

**Goodworth Clatford Parish Council
Annual Council Meeting Minutes 6th May 2025**

Date of Meeting: Tuesday 6th May 2024 at 7pm
Location: held in the main hall at the Village Club

Present:

Councillors	Clerk	TVBC + County Councillors	Others
Roy Struthers (Chairman) Ian Platt Will Walker Fiona Cross Alan Willens Robin Welland Henryk Kwiatkowski Steve Pyle Claire Henderson	Eveline Attwood	Suzanne Hasselmann David Drew	3

25128.1 Election of Chairman

Cllr Struthers was proposed as Chairman by Cllr Walker seconded by Cllr Platt
All members agreed. **Resolved:** Cllr Struthers was elected as Chairman of the Parish Council and a declaration of office was signed.

25128.2 Election of Vice Chairman

Cllr Platt was proposed as Vice Chairman by Cllr Walker seconded by Cllr Cross
All members agreed. **Resolved:** Cllr Platt was elected as Vice Chairman of the Parish Council.

25128.3 Election of Planning Committee

Resolved: Cllrs Cross (Chair) Platt, Kwiatkowski & Henderson were elected as members of the Planning Committee.

25128.4 Election of Representatives

Allotments	Cllr Welland
Archivist	Cllr Willens
Schools Liaison Officer	Cllr Henderson
Footpaths	Estate Management Group
Finance	Cllr Platt (Chairman), Cllr Walker, Cllr Willens, Cllr Struthers.
GC Estate Management Group	Cllr Walker
New Residents	Cllr Welland
Newsletter	Cllr Willens
Recreation Ground	Cllr Welland
Website	Cllr Struthers
SID1	Cllr Platt
SID 2	Cllr Pyle
Tree Parish Representatives	Stuart Riley & Nick Shorter
Emergency Resilience Planning	Cllr Henderson
Pan Parish Forum/Flood Com	Cllr Kwiatkowski, Cllr Willens, Cllr Henderson
Emergency Planning	Cllr Henderson
Neighbourhood Plan Steering	Planning Committee and 3 resident volunteers to date
Health & Safety areas of responsibility:	Sheep wash - Cllr Kwiatkowski
	Allotments – Cllr Welland
	Riverside Rest – Cllr Walker
	The Park – Cllr Cross
	Play Park – Cllr Welland

**Goodworth Clatford Parish Council
Annual Council Meeting Minutes 6th May 2025**

Resolved: The above list of representatives was elected to represent the Parish Council.

25128.5 Register of Interests - Councillors were reminded of their responsibilities to update their Register of Interest forms when required. All Cllrs confirmed that their forms were up to date and no changes were necessary.

Presentation by Jacki Co-Chair of Village Shop Committee – The unaudited accounts and e mail from Nick were circulated.

- Request for £5250 grant to support payment of Post Office staff
- £10,000 to run Post Office
- Relies on goodwill of 20 volunteer staff and 45 volunteers in total the community shop
- Challenge as 50% volunteers work fulltime.
- Trading deficit reduced for 2024
- Trading for 1st quarter currently does not cover ongoing costs, more daily usage required by residents.
- Currently waiting to hear if Post Office will provide a grant for next year.

25129 Chairmans remarks – Cllr Struthers commented that there was a massive turn out at the Northern Area Planning Committee for the Land at Barrow Hill application. There was huge disappointment by residents when permission was granted. The Chairman commented that it was important that TVBC are held to account and decisions are enforced as the application progresses.

25130 Apologies for Absence – None

25131 Public Participation – A Parishioner asked the PC view about the Barrow Hill development, and the possibility of a legal challenge. Planning permission is currently only outline with the condition that Southern Water having to meet conditions for a sustainable drainage system before occupation of the development. Cllrs commented that a judicial review was not possible as there was no legal basis. **Post meeting** Advice has been sought from a planning consultant via Hampshire Association of Local Councils who have confirmed there is no legal basis for a judicial review. He concluded that there was no reason to for the Northern Area Planning Committee to refuse the application, so the decision made was a sound judgement with clear discussions considering all issues raised. A judicial review would cost anything up to £40,000 plus costs if you lost.

Cllrs suggested that the Parish should actively engage with Bargate and TVBC throughout the building process. It was also mentioned that SWA have already stated in Pan Parish Forum meetings that they are suffering from a lack of funds.

