

Full Council Meeting Minutes of Ampfield Parish Council

held on Monday 09 June 2025 at Ampfield Village Hall at 7pm

Attending: Cllr Martin Hatley, Cllr Chris Ling (**Vice-Chair**), Cllr Bryan Nanson (**Chair**), Cllr Graham Roads, Cllr Julie Trotter, Cllr Sally Yalden (TVBC), Louisa Rice (TVBC), Sarah Hughes (TVBC), Karen Cramoysan (Clerk), 0 Members of the Public

4764 Apologies: Cllr Julian Jones

4765 Minutes of the Full Council Meeting held on 12th May 2025 RESOLVED: Minutes were formally received and agreed by all Councillors as a true and accurate record and signed by the Chair.

4766 Matters arising from the Minutes: None

4767 Declarations of Interest: None

4768 Recruitment of Clerk/RFO: Karen Cramoysan was appointed on 1st June 2025. Kate Orange will continue ad hoc locum duties to ensure continuity; finish off the AGAR and add Karen Cramoysan to the banking mandates for TSB and Nationwide.

4769 Councillor Appointment: Councillor vacancy due to the resignation of Cllr Reeves. Vacancy to be filled by co-option if there are no applications to TVBC by 16th June 2025. This will be reviewed at the July meeting.

4770 Report from TVBC Councillor Sally Yalden: was noted and is attached to these Minutes.

4771 Public Participation: None.

4772 Community Planning: Presentation from Sarah Hughes about the new Test Valley Community Planning Toolkit recently launched. It provides a framework and practical guidance to help communities identify what is important to them, how they work together to gather evidence, develop shared goals and plan for their future.

4773 Financial Matters

a. Bank reconciliation – RESOLVED: All Members received the bank reconciliation to the end of May 2025.

b. Accounts for payment – RESOLVED: All Members approved the payments below;

Internal audit (Q4) Lightatouch	£275.00
Locum (May 2025)	£176.00
JN Landscapes - dragon's teeth at Morleys Green	£285.00

Total	<u>£736.00</u>

Also, payment for CNC Window Services for £30.00

Payments made between Meetings: Direct debits and direct transfers to 31 May 2025

Staff costs: locum (Apr)	£ 256.00
Microsoft exchange (8 licences) 2 May 2025 - 8 May 2026	£ 357.12
TVBC grounds maintenance	£ 536.63
Cllr Roads refund of expenses, boards @ burial ground	£ 22.90
TV licence	£ 174.50
Aceliftaway, waste clearance at allotments	£ 288.00
Paul Freeman, clearance of tree at ARG	£4 68.00
Calor standing charge	£ 17.99
E.On	£ 97.46
Website	£ 11.99
Mobile wifi data	£ 8.00

Total	<u>£2238.63</u>

c. Income and anticipated expenditure – RESOLVED: Members noted the income and anticipated expenditure.

d. Audit 2024/25 – RESOLVED: Section 1 Annual Governance Statement and Section 2 Accounting Statements were reviewed by all Members and then signed by the Chair. The Auditor identified that we did not have an I.T. policy. A new I.T Policy was also reviewed and adopted by all Members.

e. Auditor Appointment – RESOLVED: Lightatouch quote for audit services of £695 for 2025-26 was reviewed and agreed by all Members.

- 4774 Recreation Ground / Pavilion:** Security arrangements are to be reviewed following last week's attempt by travellers to gain access on Morleys Green. Cllrs Hatley, Ling, and Nanson will meet with Mark Hughes to inspect potential areas of concern. Necessary recommendations will be implemented immediately.
- 4775 Chapel Wood:** Cllr Roads advised that there is a Forestry Commission meeting on 10th June at the Village Hall for an update on the Oak Processionary Moths.
- 4776 Burial Ground:** Cllr Roads reported that the bracken is overgrown and the grass seeds recently sown haven't taken
- 4777 Morleys Green:**
- a.** Cllr Ling reported receipt of solicitor letter confirming that our legal fees will be met by them; Chair has sent a holding response. Discussions continue.
 - b.** Mark Hughes has completed the remedial repairs to the gate; the bolts have been welded back on now. Re minute ref 4774, security arrangements will be reviewed urgently and security measures will be implemented immediately.
 - c.** Cllr Roads suggested a WhatsApp group to alert other Councils when travellers are on the move in the area. Louisa Rice at TVBC will contact Democratic Services to see if this is something they can set up.
- 4778 Allotments:** Cllr Nanson reported that we have 2 new plot holders. Complaint received about bags of stones which was collected by Ace Liftaway.
- 4779 Defibrillators:** The Potters Heron Hotel closes for refurbishment at the end of June. It was **AGREED** by all Members to remove the defibrillator and cabinet and store it at the Village Hall until the refurbishment is completed. Cllr Trotter will be meeting with them shortly. Cllr Nanson will take the defibrillator out of commission on 'The Circuit' website at the end of June.
- 4780 Telephone Kiosk:** Cllr Trotter thanked Cllr Hatley for fitting the 'Telephone' sign back onto the box. The door can now go back on.
- 4781 Highways:** Cllr Ling advised that Halterworth Lane closes from 18th to 30th June for pavement widening and construction of cycle path.
- 4782 Acquisition of ampfield.gov.uk domain: RESOLVED:** The new domain name is up and running. Clerk and Chair to investigate purchasing stickers to place over the old website address on 3 signs displaying the old address.
- 4783 Review of Council Policies, subscriptions and agreements: RESOLVED:** This item will be deferred to the July agenda along with Standing Orders which have been updated.
- 4784 Parish Assembly 19th May 2025:** Items raised by Parishioners included;
- a.** Installation of posts to mark Morleys Lane entrance; **RESOLVED**: letter to be written to Cllr Alan Dowden asking Highways to install reflective posts at Morleys Lane entrance and Chapel Hill.
 - b.** Traffic calming on A3090 – deer fencing was suggested by a parishioner. Mr Case would endeavour to find out the names of the landowners.
 - c.** Planning Enforcement inaction - **RESOLVED**: Borough Cllr to follow up.
 - d.** Lengthsman possibly to cut back vegetation to improve visibility on the A3090.
 - e.** Speedwatch – to be arranged

