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**Minutes of the meeting held on Monday 22<sup>nd</sup> May 2023**

**Present:**

Cllr. Simon Wills (Chair)  
Cllr. John Jervoise  
Cllr. Gill Hill  
Cllr. Will Cheyney

**In attendance:**

12 Local residents  
Tracy Crawford (Clerk)  
Lee Ratcliff (Co-Option to Cllr)  
Cllr Kate Tuck

**Apologies**

Bob Ives  
PCSO Andy Jones  
HCC Juliet Henderson  
Nick white  
Cllr Onnalee Cubitt

A number of minor changes to the Agenda were made by Cllr Wills, agenda item renumbered from 7 onwards, due to repeat numbers, plus slight amendment to agenda item 14 (now 16) which will be to approve all 3 sections of the AGAR.

We would like to welcome Cllr Kate Tuck and invite her to speak in section 7, External reports.

1. Confirmation of councillors elected & the effective “resignation” of Cllr Ives. All 4 Cllrs elected unopposed, congratulations to you all. Bob Ives decided not to stand for re-election as Cllr this year. The meeting expressed its appreciation for all that Bob has done for the Council and the Village over his years as a Cllr, Bob will be missed after his many years on the Parish Council, his resignation letter and statement is attached in Appendix 1.
2. Co-option of one councillor - Lee Ratcliff has been Nominated and AGREED by all Cllrs.
3. Appointment of Chair - Cllr Simon Wills has Been Nominated and AGREED by all Cllrs.
4. Apologies of absence received.
5. Cllr Jervoise declared an interest in matters involving Herriard Estates and associated properties. Cllr Wills and Cllr Jervoise both declared interests in Herriard Village Charity.
6. Minutes were approved and signed as a true record of the Parish Council meeting 23<sup>rd</sup> February 2023.
7. External reports  
Cllr Kate Tuck – Cllr Tuck introduced herself. Being in position for a year she is responsible for plans affecting rivers and the natural environment. She explained the very recent changes of Cllrs at Basingstoke and Deane borough council. She is working with LCP to determine the health of chalk streams. She is keen on getting data to drive decision making and action.  
HHC - Juliet Henderson. - attached as Appendix 2  
Police report - Andy Jones. - attached as Appendix 3  
Sports Club - Nick White. - attached as Appendix 4
8. Chair report - Cllr Wills. - attached as Appendix 5

To see the appendices, please visit [www.herriard-pc.gov.uk/parish-council/documents/](http://www.herriard-pc.gov.uk/parish-council/documents/)



9. Property and Projects report - Cllr Jervoise.

- Langlies Mead – Planning permission has now been approved to build 12 houses, 3 to be sold. With costs now rising The Estate has completed a viability study which shows a 4<sup>th</sup> house will need to be sold, which will then need to be agreed by the Parish Council and if approved an application to change the planning will be made. Winchester housing are still very much involved and there will still have to be a local connection to live in the affordable housing. All moving forward and hopefully more information at the next meeting.
- St Marys Church – The new structural survey shows there may be a need for more under pinning. Specifications and costings with plans are all being revised and then will go out to tender and grants will soon start being sought. £180k has now kindly been pledged.
- Herriard Hub – The current project is to tidy the garden; Grants are being sought for 3 – 5 thousand pounds. A new lease is now being written to move forward with leaving the RBL and the Hub taking over.
- The Hub would like to ask the Parish Council to grant them £1000 – All AGREED

10. Planning applications – Cllr Wills  
Approved

22/03359/LBC Removal of existing porch and erection of a single storey extension to provide porch, kitchen and bedroom facility, 7 Bagmore Lane.

Awaiting decision

22/02685/FUL Change of use from restaurant/public house with ancillary residential to a dwelling, Fur & Feathers

20/03130/FUL Motorway service temporary construction road

New – awaiting decision.

23/00686 Two storey extension to house; construction of detached garage; construction of swimming pool, Elderfield House.

