

**TICHBORNE PARISH COUNCIL**  
**Minutes of the meeting of Tichborne Parish Council held at the Alresford Golf Club Tichborne at 6.30pm on Thursday 9<sup>th</sup> October 2025.**

**26/22) Apologies.**

Mr R Foot	Councillor
Mr A McWhirter	Councillor
Mr A Stewart	Councillor
Mr J Pett	District Councillor

**Present.**

Mr N Kinder	Chairman
Ms M Philibert	Councillor
Ms L Robbins	Councillor
Mr C Spicer	Councillor
Mr N Bolton	District Councillor
Mr J Williams	County Councillor

Mr B Gibbs	Clerk
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**26/23) Declarations of Interest.**

a) None recorded.

**26/24) To approve the minutes of the ordinary meeting of the Parish Council of Tichborne held on 14<sup>th</sup> June 2025 (Previously circulated).**

Cllr Robbins proposed and Cllr Kinder seconded the proposal that the minutes the meeting of the Parish Council of Tichborne held on 14th June 2025 be approved.

It was **resolved** that these minutes be accepted as an accurate record and they were duly signed by the Chairman of the meeting.

**26/25) Public Session**

There were no members of the public present.

**26/26) County and District Council reports.**

District Cllr Bolton presented a joint report alongside County Cllr Williams.

The deadline for submitting formal proposals for future unitary authorities passed on 26 September 2025. There were two business cases submitted to DHCLG. Hampshire County and East Hampshire District both supported a case for three mainland Unitaries.

Winchester City Council, together with ten other authorities, submitted a case for four mainland authorities, with two principle options: the first links Winchester with East Hampshire, Test Valley and New Forest Districts whilst the second links the New Forest with an expanded Southampton-based authority rather than the mid- Hampshire districts.

Each of those 11 authorities expressed its preference for one of these options, with Winchester promoting the second option with Winchester, Test Valley and East Hampshire forming a new combined authority.

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The Government response to the proposals for Hampshire and the Isle of Wight is not expected before early in the spring of next year.

Conservative, Liberal Democrat and Green Party candidates have been formally selected for the 2026 Hampshire Solent Mayoral contest. All the other main parties have yet to announce their candidates.

Winchester City Council is about to consult on possible options for 'parishing' Winchester City to form a new City Council that would be the successor to the current Winchester Town Forum. If life were simple, this would result in the un-parished areas of the city being combined into a new civil Parish Council that would sit alongside the rural parishes and New Alresford Town Council.

Since the urban footprint of Winchester has, in recent years, expanded into four of the neighbouring parishes the consultation will seek views on whether communities in those parishes wish to join with the City. This is not without controversy. All Winchester parishes will be formally part of the consultation although none in Upper Meon Valley would be directly affected by the options currently under consideration.

The effect of Hampshire County Council's review of subsidised rural bus services is now being felt, although the services in Upper Meon Valley have largely survived. The future of service 67, through Cheriton, Bramdean and West Meon seems reasonably assured but, since its timetable has to be focused on statutory school transport needs for Perins and The Petersfield School, it no longer provides a viable commuting option for either Petersfield or Winchester.

As more communities become affected by the loss of rural buses it is hoped to raise visibility of this issue in the Mayoral campaign, not least as taking the strategic lead on public transport is one of the powers proposed to be devolved.

## 26/27) Finance and Orders for Payment.

a) The Clerk proposed the following orders for payment as follows:

30/09/2025	BRENDAN V. GIBBS SEPT 2025 SALARY	204.30	921.94
29/09/2025	SERVICE CHARGES REF : 466636692	4.25	1126.24
17/09/2025	HUGO FOX INV-18034 601721	23.99	1130.49
12/09/2025	RP COMMERCIAL SERV	3000.00	1154.48
05/09/2025	2025-26 PRECEPT SECOND TRANCHE	2219.50	4154.48
03/09/2025	VICTIM SUPPORT 2025-26 S143 GRANT	100.00	1934.98
03/09/2025	PERINS SCHOOL 2025-26 S19 GRANT	300.00	2034.98
03/09/2025	PERINS SCHOOL 2025-26 S19 XMAS GRANT	200.00	2334.98
03/09/2025	WDCA 2025-26 S143 GRANT	300.00	2534.98
03/09/2025	TICHBORNE PARK CC 2025-26 S19 GRANT	300.00	2834.98
03/09/2025	ST ANDREW'S PCC 2025-26 S137 GRANT	400.00	3134.98
03/09/2025	OLIVE BRANCH CCS 2025-26 S145 GRANT	300.00	3534.98
03/09/2025	XFR FROM 309971 20962062	2000.00	3834.98
02/09/2025	ALRESFORD SHOW 2025-26 S144 GRANT	300.00	1834.98
01/09/2025	BRENDAN V. GIBBS AUG 2025 SALARY	113.70	2134.98
01/09/2025	HUGO FOX INV-17060	23.99	2248.68
29/08/2025	SERVICE CHARGES REF : 464210932	4.25	2272.67
31/07/2025	BRENDAN V. GIBBS JUL 2025 SALARY	113.70	2276.92
28/07/2025	SERVICE CHARGES REF : 461771758	4.25	2390.62
21/07/2025	HMRC - ACCOUNTS	56.20	2394.87
21/07/2025	LIGHTATOUCH	260.00	2451.07
21/07/2025	HUGO FOX INV-16196	23.99	2711.07
30/06/2025	SERVICE CHARGES REF : 459477247	4.25	2735.06
30/06/2025	BRENDAN V. GIBBS JUN 2025 SALARY	113.70	2739.31

