

**MINUTES OF THE MEETING OF WINCHFIELD PARISH COUNCIL HELD ON  
MONDAY 29 JANUARY 2024 AT 7PM IN THE VILLAGE HALL**

**PRESENT:** Cllr Meyrick Williams (Chairman), Cllr Cepta Hamm, Cllr Louise Hodgetts, Cllr Richard Milnes-James and Cllr Kate Stewart  
Cllr Tim Davies, Hampshire County Council (HCC)  
Litter Pick Co-ordinator  
9 Members of the Public  
Mrs Alison Ball (Clerk)

**APOLOGIES**

- 1 Apologies were received from Cllrs Anne Crampton, Tim Southern and Spencer Farmer, Hart District Council (HDC), members of the Neighbourhood Policing Team and the Footpaths Warden.

**DECLARATIONS OF INTEREST AND APPLICATIONS FOR DISPENSATIONS  
UNDER S33 OF THE LOCALISM ACT 2011**

- 2 Cllr Kate Stewart declared an interest in items 12 and 18.3 as a near neighbour of Winchfield Court.

Cllr Cepta Hamm declared an interest in item 6b, Charrington Farm, as a close neighbour to the site and in item 20.6 Requests for Grants, as a member of Women of Winchfield.

Prior to moving on to the main agenda the Chairman invited David Harrington from Villages Oppose Warehouses (VOW) to address the meeting. He gave the following update:

“The threat to the rural character of NE Hampshire as a great place to live has not gone away. The speculative proposal for an enormous warehouse development on 80 acres of farmland adjacent to Junction 5 of the Motorway is still alive and kicking.

To combat this assault a pressure group called Villages Oppose Warehouses, or VOW, has been set up by concerned citizens. See [www.villagesopposewarehouses.org](http://www.villagesopposewarehouses.org)

As most will know, the Pre-Application was received by Hart District Council in 2022. It was eventually rejected by Hart on several grounds – but principally because of its non-conformance with local plans and policies. However, the London-based developer, “Obsidian Strategic”, has popped up again and has announced its intention to submit a new Outline Application some time in February/March this year.

Hart will publish the new Outline Application, when received, on its planning website and will invite comments. If the proposals are to be rejected again it is absolutely critical that a large number of comments from individuals opposing the Application are received by Hart.

But why should you?

The developer's plans show five very large warehouses on land bordering the Motorway. The total warehouse floor area is some 105,000 square metres – making it 20% larger than a very similar site planned for Junction 7 and one of the very largest in the UK. You could fit 46 league football pitches into 80 acres. Each warehouse is some 20 metres tall – that's about a seven-storey flat-roofed office block.

The local flood risk, already ever-present on the M3 at Junction 5, will be increased significantly. In addition to increased incidents of flooding there are serious environmental and bio-diversity issues resulting from the proximity of SSSIs at Bartley Heath.

BUT the issue that should be of real concern to all neighbouring parishes is that of traffic on surrounding roads. The developer has declared that the site will operate round the clock, meaning 24 hours a day, every day, non-stop throughout the year. The developer's own figures claim over 12,000 – I repeat: over 12,000 - vehicle movements between 7am and 7pm alone. A significant number of these will be HGVs. Will the Motorway and Junction 5 cope with these numbers? Consider this: an extra vehicle, mainly HGVs, entering or leaving Hart's road infrastructure every few seconds, 24 hours a day, 7 days a week, will not add to the quality of life for anyone in Hart. Especially when all of those vehicles start looking for 'least cost' routes or 'rat runs' and backroads in the event of traffic delays. Junction 5, Hook, the A30, the B3349 and the A287 are going to feel that impact as well as Odiham, Hook, Crondall, South Warnborough, Hartley Wintney, etc. Those of us who use Junction 5 frequently are already aware of ever-lengthening rush-hour queues and delays.

Recent research (Hampshire Chronicle, 7 January) by Claims.co.uk has shown that Hampshire is already the most congested county in the UK. Are we really willing to add to this?

So – what can Winchfield do to influence the outcome?

