

**Minutes from the Annual Meeting
held on Tuesday 7th May at 19:00
at the Pavilion, Bulbery.**

COUNCIL MEMBERS

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

Also, IN ATTENDANCE:

Amanda Owen - Clerk, Test Valley Borough Council Councillor Flood & no members of the public.

250501	<p>To elect the Chair and receive the signed Declaration of Office. Councillor Howard proposed Councillor Jordan as Chair, seconded by Councillor Mitchell. All members voted unanimously to accept this resolution. Councillor Jordan accepted the position of Chairman and signed the declaration of acceptance of office.</p>
250502	<p>To elect the Vice Chair and receive the signed Declaration of Office. Councillor Jordan proposed Councillor Howard as Vice Chair, seconded by Councillor Heather. All members voted unanimously to accept this resolution. Councillor Howard accepted the position of Chairman and signed the declaration of acceptance of office.</p>
250503	<p>To confirm there are no amendments to Councillor's declarations of pecuniary interests. Councillors confirmed that there were no changes to their DPI forms.</p>
250504	<p>To agree the Portfolio holders: Amenities Development & Infrastructure Environment Policy Sports & Recreation Wellbeing It was RESOLVED that the Portfolio's would be allocated as per APPENDIX A. Proposed by Councillor Jordan, seconded by Councillor Heather. All members voted unanimously to accept this resolution.</p>
250505	<p>To approve the following policies: Standing Orders Financial Regulations Code of Conduct Asset Register Risk Assessment It was RESOLVED 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>
250506	<p>To approve the following direct debits: Business Stream SSE Test Valley Borough Council It was RESOLVED To approve the following direct debits: Business Stream SSE Test Valley Borough Council ICO Proposed by Councillor Jordan, seconded by Councillor Heather. All members voted unanimously to accept this resolution.</p>
250507	<p>To receive Chairman's opening remarks. Councillor Jordan welcomed everyone to the meeting and noted that the Parish Assembly was a great turn out, lovely to see so many residents in attendance and hear the updates.</p>
250508	<p>To receive and accept apologies for absence. Apologies were RECEIVED and ACCEPTED from Councillor Wallis.</p>
250509	<p>To receive declarations of disclosable pecuniary interests relating to items on this agenda. No declarations of pecuniary interests were received.</p>
250510	<p>To approve the minutes of the Parish Council Meeting held on Thursday 3rd April. The minutes of the meeting held on Thursday 3rd April were signed as a correct record of the meeting. Proposed by Councillor Jordan, seconded by Councillor Howard. All members voted unanimously to accept this resolution.</p>
250511	<p>To receive updates already published and any further updates provided. Reports can be found at APPENDIX B.</p>