25132 Declarations of Interest – None declared.

25133 To Approve the Minutes of the Council Meeting – Proposed Cllr Platt, Seconded Councillor Willens **Resolved:** That the minutes of the Council Meeting of the Parish Council held on the 11th March 2025 can be confirmed and signed as a true record of the meeting.

245134 Borough Councillors report - Councillor Hasselmann report has been added to the website. See appendix A.

25135 County Councillor Drew report – Cllr Drew report is in Appendix B which has been circulated.

25136 Clerks report (This was circulated prior to the meeting)

- Play group paid up to date – no issues confirmed

**Goodworth Clatford Parish Council
Annual Council Meeting Minutes 6th May 2025**

- Request for Southern Water to attend annual Parish meeting by resident - clerk has requested a written update of progress to date and the response is awaited!
- TVBC conservation officer Margaret Bennett did not consider the Water Tower beside St Peters Close suitable to serve a buildings preservation notice.
- Bench at the end of St Peters Close – There is no longer a regular bus service has now ceased. The grass area was not deemed suitable for a bench because of the cable box which must be kept clear. The Clerk will advise the resident.
- New bus service called connect which has to be booked in advance and charges apply to all users. There are no concessions.
- New e mails to be issued with.gov.uk ready for next year's audit (Monthly charges start in Oct £17.99 plus VAT).
- YU energy has been reported to ombudsman; this required all correspondence to be uploaded to them. YU have now seen the error of their ways. Clerk endured two phone calls a day requesting payment of invoices for £700 plus during Feb & March and an e mail threatening to obtain a court warrant to enter premises with a £1500 pound charge. Photos of meter readings were sent to them by clerk, complaints made but customer service failed to listen and act despite 3 complaints. They blamed SSE for not providing a reading at the end of December!
- Internal Auditor phoned to say due to circumstances beyond his control he was unable to carry out audit. Tim Light - agreed to carry out the audit at short notice, (An auditor previously used by the council four years ago
- Clerk delivered & collect paperwork to ensure quick turnaround so deadlines would be met for finance committee and May meeting approval. Two trips to Internal Auditor 9th & 17th April.
- All end of year procedures carried out for HMRC
- New Cashbook set up for this year.
- VAT claimed & paid by HMRC for 24/25 £2588.06
- Dog bins are being filled more frequently, so a higher usage of dog bags.
- E mail response circulated from S Finch TVBC in response to the request for PVC drainage pipes - this comes under planning considerations and usually Southern Water are consulted for planning applications
- All machinery from grant now paid for and collected by Will. Estate Management group have also had many orders of materials for improvements.
- Estate management group request for first aid kit ordered
- Estate management group and footpath group need to provide a risk assessment, a draft has been produced by Clerk however the Clerk is not always aware of the diverse type of tasks and when they carried out, required for insurance purposes.
- Bins at Pavilion – TVBC were contacted to empty bins as they were missed, it appears that a brown bin is full of non-recyclables and TVBC have been asked to empty as a black bin. I suggested the Football club stuck a notice on the bin to say it was a black bin to assist the bin collectors, but this was not received very well, and the football club have pointed out to me that not all rubbish is from them and that people using the park also use the bin.
- New regulations in the practitioner's guide place that state the Chairman, and the Chairman of the Finance Committee must NOT perform the duties of Clerk or RFO even on a short-term basis.
- Lottery licence renewed with TVBC for EMG raffle

25137 Planning

25137.1 25/00906/FULLN Rushmore Cottage – Cllrs discussed the application for a double garage and identified tree work. No policies were breached. Cllr Platt proposed Cllr Cross seconded a no objection.

**Goodworth Clatford Parish Council
Annual Council Meeting Minutes 6th May 2025**

Resolved: The Parish Council have no objection to this application. All members agreed.

25137.2 Previous applications

Cllrs discussed a judicial review for the land at Barrow Hill which was granted permission by the TVBC Northern Area Planning Committee, but this was a costly process with little known success for previous Parish Councils. It was also suggested there were no legal grounds for a judicial review to be successful. Cllrs discussed the best route forward which was agreed to set up a committee to liaise with Bargate throughout the process. All other applications are reported on the website planning tracker.