VOW is discussing with parish councils – and other local authorities - how the Council, as a body, can influence Hart's eventual decision. But, just as important, will be action from you, as local residents. Not only can you register your concerns with Hart when Hart asks for your opinion, you can also alert any of your friends and neighbours who might not be hearing this to what's about to happen to this part of rural Hampshire. When the time comes – in February or March - it will be up to all of us to stand up and be counted."

The Chairman thanked Mr Harrington for the information and reassured him that WPC would respond to any consultation on a planning application for this site as he agreed that it would have implications for the parish and the wider area. Mr Harrington confirmed that VOW were working on a list of points to consider in the submission of any objection and this would shortly be available on the VOW website for the Parish Council and members of the public to refer to.

### **MINUTES OF PREVIOUS MEETING**

- 3 The Minutes of the Parish Council Meeting held on 20 November 2023 were agreed and signed as a correct record.

### **MATTERS ARISING**

- 4 On item 7 Footpaths Report it was noted that further work was needed on FP4.

On item 20, Planning, it was noted that the HDC Settlement Capacity Intensification Study had been considered by the HDC Cabinet and would now form part of the options for the new Local Plan. The study looked at all possible options for regeneration and renewal of brownfield sites, focusing on opportunities within the existing defined settlement boundaries rather than the greenfield beyond those boundaries. WPC had not offered any sites as the existing settlements were already full. The study identified three scenarios with the most extreme including 169 sites producing 7,185 homes. This was very unlikely and taking out the sites that would be undesirable it left 152 sites producing 2,275 dwellings. This showed that there were some options before looking at greenfield sites such as Winchfield.

A member of the public asked how many sites there were in Hart that had active planning permission but were not being developed. The Clerk agreed to try to find out the answer to this.

On item 24, Any other business, Cllr Hodgetts advised that she had raised the campaign to set up an urgent treatment centre in Hart at the recent Hart District Association of Parish and Town Councils meeting. She wanted to explore whether there would be support from other parishes and the idea was very favourably received. She intended to write a report to give parishes some information which could be used to lobby for support.

It was noted that the Hartley Wintney Voluntary Care Group had confirmed that they operated within Winchfield and were able to offer help to anyone who needed it. They were able to provide transport to hospital appointments, help with collecting prescriptions, shopping and dog walking and much more. Information had been added to the WPC website. Details on this would be included in a newsletter that was being drafted.

## **FOOTPATHS REPORT**

**5** The Chairman reported that:

- Footpath 4 was ankle deep in water and consideration would be given as to what could be done to rectify this;
- Footpath 2 the steps from the road to the path underneath the M3 had been repaired by the HCC Rangers;
- Footpath 1 discussions were ongoing with the landowner to replace the old metal style with two kissing gates. It was hoped that HCC would be supplying at least one of the new gates.
- Footpath 10 work would be undertaken with Dogmersfield Parish Council to get quotes to improve this path.

Cllr Milnes-James advised that footpaths 5 and 6 needed work on the drainage and he had obtained a quote for this but the landowner had requested that no work be undertaken until the weather improved and the ground was drier. All agreed that they were happy in principle that work be undertaken to make improvements to this footpath.

## **HIGHWAYS REPORT**

**6 (a) Pale Lane/ A323 Junction**

Plans for the changes to the Pale Lane/ A323 junction had been drafted by HCC and shared with HCC councillors. WPC had not yet seen a copy of these plans. Cllr Davies advised that he had responded to the proposals requesting that further consideration be given to:

- Raising the sign post on the south side of Pale Lane at the junction to improve visibility;
- Removal of the bund along the main road to improve sight lines; and

- Reinstatement of the deceleration lane or, if this was cost prohibitive, widening of the exit curve so vehicles did not have to slow quite so much to turn the sharp bend.

The Clerk confirmed that she had requested a copy of the plan containing the proposal and this would be forwarded on if received.

