



MINUTES OF MEETING OF EAST WOODHAY PARISH COUNCIL
29 June 2026
19:15 East Woodhay Village Hall

Chairman: Cllr Hurst (Chair)

Present: Cllrs M Rand, K Titcomb, D Blakeway, A Midwinter, S Cooper

Clerk: Amy White

In attendance: Cllr Paul Harvey, Cllr Andy Konieczko (BDBC), two members of the public

Item 1: 14/26 Apologies

Cllrs Donoghue, Dick and Roots sent their apologies.
Cllr Sam Carr sent his apologies.
Cllr Thacker was absent.

Item 2: 15/26 Declarations of Interest

None.

Item 3: 16/26 To approve Annual Meeting Minutes of 18 May 2026

The Annual Meeting Minutes of 18 May 2026 were accepted as an accurate record and signed by the Chairman, Cllr Hurst.

Item 4: 17/26 Actions from Annual Meeting of 18 May 2026

Item	Action	Owner
156/25	Clerk to receive quote from Scofell ref Heath End recreation ground and take to next Amenities Meeting for consideration of costs involved- Actioned- see item XX Cllr Hurst to put together proposal of Heath End project for the council to consider once quotes have been received- Actioned- see item XX	Clerk Cllr Hurst
169/25	Clerk to accept quote from Lampards regarding the further parish drainage quote- Actioned- Work is scheduled for August 2026.	Clerk
170/25	Cllr Dick will pursue further the concept of parish volunteers and/or Lengthsman taking responsibility for small potholes with support from Hampshire County Council (please see report for further details)- Not actioned- Cllr Dick not in attendance- to move to subsequent meeting.	Cllr Dick

Item 5: 18/26 Borough Councillors, Paul Harvey and Andy Konieczko

The discussion notes can be found at the end of the Minutes.

Item 6: 19/26 Public Participation

None.

Item 7: 20/26 Borough and County Councillor Reports

No borough/ county councillors present.

Item 8: 21/26 Policies for review: Freedom of Information/ Model Publication Scheme; Data Retention; Complaints; Councillor Code of Conduct

Policies/codes were shared with councillors in advance. They were accepted without amendments.

Action: Clerk to add updated policies to website.

Item 9: 22/26 Planning update

Please see the most recent Planning Minutes on the EWPC website.

The revised Planning Committee Terms of Reference will be moved to the July meeting.

Item 10: 23/26 Amenities update

Please see the most recent Amenities Minutes on the EWPC website.

The revised Amenities Committee Terms of Reference will be moved to the July meeting.

The Woolton Hill playground wooden equipment will be painted by councillor volunteers on 30 June.

The Lengthsman has strimmed a large area of the Himalayan Balsam on the boardwalk at the Trade St end (29 June). There will be another Himalayan Balsam working party on 11 July to pull up more, organised by Cllr Blakeway.

Heath End project: *Full council approved the project as proposed by Cllr Hurst.* See below for the proposal. Work will commence with the trim trail removal on w/c 06 July (Scofell).

Item 11: 24/26 Highways

Cllr Dick's report and current issues log are on the Highways section of the website.

The slides and Q&A from Cllr Dick's attendance at an Hampshire County Council passenger transport forum, hosted by HCC, have been shared on Facebook and the website.

Item 12: 25/26 Finance Update

Bank reconciliation 31 May 2026:

Natwest: £51530.41

Redwood: £25266.82

TOTAL: £76797.23

a. Accounts for payment:

The Clerk presented the accounts for payment. These were checked in advance by Cllr Rand on Scribe. See end of the Minutes for a full list.

b. Audit 25/26- response to Internal Audit report

The internal audit report from DoTheNumbers was received and shared with the council in advance of the meeting. The Finance Committee recommended the following response to the points raised:

Item B: There was one set of Planning Minutes that was not dated on the final page. The Clerk will correct this.

Item C: Financial Risk Assessment- The financial risk assessment was updated in April 2025 but not Minuted. It has been approved unchanged in May 2026.

Review of internal control: The Council has a robust set of policies which demonstrates its monitoring controls. It was not felt that an extra policy was required, which would merely be referring to other policies. However the Clerk will create one for review in this financial year.

Item D: General reserve: The council is proud of its financial management and attention to detail. The working reserve is slowly being built up over the coming years.

Item E: CIL- the council complies with the CIL submissions which are published on the BDBC website (I need to clarify this with BDBC). CIL reports will now be published on the Finance section of the website.

