

# MINUTES OF THE PARISH COUNCIL MEETING

Thursday 15 June 2023, Village Hall, 7pm

Parish Councillors Charles Holroyd (Chairman), Alison Barker, Paul Barnes, Tim Harman, Nigel Long, Nick Ralls; Clerk Susan Turner; Guests: Parish Lengthsman Gordon Hunt Members of the public (1)

## 1 WELCOME & APOLOGIES

Apologies from County Councillor Juliet Henderson, Ward Councillors, PCSO Andy Jones.

## 2 PUBLIC SESSION

Concern again raised re ongoing damage to the bank and flint retaining wall at Upton Grey House where delivery vehicles turn in and out of the Greywell Road. Photos from Google Street view at **APPENDIX I**. Some years ago was fully vegetated and covered in snowdrops in the spring.

Question raised as to who is responsible for the bank – which will belong to Upton Grey House. **APPENDIX II** re land ownership and Highways' rights.

## 3 MINUTES OF PREVIOUS MEETING of 18 May AGM agreed and signed.

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

## 5 REPORTS TO THE MEETING

### .1 Parish Lengthsman report

- All Parish Council assets are in good order.
- I have walked all the FPs (apart from FPs7 & 8 from South Warnborough Road to Weston Road).
- FPS12 and 14 are becoming encroached by long grass and hog weed.
  - FP12 from Church Street part way to the thatched building.
  - FP14 from the boundary of the Dower House property to the junction of Cemetery Lane (backing on to the large houses at the top of Church Street). Although the first 200 yards from Cemetery Lane have been partly strimmed by a parishioner.
  - FP8 which was reported for the hedges encroaching has been opened up by the County Lengthsman and is in good order until about 200 yards from the farm end where large hedging that is starting to make the path a little narrow. This path again belongs to the Dower House.
- As usual I have had my litter picking equipment with me so trying to keep the village tidy.
- I removed the broken piece of concrete from the grip along Weston Road by the gateway. The County Lengthsman made attempts by hand digging to adjust ground levels by the gateway so that water flows into the grip, but doubt sufficient to make a difference.
- The saga of the pumping station is ongoing with tankers coming at least twice a day. A contracting company was digging to find the pipe so that Thames Water can break into it and hopefully clear the blockage. Starting last Tuesday 13th, two men dug down by hand to about 2m without finding the pipe; they now have a mini digger and have gone deeper without success. They will be back tomorrow with some trench shoring equipment so they can go deeper still. Contractors mentioned that the blockage is where the pipe comes out of the chamber and then does a 90 degree right then 90 degree left turn. (Jetting and suction machines less effective around corners.) Where they are digging they have removed the scrubby vegetation and say they will leave it flat and open.
- A resident from Woodmanfield pointed out the state of the access road to the pumping station. It is rutted and potholed and some of the kerb stones are a trip hazard. (The resident has put a light on his outside wall to make it safer.) **APPENDIX III**

### .2 County Councillor report **APPENDIX IV**

## 6 REPORT ON COUNTY LENGTHSMAN VISIT of Tuesday 13 June.

### .1 FP 12 from Weston Road by Holme Hill – Cut back hedges by hand and the minimum to make passable bearing in mind nesting season. Positive reports received and as per Parish Lengthsman report at 5.1 above.

Background Complaints from residents regarding hedges overgrowing the path. Hedges are landowner responsibly but it seems HCC used to clear this path as part of their priority cutting schedule. As such, resident logged on HCC website but no immediate action.

For signature (p1 of 5) .....

The Lengthsman contracting company owner confirmed can legally take a hedge back if it's blocking a right of way. (But not cut down from the top.) The Lengthsmen working on 13 June were instructed to cut the hedge back by hand to the minimum required to make it passable. And to comply with legislation protecting nesting birds, to keep checking the hedge as go along, and stop if need be.

Positive feedback from residents: 'The footpath off Weston Road was cleared as scheduled. The two guys have done a first class job, it's completely passable now. We did keep them hydrated with litres of cold water as it was quite laborious and in the full heat of a hot day. Please, when next you communicate with the Lengthsman contracting company owner, pass on our thanks and compliment the work his guys carried out, with a smile and good grace.'

ACTION Clerk to request Countryside Services Access team to resume cutting this path.

**.2 Concrete grip by gateway** As per Parish Lengthsman's report at 5.1 above.

**7 THAMES WATER AND PUMPING STATION**

**.1 Update from Field Operations Manager** Home Counties South West Pumping based in Camberley. Responsible for the working parts of the station – pumps, tele electronics etc.

The current problem is a blockage in the rising main, ie the pipe coming out of the pumping station. So far unable to unblock remotely via jetting or vacuum (the Disab). On Tuesday 13 contractors will physically dig up the pipe. In the meantime tankers are required again to transport the waste.

Aware of ongoing issues and that tankers had been used a lot last summer. His implication that caused by blockages rather than pump failure as such (though arguable the two connected). Confirmed that pumping station is not fit for purpose in being relatively old and not designed to take increasing capacity required of it. Confirmed that – at least on the drawings – it is a two-pump station. (He has been advised via email that it is locally understood that only one pump was ever fitted.) Noted that blockages are largely due to waste in the system that won't physically break down – wipes etc.

