

**Minutes from the Annual Meeting  
held on Thursday 7<sup>th</sup> May at 19:00  
at the Pavilion, Bulbery.**

**COUNCIL MEMBERS**

	<b>In Attendance</b>	<b>Apologies</b>	<b>Absent</b>
<b>Councillor Jordan</b>	√		
<b>Councillor Howard</b>	√		
<b>Councillor Heather</b>	√		
<b>Councillor Wallis</b>	√		
<b>Councillor Mitchell</b>	√		
<b>Vacancy</b>	-	-	-
<b>Vacancy</b>	-	-	-

**Also, IN ATTENDANCE:**

Amanda Owen - Clerk, Test Valley Borough Council Councillor Flood & three members of the public.

<b>260501</b>	<p><b>To elect the Chair and receive the signed Declaration of Office.</b> Councillor Howard proposed Councillor Jordan as Chair, seconded by Councillor Wallis. All members voted unanimously to accept this resolution. Councillor Jordan accepted the position of Chairman and signed the declaration of acceptance of office.</p>
<b>260502</b>	<p><b>To elect the Vice Chair and receive the signed Declaration of Office.</b> Councillor Jordan proposed Councillor Howard as Vice Chair, seconded by Councillor Wallis. All members voted unanimously to accept this resolution. Councillor Howard accepted the position of Chairman and signed the declaration of acceptance of office.</p>
<b>260503</b>	<p><b>To confirm there are no amendments to Councillor's declarations of pecuniary interests.</b> Councillors confirmed that there were no changes to their DPI forms.</p>
<b>260504</b>	<p><b>To agree the Portfolio holders: Amenities   Development &amp; Infrastructure   Environment   Policy   Sports &amp; Recreation   Wellbeing</b> It was <b>RESOLVED</b> that the portfolio's would be allocated as per <b>APPENDIX A</b>. Proposed by Councillor Jordan, seconded by Councillor Howard. All members voted unanimously to accept this resolution.</p>
<b>260505</b>	<p><b>To approve the following policies: Standing Orders   Financial Regulations   Code of Conduct   Asset Register   Risk Assessment</b> It was <b>RESOLVED</b> to approve the following: Standing Orders   Financial Regulations   Code of Conduct   Asset Register   Risk Assessment Proposed by Councillor Jordan, seconded by Councillor Heather. All members voted unanimously to accept this resolution.</p>
<b>260506</b>	<p><b>To approve the following direct debits: Business Stream   ICO   EDF   Test Valley Borough Council</b> It was <b>RESOLVED</b> to approve the following direct debits: Business Stream   ICO   EDF   Test Valley Borough Council Proposed by Councillor Jordan, seconded by Councillor Howard. All members voted unanimously to accept this resolution.</p>
<b>260507</b>	<p><b>To receive Chairman's opening remarks.</b> Councillor Jordan welcomed those present and thanked Councillors for allowing him the opportunity to be Chair again. He advised that last year was a good year with regards to achievements and that he was looking forward the year ahead.</p>
<b>260508</b>	<p><b>To receive and accept apologies for absence.</b> Apologies were <b>NOTED</b> from Borough Councillor Hasselmann and David Drew.</p>
<b>260509</b>	<p><b>To receive declarations of disclosable pecuniary interests relating to items on this agenda.</b> No declarations of pecuniary interests were received.</p>
<b>260510</b>	<p><b>To approve the minutes of the Parish Council Meeting held on Thursday 5<sup>th</sup> March.</b> The minutes of the meeting held on Thursday 5<sup>th</sup> March were signed as a correct record of the meeting. Proposed by Councillor Wallis, seconded by Councillor Howard. This motion was passed on a vote of 4 <b>FOR</b> and 1 <b>ABSTENTION</b>.</p>
<b>260511</b>	<p><b>To receive updates already published and any further updates provided.</b> Reports can be found at <b>APPENDIX B</b>.</p>

