

**TICHBORNE PARISH COUNCIL**  
**Minutes of the meeting of Tichborne Parish Council held at the Alresford Golf**  
**Club Tichborne at 7.00pm on Tuesday 18<sup>th</sup> November 2025.**

**26/33) Apologies.**

Mr R Foot	Councillor (late arrival)
Mr N Kinder	Chairman
Ms M Philibert	Councillor
Mr A Stewart	Councillor

**Present.**

Mr R Foot	Councillor (from 7.19pm)
Mr A McWhirter	Councillor
Ms L Robbins	Councillor
Mr C Spicer	Councillor
Mr N Bolton	District Councillor
Mr J Pett	District Councillor
Mr J Williams	County Councillor
Mr B Gibbs	Clerk

Cllr Robbins took the chair in Cllr Kinder's absence.

**26/34) Declarations of Interest.**

a) None recorded. The Clerk commented that members will be asked to approve a new Members Code of Conduct later in the meeting. As part of this exercise there will be a new Declaration of Pecuniary Interests from to complete from this point onwards.

**26/35) To approve the minutes of the ordinary meeting of the Parish Council of Tichborne held on the 9<sup>th</sup> October 2025 (Previously circulated).**

Cllr Robbins proposed and Cllr Spicer seconded the proposal that the minutes the meeting of the Parish Council of Tichborne held on the 9th October 2025 be approved.

It was **resolved** that these minutes be accepted as an accurate record and they were duly signed by the Chairman of the meeting.

**26/36) Public Session**

There were no members of the public present.

**26/37) County and District Council reports.**

District Cllr Bolton presented a joint report alongside District Cllr Pett.

Cllrs Bolton and Pett reported about the latest Boomtown application SDNP/25/04410/NMA. This application amends the date conditions of the previous application SDNP/24/05303/FUL. Cllr Bolton said the requested amendment would not remove Condition 1 of the approval notice which specified that the permission is for a limited period expiring on 31st December 2025. He commented that the latest application is purely for the removal of the reference to the temporary period in the decision notice in the paragraph prior to the listing of the conditions.

Chairman's signature .....

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Cllr McWhirter commented that there is a great deal of confusion and uncertainty about this application. He asked if there is any need for an application of this nature to be submitted bearing in mind it would take time and cost money to progress this.

Cllr Williams spoke about the County Council's 2026/27 budget consultation. From 4th November to 7th December Hampshire County Council are asking for people's views on its budget for 2026/27. The views submitted through this consultation will be collated and used to understand the potential impact of these service change proposals on local residents, service users and other stakeholders and how they could be adapted in light of these, and any alternative approaches suggested. Responses will be used to inform the Council's decisions on its budget for 2026/27.

## **26/38) Finance and Orders for Payment.**

a) The Clerk proposed the following orders for payment as follows:

18/11/2025	ALRESFORD GOLF CLUB	50.00	644.47
07/11/2025	HMRC	108.43	694.47
06/11/2025	BRENDAN V. GIBBS	118.80	802.9
29/10/2025	ICO Z9636550	47.00	921.7
24/10/2025	HUGO FOX	23.99	972.95
10/10/2025	ALRESFORD GOLF CLUB	25.00	896.94

The Parish Council **resolved** to approve these orders for payment.

b) Tichborne Parish Council Budget 2026-27.

The Clerk once again provided a note of the following sums of money that are earmarked for a specific purpose and do not sit within the general reserve.

The Parish Council has received the following sums of money from the Boomtown Community Fund since 2016.

Boomtown Fair 2016 £2,000  
Boomtown Fair 2017 £700  
Boomtown Fair 2018 £700  
Boomtown Fair 2019 £700  
Boomtown Fair 2022 £2,500  
Boomtown Fair 2023 £2,000  
Boomtown Fair 2024 £2,500

So far, the Parish Council has spent £1,000 as a contribution to the Cheriton Play Area, £1,000 as a contribution to the community defibrillator and £400 towards the refurbishment of the Bakeland Gardens play area.

This leaves a sum of £8,700 held by the Parish Council on behalf of the Boomtown Community Fund.

There is also an earmarked sum of £300 from the Boomtown Community Fund allocated towards the Cheriton Play Area sink fund for its future maintenance, repairs and renewals.

The Parish Council also holds the sum of £2,944.63 as a CIL contribution from the South Downs National Park Authority.

In total the Parish Council holds a total of £13,944.63 that sits outside of its general reserve.

Other non-precept income will rise in 2026-27 due to the fact that there will be a greater VAT reclaim in the year.

The full budget is published as follows:

Chairman's signature .....