The pumping station is due an upgrade – which means the pumps, tele electronics – and which supposed to be scheduled for this summer.

**.2 Latest update** see Parish Lengthsman's report at 5.1 above.

**8 PLANNING** Update **APPENDIX V**

**.1 Parish planning applications for consideration**

23/01066/FUL (Validated 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.

Noted change of description from original application which as for conversion.

Discussion Concerns raised about additional parking requirements and the potential impact of this on the frontage onto Church Street. Also noting change from conversion to newbuild; all documents need to fully account for the implications of the change. For example the Application Form acknowledges that there are trees on site but no Tree Survey has so far been submitted. Two big trees behind the building must be impacted by demolition and rebuild. The Parish Council believes more detailed information and a tree survey is required.

**.2 Appeal** APP/H1705/W/23/3317257 start date 12 June

23/00015/REF Meadowside & Bidden Rd, Erection of up to 16 no. dwellings (with 6no. affordable), all matters reserved.

Date for 'interested party' responses to the Appeal is Monday 17 July. BDBC will forward to the Inspector all responses submitted for the original application 20/02888/OUT.

AGREED The Chairman will circulate a note to residents for information and seeking feedback on opinion. Noting public responses to 20/02888/OUT was 55 objecting and none supporting. If residents' opinions are unchanged, the Parish Council develop its previous submission in response to the Appellant's Statement of Case.

ACTION Date to be arranged for Planning meeting to discuss wording of response.

For signature (p2 of 5) .....

**9 FINANCE****.1 Payments**

Payments since the last meeting of 15 May AGM

9	PCC-for AndyLoos – Portaloo Church Fete	£343.20
10	J-Harris Electrical – Electrician for Village Hall	£1,151.51
11	BHIB – Insurance 2023/24	£693.92
12	Saunders L/scape – Maintenance Contract May	£279.00
13	PCC – Grant towards August events marquee	£500.00
14	Clerk – Salary May	£528.00
15	Lengthsman – Salary May	£61.60

Approved for payment

Carters – Tables and Chairs for Church Fete	£390.00
Saunders – Maintenance Contract June	£279.00
Lengthsman – Salary June	£61.60
Clerk – Salary June	£528.00
HMRC – April-May-June PAYE (Clerk £396 + LM £46.20)	£442.20
Clearways Sport – De-mossing etc tennis court	£396.00

Invoices anticipated – approved for payment.

BDBC Playground Inspection 2022/23	c £250.00
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**.2 Accounts to date APPENDIX VI Reconciliation at 12 June = £39,916.41****.3 Budget review – latest estimate APPENDIX VII**

Parish Council grants budget – donations paid

1. Towards Coronation events (Helping Hands)	
- invoice payment to Local Toilet Hire portaloo	£230.00 (2022/23)
- invoice payment to Woodsiders for barn dance band	£550.00 (2022/23)
- invoice payment to Carters for marquee hire	£1,449.00
(All expenditure on the Coronation event included (for this and last year) as the grants from BDBC and County were paid in this year.)	-£2,000.00
Total paid to Coronation	<u>£229.00</u>
2. Towards Church Fete (PCC)	
- invoice payment to PCC for Portaloo hire (Andy Loos)	£343.20
- invoice payment to Carters for table and chair hire	£325.00
3. Donation towards retirement collection	50.00
4. Towards August events marquee – donation to PCC	£500.00
TOTAL PAID TO DATE	<u>£1,447.20</u>

NOTED On basis of above, c £2K remaining in the Grants budget.  
Grant request expected from Drama Group for Rain or Shine Theatre Company.

ii Pond budget

NOTED Budget allowed for first more expensive bank repair quote from DH Watergardens which in the event not taken up. As such £1K remaining in the pond budget.

**.4. Internal audit**

Internal Audit 2022/23 undertaken by Eleanor Greene, Do the Numbers Ltd, 05 June 2023. Internal Auditor's report at **APPENDIX VIII** and noted as follows:

A. Appropriate accounting records have been properly kept throughout the financial year  
*The records of the council comply with this test*

B. This authority complied with its Financial Regulations, payments were supported by invoices, all expenditure was approved and VAT appropriately accounted for

- The council did not review the Standing Orders, Financial Regulations or Risk Assessment during the year.

- VAT reclaim – The council does not appear to have reclaimed VAT in the year.

*Parish Council comment: VAT was reclaimed to the end of 2021/22. The 2023/23 VAT payment was paid into the account 12 April 2023. Three years are allowed to reclaim VAT.*

- The [2021/22] Internal Audit report does not appear to have been addressed by the council.

C. This authority assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these

*The records of the council comply with this test*

For signature (p3 of 5) .....

D. The budget resulted from an adequate budgetary process, progress against the budget was regularly monitored, the reserves were appropriate.