	<p>Councillor Mitchell advised that she had a positive meeting with George Bacon who runs charity Prostate Awareness. He will be helping run the 'Prostate Van' project on 26<sup>th</sup> September. The aim is to achieve a collective approach with other Parishes to incentivize the project.</p> <p>Councillor Wallis advised the football pitches are being used again after being unplayable. Several teams have played and bookings are coming up. 'No dogs' signage installed on play area and on the new gate with regards to parking.</p> <p>Councillor Howard advised he had no update and ran through the action list.</p> <p>Councillor Jordan advised that the planning application had been submitted to Test Valley Borough Council for 62 homes at Bulbery and stated the Parish Council already have a comprehensive objection drafted. Behind the scenes, the Parish Council will run a review of the new planning application to pull out anything where we have grounds to object that has not already covered. Councillor Jordan advised he will draft some points and circulate to Councillors before the extraordinary meeting being held on Wednesday 13th.</p> <p>Borough Councillor Flood addressed the meeting and advised the following:</p> <ul style="list-style-type: none"> <li>- Busy with lots of commitments next week, so will endeavour to attend the extraordinary meeting and the Parish Assembly.</li> <li>- Test Valley Borough Council have been asked by Government to provide feedback with regards to the Parish and Town Council elections cycle.</li> <li>- Annual meeting taking place next week at Test Valley Borough Council to appoint new Mayor.</li> <li>- New coffee and cake stand by Andover Bus Station, highly recommended.</li> </ul>
<b>260512</b>	<p><b>To receive an update from Abbotts Ann Community Land Trust.</b> John Barlow, AACLT provided the following update: "I am pleased to report that contracts have been exchanged for the site next to the school to be purchased by Metis Homes of Fair Oak. The purchase is subject to Metis obtaining a satisfactory planning consent. Plans and elevations are in the course of preparation and it is intended for there to be an on-line presentation of the proposals and also an in-person exhibition most likely in June 2026."</p> <p>Councillor Jordan thanked John and his colleagues for their work.</p> <p>John advised that he will address residents at the Parish Assembly to reiterate the AACLT proposal and that the 62 homes are not linked. In the coming days, the AACLT website will be updated.</p>
<b>260513</b>	<p><b>To agree to support "Love Your Burial Ground week" to be coordinated by St Marys Church.</b> It was <b>AGREED</b> to support "Love Your Burial Ground Week" to be coordinated by St Marys Church. Proposed by Councillor Jordan, seconded by Councillor Howard. All members voted unanimously to accept this resolution.</p>
<b>260514</b>	<p><b>To agree the quote from Philip Grob for amendments to the car park barrier at a cost of £1275.00 + VAT.</b> It was <b>AGREED</b> to accept the quote from Philip Grob for amendments to the car park barrier at a cost of £1275.00 + VAT. Proposed by Councillor Jordan, seconded by Councillor Howard. All members voted unanimously to accept this resolution.</p>
<b>260515</b>	<p><b>To agree a spend of £2441.00 for replacement goals if S106 funding application is rejected.</b> It was <b>AGREED</b> to allocate a spend of £2441.00 for replacement goals if S106 funding is rejected. Proposed by Councillor Jordan, seconded by Councillor Wallis. All members voted unanimously to accept this resolution.</p>
<b>260516</b>	<p><b>To agree a spend of £44.00 to the Pill Hill Brook Association to produce a replica of the Environmental Agency Award plaque to place in the Upper Clatford Village Hall.</b> It was <b>AGREED</b> to allocated a spend of £44.00 to the Pill Hill brook Association to reproduce a replica of the Environmental Agency award plaque if it can be displayed in the War Memorial Hall in Abbotts Ann. Proposed by Councillor Jordan, seconded by Councillor Mitchell. All members voted unanimously to accept this resolution.</p>
<b>260517</b>	<p><b>To agree the allocation of £200.00 to the War Memorial Hall Committee for insurance support.</b> It was <b>AGREED</b> to allocate £200.00 to the War Memorial Hall Committee towards annual insurance. Proposed by Councillor Jordan, seconded by Councillor Howard. All members voted unanimously to accept this resolution.</p>

