

# DRAFT Full Council Meeting Minutes of Ampfield Parish Council

held on Monday 12<sup>th</sup> January 2026 at Ampfield Village Hall at 7pm

**Attending:** Cllr Martin Hatley, Cllr Julian Jones, Cllr Chris Ling (**Vice-Chair**), Cllr Bryan Nanson (**Chair**), Cllr Graham Roads, Cllr Julie Trotter, Cllr Sally Yalden (TVBC Borough Councillor), Karen Cramoysan (Clerk), 0 Members of Public

**4835 Apologies: None**

**4836 Declarations of Interest:** Cllr Hatley declared an interest in item 4842 ANBCC Licence Fee, and did not take part in the discussion or decision.

**4837 Public Participation: None**

**4838 Minutes of the Full Council Meeting held on 10<sup>th</sup> November 2025 - RESOLVED:** Minutes were formally received, agreed by all Councillors as a true and accurate record and signed by the Chair.

**4839 Matters arising from the Minutes:** None

**4840** a. **Report from Sally Yalden (TVBC)** report attached to minutes.  
b. **Report from Committee and Portfolio Holders:**

**4841 Financial Matters**

a. **Bank reconciliation – RESOLVED:** The Council received the Bank Reconciliation to the end of December 2025.

Bank		Earmarked Reserves	
TSB Current A/c	1,467.88	Recreation Ground	20,950.00
TSB Business A/c	84,949.70	General & Contingency Reserve	17,000.00
Nationwide at 31/05/2025	66,162.42	Election reserve	4,000.00
<b>Total cash</b>	<b>152,580.00</b>	Capital Replacement Reserve	12,000.00
		PPE for Ampfield Neighbours reserve	285.02
		Allotments: refundable deposits	1,100.00
		Morleys Green Commuted Reserve	56,836.82
		Morleys Green Ground Rent	20,250.00
less reserves	132,421.84	<b>Total Earmarked Reserves</b>	<b>132,421.84</b>
<b>Working Capital</b>	<b>201,58.16</b>		

b. **To Authorise accounts for payment** – One invoice authorised by all Councillors for pest control at the Recreation Ground - Craig Morris Countryside Services £150.00.

c. **To Ratify income & Expenditure from Current Account since 1<sup>st</sup> November 2025.**

Date	Supplier / Customer	Receipt	Payment	Balance
	Opening balance b/fwd			1,832.04
04/11/2025	CNC Window Cleaning Ltd		30.00	1,802.04
05/11/2025	Ampfield Golf Club	75.00		1,877.04
07/11/2025	Giff Gaff		20.00	1,857.04
12/11/2025	ICO		47.00	1,810.04
17/11/2025	Test Valley Borough Council		347.27	1,462.77
17/11/2025	Test Valley Borough Council		189.36	1,273.41
18/11/2025	E.ON NEXT LTD		143.15	1,130.26
24/11/2025	HugoFox Ltd		11.99	1,118.27
24/11/2025	Test Valley Borough Council	395.60		1,513.87
26/11/2025	Transfer from Business A/C	5,000.00		6,513.87
26/11/2025	Parish Online		60.00	6,453.87
27/11/2025	ID Mobile		8.00	6,445.87

27/11/2025	Clerk salary & expenses	891.08	5,554.79
28/11/2025	Calor	17.99	5,536.80
28/11/2025	WEL Medical	624.00	4,912.80
03/12/2025	J N Landscapes Ltd	357.60	4,555.20
10/12/2025	Amazon	19.94	4,535.26
12/12/2025	Business Stream	70.40	4,464.86
15/12/2025	Test Valley Borough Council	189.36	4,275.50
15/12/2025	Test Valley Borough Council	347.27	3,928.23
15/12/2025	Keith Baker	50.00	3,878.23
17/12/2025	E.ON NEXT LTD	158.60	3,719.63
22/12/2025	E.ON NEXT LTD	11.99	3,707.64
30/12/2025	Clerk salary & expenses	877.76	2,829.88
31/12/2025	J N Landscapes Ltd	1,182.00	1,647.88
31/12/2025	Alexis Lane	180.00	1,467.88

#### Business Account transactions since 1<sup>st</sup> November 2025.

Date	Supplier / Customer	Receipt	Payment	Balance
	Opening balance b/fwd			89,729.00
10/11/2025	Bank Interest	113.54		89,842.54
26/11/2025	Transfer from Business a/c to Cu		5,000.00	84,842.54
10/12/2025	Bank Interest	107.16		84,949.70

**d. Income and anticipated expenditure:** RESOLVED: The Council received the report of expenditure against budget to the end of December 2025.

