



CHARLTON PARISH COUNCIL
**MINUTES OF THE MEETING HELD ON TUESDAY 15th October 2024 at Charlton Church
Foxcote Room at 7.45pm**

Present: Cllr C Ward, Cllr I Smale, Cllr N Woods, Cllr P Wylde, Cllr B Hodgson, Cllr Wilson
In attendance: E Attwood – Clerk

1. Apologies for Absence – Borough Cllr Lashbrook, County Councillor Donnelly

2. Declarations of Interest

There were no declarations of interest in items on the agenda.

3. Minutes - Resolved: The minutes of the Parish Council meeting held on 17th September 2024 were confirmed as a correct record and signed by the Chairman of the meeting. All members agreed.

4. Public participation – None.

5. Clerk's Report

- Both tree quotes have been accepted (hedge in village & tree work at Charlton Waterside and the contractors have confirmed the work will be carried out in the next few weeks.
- TVBC report that the funding for the Play Park path has been approved by Cllr Lashbrook from section 106 money, no timescale for completion has been given.
- Cllr Ward will contact the resident who initially made the request and provide an update.
- Kerbs Alignment Carters Meadow – Update Highways have requested Section 106 money to be approved by TVBC to realign kerbs, this does take a little while, but progress is being made.
- Three quotes to appoint architect received and to be considered in this meeting.
- Insurance investigation – volunteers are insured but contractors should hold their own insurance.
- Playgroup responded to Parish Council request and have reminded parents not to park on double yellow lines or the pavement preventing access to pedestrians.
- Charlton Road flooding- Highways have marked out an area for a new drain on Hatherden Road to replace the two that are blocked.
- Parish Councillor vacancy notice issued by TVBC and placed on the noticeboards (not to be filled until TVBC after 22nd October and authorised by electoral dept in case election called by TVBC).
- Communication with one.com to solve Cllr Wards SPAM problem has yet to be solved.
- Fix term deposit rolled over for 1 year.
- Possible co-option, resident has made an enquiry, but still yet to hear back.

6. County Cllr Donnelly – None

7. Borough Cllr L Lashbrook - None

8. Finance -

8.1 The bank balance as of 30th September 2024 was as follows:

Bank Reconciliation			
Treasurers		£	1,162.52
Business		£	47,824.85
Fix Term Deposit		£	25,000.00
Fix Term Deposit		£	30,000.00
Closing Balance as at 30th September 24		£	103,987.37

Resolved: Councillors approved the financial statement and payments for 30th September 2024.

8.2 Approval of September 2024 payments.

Jemma Lawrence Newsletter	
Editor	£200.00
E Attwood Salary	£421.88
Clerks tax - HMRC	£105.40
Bulpitt Print Newsletter	£622.00
Geosphere - Parish Online	£180.00
P Wylde - Lengthsman	£125.00
E Attwood - Exp July/August	£43.04

Approval of October payments to date:

E Attwood Salary	£421.88
Clerks Tax HMRC	£105.40
Land Registry- Owner of Land East of Enham	£3.00
Microsoft Office 365	£79.99
P Wylde - Lengthsman	£212.50
E Attwood Sept Expenses	£16.06

Resolved Cllrs approved September & October 2024 payments to date.

8.3 Approval to reinvest £30,000 - Resolved: Councillors approved reinvesting this amount for six months. **Resolved:** Councillors approved investing £20,000 for six months

8.4 Reallocate £6000 in current budget. Resolved: Councillors agreed they would leave the reallocation of £6000 until next year's budget.

8.5 Budget 25/26 – The Clerk reminded Councillors to advise the Clerk of any items they would like to be included on next year's budget in preparation for next month.

8.6 Poppy Wreath – Resolved: Cllrs approved the purchase of a poppy wreath costing £25 for Remembrance Sunday.

9. Planning

The following decisions by TVBC were noted –

24/02330/FULLN 8 Foxcotte Close Charlton – Resolved: Councillors had no objection.

Update on previous applications

- 24/00559/FULLN Land at Goch Way Andover Charlton – Awaiting decision by Northern Area Planning Committee which is now on 31st October 2024 at TVBC at 5pm
- 24/01683/FULLN New Street Football Club – Permission granted

10. Councillor Reports

10.1 Traffic Liaison – It was reported that batteries had been changed to support the solar panel.

10.2 Environment and Trees The Clerk reported she was waiting for the lead Parish to supply some information about a training course for the Lengthsman.