260518	<p><b>To note BDO as the external auditor for financial year 2026 / 2026 and to note no Conflict of Interest.</b> BDO were <b>NOTED</b> as the external auditor for financial year 2025 / 2026 and it was <b>NOTED</b> that there were no conflicts of interest.</p>																																																																																																																								
260519	<p><b>To note the current financial situation and the reconciliation of the bank balance.</b> The current financial situation and the reconciliation of the bank balance were <b>NOTED</b> with the bank balance at 30<sup>th</sup> April 2026 being £48,136.32 The bank reconciliations can be found at <b>APPENDIX C</b>.</p>																																																																																																																								
260520	<p><b>To approve payments for April and May.</b> The payments as listed in the table below were <b>APPROVED</b> for payment. Proposed by Councillor Jordan, seconded by Councillor Heather. All members voted unanimously to accept this resolution.</p> <table border="1" data-bbox="240 456 1522 1532"> <thead> <tr> <th colspan="4" data-bbox="240 456 1522 495">April 2026 Payment Requests</th> </tr> <tr> <th data-bbox="240 521 663 555">TO</th> <th data-bbox="663 521 1150 555">FOR</th> <th data-bbox="1150 521 1398 555">INVOICE NO</th> <th data-bbox="1398 521 1522 555">AMOUNT</th> </tr> </thead> <tbody> <tr> <td>Staff</td> <td>Salary</td> <td>April</td> <td>£1,264.29</td> </tr> <tr> <td>Staff</td> <td>Expenses</td> <td>March</td> <td>£55.11</td> </tr> <tr> <td>Lloyds</td> <td>Bank Charge</td> <td></td> <td>£4.25</td> </tr> <tr> <td>Scandor</td> <td>Grounds Maintenance (March)</td> <td>Inv 21415</td> <td>£852.67</td> </tr> <tr> <td>Test Valley Borough Council</td> <td>Dog / Litter Bin Emptying 2025 / 2026</td> <td>Inv 10071013</td> <td>£1,455.42</td> </tr> <tr> <td>Hampshire Association of Local Councils</td> <td>HALC Affiliation &amp; NALC Levy 2026 / 2027</td> <td>Inv 8221</td> <td>£527.00</td> </tr> <tr> <td>PMF Products</td> <td>Goal Posts - Bulbery</td> <td>Ref: 81796</td> <td>£2,441.00</td> </tr> <tr> <td>Fencing Direct Hampshire Ltd</td> <td>12ft Field Gate &amp; on site barrier</td> <td>Inv 1676</td> <td>£2,880.00</td> </tr> <tr> <td>Infinity Playgrounds</td> <td>Grass Mat installation - Magic Meadow</td> <td>Inv 01896</td> <td>£760.63</td> </tr> <tr> <td>Rialtas</td> <td>Support &amp; Making Tax Digital Subscription 2026</td> <td>Inv SM33954</td> <td>£396.00</td> </tr> <tr> <td>Mid Hants Fire Protection</td> <td>Service &amp; Certification</td> <td>Inv 408/26</td> <td>£54.00</td> </tr> <tr> <td>EDF</td> <td>Pavilion Electricity</td> <td>KI-CC1F4FE6-0005</td> <td>£33.98</td> </tr> <tr> <td>Aluco Ecology</td> <td>Updated BNG &amp; PEA report</td> <td>Inv 2571</td> <td>£1,440.00</td> </tr> <tr> <td>One Two Tree</td> <td>Tree Works CY &amp; BG</td> <td>Inv 1047</td> <td>£3,600.00</td> </tr> <tr> <td>Hampshire County Council</td> <td>Street Lighting - Oct 25 to Mar 26</td> <td>Inv 3612119166</td> <td>£189.50</td> </tr> <tr> <td>Viking</td> <td>Stationery</td> <td>Inv 4410631691</td> <td>£43.81</td> </tr> <tr> <td>ICO</td> <td>Annual Fee</td> <td></td> <td>£52.00</td> </tr> <tr> <td></td> <td></td> <td></td> <td>£16,049.66</td> </tr> <tr> <th colspan="4" data-bbox="240 1173 1522 1211">May 2026 Payment Requests</th> </tr> <tr> <th data-bbox="240 1238 663 1272">TO</th> <th data-bbox="663 1238 1150 1272">FOR</th> <th data-bbox="1150 1238 1398 1272">INVOICE NO</th> <th data-bbox="1398 1238 1522 1272">AMOUNT</th> </tr> <tr> <td>Staff</td> <td>Salary</td> <td>May</td> <td>£1,264.29</td> </tr> <tr> <td>Staff</td> <td>Expenses</td> <td>April</td> <td>£37.34</td> </tr> <tr> <td>Lloyds</td> <td>Bank Charge</td> <td></td> <td>£4.25</td> </tr> <tr> <td>Scandor</td> <td>Grounds Maintenance (April)</td> <td>Inv 24183</td> <td>£852.67</td> </tr> <tr> <td>Andover Garden Machinery</td> <td>Trimmer repair</td> <td>Inv 190282</td> <td>£213.00</td> </tr> <tr> <td>Hampshire Association of Local Councils</td> <td>LCPD Membership Apr 2026 to Mar 2027</td> <td>Inv-8409</td> <td>£216.00</td> </tr> <tr> <td>EDF</td> <td>Pavilion Electricity</td> <td>KI-CC1F4FE6-0006</td> <td>£24.92</td> </tr> <tr> <td></td> <td></td> <td></td> <td>£2,612.47</td> </tr> </tbody> </table>	April 2026 Payment Requests				TO	FOR	INVOICE NO	AMOUNT	Staff	Salary	April	£1,264.29	Staff	Expenses	March	£55.11	Lloyds	Bank Charge		£4.25	Scandor	Grounds Maintenance (March)	Inv 21415	£852.67	Test Valley Borough Council	Dog / Litter Bin Emptying 2025 / 2026	Inv 10071013	£1,455.42	Hampshire Association of Local Councils	HALC Affiliation & NALC Levy 2026 / 2027	Inv 8221	£527.00	PMF Products	Goal Posts - Bulbery	Ref: 81796	£2,441.00	Fencing Direct Hampshire Ltd	12ft Field Gate & on site barrier	Inv 1676	£2,880.00	Infinity Playgrounds	Grass Mat installation - Magic Meadow	Inv 01896	£760.63	Rialtas	Support & Making Tax Digital Subscription 2026	Inv SM33954	£396.00	Mid Hants Fire Protection	Service & Certification	Inv 408/26	£54.00	EDF	Pavilion Electricity	KI-CC1F4FE6-0005	£33.98	Aluco Ecology	Updated BNG & PEA report	Inv 2571	£1,440.00	One Two Tree	Tree Works CY & BG	Inv 1047	£3,600.00	Hampshire County Council	Street Lighting - Oct 25 to Mar 26	Inv 3612119166	£189.50	Viking	Stationery	Inv 4410631691	£43.81	ICO	Annual Fee		£52.00				£16,049.66	May 2026 Payment Requests				TO	FOR	INVOICE NO	AMOUNT	Staff	Salary	May	£1,264.29	Staff	Expenses	April	£37.34	Lloyds	Bank Charge		£4.25	Scandor	Grounds Maintenance (April)	Inv 24183	£852.67	Andover Garden Machinery	Trimmer repair	Inv 190282	£213.00	Hampshire Association of Local Councils	LCPD Membership Apr 2026 to Mar 2027	Inv-8409	£216.00	EDF	Pavilion Electricity	KI-CC1F4FE6-0006	£24.92				£2,612.47
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260521	<p><b>To consider the following planning application:</b></p>																																																																																																																								
260521.01	<p><b>26/00797/TPON (T1) Reduce eastern stem on 1 no Ash by drive with included bark union by up to 2 metres to best growth points and removal of major dead wood. Water Cottage, Mill Lane, Abbots Ann.</b> The Parish Council had <b>NO OBJECTION</b> to this application. Proposed by Councillor Jordan, seconded by Councillor Heather. All members voted unanimously to accept this resolution.</p>																																																																																																																								
260521.02	<p><b>26/00776/TPON T1 - Hawthorn – Fell. 16 Kingsmead, Anna Valley, Abbots Ann, Andover.</b> The Parish Council had <b>NO OBJECTION</b> to this application. Proposed by Councillor Jordan, seconded by Councillor Howard. All members voted unanimously to accept this resolution.</p>																																																																																																																								
260521.03	<p><b>26/00792/FULLN Erection of dwelling to the rear of Osmaston. Osmaston, Salisbury Road, Abbots Ann.</b> The Parish Council <b>OBJECT</b> to this application on the grounds of overdevelopment of the site, unacceptable harm to the living conditions of neighbouring occupiers, overbearing impact on the site. The plan is similar in most aspects that have been objected to by the planning authority in previous submissions. The access to the highway remains dangerous despite the highways change of position by reducing the distance required</p>																																																																																																																								

