



GRATELEY PARISH COUNCIL

ORDINARY MEETING – 7TH OCTOBER 2025 @ 7.30 PM

MINUTES OF MEETING

Minute Ref	Item/Motion
017/25	Vice Chair Ian Wingfield welcomed attendees and opened the meeting at 7.30 pm
018/25	<p>Attendees:-</p> <p>Cllr Ian Wingfield Cllr Andy Bradford Cllr Pat Perkins Cllr Susanne Hasselmann – TVBC Michelle Penn – Community Engagement Officer, TVBC Karen Nadin – Clerk Members of the public – 15</p> <p>Apologies:- Cllr Martyn Horne – GPC Cllr Chris Donnelly - HCC Cllr Maureen Flood – TVBC</p>
019/25	To receive any declarations of disclosable pecuniary interests relating to items on this agenda – there were no disclosable pecuniary interests declared.
020/25	To approve the draft minutes of the meeting held on 2 nd September 2025 – minutes approved as an accurate record. Signed by Cllr Wingfield.
021/25	<p>To receive any updates on matters arising/actions from meeting held on 2nd September 2025</p> <p>Lengthsman – contact made with couple of contractors in respect of ditches that need to be dug out – no response has been received. ACTION – Clerk to contact another contractor to provide a quote for the works.</p> <p>Skittle alley – Cllr Bradford advised that the trolley base for the skittle alley would cost approx £150. It was agreed that this would be funded by the Village Hall Committee.</p>
022/25	<p>The Clerk provided a financial update.</p> <p>Further to discussions at the October 2025 meeting re Lengthsman and lack of contact from usual contractors and works that are currently needed, the Clerk has been in conversation with the previous Clerk - it had been agreed that any remaining Grateley PC Lengthsman Scheme monies, currently being held by the lead council and administrator of the scheme would be transferred to Grateley Parish Council for ease of management and that Grateley PC would source contractors directly. As a result, £2000 was received on 3rd October and will be ring-fenced and utilised for works within the Parish.</p>

	<p>Latest VAT refund for £116.51 has been claimed and reimbursed on 6th October.</p> <p>Lloyds Bank Community Account Balance as at 7th October 2025 - £8557.65 The bank statement & cashbook reconciliation has been inspected and signed as a true record by Cllr Wingfield.</p> <p>The above balance includes the following ring-fenced amounts:-</p> <p>Lengthsman Duties - £2000 Neighbourhood Development Plan - £1000 (grant recently received from TVBC) S Duffield charity monies - £1405.32 (PC agreed to hold monies in Oct 2024)</p> <p>Working balance - £4152.33 as at 7th October 2025.</p>
023/25	<p>The Clerk advised that the following payments are due to be made between 7th October and the next meeting on 4th November 2025:</p> <p>St Leonards Church – grant of £850 Grateley Village Friends – grant of £500 Clerk's salary October - £266.80 HMRC income tax payment in relation to Clerk's salary October - £18.80 Hiscox insurance – PC insurance - 1 of 12 monthly d/d payments – approx. £72pm BT monthly invoice for village hall for October - £36.23 Lloyds Bank monthly service charges for Community A/C - £5.25 AVA Recreation – quarterly inspection of playground - £60</p> <p>Councillors noted and approved all payments.</p> <p>ACTION – Clerk to arrange for payments to be made.</p>
024/25	<p>To receive an update on the Locke Close Play Area from Cllr Wingfield:</p> <p>Cllr Wingfield has obtained quotes from Ava Recreation for quarterly inspections of the play area. Each inspection will cost £60 plus a £35 per hour maintenance charge which will be waived for the first year as a gesture of goodwill from them as the installer/supplier of the equipment. The first of the quarterly inspections is planned for 10th October with further inspections taking place in January and April 2026.</p> <p>Annual inspections commencing in July 2026 will also need to be undertaken and a quotation is being sought from the Playground Inspection Company. ACTION – Cllr Wingfield to update at future meeting re cost of the annual inspection.</p> <p>The Playground Inspection Company offer a training package to enable volunteers to undertake ad-hoc inspections of the playground equipment. The cost of this training is £300 for up to 4 people. Cllr Bradford has posted on the website calling for volunteers to undertake the training. ACTION – Cllr Wingfield to arrange training once 4 x volunteers have been identified.</p> <p>The gate into the playground needs a latch and a sign. ACTION - Cllr Wingfield to obtain quotes.</p>