- 4785 Solar Panels and Batteries project: RESOLVED:** The cut-off date for the TVBC Community Asset Fund grant is 16th June 2025. Cllr Ling contacted companies who previously quoted and has received one quote back so far. An energy efficient audit needs to be carried out by 25th June 2025 and all Members **AGREED:** the expenditure of up to £400 for this to be carried out.
- 4786 Sustainability Policy: RESOLVED:** Reviewed and Adopted by all Members.
- 4787 Reports from Committee and Portfolio Holders:** None
- 4788 Correspondence and Communications:** None
- 4789 Next Meeting:** This will be held on Monday 21st July 2025 at 7pm. Cllr Hatley gave his apologies in advance.

Meeting closed at 8:39pm

Chairman -----

Date -----

May 2025 Report from Cllr Sally Yalden Test Valley Borough Councillor

Planning Inspectorate appeal decisions. *I have included the cases from April because of the annual parish assemblies in between.* There were six cases in April – 2 dismissed and 4 allowed.

Land to the west of Nightingale Pharmacy, Great Well Drive, Romsey. The appeal is made by Proxima GR Properties Ltd against an enforcement notice issued by Test Valley Borough Council. **The appeal is dismissed** and the enforcement notice is upheld.

Grass verge west side of Salisbury Road, Andover. The development proposed is the temporary retention of telecoms mast and associated equipment within fenced compound until 31.01.25. **The appeal is dismissed.**

Land East of Halterworth Lane, Romsey. The development proposed is the demolition of existing buildings and the erection of up to 270 dwellings, including affordable housing, with land for the potential future expansion of Halterworth Primary School, public open space, structural planting and landscaping, sustainable drainage systems (SuDS) and vehicular access points. **The appeal is allowed.**

Little Newton, Longparish. The works proposed are described as the construction of a new one & half storey thatched side extension with rear part under a plain tiled roof; and associated internal and external alterations. **The appeal is allowed.**

5 Warwick Close, Chandlers Ford. The development proposed is for the erection of a single storey side garage extension, garage door on the front and a door exiting into the back garden with a lean-to roof. **The appeal is allowed.**

Houghton House, Houghton, Stockbridge. The development proposed is the demolition of existing dwelling and erection of 6 detached dwellings with all matters reserved except layout and access. **The appeal is allowed.**

May - one case allowed:

Land Adjacent Stanbury Close, Thruxton. The development proposed is an outline application for erection of 14 dwellings with all matters reserved except access, layout and scale. **The appeal is allowed.**

Councillor community grant

The councillor community grant has received one application of £300 which takes the amount for this financial year to **£1864.43.**

Planning update

Here are some key dates coming up.

- Agenda for Full Council made public on 10th June.
- Full Council Meeting Date 18th June to discuss the revised Local Plan and proposed sites.
- Indicative dates for public consultation 27th June to 5th September.

Officers highlighted that FAQs are being produced for members and will be circulated by the 10th June. **I have asked several questions about Neighbourhood Plans and Village Design Statements and am waiting for an official response.**

I'm also still waiting to hear back from the Chair of the countryside charity CPRE (Campaign to Protect Rural England) about how they might be able to support parish councillors in providing comments on the revised Local Plan.

Test Valley Association of Parish and Town Councils

At the annual AGM meeting, Clive Ward, Charlton Parish Council, was re-elected as Chair for 2025/26 and Luigi Gregori, Andover Town Council, elected as Vice Chair.

The next meeting is the joint Annual Conference which will take place on Saturday 27 September at King Somborne Village Hall. For further details please contact Rebecca D'Alcorn at TVBC.

Community Planning Toolkit

The Community Planning Toolkit was launched at the end of May. [Community Planning Toolkit | Test Valley Borough Council](#). The toolkit is intended to support the process for communities who have identified an issue and who might want to make a plan and develop practical ways to improve their area, such as through a Neighbourhood Development Plan (NDP), Village Design Statement (VDS) or Parish Plan.

Community Asset Fund

Community Asset Fund application deadlines, application review meetings and outcome confirmation dates can be found here: www.testvalley.gov.uk/caf.

Round	Application deadline	Application review	Application outcome
1	Mon 16 June 2025	Wed 16 July 2025	Fri 01 Aug 2025
2	Mon 22 Sept 2025	Wed 22 Oct 2025	Fri 07 Nov 2025
3	Mon 12 Jan 2026	Wed 11 Feb 2026	Fri 27 Feb 2026

Please note:

- Applications must be received by 23:00 on the application deadline days.
- Funding cannot be awarded retrospectively, so work must not begin until after application outcomes are confirmed.

For more information contact Louisa Rice at TVBC.