25137.3 Neighbourhood Plan. It was reported that 3 volunteers are interested in joining the Neighbourhood Plan steering group to update the plan. Cllr Cross explained that the revised plan will cement in place the housing allocation as recommended in the housing survey. A resident had written to the council expressing disappointment about the decision made by the Northern Area Planning Committee giving permission for the land at Barrow Hill to be developed. Cllr Cross will contact the resident. A working group meeting will be convened after the Annual Parish Meeting to progress the neighbourhood Plan.

25137.4 Planning Infringements – None

25138 Annual Renewal of policies

Resolved: Proposed Cllr Walker Seconded Cllr Platt. Cllrs approved Standing Orders, Financial Regulations, Financial Risk assessment, Health and Safety policy and meeting dates for the next year.

25139.1 Finance To approve the Statement of Accounts 1st February 2024 – 31st March 2025. The Clerk had circulated a Financial Statements pack to all members prior to the meeting. Proposed: Cllr Platt Seconded: Cllr Walker

Resolved: That the financial statements between 1st February 2025 until 31st March 2025 be approved and signed by the Chairman.

**Goodworth Clatford Parish Council
Annual Council Meeting Minutes 6th May 2025**

25139. 2 Payments for approval March 2025

Tesco - Stationery	£11.30
Timpson - keys cut EMG	£27.00
GC Village Club	£13.50
Goodworth Clatford - Playgroup grant	£94.50
SD Pyle - Travel to Course	£28.40
Clatford Shop Asscociation	£436.66
Business Stream -Recreation Ground	£26.43
TVBC - Grounds Maintenance	£1,219.32
JRB Enterprise Ltd - Dog Bags	£252.18
zoho- E mail provider	£158.40
TVBC - dog Bin Emptying	£567.96
TVBC - Play park inspection	£276.47
Watco - Paint for steps EMG	£92.88
SSE - Clock 3 months	£35.51
Kedel- Materials River side rest	£567.18
Go Cardless - Hugo Fox - Website	£23.99
Wickes Andover - Wire EMG	£8.00
Jewsons - materials EMG	£235.43
PCC - St Peters room hire	£30.00
Bank Charges	£8.00
Clerks Tax & Employer NI	£22.49
E Attwood Clerks salary & Exp	£785.18

Payments for approval April 2025

ICO - Mandatory Registration Fee	£47.00
TVBC - Licence Fee for Raffle	£20.00
Business Stream Allotments Water	£235.05
TVBC - Grounds Maintenance	£1,554.84
Grant - Playgroup	£94.50
Bank Charges	£8.00
Go cardless- Hugo Fox Website	£23.99
Internal Auditor Fee Lightatouch (Tim Light)	£450.00
Andover Garden Machinery- Hedge Trimmer	£307.28
Guy Kitchen - Maintenance	£220.00
Wickes Sheepwash Gravel EMG	£56.80
SSE - Clock	£12.82
HMRC- Clerks tax & Employer NI	£86.00
E Attwood - Clerks Salary & Expenses	£850.33
Scout Store - First Aid Kit EMG	£24.99

Proposed Cllr Platt Seconded Councillor Struthers

Resolved: Payments for March and April 2025 were approved.

**Goodworth Clatford Parish Council
Annual Council Meeting Minutes 6th May 2025**

Bank Reconciliation		
Business	£	743.19
Treasurers	£	34,011.94
Closing Balance as at 31st March 2025		£ 34,755.13

25139.3 Review of investments and budget 24/25 – Cllr Platt explained that the Financial Advisory group reviewed the current investments and whilst they continue to provide a good annual return the capital value has decreased due to market conditions. Cllr Willens had prepared an analysis of the current investments together with some suggestions for future investments. The Clerk will arrange a finance meeting in August so further discussions can take place after the Gore Street accounts are published in July.

25139.4 Approval of end of year accounts Proposed Cllr Platt Seconded Cllr Walker
Resolved: Cllrs approved the end of year accounts for signing by the Chairman.

