



## Minutes of the Highclere Parish Council Meeting

Westridge Studio

Tuesday 09 June at 7.30pm

**Members Present:** Cllr York (chair), Cllr Bartholomew, Cllr Morrey, Cllr Falconer, Cllr Easton, Cllr Eyre, Cllr MacIver, Cllr Malone

**Clerk:** Amy White

**1. 14/26 Apologies for Absence**

Received from Cllr Izett.

**2. 15/26 Declarations of Interest**

None.

**3. 16/26 To agree Annual Meeting Minutes of 12 May 2026**

The Annual Meeting Minutes of 12 May 2026 were agreed as a true record and signed by the Chairman, Cllr York.

**4. 17/26 Matters arising from Meeting held on 12 May 2026**

No outstanding actions.

**5. 18/26 Public participation**

No one was present.

**6. 19/26 Reports from County and Borough Councillors**

Cllr Izett gave his apologies and sent in the following report:

- a. *Draft Local Plan-The next stage is due to be Reg 19 but is being held up over the issue of water infrastructure supply adequacy for the increased number of homes required by govt. I am hearing that the govt will say a possible water supply problem is not a planning ground as the water companies have a statutory duty to provide a water supply even if in reality there are problems. It looks increasingly likely that the administration in Basingstoke will miss the govt deadline of the year end to submit its plan for examination, following which the process of making a new Local Plan will have to start again. We could therefore be looking at many years of no new plan though current NPs will remain effective. The problem is likely to be that the current Local Plan, and parish housing allocations associated with it, will be viewed by planning appeal inspectors as increasingly out of date. In general, the planning*

*situation is likely to become ever more uncertain and susceptible to developers seeking and winning consent for unallocated sites. The promoters of Oakley Farm may decide to put forward an application in the absence of an imminent Local Plan on the basis that there is no 5-year housing land supply, but the council has given its support to the allocation of the site for housing at the Reg 18 stage.*

- b. Watermill Bridge- with the clerk's help I am trying to establish what is happening with this development. The planning case officer told me last month that there was no update on the release of various planning conditions including highways with HCC.*
- c. Highgates, Church Lane- the appeal against enforcement action by the owner of the land was unsuccessful. They have up to 12 months to remove the works carried out without permission, including removing the "mobile" home.*

#### **7. 20/26 Review of APM on 12 May 2026**

It was felt that overall the meeting went well. The format was relaxed and questions were encouraged. Advertising this year was improved with posters around the village. The Clerk suggested adding a link to the HS newsletter for the Minutes/website.

**Action:** Clerk to request to add a link to the PC website on the HS newsletter. Items of specific interest to be mentioned specifically in the newsletter.

#### **8. 21/26 HPC Action Plan**

*Please see the updated action plan on our website: [www.highclere-pc.gov.uk](http://www.highclere-pc.gov.uk).*

CFI bollard report: Cllr Easton has created a superb report on all the bollards that are in place/ missing/broken.

**Actions:**

Clerk to send bollard report to Highways to ask for replacements.

Clerk to request more road cleaning and litter clearance on A343 to BDBC.

Clerk to add bollard report to website.

Community Funded Initiative: Village gateways and improved signage in Penwood/Highclere:

The project status currently sits with Highways- the Clerk is waiting for a 50% payment invoice. This has been chased.

Speed Indicator Device: Following the theft of the most recently purchased SID, the council has received payment from Zurich Insurance and a new one will be purchased.

Tubbs Lane 20mph area: One resident at the APM had asked whether the PC would consider pursuing a 20mph enforcement on Tubbs Lane. There are specific restrictions involved- see:

<https://www.hants.gov.uk/transport/transportchemes/20mph-speed-limit>.

It was agreed to support the idea of a 20mph zone in Tubbs Lane. However, data is required before it can be considered by HCC- Once the council has purchase another SID, it will be set up along Tubbs Lane and data gathered to send with the request.

**First Action:** Clerk to purchase a replacement SID and possibly a trail camera (£50 from Amazon).

**Future Actions:** Place new SID on Tubbs Lane to gather data for a few weeks. This will involve asking Brian Carney at HCC. Cllrs Bartholomew and Morrey will research the best location on Tubbs Lane.

**9. 22/26 Planning**

Planning applications (full details can be found on the BDBC planning portal):

- 26/00925/PIP at Thackit Eaves Andover Road Highclere- Response sent: objection.
- 26/01034/OOBC Land North Of Spring Gardens Andover Drove- Response sent: No comment.

There is no update on the Neighbourhood Plan.

**10. 23/26 Financial Matters**

**a. Accounts for payment**

The Clerk presented accounts for payment (see end of Minutes).

Bank reconciliation as at 31 May 2026:  
 Unity Bank Current Account: £46925.74  
 Unity Bank Savings Account: £46526.34  
 Total: **£93452.08**

The Clerk shared the internal audit report. The council accepted the report subject to the following:

1. Note ref September Minutes and planning Minutes: The minutes of the September meeting will be signed, but there are no planning Minutes, it was accepted that this was an internal audit error.
2. Internal Control policy requirement and data audit: The Clerk will create an Internal Control Policy and carry out a data audit within the current financial year.

External audit: The dates for the exercise of public rights have been set as 09 June to 20 July 2026 inclusive.

**11. 13/26 Items to take forward to subsequent meeting**

Action Plan items; change of date for next meeting: 07 July 2026. Fire hydrants. Policies and procedures: Internal Control, data audit, Code of Conduct.

**Date of next Meeting: Tuesday 07 July 2026**

**Actions from 09 June 2026 Meeting**

<b>Number</b>	<b>Action</b>	<b>Person</b>
<b>20/26</b>	Clerk to request to add a link to the PC website on the HS newsletter. Items of specific interest to be mentioned specifically in the newsletter.	<b>Clerk</b>
<b>21/26</b>	Clerk to send bollard report to Highways to ask for replacements. Clerk to request more road cleaning and litter clearance on A343 to BDBC. Clerk to add bollard report to website. Clerk to purchase a replacement SID and possibly a trail camera (£50 from Amazon).	<b>Clerk</b> <b>Clerk</b> <b>Clerk</b> <b>Clerk</b>

