

MINUTES OF THE PARISH COUNCIL MEETING

Thursday 19 October 2023, Village Hall, 7pm

Parish Councillors Nick Ralls (meeting Chairman), Alison Barker, Paul Barnes, Nigel Long;
Clerk Susan Turner; Guest: Parish Lengthsman Gordon Hunt; Members of the public 1.

1 WELCOME & APOLOGIES
Apologies received from Chairman Charles Holroyd; Ward and County Councillors.
Nick Ralls as Vice-chairman chaired the meeting.

2 PUBLIC SESSION No issues raised.

3 MINUTES OF PREVIOUS MEETING of 21 September, agreed and signed

4 DECLARATIONS OF INTEREST in items on the Agenda, none.

5 REPORTS TO THE MEETING

.1 Written report received from County Cllr Henderson APPENDIX I
Leading on HCC financial constraints County's budget shortfall is c£132m for the next two years; its finances 'stable' only until 2025/26. There is no sign at the moment of significant changes in Government funding or requirements. As such HCC is seeking to closing its budget gap by further changing and reducing services to only those the council must legally provide. Decisions are to be made by HCC Full Council in November; some proposals may then be subject to further more detailed public consultation.

.2 Parish Lengthsman report for October

- All parish assets are in good order.
- I have inspected all the salt grit bins they have sufficient supplies.
- Thames Water came to the pumping station at the end of last month. I enquired what was happening and they told me they were reading the pump to level it up and said it was pumping at about half efficiency. I have not seen anyone since.
- The Elder bush in the play area fence is still in an unruly state as there are two squabs sitting in the nest. I am keeping a close eye and will tidy it up when they have left.
- I am about to report the state of the roads in and around the village, all of them are riddled with pot holes. Whether that is the best way or should I report each road as a separate report?
- I have not walked the FPs this month I haven't heard of any problems.
- I intend to do my road-by-road litter pick in the next few weeks now some of the vegetation is starting to recede.

Potholes – Discussion – Reporting each problem with potholes road by road would ensure all are logged, considered and a response required; and potentially attract more attention. All the patching now disintegrating; a pothole on Church Street about six inches deep, a hazard to cyclists particularly when filled with water. Pedestrian recently damaged ankle in pothole, not just an issue for motorists. Parish Council thanks to Gordon Hunt for acting on this.

6 PLANNING Update on recent planning applications **APPENDIX II.**

.1 Tree applications for discussion

T/00432/23/TCA (Validated 04 Oct) Upton Grey Place. T1 Whitebeam (*Sorbus aria*) rotting at base due to age, dying; fell and replace with a native tree. T2 Mulberry (*Morus nigra*) canopy reduction to half its height, approximately 10 to 15m. (It is in decline behind a close-board fence with concrete inset post installed prior to our purchase of the property.) T3 Ash (*Fraxinus excelsior*) with Ash die-back disease; fell and replace with native tree. Parish Council comments: Professionally informed maintenance, replacing the trees seems to be in line with ongoing work, no objection.

T/00418/23/TCA (Validated 27 Sept) Portland House, Cleves Lane. T1 Silver birch: crown reduce leaving a finished height of 6m and a crown spread of 3m. T2 Eucalyptus: crown reduce leaving a finished height of 8m and a crown spread of 3m. Noted similar work done some seven or eight years ago, not significant trees in the landscape.

T/00407/23/TCA (Validated 21 Sept) Cedar House, 3 The Arboretum. T1 Persian Ironwood – Crown reduce leaving approximate canopy height and spread of 4x4m. No objection.

.2 Neighbourhood Plan update

Robyn Milliner of EP Planning (formerly of BDBC Planning Policy) offered brief Neighbourhood Planning update via Teams, attended by Chairman and Clerk. Notes:

- Positive message re ongoing support for Neighbourhood Plans and continuing funding of £10K plus an additional £8K if make use of the funded support packages.
- Proposals for the 'fast-track' versions of the Neighbourhood Plans (NP) within the Levelling Up & Regeneration Bill will be in addition to, not replacing, the current form of NP.
- So nothing really changing – still comes down to reasons for doing this.
 - A current, adopted NP gives Policy protection for an additional two years if the Local Plan is without a Five Year Land Supply – but only if the NP allocates sites.
 - If starting an NP now, it will be earliest two years to examination and adoption. Current Local Plan scheduled for adoption Summer 2025 with Land Supply restored.
 - Upton Grey has no Policy SS5 housing allocation in the Draft Plan Update, so no requirement to allocate sites.
- There is no requirement for an NP to have a housing allocation. Doesn't bring the Land Supply two years' protection, but with a newly adopted LP that won't be relevant. The process is more straightforward (generally less controversial) if not allocating sites.
- Once an NP is in place, much easier, more speedy process to update. Future-proofing?
- Dedicated volunteers required. Consultant expertise is funded but need local input; the Plan's value reflects of the work put into it, and can take a lot of work.