### **(b) Charrington Farm**

A meeting with the PPC group had been held on 24 January where the following was agreed:

- PPC to regularly remind their drivers of the importance of adhering to a 20 mph limit on Station Road;
- PPC to keep an eye on the Village Hall website to check for any significant events on the booking schedule to minimise conflict wherever possible. WPC to ask the Village Hall Trustees to advise PPC of any significant events where possible;
- PPC were not minded to engage in the joint funding of a SID at this stage;
- PPC were advised of the revised school bus timings to be between 1515 and 1545 in the afternoon along Station Road;
- PPC were asked to consider sharing the costs with WPC to keep the vegetation on both sides of Station Road cut back once a year up to a sum of £300 each – PPC to respond to WPC;
- PPC were advised to report any potholes via the “Fix my Street” application;
- Following a discussion with regards to the PPC planning application for replacement floodlights on site, WPC had advised and explained that the application contravened the Winchfield Neighbourhood Plan (WNP) Policy NE5.

It was agreed to hold another meeting in the summer.

Members of the public were encouraged to continue reporting any issues to the Clerk so these could be raised at the next meeting.

Cllr Davies advised that he had raised the issue of the deterioration of the road surface, which had probably been caused by lorries, along Station Hill with the Assistant Highway Manager at HCC and he would look into whether anything could be done.

### **(c) Updates from HCC Highways**

Prior to the meeting Cllr Davies had circulated an email with the following updates:

- The mud and detritus on the corner of Station Road under the railway line. This had previously been cleared. The problem seemed to be that mud was getting washed down the southside of the road and accumulating at this point blocking the drain. The Assistant Highways Manager would get someone out to remove the mud.
- Occasional flooding along Station Road between the railway bridge and Cranford Barn. This was particularly bad after a rainstorm in early to mid-January. This seemed to be caused by either a blocked drain on the east side of Station Road, or blocked culverts or the ditch on the east side of the road was blocked with dead leaves. The Assistant Highways Manager had advised that he would get a team to investigate.
- The severe deterioration of the verges on Winchfield Hurst. This had most likely been caused by HGVs being used by Thames Water to clear the pumping station on the corner in The Hurst. Cllr Davies was in touch with Thames Water personnel on site about this. He understood the problem to be a blockage in the sewer taking waste water to the main treatment works alongside the M3 service station. Despite assurances it would be sorted out

the issue was ongoing. Thames Water had made a commitment that on completion of the works the verges would be restored. Cllr Davies had asked Hampshire Highways to monitor this.

- Immediately after the pumping station there was a tree at a very concerning angle hanging over the road, from the southside verge. This had been previously reported several years ago and it had been found not to be a danger but it had been raised again as a potential hazard.

- The hump-back bridge over the River Hart on Pale Lane. A dead oak fell down in a recent storm, taking out the railings of the west side of the bridge, and was now lying in the river. Hampshire Highways was aware of this. The river was classified as a 'main river' and therefore responsibility for clearing such an obstruction lay with the Environment Agency.

A member of the public reported seeing contractors on Pale Lane earlier in the day and they appeared to be clearing the fallen oak tree.

The Chairman thanked Cllr Davies for bringing all these issues to the attention of Hampshire Highways and for keeping WPC informed.

#### **(d) Winchfield Sewage Pumping Station, The Hurst**

Cllr Stewart advised that she had been making enquiries to try to find out what was happening at the sewage pumping station at The Hurst and when the issue might be resolved. She was aware that there was a blockage in the pipe and investigations were ongoing to identify the location of the blockage. In the meantime tankers were needed to remove the sewage. It had been hoped that a temporary pipe could be fitted that would take away the need for the tankers but the incorrect pipe had been delivered which was delaying this temporary fix. The tankers were causing issues in the village by parking outside homes with engines running disturbing residents and also by churning up the verges and damaging the edge of the roads. Cllr Stewart would continue to ask for updates on progress on this.

Cllr Hodgetts reported that she was aware that there were similar issues in Elevation Heath and Cllr Stewart agreed to get in touch with the Parish Council there to see if there was any link in the two issues or if any contacts could be shared.

