

BROUGHTON PARISH COUNCIL
MINUTES OF THE MEETING HELD ON TUESDAY 1st SEPTEMBER 2026

Present: Cllr J Hogson (Chairman), Cllr S Dunn , Cllr A Taylor, Cllr J Mann, Cllr C Brooks, Cllr M Mossman(Vice Chairman) & Cllr J Morrison.

In attendance: Heather Bournier-Parish Clerk

HCC David Drew

3 Members of public

Apologies for Absence

1. Apologies for absence had been received from Cllr Mrs. K McAllister, Cllr J Dumper, Cllr Y Ezra & TVBC Ali Johnson.

Public Participation

2) One of the members of public present asked a question regarding the Neighbourhood Plan and the proposal regarding development on Parish Council Land. Cllr Mann was able to confirm an overwhelming proportion of those who had responded to the survey had supported this proposal. Cllr Hodgson explained that the Neighbourhood Plan steering committee were best placed to answer any further questions.

Declarations of Interest

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

Minutes

4) Resolved: The minutes of the meeting held on 7th July 2026 were confirmed as a correct record. Proposed Cllr Mann, seconded Cllr Brooks. All agreed.

5) County and Borough Councilors' Report

HCC David Drew had circulated a full report which can be seen at appendix 1.

TVBC Cllr A Johnston had sent apologies but had recently circulated the recent Mid Test Matters newsletter.

Planning

6) The following decisions by TVBC were noted:

26/01322/VARS-variation condition -6 Queenwood Rise- permission

26/01317/VARS -variation to use existing outbuilding as garaging, Land rear of The Cottage, Rookery Lane-refused

25/02225/OUTS-outline erection of up to 9 dwellings-Coolers Farm-permission

25/03054/FULLS-extension and modernize bungalow-The Tallet, Horsebridge Lane-permission

26/00845/CLPS-certificate of lawfulness-gym/office-Amport Beeches, Buckholt Road-withdrawn

Reviewed between meetings: None

To review the following applications were reviewed:

26/01732/TREES- crown reduce Yew-Dowse Cottage- no objections

Cllr Hodgson highlighted the changes in legislation which mean many applications will not go before committee at local planning authority. Concerns were raised regarding the erosion of democracy and Cllr Mossman agreed to draft a letter to send to the local MP and the Secretary of State.

Policies

7) The following policies had all been updated and circulated to all Councilors for review

Health & Safety

Risk Management

Environment, Climate & Sustainability

Press & Media

Scheme of Delegation

All councilors had reviewed these documents and agreed they should be adopted.

Risk Assessments

8) The following risk assessments had been sent to individual Councillors with responsibility

Defibrillators-Cllr Brooks- Cllr Brooks had reviewed the risk assessment with the other defibrillator guardian and agreed all necessary mitigation factors were in place.

Volunteer Footpath workers -Cllr Morrison- Cllr Morrison had reviewed the risk assessment and after some small additions agreed this was fit for purpose.

Cemetery-Cllr Mossman will review this.

Allotments-Cllr Mossman will review this.

Play area- to be discussed at next meeting

A discussion regarding the need for any further risk assessments concluded that a visible inspection of the Well House and the War Memorial should take place. Cllr Mann will carry out the inspections.

Play Area Reports

9) Cllr Dumper had sent his apologies but had confirmed via email that there were no immediate repairs or matters of concern to consider. He also confirmed he had held one meeting regarding the proposal for new play equipment and would be attending another shortly. He had also established a CAF grant of £25000.00 match funding could be applied for. Full details will be presented at the October meeting. The need for a risk assessment for the play area will also be addressed at the October meeting.

Broughton Bus

10) The Clerk said she had received a formal grant request from Broughton Bus Committee for a grant of £5000 to help with the purchase of the new bus. This matter had previously been discussed and it had been agreed in principle to make a grant payment in accordance with S137.

Cllr Mossman proposed this grant now be paid. This was seconded by Cllr Mann. All agreed. The Clerk will make the payment.