Discussion The intent of a Neighbourhood Plan is as a Neighbourhood Development Plan. Works best for larger place with allocated development, larger pool of volunteers. A lot of work and limited benefit for Upton Grey. – Not reason not to go ahead if have willing volunteers. – Benefit in increasing local planning knowledge and engagement.

.3 Local Gap – To define extent of proposed Gap between Upton Grey and Weston Patrick / Weston Corbett. Initial proposal at **APPENDIX III**.

ACTION To circulate proposals; to consider for next meeting.

.4 Local Plan Update – Council leader and Planning portfolio holder seeking to arrange visits to all Parish Councils. Now scheduling additional dates in January; they are available for Parish Council meeting date of 18 January. See 'Next Meetings' at item 12 below.

.5 MSA J6 MOTO application update Email received from Old Basing Parish Council (10 October 2023) recognising Local Parishes' collective opposition to the proposal. Further note from Old Basing that: 'We have contacted our Planning Consultants to seek their advice on what further steps should be taken by the Parish Council. They do not feel at this stage that they can add value and that our objection, coupled with many others, is a sensible and proportionate response.'

7 JUBILEE (QUEENS GREEN CANOPY) TREE

AGREED Location for planting a group of three x Hawthorn at the Recreation Ground. **APPENDIX IV**.

8 FINANCE AND GOVERNANCE

.1 Accounts to date Reconciliation at 19 October = £42,247.01 **APPENDIX V**

Payments

Payments since the last meeting of 21 September

29	Saunders 1903 – Maintenance Contract-SEPT	£279.00
30	Lengthsman – Salary SEPT	£61.60
31	Clerk Salary – SEPT	£528.00
32	HMRC – PAYE (July-A-S) Clerk £396 + LM £46.20	£442.20
33	Clerk Salary – June	£528.00
34	Do the Numbers – Internal audit 2022/23	£190.00
35	QGC – Penwood Nurseries – 3 x Hawthorn+stakes+ties	£193.50
36	QGC – RBLI – Plaque & stand	£154.99
37	QGC – Saunders – Planting hawthorn x 3	£160.00
38	SR-WEL Medical – Defib pads-Inv-#I268125	£71.94
39	Hugo Fox – Website hosting 12 months	£122.28

Payments pending

Saunders – Maintenance Contract-OCT	£279.00
Lengthsman – Salary-OCT	£61.60
Clerk Salary-OCT	£528.00
Tim Cannons – VH decorating	£3,600.00

Income of note since last meeting

Six months' Precept £9,203.50; Ward Cllr Community Grant (Jubilee tree) £450.65

For signature (p2 of 4)

.2 Grant funding update

BDBC's Community Infrastructure Fund (CIF) – Application submitted on behalf of Village Hall for new kitchen and dishwasher. (Feedback from BDBC that the fund oversubscribed.)
Ward Councillor Community Grants

2022/23 grant – Received £450.65 for Jubilee tree(s), plaque and planting.

2023/24 grant stream – Application for £440.83 submitted on behalf of the Village Hall Committee for new cutlery (23 x sets of 23).

.3 Parish & Town Council Investment fund

AGREED To approve Parish Council application to HCC Parish & Town Council Investment fund for Village Hall Energy Efficiency Audit @ £1,495 plus VAT.

.4 Budget and 2024/25 Precept Precept application to be considered November meeting, forms to be signed and submitted January meeting.

BACKGROUND Reduction in the 2022/23 Precept to 'pay back' £10K to residents (agreed and requested for legal and planning consultant fees but not used). This reduced the 2022/23 Precept to £15,250 (below 2018/19 level). Because of sufficient reserves, agreed to rebuild the Precept gradually back to a sustainable figure.

From January 2023 minutes Precept request of £18,605 for 2023/24 (22% increase). This in line with (still slightly below) the 2020/21 Precept figure – before the anomalies of this year and last. Bringing the Precept close to sustainable levels, while avoiding the alternative of a much larger percentage increase.

NOTES This year's (2023/24) Precept = £18,605 / 382.2 = 48.68 per band D household. A c£5K deficit was budgeted for this year; Latest estimate shows deficit of c£2.5K.

An increase of £10% on this year would bring the 2024/25 Precept to £20,465.50 (in line with 2021/22 discounting the £10K 'surcharge' for legal fees).

£20,465.50 / 382.2 (this year's tax base) = £53.55 per band D household.
 BDBC tax bases for 2024/25 due to be published in early January.

FOR CONSIDERATION November meeting.

