GRATELEY PARISH COUNCIL

ORDINARY MEETING – 7 JULY 2026

MINUTES

Item	Agenda Item
1	The Chair opened the meeting at 7.35pm
2	Attendance – Cllr Wingfield (Chair), Cllr Bradford (Vice Chair), Cllr Perkins, Cllr Horne, Cllr Hill, Cllr Gregory, Cllr Hasselmann (TVBC), Michelle Penn (Community Engagement Officer TVBC). There were 11members of the public in attendance. Apologies were received from Cllr Donnelly (HCC), Cllr Flood (TVBC)
3	There were no declarations of interests in relation to items on this agenda
4	The minutes of the meeting held on 5 May 2026 were formally approved and the Chair signed the copy for the minute book.
5	Update on Actions from 5 May 2026 • The Clerk advised that councillors Register of Interest forms had been confirmed as up to date and confirmation sent to TVBC. With effect from 29 June 2026 a change in legislation removes the requirement for a councillor's home addresses to be published on Register of Interest forms. The newly added Section 32A of the Localism Act 2011 requires that councils do not publish details of a member's home address in public registers unless an individual member explicitly requests it. ROI forms will now state that an interest exists but the address is withheld under the new Section 32. Appropriately redacted forms have been forwarded to TVBC. • Financial Regs and Standing Orders published on website • Committee & Portfolio list – Cllr Gregory to be added to Highways Working Group and NDPSG. He will also join Cllr Hill as councillor with responsibility for Governance and policy.
6	County Councillor's update – Cllr Donnelly had sent apologies for this meeting.
7	Borough Councillor's update SH had circulated July's Borough Councillor report to councillors prior to the meeting, a copy of which can be found on both the Parish Council and TVBC websites. Main points to note from the report (further information can be found on the full report):- • Test Valley Association of Parish and Town Councils (TVAPTC) will meet again on 20 July meeting – this meeting will include a briefing on the Local Plan as well as Local Government Reorganisation (LGR) and Devolution. • New Inn Dig, Upper Clatford – SH highlighted the archaeological work being undertaken by volunteers, to excavate parts of the site of the New Inn pub which burnt down in the late 1800's. Borough Councillors have donated monies towards the purchase of equipment via the Councillor Community Grant scheme. • Southern Water continue their river enhancement works along the River Anton in Andover with works expected to be completed by the end of July. • Southern Water have confirmed a hosepipe ban which will begin on 10 July. • Village fete season is in full swing with regular attendance at these local events
8	Clerk/RFO Update • Annual Audit Process Update – Papers were submitted to the external auditor (BDO) on 25 June and the notice for the period for the exercise of public rights has been set as 30 June to 10 August 2026. Notice has been published as required. The notice of conclusion of audit will be published by 30 September, once BDO have completed their review. It is an annual requirement for a council to confirm any conflicts of interest with the external auditor – it was confirmed that there were no conflicts of interest with the external auditor. • Financial Update – the financial position to 30 June had been circulated prior to the meeting:- Bank Account Balance as at 1 Apr 2026 - £5068.87 Income 1 Apr to 30 Jun 2026 - £10133.37 Expenditure 1 Apr to 30 Jun 2026 - £6174.79

