UPPER CLATFORD PARISH COUNCIL

UCPC Council Members
Cllr Peter Heslop, Chair, (PH)
Cllr Richard Bennett (RB) Deputy Chair
Cllr Gerry Dawson (GD) - apologies
Cllr Charles Eyre (CE)
Cllr Nigel Freemantle (NF)
Cllr Robert Hawkins (RHk)
Cllr Richard Hydes (RH)
Cllr Patrick Littlehales (PL)
Cllr Cynthia Williams (CW)
Karen Nadin, Clerk/RFO (KN)
Members of Public x 2

TVBC & HCC
Cllr Maureen Flood TVBC (MF)
Cllr Susanne Hasselmann TVBC (SH) - Apologies
Cllr David Drew HCC (DD)

MINUTES – 11 FEBRUARY 2026
(Draft until formally approved at next meeting)

1. Welcome, Apologies & Declarations of Interest

PH opened the meeting at 7pm. Apologies were noted from Cllrs Dawson and Hasselmann. There were no declarations of interest.

2. Approval of Previous Minutes

The minutes of the meeting held on 14 January were approved & signed by PH. PL proposed, RH seconded all approved.

3. Update on Actions from Previous Minutes

- Dog Bins – Parish Council currently pay TVBC for 7 x bins – Clerk has map showing actual locations of bins – a query remains over one of these bins. Clerk is meeting with TVBC rep 25 Feb. **ACTION - Clerk to provide update at next meeting.**
- Councillor Grant Applications (HCC & TVBC) for archaeological dig in May 2026 – Confirmed that the Parish Council will need to apply and, if bid is successful, items can be gifted to the archaeological group. Clerk has started completing application forms and will submit during the course of the next few days. **ACTION - Clerk to provide update to next meeting.**
- Community Resilience Portfolio – no volunteers to date.
- Invitation to Rural Policing Team to attend April Open Meeting – no response received as yet.
- Precept Requirement of £42042 communicated to TVBC on 16 January.
- Village Hall Grass Cutting – Clerk has arranged for invoices to be sent directly to the Village Hall Treasurer going forwards. Village Hall have reimbursed Parish Council of costs for 2025/26 to date.
- Anna Valley play park unlidded bin – TVBC have confirmed that this particular bin does not belong to them. **ACTION - Cllr Littlehales will look to see what equipment will be required to remove it.**

4. Public Participation

Local resident has offered to purchase a new defibrillator and asked for some clarity on what the likely cost would be. **ACTION - Cllr Littlehales & Clerk to provide further details to resident.**
A parishioner requested that their name was removed from any previous minutes of meetings. **ACTION - Clerk to action this request.**
Local landowner reported to the Parish Council the impact on his land of the latest rising main burst and resultant spill and advised that he is happy to share that information, including test results, with the Parish Council and the PPPF. The Chair advised that both the Parish Council and PPPF would be interested to receive that information as to date they had not received any update from Southern Water in relation to the latest spill. Chair reported that the rising main will be completely replaced at some point in the future, but no specific date has been shared with them at this time. **ACTION - Chair to report findings on latest spill effect and date for replacement of rising main to a future meeting.**

5. Borough Councillors Report & Update

TVBC Update can be found on both PC & TVBC websites – main points to note from the report:-

- TVBC have written to the Minister of Housing with proposals to reduce 'land banking'.
- TVBC are investigating whether Test Valley's chalk streams could become a National Landscape, previously known as an Area of Outstanding Natural Beauty.
- TVBC continue to successfully prosecute fly tippers.
- Cllr Flood highlighted a support service for community groups and not for profit organisations on how they can make their buildings more energy efficient. **ACTION - Cllr Heslop to inform village hall of this service**.
- TVBC are planning to dig an ephemeral pond at Bury Hill in the southwest corner of the meadows.

Cllr Flood highlighted issues caused by the closure of A343 and impact on surrounding villages which is due to finish this week – TVBC Cllrs have said there needs to be a better traffic management plan in place during future closures and will write to HCC in this regard as she understands a further works are due to commence in April.