25139.5 Approval of Earmarked Reserves Proposed: Cllr Walker Seconded Cllr Platt
The following Earmarked reserves were approved

- Estate Management Group £2000
- Tree Maintenance Emergencies £2200
- Park Repairs & Pavilion £5000
- Playgroup Grant £ 740

25139.6 Approval of Internal audit – The internal auditor report has been circulated and the clerk reported that it was recommended she must initial all future invoices, and an IT policy needs to be created. Assertion 4 refers to advertisement of the exercise of public rights which should have been dated the day before publishing last year and not the same day as the notice so therefore this needs to be marked as a no on the AGAR this year. (The full six weeks was available for exercise of public rights).

25139.7 Review of effectiveness of Internal Audit Councillors reported that Tim Light provided a comprehensive review for the council and they were pleased that he could accommodate the audit. It is confirmed that the auditor was appointed at short notice and is independent of the council and very well known in the sector. See notes in Clerks report for change of auditor.

25139.8 Declaration of conflict of interest with BDO External Auditor – Cllrs were asked to declare if any one known or related worked for BDO.

Resolved: Councillors confirmed that there was no conflict of interest, and the Chairman signed the form.

25139.9 Approval to sign Section 1 of the Annual Governance Accounting Statement.
Section 1: Cllrs reviewed the Internal objectives which were answered yes except assertion No 4.

Resolved: Councillors approved signing of Section 1 governance statements for the year ending 31st March 2025. The Chairman & Clerk signed section 1

25139.10 Approval to sign Section 2 of the Annual Governance Accounting Statement.
The Clerk reported that copies of the Annual Governance and Accountability Return had been sent to all members before the meeting.

**Goodworth Clatford Parish Council
Annual Council Meeting Minutes 6th May 2025**

Resolved: That the Parish Council agree that to the best of their knowledge and belief all Section 2 accounting statements for the year ending 31st March 2024 are true. The Chairman signed section 2

25139.11 Advertisement of Notice of Public Rights of unaudited accounts

The Clerk will place the notice on Sunday 8th June to commence the inspection period on 09 June with the inspection period ending on 18th July 2025.

25139.12 Approval of Village Shop Grant Resolved: Councillors approved the section 137 grant of £5250 to be paid to the Village Shop. April & May £875.00 to be paid immediately and thereafter a monthly standing order of £437.50

25139.13 Review of Insurance Policy – Resolved: Cllrs approved raising the cost of replacing the sheds to £10,000. The current insurance is £14860 for the two sheds at the allotments; the clerk thinks this is an error and will bring it back to July's meeting.

Environment

25140.1 Footpaths & Highways. – The following was reported.

- Plasterboard had been used to fill holes as a temporary measure on a right of way. Cllr Walker will make contact with the owner.
- A resident has volunteered to help with footpath maintenance and this maintenance has now been amalgamated with the Estate Management Group.

25140.2 Sheepwash- Cllr Kwiatkowski reported that.

- The handrail required a bolt, and he will forward his phone number so he can arrange a site meeting.
- The ivy at the base of some trees needed to be reduced. The EMG will tackle this job.

25140.3 The Park & Estate Management Group – Cllr Walker-- reported the following:

- That work had taken place at the Sheepwash to improve drainage, with gravel
- Church Lane – Materials had been purchased to rebuild the steps
- The risk assessment was currently ongoing for the group and a meeting has been arranged with the Clerk.
- It was agreed that the new equipment could not be lent to residents, but the gazebo could be borrowed by village organisations at a cost of £5.

25140.4 Allotments - It was reported that that 3 allotments were not being cultivated and planted. The Clerk will contact the plot holders. *Post Meeting All 3 residents have been contacted and had various plausible reasons for their delay in cultivating their allotments.*

25140.5 Recreation Ground & Pavilion - The following was reported

- No action was required on quarter 4 inspection of the play park
- **Resolved:** A new black bin can be ordered to replace the brown bin.

25140.6 Completion of monthly H&S Inspections-

- Sheep wash Paper report see **25140.2- Completed.**
- The Park – Paperwork completed- *no issues*
- Riverside Rest – Paperwork completed – *no issues*
- Play Park – Paperwork completed – *no issues.*
- Allotments – Paperwork completed *no issues.*

25140.7 Flood Action- Cllr Kwiatkowski reported on the following.

**Goodworth Clatford Parish Council
Annual Council Meeting Minutes 6th May 2025**

- TVBC are collecting information for the environment agency regarding the sewage smell in the village.
- The smells will be addressed at the next Pan Parish Forum
- The Clerk has asked for an update for the Annual Parish Meeting but awaits a response from SWA.