9 HIGHWAYS AND TRAFFIC

.1 Speed limit reminder signs Purchase order submitted for visit every three weeks for six visits @ total £300 beginning with Weston Road. Start date pending.

.2 HCC Letters for use by Parish Councils re overgrown vegetation and ditch clearance.

APPENDIX VI.

Email of 12 October 2023 from HCC Portfolio holder for Highways, Transport & Infrastructure – now Universal Services – Nick Adams-King.

'I'm writing having been asked by a number of parishes to offer some assistance in relation to two highway issues that cause frustration in many local communities. Specifically blocked ditches and watercourses – which can lead to flooding, and overgrown vegetation which can encroach onto the public highway.

'While it is important to acknowledge these matters typically fall under the County Council's jurisdiction requiring an established, but sometimes lengthy, legal procedure be followed, I recognise the benefit of proactive communication and engagement with residents before formally involving the Highway Authority.

'To that end and to assist you in addressing these concerns locally, I am providing two pre-approved letters you may wish to utilise for these purposes. The letters have been reviewed and sanctioned by the Highways team, and also Hampshire County Council's Legal Team. It is very important that the letters are not altered, or additional wording added, as this could potentially affect the County Council's subsequent actions if landowners do not respond appropriately.

'Let me emphasise that you DO NOT have to use the letters if you do not wish to do so. You can continue to report issues to HCC Highways who will address them for you.'

.3 Weston Road verges and ditch banks have been cut apparently in line with their RVEI (Road Verges of Ecological Importance) status. However the RVEI covers the extent of verge on the south side of Weston Road to the Parish boundary; the cutting extends only as far as Weston Close. **APPENDIX VII**

ACTION Clerk to contact HBIC / Highways re the whole length of verge being cut.

For signature (p3 of 4)

.4 Public rights of way

FP 8 hedges behind Weston Road houses still encroaching. Alison Barker seeking to make contact with the Dower House.

10 POND

.1 Alder tree at the pond. Awaiting tree surgeon inspection.

.2 Pond management – Proposal to cut back the Iris and pond sedge. Quote received from the pond company who made a good job of repairing the banks and securing the liner.

ACTION Clerk to seek additional quotes.

11 FURTHER UPDATES / REPORTS

.1 Village Hall – management options Upton Grey Village Hall is currently managed as an unincorporated charity by the Village Hall Committee as trustees, with the Parish Council as the holding trustee. A different option would be a charitable trust with the Parish Council as sole trustee; in which case, the Village Hall Committee would be volunteers only.

In any case where the Village Hall is run as a charity – it will be run according to charity rules including rules on VAT.

Should the Village Hall not have charitable status; should it be run by or on behalf of the Parish Council according to Local Government rules, then that would include Parish Council rules on VAT and the ability to reclaim VAT.

Discussion All the recent work at the Village Hall may have triggered a focuss on VAT which in the usual day-to-day running of the hall is much less of an issue. In terms of grant funding, in many cases, the Parish Council can apply on behalf of the Village Hall.

.2 Thames Water and pumping station

Update from Thames Water operations manager – email received 17 October 2023.

'Updates re Upton Grey are

'The pumping station is now back up and running, blockage cleared and all working well.

'The upgrade to the station has now commenced; it is major works that are under way, valve replacements and a new panel upgrade, which is an extensive piece of work. Although this will take some time, the Projects Team are confident works will be completed this year.

'There should be little disruption to the running of the site and the upgrades will make the site more efficient in the long term.'

Further update from Parish Lengthsman that a 'man with a white van' had been cleaning up around the pumping station. Unclear who he was working for but the pumping station now looking pretty tidy.

12 NEXT MEETINGS

Next Parish Council meeting 7pm, Thursday 16 November, Village Hall

For January, to confirm a meeting date for BDBC Council leaders to attend. Scheduled meeting date would usually be 18th January

ACTION Clerk to circulate email following the meeting to confirm date.

Meeting closed 8.15pm with thanks to all

For signature (p4 of 4) Date

APPENDIX I CLLR JULIET HENDERSON – HCC REPORT – October 2023

HCC financial planning this autumn The financial challenges facing the County Council, and local government nationally, are well documented. Each year, it costs more to deliver public services, but the money received from central Government and council tax increases is not enough to meet the extra costs, which results in a deficit. High inflation and growing demand for local services means that in the two years up to the 2025/26 financial year, the budget shortfall is expected to rise considerably to £132m, one of the biggest deficits the County Council has ever faced.

Proposals this autumn set out options for how Hampshire County Council could close this budget gap and come on top of over £0.6bn of spending reductions already delivered since the start of national austerity. Hampshire is in a better financial position than most other county councils, and while the Authority's finances are stable until 2025/26, future stability relies on central Government fundamentally changing the way that local government services are funded, or reducing what councils are legally required to deliver.

