



**CHARLTON PARISH COUNCIL**  
**MINUTES OF THE MEETING HELD ON TUESDAY 17<sup>th</sup> JANUARY**  
**2023**

Present: Cllr C Ward (Vice Chairman), Cllr I Smale, Cllr C Mills, Cllr A Gibbs & Cllr P Wylde.

In attendance: H Bournier- Clerk  
HCC Chris Donnelly  
0 Members of public

**1) Apologies for Absence**

Apologies for absence were received from Cllr Mrs J Smith, Cllr R Stevenson & TVBC L Lashbrook

**2) Co-Option new Councillor**

Andy Gibbs had circulated details of his skills and experiences along with an expression of interest in joining the Parish Council. Cllr Ward proposed he be co-opted to the Parish Council. This was seconded by Cllr Wylde. All agreed. The Clerk provided all the necessary forms for signature.

**3) Declarations of Interest**

There were no declarations of interest and all councillors confirmed no changes were required to register of interest forms.

**4) Minutes**

Cllrs to approve the minutes from the Parish Council Meeting held on 15<sup>th</sup> November 2022 as a correct record of proceedings.

**Resolved:** The minutes of the Parish Council meeting held on 15<sup>th</sup> November were confirmed as a correct record and signed by the Vice Chairman. Proposed Cllr Smale seconded Cllr Ward. All agreed.

**5) Public participation**

There were no members of public present.

**6) Clerk's Report**

**The Clerk reported as follows: -**

**Contract for lengthsman**

A new contract for the lengthsman has been prepared for discussion (see separate agenda item)

**Tree by Millennium stone**

The old tree has now been removed. Cllr Smith proposed by email that some research be carried out with regard to what type of replacement tree should be planted. The matter will be discussed at the February meeting.

**2023 Elections**

Broad details regarding the election process have been circulated by TVBC. Full details including nomination forms, how they are to be completed and how they must be submitted will be circulated to Councillors soon.

**Photographic ID for voting**

A new law means that anyone voting in person needs to show photo ID such as a driver's licence or passport. TVBC recognise this may cause issues to some and have produced a list of acceptable ID. They will produce a notice to be published giving details to the public and will set up a way of producing ID for those few who do not hold an acceptable document.

**Email back up & restore**

Following a problem with lost sent email it became clear it was possible to buy a backup and restore service. It has a time limit in that only the last 6 days are available and costs £21.48

per year. A free trial was downloaded but it did not help with the current issue.

### **2022/23 Audit**

A date for the internal auditor to review the financial records has been set for May 25<sup>th</sup> 2023.

### **7)HCC & TVBC Report-**

**HCC Cllr Chris Donnelly** highlighted an increase in potholes caused by the recent very wet weather. He said HCC are working to fix these but it will take some time. In the mean time potholes can be reported online at [Report a problem | Hampshire County Council \(hants.gov.uk\)](https://www.hants.gov.uk/report-a-problem) He highlighted a recent problem with theft of drain covers in the area. If anyone sees this the issue can also be reported to HCC by following this link [Report a problem | Hampshire County Council \(hants.gov.uk\)](https://www.hants.gov.uk/report-a-problem)

He also reported any item of soft furnishing with cushions now had to be disposed of separately, and a separate bin has been provided at Hampshire Waste sites and finally that enquiries into the traffic situation with vehicles from the saw mill site continue.

**TVBC Cllr L Lashbrook** was not present

### **8)Finance -**

The bank balance at 31<sup>st</sup> December 2022 was as follows:

Lloyds current £30872.10

Savings £35559.08

Cllrs to consider and approve the financial statement for the period 1<sup>st</sup> November to 31<sup>st</sup> December 2022.

**RESOLVED:** It was resolved to approve the financial statement for the period 1<sup>st</sup> November to 31<sup>st</sup> December 2022 as a correct record of accounts. Proposed Cllr Wylde, seconded Cllr Ward. All agreed.