Broughton Village Hall-car park works

11) The Village Hall management committee had been working hard to raise funds for a full car park repair at the Village Hall. Some tenders had been requested and received and given the likely costs of the work a request will need to be submitted via the online government procurement portal.

Given that the asset is the property of the Parish Council a full review of all tenders by the Parish Council was required. Funds raised for this project will be paid to the Parish Council in order that the final invoice can eventually be paid.

Allotments

12) Cllr Mossman had been working on a comprehensive list of tenants which has recently been shared with the Clerk. This will now be cross referenced to payments received and any remaining queries dealt with.

He said there were some larger trees present on the allotments that will need to be cut back and he will work with tenants to achieve this

The Clerk reported that all the water bills for the allotments were based on estimates and a formal meter read was required. Cllr Mossman will attempt to find the meter and obtain a reading.

Sports Field Update

13) Cllr Dunn reported that work to finish the car park has taken place and he will ask the Sports Club Committee to provide the relevant planning discharge notice to include the sewage changes that had been completed.

Cllr Taylor reported the adult gym equipment has now been installed and is of very good quality. Some work to re seed some areas will take place when the weather is conducive. Signs on how to use the equipment will be installed shortly.

School Lane MUGA & management plan for open spaces

14) Cllr Dunn reported that a planning application for the MUGA is almost ready for submission. He had circulated an operating plan by email to all Councillors and this had been agreed. The costs for the consultant to carry out the work required for the environmental report to support the application was £1786.54. Cllr Dunn proposed this be paid and this was seconded by Cllr Mossman. All in favour. The consultant will continue to work to complete the application and submission will be discussed with Cllr Dunn and the Clerk.

He confirmed he has been speaking to residents from Downs Close to discuss the proposals, providing them with drawings and information regarding concerns raised. He has also been in contact with the Headteacher of the local Primary School who is very happy with the proposal and hopes that the school children will be able to use the facility on a daily basis.

The project to install EV chargers continues to progress. Some work to provide extensions to lamp posts is still required and after some difficulty finding a contractor a quote has been received for £310.00. There is still £111.05 left of the grants received for this project so the request to the Parish Council was to fund the balance of £198.95. Cllr Mann proposed the Parish Council meet this expenditure. This was seconded by Cllr Brooks. All agreed.

Cllr Morrison said in addition there are a few extra other bits required and in total the costs will be approx. £400. The Parish Council agreed additional funding can be met up to a £400.00 limit.

The Clerk confirmed she had asked the insurance company to provide a quote to include these new assets in the Parish Council policy and awaits the figures.

Cllr Mossman reported work to produce a plan for maintenance of green areas in school lane continues in conjunction with Broughton Nature Group.

Broughton Community Energy

15) Cllr Hodgson confirmed work to establish a site for solar panels continues.

Neighbourhood Development Plan

16) Cllr Mann confirmed the steering group continue to meet and are very close to

producing all documentation for the Regulation 16 assessment for submission to TVBC. The Parish Council extended thanks to all members of the group for the detailed work being carried out.

Clerks Report

17) The Clerk reported

The issues regarding who should pay business rates on the Sports Pavilion had been resolved. The Sports Club have provided the necessary information to TVBC. A nil invoice has been received by the Parish Council in respect of the cemetery.

She confirmed the transfer of the S106 funds for School Lane has now happened and the Parish Council had received £197156.75 in total. Funds were divided into the following areas

Car Park £17746.90

Salisbury Green £55788.60

School Green £61428.19

MUGA maintenance £62190.06

These were provided for the future management of these specific sites only. This was the amount received by TVBC in 2021 when they had received the payment but was more than had been specified in the S106 agreement as it included an inflationary uplift. Given TVBC have been holding the funds for five years she confirmed she has contacted TVBC to establish why the payment does not include any index linked rise for this five year period. The Parish Council will need to decide where to invest these funds and this will need to be an agenda item for the next meeting. In the meantime the full amount has been deposited in the TSB interest bearing account. Cllr expressed thanks to the Clerk for the work undertaken to resolve this matter.