In the absence of any immediate Government action in this regard, Hampshire County Council must plan on the basis of closing the budget gap itself, applying a combination of tactics to help balance the books, including changing and reducing services and delivering only those services which the council must legally provide.

A final decision is to be made by the Full Council in November. After this, some proposals may then be subject to further more detailed public consultation.

Transforming in-house nursing and specialist care A 10-week public consultation is now underway on proposals that would see £173 million invested over the next five to six years to transform and expand the future of nursing and specialist accommodation directly provided by HCC for the county's growing older population. The proposals recommend concentrating on the delivery of specialist nursing care, complex dementia care and short-term support – to either prevent a hospital admission or support a hospital discharge, so ensuring care could be provided more cost effectively.

The proposals include:

- Building new nursing homes in Havant, Winchester and the New Forest
- Modernising and expanding care at existing homes in Basingstoke, Aldershot and Emsworth
- Withdrawing over time from the direct provision of residential care, with the closure of a number of the council's older homes.

More detail and a link to the consultation can be found at

<https://hampshirecc.welcomesyourfeedback.net/s/HCC-Care2023>.

The consultation closes on 12 November 2023 with a final decision expected in February next year.

Countryside Services - Parish Pages Parishes, town councils and other local groups may find the Parish Pages page on the HCC website a useful source of countryside information, including opportunities for grants and funding, information about Parish Pollinators, becoming a Volunteer, Countryside Canines and a guide to rights of way for parishes and communities. In addition, the Definitive Map is useful in identifying and locating rights of ways -

www.hants.gov.uk/landplanningandenvironment/rightsofway/definitivemap

Increased payments to local residents hosting Ukrainian families The county council has announced that it will be paying an extra £200 per month to all Hampshire residents hosting Ukrainian guests as part of the Government's Homes for Ukraine Scheme, until the end of March 2024. This takes the monthly payment to £700, which is above the Government's current guidance for local authorities.

Funding to save the UK's rarest orchids Hampshire County Council has secured £98,000 funding from Natural England to help rare helleborine orchids to thrive. The conservation project aims to create protected habitats for the endangered plants at sites in East Hampshire.

Older Driver Awareness Week 2 October marks the start of Older Driver Awareness Week.

Hampshire County Council are running two webinars this week which may be of interest:

Tuesday 3 October 2023 13.00 to 14.15 Register for 'Compensating for Ageing Effects on Driving'

Thursday 5 October 2023 10.00 to 11.15 Register for 'Is Your Driving as Safe as You Think It Is?'

New police stations for Hampshire The Police and Crime Commissioner for Hants & Isle of Wight, Donna Jones, has announced a plan to open ten more police stations and front counters over the next 18 months, with the aim of increasing police visibility and making them more accessible to the public.

The number of police front counters will increase from 13 to 23, with new front counters in Cowes, Portsmouth Central, Park Gate, Petersfield, Totton, Ryde, Yateley, Eastleigh, Cosham and Gosport.

APPENDIX II

PLANNING UPDATE 14 OCT 2023

APPLICATIONS NEW SINCE LAST MEETING

T/00432/23/TCA (Validated 04 Oct 2023) Upton Grey Place, Upton Grey Road) Three trees in question are numbered in accordance with the plan. They have been identified by professionals as needing urgent attention and the recommendations are as follows: Tree 1 is a Whitebeam tree (*Sorbus aria*) which is rotting out at the base due to age and consequently dying and in need of felling and replacing with a native tree. Tree 2 is a Mulberry Tree (*Morus nigra*) for which we have been recommended a canopy reduction to half its height, approximately 10 to 15 metres. It is in decline behind a close-board fence with concrete inset post installed prior to our purchase of the property. Tree 3 is an Ash tree (*Fraxinus excelsior*) with Ash Die Back Disease. It is in need of felling and replacement with a native tree.

T/00418/23/TCA Portland House Cleves Lane. (Validated 27 Sep) T1 Silver birch: crown reduce leaving a finished height of 6m and a crown spread of 3m. T2 Eucalyptus: crown reduce leaving a finished height of 8m and a crown spread of 3m.

T/00407/23/TCA (Validated 21 Sep 2023) Cedar House, 3 The Arboretum. T1 Persian Ironwood - Crown reduce leaving approximate canopy height and spread of 4x4m

PROGRESS OF RECENT APPLICATIONS

23/02357/ROC (**Pending**, Validated 19 Sep 2023) Magellans, Baymans Lane, South Warnborough. Variation of condition 1 (plans) of 22/02755/FUL to decrease the size of the pool house with amendments to the roof of the pool house and plant building and an increase of the size of the pool.