Item O: Assertion 10: Clerk/Cllr Rand will pursue the need for a data audit.

The audit data for 2025/26 has now been sent to the external auditor, BDO.

Dates set for the exercise of public rights are: 09 June to 20 July 2026 inclusive.

Item 13: 26/26 Legal update

Meadowbrook: EWPC will instruct Knights Solicitors to act for them in the transfer of public open space land. Knights have given a provisional estimate of £1700-£2200 for the sale, barring any extra searches required (currently considered unlikely).

Heath End open space: Knights have updated the current costs for the voluntary first registration of Heath end recreation ground to £1935 (not yet invoiced). They will shortly be submitting the Land Charges searches, reviewing the results, finalising the draft documents accordingly and submitting the application to the Land Registry. If the Land Charges searches results are clear, they do not anticipate that costs will increase dramatically up to the point of submitting the application.

Item 14: 27/26 Items to carry forward to subsequent meeting

Usual items. September volunteer session. More policies to approve/update. Legal update if required.

Actions from Meeting of 29 June 2026

Item	Action	Owner
170/25	Cllr Dick will pursue further the concept of parish volunteers and/or Lengthsman taking responsibility for small potholes with support from Hampshire County Council (please see report for further details).	Cllr Dick
21/26	Clerk to add updated policies to website.	Clerk

Notes from Cllr Harvey and Cllr Konieczko discussion

Local Plan and Water Infrastructure

Cllrs provided an update on significant concerns regarding water infrastructure and the implications for the Local Plan.

- A recent Water Cycle Study identified concerns about the area's future water supply and wastewater treatment capacity.
- During the Local Plan consultation, responses were received from:
 - South East Water
 - Natural England
 - Environment Agency
- All three organisations confirmed concerns regarding future water availability.

Water Supply Issues

Members were informed that:

- South East Water has stated it cannot currently guarantee future water supplies for planned development.
- The company is unable to confirm:
 - the number of additional homes that can be supplied;
 - whether existing capacity has already been reached.
- This information remains unavailable despite ongoing discussions since February.

The cllrs described this lack of information as extremely concerning.

Causes of the Problem

It was explained that:

- Planned investment in a new pipeline from the Surrey Hills, intended to improve supplies, was not delivered.
- South East Water has also been over-abstracting water from local groundwater sources.
- The Environment Agency has removed abstraction licences to protect sensitive natural habitats.
- South East Water is appealing this decision.

This creates a difficult situation:

- Restoring abstraction risks environmental damage.
- Restricting abstraction could significantly reduce available drinking water supplies.

Impact on the Local Plan

The uncertainty over water supply has major implications.

Key points included:

- The Local Plan has a Government submission deadline in December.
- Missing the deadline could require the Borough Council to restart the Local Plan process under the new planning system.
- Officers are currently assessing whether the deadline can still be achieved.
- A decision is expected within the next two weeks.
- The Council has written to Government Ministers requesting flexibility should delays result from water infrastructure issues outside the Council's control.

Existing and Future Development

Members asked about developments which already have planning permission.

The response was that:

- There is currently no legal mechanism for allocating limited water capacity if supply proves insufficient.
- It remains unclear how already-approved developments would be prioritised.
- This issue is being raised directly with Government.

Economic Impacts

The cllrs highlighted wider implications beyond housing, including:

- risks to business investment;
- future employment opportunities;
- commercial development;
- long-term economic growth.

The planning system was described as not having been designed for this type of infrastructure failure.

National Context

The issue is not unique to the Borough.

Similar water supply constraints are affecting areas including:

- Kent
- Cambridge

Government is reported to be considering possible solutions, including funding for water efficiency measures in existing homes.

Members noted recent Government statements that housing growth should only proceed where infrastructure is available.

The Borough Council continues to press Government for national action.

Unitary Local Government Reorganisation

The cllrs updated members on proposals for Local Government Reorganisation.

Current Position

Government intends to replace the current two-tier system with new unitary authorities.

Planning for the proposed North Hampshire authority is progressing.

Chief Executives from the affected councils are working together on transition arrangements.

Hampshire County Council

Members discussed Hampshire County Council's opposition to the proposals.

It was noted that:

- Hampshire is pursuing legal action against aspects of the Government's proposals.
- Despite this, transition planning is continuing.

Service Integration

Work is underway to identify services that can be integrated across councils, including:

- Legal services
- Licensing
- Corporate services

The future authority would manage:

- approximately 9,000 employees
- a budget approaching £1 billion.