*The records of the council comply with this test*

E. Expected income was fully received, based on correct prices, properly recorded and promptly banked; and VAT was appropriately accounted for

*The records of the council comply with this test*

F. Petty cash payments were properly supported by receipts, all petty cash was approved and VAT appropriately accounted for

*Not applicable to this council*

G. Salaries to employees and allowances to members we paid in accordance with this authority's approvals, and PAYE and NI requirements were properly applied

*The records of the council comply with this test*

H. Asset and investment registers were complete and accurate and properly maintained

*The records of the council comply with this test*

I. Periodic Bank reconciliations were carried out during the year

*The records of the council comply with this test*

J. Accounting statements prepared during the year were prepared on the correct accounting basis, agreed to the cash book, supported by an adequate audit trail and debtors and creditors recorded.

- Leased land The peppercorn lease with BDBC has expired but they have confirmed that it will be renewed. This should be chased quarterly until it is resolved.

K. Certified Exempt in prior year

*Not applicable to this council*

L. Transparency Code

*The records of the council comply with this test*

M. Public Rights

- When the AGAR is approved, the Public Rights dates should be minuted. The notice of public rights can be permanently published on the website as proof of this test.

- Members DPI forms – The council has no link to the BDBC DPI records. This should be added to the new website. *Parish Council comment: As election year for Upton Grey all DPI records in process of being renewed.*

N. Publication of prior year AGAR

*The records of the council comply with this test*

O. Trust funds

*The records of the council comply with this test*

P. Borrowing

*Not applicable to this council*                      *End of Report*

**.5. Notice of Electors' rights** published on 02 June for period 05 June to 14 July.

**.6. BDBC Playground Lease**

NOTED As per Internal Audit advice above, to request and record regular updates from BDBC.

**10 HIGHWAYS AND TRAFFIC**

**.1 Speed limit reminder signs** As minutes last meeting, BDBC offered one of the devices (previously deployed on behalf of HCC) on loan to the Parish Council.

The contractor as used by BDBC – Ssl Traffic Surveys & Engineering (simonesurveys.co.uk) – have said they can take on the management of the SLR for Upton Grey, and would charge £50 per weekly servicing visit for replacing the battery, downloading the stored data in terms of the number of activations, and moving the SLR if required. (Charge is the same per visit whether moving the device or not.) The company contracts for a number of local Parishes and would normally come out on a Tuesday. Their schedule is to visit weekly as the battery may or may not last for two weeks.

AGREED To accept with thanks BDBC's offer of permanent loan of the SLR, also with thanks for taking the trouble to check the devices (the others not in a usable condition without repair).

ACTION Clerk to check with Ssl if they require an annual contract, and if they would be prepared to service the SLR on a two-weekly rather than weekly basis. (No problem as far as the Parish Council is concerned if the batteries run down and the device not working for a few days.)

**.2 Village gateways** Suggestion to wait for outcome of application for 20mph pilot before committing to new Village signage. However both applications likely to take some time.

For signature (p4 of 5) .....

**11 POND**

- .1 **Alder tree** by the pond is looking to be in decline. Advice from Dr Sandra Denham (Principal Pathologist, Tree health, Alice Holt) said the Honey Fungus 'The honey fungus is still around the pond although it has migrated away from the original area to the other end.' It is likely to be attacking the Alder roots and sadly nothing to be done.
- .2 **Pond vegetation** The areas of bank repair are establishing with just some yellowing of the new turf. The Yellow Iris (*Iris pseudacorusare*) are flowering at the moment, but are dominant, there is little diversity of native marginal pond vegetation. **APPENDIX IX**  
The Wildlife Trust website says that: 'The Yellow Iris can be invasive and may easily take over a small pond; it has even become a problem in the wild in some areas where it has escaped and spread from cultivated varieties.' Advice on managing the Iris says that the best time to do this is immediately after flowering: 'Cut the spread of the clump back - keeping the strong, young rhizomes and discarding the old central sections.'

AGREED To seek local advice and help re managing the Iris and establishing more varied planting.

**12 FURTHER UPDATES / REPORTS**

**.1 Village Hall and shop**

i The electricity supply for the shop and Hall are presently on the same meter. Since the refurbishment the shop has more appliances and the use is to be separated, the Village Hall will have its own Smart meter.

ii Stage door At the last Parish Council meeting a question was raised about promised provision for a door from the side of the stage into the shop. The Village Hall has confirmed there is provision – presently a panel and the door is behind. Questions remained about shelving on the other side?

**.2 Neighbourhood Watch**

i Co-ordinator Notice from Neighbourhood Watch (NHW) via Hants Alert requesting a new local co-ordinator for Upton Grey – circulated on 12 June via Village News **APPENDIX X**.

ii NHW signs Many of the signs in the Village are damaged. Alison Barker looking into how to replace them – the Parish Council is required to order directed from accredited Neighbourhood Watch signage supplier.

**.3 Upton Grey Educational Trust**

AGREED unanimously to the re-appointment of Mrs Viv Anscombe as a Managing Trustee of the Upton Grey Educational Trust for a further four years from August 2023.

ACTION Clerk to confirm Parish Council's sanction of this re-appointment to Educational Trust secretary.

- 4 Holme Hill** Re the landscaping requirement for the site, BDBC Planning / Enforcement are considering with Legal and Natural Environment teams as to how they may supply the trees, as this planning condition will not be fulfilled by developer ME (Marshall Eaton). The Natural Environment team has provided an estimated cost and will submit a breakdown of costs.