T/00347/23/TCA (Withdrawn 04 October) Oaktree House 2 Limbrey Hill. 1 Lime: fell

T/00307/23/TCA (Approved 06 Sept) Cleves House, Cleves Lane. The works we are applying for are: Ground works and associated root severance to install root barrier (22m in length/ 4m deep). The reasons for the application are as follows: a. Trees have been positively implicated in subsidence damage. b. The proposal seeks to install a root barrier to isolate the trees from the building.

23/01630/HSE (**Granted** 21 September,) Upton House, Basingstoke Road. Erection of detached ancillary residential annex including carport, garden store with utility room at ground floor and living, bathroom and bedroom at first floor level.

23/01066/FUL (**Pending**, Validated 11 May 2023) Waverley Cottage, Church Street. Amended description – Demolition of existing garage/annexe structure and erection of a 2-bedroom dwelling and all associated works.

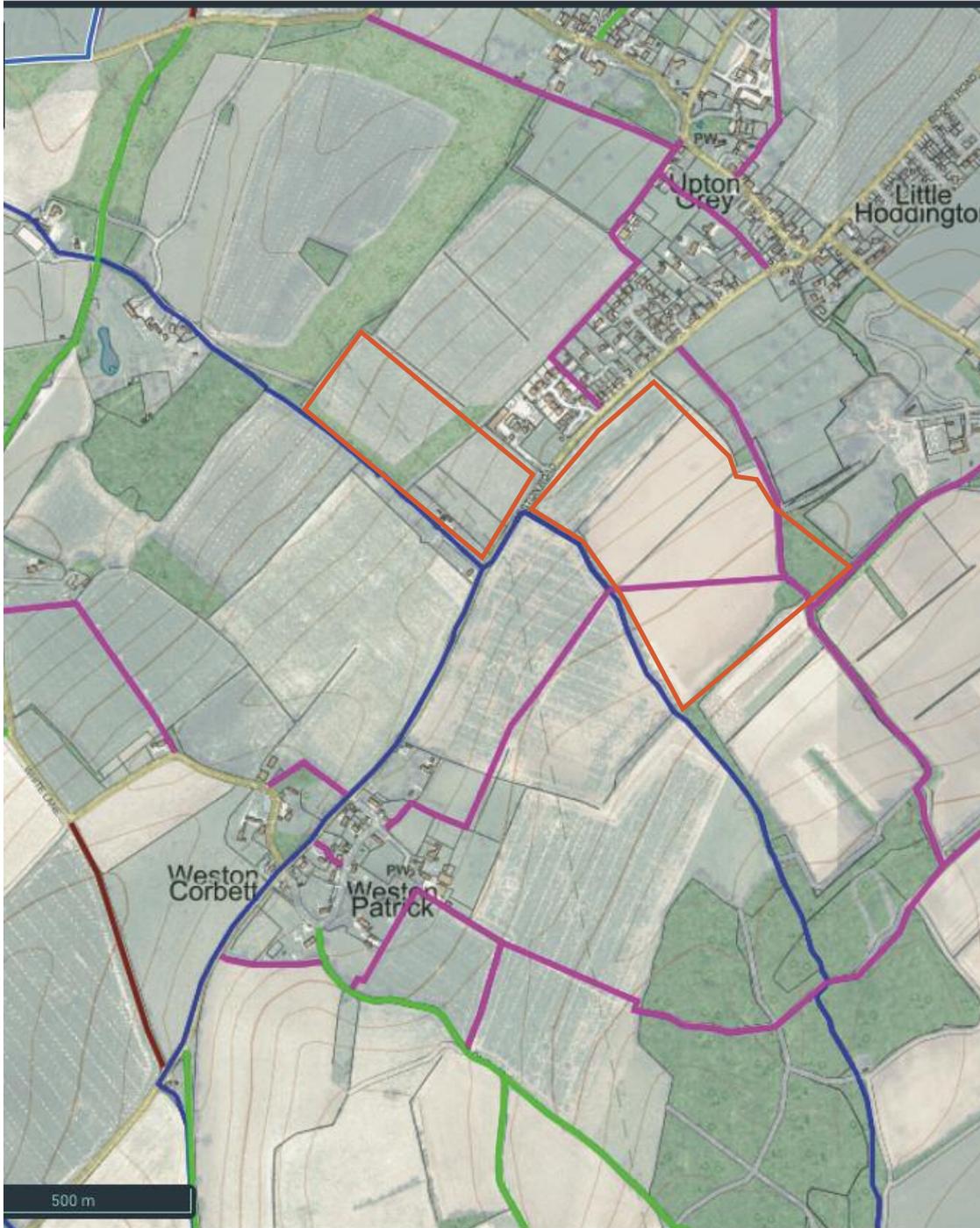
23/00957/LDEU (**Pending**, Validated 13 Apr 2023) Thursden Cottage, Basingstoke Road, Upton Grey. Application for a Certificate of Lawfulness for the existing use of the property known as Thursden Cottage as a self-contained dwellinghouse.

