Full Council Meeting Minutes of Ampfield Parish Council
held on Monday 8th September 2025 at Ampfield Village Hall at 7pm

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

4802 **Apologies: Cllr Julian Jones**

4803 **Declarations of Interest:** None

4804 **Public Participation:** None

4805 **Minutes of the Full Council Meeting held on 21st July 2025 - RESOLVED:** Minutes were formally received, agreed by all Councillors as a true and accurate record and signed by the Chair.

4806 **Matters arising from the Minutes:** None

4807 **a. Report from TVBC Councillor Sally Yalden:** was noted and is attached to these minutes.

b. Report from Committee and Portfolio Holders: Cllr Ling reported that the Lengthsman came on 14th August 2025. Bus Shelter No. 3 on Winchester Road was repainted Other work to be carried out was the vegetation clearance by the chevrons on Hood Rd (Highways Land) and at Ratlake by the Hursley boundary and overhanging tree at the Recreation Ground entrance. Cllr Ling to confirm that these works have been carried out.

4808 **Financial Matters**

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

Bank		**Earmarked Reserves**	
TSB Current A/c	£4,519.16	Recreation Ground	20,950.00
TSB Business A/c	£69,887.50	General & Contingency Reserve	17,000.00
Nationwide at 31/05/2025	£66,162.42	Election reserve	4,000.00
Total cash	**£140,569.08**	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
less reserves	£129,046.84	Morleys Green Ground Rent	16,875.00
Working Capital	**£11,522.24**	**Total Earmarked Reserves**	**129,046.84**

b. To Authorise accounts for payment – **RESOLVED:** The Council received and **Authorised** the following payments to be made; (some relate to the latter part of financial year 2024-2025, Clerk will ensure this does not happen again and will chase suppliers invoices before Year End.

County Supplies	17.68
J N Landscapes Ltd	862.20
J N Landscapes Ltd	1788.00
Ampfield Village Hall	1207.50
Ampfield Village Hall	260.40
Total	**4135.78**

c. To Ratify income & Expenditure from Current Account since June 2025;

Date	Supplier / Customer	Receipt	Payment	Balance
	Opening balance b/fwd			3,516.08
12/06/2025	Lightatouch Ltd		275.00	3,241.08
12/06/2025	J N Landscapes Ltd		342.00	2,899.08
12/06/2025	CNC Window Cleaning Ltd		30.00	2,869.08
12/06/2025	Locum		176.00	2,693.08
16/06/2025	Test Valley BC		536.63	2,156.45
17/06/2025	E.ON NEXT LTD		158.07	1,998.38
23/06/2025	HugoFox Ltd		11.99	1,986.39
26/06/2025	Hampshire County Council		184.38	1,802.01
27/06/2025	ID Mobile		8.00	1,794.01
27/06/2025	Clerk Salary		892.36	901.65
01/07/2025	ANBCC Ampfield North	550.50		1,452.15
08/07/2025	Allotment Plot	75.00		1,527.15
15/07/2025	Test Valley BC		536.63	990.52
17/07/2025	E.ON NEXT LTD		187.91	802.61
18/07/2025	Play Inspection Co Ltd		108.30	694.31
18/07/2025	Highbridge Civil Eng		5,688.00	-4,993.69
18/07/2025	Transfer from Business A/c	10,000.00		5,006.31
22/07/2025	HugoFox Ltd		11.99	4,994.32
22/07/2025	Cllr Chris Ling		37.97	4,956.35
25/07/2025	A H Cheater Ltd	438.00		5,394.35
28/07/2025	Calor		938.20	4,456.15
29/07/2025	ID Mobile		8.00	4,448.15
30/07/2025	Clerk Salary		923.18	3,524.97
31/07/2025	Microsoft Ltd		116.64	3,408.33
04/08/2025	Speed Sign Ltd		319.07	3,089.26
04/08/2025	County Locksmiths Ltd		14.95	3,074.31
04/08/2025	Highbridge Civil Eng		5,916.00	-2,841.69
04/08/2025	Transfer from Business A/c	10,000.00		7,158.31
06/08/2025	County Locksmiths Ltd		198.49	6,959.82
08/08/2025	Business Stream		163.98	6,795.84
08/08/2025	Amazon		39.99	6,755.85
12/08/2025	Ampfield Village Hall		240.00	6,515.85
15/08/2025	Test Valley BC		536.63	5,979.22
19/08/2025	E.ON NEXT LTD		213.85	5,765.37
20/08/2025	HMRC		283.95	5,481.42
21/08/2025	Grass and Grounds		40.20	5,441.22
22/08/2025	HugoFox Ltd		11.99	5,429.23
28/08/2025	ID Mobile		8.00	5,421.23
28/08/2025	Calor		17.99	5,403.24
28/08/2025	J N Landscapes Ltd	342.00		5,745.24
28/08/2025	J N Landscapes Ltd		342.00	5,403.24
29/08/2025	Clerk Salary		884.08	4,519.16

