

**Minutes from the Meeting
held on Thursday 4th September at 19:00
at The War Memorial Hall, Abbots Ann.**

COUNCIL MEMBERS

	In Attendance	Apologies	Absent
Councillor Jordan	✓		
Councillor Howard	✓		
Councillor Heather	✓		
Councillor Wallis	✓		
Councillor Mitchell	✓		
Vacancy	-	-	-
Vacancy	-	-	-

Also, IN ATTENDANCE:

Amanda Owen – Clerk, Borough Councillor Hasselmann, County Councillor Drew & one member of the public.

250801	To receive Chairman's opening remarks. Councillor Jordan welcomed everyone to the meeting and advised that the meeting is recorded.
250802	To receive and accept apologies for absence. Apologies were NOTED from Councillor Flood.
250803	To receive declarations of disclosable pecuniary interests relating to items on this agenda. No declarations of pecuniary interest were received.
250804	To approve the minutes of the Parish Council Meeting held on Thursday 7th August. The minutes of the meeting held on Thursday 7th August were signed a correct record of the meeting. Proposed by Councillor Jordan, seconded by Councillor Heather. All members voted unanimously to accept this resolution.
250805	To receive updates already published and any further updates provided. Reports can be found at APPENDIX A. Councillor Heather provided an overview with regards to the following: - Southern Water have conducted surveys on the pipe from Poplar Farm to the road bridge. - A tree root was found which is causing blockages. The tree root will be removed and the pipe relined. - The 300 meter stretch towards the bridge has bends which requiring correcting but is classed as a major repair. Southern Water teams will be pricing the repair work. - The Telephone Box has been painted. - A comment has been received from a resident with regards to a hedge on the Green opposite the Wildflower Meadow. Councillor Heather will monitor the situation. - 'Clean up after your dog' signs will be purchased to place along Church Path. Councillor Mitchell advised that she has been talking with residents asking them to submit their views and comments on the Local Plan. Councillor Wallis advised with regards to the following: - Tenants have been found for the football pitches, the pitches will be used as their home pitches for the season. - Saturday – New Street Robins (U16) - Sunday – Shipton Bellinger Reserves - Sunday – Andover Town (U11) Councillor Howard ran through the action list. Councillor Jordan advised that the flooding in the War Memorial Car park is becoming problematic again, alternative measures are to be considered.

	Councillor Hasselmann provided an overview of her report. Councillor Drew provided an overview of his report.
	To receive an update from Abbots Ann Community Land Trust. No update received.
250807	To receive an update relating to the Community Clubhouse & Bulbery Play Area. Councillor Jordan address the meeting and provided the following summary: - Funding is in place for the new play area, with one small decision to make later on the agenda. - The plan to entrance to Bulbery field to give unrestricted access is in progress. - The general reserve has not been touched as yet, a good outcome. Discussion followed with regards to the proposed FA involvement due to the position of the Junior Pitch goal mouth to the new play area. The involvement caused confusion as it is understood the FA has no role to play. The Parish Council are not approaching them for funding and are not conducting FA specified improvements. It was noted that the play area build can go ahead before the Pavilion rebuild commences. Councillor Mitchell advised that she would appreciate unanimous support from Councillors at the upcoming meeting on Monday 8th September. Following a request from a resident and correspondence from 'Made by Padel' the potential for a Padel Ball Court was discussed, along with a Pickle Ball court. It was agreed that Council would discuss further when the Play Area build has commenced at Bulbery.
250808	To agree a spend of £1906.80 from the general reserve, or an application to TVBC for \$106 funds to complete the play area. It was AGREED to submit an application to TVBC for £1906.80 from S106 funds to complete payment for the Bulbery play area. Proposed by Councillor Jordan, seconded by Councillor Howard. All members voted unanimously to accept this resolution.
250809	To agree amendments to the burial ground regulations with regards to the advance purchase of ERBs. It was AGREED to accept the amendments to the burial ground regulations with regards to the advance purchase of ERBs. Proposed by Councillor Howard, seconded by Councillor Jordan. All members voted unanimously to accept this resolution.
250810	To agree a financial contribution to the War Memorial Hall for replacement fencing and gates to support CAF grant funding. It was AGREED to support the War Memorial Hall with a financial contribution of £1900.00, with a provision that the fencing chosen is the cleft chestnut fence and the replacement gates are the hardwood option, not the softwood to support CAF grant funding. Proposed by Councillor Jordan, seconded by Councillor Howard. All members voted unanimously to accept this resolution.
250811	To approve the insurance renewal with Ecclesiastical Insurance Office PLC. It was AGREED to accept the insurance renewal with Ecclesiastical Insurance Office PLC at a cost of £1328.48 on a 3 year fixed agreement. Proposed by Councillor Jordan, seconded by Councillor Heather. All members voted unanimously to accept this resolution.
250812	To note the conclusion of the external audit. The conclusion of the external audit was noted and can be found at APPENDIX B. Councillor Jordan thanked the Clerk.
250813	To complete a mid-year budgetary review. Councillor Jordan addressed the meeting and advised that the budget is looking healthy. Following discussion, it was proposed to amend line 4491 to CY / BG tree works and to increase from £1000.00 to £3000.00.