23/00015/REF **APPEAL**

APP/H1705/W/23/3317257 **in progress** (appellant / LPA final comments due 05 Oct). Land Adjacent To Meadows and Bidden Road. Erection of up to 16 no. dwellings (including 6no. affordable houses) with all matters reserved. (Final appellant / LPA comments 04 Oct)

22/00518/LBC (**Pending**, Validated 21 Feb 2022) Tile Barn Cottages, Little Dean Lane. Roof works. *Comments received from Society for the Protection of Ancient Buildings 23 March. Bat survey report of 17 July and 27 September posted to website.*

APPENDIX III LOCAL GAP INITIAL PROPOSAL
UPTON GREY AND WESTON PATRICK / WESTON CORBETT



APPENDIX IV LOCATION FOR QGC HAWTHORNS



APPENDIX V. – ACCOUNTS TO DATE

INCOME UPTON GREY 2023/24 -19-Oct									
Balance brought forward from April 1st 2023									£34,891.15
Date	Description	Precept	Grass cutting grant	Grants (other)	Tennis subs	S106	Bank interest	VAT reclaim 22/23	TOTAL
03/04/23	BDBC Coronation grant			£1,000.00					£1,000.00
12/04/23	VAT reclaim							£1,228.09	£1,228.09
24/04/23	Precept six months	£9,302.50							£9,302.50
24/04/23	BDBC Grass cutting grant		£1,292.47						£1,292.47
28/04/23	County Coronation grant			£1,000.00					£1,000.00
24/04/23	Precept six months	£9,302.50							£9,302.50
09/10/23	BDBC Ward Cllr Grant			£450.65					£450.65
2023/24	Bank Interest						£183.54		£183.54
TOTALS		£18,605.00	£1,292.47	£2,450.65	£0.00	£0.00	£183.54	£1,228.09	£23,759.75

Receipts and Payments Summary	
Start balance	£34,891.15
Plus Income	£23,759.75
Less Expend	£15,406.36
Balance	£43,244.54

Bank reconciliation	
Lloyds-Treasurers	£997.53
Lloyds-Business	£42,247.01
Balance	£43,244.54

TENNIS ACCOUNT		
Bal t/o from	2022/23	£9,583.48
Income	2023/24	
Expend	2023/24	£330.00
Balance		£9,253.48

TREASURERS ACCOUNT 3
UPTON GREY PARISH COU
£ 997.53 Current I
£997.53 Available funds
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range of card read
operates.

BUS BANK INSTANT 30-80
UPTON GREY PARISH COU
£ 42,247.01 B.