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27/06/2025	HUGO FOX INV-15327	23.99	2853.01
27/06/2025	RP COMMERCIAL SERVICES	3000.00	2877.00
20/06/2025	ALRESFORD GOLF CLUB	25.00	5877.00
20/06/2025	HMRC - ACCOUNTS	28.40	5902.00
03/06/2025	BRENDAN V. GIBBS MAY 2025 SALARY	113.70	5930.40
02/06/2025	XFR FROM 309971 20962062		2000.00 6044.10
02/06/2025	HALC INV-7379	205.00	4044.10
02/06/2025	ZURICH TOWN & PARISH COUNCIL	307.17	4249.10
30/05/2025	SERVICE CHARGES REF : 457018820	4.25	4556.27
27/05/2025	HUGO FOX INV-14470	23.99	4560.52
23/05/2025	XFR FROM 309971 20962062		3000.00 4584.51
20/05/2025	HMRC - ACCOUNTS	85.80	1584.51
19/05/2025	XFR TO 309971 20962062	10000.00	1670.31
06/05/2025	HAMPSHIRE COUNTY COUNCIL LENGTHSMAN		11000.00 11670.31
02/05/2025	DM PAYROLL SERVICE	120.00	670.31
30/04/2025	ALRESFORD GOLF CLUB	25.00	790.31
30/04/2025	BRENDAN V. GIBBS	113.70	815.31
29/04/2025	SERVICE CHARGES REF : 454595103	4.25	929.01
15/04/2025	XFR TO 309971 20962062	2000.00	933.26
15/04/2025	HUGO FOX INV-13621	23.99	2933.26
15/04/2025	ALRESFORD GOLF CLUB	25.00	2957.25
11/04/2025	2025-26 PRECEPT FIRST TRANCHE		2219.50 2982.25

The Parish Council **resolved** to approve these orders for payment.

b) Grant applications 2025-26. To receive a report from the Clerk.

The Clerk reported that all of the grant applications that have previously been agreed and budgeted for in 2025-26 have now been paid across.

The sum total of all these payments came to a figure of £2,200.

c) Tichborne Parish Council Budget 2026-27. To receive a report from the Clerk.

The Clerk provided the following statements prior to the discussion of the 2026-27 budget for the benefit of all present. He also said that the 2026-27 Budget papers would be presented at the next meeting of the Parish Council in November 2025.

The following sums of money are earmarked for a specific purpose and do not sit within the general reserve.

£1,000 for a potential contested parish election in May 2026.

£1,200 for potential repairs to the two bus shelters at Ladycroft crossroads.

£100 for potential defibrillator repairs and renewals.

The Parish Council has received the following sums of money from the Boomtown Community Fund since 2016.

Boomtown Fair 2016 £2,000

Boomtown Fair 2017 £700

Boomtown Fair 2018 £700

Boomtown Fair 2019 £700

Boomtown Fair 2022 £2,500

Boomtown Fair 2023 £2,000

Boomtown Fair 2024 £2,500

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So far, the Parish Council has spent £1,000 as a contribution to the Cheriton Play Area, £1,000 as a contribution to the community defibrillator and £400 towards the refurbishment of the Bakeland Gardens play area.

This leaves a sum of £8,700 held by the Parish Council on behalf of the Boomtown Community Fund.

There is also an earmarked sum of £300 from the Boomtown Community Fund allocated towards the Cheriton Play Area sink fund for its future maintenance, repairs and renewals.

The Parish Council also holds the sum of £2,944.63 as a CIL contribution from the South Downs National Park Authority.

In total the Parish Council holds a total of £13,944.63 that sits outside of its general reserve.

