UPPER CLATFORD PARISH COUNCIL

Members are summoned to attend the Annual Meeting of Upper Clatford Parish Council on Wednesday 13 May 2026 at 7.30 pm (following the Annual Parish Meeting which commences at 6.30 pm) in the King Edward VII Memorial Hall. Members of the press and public are welcome to attend.

UCPC Council Members
Cllr Peter Heslop, Chair, (PH)
Cllr Richard Bennett, Deputy Chair (RB)
Cllr Charles Eyre (CE) - apologies
Cllr Nigel Freemantle (NF)
Cllr Kim Greenwood (KG)
Cllr Robert Hawkins (RHk)
Cllr Richard Hydes (RH)
Cllr Jane Kennedy (JK)
Cllr Patrick Littlehales (PL)
Cllr Cynthia Williams (CW)
Karen Nadin - Clerk and RFO (KN)

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

AGENDA – 13 MAY 2026

	Item
1	Welcome, apologies for absence & any declarations of interest relating to items on this agenda (PH)
2	Election of the Chair & signing of Declaration of Acceptance of Office form (ALL)
3	Election of the Vice Chair (ALL)
4	Councillors Registers of Interests forms – to remind councillors to review their forms annually and forward any amendments to TVBC via the Clerk (ALL)
5	To agree PC Committees and Councillor portfolios for next 12 months (ALL) Current committees are NDP Review Working Group & Chalk Pit Development Working Group. Current portfolios are Finance, Chalk Pit Redevelopment, Planning, NDP Review, Trees, Grounds Maintenance, Play Parks, Pavilion & Sports Field, Highways (incl street-lighting), Footpaths, Community Resilience
6	To undertake the annual review and re-adoption of Standing Orders and Financial Regulations and any other governance documents (ALL)
7	Approval of minutes from last meeting – 8 April 2026 (Chair)
8	Update on any outstanding actions – see action grid (ALL)
9	Public Participation *Each member of the public is entitled to speak once only in respect of business itemised on the agenda and shall not speak for more than 3 minutes as per the UCPC Standing Orders. This item will be limited to 15 minutes.*
10	Borough Councillors Report (MF/SH)
11	County Councillors Report (DD)
12	Planning applications New Applications Received since last meeting • 26/00857/FULLN – 107 Bury Hill Close, Anna Valley – erection of a two-storey side extension – closing date for responses – 18 May 2026 Update on Current Applications • 26/00259/FULLN – Land at Sam Whites Hill – Construction of a dwelling
13	Applications for tree works (NF) • 26/00767/TREEN – 2 Hill View, The Green – sycamore – tip reduction by approx. 2m, reduce height by no more than 5m, lift/raise lower branches to give height clearance of 3m from ground & thin crown by no more than 40% - closing date for responses – 7 May 2026 • 26/00738/TPON – land to the south of Fullerton Road, West of Farleigh School – 80 x lime trees – crown lift – closing date for responses – 15 May 2026 • 26/00823/TPON – land adjacent to 28 Brook Way, Anna Valley – lime trees x 2 – re-pollard – closing date for responses – 14 May (these are UCPC owned trees)

	• 26/00953/TPON – 3 Manor Rise, Anna Valley – Beech reduction of lateral limbs overhanging the garden of applicant from the neighbouring property by 2-3m – closing date for responses – 29 May 2026
	Re items 7 & 8 on this agenda - Please be aware that should the Parish Council be notified by Test Valley Borough Council of any new applications after the date of the publication of this agenda they may still be added to the agenda for discussion at this meeting in order to meet response deadlines.
14	Clerk/RFO update:- • To approve Sections 1 & 2 of the AGAR for the year 1 April 2025 to 31 March 2026 • To receive the financial update for the period from 1 to 30 April 2026 • To formally approve payments
15	Neighbourhood Development Plan (NDP) Review (RB)
16	Chalk Pit Project Update (RB)
17	Grounds Maintenance Update (PL)
18	Parish Council Trees Update (NF)
19	Play Parks Update (CW)
20	Play Park Proposal (RHk)
21	Highways Update (RH)
22	Footpaths Update (RB)
23	Community Resilience Update (JK)
24	Correspondence Received (KN)
25	Pill Hill Pan Parish Forum Update (PH)
26	To agree dates of meetings for next 12 months as follows:- • 2026 - 10 June, 8 July, 9 September, 14 October, 11 November, 9 December; • 2027 - 13 January, 10 February, 10 March, 14 April (Annual Parish Meeting to take place on same evening), 12 May (Annual Council Meeting) • Note – no Council meetings in August.