Regarding the Fur and Feather planning application, Peter Whitehead sent an email as he was unable to attend the meeting stating that they are desperately searching for ideas that may make the Fur and Feathers viable. Alas as yet they have fallen short.

11. Herriard Green maintenance report and play area – Cllr Ives/Cheyney/Hill
- Following on from the last meeting, The rotten timber has now been replaced, the Fireman's pole removed and made safe and the new Mulch added. There was unfortunately some vandalism which has been repaired and we hope this was a one-off event. Outstanding works to be completed are the gravel to make the gateways weather resistant, thorn bushes pruned and anti-slip to be placed on some beams.



A quote will be sourced for the sale and grants for picnic benches.  
Tar will be used to repair the path cracks and weedkilling of weeds at the edges and growing in the path will be undertaken. A quote will be sourced for a wider weed killing for the Thistles, Docs and Nettles. In July a team may be required to pull the Ragwort.

The outer boundary fence is requiring some replacement.  
The Ash has been removed from the perimeter and apologies made for the closing of the road, these costs are being covered by the Estate and Herriard Village Charity.

12. Environmental update - Eco Fair 2023 - Cllr Wills  
This year the Eco fair will be held in combination with the village Fete Sunday 4<sup>th</sup> June, this will hopefully bring more people in attendance with local and national stalls.
13. Community Liaison – Cllr Cheyney  
The Coronation events was a great success and thanks given to all the organisers.  
The Litter Pick was well attended, and again thanks to the organisers.  
The hub will now close on Sundays but still open Fridays and Saturday evenings and all private hire.
14. Herriard Emergency Plan communications. – Cllr Wills  
The emergency plan has now been updated, the previous plan was sent to resident's homes in the parish magazine with emergency contacts and brief explanation of what to do in an emergency. All Agreed to repeat this send out in the Autumn.
15. Review selected Policies and Procedures – Cllr Wills      GDPR Procedure AGREED.
16. Agree internal audit for AGAR to be completed by Gareth Davis – Cllr Wills
  - Agree Annual Governance statement 2022/23
  - Agree Accounting statement 2022/23
  - Agree Certificate of Exemption - AGREED by all.
17. Open Forum – Speakers are asked to speak for no more than 3 minutes.  
No comments made by members of the parish.
18. Approve Parish Council Financial Summary – Cllr Wills. APPROVED,  
attached as Appendix 6.

Confirm date of next meeting. Monday 21<sup>st</sup> August at 7.30pm

Meeting closed at 20.39pm.



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## **Appendix 1 – Letter of resignation.**

Dear chair and fellow councillors,

It has been an honour and pleasure to serve as a parish councillor in Herriard where I grew up and spent most of life and still very much enjoy being a part of.

From attending Herriard village school (a long time ago) and growing up at Park Farm, it has been a genuine joy to see various projects come to fruition over the years. Many, like the Hanover retirement houses, the Hockleys Lane houses, and Herriard Green, started from ideas of John Jervoise's father & my father many years ago and continue with the new housing project,

The clear out of the pond opposite Hyde Farm a few months ago was a good example of the continuing long-term commitment by many members of the community, in this case third generation of Herriard villagers, my son Dan Ives and Will Cheyney.

As well as current and previous parish councillors, there are many others in the village who annually contribute to the fete, harvest supper and other village functions which highlight the fun nature of the village and I know with the current councillors and villagers, this spirit will continue.

Yours sincerely  
Bob Ives

## **Appendix 2 - HHC - Juliet Henderson**

Potholes

Potholes and other road defects are one of our biggest issues locally, so I thought I would talk a bit about what is being done about them. As I've said before, the weather this winter had the worst possible combination of prolonged heavy rain and sub-zero temperatures.

