

**Minutes from the Meeting
held on Thursday 5th June at 19:00
at The War Memorial Hall, Abbots Ann.**

COUNCIL MEMBERS

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

Also, IN ATTENDANCE:

Amanda Owen – Clerk, Borough Councillor Hasselmann, County Councillor Drew, Ray Lucas – Abbots Ann Land Trust & no members of the public.

250601	To receive Chairman's opening remarks. Councillor Jordan welcomed everyone to the meeting and advised that the meeting is recorded.
250602	To receive and accept apologies for absence. Apologies were noted from Borough Councillor Flood.
250603	To receive declarations of disclosable pecuniary interests relating to items on this agenda. No declarations of pecuniary interests were received.
250604	To approve the minutes of the Parish Council Meeting held on Wednesday 7th May. The minutes of the meeting held on Thursday 3 rd April were signed as a correct record of the meeting. Proposed by Councillor Jordan, seconded by Councillor Howard. This motion was passed on a vote of 3 FOR and 1 ABSTENTION .
250605	To receive updates already published and any further updates provided. Reports can be found at APPENDIX A . Councillor Howard updated the action list. Councillor Wallis highlighted that large beech tree on the play field is looking like it may split it two, a fork has appeared after the branch fell previously. Councillor Jordan advised that the tree by the information kiosk is looking weak and requested that the Clerk discuss the Beech tree and the tree by the telephone kiosk with the Tree Officer and request quotes from tree surgeons. Councillor Jordan then updated the meeting with regards to the outcome from Test Valley Borough Council with regards to S106 funds for sports and recreation use. Three of four allocations are ringfenced for Sportsfield, but TVBC have kindly advised that we can use the funding for peripheral parts of the project, ie. entrance to car park, fencing around car park. VE Day celebrations – thanks to TVBC for grant award and Anne Cunningham from the Fete Committee. The event was very well attended with lots of positive feedback received. Councillor Mitchell addressed the meeting and provided feedback with regards to the CAF Grant applications and advised that she was meeting with Councillor Hasselmann and Megan Hanscombe from TVBC to discuss Sakura Cherry Tree locations the following day. County Councillor Drew provided an overview of his report. Borough Councillor Hasselmann provided an overview of her report.
250606	To receive an update from Abbots Ann Community Land Trust. John Barlow provided the following report:

	<p>“Interviews have taken place over the last few days with 3 of the Companies which submitted Tenders to buy the land and develop the site.</p> <p>Our comments on their proposals were put to them with suggested amendments. All the proposals contained the financial commitments in relation to the sports field development as required by us on your behalf.</p> <p>Each of the 3 will be invited to submit their best and final offer by 20th June which will then be considered by AACLT and the Vendor.</p> <p>Hopefully, therefore, we should have in place a development partner by early July.”</p>														
250607	<p>To review portfolio content.</p> <p>It was AGREED to accept as published, noting they can be amended at any time.</p> <p>Proposed by Councillor Jordan, seconded by Councillor Howard.</p> <p>All members voted unanimously to accept this resolution.</p> <p>Portfolios can be found at APPENDIX B.</p>														
250608	<p>To confirm play area funding solution.</p> <p>The funding solution was confirmed as below:</p> <table border="1"> <tr> <td>Project Total:</td><td>£47,842.59</td></tr> <tr> <td>CAF Grant (up to 50% of project):</td><td>£23,921.30</td></tr> <tr> <td>S106 funding:</td><td>£8,468.82</td></tr> <tr> <td>Borough Councillor Grant:</td><td>£1,000.00</td></tr> <tr> <td>County Councillor Grant:</td><td>£1,000.00</td></tr> <tr> <td>CIL funding from TVBC:</td><td>£2,014.49</td></tr> <tr> <td>Remaining from PC General Reserve:</td><td>£11,437.98</td></tr> </table> <p>Proposed by Councillor Jordan, seconded by Councillor Mitchell.</p> <p>All members voted unanimously to accept this resolution.</p>	Project Total:	£47,842.59	CAF Grant (up to 50% of project):	£23,921.30	S106 funding:	£8,468.82	Borough Councillor Grant:	£1,000.00	County Councillor Grant:	£1,000.00	CIL funding from TVBC:	£2,014.49	Remaining from PC General Reserve:	£11,437.98
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250609	<p>To agree Sakura Cherry tree locations.</p> <p>Councillor Mitchell reiterated the details of her meeting on Friday 6th June noting she will update the Prish Council after the meeting.</p>														
250610	<p>To note the receipt and findings within the RoSPA Play Area reports.</p> <p>The receipt of the annual ROSPA report and its findings were NOTED.</p>														
250611	<p>To note the internal Auditors report and accept recommendations therein.</p> <p>The Internal Auditor report was NOTED and can be found at APPENDIX C.</p>														
250612	<p>To complete Section 1 of the AGAR.</p> <p>Section 1 of the AGAR was COMPLETED and SIGNED.</p>														
250613	<p>To complete Section 2 of the AGAR.</p> <p>Section 2 of the AGAR was COMPLETED and SIGNED.</p>														
250614	<p>To note the dates of exercise of Public Rights for audit.</p> <p>The dates of the exercise of public rights for audit were NOTED as Wednesday 11th June to Tuesday 22nd July.</p>														
250615	<p>To agree the creation of EMR – Play Area and transfer of CIL funds of £2014.49.</p> <p>It was AGREED to create the EMR – Play area with a balance of £2014.49.</p> <p>Proposed by Councillor Jordan, seconded by Councillor Howard.</p> <p>All members voted unanimously to accept this resolution.</p>														
250616	<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 31st May 2025 being £80,821.08. The bank reconciliation can be found as APPENDIX D.</p>														
250617	<p>To approve payment requests.</p> <p>The payments as listed in the table below were APPROVED for payment.</p> <p>Proposed by Councillor Jordan, seconded by Councillor Howard.</p> <p>All members voted unanimously to accept this resolution.</p>														