	Bank Account Balance as at 30 Jun 2026 - £9027.45 This balance was checked, reconciled to the bank statement and signed by Cllr Bradford. It was noted that of this balance £4999.42 was held in ear-marked reserves, leaving a cumulative working balance as at 30 June of £4028.03. Cllr Horne requested an update on the charity monies being held and expressed his opinion that we should not be holding these monies indefinitely. **ACTION – Clerk/RFO to confirm.** • Formal Approval of Payments – Payments made during the period 1 May to 30 Jun 2026 had been circulated as an appendix to the agenda for this meeting – all approved and signed by Chair.
9	Planning applications Applications received since last meeting:- • 26/00937/TREEN - Grateley Lodge, Chapel Lane - Dawn Redwood - reduce overhanging branches to achieve 2m clearance from the apex of the adjacent building – closing date 17 Jun - PC advised no objections - permission granted 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 to be confirmed • 26/00904/TREEN - The Meadows, Rookery Close – permission granted • 26/00669/FULLN - Kestrel, Station Road – permission granted • 26/00642/FULLN - Southdene, Cholderton Road - permission granted • 26/00269/FULLN - White Gates, Old Stockbridge Rd, Over Wallop - permission granted
10	Locke Close Play Area update – weekly inspections taking place. Cllr Wingfield has requested the fencing contractor to inspect the boundary fence. Contractor will spray weeds that are appearing on surface of play surface on next scheduled visit.
11	Grateley Neighbourhood Development Plan Steering Group (GNDPSG) update The Steering Group met on 30 June where the difficulties of writing a plan that will balance the views of all three stakeholder groups was acknowledge (ie the residents of the parish, TVBC in respect of the housing allocation within the Local Plan, and the Palestine & Grateley Station Futures Group, which includes residents of both Grateley and Over Wallop Parishes). It was suggested at that meeting that it may be beneficial to undertake a Housing Needs Survey. This is an independent and confidential survey which will assess the current and future need for types of housing within the parish. TVBC would undertake this survey at no cost to the Parish Council. The Chair of the GNDPSG requested approval from the Parish Council to instruct TVBC to proceed with the survey. Councillors unanimously agreed with this recommended course of action. They also agreed that the oversight of the completed surveys would be delegated to the GNDPSG. The Chair of the GNDPSG stressed that to produce a NDP that encompasses the views of all there needs to be engagement from as many parishioners as possible. The Chair of the GNDPSG reported that they had met with all parties involved in the production of the Palestine & Grateley Station Character Appraisal and Design Code to discuss the way forward. The design code is currently with TVBC for their comments, following which there will be a meeting held to amend the code as required for public consultation and to discuss the production of a Design Code for the Grateley Village settlement. Finally, there was a request for more volunteers to join the Steering Group and if anyone is interested to send an email to grateley.plan@gmail.com
12	Highways Working Group Update Cllr Gregory reported that the Speedwatch equipment has now been purchased and a roadside training session/trial took place on 29 June involving 8 x volunteers alongside members of the Hampshire Constabulary Community Speedwatch team. The session went well and there are further sessions planned for 10 and 15 July, by which point it is hoped the relevant permissions to locate at sites on Station Road and Cholderton Road will have been received from HCC Highways. The

	Working Group would like to purchase signs for display at 7 x entry points into the parish warning drivers that they are entering a Community Speedwatch area. Permissions are being sought from HCC with regards to the location of these signs and enquiries are ongoing via HCC Cllr Donnelly re the costs involved in this respect. An update will be provided to the Parish Council once confirmation has been received. The second speed indicator device (SID) will be tested over the course of the next few weeks at sites along Cholderton Road where existing posts can be utilised, but there is some concern re whether those posts will enable the solar panel to be positioned in such a way that can charge the battery sufficiently. Volunteers have come forward to assist in the trialling of relocating the SID's without having to employ a contractor to undertake that task, the cost of which would be inhibitive. Cllr Bradford updated re white line option along Station Road. He is currently in discussions with HCC Highways over any safety concerns and any other possible options available – this will be discussed further at a future meeting of the Highways Working Group. Cllr Gregory advised that volunteers have been working hard to clear overgrown foliage from road signs around the parish where it has been safe to do so. Cllr Horne asked about the possibility of installing flashing school signs or painting 20mph on roads near the school. Cllr Bradford highlighted that any reduction in speed limits involves a lot of work and is expensive to undertake. Cllr Hill agreed to make some initial enquiries via Borough and District Councillors and this suggestion can be added to the agenda for the next meeting of the Highways Working Group and any updates reported to a future Parish Council meeting.
13	Footpaths Update Cllr Gregory advised that there are 8 x footpaths that run around/through the parish. There are a number of Rambler Association volunteers in the Parish who monitor these footpaths on a regular basis. However, he had recently been made aware by Cllr Donnelly of funding being available for a Footpath Warden(s). Some of the neighbouring parishes are already signed up for this scheme. The Clerk reported that following further conversation with Cllr Donnelly it had been established that HCC offers free training and there is the possibility of funds being made available for the purchase of equipment eg hedge cutters for use by these footpath warden(s). **ACTION - Clerk to investigate further with Countryside team at HCC and report to a future meeting.**
14	Village Hall Update Cllr Bradford advised that the lack of air conditioning has caused a number of cancellations during the recent heatwave conditions. Regulatory inspections are due shortly. Fire extinguishers have been checked. Skittle alley is back in use. TVBC have confirmed that they would like to book the hall for the next election. Cllr Perkins has received a quote for toilet refurbishment – approx. £20k – awaiting a further quote - at least two quotes are required to apply for any grant funding that may be available to the Village Hall Committee for these works.
15	Correspondence received – Clerk advised nothing to report at this meeting.
16	Public participation/questions/comments A member of the public present asked whether the Parish Council currently had a Community Resilience Plan in place. Cllr Bradford confirmed that although a Community Resilience Plan has never been produced, the village hall is set up as a resource for use by the community in the event of an emergency. It was suggested that the production of a Community Resilience Plan might be a piece of work that someone from the community may wish to volunteer to undertake in the future.
17	Dates of Future Meetings:- 1 September, 3 November, 2 February 2027, 4 May 2027 – all to commence at 7.30pm
18	The Chair closed the meeting at 8.30 pm