UPPER CLATFORD PARISH COUNCIL

UCPC Council Members
Cllr Peter Heslop, Chair, (PH) - apologies
Cllr Richard Bennett (RB) Deputy Chair
Cllr Charles Eyre (CE)
Cllr Nigel Freemantle (NF) - apologies
Cllr Kim Greenwood (KG) - apologies
Cllr Robert Hawkins (RHk)
Cllr Richard Hydes (RH)
Cllr Jane Kennedy (JK)
Cllr Patrick Littlehales (PL)
Cllr Cynthia Williams (CW)
Karen Nadin, Clerk/RFO (KN) - apologies

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

MINUTES – 9 SEPTEMBER 2026

1. **Welcome, Apologies & Declarations of Interest**
   RB, acting as Chair, opened the meeting at 7.00pm . Apologies were noted from PH, NF, KG, KN and SH. There were no declarations of interest from Councillors present at the meeting.

2. **Approval of Previous Minutes**
   RH proposed that the minutes of the meeting held on 8 July 2026 be formally approved, seconded by CE and agreed by all present. CW proposed that the minutes of the extraordinary meeting held on 11 August 2026 be formally approved, seconded by PL, all agreed. Both sets of minutes were signed by RB.

3. **Update on Outstanding Actions**
   - Tree Policy – current policy expires October 2026 – NF to report to October meeting.
   - Taskers Bridge – issues conveyed to HCC Highways - no further action to be taken at this time
   - Hand rail by phone box at village hall – grant being sought by the Village Hall Committee from May Fayre funds
   - Village hall car parking lighting – Village Hall Committee are investigating possible options
   - Anna Valley play park – branch overhanging swings now removed
   - Balksbury Bridge play park – broken bench slat now replaced
   - Previously agreed public information sign re sports field usage to be prepared by RHk

4. **Public Participation**
   A member of the public reported a recent incident involving a wheelchair user being forced to drive along the road rather than the pavement along Village Street due to the fact that there was not enough room to pass by some overgrown hedging and wondered who they should report this issue to. DD advised that obstructions of the footpath could be reported via the HCC Highways online reporting system. **ACTION – PC to write to the owners of the hedge in the first instance to request it is cut back to the full pavement width.**

5. **Borough Councillors Report**
   A copy of the latest Borough Councillors report can be found on both the Parish Council and TVBC websites. Main points to note from the report (full details can be found in the report itself):-

   - Dangers of battery and vape recycling – following a recent fire in one of TVBC's waste collection vehicles, potentially caused by an incorrectly disposed of vape, residents are reminded of the proper way to recycle these items and the dangers of their incorrect disposal.
   - Annual Canvass 2026 is about to begin.
   - Fly-tipping – TVBC continue to successfully prosecute fly-tippers with the latest case in Andover resulting in a £1300 fine being issued.
   - Andover Museum & Museum of the Iron Age – TVBC and Andover Town Council are joining forces in an attempt to secure the future of the museums with a funding package worth £150k.

   In addition to the above, MF reported that the Local Government Review proposals are currently on hold and further updates will be issued in due course.

6. County Councillors Report

A copy of the latest HCC Update can be found on the Parish Council and HCC websites. Main points to note from the update (further information can be found in the report itself):-

- Climate Unity: Circular Art – young people from 12 schools across Hampshire have recently taken part in an art project that turns unwanted musical instruments into public artwork. The project is just one initiative that supports wider learning across the curriculum enabling school children to explore environmental issues through art, music and other subjects.
- £15 million programme is currently underway to improve Hampshire's roads, areas where there are safety concerns will take priority.
- Rural England Prosperity Fund – Chilbolton village shop and tearoom have recently received grant funding of £21k from TVBC to make improvements to the shop to provide a better customer experience.
- HCC exam results helpline manned by advisers from Hampshire Futures remains open offering support to young people and their families in relation to options available to them following GCSE results being received.
- HCC continue to support children in care and foster carers throughout the county.
- Crisis & Resilience Fund – this grants programme is open to various organisations that meet the funding criteria. It 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.

In addition to the above, Cllr Drew provided an update on the Local Plan and advised that there will be a plan to improve house building throughout the Test Valley. MF reported that every village will have their own proposals. Cllrs RB & RH are due to attend a meeting of the Test Valley Association of Parish & Town Councils later in September where these matters will be discussed in further detail.

RB raised a query about the proliferation of St George flags that have appeared on lamp posts in the area and what the HCC stance was on this issue – DD advised that HCC will prioritise the removal of flags if there is a safety concern.

7. Planning Applications Received

- 26/01790/VARN – Paddock House – RH advised that he had visited the property and recommended that the PC offer no objections to this application. All agreed. **ACTION – Clerk to advise TVBC Planning.**

8. Applications for Tree Works Received

- 26/01907/TPON – Rosewood House, Stockbridge Road, Red Rice – NF had sent apologies for this meeting – update will be provided ahead of response closing date of 24 September – **ACTION – Clerk to liaise with NF re response to this application.**

9. Clerk/RFO Update

The financial update for the period 1 Apr to 31 August 2026 had been circulated prior to the meeting. These figures have been checked against the bank statements and signed as a true record by CE.

