (DH), Sue Larcombe (SL), George Marits (GM), Mandy Denyer (Clerk) (MD), TVBC/HCC Cllr David Drew (DD)
Members of public – C. Kelly, S. Walsh, J. Galloway, L. Broadbent, P. Collis and D. Collis

1. Apologies - Cllr Fiona Barrie (Chair) (FB). In the absence of FB, DG chaired the meeting.
2. Declaration of Interests – NONE
3. To Sign as a correct record the minutes of the meeting held on [17 May 2021](#) – These were agreed and signed as an accurate record of the meeting.

4. Matters Arising – COSC –

DG to investigate whether the crack in the pavilion wall needs to be repaired sooner, rather than later. N. Horne (NH) has this in hand. DG to raise at next COSC meeting. **Action: DG**

The WD grazier has been using the access gateway to Test Valley Farm more than was agreed and is storing hay bales on WD (this contravenes our lease agreement). DG to circulate a draft email to the grazier for Cllr approval. **Action: Closed**

SL will circulate pictures of the suggested signage to cllrs and will produce a signage audit report detailing 'what is wanted and what it will cost' for CPC to review before making a decision. **Action: Complete**

Planning Committee –

To draft an article (after speaking with TVBC Tree Officer's) outlining the procedure that anyone can follow to register a tree or group of trees as TPO's in the interests of maintaining green spaces etc. **Action: Planning Committee**

FAG –

Barriers left on Grindstone Green. GM to ask SSE to remove. The barriers are still on Grindstone Green and it was agreed that GM would notify SW that if they're not moved CPC will move them to the container for safe-keeping. From T. Gilmore 22/5/21 - Summary; Enquiry type: Drainage Problem, Location: VILLAGE STREET, CHILBOLTON, HAMPSHIRE, Current Status: Work Passed to Contractor, Status Changed: 19/05/2021 10:23:58. The enquiry you raised has been inspected and does require action. Defects of this nature are added to our contractor's work programme and are normally processed within two months. Please note, this could take longer depending on the severity of the issue, availability of resource and severe weather events. **Action: Ongoing**

Highways –

Mayfly Foot Bridge project – TE to investigate who will be responsible for formal tender process. **Action: TE**

Finance –

Allotment rental fees 2021-2023 – MD has informed plot holders of the gradual increase in rental fees over the next few years. This is to be reviewed in April/March 2023 to assess if the final increase is justified.

Actions from Annual Parish Council meeting –

Registration of Pecuniary Interest –MD to inform TVBC of DH change of RoPI and that other cllrs confirmed no changes.

Terms of Reference – MD to update and circulate the following – Planning Committee, Open Spaces Committee, Chilbolton Neighbourhood Plan Working Group and Fundraising Strategy Group.

Annual Audit – MD to submit AGAR to external auditors.

ALL ACTIONS COMPLETE

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Mandy Denyer (Clerk)

5. Chair's Update report – FB circulated the following prior to the meeting –
 'As I am away for the PC Meeting on 7 June, I thought it best to write short note reporting on any issues that have arisen since the last PC Meeting on 17 May.
 As far as I am aware, the only issue that has arisen concerns the use of Cow Common and the familiar problems of access for residents, the congestion in Joys Lane and at the area where cars park, use of inflatables, picnicking along the banks in the wildlife area, overcrowding, unsocial behaviour/rudeness to residents, litter and defecation. The concerns relate to the common itself and also to the surrounding footpaths and bridleways. A number of emails have been received from residents on Cow Common, specifically from J and S Walsh and J Galloway. These are copied in the recent correspondence.
 My view is we need to address the issues again and discuss if there are any further actions/steps we can take to alleviate the situation and concerns'.

6. To take questions and to discuss and decide on any proposals within the monthly reports as follows –
 - A. Finance Report (FR) – Prior to the meeting MD circulated the attached report ([7621 23](#)).
 DH checked, agreed and signed the bank reconciliation check.
 - i. Approval of accounts for payment – there were two additional payments requiring approval both for the Big Village Party; £21 Temporary Event Notice and £100 village hall booking. All payments were agreed.
 - ii. Discussion and decision to update bank mandate to include cllr Barrie as signature – All cllrs agreed that FB should be a signatory. MD to update bank mandate. **Action: MD**
 - iii. Approval of use of personal debit/credit card for purchases for the Big Village Party (as required by financial regulation 6.22) – All cllrs present agreed.

 - B. Flood Advisory Group – GM had nothing to report.

 - C. Highways – TE gave the following update report for
 - i. Coronation Green/Coley Lane pedestrian crossing – costings have previously been circulated and TE is still in negotiations with HCC with regards to the WD drive kerb repair (as is DD).