	Proposed by Councillor Jordan, seconded by Councillor Heather. All members voted unanimously to accept this resolution. It was proposed to ask Arb.Company to conduct a survey of the trees within the Churchyard and Burial ground to identify which trees require work. Proposed by Councillor Jordan, seconded by Councillor Howard. All members voted unanimously to accept this resolution. Councillor Heather advised that the footpath volunteers would benefit from the purchase of a debris blower. He agreed to source quotes and send to the Clerk. Following further discussion, it was proposed that the Footpath Maintenance budget line was increased from £300.00 to £600.00. Proposed by Councillor Jordan, seconded by Councillor Howard. All members voted unanimously to accept this resolution. Councillor Wallis advised that the Pavilion electricity is taking a lot of the budget. The Clerk is to research quotes from other energy companies.																																												
250814	To note the current financial situation and the reconciliation of the bank balance. The current financial situation and the reconciliation of the bank balance were NOTED with the bank balance at 31st August 2025 being £87,013.29. The bank reconciliation can be found as APPENDIX C.																																												
250815	To approve payment requests. The payments as listed in the table below were APPROVED for payment. Proposed by Councillor Jordan, seconded by Councillor Heather. All members voted unanimously to accept this resolution. September 2025 Payment Requests <table><tr><th>TO</th><th>FOR</th><th>INVOICE NO</th><th>AMOUNT</th></tr><tr><td>Staff</td><td>Salary</td><td>September</td><td>£1,264.29</td></tr><tr><td>Staff</td><td>Expenses</td><td>August</td><td>£33.76</td></tr><tr><td>Councillor Heather</td><td>Expenses</td><td>August</td><td>£28.83</td></tr><tr><td>Lloyds</td><td>Bank Charge</td><td></td><td>£4.25</td></tr><tr><td>Scandor</td><td>Grounds Maintenance</td><td>Inv 20951</td><td>£852.67</td></tr><tr><td>Training Expertise</td><td>Footpath Volunteer Training</td><td>Inv 3629</td><td>£390.00</td></tr><tr><td>ICCM</td><td>Subscription 2025 / 2026</td><td>4964/2025/26</td><td>£105.00</td></tr><tr><td>AADefib.com</td><td>Infant / child defib pads</td><td>Inv 15448</td><td>£148.74</td></tr><tr><td>BDO</td><td>Limited Assurance Review Y/E March 2025</td><td>Inv -00724193</td><td>£378.00</td></tr><tr><td colspan="3"></td><td>£3,205.54</td></tr></table>	TO	FOR	INVOICE NO	AMOUNT	Staff	Salary	September	£1,264.29	Staff	Expenses	August	£33.76	Councillor Heather	Expenses	August	£28.83	Lloyds	Bank Charge		£4.25	Scandor	Grounds Maintenance	Inv 20951	£852.67	Training Expertise	Footpath Volunteer Training	Inv 3629	£390.00	ICCM	Subscription 2025 / 2026	4964/2025/26	£105.00	AADefib.com	Infant / child defib pads	Inv 15448	£148.74	BDO	Limited Assurance Review Y/E March 2025	Inv -00724193	£378.00				£3,205.54
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250816	To consider the following planning application:																																												
250816.01	25/01753/TPON T1 - Willow - Fell, T2 - Holly - Fell, T3 - Yew - Crown raise by 6 metres from ground up removing 3 rows on bottom of canopy, T4 and T5 - Beech - Reduce and shape by 2.5 metres. 12 Kingsmead, Anna Valley, Andover, Abbots Ann. The Parish Council had NO OBJECTION to this application. Proposed by Councillor Jordan, seconded by Councillor Mitchell. All members voted unanimously to accept this resolution.																																												
250816.02	25/01859/TREEN T1 - Damson – Fell. Clematis Cottage, 88 Little Ann Road, Little Ann. The Parish Council had NO OBJECTION to this application. Proposed by Councillor Jordan, seconded by Councillor Howard. All members voted unanimously to accept this resolution.																																												
250816.03	25/01815/FULLN Extension, alterations and refurbishment. 50 Duck Street. Abbots Ann. Andover. Hampshire.																																												