**13 NEXT MEETINGS**

- .1 **Planning meeting** to be arranged via Teams to discuss response to Appeal as 8.2 above.
- .2 Next Parish Council meetings 7pm, Village Hall  
20 July (rearranged date), 21 September, 19 October, 16 November.

*Meeting closed 9.15 with thanks to all*

For signature (p5 of 5) ..... Date .....

## APPENDIX I FLINT BANK AT UPTON GREY HOUSE



Google street view  
Aug 2021

Bottom of page  
April 2011



## APPENDIX II.I LAND OWNERSHIP BY THE HIGHWAY

<https://www.landregistry-titledeeds.co.uk/frequently-asked-questions/information/boundary-presumptions.asp>

### 'Highways

'The boundary of land abutting a public highway or a private right of way extends to the centre of the public right of way, subject to the rights of the highways authority who will usually have adopted the surface. However, the owner of the land will own the subsoil, theoretically to the centre of the earth, and the space above. Where the highways authority have adopted the surface they are liable for the upkeep of it. This presumption is subject to contrary agreement, which would normally be evidenced in the Land Registry documents.

'As a general rule Ordnance Survey maps and the index maps held at the Land Registry show the boundary as extending only to the edge of the road. This is general practice and does not override the legal presumption of ownership.

'Where a highway is fenced or hedged on both sides the boundary of the highway will be presumed to extend to each fence or hedge, but this presumption only applies where it can be shown that the fences or hedges were erected to separate the adjoining land from the highway.'

## Highways

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## APPENDIX II.II Continued

https://www.mogersdrewett.com/hedges-verge

ral **West Country solicitor Jonathan Cheal is a public rights of way specialist whose services are in demand across the country on a topic which can be a minefield for farmers and landowners alike. He's also well known for his brightly coloured bow-ties.**

help **Today he deals with the question: Who owns the verge outside my property?**

1R There isn't a straight forward answer. The extent of the highway is normally hedge-to-hedge. Lanes and rural roads often have wide grass verges but these are as much part of the highway as the Tarmac.

1) dispute However, the interest of the highway authority is not usually the freehold but merely the surface and a sufficient depth to allow maintenance and control of obstruction.

130) 5) erty If you have land or property next to the verge then you may hold the freehold interest in the subsoil of the verge subject to the right of the highway authority to maintain the surface and of the public to pass by.

24) You, as the frontager, will normally own the hedge and any tree growing in or inside the hedge will belong to you so if an overhanging branch falls you will normally be liable.

If the tree grows in the verge you might say it's the highway authority's liability but they may argue that the roots are in the subsoil so therefore you are liable.

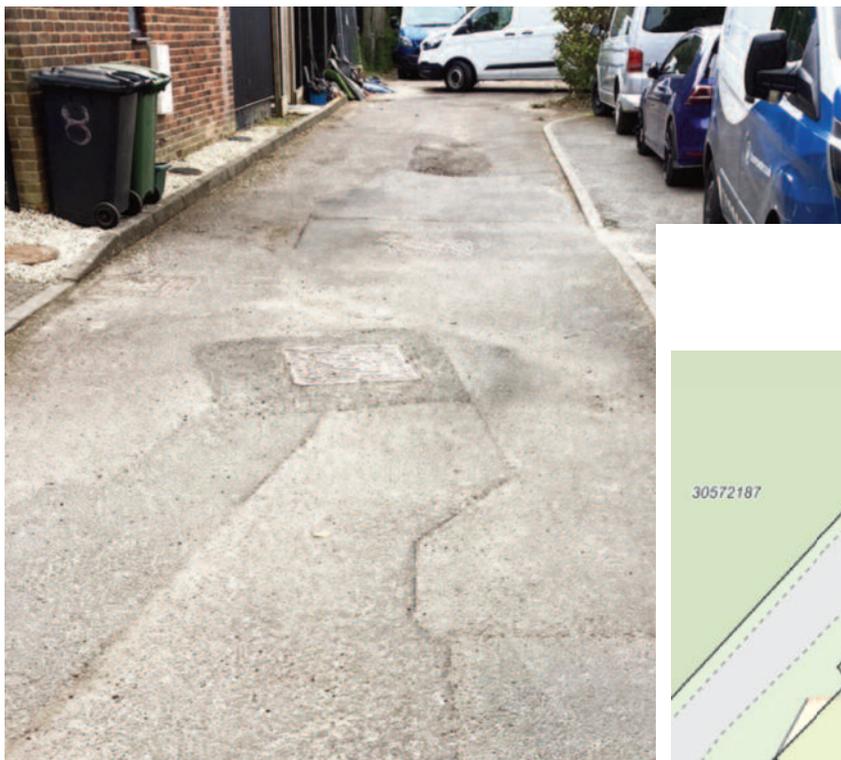
The moral is that all landowners need to take great care.

As to whether the frontager really does own the freehold in the subsoil will depend on proof of title, although there is a common law presumption about owning up to the midway point, or all of it if you own land on both sides.