At the end of September 2025, the Parish Council held the following sums in each of its two bank accounts.

Lloyds Commercial Instant Access Account 30-99-71 20962062 £ 22132.46

Lloyds Community Account 30-99-71 01868394 £921.94

d) Tichborne Parish Precept 2026-27 To receive a report from the Clerk.

The Clerk said that the 2026-27 Precept calculations and tax base would be presented at the next meeting of the Parish Council in November 2025.

e) To review the Financial Risk Assessment for 2025-26.

The Clerk introduced this item. Following on from the initial discussion at the Annual Council Meeting, he introduced those items that he has updated and those items that required further work. The document is published on the website with the outstanding items marked in green and the completed items marked in yellow.

The Clerk said he would be uploading the amended Financial Risk Assessment on to the Parish Council's website once the Parish Council had accepted the further amendments made to this year's document.

The Parish Council **resolved** to approve the amendments and publish the document on the website.

f) To appoint an internal auditor for the financial year 2025-26

It was **resolved** to appoint Lightatouch Internal Audit Services to act as the Parish Council's Internal Auditor for the financial year 2025-26.

g) To consider a new email setup and new domain name for the Parish Council Website

The Clerk commented that the Smaller Authorities' Proper Practices Panel (SAPPP) has released the updated 2025 edition of the Practitioners' Guide, offering essential updates to support local councils and smaller authorities in managing governance and financial duties with greater clarity.

In addition to confirming councils must follow existing compliance (GDPR & DPA for security and privacy, FOI & Transparency Code for document publishing), the 2025 edition of the Practitioners' Guide states the new AGAR Assertion 10 (Digital and Data Compliance) places a duty upon Parish Councils to adhere to the following concepts.

- Local councils must operate from council-owned domain-based official email addresses and website
- The website must continue to meet accessibility regulations.
- Local councils must have an Information Technology (IT) policy

Assertion 10 brings together a series of expectations around digital, data and information governance. For example, local councils will need to have an IT policy that covers the secure and lawful use of digital devices within the council.

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Crucially, Assertion 10 also requires councils to confirm that they are complying with data protection legislation and the data protection principles.

The Clerk then said he had engaged with Hugo Fox (our current website provider) to provide the following services.

- 10 email accounts for use with council business.
- The provision of a compliant website address.
- Continued hosting of the website

The Clerk said that he has requested the address [www.tichborne-pc.gov.uk](http://www.tichborne-pc.gov.uk) to replace our current address format.

The ongoing costs associated with this requirement will be £17.49 + VAT per month.

The Parish Council **resolved** to approve this proposal.

### **26/28) Planning & Licensing.**

a) Planning applications and decisions received from the South Downs National Park Authority.

There were no planning applications to receive.

b) Planning applications and decisions received from Winchester City Council.

There were no planning applications to receive.

### **26/29) To note correspondence received and not discussed elsewhere on this agenda.**

The Clerk had received correspondence from A2D Dominion. They are the social landlord of Curtis House in Bakelands Gardens. Back in January 2025, the Clerk had asked A2D to remove some white goods that had been dumped outside the property. He had raised this report to them as a complaint due to the length of time these goods had remained outside the property.

Following an investigation, A2D have upheld the complaint and have offered the sum of £100 as compensation for the issues caused by the inactivity of their contractors.

It was generally agreed that this money should be earmarked for use at Bakelands Gardens.

### **26/30) Environment, Highways & Transport.**

a) Parish Lengthsman Scheme.

The Lengthsman will visit the village on November 5<sup>th</sup>. A work sheet will be sent in due course.

b) Councillor roles and responsibilities.

Cllr Kinder spoke about highways issues. He said that Riverside Farm Lane had a number of potholes along its length. He also commented that there was a damaged pothole at the junction of Church Lane and Riverside Farm Lane. He said that all of these issues had been raised with Hampshire highways.

c) Finger posts in the village.

Cllr Kinder spoke about an initiative currently taking place in Cheriton to provide finger posts that pointed out village amenities. He said that there was scope to provide a number of these in Tichborne to highlight the Church, the Tichborne Brook and the local footpath network.

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d) The Clerk said that the village signs at each end of the village show signs of damage. Cllr Kinder said he would inspect these and report back to the next meeting.

**26/31) Any other reports that the Chairman deems urgent – NO DECISIONS to be made.**

As there was no further business the meeting closed at 7.25pm

Members of the Tichborne Parish Council are summoned to the next meeting of the Parish Council to be held on the 18<sup>th</sup> November at the Alresford Golf Club.

**Brendan Gibbs,  
Clerk to the Parish Council of Tichborne.**

Chairman's signature .....

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