**e. Budget Preparation for 2026/2027 budget:** RESOLVED: The Budget and Precept reports were circulated to all Councillors in advance of the meeting. All Councillors unanimously agreed the increase of 4.92%.

**f. To Approve TVBC Grounds Maintenance Quote of £5500.44:** RESOLVED: All Councillors approved the Grounds Maintenance quote but asked if the location listed on TVBC's schedule as Bracken Area (Parish Recreation are) could be renamed as Chapel Wood Glad so that they all recognised where this was. It was also **AGREED**: to approach TVBC for a quote for the removal of the bracken at the rear of the Burial Ground.

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#### Policy

**a. To review and adopt the following policies;**

##### Asset Register & List of Freeholds - APPROVED

**Burial Ground Fees** - An Increase of 3.8% was APPROVED from 1<sup>st</sup> April 2026.

**Pavilion Hire Fees** – It was **AGREED** to keep the fees the same price for 2026/2027.

**I.T.Policy** – This was deferred awaiting further information from the Internal auditor.

**ANBCC Annual Licence Fee** - An Increase of 3.8% was APPROVED. New Licence fee from 1<sup>st</sup> April 2026 will be £2288 per annum. It was also **AGREED**: to offer the Cricket Club a 5 Year extension to their lease which is due to finish in 2026.

The Cricket Club have asked if they can replace the picket fence in front of the pavilion and also install artificial turf in the fenced area. Councillors **AGREED**: that they were happy for the Picket Fence to be replaced with white recycled wood and would be happy for artificial grass to be installed in the area enclosed by the fence if it was a good quality, permeable product which looks pleasant.

**b. i) To note the date of the Internal Audit as 15<sup>th</sup> January 2026:** RESOLVED: Councillors noted this date.

##### **ii) To note the retirement of the Internal Auditor and to Appoint a new Auditor:**

RESOLVED: Following communication from Tim Light advising that he will be retiring at the end of June 2026 and had passed his portfolio of Parish Councils over to Mulberry Local Authority Services. All Members **AGREED** to appoint Mulberry Local Authority Services to undertake our Internal Audit services for 26-27 for a 3-year period.

## Community & Environment

a. **Chapel Wood: RESOLVED**: Cllr Roads advised that the January Working Party meeting was unable to go ahead due to the cold weather conditions. Cllr Roads will be conducting a footpath survey this week and is aware that some signposts will need replacing. He will give us a price for this work at the February meeting. There had been a fence down on the Keble Way which was now repaired by the landowner.

Cllr Roads has heard from the Forestry Commission about the Oak Processionary Moth survey which will be running from February to the end of March. A scheme is to be introduced that will provide some financial assistance to residents with the cost of spraying. Contact Cllr Roads or the Parish Clerk for more information.

b. **War Memorial**: There has been some damage caused to the War Memorial garden by a vehicle driving across it. HCC had rejected our request to carry out remedial work and to extend dragons teeth. Parish Council volunteers will repair the damaged turf.

c. **Burial Ground: RESOLVED**: Cllr Roads advised Members that the offer from CPRE for hedgerow plants was not taken up due to the extra cost implications this would incur.

The Sequoia planted in memoriam near the Burial Ground will need to be staked as it is leaning.

d. **Highways**: Cllr Ling advised that there is an upcoming meeting between TVBC and Parish Council regarding the S106 funds.

**Hook Road Closure: RESOLVED**: Cllr Ling updated Members on the ongoing issues caused by the road closures, including his correspondence with the Southern Water contractor and Hampshire Highways. Despite repeated concerns, conditions have not improved. Residents using Hook Road to access their homes report that the route has become increasingly hazardous. The long single-track section has no passing places, forcing drivers to reverse significant distances when meeting oncoming vehicles. In addition, builders working on the new six houses have been parking along this stretch, worsening the situation.

Over the Christmas period, when the road was temporarily reopened, Cllr Hatley contacted TVBC to request that the road and pavements be swept. The Parish Council extends its thanks to TVBC for responding promptly.

Cllr Hatley also reported that Southern Water has booked the Village Hall for a residents' information event regarding the new water main replacement. The event will take place on Tuesday 3rd March, from 2pm to 7pm.

e. **Morleys Green: RESOLVED**: Following communication from HCC Highways regarding vegetation that required cutting back along the A3090 at Morleys Green, the Parish Council arranged for this work to be completed. Subsequently, a further notification from HCC based on a 'drive-by' assessment advised that several trees in the same area should be felled to ground level. Highways did not provide clear information about which specific trees were of concern.