	<p>to meet safety regulations. The property entrance and exit is on to a busy trunk road, reducing visibility is not a safe measure.</p> <p>Proposed by Councillor Jordan, seconded by Councillor Heather.</p> <p>All members voted unanimously to accept this resolution.</p>
260521.04	<p><b>26/00873/FULLN Construction of retaining wall. The Thatches, 27 Duck Street, Abbots Ann, Andover.</b></p> <p>The Parish Council had <b>NO OBJECTION</b> to this application.</p> <p>Proposed by Councillor Jordan, seconded by Councillor Howard.</p> <p>All members voted unanimously to accept this resolution.</p>
260521.05	<p><b>26/00849/LBWN Construction of retaining wall. The Thatches, 27 Duck Street, Abbots Ann, Andover.</b></p> <p>The Parish Council had <b>NO OBJECTION</b> to this application.</p> <p>Proposed by Councillor Jordan, seconded by Councillor Howard.</p> <p>All members voted unanimously to accept this resolution.</p>
260522	<p><b>To note the date of the Parish Assembly as Thursday 14<sup>th</sup> May and to confirm the date of the next full council meeting as Thursday 4<sup>th</sup> June.</b></p> <p>The date of the Parish Assembly was <b>NOTED</b> as Thursday 14<sup>th</sup> May and the date of the next full meeting was <b>NOTED</b> as Thursday 4<sup>th</sup> June. Since the issuing of the agenda for 7<sup>th</sup> May, an extraordinary meeting has been arranged for Wednesday 13<sup>th</sup> May.</p>
	<p><b>Admission to meeting to pass a resolution in accordance with the public bodies (admission to meetings) act 1960 to exclude the public and press from the remainder of this meeting as publicity will be prejudicial to the confidential nature of the business.</b></p>
260523	<p><b>To agree staff salary, back dated to 1<sup>st</sup> April 2026.</b></p> <p>Staff salaries were <b>AGREED</b>.</p>

There being no other business, the meeting closed at 20:22.