Cllr Davies reported that he was aware that the speed limit signs on Station Road kept being turned to face the wrong direction. The Assistant Highways Manager was going to look into placing a second vertical pole to prevent this from happening. It was noted that the 'Welcome to Winchfield' sign at this location could be removed.

A member of the public raised the issue of the crossroads at the Barley Mow pub and how dangerous it was pulling out from Pale Lane. Cllr Hodgetts advised that there had been several discussions with Hampshire Highways about this junction and some changes had been made including improvements to signage. There was no easy solution to this problem and councillors would continue to raise it with highways officers.

#### **NEIGHBOURHOOD PLAN – REVIEW**

7

Christine Strudwick advised that the revised Winchfield Neighbourhood Plan had formally been 'made' by HDC and this could now be removed from the agenda. She said her very last thank you to everyone who had worked on the plan.

In response members of the Parish Council thanked Christine for all that she had done and the hours she had dedicated to this project. She was presented with a small gift in appreciation.

It was noted that there would be one final bulletin, delivered to all properties in the village advising that the plan had been made and setting out some other important local information.

Cllr Williams requested approval to spend up to £2,000 excluding VAT on final changes, design and print of the final WNP document. This would also include printing of the newsletter.

Christine Strudwick confirmed she would do a WNP guidance note for easy reference by the Parish Council when responding to planning applications.

It was **AGREED** that up to £2,000 excluding VAT be used for costs associated with any final work associated with the WNP project.

### **RURAL EXCEPTION SITE**

- 8 Cllr Hodgetts advised that English Rural were continuing to re-examine the commercial modelling of both proposed Rural Exception Sites (RES) given the ongoing challenges with construction costs to help inform the financial viability of each site.

The working group were also working through the comments received from the Planning Inspectorate following the recent outcome of the appeal at Land North of Winchfield Court, and what influence those may have on taking the proposed site further down Pale Lane forward as a viable location. For clarity, a RES had different planning policy to that of a standard development, hence the need for the working group to carefully consider the comments from the planning inspectorate.

It was hoped that both these exercises would be concluded in the coming months.

A member of the public asked whether improvements to the Barley Mow crossroads could be a condition of any planning permission for the Pale Lane site should this go ahead. It was noted that any development in this location could impact on this junction with increased traffic but RES developments were not required to make s106 payments and so there would not necessarily be money for road improvements. This would need full consideration by the Working Group.

### **TREE AND HEDGEROW PLANTING SCHEME**

- 9 Cllr Stewart advised that she had received a copy of the HDC draft Tree and Woodland Strategy which set out the vision for Hart's trees, woodlands and communities. It aimed to help HDC meet its target of becoming carbon neutral by 2030 and the district by 2040. The plan advocated the 3-30-300 rule:

- You should be able to see 3 trees from your window;
- There should be 30% tree cover in every neighbourhood;
- You should only be 300m or less from your nearest park.

Cllr Stewart would continue to monitor all the information coming from various sources and see if there was anything WPC could do.

It was agreed that this should become a sub-heading under the Climate Change Project on future agendas.

### **CLIMATE CHANGE PROJECT**

- 10** Cllr Hamm advised that legislation now required parish councils to consider what they could do to conserve and enhance biodiversity. She had been looking at this along with other members of the Climate Change Group and they would develop a policy with an action plan.

A member of the public advised that there was work going on at a national level to try to work towards joined up thinking across council's to prevent each council doing the same work.

Cllr Hamm confirmed that there would be a meeting of the Hart Climate Change Emergency Engagement Group on 30 January and she intended to attend. Whilst at this meeting she would collect the thermal imaging camera which would be loaned to the parish. Cllr Hamm asked for any volunteers that would like to help with this project to get in touch.

It was noted that notification from HDC had been received regarding new installations of electric car charging points in the district and unfortunately none were in Winchfield. Cllr Hamm agreed to ask why installation was not included for Winchfield Station car park.

Cllr Milnes-James advised he was still making enquiries as to whether s106 money would be available for climate change projects.

