

*BROUGHTON PARISH COUNCIL*  
**MINUTES OF THE MEETING HELD ON TUESDAY 2<sup>nd</sup> SEPTEMBER 2025**

Present: Cllr J Hodgson (Chairman) Cllr M Mossman (Vice Chairman), Cllr J Dumper, Cllr A Taylor, Cllr C Brooks, Cllr S Dunn, Cllr Morrison, Cllr Mrs. K McAllister, Cllr Y Ezra & Cllr J Mann.

In attendance: Heather Bournier-Clerk

HCC David Drew

12 Members of public

**Apologies for Absence**

1. Apologies for absence had been received from TVBC Cllr Johnston.

**Public Participation**

2) One member of public expressed her views regarding the land in front of the Greyhound Pub. She said the strategic placing of flower planters had greatly improved safety for pedestrians and motorists with increased visibility, and that the area has been made very attractive and appealing, which many villagers appreciate very much.

**Bio Solids Disposal**

3) A member of public talked about sewage sludge injected into farm land which contains a wide range of chemical contaminants which are toxic. Many problems have been seen across the world and these chemicals are now being spread on land near Wallop Brook. He specifically wanted to raise awareness and express his concerns that contaminated land cannot be used safely to grow food and the dangers to human health.

**Declarations of Interest**

4) There were no declarations of interest. All Cllrs present confirmed no amendments were required to register of interest documents.

**Minutes**

5) **Resolved:** The minutes of the meeting held on 1<sup>st</sup> July 2025 were confirmed as a correct record and were signed by the Chairman. Proposed Cllr Brooks, seconded Cllr Mann. All agreed.

The minutes of the extraordinary meeting held on 5<sup>th</sup> August 2025 were confirmed as a correct record and were signed by the Chairman. Proposed Cllr Mann, seconded Cllr Brooks. All agreed.

**6) County and Borough Councillors' Report**

**HCC David Drew** had sent a report which can be seen at appendix 1.

**TVBC Cllr Mrs A Johnston** had sent apologies but her recent Mid Test Matters reports had been circulated to all councillors.

**Report from TVBC Community Engagement Officer**

7) TVBC engagement officer Marie Stubbington explained her role to support Borough Councillors, to help Parish Councils and community groups, in particular support with financial matters. She explained current grants available and encouraged not for profit groups to ask for help when they can demonstrate community engagement.

Finally, she reminded the Parish Council about the next TVAPTC meeting is to be held on Saturday 27<sup>th</sup> September 9.15am to 12.30pm at Kings Sombourne Village Hall.

**Planning**

8) **The following decisions by TVBC were noted:**

25/01091/FULLS-demolish & replace dwelling, Hill House, Buckholt Road-permission

25/01011/CPLS- certificate issued, removal garage door, replace with wall and window and convert garage, 2 Greyhound Mews

25/01223/TREES-fell acer, 4 Nightingale Court-no objection

25/01260/TREES- tree works, The Old Rectory-no objections

25/00381/FULLS & 25/00382/LBWS

-install triangle window and regularise door, Foords Farm- permission

25/01436/TREES- tree work Broughton Primary School-no objection  
25/01085/LBWS- regularise internal work-The Tally Ho Inn- consent

**Reviewed between meetings:**

25/01437/TPOS- tree works, Broughton Primary School-no objections  
25/01689/TREES- tree works 1 The Gardens, North End- no objections  
25/01725/FULLS- erect triple garage with office over- Amport Beeches, Buckholt Road,  
objection excessive height overshadowing neighbours

**Resolved: that the planning decisions on the following applications were endorsed:**

None

**9) TVBC Draft Local Plan**

The revised TVBC local plan had been circulated and details of the public exhibitions and consultation had followed. The proposals in the draft plan were for an additional 45 houses to be built in Broughton on land at Hyde Farm. A public meeting had taken place on 5<sup>th</sup> August when many concerns were raised and some alternative sites suggested. Following the meeting a report for submission to TVBC had been drawn up which had been circulated to all Councillors.

Cllr Ezra proposed the report be agreed and sent to TVBC. This was seconded by Cllr Taylor. All agreed. The Clerk will send the report to TVBC before the 5<sup>th</sup> September deadline, posted to the Parish Council website and shared with parishioners via the village email.

**10) Cemetery**

Cllr Mann reported he had been contacted by a parishioner regarding the types of memorial stones allowed in the cemetery. The regulations said only tablet or open book headstones are allowed in natural stone or black, however, a walk around the cemetery shows these rules have not been followed at all times.