To ensure safety and clarity, the Parish Council will now need to instruct a qualified Tree Surgeon to carry out a full Health & Safety assessment of the trees at this location, as well as those at the Recreation Ground.

f. **Allotments – Painting of allotment buildings: RESOLVED**: The quote for £180 per day plus materials at cost price was agreed at the November meeting. The contractor is waiting for better weather to be able to start this.

g. **Defibrillators – To write off superseded defib cabinets at Village Hall and Potters Heron Hotel: RESOLVED**: Members **AGREED**: to dispose of both cabinets. Councillors thanked Cllr Sally Yalden TVBC for the donation from her Cllr Community grant to be able to purchase the new cabinet for the Village Hall.

h. **Telephone Kiosk**: Nothing to report.

i. **Village Hall**

i) **Roof repair/replacement – RESOLVED**: Cllr Hatley reported that he has completed the Grant Application form following a meeting with Louisa Rice (TVBC) and Cllr Nanson. Two projects are required to address issues with the Village Hall roof, with a combined cost of £29,500 excluding VAT. According to Louisa Rice, the Village Hall is likely to be eligible to apply for up to 75% of the project costs through the TVBC Community Delivery Fund. Ampfield Parish Council will confirm funding the project shortfall with support from the Village Hall Committee.

ii) **Drainage issues in car park - RESOLVED**: Cllr Hatley reported that the contractor attended on two occasions in December to address the persistent flooding near the Disabled parking spaces. On both visits, the gulley was found to be heavily obstructed with leaves, detritus and sludge, and was subsequently cleared. Further investigation established that the gulley discharges into an old septic tank, which had previously been emptied when the hall was connected to the Morleys Green sewerage system, and the tank has functioned effectively as a soakaway. However, it is situated beneath the tarmac of the fourth parking bay, closest to Hilliers, rendering it inaccessible. Although the outlet pipe was cleared, it became evident that the tank itself was full - either with accumulated sludge or standing water—and is no longer draining as intended. Following consultation with Cllr Nanson, it was agreed that urgent remedial action was required in advance of further rainfall. The Council's regular contractor responded promptly. Given the constraints and the need for a swift and cost-effective solution, a section of kerb adjacent to the gulley was removed using a disc cutter. A new pipe was then installed beneath the hedge to allow excess water to discharge into the large drain located beneath the cattle-grid-style gratings. This work has now been completed. Once weather conditions improve and temperatures rise above freezing, Contractor will return to apply concrete around the new pipe to complete the installation.

j. **Recreation Ground / Pavilion: Solar Panels and Batteries project**: Cllr Ling and Cllr Nanson met again with the contractor following further communication from Scottish & Southern Electricity Networks (SSEN). SSEN have confirmed that the maximum inverter capacity they will permit is 8 kW, with a maximum export limit of 3.68 kW. SSEN's designer advised that, to retain the Parish Council's current system configuration, the site would need to make use of the existing three-phase supply. This would require replacing the current single-phase distribution board with a three-phase board. Options to be considered;

**Option 1 – Downgrade to 8 kW inverter (export limited to 3.68 kW)**

- This complies with SSEN's restriction without further electrical upgrades.
- However, it would significantly reduce annual generation.
- It would also cause severe clipping during summer months when the battery is full, meaning the system would waste potential generation.

**Option 2 – Three-phase system with 31 panels**

- Allows up to 11.04 kW peak export, avoiding the clipping and generation losses of Option 1.
- Requires upgrading to a three-phase distribution board.
- Total cost: £29,500 (Previous quote: £26,911 — an increase of £2,589)

**Funding Position**

- £10,000 – TVBC Climate Change Grant
- £5,000 – CIL funding
- Parish Council would need to cover the remaining balance (increase of £2,589)

As this new option provides Community Resilience in accordance with the plan, it was **RESOLVED**: by all Members to go for the 31 panel 3 phase system which would break even at year 5 and become profitable after 8.2 years.

**Recreation Ground**: Cllr Nanson spoke to Members in relation to;

- Commissioning a Health & Safety review of the trees in the Recreation Ground in conjunction with the survey at Morleys Green.
- Refurbishing the Car Park height barrier as it is looking very tatty and is rusty.
- Re-decorating the interior of the pavilion as it has not been done since it was built.

All items were **AGREED**: by all Members.

k. **Community Speedwatch**: **RESOLVED** There was a very informative training session held 14<sup>th</sup> November at the Village Hall which was attended by Members of the Parish Council. The Speedwatch Team have requested an additional location from Police.

- I. **Bus Shelter Grants from HCC - RESOLVED**: The Clerk reported that she had approached two additional contractors for quotations; however, no responses had been received and follow-up correspondence had also gone unanswered. Cllr Ling stated that he would proceed to submit the sole quotation obtained to HCC.
- m. **Hampshire Tree Partnership Free Trees from HCC - RESOLVED**: These will be collected by the contractor and planted on Wednesday 14<sup>th</sup> January 2026.

