GRATELEY PARISH COUNCIL

ORDINARY MEETING – 3 NOVEMBER 2026

There will be an ordinary meeting of Grateley Parish Council at 7.30 pm on Tuesday 3 November 2026 at Grateley War Memorial Hall. All Councillors are requested to attend this meeting.

Members of the public are welcome to attend the meeting – there is a standard item on the agenda for public participation/questions/comment. The period of time designated for public participation at a meeting shall not exceed 10 minutes unless directed by the chair of the meeting. An individual member of the public shall not speak for more than 3 minutes. In accordance with standing orders a question shall not require a response at the meeting nor start a debate on the question. The chair of the meeting may direct that a written or oral response be given.

Karen Nadin – Clerk & Responsible Finance Officer to Grateley Parish Council
Tel: 07453 322139 Email: clerk@grateley.net Website: www.grateley.net

AGENDA

Item	Agenda Item
1	Welcome and apologies for absence
2	Election of Chair
3	Declarations of disclosable pecuniary interests in relation to items on this agenda
4	Approval of draft minutes of the meeting held on 1 September 2026 (Appendix A)
5	Action updates from previous meeting
6	Public Participation Session
7	County Councillor's update
8	Borough Councillor's update
9	Clerk/RFO Update • Financial Update (Appendix B) • Formal Approval of Payments (Appendix C) • 2027/28 Budget Preparation Timetable • Councillor Vacancy Update
10	Planning applications • 26/02326/FULLN – 12 Hawthorne Close, Grateley – Proposed replacement of solid roof and glazing to existing rear conservatory Updates on applications received:- • 26/00185/FULLN - Units 4 & 5 Grateley Business Park, Cholderton Road, Grateley – objection from GPC - considered at Northern Area Planning Committee on 29 October 2026 • 26/02035/TPON – The Beeches, Streetway Road, Grateley – no objections from GPC – application still current • 26/02140/FULLN – The Meadows, Rookery Close, Grateley – no objections from GPC – TVBC decision – no objection
11	Locke Close Play Area Update
12	Grateley Neighbourhood Development Plan Steering Group (GNDPSG) – to include an update on meeting with the Palestine & Grateley Futures Steering Group (P&GFSG)
13	Highways Committee Updates, incl: • Flooding issues Chapel Lane/High Street
14	Footpaths Update
15	Village Hall Update
16	Community Resilience/Emergency Plan Update
17	Test Valley Association of Parish & Town Councils – update from recent meeting
18	Dates of Future Meetings:- 2 February 2027, 4 May 2027 – all to commence at 7.30pm at Grateley War Memorial Hall

Appendix A

GRATELEY PARISH COUNCIL

ORDINARY MEETING – 1 SEPTEMBER 2026 - MINUTES

Item	Agenda Item
1	The Chair opened the meeting at 7.30 pm
2	Attendance – Cllr Wingfield (Chair), Cllr Bradford (Vice Chair), Cllr Perkins, Cllr Hill, Cllr Gregory, Cllr Flood (TVBC). There were 15 members of the public in attendance. Apologies were received from Cllr Hasselmann (TVBC), Cllr Horne & Cllr Donnelly (HCC)
3	There were no declarations of interests in relation to items on this agenda
4	The minutes of the meeting held on 7 July were formally approved and the Chair signed the copy for the minute book.
5	Update on Actions from 7 July 2026 • Charity funds held by the Parish Council – Councillors received an update on the charity funds held in the Council's bank account. Following several delays, the resident responsible for the project was making progress, and a site for the art installation had been agreed. The funds held by the Council were expected to be used before the end of the financial year. • The Clerk had made further enquiries about the HCC Countryside Service's Footpath Warden Scheme. Volunteers receive free training, secateurs and protective gloves to carry out small-scale maintenance and light vegetation clearance, while larger works are reported to the area's Community Engagement Ranger for planning, often with support from a larger volunteer group. No training is currently offered for equipment such as hedge trimmers or brush cutters, although the Countryside Service Team could facilitate it if grant funding became available. Cllr Gregory noted that the Ramblers Association already undertakes some smaller works and that the paths are currently in good order. No further action was required at this stage.
6	County Councillor's update – Cllr Donnelly was not present, so no update was provided.
7	Borough Councillor's update The following key points were noted from the Borough Councillor's report. Further information was available in the full report: • Dangers of battery & vape recycling – following a recent fire in one of TVBC's waste collection vehicles, potentially caused by an incorrectly disposed of vape, residents are reminded of the proper way to recycle these items and the dangers of incorrect disposal. • Annual Canvass 2026 is about to begin. • Fly-tipping – TVBC are very pro-active and have successfully prosecuted, most recently a fly-tipper in Andover was fined £1300. Cllr Flood advised the PC that the Association of Town & Parish Councils are due to meet for their AGM on 19 September and encouraged GPC representation if possible – there will be key information provided by policy team and planners on the National Planning Policy Framework and implications around that at the meeting. **ACTION - Cllr Gregory will attend and provide any relevant updates at the next PC meeting.**
8	Clerk/RFO Update • Financial Update – the financial position to 26 August had been circulated prior to the meeting:- Bank Account Balance as at 1 Apr 2026 - £5068.87 Income 1 Apr to 26 Aug 2026 - £11912.45 Expenditure 1 Apr to 26 Aug 2026 - £7762.69