The Clerk had been contacted regarding a type of memorial which did not fit the rules and had refused the application. After some discussion it was agreed the regulations should be amended to say any requests for memorials not fitting the specific rules should be sent to the Clerk and will be considered by the Parish Council.

The application originally refused will be circulated to all Councillors to consider.

The Clerk reported the supply of plot marking posts had now been exhausted and she will now obtain a quote for new markers.

**Land in front of Greyhound Public House**

11) Cllr Hodgson reported he has been contacted by parishioners regarding the flower planters which have been sited on land in front of the Greyhound Pub, bus stop and BT box which means cars cannot park without being on the pavement. Some were in favour and others against.

Cllr Mann confirmed he has applied to land registry for a copy of the title to confirm who owns the land, in particular the land on which the telephone box and bus stop sit.

There was considerable discussion about the public right of way, illegal parking and the use of the bus stop by the village bus but it was agreed at this point there will be no action to remove the planters.

**Local Government Reorganisation**

12) Cllr Y Ezra MBE reported he had given a presentation to some parishioners about the changes to come including the new mayor and proposals for a new unitary authority. Consultations have taken place and the government will review the proposals and responses to these. Ultimately services will be delivered by the new authority but the impact on local communities is not yet clear.

**Sports Field Update**

13) The Clerk reported an issue regarding the fitted septic tank which had not been included in the original planning application. A complaint had been made to TVBC and their enforcement officer had made contact regarding this. After some research by the sports club committee, it had become apparent a further planning application was required. This had now been submitted at a further cost of £379.00.

Cllr Mann highlighted the payments required for the build and also detailed how all funds held by the Parish Council for the build had been used. There is now a balance of £1007.44. A further invoice from the main contractor for £53175.86 had recently been received and the Sports Committee have been contacted to provide further funds. They have said they are awaiting confirmation of an ECB loan. The guarantor has been put on notice as the Parish Council need funds to pay the invoice by 27<sup>th</sup> September to meet its contractual obligation.

The Clerk confirmed the port a loo had now been de hired and the final invoice met. There is a balance of £3172.57 in the Parish Council sports field charity account.

Cllr Taylor reported that sites for the new adult gym equipment have now been agreed and he is now seeking quotes for the required ground work before the equipment is fitted.

### **School Lane MUGA & management plan for open spaces**

14) Cllr Dunn reported on the feasibility report commissioned regarding the MUGA. He said there were several points to discuss before the project can move forward

1) The report indicates it is unlikely planning permission for floodlights will be granted. An application including lighting may well be very time consuming. It was suggested the matter could be revisited at a later point. In particular if further building takes place in the area, when lighting will seem less out of place.

2) What exactly is required. The recent surveys suggested tennis courts were important to residents however it was agreed this needs to be a MUGA with a suitable surface for all sports

3) East-west orientation is what was included in the plan and all agreed this is the best fit

4) Storage on site will be required and included in any planning application.

5) Cllr Dunn will speak to the sports club about what use they feel they will make of a MUGA. He also has the results of the recent community surveys as guidance. The next step will be to get pre planning advice from TVBC

Cllr Mossman said work was continuing to draw up a plan to manage the green spaces.

Cllr Hodgson confirmed the footpath from the car park to access the surgery has now been completed.

### **Neighbourhood Development Plan**

15) Cllr Mann reported the NDP group have been meeting weekly and hope to have a draft plan with policies available to show parishioners shortly. It is hoped there will be a public meeting at the end of September to discuss this.

### **Clerks Report**

16) The Clerk Reported

Hugo Fox is attempting to obtain a .gov email address on behalf of the Parish Council however [broughtonparishcouncil.gov.uk](mailto:broughtonparishcouncil.gov.uk) is not available. They have suggested 'hants' is included in the address and await confirmation. As soon as this is agreed the .gov email system will go live. The Clerk will provide all Councillors with log in details in due course.

The Clerk confirmed the final audit report has been received. All figures within the return were agreed however the auditor noted the Parish Council had not used Public Sector Procurement when seeking tenders for the pavilion build. They have asked that the Parish Council use this system for any further projects where tenders are sought, thus complying with financial regulations. The Parish Council noted the comments but Cllr Mann said this system was used in the first tender stage for the pavilion and the resulting quotes received were so ridiculously high if one had been chosen the project would never have happened. A proper tender process of local builders had taken place to ensure value for money when spending public funds and this had enabled the project to go forward. The Parish Council financial regulations state that when a contract over £50,000.00 is to be entered into at least three tenders must be sought. They do not state that the government portal has to be used.