If you own the freehold in the verge, can you prevent the highway authority, or anyone else, such as a utility company, from installing signs or equipment in the verge?

The normal rule is that if the signs or equipment are only placed on the surface, and the highway authority gives its consent, there's not much the landowner can do.

**APPENDIX III** ROAD SURFACE AT WOODMANFIELD



## APPENDIX IV.I CLLR JULIET HENDERSON – HCC REPORT – MAY 2023

**1. Pot holes** and other road defects are one of our biggest issues locally so I thought I would talk a bit about what is being done about them. The weather this winter had the worst possible combination of prolonged heavy rain and sub-zero temperatures. Despite last summer's drought, we started the winter season with groundwater levels in Hampshire higher than normal. The repeated cycle of rain > freeze > rain > freeze created the perfect environment for potholes to form, and in addition the prolonged periods of heavy rain have kept groundwater levels exceptionally high resulting in localised surface water flooding, and this is despite HCC's efforts to keep roadside grips, gullies and drains clear. Potholes can form in a number of ways. Aside from general wear and tear, the freeze-thaw action of water when it gets into cracks can rapidly weaken and break open road surfaces, and this is in addition to the hydraulic effect of vehicle tyres constantly going over standing water in cracks and other small surface defects that can also create potholes. This explains why, even though we are moving into summer, potholes are continuing to develop and why some of the temporary fixes are beginning to break down. Given the high number of potholes that have formed this winter, particularly after each of the spells of freezing weather, HCC's Highways team took the decision to carry out more emergency temporary infill repairs to keep roads safe and serviceable – in the time taken to undertake a permanent fix between 4 and 7 temporary infills can be completed. As a result, over 40,000 of these potholes were filled in the three months from December to February.

The Government has allocated just under £6million to Hampshire for additional pothole repairs. We anticipate this money being used to fill approximately 39,000 additional potholes over the summer. Please do continue to report!

[www.hants.gov.uk/transport/roadmaintenance/roadproblems/potholes](http://www.hants.gov.uk/transport/roadmaintenance/roadproblems/potholes).

**2. Schools** Parents in Hampshire who applied on time for a school place for children starting school in September 2023 – either in Reception Year or in Year 3 in a junior school – have been sent the outcome of their application by Hampshire County Council.

Over 98 per cent (98.77%) of parents have been offered a reception year place for their child in one of their three preferred choice schools, with more than 93 per cent (93.02%) allocated a place at their first choice of school. Of pupils transferring from infant school to junior school (Year 3), more than 99 per cent (99.29%) received a place at one of their three choices, and over 97 per cent (97.88%) obtained a place at their first choice of school.

Parents are being encouraged at this time to consider how their child will travel to and from school, and whether they may need transport assistance. School transport is available for children who meet specific eligibility criteria, after they reach compulsory school age (five years old). The deadline to submit transport applications is 31 July 2023. For more information about school transport assistance, please visit the County Council's website.

**3. The Big Fix** campaign runs throughout May. Hampshire residents are encouraged to give old items, gathering dust or potentially destined for the bin, a new lease of life by visiting their local Repair Café, helping themselves to save money and reduce waste.

The Big Fix is a national campaign to promote the growing number of Repair Cafés across the UK, run by volunteers who teach residents how to fix items at home so that fewer items end up as waste.

There are 17 members of the County Council's Hampshire Repair Café network which offers training and general advice. Since May last year, the network has collectively run over 90 events restoring over 1,000 items to usable order. These include broken items such as electronics, garden equipment, clothing, jewellery, and much more. The initiative is supported through HCC's waste prevention community grant programme.

To find a local event, search for 'Hampshire Repair Café Network, or visit: [therestartproject.org/networks/hampshire/](http://therestartproject.org/networks/hampshire/)

**4. Beware ticks** HCC's Countryside Service has advised residents to be 'tick aware' when spending time outdoors as the summer approaches. Ticks are small spider-like animals, almost invisible to the eye. They can cause serious illnesses, such as Lyme Disease. Prevention tips include avoiding tall grassy areas, reduce the amount of exposed skin, check yourself, your children and your pets for ticks and use insect repellent.

They advise that you should remove any found ticks as quickly as possible with fine-tipped tweezers or a tick removal tool, clean the area, and for several weeks monitor the bitten area for any rashes that may appear. Contact your doctor immediately if you begin to feel unwell with flu-like symptoms or develop a spreading circular red rash.

**5. Councillor Grants** The new season for HCC grants opens in June, do let me know if there are any good community projects in need of support.

Juliet Henderson, County Councillor Oakley Overton and Candovers Division

## APPENDIX IV.II CLLR JULIET HENDERSON – HCC REPORT – JUNE 2023

**1. Cost of living support** Hampshire County Council has announced plans for how £14.2million of additional funding will be used to help local households struggling with the cost of food and energy prices. The funding is an extension of Government's Household Support Fund (HSF) until the end of March 2024. They will continue to work closely with other local organisations including district and borough councils, education settings, charities and neighbourhood groups to ensure that eligible households receive support with food, energy and water bills and assistance with essential household items. This includes up to £200,000 of funding to provide locally-based food and energy advice services, alongside practical help with costs.