	The Parish Council had NO OBJECTION to this application. Proposed by Councillor Jordan, seconded by Councillor Heather. All members voted unanimously to accept this resolution.
250816.04	25/01816/LBWN Demolition of single storey lean-to and flat topped dormer, extension, alterations and refurbishment. 50 Duck Street, Abbots Ann, Andover, Hampshire. The Parish Council had NO OBJECTION to this application. Proposed by Councillor Jordan, seconded by Councillor Heather. All members voted unanimously to accept this resolution.
250816.05	25/01976/TREEN Willow to rear of back garden - Re-pollard back to 8m. The White Bungalow, Duck Street, Abbots Ann The Parish Council had NO OBJECTION to this application. Proposed by Councillor Howard, seconded by Councillor Heather. All members voted unanimously to accept this resolution.
250817	To confirm the date of the next meeting as Thursday 2nd October. The date of the next meeting was agreed as Thursday 2nd October.

There being no other business, the meeting closed at 20:38.

APPENDIX A

Borough Councillor Report **Cllr Maureen Flood and Cllr Susanne Hasselmann September 2025**

Food waste caddies begin delivery across Test Valley

Households across Test Valley will soon receive their food waste caddy packs as part of the borough's new food waste recycling service, which launches this autumn.

Test Valley Borough Council (TVBC), with the help of a specialist distribution company, has begun the rollout of food waste caddies to homes throughout the area, which is expected to take up to seven weeks to complete.

Each standard household will receive a five-litre kitchen caddy, a 23-litre kerbside caddy, one roll of caddy liners, and an information leaflet explaining how the new food waste collection service works.

For households that share bins, deliveries will include a 140-litre grey-lidded food waste wheeled bin for the bin store, rather than a kerbside caddy.

Residents are being reminded to store their caddy liners in a dry place and keep the information leaflet safe for future reference.

The new food waste collection service will officially begin on Monday 13 October 2025, so the caddies should not be used until week commencing 6 October.

Residents will also soon receive postcards telling them what day their food waste will be collected.

The service aims to reduce the amount of food waste sent to landfill and increase recycling rates across the borough. Food waste will be collected weekly and taken to an anaerobic digestion facility, where it will be turned into renewable energy and nutrient-rich fertiliser.