### **HEDGEHOG PROJECT**

- 11** Cllr Hamm advised that she had ordered the hedgehog highways (a surround to create a gap in boundary fencing or wall) and if anyone would like one they should get in touch. She had linked up with a hedgehog rescue centre in Hook who had given some really good advice on encouraging hedgehogs. It was suggested that if you put food out the hedgehogs would find it. Specific hedgehog houses could be purchased in order to help prevent other animals being attracted to the food.

### **LAND ADJACENT TO WINCHFIELD COURT**

- 12** The Chairman advised that the planning appeal for non-determination of an application for the erection of a five bedroom dwelling on plot 1 had been dismissed.

On plots 2, 3 and 4 HDC had withdrawn the enforcement notices and it was intended that they would be reissued with additional detail.

A member of the public raised the issue of the fencing around plot 1 that had come down and the Chairman confirmed there was nothing the Parish Council could do about this.

### **BEAUCLERK GREEN**

- 13** Cllr Stewart advised that there was nothing to report at the current time but she would like to keep this as an agenda item to discuss any progress once she had heard from HCC.

### **LITTER PICK**

- 14** The Litter Pick Co-ordinator advised that the litter pick took place on 3 December with 30 volunteers including six new people. They had collected over 30 bags of litter plus other large items. She thanked all those who had volunteered. The next litter pick would be on 17 March.

### **UPDATE ON THE SPEED INDICATOR DEVICES**

- 15** Cllr Hodgetts advised that the full reports for the latest SID statistics would be on the WPC website in the next week. These showed that the average speed was still 30-32 mph but there were peaks and troughs.

At the last meeting Cllr Hodgett had committed to reaching out to the Community SpeedWatch programme which had been closed during the pandemic but was now open again to new applicants. This scheme would allow volunteers to receive training from the Police and then use equipment to monitor the speed of passing traffic and record the details. Vehicle checks would then be undertaken by the police and letters sent to any offenders advising them of their speed and reminding them of why it was a community concern. If two letters were sent to the same person in a two year period a warning could be issued and three letters would result in a follow up by the Police. It was advised that a minimum of six volunteers would be needed to make this a success. Cllr Hodgetts would work to find volunteers willing to be involved before taking this further. Cllr Stewart suggested a note on the tables at the refreshments following the next letter pick might be a good way to reach community minded people. This would also be a good idea to find anyone wanting a hedgehog highway or to be involved in the thermal imaging project.

### **UPDATE ON THE DEFIBRILLATORS**

- 16** Cllr Hodgetts confirmed that the battery and pads on the defib at the Village Hall had been replaced. She asked that if anyone heard a beep coming from any of the defibs to report it to her as it likely meant there was an issue. There were now six defibrillators available across the village: at the Barley Mow, the village hall, the railway station, the Phoenix pub, Winchfield Court and on Bagwell Lane. Stickers were being produced for all the defibs containing useful location details.

Cllr Hodgetts confirmed she was still planning another first aid/ defib training session as she had received quite a few enquiries. Work was ongoing to find a person to deliver the training but as soon as this was done a date would be set.

### **S106 MONEY**

- 17** Cllr Milnes-James confirmed there was still £27,000 in s106 funds being held by HDC. S106 funds had already been used to purchase some of the defibs and to make the improvements at the village hall. Any application needed to be for a project that was capital in nature. Cllr Milnes-James was looking into other potentially suitable projects including helping St Marys with the cost of a new roof, climate change ideas and improvements to the electrics at the village hall.

### **PLANNING**

- 18.1** Applications received since the last meeting:  
**23/02416/HOU & 23/02417/LBC Baileys Farm, Potbridge Road**  
Erection of extension and alterations to existing former barn and stables. WPC response: objection with detailed reasons. It was noted that this application had gone past the 12 week determination date without a decision. HDC had advised they were waiting for comments from the Conservation Officer.

#### **23/02540/OUT Land at Old Potbridge Road**

Outline application for the erection of a dwelling and associated works following demolition of existing building. WPC response: objection with detailed reasons. It was noted that this application had been refused by HDC.