The funding allocation includes:

- £800,000 to support the community pantry network and £361,000 for organisations supporting unpaid carers
- £800,000 in community grants for locally based organisations to support local residents
- £4,442,870 to district and borough councils to provide food vouchers and support with exceptional housing costs
- £2,845,622 to schools and other educational establishments to offer support at their own discretion to families most in need
- £460,000 in direct fuel support to vulnerable adults
- £715,000 in food vouchers to foster carers and connected carers

Details of how to seek support can be found at the connect4communities website

<https://www.hants.gov.uk/socialcareandhealth/childrenandfamilies/connectforcommunities>

**2. Greening campaigns** More communities across Hampshire can be empowered to take positive action on climate change over the next three years, thanks to almost £0.5million of National Lottery funding awarded to the Greening Campaign, with support from Hampshire County Council. This could include improving the energy efficiency of people's homes, reducing CO2, reducing waste, reusing and repairing, being more sustainable through locally grown produce, and providing green spaces for wildlife to thrive.

The Greening Campaign is a structured process, guiding communities to act on climate change and biodiversity locally. Guidance, based on experience gained from working with over 200 other groups across the UK, provides a blueprint for success for each step of the way, starting with motivating people in the community to get involved, through to making it fun and rewarding.

Two events are being held for those wanting to know more - on 12th and 15th June. Information or booking at <https://greening-campaign.org/events/>

**3. Fostering campaign** A new campaign has been launched by Hampshire County Council to encourage residents to consider fostering an unaccompanied asylum-seeking child, whose numbers are increasing locally and nationally. Fostering one of these children can be extremely rewarding – by being a positive and enabling presence to support them to access education, stability in everyday life and to become settled into a new culture and country. More information can be found at <https://www.hants.gov.uk/uasc>.

As an alternative to fostering, residents can join the Council's Innovation Volunteers service, which supports local children, young people and families overcome challenges - details can be found at <https://www.hants.gov.uk/socialcareandhealth/childrenandfamilies/innovationvolunteers>

**4. New support for buses** Operators of nine bus routes have secured funding totalling £3.5m from Hampshire County Council, protecting their services for the next four years. Buses locally are under pressure with bus passenger numbers locally and nationally still below pre-pandemic levels. This is making it more challenging for the operators to deliver viable services, especially when coupled with increased operating costs and driver shortages. However, the Government has extended the £2 bus fare cap to the end of October 2023, rising to just £2.50 until November 2024, so this is very much an affordable way to travel when services are available.

**5. Rural verge cutting** Hampshire Highways have now begun their seasonal grass cutting programme. This can be an emotive subject to many, especially in the nesting season. The department work closely with the conservation charity, Plantlife UK, to ensure that their work promotes biodiversity; in particular, they try to avoid cutting grass at ecologically important times, and particularly at sensitive sites. For safety reasons however, there are some locations where roadside grass still needs to be mown in order to maintain adequate visibility and sight lines, for example on the approaches to roundabouts or at junctions. More information can be found at <https://www.hants.gov.uk/transport/roadmaintenance/grasscutting>

**6. Hampshire Minerals and Waste Plan consultation** The consultation on the update to the Hampshire Minerals and Waste Plan closed at the end of January this year. The summary report on the responses can be seen at <https://www.hants.gov.uk/landplanningandenvironment/strategic-planning/hampshire-minerals-waste-plan/minerals-waste-plan-partial-update-consultation>. These responses are being considered and the next stage is for the Minerals and Waste Authority to publish a response.

### 7. Reporting Highway Problems

Potholes: <https://www.hants.gov.uk/transport/roadmaintenance/roadproblems/potholes>

Tree/hedge problems: <https://www.hants.gov.uk/transport/roadmaintenance/roadproblems/treehedge>

Flooding/drainage issues: <https://www.hants.gov.uk/transport/roadmaintenance/roadproblems/flooding>

Pavement problems: <https://www.hants.gov.uk/transport/roadmaintenance/roadproblems/paving>

Problems with rights of way:

<https://www.hants.gov.uk/landplanningandenvironment/rightsofway/reportaproblem>

When reporting an issue, you'll be sent an email confirming a reference number for the report. If you would like me to follow this up for you then do please forward that message to me and I will chase for you

## PLANNING UPDATE JUNE 2023

### Parish Council Meeting of 15 JUNE 2023

#### RE AGENDA ITEM 8: PARISH PLANNING AND TREE APPLICATIONS

##### APPLICATIONS NEW SINCE LAST MEETING

T/00222/23/TCA (Validated: Thu 08 Jun 2023) 2 St Martins Row Church Street. Apple (T2) - to fell as it has died

23/01066/FUL (Validated 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.

##### PROGRESS OF RECENT APPLICATIONS, PENDING OR DECIDED

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.

23/00809/LBC (**Pending**, Validated 05 Apr 2023) The Old Bakery, Church Street. Replacement of 9 no. windows and a rear door.