To celebrate the rollout, TVBC has hidden 20 golden tickets inside randomly selected caddy packs. Lucky winners can choose from a range of exciting prizes, including a £50 gift voucher for The Lights, and a three-month premium membership for Andover Leisure Centre, Romsey Rapids, and Knightwood Leisure Centre.

Draft Local Plan 2042: Revised Regulation 18 - Public Consultation closes on 5th September

Both your Borough Councillors have been busy over the summer listening to residents about their concerns over the housing allocation which forms part of the Revised Regulation 18 Local Plan. Many of the comments relate to infrastructure, from water and roads to GP surgeries and schools. The preservation of our villages and rural life, as well as amenities and transport links were also mentioned.

It is important that you put your individual concerns into an email, a letter, or answer the online survey. The public consultation finishes at midday on 5th September 2025, so there isn't much time for you to act.

Please send your response via the online platform and response form (survey) following this link [Test Valley Borough Council](#) (you will need to register your name to use the system). Alternatively, you can send your comments via email to planningpolicy@testvalley.gov.uk,

The planning team will take some time to go through all the responses and upload them onto the public web page. The final iteration of the Local Plan (Regulation 19) is expected to be published in the spring of 2026 when there will be further opportunity to comment.

How to desensitise your dog to loud noises before fireworks season

You may think it's too early to be thinking about fireworks season, but if you have a four-legged friend who is scared of loud bangs and sudden noises now is the time to start desensitising them so they are ready for it in a couple of months' time.

TVBC's Animal Welfare Officers have shared some useful tips on how to help your dog feel safe and calm - including



the Sounds Scary program from [Dogs Trust](#).

For more information visit www.testvalley.gov.uk/SoundTherapyForDogs.

— . [Watch the video](#) to learn more about how you can start using it today to support your dog's wellbeing.

Protecting pets when their owners are hospitalised

Rod Mason, our Animal Welfare Officer, has been working closely with local social services to tackle a growing challenge: ensuring pets are cared for when their owners are suddenly hospitalised. Under the Care Act, this situation can create significant pressure on both health and social care teams, and we're seeing the impact more frequently.

To avoid difficulties, people can nominate care for their pets in case of emergencies. Here is a link to a short video to share from Rod on our You Tube channel: <https://youtu.be/JKR2rJ2J7DA?si=jcn5fRoBI9MI3SGK>

[Click here for the emergency pet care form](#).

Cllr Susanne Hasselmann, cllrhasselmann@testvalley.gov.uk

Cllr Maureen Flood, cllrmflood@testvalley.gov.uk

Update from Hampshire County Council – August/September 2025



Hampshire County Council's country parks regain prestigious Green Flag status

Once again, five of Hampshire County Council's country parks have gained prestigious Green Flag status, recognising they offer the highest standards in visitor experience, park management and environmental care

Lepe, River Hamble, Royal Victoria, Queen Elizabeth, and Staunton Country Parks have all secured Green Flag awards.

In addition, Staunton, Royal Victoria, and Lepe Country Parks have also retained their Green Heritage Site Accreditation, which celebrates sites that actively conserve and promote their unique historic features.

Each of Hampshire's five country parks offers something unique:

Find out what's on offer on [the County Council's webpages](#).

<https://www.hants.gov.uk/News/20250715GreenFlagAwards>

Green Flag Awards fly high again for three Test Valley parks

Three popular parks in Test Valley have once again been awarded the prestigious Green Flag Award – marking over a decade of continued excellence in green space management.

Rooksbury Mill Local Nature Reserve in Andover, Valley Park Woodlands Local Nature Reserve, and Romsey's War Memorial Park have all retained their Green Flag status for another year. The awards are a national benchmark for well-managed parks and open spaces, recognising the efforts that go into keeping them welcoming, safe, and well-maintained for the public to enjoy.