Cllr Wylde to speak with the countryside Officer and ask her plans to maintain the 758 Bridleway so it doesn't get out of hand. Cllr Wylde will also investigate what equipment maybe needed to support the needs of the Parish countryside footpaths.

Cllr Wylde shared his proposed plans for the burial field, so it becomes a conservation area rather than the contractor TVBC mowing the whole area. It was suggested a footpath could be made around the perimeter. Cllr Ward will speak with the TVBC officer Charlotte Rimmer to see if a meeting can be arranged to discuss with TVBC and to see if any free trees on offer from HCC can be planted in this area.

10.3 Emergency Resilience Planning – A new Cllr needs to be appointed, which should include updates from the Pan Parish Forum.

10.4 Charlton Village Community Association – The AGM will be held on the 22nd of October and 10 people are required to attend for the meeting to be quorate. An update will be published in the Christmas Newsletter. A combined Christmas event is planned for 30th November. To include Christmas Fair and to switch on the Christmas lights at 4 Sunnyside.

10.6 Book Exchange – Cllr Woods reported that he has been tidying the book exchange on a regular basis.

10.7 Climate Change – There is a Test Valley Association of Parish and Town Councils' meeting on Thursday 21st November at King's Somborne which includes celebrating other people's successes in a bid to share ideas and encourage a greater awareness.

10.8 Communication update – Cllr Wilson has requested all Cllrs send a photo with a few words about themselves for the website. A group photo will also be sent for publication in the next newsletter.

The Clerk will ask TVBC if its ok to place an additional noticeboard on the grass verge opposite Mercia Avenue on the bridge side Resolved; Councillors approved ordering the 2 bay A4 manmade noticeboard by Greenbarnes costing £1464.85. The Clerk will then Liaise with Cllr Wilson about ordering and delivery once approval has been given by Kev Harrington TVBC. It was also approved to ask for Andy Mclean to install.

11 Charlton Community Hub. Resolved: Cllrs approved the terms of reference for the Working Group A copy can be found on the Parish Council website.

12 Action tracker review – The following were reviewed.

- **Parish Council action tracker** – Cllrs were reminded of outstanding tasks which have been updated on the tracker.
- **Armstrong Rise** – Cllr Hodgson has been advised that tree/hedge issues need reporting to Hampshire Highways with photos. All Cllrs to view list to help solve the problems.

13. Tree on unregistered Land at 111 – 114 Charlton – This is currently with residents to read and sign. Post meeting: This has now been signed.

14. Correspondence & Meetings. The following items were received.

- Flooding Community toolkit which was circulated
- E mail from resident wanting to know about if the PC want to organise a Reggie night. Cllr Wilson will advise the resident that he could possibly organise a private event.
- Pothole reporting – Do not use fix my street as the system doesn't link to HCC system. **Please use:** [Report a pothole | Transport and roads | Hampshire County Council](#)
- Hampshire Transport Forum the clerk has circulated the email.

15. Items proposed for future agendas were:

- Approval of Christmas Tree

To pass a resolution in accordance with the Public Bodies (Admission to Meetings) Act 1960 to exclude the public and press for discussion re staffing matters where publicity might be prejudicial to the special nature of the business.

16. Discussion and approval of architect's contract for Charlton Village Hub

- Three quotes have been received, a total of five firms were invited to tender.
- Cllrs considered and discussed each quote considering the whole project in detail.
- One quotation offered full details of costs and outlined they had read the PC brief and taken the time to provide detailed costs to take the project to planning approval.
- Two of the architect companies had quoted costs to take part of the way but additional charges would be accumulated by an hourly rate with no guarantee of a final cost.
- Councillors had a preferred contractor (see appendix A confidential until minutes approved) which was felt to be thorough and transparent to secure planning consent.
- The Cllrs approved the preferred contractor which includes signing of the contract, terms and conditions and fees to be paid, subject to a meet and greet interview.

18. Date of next meeting: The next meeting of the Parish Council will be held on Tuesday 19th November 2024 in the Foxcotte room at St Thomas Church, Charlton