**24/00146/LDC Winchfield Court Farm, Odiham Road**

Certificate of lawfulness for mixed industrial processes (Class E(g)), general industrial (Class B2), storage (Class B8) and sui generis uses internally in the barns and externally. WPC response: no comments.

**23/02220/FUL Charrington Farm, Station Road**

Erection of three floodlights. WPC response: objection with detailed reasons.

**24/00153/HOU 4 Winchfield Lodge, Old Potbridge Road**

Erection of a single storey front extension and insertion of one roof light to the front slope. WPC response: no comments.

**18.2 Paynes Cottage Planning Appeal and Rule 6 Status**

The property owners at Paynes Cottage had appealed against an enforcement notice issued by HDC which alleged that, without planning permission, there had been a material change of use of the land from a single dwelling house to a mixed use comprising of the land to run a telecommunications equipment installation business, the use of the dwelling as a house in multiple occupation and the stationing of a caravan for residential use. The appeal had been dismissed and the owners told they could no longer run a business from this property.

**18.3 Land North of Winchfield Court**

This had been dealt with under item 12 above.

**Four Winds, Old Potbridge Road**

The Chairman advised that he had been contacted by the developers of the property Four Winds, Old Potbridge Road which had recently had a planning application refused. The developers were seeking a meeting with the Parish Council to discuss how the scheme could comply with the requirements in the Neighbourhood Plan. This meeting would be an informal meeting where there would be no commitments made by WPC.

**Telegraph Poles, Bagwell Lane**

HDC had received notification from openreach of intention to erect new wooden poles on Bagwell Lane. This was not a planning application but notification giving HDC 28 days to respond with any conditions that needed to be considered. Residents had suggested that the new poles were excessive in height and against the rural nature of the area. One of the poles was of particular concern as it was directly outside The Old School House and directly opposite St Marys Church, two historic buildings recognised in the WNP. A letter would be sent to HDC and Openreach setting out concerns.

**19 WEBSITE**

Following notification by the current provider of the free website, Hugofox, that it would cease to provide a free service from 4 October the Clerk had been looking at options available for a new website. The Clerk had received several quotes but it was difficult to make direct comparisons as the breakdown within each quote varied. Details of all the quotes had been circulated prior to the meeting along with examples from each company of existing parish council websites.

Based on feedback received from each councillor, the Clerk recommended that the quote from Parish Online be accepted. This quote was amongst the cheaper quotes received, it included the set up of .gov.uk domain name and email addresses, the set up period was short, they had committed to adding any future upgrades for free (including a planning tracker) and they would apply a discount to the Parish Online subscription. In addition the experience of working with Parish Online using the mapping system had been good and

they had been very responsive and helpful.

**RESOLVED:** to accept the quote from Parish Online for a new website and that this be set up as soon as possible.

## **20 FINANCE AND GOVERNANCE**

### **20.1 Review of Financial Regulations**

The Financial Regulations had been reviewed and no amendments were recommended at this time. It was noted that NALC was working on a new model Financial Regulations to bring them up to date and it was agreed to consider these as soon as they became available.

It was **AGREED** that the current Financial Regulations be confirmed as fit for purpose.

### **20.2 Review of Standing Orders**

The Standing Orders had been reviewed and no amendments were recommended at this time.

It was **AGREED** that the current Standing Orders be confirmed as fit for purpose.

### **20.3 Payments and Receipts for Q3 to 31 December 2023**

The summary of receipts and payments to 31 December 2023 as in Appendix 1 were received and approved.

### **20.4 Bank Reconciliation to 31 December 2023**

The bank reconciliation to 31 December 2023 as in Appendix 2 was received and approved.

### **20.5 Interim Audit Report Interim Audit Report**

At the beginning of December the internal auditor had conducted an interim audit and he had submitted a report which was circulated prior to the meeting. The report contained no recommendations.

It was **AGREED** to note the interim internal audit report.

### **20.6 Grants for Approval**

It was **NOTED** that after the last meeting it had been agreed by email, due to time constraints, to purchase a Christmas tree and lights which was then donated to the Church to be erected in the grounds of the Church for residents to enjoy. This had been received really well and it was felt it should be budgeted for in future years.