Business Account transactions since June 2025;

Date	Description	Receipt	Payment	Balance
	Opening balance b/fwd			87,638.51
10/06/2025	Interest	110.89		87,749.40
17/06/2025	Vat Reclaim	1,927.07		89,676.47
10/07/2025	Interest	109.26		89,785.73
18/07/2025	Transfer to Current		10,000.00	79,785.73

	Account			
	Transfer to Current			
04/08/2025	Account		10,000.00	69,785.73
10/08/2025	Bank Interest	101.77		69,887.50

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

4809 Policy

a. To review and adopt NALC Standing Orders and Financial Regulations – RESOLVED: The new regulations were reviewed and **Approved** by all Councillors

b. To approve Council Insurance renewal quote – Clerk contacted insurers in August and notified them of additions to policy, chased for a reply 8.9.2025 but still has not received the renewal quote but standard reply received to say that quotes will be sent out within 4 weeks of the renewal date. Item to be deferred to October agenda.

c. Councillor Vacancy - Item to be deferred to October agenda.

d. Clerk Handover update: Clerk is now listed on both bank accounts and has set up the new accounts system. Locum Clerk will be meeting with Cllr Nanson on 13th September to finish up some Burial Ground records with the Church.

4810 Community & Environment

a. Chapel Wood: Cllr Roads advised that they have recently had their annual meeting. Items agreed were; planting to be carried out behind the Church, rotten footpath markers to be replaced and broken bench taped off and replaced. Cllr Hatley advised that this bench was originally sponsored by TVBC in memoriam of the American Airmen in 1944. He will contact TVBC to see if they would consider paying for this replacement. A resident has asked Cllr Roads about sponsoring another bench in memory of her late husband.

Cllr Roads advised that the Friends of Chapel Wood are looking into the possibility of running Chapel Wood as a Registered Charity and asked the Parish Councils views on this. Cllr Nanson advised that any works carried out are covered by the Parish Council insurance and that if this was separate from the Parish Council, then they may have to obtain their own insurance. Cllr Roads will investigate the insurance implications and costings of this and report back to the Friends of Chapel Wood and the Parish Council once he has this information.

There will be a Working Party soon which will concentrate on clearing around the memorial.

b. Morleys Green: Cllr Ling advised that a letter was sent to Jeffries Solicitors on 13th August giving our Solicitor details and asked for any legal costs incurred by the Parish Council in relation to any advice, legal and professional costs to transfer of the lease would be met by Jeffries. There has been no response from Jeffries Solicitors to us or our Solicitor.

c. Burial Ground – Cllr Roads advised that there is bracken growing in the newly seeded area. He will obtain a quote for getting this removed.

To review Burial Ground Regulations – RESOLVED: All Councillors agreed to the suggested amendments on wording from Cllr Nanson.

New wording to read;
3. Eligibility for burial of former parishioners of either the Civil or Ecclesiastical Parish Ampfield will be decided by Ampfield Parish Council.

