

UPPER CLATFORD PARISH COUNCIL

Members are summoned to attend the COUNCIL MEETING of Upper Clatford Parish Council on Wednesday 8th October 2025

At 7.00pm in the King Edward VII Memorial Hall

Members of the press and public are welcome to attend.

UCPC Council Members

Cllr Peter Heslop, Chair, (PH) Chair
 Cllr Richard Bennett (RB) Deputy Chair
 Cllr Gerry Dawson (GD) (Apologies)
 Cllr Charles Eyre (CE)
 Cllr Nigel Freemantle (NF)
 Cllr Robert Hawkins (RHk)
 Cllr Richard Hydes (RH)
 Cllr Patrick Littlehales (PL)
 Cllr Cynthia Williams (CW)
 Karin Bennett (Clerk and RFO)

TVBC & HCC

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

AGENDA OCTOBER

	Item	Cllr	Time
1	Chair, welcome, apologies for absence Announcement re new clerk	PH	5 mins
2	Public Participation <i>Each member of the public is entitled to speak once only in respect of business itemised on the agenda and shall not speak for more than 3 minutes as per the Standing Orders of the Parish Council. This item will be limited to 15 minutes.</i>	PH	15 mins
3	Borough Councillors Report - circulated separately	MF/ SH	10 mins
4	County Councillors Report	DD	10 mins
5	5.1 To approve the minutes from the Parish Council Meeting held on 3 rd September 2025. 5.2 Updates on actions from Sept minutes see grid at end of agenda.	PH KB	
6	Clerk's Update (Annex A) 6.1 – Approval and adoption of Risk Policy (including assessment) 6.2 – Opportunity for any councillor to raise any observations regarding current governance mechanisms, improvement proposals.	KB Cllrs	10 mins
7	7.1 Planning Applications: 25/02061/VARN PROPOSAL: Vary Condition 2 of 25/01466/FULLN (Single storey front extension, first floor rear extension, raise roof to create second storey, alterations to fenestration, create canopy over front entrance and render house in K Render) to allow for a change to the roof tile colour SITE: Roseberry House Farm, Red Rice Road, Upper Clatford Responses due by 3 Oct 25/01837/CLPN PROPOSAL: Application for a certificate of lawfulness for proposed installation of 11 solar panels to front section of roof and 8 solar panels to rear of roof	RH	15 mins

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	<p>SITE: 2 Hill View, Red Rice Road, Upper Clatford 25/02099/FULLN PROPOSAL: Demolition of existing single storey front and rear extensions, construction of new two storey front extension, single storey rear extension and external alterations SITE: Paddock House, Upper Clatford, Andover, Hampshire Response due by 10 Oct.</p> <p>7. 2 Planning - Neighbourhood Development Plan (NDP) Update on delivery of new and community engagement</p>	RH/CE	
8	<p>Finance 8.1 The financial statements for September and Budget summary (Annex B) 8.2 CE and RB to confirm decision on investment choice for Chalk Pit funding – strategy and choice to be agreed.</p>	<p>KB</p> <p>CE</p>	15 mins
9	<p>Playing Fields (equipment and grounds maintenance): 9.1 – Play parks - update 9.2 – Actions carried over from June to July meeting – see grid - Anna Valley park fix climbing frame wooden border – Cllr RB - Bawksbury Bridge park, fix picnic bench slats and replace river warning signs 9.2 - Pavillion and Sports Field - update 9.3 – Grounds Maintenance - update - update re village hall grass cutting a) Update on hedge cutting of Bawksbury Bridge park - action from June and July meeting – see actions grid</p>	<p>CW</p> <p>RHk</p> <p>PL</p>	5 mins
10	<p>Play Park Proposal – 10.1 Action /next step to be agreed 10.2 Email from resident - proposing the tarmac area next to the play park be developed to deliver a youth community facility.</p>	RHk/RH	5 mins
11	Highways - update	RH	5 mins
12	<p>Trees - update 12.1 - Brook Way - update on work on lime trees bordering property - see actions grid. Agree requirement and expenditure 12.2 - Proposal to apply for tree planting funds and plant trees in parish area. Agree intent and next steps.</p>	NF	5 mins
13	<p>Footpaths – update 13.1 - Authority to proceed with clearance of pathway following quote received.</p>	RB	
14	Chalk Pit - Update	RB	10 mins
15	Councillors to request any items to be included within the agenda for the next Parish Council Meeting on Wednesday 12th November 2025 . Note this meeting will be discussing the budget for next year		

Please note – the meeting will close no later than 9.30pm to enable vacation of the hall by 9.45pm.

Karin Bennett, Clerk and RFO

26 September 2025

Actions Grid

Ser	Date	Action	Update
1	July	Clerk to send letter to resident regarding shooting noise	Sent and response re'cd
2	..	RH to seek HCC road assessment junction of Foundry Rd and Bawksbury Bridge.	Completed
3		PL — hedge to be cut Bawksbury Bridge to aid visibility for drivers at junction	Completed
4	..	Clerk to purchase new batteries for speed monitor	Completed
5	..	Clerk to seek higher interest savings ac for General Reserve	Completed
6	..	RB to fix wooden border of Anna Valley Park climbing frame	
7	..	PL to advise what is needed to fix park bench in Bawksbury Park and purchase new signage for river.	
8	..	Clerk to send letter of thanks for soil donated	Completed
9	..	RH to provide update on funding opportunities for new playpark	Completed
10	..	NF to advise actions needed to be taken by council following on from review of tree report	
11	..	CLRs to advise clerk of any interdependency between Chalk Pit electricity supply and nearby housing in prep for cutting of supply to facilitate new meter installation	No longer needed
12	..	PL to purchase new warning signage for Chalk Pit	Completed
13	..	Clerk to seek clarification on powers of council to develop business units	Completed
14	..	RHk to find out cost of purchasing remembrance items from RBL and present proposal for siting them.	Completed
	Sept	Chair PH to seek clarification from Southern Water via pan parish forum on response to resident's issues.	
		Clerk to issue draft Risk Policy/Register	Completed
		Clerk to publicise updated Asset Register	Completed
		Clerk to publish all new policies agreed from last meeting	Completed
		PL to seek clarification of process being followed for defibrillator checks.	
		RH to submit council's response to draft local plan by mid-day Sept 5 th .	
		PH to purchase bark chippings to replenish surface of Anna Valley play area . Working party from council needed to lay chippings.	
		Clerk to purchase Remembrance poppies. X 8	Completed
		PL to seek quote for pathway clearance for RB.	Completed