## APPENDIX A

Portfolio	Volunteer to lead:	Volunteers to assist:	Portfolio likely to cover:
Amentities	Gordon Howard	John Heather - Telephone Kiosk	Burial Ground Churtyard Telephone Kiosk
Development & Infrastructure	Andy Jordan	Patricia Mitchell John Heather - Pan Parish Forum	Planning & Climate Change Traffic Pan Parish Forum Local Plan Housing Needs Survey (Affordable Housing) Street Lighting Bulbery Project
Environment	John Heather	Patricia Mitchell - Conservation	Footpaths Footpath Warden Green Space (inc The Green) Grounds Maintenance Wildflower Meadow River Watch Dog Bins (Health & Safety) Highways / Pavements
Policy	Andy Jordan	Vacant	Finance Budget Contracts
Sports & Recreation	Chris Wallis	Andy Jordan	Sports Pitches Sports Pavilion
Wellbeing	Patricia Mitchell	Andy Jordan	Communications Safety & Security Policing Youth Group Watch Initiatives (Neighbourhood Watch) Local interest groups - walk & talk Welcome Pack Play Areas / Skate Park

## APPENDIX B

### Update from Hampshire County Council – May 2026

#### Primary school place offers confirmed by Hampshire County Council

Parents in Hampshire who applied on time for a school place for children starting school in September 2026 – either in Reception Year or in Year 3 in a junior school – have been sent the outcome of their application by Hampshire County Council today (16 April 2026)

The County Council has processed more than 20,000 applications for children to start school in reception year (Year R) and to move from infant to their first year of junior education (Year 3).

More than 98 per cent (98.93 per cent) of parents have been offered a reception year place for their child in one of their three preferred schools, with over 93 per cent (93.48 per cent) allocated a place at their first preference school.

Of pupils transferring from infant school to junior school (Year 3), more than 99 per cent (99.63 per cent) received a place at one of their three preferences, and over 98 per cent (98.94 per cent) obtained a place at their first preference school.

Parents who applied online have been notified of their offers by email. They can also view their offer by logging into the secure, online portal using the same log-in details provided when making their online application. Those small numbers of parents who applied in writing without providing an email address should receive letters by post in two to three days.

A set of Frequently Asked Questions to help with parents' queries has been published on the [Admissions webpages](#). This includes information on school transport assistance which may be available in certain circumstances, where the national eligibility criteria are met (application deadline 31 May).

For more information about school transport assistance and the eligibility criteria, please visit the County Council's [Travel to School webpages](#).

<https://www.hants.gov.uk/News/20260416primaryofferday>

## Applications closing soon for school and post-16 transport

Hampshire parents and carers are being advised to apply now for school and post-16 transport for September 2026, as application deadlines are approaching quickly

Applications are currently open for:-

- Eligible primary and secondary-aged children attending mainstream schools without special educational needs (SEND) **DEADLINE 31 MAY**
- Primary and secondary-aged children and eligible post-16 students with SEND. **DEADLINE 30 JUNE.**

Applying on time allows [eligibility](#) to be assessed and arrangements to be put in place before the new school year begins. Parents of post-16 students should check [recent policy changes](#).

Late applications for children with SEND will still be treated as on time if their Education, Health and Care Plan is finalised after the deadline.

Parents can visit Hampshire County Council's website for full details on eligibility and how to apply for [school](#) and [post-16](#) transport.

<https://www.hants.gov.uk/News/20260501schooltransport>

David Drew

Test Valley Central Division, HCC  
Harewood ward, TVBC

## APPENDIX C

Date: 05/05/2026

Abbots Ann Parish Council

Page 1

Time: 12:19

Bank Reconciliation Statement as at 30/04/2026  
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	30/04/2026		48,136.32
			<hr/> 48,136.32
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<hr/> 0.00
			48,136.32
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<hr/> 0.00
			48,136.32
		<b>Balance per Cash Book is :-</b>	<b>48,136.32</b>
		<b>Difference is :-</b>	<b>0.00</b>