<https://testvalley.gov.uk/news/2025/aug/green-flag-awards-fly-high-again-for-three-test-valley-parks>

Helping your child start the school year with confidence

As Hampshire schools prepare to reopen from 2 September, the County Council is reminding families about the support available to make the first day back a positive experience for children of all ages, their parents and carers

For families with children starting school for the very first time, this can be a particularly big milestone - filled with excitement, pride, and sometimes a few nerves. Whether your child is starting in reception or moving up to a new year group, a little preparation can go a long way in helping them feel settled and ready to learn.

Some key elements:-

- **Vaccinations:** With children mixing more at school, staying up to date with vaccinations helps protect them from preventable illnesses. You can check your child's immunisation record in their red book or speak to your GP practice. This [NHS website](#) has the full vaccination schedule.
- **Toilet training:** For younger children starting school, being toilet trained is a big step towards independence and confidence. Hampshire's Public Health team, in partnership with the Public Health Nursing service, [offers helpful advice](#) for navigating this important milestone.
- **School attendance:** Building a positive relationship with school from day one can ease worries and help children settle in. If you have concerns about attendance, speak with your child's school early - they're there to help. You can also find tips for supporting regular attendance on the [Council's website](#).

<https://www.hants.gov.uk/News/20250811backtoschool>

Hampshire County Council Cabinet backs preferred model for future local government

Hampshire County Council's Cabinet (18 July) agreed to move forward with a preferred model for how local government could be reorganised across Hampshire and the Solent area – marking a key milestone towards shaping a simpler, stronger, and more secure future for council services

Central Government wants to replace councils nationally in places where there are two tiers of local government – replacing county councils and district and borough councils with a smaller number of unitary (all-purpose) local authorities. Each unitary council would be responsible for delivering all local government services in their area, including social care, education, highways, housing, and planning.

Following detailed analysis of robust evidence and data to underpin proposals for the Hampshire and Solent area, Hampshire County Council believes the best model of local government for our area would replace the current 15 councils across the Hampshire and Solent area with four new unitary councils. (Three new councils would be created on the Hampshire and Solent area mainland, and the Isle of Wight would remain a standalone unitary council, as it is now.

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The new food waste collection service will officially begin on Monday 13 October 2025, so the caddies should not be used until week commencing 6 October.

Residents will also soon receive postcards telling them what day their food waste will be collected.

The service aims to reduce the amount of food waste sent to landfill and increase recycling rates across the borough. Food waste will be collected weekly and taken to an anaerobic digestion facility, where it will be turned into renewable energy and nutrient-rich fertiliser.

The Environment Act requires all councils to have food waste collections in place by 1 April 2026.

To celebrate the rollout, TVBC has hidden 20 golden tickets inside randomly selected caddy packs.

Lucky winners can choose from a range of exciting prizes, including a £50 gift voucher for The Lights, and a three-month premium membership for Andover Leisure Centre, Romsey Rapids, and Knightwood Leisure Centre.

Councillor David Drew, portfolio holder for Recycling and Environmental Services, said: “The council is committed to the delivery of waste service changes as required by the Environment Act. We know this new food waste collection service is eagerly anticipated by many residents across the borough. It marks a significant step forward in our ongoing efforts to improve recycling and reduce waste.

“By introducing the service ahead of the government’s deadline, we’re demonstrating our dedication to providing residents with the tools they need to recycle more effectively.”

For more information about the food waste collection service, including FAQs and guidance on what can and cannot go in your caddy, please visit www.testvalley.gov.uk/foodwaste.

<https://testvalley.gov.uk/news/2025/aug/food-waste-caddies-begin-delivery-across-test-valley>

Man ordered to pay £1k for fly-tipping garden waste

A man has been ordered to pay more than £1,000 after pleading guilty to fly-tipping garden waste near Charlton cemetery.

Multiple piles of tree and shrub cuttings were found by a Test Valley Borough Council (TVBC) officer at a layby at Marrowpits, Charlton, near Andover, during a routine inspection on 20 September 2024.