Cllr Hamm advised that she was looking to set up a Winchfield choir. In order to do this she had made enquiries with a music director who had offered to undertake the directorship for six months for free after which there would be costs involved. Cllr Hamm was also talking to an accompanist and it was hoped that they would join on the same basis. The Village Hall would allow the group to use its keyboard and the hall free of charge. There would be costs involved in the purchase of sheet music at £3 per sheet and it was estimated that £405 would be needed to be able to purchase enough in the first instance. There would also be costs associated with refreshments. It was **AGREED** that £505.00 be allocated for the initial costs for the set up of a new Winchfield choir.

### **20.7 Budget 2024/2025**

Prior to the meeting the Clerk had circulated revised draft figures for the Budget 2024/25. This document was also available at the meeting. The budget documents set out the

probable actual spend in 2023/24 and the actual spend in 2022/23. Also circulated were the details of money spent on earmarked reserves.

The proposed 2024/25 budget was similar to the previous year's budget but there were some small changes including:

- an increase to the admin fund to cover the ongoing costs of a new website and for the purchase of items such as a Christmas tree;
- a new grant fund for events which could be used for any local events;
- to reduce the training budget which had been increased in response to it being an election year;
- a small increase to the budget for the litter pick expenses to reflect the rising cost of the refreshments;
- an increase to the grant to the PCC for graveyard maintenance following a commitment in the 2022/2023 budget setting process to try to increase this grant by inflation +5% every year;
- additional money for the maintenance/lengthsman fund to be used to keep the footpaths passable in the summer;
- a reduction in the planning fund to help cover increases above but still maintaining some funds to build a reserve that would be used should there be any future development proposals by HDC;
- a pay rise for the Clerk from 1 April 2024.

Consideration was also given to increasing the parish council's general reserves, as recommended by the internal auditor, and £3,000 was included in the proposed budget to add to the general reserves which currently totalled approximately £12,000. It was recommended that the Parish Council hold about 3 to 12 months operating costs in general reserves and WPC had been gradually building the general reserves to meet this requirement.

The budget suggested that the total funds needed for 2024/25 would be £32,193.

**RESOLVED:** (1) To approve the budget for 2024/25; and (2) To approve the earmarked and general reserves for 2024/25.

## 20.8 Precept 2024/2025

The budget suggested a precept of £32,193 would be sufficient for 2024/25. This represented a 0% rise for an average Band D household.

**RESOLVED:** (1) That the precept for 2024/25 be set at £32,193; and (2) That the Chairman, Cllr Milnes-James and the Clerk be authorised to complete the paperwork on this basis to return to HDC.

## 20.9 Payments for Approval

The following payments were approved:

Clerk - AB	February Salary	£354.30
Clerk - AB	March Salary	£354.30
Clerk – AB	Expenses (WFH Allowance December and January + Stationery)	£61.36
Cepta Hamm	Reimbursement for Christmas tree lights	£89.98
Oxenford Farm	Christmas Tree	£170.00*

Mr A A Deptford	Replacement pads & battery for defib	£432.00*
John Sayer	Defib Cabinet Installation	£295.00*
SLCC	Membership	£105.00
Kerry Wedlock	Litter Pick Expenses	£60.85
April Skies Accounting	Interim Audit	£152.50
DM Payroll	Payroll Services Oct 23 to March 24	£60.00
Information Commissioner	Annual Registration Fee	£40.00
Parish Online	Annual Membership (due 1/3/2024)	£72.00
Winchfield Village Hall	Hall Hire – January	£25.00
Meyrick Williams	Reimbursement for zoom	£62.36
123 Reg	Domain Name Registration	£11.99
Hedgehogs R Us	Hedgehog Highways	£157.50
K Stewart	Reimbursement for thank you gift	£20.68
*Payment already made; expenditure agreed by email and within previously agreed budgets		

## 21 **CORRESPONDENCE**

No correspondence had been received other than that already forwarded and none that needed addressing that had not appeared elsewhere on the agenda.