She confirmed the new Scribe accounting package had been purchased and she had been working on populating this with Broughton Parish Council data backdated to 1st April 2026. It is hoped she will be able to share data and reports from the system by the October meeting.

Finally she confirmed that the United Trust bank had confirmed interest on the investment held with them as £1438.98 for the year. The investment was in a two year term account so no decisions regarding reinvestment were required at this point.

Footpaths.

18) Cllr Morrison reported a new sign has been erected on footpath 7, designating the path as suitable for horses, cyclists and pedestrians. HCC footpaths have confirmed they have not installed this and the adjacent land owner has said it was not installed by them. The path is not appropriate for use by horses and cycles as in one direction there is a kissing gate and in the other, the path quickly narrows preventing passing by anyone other than pedestrians. Cllr Morrison will put a note on the sign to say it will be removed unless those responsible contact the Clerk. If no one responds it will be removed.

The risk assessment for volunteer footpath workers had highlighted one volunteer who did not have the training that HCC had originally insisted all volunteers have. A request to HCC to fund further training was rejected. The costs of the Lantra Course were approx. £250.00 and first aid training applicable to work outdoor should also be undertaken at a cost of £130.00. The Parish Council had not budgeted for this expenditure and it was suggested a grant request was made to HCC Drew. The Clerk will action.

Over the Summer, the footpath volunteers have been continuing clearance activities with work on Footpaths 7 and 12. Footpath 4, behind the Doctors Surgery will be

trimmed this month. Landowners have also been asked to cut sections of Footpaths 7 & 9 and Footpath 15, which should be done during September.

The small section of footpath by the shallow ford usually needs a second trim in late Summer. The volunteers will not be asked to do this given the presence of Hemlock Water Dropwort. This will therefore be raised as a case on the HCC 'Rights of Way' portal.

Cllr Mossman highlighted an increasing problem with dog waste which was not being cleaned up by dog walkers. He said for the last week he has walked the route from the Drove up Rectory Lane to the High Street and thereby back to Rookery Lane and cleared over 50 deposits. Dog walkers are urged to be responsible and clear up their dog's waste. A message will be sent out via the village email group.

2025-26 Internal Audit report review

19) The Clerk reported the external auditor had requested further information as shown in the email that had been circulated to all Councillors.

Cllr Brooks has been working on the list of items requested and had met with the Clerk to formulate all required. All of the factual matters and documents can be resolved and documentation provided to the auditor.

Concerns were however raised regarding the statement of assertions the PC had to submit. The internal auditor had reported the pavilion project as being carried out without transparency and compliant tendering with which, the Parish Council totally disagree. A full report will be drawn up to submit to the external auditor. Cllr Dunn proposed this report make it clear the Parish Council do not agree with the internal auditor, this was seconded by Cllr Mossman. All agreed.

Finance

20) Finance

i) To note the bank balances 24/08/2026: -TSB Charity £3348.78
TSB Business Instant £446379.98
United Trust £34180.06

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

H Bournier sal	£ 697.80
Clerk exp	£54.50
HMRC	£175.75
Hugo Fox website	£23.99
Hugo Fox email	£29.99

Payments agreed but made after last meeting

H Bournier salary £688.70
HMRC £172.08
Business Stream £258.85
Scribe £44.40
RPL Maintenance (digger) £320.00
RPL Maintenance £280.00
Prohort £1786.54
Starboard Systems £358.80
Thrupton PC Lengthsman £1000.00
Hugo Fox website £23.99
Hugo Fox emails £29.99
Value Products Ltd £419.43
Thermmark Ltd £566.40
Andover Garden Machinery £53.54

Future Village Projects

21) Cllr Hodgson asked all Councillors to consider what future projects the Parish

Council might be able to take on. Some suggestions were obtaining a 20 MPH speed limit in the village and possible sheltered housing. The suggestion was future projects should be considered alongside upcoming Parish Council elections in May 2026 when new councilors will be sought. A fully elected parish council who have a qualified Clerk can use additional legal powers to support the parish.