A renewal notice for insurance had been received from the current insurers Clear Councils. This included all assets and both the new and old pavilions. The full premium at £2249.00 was considerably more than the premium for the previous year, however a request for a quote from a different provider was £2500.00 given the complications with the old pavilion being demolished sometime in the year. After some discussion it was agreed to accept the renewal quote from the current insurer and test value for money for cover next year.

Finally, the Clerk confirmed she would be taking annual leave from 26<sup>th</sup> November to 5<sup>th</sup> December. The Parish Council meeting scheduled for 2<sup>nd</sup> December will be re scheduled to Tuesday 9<sup>th</sup> December.

### **Footpaths.**

17) Cllr Morrison reported

- The footpath volunteer group have been pretty busy over the summer helping to tidy a number of footpaths around the village. The Parish Council expressed grateful thanks to those who have helped.
- The volunteers have also replaced a couple of 'footpath finger' signs, one on The Hollow and one on Horsebridge Road, and have also helped a local rambler group replace three steps where Footpath Seven meets The Hollow.
- The section of footpath at Beechcroft Cottages has finally been cleared by Hampshire County Council.
- The short section of Footpath 16 at the bottom of Rectory Lane, which gets very muddy in the winter has had some 'scalpings' put down and there is a pile further up the path. It is believed HCC carried out this work.
- Generally, Broughton landowners continue to respond positively to requests to keep footpaths trimmed and suitable for the enjoyment of everyone.
- Finally, he said he is still looking for somewhere to store the brush cutters and other equipment the parish council purchased. Cllr McAllister said the village hall committee were still working on storage solutions and it was possible there would be space once details had been finalised.

### **Playground equipment-annual report**

18) Cllr Dumper confirmed he had reviewed the annual inspection documents for the play area which highlighted no major issues. He noted however that some equipment was now looking very tired and the fence was also in need of work, Cllr Mann suggested a new fence was fitted just around the play equipment rather than a large area of green space. He agreed to obtain a quote for this. When details of S106 funds available are finalised, it may be that new equipment could be considered.

He also confirmed he had reviewed the annual inspection documents for the skate park which had highlighted an issue with the height of a protection barrier. This was legal when fitted some years ago but new regulations mean this needs to be higher. Some discussion followed as to whether the skate park was used and whether now was the time to remove it. It was agreed a quote to increase the height barrier should be obtained before any decisions are made. Cllr Dumper will action this.

### **Defibrillators**

19) The Clerk reported the current defibrillator guardian wished to step down from this voluntary role and has asked the Parish Council to find a replacement. Cllr Brookes agreed to take on this task.

### **Clerks' salary**

20) The Clerk confirmed the Local Government Association had increased Clerks pay scales by 3.2% increasing the Clerks pay to £22.70 per hour, back dated to 1<sup>st</sup> April 2025. This was agreed by the Parish Council. These additions have been included in the September pay.

In addition, The Clerk reported she had worked 8 additional hours in July and August, relating to the TVBC draft local plan and additional work in respect of the finance for the pavilion build. These hours have been included in the September pay.

## **Finance**

21)

i) To note the bank balances 26/08/2025:

TSB Charity £9553.07

TSB Business Instant £206087.36

United Trust £34180.06

ii) To approve the following payments and authorise on line transactions: -

H Bournier sal	£988.83
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H Bournier exp	£71.84
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HMRC	£99.16
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Hugo Fox	£23.99
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Aceliftaway	£66.85
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Grass & Grounds	£652.75
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Wel Medical	£233.88
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Openreach	£8608.80
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BDO audit	£756.00
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## **Retrospective**

Aceliftaway	£312.00
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Air Improve	£4039.20
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B F Keane electrical	£3081.22
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Broughton Village Hall	£1000.00
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Broughton Surgery	£1000.00
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Clear Insurance	£126.07
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Sub Arb Ltd	£160.00
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Scottish Water	£366.59
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Clerks salary	£727.26
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HMRC	£59.88
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Aceliftaway	£390.00
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Grass & Grounds	£652.75
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Haygarth Ross	£161974.00
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B F Keane	£26929.47
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Hugo Fox website	£23.99
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## **iii) Reinvestment of United Trust Reserves**

The reserves deposited with The United Trust Bank matured on 18<sup>th</sup> August with an addition of interest of £1654.80. The full balance in the account of £34180.06 has been re invested in a 2-year bond which will mature in Aug 2027 with predicted interest of £2938.54

## **20 Items to carry forward**

Well House roof repair-Cllr Mann will obtain a quote

## **21) Correspondence**

The Clerk reported one item of correspondence

An email asking the Parish Council for permission to hold the annual firework event, along with renewed risk assessments. The Clerk had reviewed these and was satisfied all risks had been considered. The Parish Council unanimously agreed the fireworks event could go ahead at the Sports Field. The Clerk will provide the Fireworks Club with the necessary insurance certificate. Cllr Brookes confirmed he has joined the fireworks group as the Parish Council representative.