 - ii. Mayfly Footbridge – Fullers Brewery have concerns about the proposal. TE will continue to try and persuade them to approve the project.

 - D. Open Spaces Committee (COSC) – Prior to the meeting DG circulated the attached briefing report for the following items ([7621 1G](#)) –
 - i. COSC meeting minutes
 - ii. Cow Common Signage Update (SL report inc. in DG briefing report). The works order has been placed with a local carpenter and wording etc will be finalised when the timber has been purchased. DG informed those present that this was stage one of the signage audit; the second stage will be to install larger information boards containing relevant information as to why certain areas at certain times are not to be disturbed etc and these will be installed in due course.

 - iii. Consultation update for the Future management of the Cow Common (FB notes following concern from Common Resident ([7621 1j](#))).
 DG informed those present that the parish council are fully aware of the problems, concerns and issues that residents have with the use/over use of the Common and in particular the abusive behaviour of visitors and the irresponsible blocking of access to Common properties and that parish council have a duty to take reasonable steps to ensure that residents of the common can enjoy their right of access granted to them by CPC. This will involve CPC as landowner taking reasonable steps to ensure that parked vehicles do not prevent vehicular access to those properties by their owners and

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their visitors and the emergency services. Cllrs present agreed with this. DG asked for ideas for the parish council to consider to resolve these issues.

After discussion, during which DG advised the council that N Bond of Chilbolton Store opposed the closure of the area on safety grounds and its probable effect on her business, the parish council was minded, on a temporary trial basis, to close the area where cars park (initially with a chain across the cattle grid) by no later than the 23 July 2021 for the duration of the school holidays.

Signage at the top of Joy's Lane and social media will be used to advertise the closure asap, after consultation with Wherwell Parish Council. Signs will be placed to indicate that car parking for the Common is available at the top car park on West Down. The route from this car park to the Common will be way marked. CPC will keep the situation under review and address 'knock-on effects' as they arise. Cllrs also agreed to the purchase of traffic cones (ideally Police cones) to be issued to Village Street residents who request them.

After this period, CPC will review the effects of this closure and then discuss and decide whether the area where cars are parked should be closed in future at weekends during peak periods, Bank Holidays and school holidays.

DG to set up consultation meeting with Wherwell PC and MD to investigate the purchase of traffic cones.

Action: DG & MD

Anyone who witnesses or is subjected to anti-social or abusive/threatening behaviour should report the matter to the police immediately, either by calling 999 or if non-urgent 0845 045 4545 or 101.

Members of the public then left the meeting.

- iv. West Down Permissive Bridleway improvement proposal – Cllrs present agreed to DG proposal. DG to seek quotes for the work to be carried out and investigate possible grants. **Action: DG**
- v. The Placing of fingerposts along the verge at the recycling centre – Cllrs agreed to the proposal, subject to HCC consent as landowners. DG to arrange. **Action: DG**
- vi. The purchase and planting of 3 trees on West Down to make the contributions made by former COSC committee members – deferred to next meeting, after COSC have discussed.
- vii. Update of West Down Coley Lane replacement tree Project (G Evan report inc. in DG briefing report) – deferred to next meeting, after COSC have discussed.
- viii. Discuss and decide on Arboriculturist to professionally check Martins/ Lane/Allotment trees – G. Evans, as CPC Tree Warden, as advised that the trees in question are in no doubt diseased and need to be felled. It was therefore his recommendation not to pursue an arboriculturists opinion and instead seek to get the trees felled. Cllrs present agreed.
- ix. Discuss and decide on potential encroachment of the Common – DG briefed cllrs of the issue. All cllrs present agreed that as the potential encroachment is minimal (and been in place for many years) the matter should not be pursued.
- x. Update/discuss repair and re-painting of telephone kiosks – Prior to the meeting MD circulated the attached update report ([7621_1i](#)). After discussion, cllrs present agreed to seek quotes for the work to be done (i.e to remove all loose paint and re-paint with a Hammarite paint, as close as possible to the traditional K6 kiosk red paint) on mybuilder and/or checktrade. **Action: MD**

- E. Planning Committee – Prior to the meeting FB circulated the attached report ([7621_18](#)). Minutes of the meetings held on 12, 26 April and 17 May 2021 are attached ([7621_4a](#), [4b](#), [4c](#) respectively).

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FB has requested that application 21/00497/FULLN (Green Meadows) be brought to the TVBC Northern Area Planning Committee (NAPC). [DD, later in the meeting, informed that the developer has asked TVBC if they agree to putting in an electric car charging point would this be enough to satisfy concerns and the need for the application to go to NAPC. DD to discuss with FB and TE].