23/00015/REF **APPEAL** 23/00015/REF

APP/H1705/W/23/3317257 start date 12 June

20/02888/OUT (Refused 30 Aug, Validated 16 Oct 2020) Land Adjacent To Meadowside And Bidden Road. Erection of up to 16 no. dwellings (including 6no. affordable houses) with all matters reserved.

22/00518/LBC (**Pending**, Validated 21 Feb 2022) Tile Barn Cottages, Little Dean Lane. Roof works. Response from Society for the Protection of Ancient Buildings 23rd March 2022 – no further comment since then (at 18 May 2023).

**APPENDIX VI – ACCOUNTS TO DATE**

INCOME UPTON GREY 2023/24 - 15 JUNE									
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 1st 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
2023/24	Bank Interest						£63.55		£63.55
<b>TOTALS</b>		<b>£9,302.50</b>	<b>£1,292.47</b>	<b>£2,000.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£63.55</b>	<b>£1,228.09</b>	<b>£13,886.61</b>

£13,886.61

Receipts and Payments Summary		Bank reconciliation	
Start balance	£34,891.15	Lloyds-Treasurers	£1,240.04
Plus Income	£13,886.61	Lloyds-Business	£38,676.37
Less Expend	£8,861.35		
<b>Balance</b>	<b>£39,916.41</b>	<b>Balance</b>	<b>£39,916.41</b>

**TENNIS ACCOUNT**

Bal t/o from	2022/23	£9,583.48
Income	20223/24	
Expend	20223/24	
Balance		

**BANK INTEREST**

April	£21.69	Oct	
May	£17.98	Nov	
June	£23.88	Dec	
July		Jan	
Aug		Feb	
Sept		Mar	
<b>Total</b>		<b>£63.55</b>	

**TREASURERS ACCOUNT**  
UPTON GREY PARISH COU

**£ 1,240.04** Curr

**£1,240.04** Available func

Earn up to 3.20% AER/Gross  
[your options >](#)



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**BUS BANK INSTANT** 30-81  
UPTON GREY PARISH COU

**£ 38,676.37** B

EXPENDITURE UG 2023/24 - 15 JUNE					Salaries	Finance/ Governance	Community / Grants	Maintenance		Pond	VHall / Shop	Tennis	VAT	TOTAL
	Invoice date	Paid date	Payee	Description				Contract	Other					
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 May	£528.00									£528.00
8	April	28/04/23	Lengthsman	Salary May	£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 Chuch 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
<b>TOTALS</b>					<b>£1,179.20</b>	<b>£989.44</b>	<b>£2,285.00</b>	<b>£523.00</b>	<b>£238.50</b>	<b>£1,750.00</b>	<b>£959.59</b>		<b>£936.62</b>	<b>£8,861.35</b>
					Salary	Finance/ Governance	Community	Maintn contract	Maintn other	Pond	VH	Tennis	VAT	TOTAL

## APPENDIX VII – BUDGET (LATEST ESTIMATE)

UG PC		2021/22 YEAR END	2023/24 TO DATE 19 MAY	2023/24 LATEST EST 19 MAY	2023/24 BUDGET ( JAN 23)
YEAR END & BUDGET					
<b>INCOME YEAR END</b>					
Precept	£15,250.00		£9,302.50	£18,605.00	£18,605.00
Grass Cutting Grant	£1,279.67		£1,292.47	£1,292.47	£1,292.47
Grants other	£569.40		£2,000.00	£2,000.00	
Tennis subs	£1,700.00			£1,700.00	£1,700.00
Bank Interest	£29.34		£63.55	£100.00	£100.00
VAT reclaim			£1,228.09	£1,500.00	£1,500.00
S106				£1,492.73	£0.00
	£18,828.41		£13,886.61	£26,690.20	£23,197.47
<b>EXPENDITURE YEAR END</b>					
Salaries	£8,042.76		£1,179.20	£8,880.00	£8,880.00
Clerk's allowance	£240.00			£240.00	£240.00
Expenses				£70.00	£70.00
Training	£340.00			£300.00	£300.00
Finance/Governance	£1,601.89		£989.44	£1,725.00	£1,725.00
Grants (Community)	£4,244.20		£2,285.00	£3,500.00	£3,500.00
Village Hall grant	£600.00		£959.59		
Village Hall hire	£150.00				
MAINTENANCE					
Maintenance contract	£2,911.00		£523.00	£3,250.00	£3,250.00
Pond fence	£675.00			£2,750.00	£1,000.00
Liner & bank repair			£1,750.00		
Playground Inspection				£750.00	£750.00
Play equip repair					
Maintenance general	£135.45		£238.50	£500.00	£500.00
SID hire	£0.00			£0.00	£0.00
Assets					
Tennis	£2,000.00			£500.00	£500.00
S106(for VH)				£1,492.73	£0.00
Legal costs (VH)				£1,000.00	£1,000.00
VAT - expend	£1,217.09		£936.62	£1,500.00	£1,500.00
<b>TOTAL EXPEND</b>	<b>£22,157.39</b>		<b>£8,861.35</b>	<b>£26,457.73</b>	<b>£23,215.00</b>
<b>SURPLUS / DEFICIT</b>	<b>£3,328.98</b>		<b>£5,025.26</b>	<b>£232.47</b>	<b>£17.53</b>
<b>Balance</b>	<b>£34,891.15</b>		<b>£39,916.41</b>	<b>£35,123.62</b>	<b>£30,789.33</b>

**APPENDIX VIII.I – INTERNAL AUDIT REPORT****Do the Numbers Limited**5<sup>th</sup> June 2023

Su Turner , Clerk  
Upton Grey Parish Council

Dear Su,

**Subject: Review of matters arising from Internal Audit for 31 March 2023**

Following my visit with you today, please find below the list of matters arising.