Despite last summer's drought, we started the winter season with groundwater levels in Hampshire higher than normal. The repeated cycle of rain > freeze > rain > freeze created the perfect environment for potholes to form, and in addition the prolonged periods of heavy rain has kept groundwater levels exceptionally high resulting in localised surface water flooding, and this is despite HCC's efforts to keep roadside grips, gullies and drains clear.

Potholes can form in a number of ways. Aside from general wear and tear, the freeze-thaw action of water when it gets into cracks can rapidly weaken and break open road surfaces, and this is in addition to the hydraulic effect of vehicle tyres constantly going over standing water in cracks and other small surface defects that can also create potholes. This explains why, even though we are moving into summer, potholes are continuing to develop and why some of the temporary fixes are beginning to break down.



Given the high number of potholes that have formed this winter, particularly after each of the spells of freezing weather, HCC's Highways team took the decision to carry out more emergency temporary infill repairs to keep roads safe and serviceable - in the time taken to undertake a permanent fix between 4 and 7 temporary infills can be completed. As a result, over 40,000 of these potholes were filled in the three months from December to February.

The Government has allocated just under £6million to Hampshire for additional pothole repairs. We anticipate this money being used to fill approximately 39,000 additional potholes over the summer. Please do continue to report!

<https://www.hants.gov.uk/transport/roadmaintenance/roadproblems/potholes>

## Schools

Parents in Hampshire who applied on time for a school place for children starting school in September 2023 – either in Reception Year or in Year 3 in a junior school – have been sent the outcome of their application by Hampshire County Council.

Over 98 per cent (98.77 per cent) of parents have been offered a reception year place for their child in one of their three preferred choice schools, with more than 93 per cent (93.02 per cent) allocated a place at their first choice of school. Of pupils transferring from infant school to junior school (Year 3), more than 99 per cent (99.29 per cent) received a place at one of their three choices, and over 97 per cent (97.88 per cent) obtained a place at their first choice of school.

Parents are being encouraged at this time to consider how their child will travel to and from school, and whether they may need transport assistance. School transport is available for children who meet specific eligibility criteria, after they reach compulsory school age (five years old). The deadline to submit transport applications is 31 July 2023. For more information about school transport assistance, please

visit <https://www.hants.gov.uk/educationandlearning/schooltransport/parent-carer/eligibility>

## The Big Fix

With 'The Big Fix' campaign running throughout May, Hampshire residents are being encouraged to give old items, gathering dust or potentially destined for the bin, a new lease of life by visiting their local Repair Café, helping themselves to save money and reduce waste.

The Big Fix is a national campaign to promote the growing number of Repair Cafés across the UK, run by volunteers who teach residents how to fix items at home so that fewer items end up as waste.

There are 17 members of the County Council's Hampshire Repair Café network which offers training and general advice. Since May last year, the network has collectively run over 90 events restoring over 1,000 items to usable order. These include broken items such as electronics, garden equipment, clothing, jewellery, and much more. The initiative is supported through HCC's waste prevention community grant programme.

To see the appendices, please visit [www.herriard-pc.gov.uk/parish-council/documents/](http://www.herriard-pc.gov.uk/parish-council/documents/)



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To find a local event, search for 'Hampshire Repair Café Network, or visit <https://therestartproject.org/networks/hampshire/>

#### Beware ticks

HCC's Countryside Service has advised residents to be 'tick aware' when spending time outdoors as the summer approaches. Ticks are small spider-like animals, almost invisible to the eye. They can cause serious illnesses, such as Lyme Disease. Prevention tips include avoiding tall grassy areas, reduce the amount of exposed skin, check yourself, your children and your pets for ticks and use insect repellent. They advise that you should remove any found ticks as quickly as possible with fine-tipped tweezers or a tick removal tool, clean the area, and for several weeks monitor the bitten area for any rashes that may appear. Contact your doctor immediately if you begin to feel unwell with flu-like symptoms or develop a spreading circular red rash.

#### Councillor Grants

The new season for HCC grants opens in June, do let me know if there are any good community projects in need of support.