25140.8 Lengthsman Cllr Kwiatkowski will arrange a list of jobs to be sent to the lengthsman such as sign cleaning and cleaning the drainage.

25141 Annual Parish Meeting Friday 22nd May – Cllrs Struthers outlined the proposed agenda which will be circulated and placed on the noticeboards and website.

25142 Correspondence – The following correspondence has been received and discussed under allotments.

- Letter from resident about the disappointment of the Neighbourhood Plan not being taken into account during TVBC's decision to grant permission at Barrow Hill.

25143 Date of next meetings

- The next Parish Council meeting will be held on Tuesday 1st July 2025 at 7pm in Goodworth Clatford Village Club.

Appendix A Borough Councillor Hasselmann and Floods Report:

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 making 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

**Goodworth Clatford Parish Council
Annual Council Meeting Minutes 6th May 2025**

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. 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, cllrshasselmann@testvalley.gov.uk Cllr Maureen Flood, cllrmflood@testvalley.gov.uk

Appendix B Cllr Drew

Green light to boosting recycling rates in Hampshire

Based in Eastleigh, the new Materials Recovery Facility (MRF) is expected to be up and running by the end of 2027, and will support all households across the Hampshire region to recycle:

- a much wider range of plastics, including pots, tubs, trays, cartons, and soft plastic film
- glass
- metal
- paper and cardboard

The proposal to build a new £50.5 million Materials Recovery Facility has been developed in conjunction with Hampshire's neighbouring waste disposal partners, Portsmouth City Council and Southampton City Council, who will jointly fund the project ensuring a consistent service across the region.

Goodworth Clatford Parish Council Annual Council Meeting Minutes 6th May 2025

Residents are keen to do more, and I receive regular questions about when and how a greater variety of materials will be able to be recycled more easily from home. To help people recycle well and recycle better, we need the right processing facilities in place to make that happen. We also need to be better able to adapt to changes in consumer trends and what types of materials may need to be recycled in the future. Investing in this new facility represents a major milestone in what and how we recycle across Hampshire.

The new approach being taken in Hampshire, aligns with Government's [Simpler Recycling](#) guidance on residential kerbside recycling – separating dry materials from other waste to reduce contamination – which occurs when dry recyclable material, such as card, is unable to be recycled if it gets wet or stained with food residue or mixed with glass. Managing waste in this way will minimise the cost of sorting 'contaminated' materials (currently around £2 million every year) and ensure the recyclable materials, carefully sorted by Hampshire residents, can be put to best possible use.

As a reminder, food waste recycling will begin across Test Valley on the 13th October. Residents and parishes will receive the latest information and further details as we get closer to that date.

<https://www.hants.gov.uk/News/20250429MRF>

Hampshire celebrates and remembers on 80th anniversary of VE Day This year, 80 years of peace and our collective resilience and unity will be celebrated by communities across Hampshire as we also pay tribute to those who fought for the freedom we all enjoy today.

To mark the 80th anniversary of VE Day, Hampshire Archives has organised a free exhibition, running until 25 June, which explores the role of [The King's Royal Rifle Corps and The Rifle Brigade](#), both historically based in Winchester, in the lead up to VE Day, highlighting soldiers' experiences during the final days of World War II in Europe.

On Saturday 3 May and Sunday 11 May, a free guided tour of the Netley Military Cemetery, Royal Victoria Country Park will mark [VE Day](#) and [War Graves Week](#).

More information and links to [VE Day events](#) in Hampshire, as well as guidance for community celebrations such as street parties, can be found on the County Council's webpages.

<https://www.hants.gov.uk/News/20250417VEday>

Primary school place offers confirmed by Hampshire County Council

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 (98.67 per cent) of parents have been offered a reception year place for their child in one of their three preferred schools, with over 92 per cent (92.27 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 (99.73 per cent) received a place at one of their three preferences, and over 99 per cent (99.02 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.

**Goodworth Clatford Parish Council
Annual Council Meeting Minutes 6th May 2025**

<https://www.hants.gov.uk/News/20250416NationalPrimaryOfferDay25>