	Bank Account Balance as at 26 Aug 2026 - £9218.63 This balance was checked, reconciled to the bank statement and signed by Cllr Bradford. It was noted that of this balance, £5585.30 was held in ear-marked reserves, leaving a cumulative balance as at 26 August of £3633.33. The second precept payment is due to be received before the end of September and clerk reminded councillors that at the November Council meeting the budget/precept for 2027/28 would be considered. • Formal Approval of Payments – Payments made during the period 1 July to 26 August had been circulated as an appendix to the agenda for this meeting – all approved and signed by Chair.
9	Planning applications There had been no new planning applications received since the last meeting. Updates on any outstanding applications:- • 26/00185/FULLN - Units 4 & 5 Grateley Business Park, Cholderton Road, Grateley – current – will go to Northern Area Planning Committee – date yet to be confirmed
10	Locke Close Play Area Annual Inspection Report Cllr Wingfield had received the annual inspection report from The Play Inspection Company Ltd, which identified several low- and medium-risk items. Community volunteers will plan remedial works for appropriate items and monitor the remaining areas as required. Progress and any outstanding risks will be reported at future meetings.
11	Grateley Neighbourhood Development Plan Steering Group (GNDPSG) update The Chair of the GNDPSG reported that, following approval at the previous Parish Council meeting, the Housing Needs Survey would be delivered to 262 households. An information event would be held at the village hall on 9 September, giving parishioners information about the survey, progress on the NDP, changes to the Local Plan process and Local Government Reorganisation reforms. Surveys were to be returned by 27 September. TVBC would then prepare a draft report for the Parish Council to consider towards the end of October or beginning of November, before final publication. The NDPSG asked to circulate additional questions with the Housing Needs Survey to support preparation of the NDP. The questions address housing allocations, including local allocations through the NDP and strategic allocations through the Local Plan. The Steering Group considered it important to seek parishioners' views on the strategic housing allocation and therefore asked the Parish Council to authorise the relevant question to be issued on the Council's behalf. All councillors agreed.
12	Highways Working Group Update • Speedwatch – Cllr Gregory reported that volunteers had undertaken five further sessions since the previous meeting at locations in Monxton Road and Cholderton Road. As expected, few speeding vehicles had been recorded; details of any vehicles exceeding the speed limit were reported online to Hampshire Constabulary. Approval for additional locations was still awaited. In the meantime, sessions would continue at the previously approved sites. • Cllr Gregory reported that the first Speed Indicator Device was located in Monxton Road and the second in Cholderton Road. Data gathered so far showed vehicles regularly approaching 60 mph on Monxton Road, which has a 30 mph limit, while many vehicles on Cholderton Road exceeded 50 mph. The higher speeds were generally recorded among vehicles travelling out of the village. Cllr Gregory was obtaining costs from HCC Highways for new posts at other approved sites. The Highways Working Group was also testing whether members could move the equipment

	themselves and was preparing a deployment plan. The group would meet shortly and provide further updates at future Parish Council meetings. • Cllr Bradford reported that he was investigating an on-road footway as a further option for Station Road. The proposal would create a 1.2 m pedestrian-priority lane along the road. A similar scheme in Alton was reported to be working well and to have received positive feedback. It cost approximately £14,000, funded by the relevant parish council with grant assistance, and HCC Highways became responsible for maintenance after installation. The Highways Working Group would continue to investigate the available options and report back to future Parish Council meetings. • It was noted that a drainage contractor had recently cleared some soakaways around the parish but did not appear to have cleared any gullies or drains. Cllr Gregory reiterated that some gullies and drains had not been cleared for years and expressed concern that flooding could recur during another wet autumn and winter, as in previous years. Members and parishioners were advised to continue reporting problems through the HCC Highways reporting tool.
13	Footpaths Update As reported earlier in the meeting, volunteers continue to monitor parish footpaths along with members of the Ramblers Association and all are in good order currently.
14	Village Hall Update Cllr Bradford reported that a second quotation for the village hall toilet refurbishment had been received. The Village Hall Committee would meet shortly to consider the quotations and any grants available for the work. The hall had recently upgraded its smoke detectors; its fire extinguishers had been serviced and electrical certification completed. A new post box was due to be installed outside the village hall, and Grateley War Memorial Hall would become the Parish Council's official postal address.
15	Community Resilience/Emergency Plan Following a recent lorry fire in the parish and subsequent discussion on local social-media channels, councillors considered whether the Parish Council required a Community Emergency Plan and, if so, who would be responsible for preparing and updating it. The Clerk advised councillors that although there is no statutory requirement for a Parish Council to have an Emergency Plan, it is widely encouraged as best practice by principal authorities and the National Association of Local Councils in order to increase community resilience. Templates are available from the Hampshire and Isle of Wight Community Resilience Forum for use by local communities who wished to prepare a Community Emergency Plan. Councillors agreed to consider the available template and the information required for a Community Emergency Plan before deciding how to proceed. An update will be provided at a future meeting. **ACTION – All councillors to review the template and consider the matter further.**
16	HCC Grant availability for new bus shelters Councillors noted that an HCC grant was available for new bus shelters. Cllr Gregory suggested assessing whether a shelter was needed at the Station Road bus stop, which does not currently have one. Members noted that the site might not have sufficient space. **ACTION – Cllr Gregory to make preliminary enquiries about need, site feasibility and grant eligibility, and report back to a future meeting.**