Cllr Flood reported recent events on parts of the Abbotts Ann Estate including reports of ripping out of hedgerows and trees across the estate. These reports have been raised with relevant teams to investigate motive and Stop Notices and temporary TPO's have been issued. TVBC Planning Teams are due to meet with land agent for owner this week and update will be provided at a future meeting.

6. County Councillors Report & Update

HCC February report previously circulated and can be found on both PC & HCC website - main points:-

- A record 116,000 illegal vapes and tobacco products, valued at £138,000, were seized by HCC Trading Standards team last year – part of ongoing efforts to protect communities from unsafe and unlawful products.
- Proposals that could lead to the introduction of a new lane rental scheme aimed at reducing delays on 500 of Hampshire's busiest main roads during peak times, are being submitted to Government.

Cllr Drew reminded councillors that HCC Councillor grant applications close at the end of February and funds still available are limited.

Cllr Heslop referred to Cllr Nick Adams-King's recently published briefing with regards to the state of the county's roads. Red Rice Road in Upper Clatford has deteriorated badly and is particularly dangerous – this is mainly due to the amount of traffic that has been using it during the closure of the A343 with no proper diversion route marked. Cllr Drew appreciates that the roads are in a poor state of repair at this time after the second highest rainfall during January on record and noted that this is a nationwide issue. He agreed to take a closer look at Red Rice Road specifically. Once the weather dries up repairs will be able to be completed. He advised to continue to report the issues via the HCC Highways reporting tool online.

7. Rock Recycling – Next Steps

Cllr Eyre has looked at the retrospective planning application and notes that there is no reference in the application to the NDP, SINC or the LGS 4 near the site. It was felt that the Parish Council should make a comment on the application. **ACTION – Cllr Hydes and Cllr Eyre to prepare a report on behalf of the PC, raising these concerns.**

8. Pillhill Brook Association – Liability insurance funding request & poster display

Janet Wright from the Pillhill Brook Association requested funding towards the cost of liability insurance for its volunteers. This will be split between the seven parishes that the Pillhill Brook flows through - £8.57 contribution requested. PH proposed this request was approved – all councillors agreed. **ACTION – Clerk to arrange payment.** The PBA have produced a poster for display in village halls and community centres that highlights the beauty of the Pill Hill Brook and includes a section for Upper Clatford local content. **ACTION - Cllr Eyre to provide detail to Janet Wright for poster.** Re the recent Environment Agency award – PBA have suggested replica plaques are made at a cost of £35 and offered to each of the seven parishes. RH proposed that the council agree to fund, Cllr Littlehales seconded – all approved. **ACTION – Clerk to arrange payment. Cllr Heslop to check with village hall committee re display of poster & plaque.**

9. Co-option Policy

Clerk had prepared and circulated a draft Co-Option policy for approval and adoption. The need for a process was brought about by the fact that more than one application has been received for the one vacant councillor position. Adoption formally approved. **ACTION – Clerk to arrange to publish document on website.**

10. Planning Applications Received since last meeting

There had been no new applications received for comment since the last Council meeting.

11. Applications for Tree Works Received since last meeting

There had been no new applications received for comment since the last Council meeting.

12. Clerk's Update

Councillor Vacancy – as more than one eligible applicant for the one vacancy the Council will vote on who to co-opt at the March meeting. **ACTION – Clerk to update applicants and invite them to attend March meeting**.

13. Finance Update (incl bank reconciliation & formal approval of payments made)

Clerk/RFO had prepared and circulated the bank reconciliation ahead of the meeting and this had been checked and agreed against bank statements by Cllr Hawkins.

Bal as at 31 December 2025	£81980.06
Income from 1 to 31 January 2026	£341.00
Expenditure 1 to 31 January 2026	£4156.86
Cumulative Bal as at 31 January 2026	£78164.20