	TO	FOR	INVOICE NO	AMOUNT
	Staff	Salary	June	£1,264.29
	Staff	Expenses	May	£21.88
	Lloyds	Bank Charge		£4.25
	Councillor Heather	Expenses	May	£25.99
	Councillor Jordan	VE Day Event	May	£500.00
	A Jones	Orchard Pesticide Spray		£11.99
	Viking	Stationery	5854717	£46.08
	RoSPA Play Safety	Annual Safety Inspection	Inv 88139	£220.80
	Hampshire County Council	Annual Rent - The Green	3910044142	£1.00
	aadefib.com	Defib Pads	Inv 15330	£172.80
	Do The Numbers	Internal Audit - Year Ending 31.03.2025	12/1802	£250.00
	X-Net	Email Accounts June 2025 / 2026	Inv 33570	£60.00
				£2,579.08
250618	To consider the following planning application:			
250618.01	25/00763/FULLN Single storey ground and first floor extensions, installation of rooflights and alterations to fenestration. Folly Cottage, Church Road, Abbots Ann, Andover. The Parish Council had NO OBJECTION to this application. Proposed by Councillor Jordan, seconded by Councillor Wallis. All members voted unanimously to accept this resolution.			
250618.02	25/01027/FULLN Erection of replacement porch. Chestnut Tree Cottage, 38 Duck Street, Abbots Ann, Andover. 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.			
250618.03	25/01004/FULLN Erection of storage/distribution workshop and home gym. Burlea, Little Ann Road, Little Ann, Andover. The Parish Council had NO OBJECTION to this application. Proposed by Councillor Wallis, seconded by Councillor Heather. All members voted unanimously to accept this resolution.			
250618.04	25/01090/TPON Tree 1 - Silver Birch - Crown reduction of 1.5-2 metres and 10 % crown thin, Tree 2 - Ash - Fell, Tree 3 - London Plain Tree - Raise overhanging laterals crown by 1.5-2 metres, Tree 4/5 - Ash - Lop and reduce height by 2-3 metres. 1 Kingsmead, Anna Valley, Andover, Abbots Ann. 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.			
250618.05	25/01066/FULLN (Reference number correction 25/01056/FULLN) Addition of slot tile roof vent and refurbishment, repair and redecoration of cast iron gutter and rainwater goods. Rectory Cottage, Little Ann Road, Little Ann, Andover. 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.			
250618.06	25/01067/LBWN (Reference number correction 25/01057/LBWN) Addition of ensuite bathroom to first floor bedroom together with slot tile roof vent and refurbishment, repair and redecoration of cast iron gutter and rainwater goods. Rectory Cottage, Little Ann Road, Little Ann, Andover. 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.			