The cllrs emphasised the scale and complexity of the transition.

Local Representation

Concern was expressed that:

- the number of elected councillors is likely to reduce;
- councillors would represent significantly larger populations;
- this could reduce local representation.

Parish Council Engagement

Members asked how parish councils would be involved.

The councillor advised that:

- early engagement is expected during the Shadow Authority period;
- parish councils should continue building relationships with the Borough Council;

- there may be opportunities for greater local responsibility under the new arrangements.

Potential future responsibilities could include additional local services where appropriate.

Planning Matters

Members raised concerns regarding:

- delays in planning applications;
- planning enforcement;
- communication with officers.

The cllrs advised that:

- a new Head of Planning is now in post;
- some delays are due to staffing changes at Hampshire County Council, particularly in transport consultation responses;
- planning enforcement remains a statutory function and the Council has one of the larger enforcement teams nationally.

The Council is taking a firmer approach to enforcement than in previous years, although legal processes remain lengthy.

It was acknowledged that:

- applicants face few penalties for submitting information late;
- councils, however, face statutory determination deadlines;
- recent planning appeals have become more difficult to defend due to changes in Government planning policy.

Members cited examples where enforcement cases had taken considerable time to resolve. The councillor encouraged parish councils to report specific planning concerns directly.

Key Actions

- Borough Council to continue pressing South East Water for definitive supply information.
- Borough Council to continue lobbying Government regarding Local Plan deadlines and infrastructure constraints.
- Officers to determine within two weeks whether the current Local Plan timetable remains achievable.
- Parish Councils to continue engaging with the Borough Council regarding Local Government Reorganisation.
- Members to notify the Borough Council of specific planning enforcement concerns as they arise.

Heath End proposal, Cllr Hurst:

This is a proposal and request for approval of funds for the removal of the Trim Trail (that has reached the end of its life) at the Heath End Recreation Ground and the creation of a community area.

Summary of work and costs and source of funding for approval:

CIL

Removal of Trim Trail and picket fence. Cost £1980 exc VAT.

Rotovate and seed cleared area. Cost £835 exc VAT.

Cut back buffer zone between community area and EWWH, creating a smaller hedge. Cost £255 exc VAT.

Remove existing EWWH ditch boundary fencing and replace with like for like. Cost £1476 exc VAT.

Contingency at 10% £454 exc VAT (rounded down)

Total CIL requested £5000

Scribbens Legacy (£5000).

Two picnic tables £1617 exc VAT

Table Tennis Table £2645 exc VAT

Plaque and tidying area £738 exc VAT

Utilises full Scribbens Legacy of £5000

Total project funds requested £10,000.

See below for detailed proposal

Background

To the rear of the tennis court at Heath End recreation ground the area contains a Logworld Activity Centre (known as a "Trim Trail") within a wooden picket fence. The Trim Trail was installed approx 20 years ago and is primarily made of wood fixed to the ground using a substantial depth of concrete. Likewise the wooden picket fence is also secured by concrete. The Trim Trail has reached the end of its life, starting to rot and and soon will not be able to be used safely. The equipment needs to be retired.

At the start of last year the PC decided that a decision needed to be made on what to do to replace this equipment as it approached its retirement.

To support the decision on what to do with the land a survey was developed and used to gain feedback from the community. Community consultation was carried out through last year and received 153 responses at the following events:

St Martins Fete, 51 responses

East Woodhay Flower Show, 67 responses

EWWH Craftex event 35 responses

People were asked if they would like an open community area to replace the Trim Trail or to suggest alternative ideas. The survey received a great level of feedback and gave direction on the future use of the land, especially in combination with EWWH. A detailed report of the results of the consultation was published in the Amenities Minutes of February 2026 and discussed at full PC. There was overwhelming support for the creation of a community area and a request for picnic benches near the proposed community area. People wished to see the use of the community area for local groups with it being used in conjunction with the use of East Woodhay Village Hall. For example this included the scouting groups (scouts and beavers) and the Flower Show.

Proposal

CIL request £5000 (with contingency)

This proposal supports the creation of a community area at Heath End recreation ground to the rear of the tennis courts by the removal of the Trim Trail and the concrete supports and the picket fence (see image 1). To meet the request of the community it will see the installation of two picnic benches and a concrete table tennis table (to mirror Woolton Hill Recreation Ground). The proposed vendor has inspected the area in detail and produced a quoted schedule of works. The vendor to be used for the landscape works is the Scofell Landscape Team. This supplier has worked with the PC for a number of years. They are trusted and have a proven track record with this type of work.