22) Correspondence

The Clerk highlighted one item of correspondence
An envelope received which contained some old photographs of Broughton Village.
These will be passed to the archive group

23) Items to carry forward and New Items for next agenda

Large diesel bill for generator at the Village Hall
Parish Council investment plan- S106 funds
Future village projects
Play Area- risk assessment
Inspections of Well House & War Memorial

Community news

24) Cllr Hodgson reported the recent village Arts Exhibition had been very successful and would be providing funds for the Village Hall Car Park revamp.

Date of next meeting

24) 7.pm on Tuesday October 6th 2026

Appendix 1

Report from HCC David Drew

Young people across Hampshire to showcase climate-themed artwork made from old musical instruments

Young people from 12 schools across Hampshire are taking part in a countywide art project that turns unwanted musical instruments into public artwork

The project, Climate Unity: Circular Art, will be exhibited at West Downs Art Gallery, University of Winchester, from 14 to 22 July 2026, with a preview event on 14 July from 4.30pm to 7pm. The exhibition will showcase work created by pupils using old and damaged instruments that would otherwise have been thrown away.

Led by Hampshire County Council for a sixth year, the project invites schools to create 3D artworks by repurposing musical instruments and using recycled, salvaged or natural materials. The pieces reflect young people's views on sustainability, waste and care for the environment.

The work has been shaped by children and young people's own reflections on issues including pollution, protecting natural environments, reducing waste and using resources more carefully.

As well as producing artwork for public display, pupils have been exploring the idea of the circular economy – looking at how materials can be reused, repaired and reimagined instead of simply being discarded. The project also supports wider learning across the curriculum, with resources made available to schools to help them explore environmental issues through art, music and other subjects.

<https://www.hants.gov.uk/News/20260713climateunity>

Please help us spread the word about battery and vape recycling

We're asking all councillors to help remind residents about the importance of recycling batteries, vapes and electrical items correctly following a recent fire in one of our refuse collection vehicles. The incident was dealt with safely and no one was injured.

However, Hampshire & Isle of Wight Fire and Rescue Service attended the scene, taking resources away from an already busy service.

Investigations found several items in the waste, including a vape, laptop, mobile phone and household batteries. We believe the fire may have been caused by an incorrectly disposed vape.

As lithium-ion batteries become more common in everyday items, the risk of fires during waste collection and processing continues to increase. These fires can endanger crews, damage vehicles and cause disruption to local services.

Residents can recycle:-

- batteries at supermarkets, retailers, and Household Waste Recycling Centres
- vapes through participating retailers or Household Waste Recycling Centres
- electrical items, including laptops and mobile phones, at Household Waste Recycling Centres

More information about local recycling options is available on the HCC website.

https://www.hants.gov.uk/wasteandrecycling?utm_medium=email&utm_name=&utm_source=govdelivery

Thank you for helping us promote safer recycling and reduce the risk of preventable fires across Test Valley.

£15 million programme underway to improve Hampshire's roads this summer

More miles of Hampshire's roads will be strengthened and repaired this summer, following a £15 million investment by Hampshire County Council in highway maintenance

The funding will be used for planned maintenance and reactive repairs during the summer period to address the significant deterioration over the winter as a result of the adverse weather the county experienced. Work includes:-

- 35 resurfacing schemes to repair the roads most in need: in total this year, 113 resurfacing schemes are expected to be completed totalling nearly 40 miles.
- Additional surface treatment locations – in total this year, 139 schemes are expected to be completed totalling over 129 miles. Since April, 102 locations have been completed, with the funding allowing for more sites to be included.
- Multiple additional gangs undertaking patching treatments to replace damaged sections of road - these are localised repairs used to fix specific defects such as potholes, cracking, rutting, or surface failure without resurfacing the entire road. It comes after 90,000 potholes and road defects were repaired over the last financial year.