Bal as at 1 April 2026	£72,203.17
Expenditure from 1 Apr to 31 August 2026	£17,870.01
Income from 1 Apr to 31 August 2026	£35,580.60
Cumulative Bal as at 31 August 2026	£89,913.76

The following payments were formally approved:-

Date	Description	Payee	Amount
03/07/2026	Sports field utilities - water usage	Scottish Water Business Stream	£185.39
03/07/2026	Mobile Phone monthly	Spusu	£2.90
09/07/2026	Utilities Chalk Pit	Octopus Energy Ltd	£15.97
10/07/2026	Utilities at sports pavilion	Octopus Energy Ltd	£16.36
17/07/2026	Grounds maintenance - sports field	Acrewood	£500.00
17/07/2026	Grounds maintenance - village areas	Acrewood	£683.60
20/07/2026	Bank account service charge	Lloyds Bank	£4.25
23/07/2026	Income tax re staff - quarterly invoice	HMRC	£266.06
27/07/2026	Staff pension - July	Nest Pensions	£58.69

28/07/2026	Clerk's salary July	Karen Nadin	£779.32
30/07/2026	Defibrillator and cabinet purchase	Safelincs Ltd	£1,514.40
05/08/2026	NDP Consultant fees	DJN Planning Partnership	£1,770.00
05/08/2026	Mobile Phone monthly	Spusu	£2.90
11/08/2026	Utilities Chalk Pit	Octopus Energy Ltd	£15.46
11/08/2026	Meeting room hire - extraordinary mtg	King Edward VII Memorial Hall	£16.88
11/08/2026	Grounds maintenance - village areas	Acrewood	£683.60
11/08/2026	Grounds maintenance - sports field	Acrewood	£500.00
14/08/2026	Utilities at sports pavilion	Octopus Energy Ltd	£22.02
18/08/2026	Bank account service charge	Lloyds Bank	£4.25
19/08/2026	Warning signs for chalk pit fencing	Direct Signs	£372.06
28/08/2026	Clerk's salary August	Karen Nadin	£779.52

CE advised that in preparation for the budget and precept discussions for 2027/28, at the October meeting councillors will be presented with the current budget, spend to date and projection for the remainder of the 2026/27 financial year. Councillors will be asked at that meeting to then consider their individual portfolio budget requirements and present those to the November meeting, where the level of Precept, reserves (General and ear-marked) will also be reviewed. This timetable will enable a budget to be finalised and approved at the December meeting of the council. CE will handover the Finance portfolio lead to KG wef 1 April 2027.

10. Neighbourhood Development Plan (Review) Update

CE provided an update on progress to date. The revised NDP now includes a section on site selection and modification of housing mix that reflected the housing needs survey and NDP survey previously undertaken. The revised plan also considers the 2026 National Planning Policy Framework (NPPF) with updated text references throughout. Although work on the draft Local Plan has now ceased, a new Local Plan will be developed in the future and at this stage it is unclear as to whether the currently allocated site for 20 houses in Upper Clatford will be included in any new plan. A meeting held on 13 August of the NDP Steering Group had considered whether to continue to include the allocation in the NDP, the advice from the consultant was to continue to include it. Members of the Steering Group unanimously agreed to recommend to the PC that the allocation should remain in the NDP. TVBC have confirmed that as the NDP includes a development Strategic Environmental (SEA) and Habitat Regulations (HRA) Assessments will be necessary.

11. Chalk Pit Project Update

RB advised nothing to report at this meeting. An update will be brought to the October meeting of the council.

12. Grounds Maintenance Update

PL reported that grounds and hedges are due to be cut imminently.

13. Parish Council Trees

RH preparing letter to residents of The Green to gauge views on possible tree planting by the Parish Council.

14. Play Parks Update

CW reported all parks in good order with no significant issues reported. Requested greasing of squeaky see-saw at Balksbury Bridge play area. **ACTION - PH to oil/grease see-saw.**

15. Play Park Proposal Update

RHk has discussed the survey results with the TVBC Community Engagement Officer who has agreed that the results and comments show sufficient community support and engagement in the project should a grant application be put forward.

16. Sports Field & Pavilion Update

- Sports Pavilion - RHk provided an update on informal discussions that he had had with a local surveyor who had agreed that a detailed inspection and survey would be necessary in order to comply with any future planning applications or grant requests. **ACTION - RHk to investigate further and update to a future meeting.**
- Sports Field – councillors had considered and had no objections to the football club altering the sizes of the marked pitches on the sports field. **ACTION – RHk to update the football club accordingly.**

17. Highways Update

RH reported that overgrown hedges along Watery Lane had been reported to HCC and that some recently identified overgrown roadside vegetation on Sam Whites Hill would also be reported online**. ACTION – RHk to report online to HCC.** The Southern Water sewer works are ahead of schedule with the next step to connect the new pipes to the system.

18. Footpaths Update

RB reported that the Conservation Group met recently and cleared the footpath at the back of Anna Valley to Bury Hill Meadows. Green waste is regularly being fly-tipped on the triangle of land between the footpath, cycle path and Watery Lane. Councillors agreed a letter should be issued to local residents highlighting that green waste should be disposed of at HCC recycling centres or on owners land. **ACTION – letter to local residents to be sent.**

19. Community Resilience Update

JK provided an update on work undertaken thus far which is currently being reviewed. A further update will be provided at the October meeting.

20. External Meeting Attendance Updates

Nothing to report to this meeting.

21. Date of Next Meeting

RB confirmed the date of the next meeting as Wednesday 14 October at 7.00 pm in the King Edward VII Memorial Hall (village hall).