The internal audit was carried out in accordance with the requirements of the [Audit and Accounts Regulations 2015](#) and the guidance and instruction in the [Practitioners Guide 2023](#)

<b>Test</b>	<b>Matter arising</b>	<b>Recommended Action</b>
A	<i>Appropriate accounting records have been properly kept throughout the financial year</i>	
	The records of the council comply	with this test
B	<i>This authority complied with its financial regulations, payments were supported by invoices, all expenditure was approved and VAT appropriately accounted for</i>	
Standard documents	The council did not review the Standing Orders, Financial Regulations or Risk assessment during the year – these are AGAR requirements	All three have been reviewed in the new year. The should be done annually.
VAT reclaim	The council does not appear to have reclaimed VAT in the year.	Pleas ensure that a VAT 126 form is submitted each year.
Audit reports	The internal audit report does not appear to have been addressed by the council.	A an exempt authority again, UGPC is required to publish all internal and external audit reports.
C	<i>This authority assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these</i>	
	The records of the council comply	with this test
D	<i>The budget resulted from an adequate budgetary process, progress against the budget was regularly monitored, the reserves were appropriate</i>	
	The records of the council comply	with this test
E	<i>Expected income was fully received, based on correct prices, properly recorded and promptly banked; and VAT was appropriately accounted for</i>	
	The records of the council comply	with this test
F	<i>Petty cash payments were properly supported by receipts, all petty cash was approved and VAT appropriately accounted for</i>	
	Not applicable to this council	
G	<i>Salaries to employees and allowances to members we paid in accordance wit this authority's approvals, and PAYE and NI requirements were properly applied</i>	
	The records of the council comply	with this test
H	<i>Asset and investment registers were complete and accurate and properly maintained</i>	
	The records of the council comply	with this test
I	<i>Periodic Bank reconciliations were carried out during the year</i>	
	The records of the council comply	with this test
J	<i>Accounting statements prepared during the year were prepared on the correct accounting basis, agreed to the cash book, supported by an adequate audit trail and</i>	

EleanorGreene@DoTheNumbers.uk

Registered in England No. 7871759

Director: Eleanor S Greene

## APPENDIX VIII.II – INTERNAL AUDIT REPORT

	<i>debtors and creditors recorded.</i>	
Leased land	The peppercorn lease with BDBC has expired but they have confirmed that it will be renewed.	This should be chased quarterly until it is resolved.
<i>K</i>	<i>Certified Exempt in prior year</i>	
	Not applicable to this council	
<i>L</i>	<i>Transparency Code</i>	
	The records of the council comply	with this test
<i>M</i>	<i>Public Rights</i>	
Public rights period	When the AGAR is approved, the Public rights dates should be minuted	The notice of public rights can be permanently published on the website as proof of this test.
Members DPI forms	The council has no link to the BDBC DPI records	This should be added to the new website.
<i>N</i>	<i>Publication of prior year AGAR</i>	
	The records of the council comply	with this test
<i>O</i>	<i>Trust funds</i>	
	The records of the council comply	with this test
<i>P</i>	<i>Borrowing</i>	
	Not applicable to this council	

Please find attached my invoice for the agreed fee.

If either you or your members have any queries, please do not hesitate to contact me.

Regards,

Eleanor S Greene

## APPENDIX IX



Native marginal planting for consideration could be:

- *Butomus umbellatus* (flowering rush)
- *Lythrum salicaria* (purple loosestrife)
- *Baldellia ranunculoides* (lesser water plantain)
- *Veronica beccabunga* (brooklime)
- *Caltha pallustris* (marsh marigold)
- *Myosotis scorpioides* (water forget-me-not)
- *Mentha aquatica* (water mint)
- *Mentha cervina* / *Preslia cervina* (water spearmint)
- *Lysimachia nummularia* (creeping jenny)

## APPENDIX X



## Upton Grey NW needs a replacement main coordinator

Hello Upton Grey residents,

I have just heard from Mr Philip Hatto that he can no longer run the Upton Grey village NW scheme. It would be a real pity if the scheme had to fold due to the lack of a coordinator, so I am writing to you all, as residents signed up to the national Ourwatch/Alert system, in the hope that a volunteer might come forward to take on the role. It is not very onerous as most communication is now by the Alert system, but a coordinator volunteer will need to be police checked before taking on the role. Initial help can and will be given by members of the Basingstoke & Deane Neighbourhood Watch Association committee.

I look forward to a response from a possible candidate and will then send the necessary form for the police checking.

Kind regards



**Message Sent By**  
Brian Adams  
(NWN, MSA, Basingstoke, Hampshire)