Highways teams are working day and night to strengthen and prolong the life of Hampshire's roads. In the 12 months since April 2025, we have completed around 90,000 pothole and road defect repairs, following an increase in reports over the winter months. Work continues to deliver our annual resurfacing programme and respond to issues as they arise.

Years of insufficient national highways funding, combined with rising costs, inflation, heavier vehicles and more extreme weather, are placing increasing pressure on road networks across the country. Hampshire's highways maintenance backlog is now estimated at more than £550 million and has grown over the past two years as a result of insufficient national funding.

Over the summer months and into autumn, a range of surface treatments and other works will be carried out. Roads are assessed and prioritised using condition data, ensuring limited funding is focused on those most in need of improvement.

Information about road closures is available at: <https://one.network/>

Grants help Chilbolton Village Shop and Tearoom grow and expand

A popular village shop and tearoom in Chilbolton is investing in its future after receiving more than £21,000 in grant funding from Test Valley Borough Council.

Nicky Bond, owner of Chilbolton Village Shop and Tearoom, has secured £13,400 from the Rural England Prosperity Fund (REPF) and £8,300 from the Rural Enterprise Grant to support improvements to the business and help it expand its food offering.

The funding has enabled the shop to be reconfigured, bringing together its freshly prepared food service with an upgraded coffee machine and display fridge. The new layout provides better customer experience, improves staff efficiency, and creates more space for food-to-go. The post office counter has also been moved to the rear of the shop, giving customers greater privacy when using the service.

Alongside the improvements to the shop, Nicky has established an offsite kitchen at Stonefield Park on the outskirts of Chilbolton. The additional facility will allow the business to increase production of food to go and ready meals, while also supporting the growth of its catering services for private and corporate customers. The grants have contributed towards the purchase and installation of specialist kitchen equipment including a gas oven, freezer, chiller, and dishwasher.

Nicky and her husband Andy recently celebrated 10 years at the shop and are proud to support local producers by stocking a wide range of high-quality local products. The business also plays an important role in the community by catering for a variety of local organisations and events.

Nicky Bond said: "I am so grateful for the grants. If they had not been available, we would never have been able to make this investment. We'd been making-do for years, but I've now been able to realise my vision for the shop. I could not have done it without the help of my husband Andy and the fantastic support of my staff, the village and my customers. We are all thrilled with the transformation."

The UK Government's Rural England Prosperity Fund is part of the UK Shared Prosperity Fund that provides capital funding for rural business and rural communities. TVBC received over £150k for 2025-26 which is being distributed between businesses and community organisations across the rural areas of our borough to help develop our rural economy. The UK Shared Prosperity Fund aims to improve pride in place and increase life chances across the UK investing in communities and place, supporting local business, and people and skills.

For more information about business grants available through Test Valley Borough Council, visit the council's website.

<https://testvalley.gov.uk/news/2026/aug/grants-help-chilbolton-village-shop-and-tearoom-grow-and-expand>

Man fined after mattress, fridge freezer and furniture dumped in Andover

A man has been ordered to pay more than £1,300 after admitting to fly-tipping in Andover.

On 4 and 5 August 2025, the council received reports about waste dumped in Pasture Walk, Andover. The rubbish included broken furniture, a mattress, a fridge freezer and a chest freezer. An investigation showed that a nearby property had been recently vacated and the occupier, Joshua Scarlett, admitted to leaving the waste outside the home to be collected but it wasn't removed.

On 24 July 2026 at Southampton Magistrates' Court, Mr Scarlett was fined £425 and ordered to pay £947 in costs.

Residents can report fly-tipping online at www.testvalley.gov.uk/fly-tipping.