**TVBC Rural England Prosperity Fund – RESOLVED**: The Clerk and Cllr Trotter will be meeting with TVBC Countryside Officers on Monday 16<sup>th</sup> February 2026 to show them where the 10 free fruit trees and wildflower meadow will be situated.

**4844 Correspondence and Communications – None**

**4845 Next Meeting Dates:** Planning Committee – Monday 19<sup>th</sup> January 2026 at 7pm  
Full Council Meeting - Monday 9<sup>th</sup> February 2026 at 7pm

**Meeting closed at 8:36pm**

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Chairman \_\_\_\_\_

Date \_\_\_\_\_

## December 2025 Report from Cllr Sally Yalden – Test Valley Borough Councillor

**Planning Inspectorate appeal decisions:** None to report.

**Enforcement cases:** Currently **14** open alleged planning breaches in A&B. **7** in Ampfield, **7** in Braishfield

**Councillor community grant:** The grant is currently £1468.83. There is a pending application for £186.66.

**Presentation from Test Valley Police Divisional Commander:** Chief Inspector Sharah Ranjan and Inspector John Stuble attended a recent council meeting. I was able to ask several questions. Crime trends were reviewed and showed a reduction of 4.1% compared to the previous year. Antisocial behaviour has risen in Andover. Shop crime is being streamlined through the UK Pack system. Special constables are now monitoring CCTV in Romsey and Andover. Community engagement was emphasised and current levels of intelligence sharing from community partnerships is low, so ties need to be strengthened.

**Committee member of Southern Area Planning:** I became a member of SAP in December. I have received clarification that it is generally acceptable for a councillor to be involved in the same planning matter at both Parish and Borough level. This is common practice, as the Parish Council is a consultee while the Borough Council makes the formal decision. The key requirement is to continue to declare any interests and to remain open-minded at Borough level. Voting at Parish level does not in itself prevent participation later, provided no fixed or irreversible position has been taken and decisions at Borough level are made having regard to the officer's report and borough-wide planning considerations.

**Government LGR consultation:** The consultation was live until 11 January 2026 [www.testvalley.gov.uk/governmentlgrconsultation](http://www.testvalley.gov.uk/governmentlgrconsultation) or the shared site created by the group of councils working together, including TVBC, at [www.closenoughtobelocal.co.uk](http://www.closenoughtobelocal.co.uk). This includes proposals from the group of 11 councils, including TVBC, and one from Hampshire County Council and East Hampshire District Council.

**County Council Elections May 2026:** An Extraordinary Cabinet Meeting of Hampshire County Council was held on 15 January to decide whether the County Council would seek to postpone the May 2026 County elections for a second year. The outcome was that a majority of councillors voted in favour of allowing the elections to go ahead. However, the situation remains confused. While leaders at the County Council are now asking the Government to delay the timetable for local government reorganisation (LGR) rather than the elections themselves, this effectively pushes the decision back onto Ministers. In other words, the Council has said it wants elections but has done so in a way that still creates the conditions under which they could be cancelled. It is important to remember that Hampshire County Council itself chose to join the Government's fast-track devolution directly linked to the LGR programme. Ministers have repeatedly said that elections are not automatically cancelled as a result, and that any postponement must be justified and requested locally. There is no financial reason for cancelling the elections - the cost has already been budgeted for. The Electoral Commission has publicly expressed serious concern about the democratic impact of repeated delays. In short, the County Council has now voted to proceed with elections, but the way this has been handled still leaves the door open to potential further delay.

**Local Nature Recovery Strategy for Hampshire published:** On 8 December, the Local Nature Recovery Strategy (LNRS) for Hampshire was published following 2-years of collaborative work from a range of partners, along with input from a range of local organisations, interest groups, parishes and individuals. LNRSs were introduced by the Environment Act 2021 and are a new system of plans for nature recovery that will cover the whole country, generally at a county scale. They will play a role in the planning system and be relevant to the directing of public funding for nature recovery. They are required to provide a statement of biodiversity priorities and a local habitat map that identifies areas of particular importance for biodiversity and areas that could become of particular importance for biodiversity, as well as potential measures. To view the strategy, please see: [Local Nature Recovery Strategy for Hampshire | Environment | Hampshire County Council](https://www.hants.gov.uk/Environment/Local-Nature-Recovery-Strategy). My interpretation from looking at the strategy is that while it does not automatically prevent development, it is a material consideration that planning authorities must have regard to when determining applications. I am seeking further advice on this. The strategy identifies priority areas for nature recovery and sets expectations that development should support, not undermine, biodiversity and habitat restoration. This provides an additional basis for challenging speculative or premature applications where biodiversity net gain, habitat protection, or cumulative environmental impacts have not been properly addressed or aligned with the strategy.