Income pending - Tennis subs £1,710

EXPENDITURE UG 2023/24 - 19 OCT					Salaries	Finance/ Governance	Community / Grants	Maintenance			Pond	Project	VHall / Shop	Tennis	VAT	TOTAL
	Invoice date	Paid date	Payee	Description				Contract	General	Playground						
1	24/03/23	03/04/23	John M Carter Ltd	Coronation marquee			£1,449.00							£289.80	£1,738.80	
2	29/03/23	06/04/23	Broadley Aquatics	Pond bank repair							£1,750.00			£350.00	£2,100.00	
3	16/03/23	24/04/23	CH for Parish Council	Village News retiring donation			£50.00								£50.00	
4	26/02/23	24/04/23	SR-ImperativeDefibshop	Defib replacement battery					£238.50					£47.70	£286.20	
5	10/04/23	24/04/23	HALC / NALC	Subs (incl NALC) 2022/23		£295.52									£295.52	
6	28/05/23	24/04/23	Saunders L/scape	Maintenance Contract-April				£244.00							£244.00	
7	April	28/04/23	Clerk	Salary April	£528.00										£528.00	
8	April	28/04/23	Lengthsman	Salary April	£61.60										£61.60	
9	11/04/23	22/05/23	PCC-forAndyLoos	Portaloos Church Fete			£286.00							£57.20	£343.20	
10	30/04/23	22/05/23	J-Harris Electrical	Electrical Works VH								£959.59		£191.92	£1,151.51	
11	16/04/22	22/05/23	BHIB	Insurance		£693.92									£693.92	
12	28/05/23	26/05/23	Saunders L/scape	Maintenance Contract-May				£279.00							£279.00	
13	28/03/23	22/05/23	PCC	Grant Church to Marquee			£500.00								£500.00	
14	May	30/05/23	Clerk	Salary May	£528.00										£528.00	
15	May	30/05/23	Lengthsman	Salary May	£61.60										£61.60	
16	19/06/23	22/06/23	Carters-43874	Tables and Chairs Fete			325.00							65.00	£390.00	
17	16/06/23	26/06/23	Saunders 1859	Maintn Contract-JUNE				£279.00							£279.00	
18	June	28/06/23	Lengthsman	Salary June	£61.60										£61.60	
19	26/06/23	03/07/23	BDBC-84009097	Playlnsp-2022/23						£208.33				£41.67	£250.00	
20	26/06/23	03/07/23	BDBC-84009098	Playlnsp-2023/24						£214.58				£42.92	£257.50	
21	A-M-J	03/07/23	HMRC A-M-J	PAYE CI £396 + LM £46.20	£442.20										£442.20	
22	08/06/23	05/07/23	Clearways Sport	De-mossing etc tennis court									£330.00	£66.00	£396.00	
23	19/07/23	26/06/23	Saunders 1885	Maintn Contract-JULY				£279.00							£279.00	
24	July	28/07/23	Lengthsman	Salary July	£61.60										£61.60	
25	July	28/07/23	Clerk	Salary July	£528.00										£528.00	
26	16/08/23	29/08/23	Saunders 1903	Maintn Contract-AUG				£279.00							£279.00	
27	Aug	28/08/23	Lengthsman	Salary Aug	£61.60										£61.60	
28	Aug	29/08/23	Clerk	Salary Aug	£528.00										£528.00	
29	26/09/23	26/09/23	Saunders 1903	Maintn Contract-SEPT				£279.00							£279.00	
30	Sept	28/09/23	Lengthsman	Salary SEPT	£61.60										£61.60	
31	Sept	29/09/23	Clerk	Salary SEPT	£528.00										£528.00	
32	J-A-S	02/10/23	HMRC J-A-S	PAYE CI £396 + LM £46.20	£442.20										£442.20	
33	June	02/10/23	Clerk	Salary June	£528.00										£528.00	
34	05/06/23	02/10/23	Do the Numbers	Internal audit	£190.00										£190.00	
35	28/09/23	02/10/23	Penwood Nurseries	3 x hawthorn+stales+ties								£161.25		£32.25	£193.50	
36	27/09/23	02/10/23	RBLI	QGC plaque & stand								£129.58		£25.41	£154.99	
37	02/10/23	02/10/23	Saunders	Planting hawthorn								£160.00			£160.00	
38	26/02/23	24/04/23	SR-WEL-Medica	Defib pads-Inv-#I268125					£59.95					£11.99	£71.94	
39	08/10/23	14/10/23	Hugo Fox	Website Hosting	101.90									20.38	£122.28	
TOTALS					£4,713.90	£989.44	£2,610.00	£1,639.00	£298.45	£422.91	£1,750.00	£450.83	£959.59	£330.00	£1,242.24	£15,406.36
					Salary	Finance/ Governance	Community	Maintn contract	Maintn general	Maintn playground	Pond	Project	VH	Tennis	VAT	TOTAL

APPENDIX VI. – HCC LETTER FOR PARISH & TOWN COUNCILS RE OVERGROWN VEGETATION AND DITCH CLEARANCE

Email of 12 Oct from Portfolio Holder for Highways, Transport & Infrastructure – now Universal Services – Nick Adams-King.

Dear Parish Council Chair and Clerk

I am the Cabinet Member for Universal Services here at Hampshire County Council, which includes responsibility for highways. I'm writing having been asked by a number of parishes to offer some assistance in relation to two highway issues that cause frustration in many local communities. Specifically blocked ditches and watercourses – which can lead to flooding, and overgrown vegetation which can encroach onto the public highway.

While it is important to acknowledge these matters typically fall under the County Council's jurisdiction requiring an established, but sometimes lengthy, legal procedure be followed, I recognise the benefit of proactive communication and engagement with residents before formally involving the Highway Authority.

To that end and to assist you in addressing these concerns locally, I am providing two pre-approved letters you may wish to utilise for these purposes. The letters have been reviewed and sanctioned by the Highways team, and also Hampshire County Council's Legal Team. It is very important that the letters are not altered, or additional wording added, as this could potentially affect the County Council's subsequent actions if landowners do not respond appropriately.

Let me emphasise that you DO NOT have to use the letters if you do not wish to do so. You can continue to report issues to HCC Highways who will address them for you.

Drainage: Report a flooding or drainage problem | Hampshire County Council (hants.gov.uk)

Vegetation: Report a tree or hedge problem | Hampshire County Council (hants.gov.uk)

Should you require any further guidance regarding the letter or subsequent communication with property owners, please submit an enquiry via our website at www.hants.gov.uk/transport/roadmaintenance.