### **Appendix 3 - Police Report for Herriard**

#### Burglary x 4

On the 27th April 2023 a Burglary occurred at a Farm locally. Access was gained to a remote barn which was secured at the time. No items stolen from within but damage caused as a result. No lines of enquiry for the Police.

On the 31st March 2023 Damage was caused to a stand-alone garage located on a business property. Access was not gained in the early hrs of the morning and incident was captured on CCTV. Alas the culprits wore face coverings and the index of the vehicle used wasn't captured.

On the 27th April residents have attended their home address to find the lock on the front door having been tampered with. No access gained to the property.

On the 27th April a shed has been accessed by persons unknown likely to have been in the early hours. An electric cycle has been stolen from within, the cycle is described as a Carrera Vengeance 16, valued at £1200 colour unknown.

#### Dangerous Dog

A report of a person in the village having received an injury said to have been caused by a dog was received. Enquiries are ongoing.

#### Suspicious Incidents x 5

5 Suspicious incidents have been reported to the Police involving

1 x sus person

1 x sus vehicle

3 x sus other



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## **Appendix 4 - Sports Club - Nick White**

Herriard Sports Club.

We have had an expensive start to the year with the failure of the main heating boiler to the pavilion. This followed a commitment to replace the garage up and over doors to improve building security (due for installation in June). Thank you to the village charity for their contribution to assist with the boiler replacement)

The pitch preparation was delayed due to the weather in March, but it is now looking great. The year on investment in the end of season maintenance to the cricket square is now paying dividends with good, strong grass coverage. We employ a specialist to 'put the square to bed' for the winter which includes, mechanical Scarifying, Aerating, weed/ fertiliser and a top dressing of seed and loam.

This year we have a focus on club fund raising, coupled with making it easier for members and guests to part with their money with the introduction of internet banking and a card machine behind the bar.

### **Cricket**

- The indoor cricket team did well over the winter coming second in their league, so should get promotion.
- The summer season is well underway with both the first and second team in the same division of the Hampshire cricket league as a result of the second team gaining promotion last season. The first matches coincided with the coronation so you can imagine they were rained off.
  - The first team are yet to win but the seconds beat Odiham and Greywell on Saturday.
  - The Sunday team had a good win against Silchester last week.
  - The evening league started last week with an away game against Kingsclere. A good game with Kingsclere hitting the winning runs in the last over of the match.

### **Tennis**

- The tennis section has retained the services of a coach and are very keen to attract new members.

If you do know of anyone who is interested in Cricket or Tennis or both please do not hesitate to pass on their details or get them to pop up on a 'Dry' Thursday evening which is our official club training evening.

## **Appendix 5 - Chair report - Cllr Wills**

Herriard Parish Council – Chair Report – May 2023.

As an end of year update, I will include some of the major activities completed across the year 22/23 as well as more recent activity since the last meeting.

### **General maintenance**

The lengthsman conducted their second visit of the year in March, clearing passing places and the road itself along King John's Lane and have made a start on clearing the grass from the edges of the paths around the Green.

To see the appendices, please visit [www.herriard-pc.gov.uk/parish-council/documents/](http://www.herriard-pc.gov.uk/parish-council/documents/)



The pond on Back Lane was cleared and branches cut back earlier in the year, thanks to Will and Dan Ives.

Regarding the play equipment on the Green, the modifications and repairs agreed at the last meeting have now been undertaken and I encourage anyone who has not done to so go and take a look. The new bonded rubber mulch under the swings and slides looks particularly good, will prevent the areas becoming muddy in the winter, making the play area more accessible all year round, and provides a much safer surface for the children using the equipment.

Further work will be ongoing later in the year around the gates to prevent the areas there becoming muddy next winter. We will also be looking at some shelter and additional seating in the play area. The annual litter pick took place March 5<sup>th</sup>, thanks to Pat Pegg once again for organising and to all those who turned up on the day to collect what was in the end a quite substantial pile of rubbish from the verges and hedgerows around Herriard.