### **Cllrs to approve payments to be made**

H Bourner Salary £524.16

H Bourner expenses £28.20

### **Retrospective**

Sally Brewer (wreath) £30.00

St Thomas Church £1635.00

TVBC £108.00

H Bourner Dec salary £524.16

Bulpit print £585.00

Barry Notley £300.00

John King

Terry Milne £80.00

### **9) Carters Meadow**

Cllr Smith reported that following communication with a representative of Carters Meadow she had established they are no longer considering an application to register land under adverse possession rules. The Parish Council have agreed to discuss maintenance of part of the unregistered land in the future. The agreed gate will be installed shortly.

### **10) SSEN Grant**

Cllr Ward confirmed he had secured a grant from SSEN to help with the purchase of equipment to support community resilience. A panel of community members will be meeting shortly to consider the procurement of a generator. It is hoped this will be stored at the Salto Gym but finer details need to be decided.

### **11) Stream bank repairs-entrance to Charlies Lake**

Cllr Ward reported that a contractor has recently reviewed the site. His suggestion was that the edges of the river bank need to be sculpted and softened to reduce erosion but the north bank that had slipped needed to be rebuilt. The large lump of concrete also needs to be removed.

Advice as to a sustainable method to achieve these works has been requested from the

Wessex River Trust along with a request for funding.

### **12) Siting of Beacon in Village Centre**

Cllr Ward confirmed a pre app had been submitted to TVBC outlining potential sites for the beacon to be sited and feedback has been received. Details were provided to those present and after some discussion it was agreed the favoured site was the green area just past the space that houses the bus shelter. Cllr Smale proposed a full application be made to TVBC for this site which was seconded by Cllr Mills, all agreed. Cllr Ward will complete the application.

### **13) Lengthsman work 2023.**

The Clerk had drawn up a draft revised contract to obtain quotes for lengthsman work which had been circulated and was discussed. It was agreed the Clerk will seek quotes based on this contract for discussion at the February meeting when a Parish Councillor will be assigned responsibility for this area.

### **14) Community Hall Update**

Cllr Ward reported that a pre application for a community hall had been submitted to TVBC. Some specific responses had been received and the Clerk has now asked TVBC for a full response. A committee meeting will take place soon when a discussion on the pre app will take place with a view to submitting a full application.

### **15) Planning**

The following decisions by TVBC were noted –

22/02667/FUUL-single storey extension, Willow Dale, 25 Foxcotte Road-withdrawn

22/02359/FUUL-two storey extension 69b Hatherden Road, permission

22/02159/FULLN-lean to store, Foxcotte Barn-permission

22/02626/FULLN-new windows & French doors, Lower Farm Cottage, Foxcotte Lane-permission

22/02455/FULLN-demolish old and erect new single storey extension, 108 Charlton-permission

The following applications received-

22/03065/CLPN- certificate of proposed lawful development, 15 Bradwell Close- no comments

22/03026/FULLN-install air source heat pump, 4 Barton Close-no objections

22/03197/FULLN-demolish garage and erect two storey side extension & porch-Willow Dale-no objections

### **18) Councillors to provide a report on their areas of responsibility**

**Traffic Liaison**-The Clerk confirmed the CFI informal crossing is expected to be installed in the week commencing the 23<sup>rd</sup> January 2023, this work was originally requested in 2019.

**Speed awareness cameras**- nothing to report

**Lengthsman scheme**- see item 13

**Community Hall Feasibility**- see item 14

**Environment & Rights of Way**– Cllr Wylde had nothing to report.

**Charlton Lakes**- nothing to report

**Carters Meadow**- see item 9

### **19) Correspondence**

The Clerk highlighted several items of correspondence as follows

Details of a Hampshire ALC meeting on 23<sup>rd</sup> February

Email regarding -Andover Public Realm Design Guide Supplementary Planning Document

Email re Hampshire Climate Change Event on 1<sup>st</sup> February

Emails regarding removal of the tree by the Millennium Stone  
Emails regarding ongoing concerns with traffic from the Penton Sawmill Site  
Emails regarding inconsiderate parking in Tower Close and Barton Close

**20) New items proposed for future agendas were:**

Councillor responsibilities  
Tree survey  
Training for councillors  
Replacement tree by Millennium Stone

**21) Close of Meeting** –The meeting closed at 9.10pm  
**The next meeting of the Parish Council will be held on Tuesday 21<sup>st</sup> February 2023, 7.45pm, in the main church hall.**