She also reported that a meeting was to be held on 22<sup>nd</sup> September with TVBC to discuss S106 funds available to the parish.

## **22) New items for next meeting**

Community Bus- purchase of new bus and funding

### **Community news**

23) Cllr Hodgson said the Broughton Community Energy group is still awaiting the grant which was agreed in principle. They have asked Caroline Noakes MP to ascertain which government department is responsible for holding up the payment of the grant.

Cllr Ezra MBE noted the very successful Broughton Arts & crafts event which was a huge success which had also raised the profile of the community shop.

Cllr Mike Mossman noted how successful the new sports pavilion was

### **Date of next meeting**

24) **7.30 pm on Tuesday October 7th 2025**

### **Appendix 1**

#### **Hampshire County Council's country parks regain prestigious Green Flag status**

Once again, five of Hampshire County Council's country parks have gained prestigious Green Flag status, recognising they offer the highest standards in visitor experience, park management and environmental care

Lepe, River Hamble, Royal Victoria, Queen Elizabeth, and Staunton Country Parks have all secured Green Flag awards.

In addition, Staunton, Royal Victoria, and Lepe Country Parks have also retained their Green Heritage Site Accreditation, which celebrates sites that actively conserve and promote their unique historic features.

Each of Hampshire's five country parks offers something unique:

Find out what's on offer on [the County Council's webpages](#).

<https://www.hants.gov.uk/News/20250715GreenFlagAwards>

#### **Green Flag Awards fly high again for three Test Valley parks**

Three popular parks in Test Valley have once again been awarded the prestigious Green Flag Award – marking over a decade of continued excellence in green space management.

Rooksbury Mill Local Nature Reserve in Andover, Valley Park Woodlands Local Nature Reserve, and Romsey's War Memorial Park have all retained their Green Flag status for another year. The awards are a national benchmark for well-managed parks and open spaces, recognising the efforts that go into keeping them welcoming, safe, and well-maintained for the public to enjoy.

<https://testvalley.gov.uk/news/2025/aug/green-flag-awards-fly-high-again-for-three-test-valley-parks>

#### **Helping your child start the school year with confidence**

As Hampshire schools prepare to reopen from 2 September, the County Council is reminding families about the support available to make the first day back a positive experience for children of all ages, their parents and carers

For families with children starting school for the very first time, this can be a particularly big milestone - filled with excitement, pride, and sometimes a few nerves. Whether your child is starting in reception or moving up to a new year group, a little preparation can go a long way in helping them feel settled and ready to learn.

Some key elements:-

- **Vaccinations:** With children mixing more at school, staying up to date with vaccinations helps protect them from preventable illnesses. You can check your child's immunisation record in their red book or speak to your GP practice. This [NHS website](#) has the full vaccination schedule.

- **Toilet training:** For younger children starting school, being toilet trained is a big step towards independence and confidence. Hampshire's Public Health team, in partnership with the Public Health Nursing service, [offers helpful advice](#) for navigating this important milestone.
- **School attendance:** Building a positive relationship with school from day one can ease worries and help children settle in. If you have concerns about attendance, speak with your child's school early - they're there to help. You can also find tips for supporting regular attendance on the [Council's website](#).

<https://www.hants.gov.uk/News/20250811backtoschool>

### **Hampshire County Council Cabinet backs preferred model for future local government**

Hampshire County Council's Cabinet (18 July) agreed to move forward with a preferred model for how local government could be reorganised across Hampshire and the Solent area – marking a key milestone towards shaping a simpler, stronger, and more secure future for council services

Central Government wants to replace councils nationally in places where there are two tiers of local government – replacing county councils and district and borough councils with a smaller number of unitary (all-purpose) local authorities. Each unitary council would be responsible for delivering all local government services in their area, including social care, education, highways, housing, and planning.