17	Public participation/questions/comments A member of the parish reported that the road sign for St Leonards Church has become quite sun-bleached and people are missing the turn. Providing the sign is not on private land this can be reported to HCC Highways in the first instance. **ACTION – Cllr Gregory to investigate further and report back to a future meeting.**
18	Dates of Future Meetings:- 3 November, 2 February 2027, 4 May 2027 – all to commence at 7.30pm at Grateley War Memorial Hall.
19	The Chair closed the meeting at 8.40pm

Appendix B

GRATELEY PC RECEIPTS & EXPENDITURE ACCOUNT & BANK RECONCILIATION
Period 1 April to 30 October 2026

		As at 30-Oct-26
RECEIPTS		
	PRECEPT 1	5,750.00
	PRECEPT 2	5,750.00
	VAT REFUND	1,001.97
	LENGTHSMAN	1,000.00
	GRANTS RECEIVED	4,159.00
	MISC INCOME	1.48
	TOTAL RECEIPTS 1 APR TO 30 OCT 2026	**17,662.45**
EXPENDITURE		
	CLERK'S SALARY INCL HMRC	1,954.31
	GENERAL ADMIN INCL INSURANCE, WEBSITE, ETC	2,076.69
	PLAY AREA	511.84
	NEIGHBOURHOOD DEV PLAN	100.00
	VAT ON PAYMENTS	1,068.98
	GRANTS PAID	1,350.00
	LENGTHSMAN	804.12
	MISC EXPENDITURE	3,224.40
	TOTAL EXPENDITURE 1 APR TO 30 OCT 2026	**11,090.34**
	NET INCOME OVER EXPENDITURE	**6,572.11**
	CUMULATIVE FUNDS	
	BALANCE IN HAND AS AT 31 MAR 2026 (B/F)	5,068.87
	ADD/DEDUCT NET INCOME OVER EXPENDITURE	6,572.11
	BALANCE IN HAND AS AT 30 OCT 2026	**11,640.98**
	These cumulative funds are represented by balance in bank account	**11,640.98**
	Ear-Marked Reserve Balances Held	
	Charity Monies held	1,405.32
	Neighbourhood Development Plan	500.00
	Lengthsman	2,195.88
	Speedwatch	994.10
	Working Balance as at 30 Oct 2026	**6,545.68**

This bank reconciliation has been checked alongside the Lloyds Bank account statement and confirmed as a true and accurate record by a Councillor of Grateley PC at it's meeting on 3 Nov 2026

Signed _____

Print Name _____

Appendix C

GRATELEY PARISH COUNCIL - FORMAL APPROVAL OF PAYMENTS
26 AUG TO 30 OCT 2026

DATE	PAYEE/DETAIL	AMOUNT
01/09/2026	BT monthly invoice	£47.89
02/09/2026	Kieron Beattie Landscaping - Locke Close play area grass cutting	£156.00
18/09/2026	BDO External Audit 2025/26 fee	£378.00
21/09/2026	Lloyds Bank service charges	£5.17
22/09/2026	Hiscox - Parish Council insurance monthly payment	£78.62
25/09/2026	Amazon purchase - printer paper - office supplies	£17.99
28/09/2026	Clerk's salary - September	£287.28
29/09/2026	Grant to Grateley Village Friends	£500.00
29/09/2026	Grant to PCC Grateley (St Leonards Church) - burial ground maintenance donation	£850.00
29/09/2026	Kieron Beattie Landscaping - Locke Close play area grass cutting	£156.00
02/10/2026	BT monthly invoice	£47.89
15/10/2026	Ava Recreation Ltd - play area quarterly inspection	£72.00
15/10/2026	NALC - Training Event for councillor	£42.00
19/10/2026	Lloyds Bank service charges	£4.25
21/10/2026	Taits Printers - NDP Printing costs	£100.00
24/08/2026	Hiscox - Parish Council insurance monthly payment	£78.62
26/10/2026	Clerk's salary - October	£242.56
23/10/2026	HMRC - payment of income tax for employee	£186.00
	TOTAL PAYMENTS APPROVED	**£3,250.27**

The above payments were formally approved by Grateley Parish Council at their meeting on 3 November 2026

Signed _____ Chair of Meeting

Print Name _____