The detailed work is as follow and the source of funding:

The removal and disposal of the Trim Trail and the surrounding picket fence. All concrete will be removed and disposed, making the area safe for future use. **Cost £1980 (exc VAT). Source of funding CIL**

Restoration of the area to create a flat grass community area. This will entail the landscaping of the area and reseeding (with shade tolerant seed). The new area will take a number of months to “bed in”. The area does get damp in winter but there is a large ditch adjacent to the area so additional drainage will not be installed (the community have lived with the present drainage for over 20 years). **Cost £835 exc VAT. Source of funding CIL.**

The buffer area between the proposed community space and EWWH is over grown with brambles (see image 2). As part of this work the bulk of the vegetation will be cut back to ground level leaving a smaller hedge between the two areas. If required in the future this will allow a gateway to be installed between EWWH and the community area. This will not be installed in this work as at present it is not required. This work will be carried out outside bird nesting season. **Cost £255 exc VAT. Source of funding CIL.**

There is a deep ditch running along the rear boundary of the recreation ground and EWWH. It is our desire to encourage the use of the community area and envisage movement of people (especially children) between the new area and EWWH (hall and grounds). It is therefore essential that adequate fencing must be in place to prevent access to the ditch. The fencing all along the boundary was inspected by Scofell. The recreation ground fencing is adequate and safe and does not need to be replaced. The EWWH fencing is not safe and needs to be replaced (see image 3). This will be replaced as part of this work to ensure all the boundary is

safe. Therefore, the existing EWH ditch fencing will be removed and replaced with a like for like mesh fencing and posts. Vegetation growing through the existing fencing will need to be cut back to allow installation of the new mesh and so the work will be carried out outside nesting season. **Cost £1476 exc VAT. Source of funding CIL.**

A 10% contingency of **£455 exc VAT** is requested. This is likely to be required if the reseeding fails.

Scribbens Legacy requested £5000

The PC were donated £5000 bequeathed to the community by the Scribbens family. It is felt the new community area would be ideal to honour this legacy. Therefore, it is proposed to use all the legacy to fund the facilities requested by the community to be installed in this area.

To the rear of the tennis court (between this and the Trim Trail) there is a large area of concrete (see image 4). This was originally a "kick about" area and to the side of this land there used to be until recently a tall brick wall. This wall was unsafe and removed so now the area is safe for community use. However, the remaining extensive concrete base would be prohibitively expensive to remove and means the area is difficult to use as a play area. However, it is in the ideal location to implement picnic benches and other recreational equipment such as a table tennis table. The base will allow secure fixing of the benches. This will give the community the requested seating to view the whole of the recreation area. It is proposed to install two round picnic benches in this area (same as at Woolton Hill) secured into the concrete. **Cost of two picnic tables with delivery and installed securely into the ground £1617 exc VAT. Source of funding Scribbens Legacy**

The community feedback also asked for facilities that older children could use. It is therefore proposed to install a concrete table tennis table (successfully installed at Woolton Hill) in this area. **Cost of concrete table tennis table with delivery and installation £2645 exc VAT. Source of funding Scribbens Legacy.**

It is proposed the whole community area is named "Scribbens Community Area" to honour the legacy. A plaque will be installed in the area to commemorate the legacy. The concreted area will be tidied and growth trimmed back and some biodiversity measures put in place. **Total cost £738.**

Timing and Communication

The removal of the Trim Trail is planned for early July once funding is approved. Restoration and reseeding of the area will take place at the same time. A number of months will be required for the ground to settle and the grass seed to be successful. Therefore, the area will be roped off to prevent use until the ground is established. It is likely the area will not be in use until the start of next year. The benches and table tennis equipment will be installed as soon as the ground work is complete to start using the concrete area over summer.

It is important the work and the new area is communicated effectively to the community. We will utilise social media, Spectrum and on site communication to keep the community informed on what is going on and progress. Local groups who are likely to use the area in the future will be actively engaged. The policies on use of the area will also need to be

documented and communicated before it is used. The Amenities Committee will draft this policy and circulate to the PC and publish to the community.

Future Maintenance

Scofell already maintain Heath End recreation ground and they will bring the community area into this schedule. This will have a minimal impact on running costs as they already cut the grass in the Trim Trail and maintain the hedging of the buffer zone.

Fixed Asset Retirement

The following assets will be retired and removed from the ledger...

Logwood Activity Centre **£14,703**

Picket Fence **£2092**