	<p>A local resident has asked for permission to install a memorial bench in the playground – councillors have no objection in principle but will need to check the lease allows this. ACTION - Cllr Wingfield to check TVBC lease before responding to resident.</p>
025/25	<p>To receive any Parish Councillor updates/reports</p> <p>Cllr Bradford reported that there had been some more interest via the website for Speedwatch training – another 3 people would like to volunteer to undertake the training. There have been no volunteers to date in Nether Wallop nor Over Wallop. The speed gun is owned by Nether Wallop and Cllr Wingfield is in contact with them to discuss the possibility of Grateley PC borrowing it. ACTION – Cllr Wingfield will provide a further update at the next meeting</p> <p>Cllr Bradford advised that the Grateley Village website www.grateley.net is currently being updated and will be easier to navigate in the future.</p> <p>Flashing speed signs – In order to utilise the new speed signs recently purchased Grateley PC need to obtain a licence from HCC Highways. Prior to that licence being issued an annual deployment plan for the signs is required and HCC Highways will need to come out and check that the locations we want to use are suitable. It was agreed that the Highways Committee pick up this piece of work. ACTION – Cllr Wingfield will arrange for this work to be undertaken by the Highways Committee and will keep PC updated.</p>
026/25	<p>To consider any new planning applications received from TVBC since the last meeting:-</p>
(i)	<p>25/02161/FULLN – Vine Cottage, Chapel Lane – replacement of lobby with kitchen extension, replacement of roof tiles with slate and alteration to access – closing date 17th October 2025 – there was some concern over the noise from the ASHP. It was decided that the Clerk would contact the case officer at TVBC for guidance as the ASHP is not specifically part of this planning application. ACTION – Clerk to contact TVBC Planning for clarification on this point and ensure PC response is communicated to them by the closing date of 17th October.</p>
(ii)	<p>25/02227/FULLN – Serendipity, 11 Hawthorne Close – replacement solid conservatory roof to existing conservatory – closing date 14th October 2025 – no objections raised. ACTION – Clerk to respond to TVBC Planning – no objections on this application.</p>
(iii)	<p>25/02288/TREEN – Grateley Junior & Infants School, High Street – treeworks in conservation area - pollard 1 x horse chestnut tree & 1 x cherry tree and reduce crowns by up to 4 metres of 3 x whitebeam trees – closing date 21st October 2025 – no objections raised. ACTION – Clerk to respond to TVBC Planning – no objections on this application.</p>
027/25	<p>To receive an update on the Neighbourhood Development Plan (NDP) from Jane Lynch.</p> <p>Jane Lynch thanked TVBC for the recently received grant of £1000 allowing the group to continue with this work.</p> <p>The NDP Steering Group are currently working on the proposal for the Streetway development. Plan-ET consultants have had sight of this work. NDP group will be arranging a zoom meeting with TVBC to review the proposal.</p>

	<p>Kimpton Parish are considering developing a NDP and may approach Grateley NDP Steering Group for some advice. TVBC are writing an article on Neighbourhood Development Plans and Grateley group have been asked for their input on that. Once complete Jane will arrange for article to be passed to Cllr Bradford for publication on the website.</p> <p>Jane reminded the meeting that the NDP covers up to 2040 – lots of areas are being looked at and will come out for further public consultation as a referendum once completed.</p>
028/25	<p>To receive County Councillor Report/Update</p> <p>Cllr Donnelly had sent apologies for this meeting. He had circulated his October update prior to the meeting – linked here - ..\..\County & Borough Councillor Reports\HCC announcements October 2025.pdf</p>
029/25	<p>To receive Borough Councillor Report/Updates</p> <p>Cllr Hasselmann provided an update on the local government reorganisation. An extraordinary meeting was held on 24th September to discuss the 3 x options proposed. TVBC's preference is Option 1 ie TVBC, New Forest, East Hampshire & Winchester. All 3 options have now been sent to central government for their consideration and decision on which option would be pursued. There will then be a formal consultation on that option.</p> <p>TVBC are continuing to fund the Citizens Advice Bureau for a further three years.</p> <p>In Andover, a new riverside park has been approved – this will connect Western way along the river to the new theatre in the town centre. Work is due to commence in 2026.</p> <p>The TVBC Community Resilience Forum will take place on 25th October – detail to be circulated and all councillors are welcome to attend.</p> <p>Reminder that the food waste collections start week commencing 13th October.</p> <p>Further details can be found in the TVBC Councillor Report – linked here - ..\..\County & Borough Councillor Reports\Borough Councillor Report October 2025.pdf</p> <p>Michelle Penn – the TVBC Community Engagement Officer introduced herself to the meeting. She will be attending as many of the Parish Council meetings as possible, to update on matters such as grants that are available to Parishes and Communities etc. She had received an expression of interest from Grateley Primary School in relation to the recently announced Orchard & Wildflower area funding. She confirmed that the area chosen had to always be accessible and as the school is behind locked gates it would unfortunately not be eligible for this funding.</p>
030/25	<p>To note any correspondence received</p> <p>An invitation had been received for a member of the GPC to join the A342 Working Group – this covers the area from Ludgershall to Weyhill. It was decided not to join the group at this time.</p>

031/25	<p>To co-opt new Councillor for 1 of 2 current vacancies (applications to have been received by 22 September 2025)</p> <p>The Clerk confirmed that an application had been received from Gemma Hill and that she was eligible to stand for co-option to the Parish Council as per the Local Government Act 1972 Sections 79 & 80. Gemma was invited to introduce herself to the Councillors and members of public present in support of her application.</p> <p>Councillor Bradford moved to co-opt Gemma Hill as a Grateley PC Councillor. Councillor Perkins seconded. All councillors unanimously agreed and welcomed Gemma to the Council – her first official meeting attendance will be at the November meeting.</p> <p>ACTION – The Clerk will ensure that the relevant paperwork is completed by Gemma Hill prior to her attendance as a Councillor at 4th November meeting.</p>
032/25	<p>To note process in place for co-option of second new Councillor post (applications to be received by 22 October 2025)</p> <p>Further to the resignation of Keith Smith and the subsequent notice for calls for an election of which there were none, the Clerk confirmed that she had received authority from TVBC Electoral Services Team that Grateley PC could advertise the vacancy to be filled by co-option. A vacancy notice has been produced and advertised on noticeboards and website etc with a closing date for expressions of interest of 22nd October with a view to the co-option taking place at 4th November meeting of the Council. Anyone who would like any further information was invited to reach out to either the Clerk or any of the sitting councillors at any point prior to the closing date.</p>
033/25	<p>To open the meeting for public participation/questions/comments</p> <p>No questions from members of the public present.</p>
034/25	<p>To confirm the dates of the next meetings as:-</p> <p>Tuesday 4th November 2025 @ 7.30 pm Tuesday 3rd February 2026 @ 7.30 pm Tuesday 3rd March 2026 @ 7.30 pm Tuesday 7th April 2026 @ 7.30 pm Tuesday 5th May 2026 @ 7.30 pm – this will be the AGM</p>
035/25	<p>The meeting closed at 8.15pm</p>