<https://testvalley.gov.uk/news/2026/aug/man-fined-after-mattress-fridge-freezer-and->

Hampshire GCSE students praised for their achievements as results day support continues

Students across Hampshire receiving their GCSE results are being congratulated for their hard work and determination, as Hampshire County Council continues to offer free advice and support to help young people plan their next steps

GCSE results mark an important milestone for many students, whether they are preparing to move on to sixth form, college, an apprenticeship, training or another learning pathway.

To support young people and their families, the County Council's exam results helpline remains open, offering free careers advice from experienced advisers at [Hampshire Futures](#). The service can help students talk through their options, understand what is available locally and make decisions that are right for them.

The helpline can support students who are confirming places at school or college, considering vocational courses, looking into apprenticeships, or wanting to understand other routes into future careers. Parents and carers are also encouraged to use the service if they would like advice on how best to support a young person after results day.

<https://www.hants.gov.uk/News/20260819GCSEresults>

Hampshire foster carers play key role in children's safe return home

Foster carers across Hampshire are playing a vital role in helping children return home safely to their families when that is the right and best outcome for the child, as shown in a new video released by Hampshire County Council.

For some children, foster care provides a safe and stable home while work takes place with their family to address the difficulties that led to them coming into care. When those circumstances improve, a planned return home can help children rebuild relationships with their parents and wider family and give them the stability and sense of belonging they need to thrive.

[In the video](#), a young person returning home after foster care thanks their carers and support network for helping them through a difficult time and enabling them to reunite with their family, highlighting the lasting impact fostering can have on children's lives.

The County Council has recently refreshed and strengthened its guidance to support children in care to return safely to their parents or others with parental responsibility. Known as a child's "[Going Home](#)" journey, the process depends on careful planning and support to make sure any move home is safe and sustainable.

Foster carers are a key part of that. They know the child's routines, needs and experiences, and can help them prepare for the move home. They also work closely with social workers and families, supporting contact, attending planning meetings and helping everyone understand what the child needs.

Hampshire County Council recognises that a child returning home can also be an emotional time for foster carers. Support is available throughout the process through supervising social workers and peer networks.

Anyone interested in fostering and making a difference to the lives of children and families across Hampshire can find out more and request an information pack [here](#).

<https://www.hants.gov.uk/News/20260701fosteringsummer>

Funding available for local organisations helping Hampshire residents with money worries

Community and voluntary organisations across Hampshire are being encouraged to apply for funding to help residents build financial resilience and reduce the risk of future

crisis

The [Crisis and Resilience Fund](#) Resilience Grants programme is open to community and voluntary organisations, charities, social enterprises, town and parish councils, district councils and other organisations that meet the funding criteria.

The grant funding is designed to support projects that help Hampshire residents manage financial challenges, improve confidence with money, access advice and reduce reliance on crisis support services.

Projects could include financial capability and budgeting support, income maximisation, debt advice, money management, advice and guidance services, community-based resilience projects, early intervention work, volunteer training and outreach to residents who may be vulnerable or facing hardship.

The fund is provided through the Department for Work and Pensions, with Hampshire County Council receiving Crisis and Resilience Fund funding from 1 April 2026 to 31 March 2029 to support activity that strengthens financial resilience, promotes early help and provides longer-term support for residents experiencing financial hardship.

Applications should focus on work that prevents financial hardship from escalating, supports early intervention, improves financial confidence, strengthens local support networks, and improves access to advice and guidance.

The programme is looking for projects that can show clear benefits for residents and communities, such as increased household income, improved money confidence, reduced debt, reduced food insecurity, better access to support and fewer repeat requests for emergency help.

Applications can be submitted at any time until autumn 2028. There are no fixed application windows or submission deadlines.

Applications will be reviewed by an independent CRF Funding Panel, which meets monthly to assess proposals against the fund's priorities, evidence of need, deliverability, value for money and expected outcomes.

Organisations can find full guidance and details of how to apply on the [Resilience Grants webpage](#).

David Drew

Test Valley Central Division, HCC
Harewood ward, TVBC