#### Herriard Village Hub

As you will all know the bar at the Village Hall was refurbished late last year and the facility was renamed to the Herriard Village Hub. The bar is now open to all, with no membership required, as a bar Fridays 5-8pm and Saturdays 7-10pm and also on Thursdays 10-12 for coffee and cake. Both the bar and the hall remain available for rental for private events.

The hall committee is now looking at what can be done to the garden area in time for the summer. They would also like to see more village events, such as the recent quiz and curry night – which was a great success, to try to bring people together more socially so if anyone wants to organise or run anything like that please get in touch with one of the committee.

#### Affordable Housing

The affordable housing scheme continues to progress and I am sure John will update us on this shortly.

#### Fur & Feathers closure

The Fur and Feathers Public House remains closed and planning remains under consideration as do Peter and Fran's deliberations on what to do next. I will mention this again later under the planning agenda item. Following the decision at the last meeting, the Parish Council have applied for and been granted Asset of Community Value status for the building. Should the pub go up for sale this gives the Parish Council or another local charitable or similar body some time to prepare a bid, during which any commercial sale will be put on hold. It does not grant us any preferential treatment in respect of any bidding.

#### Environmental activity.

As you know we obtained lottery funding in 2022 that allowed us to develop an internet based EcoHub and to hold an Eco Fair. The EcoHub is now a permanent part of the Parish council website and includes links, both national and local to topics such as energy efficiency advice, local and national authority grants and how to apply (including for financial support), it also has details on what to do with food waste, specialist materials recycling schemes and other such initiatives. So a one stop shop for both energy and money saving ideas, which we will continue to develop over time.





Unfortunately, the ordering and delivery service from Fill Up Alton that was also on the EcoHub had little take up and so we have now discontinued it.

The Eco Fair was held on the 1st October 2022 and was a great success with a good variety of products and information stalls from local honey to EVs. As I will note later, this year we have decided to combine the Eco Fair with the existing Fete, hopefully increasing footfall and reducing administration compared to holding two separate events.



## Appendix 6 - Parish Council Financial Summary

Herriard Parish Council Income and Expenditure 1/4/2023 to 31/03/2024			
		<b>Payments</b>	
<b>DATE</b>			<b>Total</b>
03/04/2023	Unity Bank BP	P1 Lee Ratcliffe	£105.00
17/04/2023	Unity Bank BP	P2 Web Directions	£66.69
02/05/2023	Unity Bank BP	P3 Eslip	£17.96
05/05/2023	Unity Bank BP	P4 Clerk Payment Tracy Crawford	£116.30
17/05/2023	Unity Bank BP	P5 Web Directions	£66.69
		<b>Total payments</b>	<b>£372.64</b>
		<b>General Receipts</b>	
<b>Date</b>	<b>Ref</b>		<b>Total</b>
24/04/2023	BP	R1 - B&DBC annual Parish grounds maintenance funding	£1,463.84
		<b>Total General receipts</b>	<b>£1,463.84</b>
		<b>Restricted receipts</b>	
		<b>Total Restricted receipts</b>	<b>£0.00</b>
		<b>Herriard Parish Council</b>	
		<b>Financial Year ending 31 March 2024</b>	
		<b>Bank reconciliation at:</b>	17/05/2023
		Bank:	
		Current a/c	£14,208.94
		Less unpaid items	£0.00
		Plus receipts not banked	£0.00
		Net bank balance	£14,208.94
		Cash Book:	
		General Balance b/fwd	£294.74
		Plus general receipts	£1,463.84
		Less general payments	£372.64
		General Balance c/fwd	£1,385.94
		Restricted Balance b/fwd	£12,823.00
		Plus restricted receipts	£0.00
		Less restricted payments	£0.00
		Restricted Balance c/fwd	£12,823.00
		Total balance	£14,208.94
		<b>Variance</b>	<b>£0.00</b>