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	2025-26	2026-27	
<b>UNPRECEPTED INCOME</b>			
Interest	0.00	200.00	Savings account at Lloyds
Boom Town Fair	1500.00	1500.00	£2,500 received in 24-25
VAT Reclaimed	188.00	1028.00	More VAT paid in 25-26
	<b>1688.00</b>	<b>2728.00</b>	
<b>GENERAL ADMINISTRATION</b>			
Clerk's Wages	1853.00	1880.00	SCP14 NJC 2025-26
Stationary/Printing	50.00	50.00	£66 claimed up to 18/11/25
Postage	15.00	15.00	<8 claimed up to 18/11/25
Telephone (Inc Broadband)	30.00	30.00	£60 claimed up to 18/11/25
Fuel	120.00	120.00	£151 claimed up to 18/11/25
Insurance/Parish Council	356.00	380.00	FAR re-valued in 2023-24
Audit Fees	250.00	250.00	No change expected
New Councillor Training	100.00	100.00	Election in May 2026
Councillors Expenses	60.00	60.00	Travel and casual expenses
Elections	0.00	0.00	£1,000 earmarked 2017-18
Room Hire	200.00	200.00	Fee increased to £30
Chairman's Fund	150.00	150.00	APA and other expenses
	<b>3184.00</b>	<b>3235.00</b>	
<b>ASSET MAINTENANCE</b>			
Grips clear out	250.00	250.00	Last done Winter 22-23
Bus Shelter repairs	0.00	0.00	£1200 earmarked 2016-17
Street signs	0.00	0.00	To be further considered
Noticeboards and repairs	200.00	200.00	To be further considered
Community Defibrillator	0.00	0.00	£100 earmarked 2020-21
	<b>450.00</b>	<b>450.00</b>	
<b>FEES/GRANTS</b>			
Information Commission	35.00	47.00	Discount for DD
HALC	180.00	200.00	
Website	240.00	480.00	gov.uk domain in 2025-26
Tichborne Park Cricket Club	300.00	300.00	
St Andrews Church (S137)	400.00	400.00	To be further considered
Cheriton Play Area	0.00	0.00	£300 earmarked from BCF
The Olive Branch	300.00	300.00	
Alresford Show	300.00	300.00	
HIOW Victim Support	100.00	100.00	To be further considered
Perins School	500.00	0.00	To be further considered
Citizens Advice Winchester	300.00	300.00	
Payroll processing fees	120.00	120.00	
Other Section 137 Grants	0.00	0.00	
	<b>2775.00</b>	<b>2547.00</b>	
<b>EXPENDITURE</b>	<b>6409.00</b>	<b>6232.00</b>	£2,300 Earmarked Funds
<b>UNPRECEPTED INCOME</b>	<b>1688.00</b>	<b>2728.00</b>	
<b>PRECEPT REQUIREMENTS</b>	<b>4439.00</b>	<b>4428.00</b>	
Tichborne Band D Rate 2025-26 is £36.93			

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It was noted that the Clerk's salary costs being calculated at a rate of £15.31 per hour (SCP 14 1<sup>st</sup> April 2025) with up to 10 hours work each month.

The 2025-26 award was published in September 2025 and was backdated to 1<sup>st</sup> April 2025.

It was **resolved** to set the Clerk's salary budget as £1,880 for the year 2026-27.

It was agreed to allocate a budget of £250 to cover the cost of the Parish Council's Internal Audit for the 2025-26 financial year.

Other expenses that would normally to be considered are the room hire costs for each meeting, the fees relating to membership of the Hampshire Association of Local Councils (HALC) and the Information Commissioner's Office (ICO) annual registration fee. Consequently, the figures £200 for the HALC fee and £47 for the ICO fee (now paid as a direct debit) were allocated to each of these items.

A full review and re-valuation of the Fixed Asset Register was completed in 2023-24 it was agreed to allocate a budget of £380 to cover the cost of the Parish Council's insurance policy in 2026-27.

The Chairman's Fund is used to cover the costs of refreshments at the Annual Parish Assembly and other sundry items. It was agreed that this figure would remain at a level of £150 for 2026-27.

The following organisations were allocated a total of £300 (three hundred pounds) each in grant funding for 2026-27: Tichborne Park Cricket Club, The Oliver Branch Christian Counselling Service, the Alresford & District Agricultural Show, The Perins School.

The Hampshire and Isle of Wight Victim Support was allocated a sum of £100 and the Winchester District Citizen's Advice was allocated the sum of £300.

In addition, a discussion took place about the level of support provided for the maintenance of St Andrew's Churchyard. As a result of this discussion, it was agreed to allocate a sum of £400 to the St Andrew's Church PCC for 2026-27.

It was proposed by Cllr McWhirter and seconded by Cllr Robbins that Tichborne Parish Council approves a working budget of £6,232 for the year 2026-27.

It was **resolved** to accept the budget for 2026-27 with a total planned expenditure of £6,232.

d) Tichborne Parish Precept 2026-27.