An appendage to rule 4 follows; Plots for cremated remains are allocated by Ampfield Parish Council and are not reserved because there are no restrictions based on ground conditions.

d. Allotments: Cllr Nanson reported that there is one person currently on the waiting list. Allotment renewal letters are to be sent out at the end of September.

e. Defibrillators: Nothing to report,

f. Telephone Kiosk: Nothing to report.

g. Highways – Fly Tip on Highways Land near the dog bin on Chapel Hill has been reported to TVBC.

h. Village Hall car park –
i) Car Park Height Barrier has now been installed.
ii) **Noticeboard –** The current noticeboard is looking old and worn; Cllr Hatley will look into getting something bigger with keys compatible to existing noticeboards. Deferred to October meeting.

i**. Recreation Ground / Pavilion:**

i) **I) Playground parts: RESOLVED:** Cllr Ling has now received the plastic plug from Wicksteed.
ii)**Solar Panels and Batteries project: RESOLVED:** The Climate Change Grant was approved by TVBC and the Parish Council were awarded 10k. We have applied for £5k from the Cricket Club CIL grant and waiting to hear back about the £20k SSE grant. Clerk to write to preferred supplier to keep them updated that the project will definitely be going ahead but just waiting to hear about the last grant application.

4811 **Correspondence and Communications:** Cllr Hatley has heard from Southern Water regarding A drop-in session they would like to hold at the Village Hall. There will be upcoming water mains replacement works taking place on Hook Road and Pound Lane at the end of October, start of November.

4812 **Next Meeting Date:** Full Council Meeting on Monday 13th October 2025 at 7pm

Meeting closed at 8:17pm

Chairman ----------

Date ----------

August 2025 Report

from Cllr Sally Yalden Test Valley Borough Councillor

Planning Inspectorate appeal decisions: There were no cases in August.

Enforcement cases: There are currently **7** open alleged planning breaches in ACB. 4 in Ampfield and 3 in Braishfield.

Councillor community grant
Two applications have been received for the Councillor Community Grant so far this financial year, bringing the total to **£1,764.43.**

Youth Assembly – Braishfield - The Assembly will be held on Saturday 6th September from 3:30pm to 6:30pm in the Committee Room. 7 children have signed up so far.

Scrutiny Committee - I've been part of TVBC's Overview and Scrutiny Committee (OSCOM), which has just published its 2024/25 annual report.

This year we:

- Overhauled the Council Tax Support Scheme, making it faster and simpler for residents to get help.
- Shaped the digital transformation strategy and the rollout of food waste collections.
- Focused on affordable housing, homelessness support, and key strategies like the Climate Emergency Action Plan.
- Worked with partners, including Unity, to strengthen support for communities.

Protecting pets when their owners are hospitalised - Rod Mason, TVBC's Animal Welfare Officer, is working with social services to ensure pets are cared for when owners are suddenly hospitalised which is a growing issue under the Care Act that puts pressure on health and social care teams. Here's a short video from Rod on our YouTube channel: https://youtu.be/JKR2rJ2J7DA?si=jcn5fRoBl9MI3SGK

For more information click here. Click here for the emergency pet care form

Romsey Post Office update - Building on a colleague's council motion in December and the Chief Exec's letter to the Chief Executive of Post Office Ltd, it's encouraging to hear that Romsey Post Office will continue operating from its current premises under an independent franchise partner from November. The result is thanks to the involvement of several different operators.

Food waste caddy deliveries - From last week (w/c 25/8), TVBC started to deliver food waste caddy packs to households, a process that will take up to seven weeks. Each pack includes: 1 grey kitchen caddy, 1 kerbside caddy, a starter roll of liners and an information leaflet on the new service The scheme will collect food waste that's not usually composted at home (e.g. cooked food, meat, fish, bones). Residents can use the service as often as they wish or repurpose the caddies if they prefer not to take part. For shared bin stores, households will receive individual kitchen caddies and liners, with larger, grey-lidded food waste bins delivered in September.

To mark the rollout, 20 golden tickets have been hidden in caddy packs, with prizes including £50 gift vouchers for *The Lights* and free leisure centre memberships.

Households will be notified of their collection day in early September via postcard.