250618.07	<p>25/01084/AGNN</p> <p>Application to determine if prior approval is required for agricultural building for storage of straw. Eastover Farm, Salisbury Road, Abbots Ann.</p> <p>The Parish Council had NO OBJECTION to this application.</p> <p>Proposed by Councillor Jordan, seconded by Councillor Heather.</p> <p>All members voted unanimously to accept this resolution.</p>
250618.08	<p>25/01087/AGNN</p> <p>Application to determine if prior approval is required for agricultural building for storage of straw. Corner Of Field South East Of Dunkirt Lane, Abbots Ann.</p> <p>The Parish Council had NO OBJECTION to this application.</p> <p>Proposed by Councillor Jordan, seconded by Councillor Heather.</p> <p>All members voted unanimously to accept this resolution.</p>
250618.09	<p>25/01110/TREEN</p> <p>T1 - Ash - Lift out failed stem, T2 - Yew - Remove dead branches, T3 - Acacia - Fell and remove all arisings, T4 - Copper Beech - Prune to clear property by 2m, T5 - Mature Ash - Remove major deadwood, T6 - Ash - Fell, T7 - Twin-stemmed mature Ash - Fell to just above major fork at ground level, T8 Neighbouring Ash – Fell.</p> <p>Manor Farm House, Dunkirt Lane, Abbots Ann.</p> <p>The Parish Council had NO OBJECTION to this application.</p> <p>Proposed by Councillor Jordan, seconded by Councillor Howard.</p> <p>All members voted unanimously to accept this resolution.</p>
250618.10	<p>25/01094/VARN</p> <p>Variation of condition 2 (approved plans) of 24/00683/FULLN (Demolish rear extension, erect two storey side extension and single storey rear extension) to allow for an increase in size of single storey rear extension and adjustment to windows and doors on side elevations.</p> <p>Dunkirt Cottage, Abbots Ann Down, Andover, Hampshire.</p> <p>The Parish Council had NO OBJECTION to this application.</p> <p>Proposed by Councillor Jordan, seconded by Councillor Wallis.</p> <p>All members voted unanimously to accept this resolution.</p>
250618.11	<p>25/01106/FULLN</p> <p>Repair section of front garden wall.</p> <p>Chalk House, Dunkirt Lane, Abbots Ann, Andover.</p> <p>The Parish Council had NO OBJECTION to this application.</p> <p>Proposed by Councillor Jordan, seconded by Councillor Heather.</p> <p>All members voted unanimously to accept this resolution.</p>
250618.12	<p>25/01105/LBWN</p> <p>Repair section of front garden wall.</p> <p>Chalk House, Dunkirt Lane, Abbots Ann, Andover.</p> <p>The Parish Council had NO OBJECTION to this application.</p> <p>Proposed by Councillor Jordan, seconded by Councillor Heather.</p> <p>All members voted unanimously to accept this resolution.</p>
250619	<p>To confirm the date of the next meeting as Thursday 3rd July.</p> <p>The date of the next meeting was AGREED as Thursday 3rd July.</p> <p>Councillor Jordan & Howard submitted their apologies for the meeting to be held on Thursday 3rd July.</p>

There being no other business, the meeting closed at 20:33.

APPENDIX A

Update from Hampshire County Council – June 2025



Have your say on proposals to help nature recover across Hampshire

The public are being asked for their views on the Draft Local Nature Recovery Strategy for Hampshire which sets out a series of biodiversity priorities to help reverse nature's decline

Produced in conjunction with a wide range of organisations*, the [draft strategy](#) maps the most valuable existing habitat for nature, setting out proposals for creating, restoring and enhancing habitats, and suggests priorities and targets for nature's recovery.

The [public consultation](#) is open until 23 June.

Among a broad range of suggested priorities and actions, the draft strategy includes proposals that could:

- ♣ shape how future funding for farming and land management is used
- ♣ help local planning authorities to understand locations important for conserving and restoring biodiversity
- ♣ identify the highest priority areas for habitat creation and connectivity
- ♣ provide guidance on actions on farmland and woodland to achieve nature recovery and move towards more sustainable farming practices
- ♣ help guide local communities with funding applications for nature recovery projects
- ♣ suggest potential measures for embedding nature into urban infrastructure, such as stormwater management

In 2021, the Environment Act required local areas to produce Local Nature Recovery Strategies. The Government designated Hampshire County Council as the Responsible Authority for delivering the strategy for the whole of Hampshire, including the areas covered by Southampton and Portsmouth City Councils, as well as the New Forest and South Downs National Parks (that are within Hampshire).

*Supporting authorities include the local planning authorities of Portsmouth and Southampton City Councils, Hampshire's district and borough councils, the New Forest and South Downs National Parks, as well as Natural England.

<https://www.hants.gov.uk/News/20250516LNRS>

The County Council's chain of office has passed to Councillor Mark Cooper who has been elected as Hampshire County Council's new Chairman

Councillor Cooper who represents the Romsey Town electoral division on the County Council was elected to the position at the Annual Meeting of the Local Authority on Thursday 22 May 2025.

In his role as Chairman, Councillor Cooper is the civic head of the County. He will represent the County Council on any Royal visits and ceremonial occasions in Hampshire as well as carry out other civic activities and duties. The Chairman

presides over County Council meetings and ensures they are conducted in line with Standing Orders.

Hampshire born and educated; Councillor Cooper was first elected to Hampshire County Council in 2005 to represent the Romsey Town division. During this time, he has served on the River Hamble Harbour Authority Management Committee and the Regulatory Committee. He was a member of Hampshire's Fire and Rescue Authority between 2005 and 2017, and a Commissioner on Hampshire's 2050 Commission of Inquiry – dedicated to help shape the long-term vision for the whole of Hampshire, enhance the future prosperity and quality of life of Hampshire's residents, as well as protect the environment, and tackle climate change.