A male was captured by covert cameras removing garden waste from the boot of a car before leaving it in the layby.

Following a DVLA search, TVBC identified Roy Brown of Winchester Road, Andover, as the owner of the vehicle. Council officers invited him to an interview under caution, where he admitted dumping the waste.

Mr Brown pleaded guilty to fly-tipping at a hearing at Basingstoke Magistrates’ Court on 25 July 2025.

<https://testvalley.gov.uk/news/2025/jul/man-ordered-to-pay-1k-for-fly-tipping-garden-waste>

Westover Market Garden takes root with support from the Rural England Prosperity Fund awarded by the council

A new horticultural venture in the heart of the Test Valley is set to flourish thanks to a grant of almost £25,000 from the UK Government’s Rural England Prosperity Fund (REPF), awarded by Test Valley Borough Council (TVBC).

The Westover Market Garden, based at Westover Farm near Stockbridge, marks a bold addition to the farm’s traditional arable farming. The funding has helped establish the garden by supporting the purchase of polytunnels, fencing, gates, a mobile packing shed, fruit trees, and essential tools.

Owner, Will Liddell is a former GP who is passionate about growing and selling food locally as a sustainable alternative to imported produce. The garden will supply high-quality fruit and vegetables to local restaurants, village shops, and campers staying at the adjacent site.

<https://testvalley.gov.uk/news/2025/jul/westover-market-garden-takes-root-with-support-from-the-rural-england-prosperity-fund-awarded-by-the-council>

David Drew

Test Valley Central Division, HCC

Harewood ward, TVBC

Section 3 – External Auditor’s Report and Certificate 2024/25

In respect of

Abbotts Ann Parish Council

1 Respective responsibilities of the auditor and the authority

Our responsibility as auditors to complete a **limited assurance review** is set out by the National Audit Office (NAO). A limited assurance review is **not a full statutory audit**, it does not constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and hence it **does not** provide the same level of assurance that such an audit would. The UK Government has determined that a lower level of assurance than that provided by a full statutory audit is appropriate for those local public bodies with the lowest levels of spending.

Under a limited assurance review, the auditor is responsible for reviewing Sections 1 and 2 of the Annual Governance and Accountability Return in accordance with NAO Auditor Guidance Note 02 (AGN 02 as issued by the NAO on behalf of the Comptroller and Auditor General. AGN 02 is available from the NAO website – <https://www.nao.org.uk/code-audit-practice/guidance-and-information-for-auditors/> .

This authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The authority prepares an Annual Governance and Accountability Return in accordance with *Proper Practices* which:

- summarises the accounting records for the year ended 31 March 2025; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

2 External auditor’s limited assurance opinion 2024/25

On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return, in our opinion the information in Sections 1 and 2 of the Annual Governance and Accountability Return is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

(continue on a separate sheet if required)

Other matters not affecting our opinion which we draw to the attention of the authority:

Following the Internal auditors review of the smaller authority’s processes and controls, some recommendations were raised. These recommendations should be reviewed and acted upon appropriately by the smaller authority.

(continue on a separate sheet if required)

3 External auditor certificate 2024/25

We certify that we have completed our review of Sections 1 and 2 of the Annual Governance and Accountability Return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2025.

External Auditor Name

ENTER N BDO LLP - Southampton AUDITOR

External Auditor Signature

DocuSigned by:

BDO LLP

467DFB746A8A428...

SIGNATURE REQUIRED

Date

13 August 2025 YYYY

APPENDIX C

Date: 01/09/2025

Abbotts Ann Parish Council

Page 1

Time: 07:53

**Bank Reconciliation Statement as at 31/08/2025
for Cashbook 1 - Lloyds Treasurers Account**

User: AMANDA

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
Lloyds Treasurers Account	31/08/2025		87,013.29
			<u>87,013.29</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			87,013.29
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			87,013.29
		Balance per Cash Book is :-	87,013.29
		Difference is :-	0.00