	<p>Councillor Howard addressed the meeting with regards to the fencing alongside the Church Path. Borough Councillor Flood advised that she will make the relevant enquiries to try and assist.</p> <p>Borough Councillor Flood provided an overview of her report.</p>																																																																
250512	<p>To receive an update from Abbots Ann Community Land Trust.</p> <p>Apologies were received from John Barlow of Abbots Ann Community Land Trust who had nothing new to report.</p>																																																																
250513	<p>To note the VE Day 80th Anniversary update.</p> <p>Event due to take place on Saturday 10th May at 12:00 with entertainment, finishing approximately 17:00. Test Valley Borough Council has kindly awarded a VE Day Grant.</p>																																																																
250514	<p>To agree to remain part of the Lengthsman scheme provided by Hampshire County Council and to sign the cluster agreement.</p> <p>It was AGREED to remain part of the Lengthsman Scheme, the Clerk will sign the cluster agreement and return to the cluster lead.</p> <p>Proposed by Councillor Jordan, seconded by Councillor Howard.</p> <p>All members voted unanimously to accept this resolution.</p>																																																																
250515	<p>To consider the memorial application for Robert Blyth.</p> <p>It was AGREED to not approve the application for memorial due to the measurements not being in accordance with Burial ground regulations.</p> <p>Proposed by Councillor Jordan, seconded by Councillor Howard.</p> <p>All members voted unanimously to accept this resolution.</p>																																																																
250516	<p>To agree the allocation of £200.00 to the War Memorial Hall Committee for insurance support.</p> <p>It was AGREED to allocate £200.00 to the War Memorial Hall Committee for insurance support.</p> <p>Proposed by Councillor Jordan, seconded by Councillor Heather.</p> <p>All members voted unanimously to accept this resolution.</p>																																																																
250517	<p>To note the CIL allocation of £2014.49 to new Bulbery play area.</p> <p>It was NOTED that the allocation of CIL funding totalling £2014.49 was to be allocated to the new Bulbery play area.</p>																																																																
250518	<p>To agree the amended playground quote from Sovereign at a cost of £47,842.59.</p> <p>It was AGREED to accept the amended playground quote from Sovereign at a cost of £47,842.59.</p> <p>Proposed by Councillor Jordan, seconded by Councillor Howard.</p> <p>All members voted unanimously to accept this resolution.</p>																																																																
250519	<p>To note the current financial situation and the reconciliation of the bank balance.</p> <p>The current financial situation and the reconciliation of the bank balance were NOTED with the bank balance at 30th April 2025 being £85,888.32. The bank reconciliation can be found as APPENDIX C.</p>																																																																
250520	<p>To approve payments for May.</p> <p>The payments as listed in the table below were APPROVED for payment.</p> <p>Proposed by Councillor Jordan, seconded by Councillor Heather.</p> <p>All members voted unanimously to accept this resolution.</p> <table><tr><th colspan="4">May 2025 Payment Requests</th></tr><tr><th>TO</th><th>FOR</th><th>INVOICE NO</th><th>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>£40.34</td></tr><tr><td>Lloyds</td><td>Bank Charge</td><td></td><td>£4.25</td></tr><tr><td>Councillor Heather</td><td>Expenses</td><td></td><td>£11.00</td></tr><tr><td>Scandor</td><td>Grounds Maintenance</td><td>Inv 20670</td><td>£852.67</td></tr><tr><td>Rialtas</td><td>24/25 Year End Close Down</td><td>Inv 32603</td><td>£723.60</td></tr><tr><td>Rialtas</td><td>Annual Support & Maintenance</td><td>Inv SM30892</td><td>£243.60</td></tr><tr><td>Rialtas</td><td>Making Tax Digital Subscription</td><td>Inv SM30893</td><td>£139.20</td></tr><tr><td>Aluco Ecology Ltd</td><td>Ecological Appraisal & Preliminary Bat Assessment</td><td>Inv 24138</td><td>£1,060.02</td></tr><tr><td>Viking</td><td>Stationary</td><td>Inv 5709045</td><td>£13.22</td></tr><tr><td>Hampshire Association of Local Councils</td><td>Affiliation Fees & Levys 2025 / 2026</td><td>Inv 7305</td><td>£550.00</td></tr><tr><td>Hampshire Association of Local Councils</td><td>Membership 2025/2026</td><td>Inv 7485</td><td>£216.00</td></tr><tr><td>Hampshire County Council</td><td>Street Lighting 24/25</td><td>3611955777</td><td>£235.88</td></tr><tr><td></td><td></td><td></td><td>£5,354.07</td></tr></table>	May 2025 Payment Requests				TO	FOR	INVOICE NO	AMOUNT	Staff	Salary	May	£1,264.29	Staff	Expenses	April	£40.34	Lloyds	Bank Charge		£4.25	Councillor Heather	Expenses		£11.00	Scandor	Grounds Maintenance	Inv 20670	£852.67	Rialtas	24/25 Year End Close Down	Inv 32603	£723.60	Rialtas	Annual Support & Maintenance	Inv SM30892	£243.60	Rialtas	Making Tax Digital Subscription	Inv SM30893	£139.20	Aluco Ecology Ltd	Ecological Appraisal & Preliminary Bat Assessment	Inv 24138	£1,060.02	Viking	Stationary	Inv 5709045	£13.22	Hampshire Association of Local Councils	Affiliation Fees & Levys 2025 / 2026	Inv 7305	£550.00	Hampshire Association of Local Councils	Membership 2025/2026	Inv 7485	£216.00	Hampshire County Council	Street Lighting 24/25	3611955777	£235.88				£5,354.07
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250521	To consider the following planning application:
250521.01	25/00730/TREEN T1 - Holm Oak – Fell. Chestnut Tree Cottage, 38 Duck Street, Abbots 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.
250521.02	25/00769/TPON T1 and T2 - Oak - Reduce lateral limbs growing over driveway and garden back by up to 2.5m with target wounds of up to 75mm. 4 Timothys Field, Abbots Ann, Andover. 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.
250521.03	25/00802/FULLN Erection of an agricultural storage building. Land East Of Broad Road, Monxton, 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.
250521.04	25/00883/TREEN T1 - Sycamore – Remove. Yew Tree Cottage, Church Road, Abbots 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.
250522	To confirm the date of the next meeting as Thursday 5th June. The date of the next meeting was AGREED as Thursday 5 th June.

There being no other business, the meeting closed at 19:50.