**TICHBORNE PARISH COUNCIL PRECEPT 2026-27**

	2025-26			2026-27			Precept Increase
	Tax Base	Precept £	Council Tax Band D (£)	Tax Base	Precept £	Council Tax Band D (£)	
TICHBORNE	120.20	4,439	36.93	119.90	4,439	37.02	0.2%
TICHBORNE	120.20	4,439	36.93	119.90	4,428	36.93	0.0%
TICHBORNE	120.20	4,439	36.93	119.90	4,407	36.76	(0.5%)
TICHBORNE	120.20	4,439	36.93	119.90	4,382	36.55	(1.0%)
TICHBORNE	120.20	4,439	36.93	119.90	4,340	36.20	(2.0%)
TICHBORNE	120.20	4,439	36.93	119.90	4,317	36.01	(2.5%)
TICHBORNE	120.20	4,439	36.93	119.90	4,296	35.83	(3.0%)

The Clerk commented on a draft calculation on the precept for 2026-27. Although this was not approved at this meeting, the Clerk circulated the document to the meeting and it is published above.

Chairman's signature .....

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e) To review the Financial Risk Assessment for 2025-26.

The Clerk reported that he had updated the VAT information within the 2025-26 Financial Risk Assessment. This version will be published on the website in due course.

f) Model Code of Conduct.

The Clerk provided a verbal report on the revised Model Councillor Code of Conduct. This was first published in 2021 and many Parish Councils have now adopted it. As part of this process, there will be an updated and enlarged Disclosure of Pecuniary Interests form that contains additional categories of interests that are declarable (and required to be registered), including 'Other Registerable Interests'.

Cllr Robbins proposed and Cllr Spicer seconded the proposal to adopt the revised (LGA January 2021) Model Councillor Code of Conduct.

It was **resolved** to adopt the revised (LGA January 2021) Model Councillor Code of Conduct and to publish a document to announce this on the Parish Council's website.

#### **26/39) Planning & Licensing.**

a) Planning applications and decisions received from the South Downs National Park Authority.

SDNP/25/04410/NMA: Non-Material Amendment of SDNP/24/05303/FUL - Amend the wording of the decision notice to remove the following wording: 'for a temporary period expiring on 31 December 2025'.

Boomtown Festival UK Ltd and Matterley Farm, Alresford Road, Ovington, Hampshire, SO24 0HU.

The Parish Council recorded the following comments.

The Parish Council is of the view that this application appears to be spurious in that it seems to achieve no purpose or benefit. It is unnecessary and consideration of it would simply waste the time of the planning authority.

Since the applicant has recently stated that they will be submitting a section 73 planning application for a five-year planning permission (even though the above application has not yet been considered), we can only assume that the above application is considered by the applicant to be unnecessary.

b) Planning applications and decisions received from Winchester City Council.

There were no planning applications to receive.

#### **26/40) To note correspondence received and not discussed elsewhere on this agenda.**

There was no other correspondence to receive.

#### **26/41) Environment, Highways & Transport.**

a) Parish Lengthsman Scheme.

The Lengthsman visited the village on November 5<sup>th</sup>. Cllr Robbins will report back between meetings on the work done. She would like to thank the Grange Farm Partnership for their work in cutting back the verge side hedgerows.

b) Councillor roles and responsibilities.

Nothing to report.

c) Finger posts in the village.

Chairman's signature .....

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Cllr Kinder was absent and was unable to provide a report. It was agreed to carry this item over into the spring of 2026.

**26/42) Any other reports that the Chairman deems urgent – NO DECISIONS to be made.**

Cllr Robbins commented that from now on there should be a contribution to a wreath for the Cheriton Remembrance Service paid for out of the Chairman's fund.

**26/43) Exempt Business:** To pass a resolution in accordance with the Public Bodies (Admission to Meetings) Act 1960 to exclude the public and press from the discussion of the following matters where publicity might be prejudicial to the special nature of the business.

There were personnel matters to discuss.

As there was no further business the meeting closed at 8.31pm

Members of the Tichborne Parish Council are summoned to the next meeting of the Parish Council to be held on the 17<sup>th</sup> March 2026 at Alresford Golf Club.

**Brendan Gibbs,  
Clerk to the Parish Council of Tichborne.**

Chairman's signature .....

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**Exempt Business:**

**26/44) Personnel matters.**

a) The Parish Council reviewed the NJC 2025-26 pay scales that it was contractually obliged to pay as part of the Clerk's contract of employment.

It was **resolved** to pay the Clerk's NJC pay scale 2025-26 SCP 14 (£15.31p) backdated to 1<sup>st</sup> April 2025.

As there was no further business the meeting closed at 8.31pm.

**Brendan Gibbs,**  
Clerk to the Parish Council of Tichborne

Chairman's signature .....

date.....