The following payments were formally approved (retrospectively):-

Date	Payee and Goods or Service	Cost
13 Jan 2026	Octopus Energy – utilities Chalk Pit	£15.46
14 Jan 2026	Octopus Energy – utilities sports pavilion	£29.27
19 Jan 2026	TVBC – Chalk Pit pre-planning application fee (previously underpaid)	£269.01
19 Jan 2026	Lloyds Bank – account service charge per month	£4.25
19 Jan 2026	Plane Arboriculture – Parish Council tree survey	£450.00
22 Jan 2026	Spusu – Clerk mobile phone – Dec & Jan	£5.80
23 Jan 2026	HMRC re Clerk's salary – quarterly payment	£600.72
27 Jan 2026	Clerk Salary payment – January	£1062.12
28 Jan 2026	Nest Pensions – re Clerk	£58.69
4 Feb 2026	Spusu – Clerk mobile phone – Feb	£2.90

14. Neighbourhood Development Plan Update

Cllr Eyre had previously circulated the latest summary and provided an update to the meeting. Having met with the consultant, the advice is to accept the Red Rice allocation as a potential site. TVBC have agreed dates with NDP group re housing needs survey completion. Public meetings have been booked for 6 & 7 March and have been advertised on the website. A banner advertising the meetings will be produced. The online survey will open on 3 April and distributed to residents by hand during the week commencing 6 April. Survey will include SAE and it may be possible to also have a couple of ballot boxes in the parish for people to use. **ACTION – Cllr Eyre to arrange ballot boxes if possible.** The May Fayre takes place on 4 May and volunteers are requested to run a stall/table to promote the completion of the surveys ahead of the closing date of 10 May. **ACTION - Cllr Hydes to arrange with May Fayre organising committee**.

15. Chalk Pit Project Update

Cllr Bennett reported that the pre application advice is now with TVBC. Update to be provided at future meeting.

16. Play Parks/Playing Fields Update

Cllr Williams reported that, apart from being very wet, there are no issues to report.

17. Play Park Proposal Update

Cllr Hawkins advised nothing to report at this time. Proposals for a new play park will be drawn up and discussed at a future NDP Review public meetings.

18. Highways Update

Cllr Hydes had previously circulated the list of issues reported to HCC Highways and provided relevant updates – the main concern is around worsening potholes around the parish, particularly along Red Rice Road – all have been reported.

Streetlighting – Cllrs Hydes & Heslop had recently met with an HCC manager for street lighting to discuss the feasibility of swapping current light bulbs to LED bulbs. It had been estimated that the cost to replace the 30 x bulbs that are currently used with LED would be approx. £12k – it would not be cost effective nor a good use of public monies and therefore decided that this was not an option that would be pursued any further at this time.

19. Parish Council Trees Update

Cllr Freemantle has arranged to meet the tree surgeon again to check certain areas, particularly around the Taskers Drive area. Cllr Littlehales will join that meeting too. **ACTION – Cllr Freemantle to update next meeting.**

20. Tree Planting Request – Village Green

Cllr Hydes asked whether we might consider planting some trees on the village green. Approximate costs would be £250 per tree. Councillors felt that local residents thoughts would need to be gathered as may have an effect on some properties that border the green. **ACTION – Cllr Hydes to provide a more detailed plan on specific locations and types of trees proposed at next meeting**.

21. Footpaths Update

Cllr Bennett reported that HCC have been made aware of a tree that had fallen down on the Ring – nothing further to update at this time.

22. Correspondence Received since previous meeting

Clerk had received a couple of emails from parishioners re the rapidly deteriorating state of Red Rice Road due to A343 closure. As per earlier Highways update this has been reported to HCC via online reporting tool.

23. Pillhill Pan Parish Forum (PPPF) Update

As previously stated, Cllr Heslop reported that during a regular update meeting Southern Water had not been able to provide any update on the burst sewer which was frustrating. Cllr Littlehales asked if there had been any alarming results gathered during the regular monitoring activity – Cllr Heslop reported that nothing has been highlighted.

Cllr Heslop thanked members of the public for their attendance, but due to commercially sensitive information being discussed at the next item, he must now ask them to leave the meeting.

CLOSED SESSION (Councillors only)

Following receipt of three quotations (as per the Parish Council's Financial Regulations) for the grounds maintenance contract for the Upper Clatford sports field, which includes the maintenance of the football pitches on

behalf of Upper Clatford Youth Football Club, Councillors discussed each quotation and agreed that Acrewood should be appointed as the contractor for 2026/27. **ACTION – Clerk to advise all parties accordingly.**