TE informed that at the planning committee meeting held prior to this meeting, concerns were raised with the application re the land adjacent to Kingstone and that further information is required.

- F. Village Hall – TE gave the following report – TE informed that he hall was ‘up and running within covid restrictions’.

- G. Strategic Plan Group – CNDP referendum result update

Prior to the meeting MD circulated the following –

Making of the Chilbolton Neighbourhood Plan

The Chilbolton Neighbourhood Plan 2019 – 2029 was ‘made’ following the positive referendum on 6 May 2021. The Plan forms part of the Development Plan for the parish and will be used to guide planning decisions in Chilbolton.

The referendum result is as follows:

Response	Votes	Percentage
YES	423	89.8%
NO	48	10.2%
Turnout	56.48%	

The made Plan, Decision Statement and declaration of result can be viewed at

<https://www.testvalley.gov.uk/planning-and-building/planningpolicy/neighbourhood-planning/chilbolton-neighbourhood-plan>

From 7 May 2021, the Chilbolton Neighbourhood Plan is subject to a six week period where applications can be made to the High Court on the grounds that the plans are not within the appropriate powers and/or a procedural requirement has not been complied with. This six week period of legal challenge ends on 18 June 2021.

TE briefed cllrs on the recent meeting with Test Valley Association of Town and Parish Councils (TVATPC) and that the group will be investigating and discussing potential development of affordable and downsizing housing/new builds with local developers and land owners.

- H. Community Fundraising Group update – Prior to the meeting DH circulated the attached report ([7621 20](#)). DH informed that the groups next meeting will be held after the Big Village Party (24 July 2021) and any offers of help in organising the event would be appreciated. DH also informed that the expected attendance will be 150 (of which, it is speculated that, 30 of those will be children).

7. HCC and District Councillors report – In additional to matters already raised, DD reported the following – TVBC matters -

- The Town Mill Riverside Park is now open
- It was of DD opinion that other local villages (Barton Stacey and Longparish for example) would also be affected by the proposed closure of the area where cars park on the Common
- A new mayor has been elected

HCC matters –

- County Councillor Grants are now open
- DD has been appointed to the Children and Young Persons Panel and Pensions Panel
- HCC consultation ‘Balancing the Budget’ is now open (<https://www.hants.gov.uk/balancingthebudget>)

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8. Correspondence – since 12 April 2021 (there being no correspondence reported at the 17 May 2021 CPC meeting) –
23/4/21 – HALC April '21 newsletter ([7621_6](#), [6a](#), [6b](#))

27/4/21 – K Edwards – Wildlife corridor survey ([7621_7](#)) greening the parish and beyond ([7621_7a](#)) – Forwarded to COSC, who ran out of time to discuss at their May meeting, therefore deferred to June meeting.

28/4/21 – HALC re remote meetings challenge decision ([7621_8](#))

28/4/21 – HCC Highways re Coley Lane pedestrian crossing ([7621_9](#), [9a](#), [9b](#))

29/4/21 – TVBC notice re Valley Fields enforcement appeal ([7621_10](#))

30/4/21 – HALC guidance re return to face-to-face meetings ([7621_6c](#))

5/5/21 – New Date for free community energy masterclass for Hampshire community groups ([7621_11](#))

7/5/21 – Trees on Test Rise ([7621_13](#)). MD investigated and responded that CPC had no input with the planting of the trees and advised to ask TVBC.

13/5/21 – TVBC re Making of the Chilbolton Neighbourhood Plan ([7621_14](#))

18/5/21 – HALC May '21 Newsletter ([7621_15](#)) and HALC Awards survey ([7621_16](#)) – responded that CPC would refer wait until next year

28/5/21 – Play Safety Ltd - Annual Play area inspection report (7621_19) – Forwarded to COSC for discussion and decision on any actions needed.

31/5/21 – J Walsh re Common ([7621_21](#)) and FB response ([7621_21a](#))

31/5/21 – J Galloway re Common ([7621_22](#))

2/6/21 – J Walsh re Common and DG response ([7621_21b](#))

4/6/21 – C Andrews re Electric fencing on Common and MD response plus MD info to DG & FB ([7621_1k](#)) – the appropriate property owner has been informed of their responsibility to have danger signs in place.
9. Questions from public – NONE
10. Any Other Business – NONE
11. Items for next agenda –
Parish Communications Audit update report (DH)
The purchasing and planting of 3 trees on West Down to mark the contributions made by former COSC members
Update on West Down Coley Lane replacement tree project
12. Date of the next meeting – 5 July 2021; 18:30 at Chilbolton Village Hall. All monthly reports to be circulated by 12:00 Friday 28 June 2021.

There being no further business to discuss the meeting was closed at 20:30.

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