Councillor Pal Hayre, local Member for Fareham Crofton, was elected Vice Chairman.

<https://www.hants.gov.uk/News/20250522HCCChairmanelectd>

Local Government Reorganisation – securing a strong future for Hampshire and the Solent

Hampshire County Council has today underlined its clear commitment to residents to ensure that councils delivering services to the people of Hampshire and the Solent region in future will be simpler, stronger and secure – providing communities with high-quality services while delivering the best value for the taxpayer

Under national plans for Local Government Reorganisation (LGR), central Government wants to replace Hampshire County Council, 11 district and borough councils across the county, plus the unitary councils of Southampton, Portsmouth and Isle of Wight, with a number of unitary local authorities, all delivering the same public services as they do now to help make councils more efficient and effective. All 15 local authorities in the region have been tasked to come up with proposals for how councils should be reorganised from 2028 onwards, evidenced against various criteria. They will then be submitted to central Government this autumn for a final decision.

<https://www.hants.gov.uk/News/20250513LGRstrongfuture>

David Drew

Test Valley Central Division, HCC

APPENDIX B

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 & Gordon Howard - Bulbery Project 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

Do the Numbers Limited

22nd May 2025

Amanda Owen, Clerk
Abbotts Ann Parish Council

Dear Amanda,

Subject: Review of matters arising from Internal Audit for 31 March 2025

Following my visits with you today, please find below the list of matters arising.

I found the records and systems of the council to be in very good order.

The internal audit was carried out in accordance with the requirements of the [Audit and Accounts Regulations 2015](#) and the guidance and instruction in the [Practitioners Guide 2025](#)

Test	Matter arising	Recommended Action
A	<i>Appropriate accounting records have been properly kept throughout the financial year</i>	
Accounting software	The council currently uses the Rialtas Alpha software which is sector specific and respected but the costs, particularly to close down the year are significant for a small council.	During the coming year the council may wish to negotiate a better value for money price with the existing supplier or look at other products.
B	<i>This authority complied with its financial regulations, payments were supported by invoices, all expenditure was approved and VAT appropriately accounted for</i>	
	The records of the council now	comply with this test
C	<i>This authority assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these</i>	
	The records of the council now	comply with this test
D	<i>The budget resulted from an adequate budgetary process, progress against the budget was regularly monitored, the reserves were appropriate</i>	
Earmarked reserves	The council has multiple small EMRs that have not changed in several years and do not meet the 2025 PG requirements	All EMRs should be rolled back into the general reserve and then reallocated to current projects, properly defined.
E	<i>Expected income was fully received, based on correct prices, properly recorded and promptly banked; and VAT was appropriately accounted for</i>	
	The records of the council	comply with this test
F	<i>Petty cash payments were properly supported by receipts, all petty cash was approved and VAT appropriately accounted for</i>	
Not applicable to this council		
G	<i>Salaries to employees and allowances to members we paid in accordance wit this authority's approvals, and PAYE and NI requirements were properly applied</i>	
	The records of the council	comply with this test
H	<i>Asset and investment registers were complete and accurate and properly maintained</i>	
	The records of the council now	comply with this test
I	<i>Periodic Bank reconciliations were carried out during the year</i>	
	The records of the council comply	with this test
J	<i>Accounting statements prepared during the year were prepared on the correct accounting basis, agreed to the cash book, supported by an adequate audit trail and debtors and creditors recorded.</i>	

eleanorgreene@thedunnefamily.co.uk

Registered in England No. 7871759

Director: Eleanor S Greene

	The records of the council comply	with this test
<i>K</i>	<i>Certified Exempt in prior year</i>	
Not applicable to this council		
<i>L</i>	<i>Transparency Code</i>	
	The records of the council comply	with this test
<i>M</i>	<i>Public Rights</i>	
DPI forms	One of the members has not included their home address on their DPI form.	This is required. Only the monitoring officer can redact forms.
<i>N</i>	<i>Publication of prior year AGAR</i>	
	The records of the council comply	with this test
<i>O</i>	<i>Trust funds</i>	
	The records of the council comply	with this test
<i>P</i>	<i>Borrowing</i>	
	The records of the council comply	with this test

Please find attached my invoice for the agreed fee.

If either you or your members have any queries, please do not hesitate to contact me.

Regards,



Eleanor S Greene

APPENDIX D

Date: 02/06/2025

Abbotts Ann Parish Council

Page 1

Time: 10:56

**Bank Reconciliation Statement as at 31/05/2025
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	31/05/2025		80,821.08
			<u>80,821.08</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			80,821.08
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			80,821.08
		Balance per Cash Book is :-	80,821.08
		Difference is :-	0.00