I hope these letters offer a positive and proactive 'local' approach for your parish / town to collaborate with Highways officers, ultimately leading to more favourable and swifter outcomes. Your cooperation in this matter is gratefully appreciated and I welcome any feedback or concerns you have regarding the content or use of the letters.

I am looking to improve our offer of support to parish councils with further information about highways issues in the coming months. If you would prefer not to receive those emails do please let me know and we will remove you from the circulation list.

Thank you for helping to address these issues and ensuring the safety of your community. I hope you find the letters of use.

Best wishes

Nick Adams-King

APPENDIX VI.I – HCC LETTER FOR PARISH & TOWN COUNCILS

LETTER SUPPLIED BY HCC FOR OVERGROWN VEGETATION

Not to be amended

Dear Owner/Occupier

Overgrown vegetation at your property encroaching onto the public highway

I would like to advise you that we have recently (observed/been contacted about) vegetation that appears to be on your property, is overgrown and is causing an obstruction.

Overgrown trees and hedges next to footpaths and roads pose a real hazard to people who are disabled or who are visually impaired, and young children or other pedestrians who risk injury or damage to their faces or clothing from thorns and branches.

If the pavement (footway) is narrow or the obstruction is excessive, they may be forced into the road. This is particularly dangerous for wheelchair users or for people pushing a pram or buggy.

On junctions and bends overgrown hedges may obstruct sight lines and the clear view of motorists. They may also obscure traffic signs or streetlights, increasing the risk of accidents. The Highway Authority has a duty under the Highways Act 1980 to ensure that the highway is not obstructed.

Even small overgrowth can be hazardous particularly to blind and visually impaired people who often use property boundaries as a guide, or when a footpath is narrow. It is also a requirement that anything overhanging a footway must be at least 2.1m above the footway or verge, 2.4m above a cycleway and 5.2m above the road surface.

It may be the case that you are not aware of vegetation overhanging from your property. If you would like to discuss this matter further, or if you are not clear as to the extent of cutting back required, please contact the Parish Council.

In the meantime, I would therefore be grateful, if you are in a position to do so, to cut back your vegetation to within your boundary or above the heights previously specified. You may also want to consider regularly maintaining your vegetation, so it does not become an obstruction.

Please note that if you don't take action, this issue will be reported to Hampshire County Council, and they may be in contact to request action be taken.

Thank you for your understanding and co-operation.

Yours sincerely

APPENDIX VI.II – HCC LETTER FOR PARISH & TOWN COUNCILS

LETTER SUPPLIED BY HCC FOR DITCHES AND WATERCOURSE

Not to be amended

Dear Owner/Occupier

Maintaining Ditches and Watercourses at your property

I would like to advise you that we have recently (observed/been contacted about), a ditch/watercourse within or bordering your property which is in need of maintenance.

A watercourse is any natural or artificial channel above or below ground through which water flows, either year-round or only periodically. Watercourses are classified as either an 'ordinary watercourse' or 'Main River'.

Ordinary watercourses are watercourses that are not part of a Main River, including streams, ditches, drains, pipes, culverts etc. through which water flow. Main Rivers are typically larger streams and rivers, but some are smaller watercourses of local significance. To identify whether your watercourse is a Main River, search online for 'EA Main River Map'.

Landowners with watercourses on or adjacent to their land are called 'riparian landowners' and have a responsibility to maintain these watercourses. Main Rivers are managed nationally by the Environment Agency, with Hampshire County Council as the Lead Local Flood Authority managing ordinary watercourses. In both instances, these organisations have the power to enforce a landowner to maintain the watercourse on or adjacent to their land.

The Parish Council note that the ditch/watercourse is in a condition such that the proper flow of water is being impeded and is no longer functioning as an efficient drain. We understand that you may be the owner of the adjacent land and consequently you are responsible for maintaining the ditch.

It would be appreciated if you could you look at this to help manage flood risk in the area and arrange to clear this ditch/watercourse as soon as practicable in order to reduce the flood risk to your neighbours and residents of the parish.

In the meantime, if you would like any further information on ditch/watercourse responsibilities please contact the Parish Council in the first instance. If you need to make any alterations to existing ditches or require further help and advice, please visit Flood and water management Hampshire County Council (hants.gov.uk) or contact the Flood & Water Management team at FWM@hants.gov.uk

Please note that if you don't take action, this issue will be reported to Hampshire County Council, and they may be in contact to request action be taken.

Thank you for your understanding and co-operation.

Yours sincerely

APPENDIX VII – WESTON ROAD VERGES – HCC CUTTING

FROM E OF WESTON CLOSE



FROM HOLME HILL