Following detailed analysis of robust evidence and data to underpin proposals for the Hampshire and Solent area, Hampshire County Council believes the best model of local government for our area would replace the current 15 councils across the Hampshire and Solent area with four new unitary councils. (Three new councils would be created on the Hampshire and Solent area mainland, and the Isle of Wight would remain a standalone unitary council, as it is now.)

### **Food waste caddies begin delivery across Test Valley**

Households across Test Valley will soon receive their food waste caddy packs as part of the borough's new food waste recycling service, which launches this autumn.

Test Valley Borough Council (TVBC), with the help of a specialist distribution company, has begun the rollout of food waste caddies to homes throughout the area, which is expected to take up to seven weeks to complete.

Each standard household will receive a five-litre kitchen caddy, a 23-litre kerbside caddy, one roll of caddy liners, and an information leaflet explaining how the new food waste collection service works.

For households that share bins, deliveries will include a 140-litre grey-lidded food waste wheeled bin for the bin store, rather than a kerbside caddy.

Residents are being reminded to store their caddy liners in a dry place and keep the information leaflet safe for future reference.

The new food waste collection service will officially begin on Monday 13 October 2025, so the caddies should not be used until week commencing 6 October.

Residents will also soon receive postcards telling them what day their food waste will be collected.

The service aims to reduce the amount of food waste sent to landfill and increase recycling rates across the borough. Food waste will be collected weekly and taken to an anaerobic digestion facility, where it will be turned into renewable energy and nutrient-rich fertiliser.

The Environment Act requires all councils to have food waste collections in place by 1 April 2026.

To celebrate the rollout, TVBC has hidden 20 golden tickets inside randomly selected caddy packs.

Lucky winners can choose from a range of exciting prizes, including a £50 gift voucher for The Lights, and a three-month premium membership for Andover Leisure Centre, Romsey Rapids, and Knightwood Leisure Centre.

**Councillor David Drew, portfolio holder for Recycling and Environmental Services**, said: "The council is committed to the delivery of waste service changes as required by the Environment Act. We know this new food waste collection service is eagerly anticipated by many residents across the borough. It marks a significant step forward in our ongoing efforts to improve recycling and reduce

waste.

“By introducing the service ahead of the government’s deadline, we’re demonstrating our dedication to providing residents with the tools they need to recycle more effectively.”

For more information about the food waste collection service, including FAQs and guidance on what can and cannot go in your caddy, please visit [www.testvalley.gov.uk/foodwaste](http://www.testvalley.gov.uk/foodwaste).

<https://testvalley.gov.uk/news/2025/aug/food-waste-caddies-begin-delivery-across-test-valley>

### **Man ordered to pay £1k for fly-tipping garden waste**

A man has been ordered to pay more than £1,000 after pleading guilty to fly-tipping garden waste near Charlton cemetery.

Multiple piles of tree and shrub cuttings were found by a Test Valley Borough Council (TVBC) officer at a layby at Marrowpits, Charlton, near Andover, during a routine inspection on 20 September 2024.

A male was captured by covert cameras removing garden waste from the boot of a car before leaving it in the layby.

Following a DVLA search, TVBC identified Roy Brown of Winchester Road, Andover, as the owner of the vehicle. Council officers invited him to an interview under caution, where he admitted dumping the waste.

Mr Brown pleaded guilty to fly-tipping at a hearing at Basingstoke Magistrates’ Court on 25 July 2025.

<https://testvalley.gov.uk/news/2025/jul/man-ordered-to-pay-1k-for-fly-tipping-garden-waste>

### **Westover Market Garden takes root with support from the Rural England Prosperity Fund awarded by the council**

A new horticultural venture in the heart of the Test Valley is set to flourish thanks to a grant of almost £25,000 from the UK Government’s Rural England Prosperity Fund (REPF), awarded by Test Valley Borough Council (TVBC).

The Westover Market Garden, based at Westover Farm near Stockbridge, marks a bold addition to the farm’s traditional arable farming. The funding has helped establish the garden by supporting the purchase of polytunnels, fencing, gates, a mobile packing shed, fruit trees, and essential tools.

Owner, Will Liddell is a former GP who is passionate about growing and selling food locally as a sustainable alternative to imported produce. The garden will supply high-quality fruit and vegetables to local restaurants, village shops, and campers staying at the adjacent site.

<https://testvalley.gov.uk/news/2025/jul/westover-market-garden-takes-root-with-support-from-the-rural-england-prosperity-fund-awarded-by-the-council>

[David Drew](#)

[Test Valley Central Division, HCC](#)

[Harewood ward, TVBC](#)