APPENDIX A

Portfolio	Volunteer to lead:	Volunteers to assist:	Portfolio likely to cover:
Amentities	Gordon Howard	John Heather - Telephone Kiosk Clerk - Play Areas / Skate Park	Burial Ground Churchyard Telephone Kiosk Play Areas / Skate Park
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

APPENDIX B

Borough Councillor Report - Cllr Maureen Flood and Cllr Susanne Hasselmann May 2025

Energy Efficiency Guide for Historic Buildings

The council has launched a new guide to help make historic buildings in the borough more energy efficient.

The guide is intended as a summary of measures that occupants of historic buildings can consider to make their buildings more energy efficient and reduce carbon emissions. The aim is to assist owners and occupiers of traditional buildings within the Test Valley to identify what appropriate opportunities there may be to enhance the energy efficiency of their buildings and contribute to renewable and low carbon energy generation.

Link to page here: https://testvalley.gov.uk/aboutyourcouncil/corporatedirection/environmentandsustainability/a-guide-to-making-historic-buildings-more-energy-efficient?utm_medium=email&utm_name=&utm_source=govdelivery

Parish Council survey

Test Valley Borough Council are currently in the process of undertaking a comprehensive review of community sports facilities and associated ancillary facilities to inform future priorities for the next 5 years. The council have commissioned Continuum Sport and Leisure to do this work on their behalf.

The purpose of this project is to:

1) Assess the extent to which the quantity, quality, location, and accessibility of sports facilities and pitches in the borough meet the needs of the community.

2) Identify and prioritise any required investment that will address existing and future deficiencies in playing pitches, sports facilities, and ancillary facilities.

The views and aspirations of all Parish Councils are therefore of the utmost importance in giving us a representative picture of the facility needs in the area. Continuum are therefore requesting that all Parish Councils complete the survey linked below:

<https://arcg.is/1eqTr1>

This survey will take approximately 15 minutes to complete but can be saved as a draft and revisited by closing the survey then reopening it in the same browser and the same device.

Councillor Community Grant Scheme – now open

The 2025/26 Councillor Community Grant (CCG) Scheme is officially open for applications now. Up to £1,000 per grant are available, subject to Councillor approval.

Any local groups are encouraged to discuss their needs with Councillor Flood and Councillor Hasselmann. Once both Councillors have agreed to support their request, the application can be submitted online at www.testvalley.gov.uk/ccg.

University of Southampton research into sustainable development

University of Southampton are conducting research into the different demands of the provision of increasing numbers of new homes to sustain our communities and spur economic growth, and the importance of protecting our rivers from pollutants.



This project seeks to understand different stakeholder perspectives on what a successful balance of these demands might look like. To do this they use a method where the competing pressures can be represented through a series of dynamic trade-offs: the demand for jobs, economic growth, new homes and the infrastructure that supports these, and the need to preserve a charismatic river and landscape, along with its defining wildlife.

Stakeholders are invited to participate in a workshop digging into the critical touchpoints and issues around the sustainable management of development in the Test Valley.

The in-person workshops will last approximately 2 hours and will consist of groups of 20-25 people. Refreshments will be provided. They are currently planning to hold three workshops as follows:

- Workshop 1: The Lights Theatre, Andover, SP10 1AH – Friday 16th May 10am
- Workshop 2: The Museum of Army Flying, Stockbridge, SO20 8DY – Tuesday 20th May 1pm
- Workshop 3: King's Somborne Village Hall, SO20 6PP – Wednesday 21st May 10am

You can sign up for one of the workshops using the [online form \[click here\]](#). If you have any questions,

please contact futuretowns@soton.ac.uk.

Future Towns Innovation Hub Team 🍷

Urban Meadows 2025



Now that spring has arrived and the first signs of wildflowers appear across many of our nature reserves and green spaces, details have been provided for this year’s Urban Meadows season. In response to the Climate Emergency, and to help make our green spaces more wildlife friendly, TVBC will be relaxing the current grass cutting schedules across a number of sites between May and September. This will create urban meadows, which will provide a vital haven and wildlife corridor for insects including butterflies which have seen a long term decline, with 2024 being the worst year on record for butterflies (from data from UK Butterfly Monitoring Scheme, Butterfly Conservation).

The council have been increasing the amount of urban meadow each year since 2021.

Cllr Susanne Hasselmann, cllrhasselmann@testvalley.gov.uk

Cllr Maureen Flood, cllrmflood@testvalley.gov.uk

APPENDIX C

Date:01/05/2025		Abbotts Ann Parish Council		Page 1
Time: 11:12		Bank Reconciliation Statement as at 30/04/2025 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	30/04/2025		85,888.32	
			85,888.32	
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>		
		0.00		
			0.00	
			85,888.32	
<u>Unpresented Receipts (Plus)</u>				
		0.00		
			0.00	
			85,888.32	
		Balance per Cash Book is :-	85,888.32	
		Difference is :-	0.00	