## 22 **ANY OTHER BUSINESS** *Report Only*

Cllr Davies advised that HCC had published a consultation containing plans on how to make savings of £132M from April 2025. Included in these proposals were the closure of several household waste recycling centres including the one at Hartley Wintney. Residents had been expressing concerns about this and an online petition had been set up.

Cllr Davies advised that there was a Police and Community Together meeting scheduled for 19 February in Yateley Town Hall.

A member of the public reported that the haunching on either side of the culvert along Bagwell Road, close to the junction with Station Road, had been eroded away leaving two big drops. Cllr Davies agreed to raise this with Hampshire Highways.

## 23 **DATE OF NEXT MEETING**

Dates of future meetings were noted: 18 March 2024, 20 May 2024, 15 July 2024, 16 September 2024, 18 November 2024 starting at 7pm.

**There being no further business, the meeting closed at 8.58pm**

		WINCHFIELD PARISH COUNCIL					
		SUMMARY RECEIPTS & PAYMENT ACCOUNT					
		3rd QUARTER ENDED 31 DECEMBER 2023					
Annual budget/ allocation	Total to 31-Dec					Figures shown exclusive of VAT	
		RECEIPTS				£	£
31,510.00	32,417.00	Precept			-		
195.00	743.95	Bank Interest			89.28		
3,233.06	11,935.40	Other			5,084.89		
34,938.06	45,096.35	TOTAL RECEIPTS					5,174.17
		PAYMENTS					
4,750.00	3,823.58	Net Salaries & Allowances			1,062.90		
500.00	402.61	Administration			26.00		
1,157.00	56.20	Election Expenses			-		
718.00	-	Office Equipment			-		
643.02		Website Development			-		
1,979.34	1,722.50	Repairs & Maintenance			935.00		
120.00		SID Repair & Maintenance			-		
300.00	11.66	Defib Repair and Maintenance			-		
500.00	420.57	Insurance Premium			-		
2,950.00	1,350.00	Grants & Donations:			-		
2,000.00	869.08	Coronation			-		
1,080.00	2,885.07	Section 137			500.00		
300.00	98.00	Training			-		
175.00	125.00	Hall Hire			50.00		
660.00	457.50	Audit Fees			-		
420.00	304.02	Subscriptions			-		
475.00	443.60	Other A (Contingencies)			443.60		
21,416.84	4,712.18	Other B (Planning Counsel & NDP)			1,996.24		
22,763.05	7,407.32	Community Benefit			1,316.67		
8,500.00	550.00	Community Project Fund			550.00		
12,263.00	-	General Reserve			-		
	2,606.71	VAT on payments			754.88		
83,670.25	28,245.60	TOTAL PAYMENTS					7,635.29
		BALANCE BROUGHT FORWARD on 01/10/23					61,622.65
		ADD Total Receipts (as above)					5,174.17
		LESS Total payments (as above)					7,635.29
		Balance Carried forward 31/12/23					59,161.53
These cumulative funds are represented by:							
Current Account Balance					4,582.50		
Less: Cheques drawn but not debited as at 31.12.23		None				-	
Deposit Account Balance					27,266.86		
Other Account					27,312.17		
							59,161.53
Signed:							
Responsible Finance Officer to Winchfield Parish Council						Date:	
Signed:							
Councillor						Date:	

**WINCHFIELD PARISH COUNCIL**  
**BANK RECONCILIATION as at 31/12/2023**

	£
<b><u>LLOYDS BANK</u></b>	
Current Bank Account 01235673	
Balance per statement	4,582.50
<b><u>LLOYDS BANK</u></b>	
Business Reserve Account 07285516	
Balance per statement	27,266.86
<b><u>CAMBRIDGE &amp; COUNTIES</u></b>	
Deposit Account 15012029	
Balance per statement	27,312.17
<b><u>Less unrepresented cheques as at 31/12/2023</u></b>	
Cheque Nos: None	
<b>TOTAL CASH AT BANK</b>	<b>59,161.53</b>

Alison Ball

Clerk to Winchfield Parish Council and Responsible Finance Officer

Dated:

Councillor:

Dated: