



26th Aug 2025

To All Members of the Council

**You are hereby summoned to attend the Meeting of Hambleton Parish Council which will be held on Monday 1st Sept 2025 in the Meeting Room at Hambleton Village Hall, West Street, Hambleton, PO7 4RW, commencing at 7.30pm, for the purpose of transacting the following business.**

Yours faithfully

*Joanna Tester*

Mrs Joanna Tester  
Clerk, Hambleton PC  
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## **Agenda for the Meeting of HAMBLETON PARISH COUNCIL**

**MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND  
PUBLIC PARTICIPATION IS ALLOWED ONLY BY INVITATION  
OF THE COUNCIL FOR A MAXIMUM OF TEN MINUTES**

2734. Acknowledge the sad passing of any villagers since the previous PC meeting.

2735. Apologies for absence.

2736. Declarations of disclosable pecuniary interests on items on the agenda.

2737. To consider requests for dispensations.

2738. To acknowledge the resignation of Verena Daly and formally express thanks for her work on the Parish Council.

2739. Standing orders suspended for no more than ten minutes, to allow for public question time.

2740. Resume standing orders.

2741. To receive District Councillor's report (if available) and questions to District Councillor arising from report.

2742. To receive County Councillor's report (if available) and questions to County Councillor arising from report.

2743. Approval of the minutes of the previous meeting of the PC held 07 July 2025.

2744. Parish Clerk's progress report (for information only).

2745. Planning Committee & Play WG Members

**Proposed:** that the PC appoints at least one further Planning Committee member (and assigns one member as Vice-chair), and at least one Play WG member.

2746. Review of PC policies

**Proposed:** that the PC reviews the following policies and agrees on any updates as drafted:

- Planning Committee Terms of Reference
- Complaints & Vexatious Complaints Procedures
- Financial Reserves Policy
- Accessibility Statement
- Media Relations Policy
- Equality and Diversity Policy
- Grievance and Disciplinary Procedures
- Expenses Policy
- Health and Safety Policy
- Social Media Policy
- Publication Scheme
- Information and Data Protection Policy
- Tennis WG Terms of Reference

2747. Conclusion of audit

**Proposed:** that the PC should approve the annual return, including the external auditor certificate for y/e 31/03/25.

2748. Bank account balance as of 26 Aug 2025 - **£53,869.69** (Cllrs have been provided with bank statement 188 (01 July to 31 July 2025) & will be provided with 189 (01 Aug to 31 Aug 2025) as soon as it becomes available.

2749. Grant application

**Proposed:** that the PC considers the grant request from Hambledon PCC for £600.00 to assist with churchyard maintenance.

2750. Clerk's salary 2025/26

**Proposed:** that councillors approve the increase (including back-pay from April to July 2025) in the Clerk's salary for 2025/26 as per the Local Government Services Pay Agreement for 2025/26 (full details have been provided to councillors).

2751. Multipay Bank Card

**Proposed:** that the PC considers options for providing the Clerk with a multipay card linked to the bank account (details have been provided to councillors).

2752. Payment of Accounts for July & Aug 2025:

| <b>Payee</b>           | <b>Description</b>                                                                                                              | <b>Amount (£)</b> | <b>Chq No/BACS Ref</b>    |
|------------------------|---------------------------------------------------------------------------------------------------------------------------------|-------------------|---------------------------|
| <b>PC</b>              |                                                                                                                                 |                   |                           |
| Mrs J C Tester         | <b>Clerk salary July 2025</b>                                                                                                   | <b>£965.47</b>    | Paid by SO 28/07/25       |
| NEST                   | <b>Clerk pension July 2025</b>                                                                                                  | <b>£78.67</b>     | Paid by DD                |
| Mrs J C Tester         | <b>Clerk salary Aug 2025</b>                                                                                                    | <b>£1,107.49</b>  | Paid by SO 28/08/25       |
| NEST                   | <b>Clerk pension Aug 2025</b>                                                                                                   | <b>£91.14</b>     | Paid by DD                |
| Mrs J C Tester         | <b>Clerk expenses Aug 2025 (overtime - 3 hrs @ £15.56/hr; additional printing @ £24.50; basketball net replacement @ £8.99)</b> | <b>£80.17</b>     | To be paid by BACS        |
| Hambledon Village Hall | <b>Hall hire July 2025</b>                                                                                                      | <b>£32.50</b>     | Paid by BACS              |
| Biffa                  | <b>Recycling bin collection July 2025</b>                                                                                       | <b>£88.85</b>     | Paid by DD 27/07/25       |
| Biffa                  | <b>Recycling bin collection Aug 2025</b>                                                                                        | <b>£88.85</b>     | Paid by DD 24/08/25       |
| JH Tree Services Ltd   | <b>Village maintenance July 2025</b>                                                                                            | <b>£375.00</b>    | Paid by DD 01/08/25       |
| JH Tree Services Ltd   | <b>Village maintenance Aug 2025</b>                                                                                             | <b>£375.00</b>    | To be paid by DD 01/09/25 |
| HMRC                   | <b>Clerk's NI/tax Q1 2025/26</b>                                                                                                | <b>£443.11</b>    | Paid by DD 24/07/25       |
| BDO                    | <b>External audit for 2024/25</b>                                                                                               | <b>£tbc</b>       | To be paid by BACS        |
| Hambledon PCC          | <b>FAG flyer distribution</b>                                                                                                   | <b>£30.00</b>     | Paid by BACS              |
| Hambledon PCC          | <b>Glebe maintenance 2025</b>                                                                                                   | <b>£700.00</b>    | To be paid by BACS        |
| Murray Mahon           | <b>Reimbursement for HG printing</b>                                                                                            | <b>£33.56</b>     | To be paid by BACS        |
| <b>Tennis</b>          |                                                                                                                                 |                   |                           |
| Moritz Flohr           | <b>Tennis coaching July 2025</b>                                                                                                | <b>£60.00</b>     | Paid by BACS              |
| JH Tree Services Ltd   | <b>Tennis court wooden baton replacement</b>                                                                                    | <b>£390.00</b>    | To be paid by BACS        |

2753. Planning Applications

The following were received after the July PC meeting and had a consultation deadline of before this Sept meeting. Responses were drafted by the Planning Committee members (Cllrs Clarke & Silcock) and

approved by remaining councillors via e-mail, before being submitted by the Clerk to the Planning Authority:

- SDNP/25/02808/LIS - Peoples Market, 1 West Street, Hambledon, Hampshire, PO7 4RW. (Address given as old fire station) - Minor internal and external alterations and associated works to the existing old garage building in order to convert it from the current part business use to a single three bedroom dwelling.

[Hambledon PC OBJECTS to this proposal. When considered in conjunction with associated applications SDNP/25/02710/FUL, SDNP/25/02711/FUL and SDNP/25/02678/LIS, the resulting development would place heavy demands on on-street parking within what is already a congested part of the Village. Whilst the PC is fully supportive of the applicant's desire to retain the shop, it has serious concerns about the negative effect that increased resident road-side parking would have on passing trade, and hence the viability of the shop going forward. In addition, road safety is of utmost concern: many school families park in the vicinity and walk to and from the primary school along West and East Streets or Speltham Hill, and then up the High Street (no pavements). An increase in on-street parking will put more strain on an already crowded area and has the potential to pose an increased danger to our pedestrians, particularly children and the elderly.]

- SDNP/25/02783/LIS & SDNP/25/02784/HOUS - Verney Cottage, East Street, Hambledon, Hampshire, PO7 4RX Alterations to the rear and roof of the existing garage / workshop storage / ancillary building in order to revise the defective existing roof structure and provide garden room, utility boot room, storage and bicycle area and revised first floor attic roof plan and associated works. [NO OBJECTION.]

2754. To discuss any planning applications that are received after 26/08/25 and require consideration at this meeting.

2755. Planning Decisions:

- SDNP/25/01984/TCA - Bury Lodge, West Street, Hambledon, Hampshire, PO7 4QL. The tree is a European ash, suffering from Ash dieback (see photo1). It is close to the public footpath that runs along the northern boundary of our fields and presents a danger. It is labelled as Tree 1 on our drawing. RAISE NO OBJECTION.
- SDNP/25/02136/TPO - 2 Coachmans Halt, West Street, Hambledon, Hampshire, PO7 4RN. T1 Helen Brown has viewed this tree whilst discussing the other tree that has been recently removed. large conifer to be removed to ground level due to continued decline. The tree is in poor condition and continues to loose large branches. It is not viable to reduce the canopy due to the species and the severity of the reduction to make it safe. The tree is close to both property and life and posses a severe risk. Replant with a beech tree. APPROVED.
- SDNP/25/02154/LIS - St Margarets, East Street, Hambledon, Hampshire, PO7 4RX. (revised submission received on 16.07.2025) I wish to replace all the windows at the rear of my property. This includes 5 windows at ground floor level , 2 windows at first floor level and 1 window at attic level. The existing windows are 24mm double glazed with UPVC frames. I wish to replace them with 24mm double glazed windows with Meranti wood frames. The design will be similar. The rear of my property is not directly overlooked by neighbours. I am enclosing photos of the windows I wish to replace. APPROVED.
- SDNP/23/03381/HOUS & SDNP/23/03381/HOUS - 4 George House, East Street, Hambledon, Waterlooville, Hampshire, PO7 4RJ. (Amended description) Replace the two end dormer windows and opening casement of the middle dormer and retain the fixed half. APPROVED.

2756. To receive a report from the Flood Action Group.

2757. Flood Action Plan and Policy

**Proposed:** that the now out-dated Flood Action Plan is replaced with a FAG Policy (draft to be supplied to councillors in advance of the meeting).

2758. Remembrance Sunday

**Proposed:** that the PC discusses and agrees upon plans for Remembrance Sunday Nov 2025.

2759. To receive a report from the BASS Working Group.

2760. To receive a report from the Tennis Working Group.

2761. To receive an update from the Play Working Group.

2762. Ad hoc Village maintenance work

**Proposed:** that the PC should consider quotes from JH Tree Services for ad hoc Village maintenance work, as follows:

- Replacement of damaged rubber matting on Stewarts Green play area.
- Replacement of three slats on the table located at the Glebe Field.
- Replacement of damaged chainmail fencing adjoining ball-wall at VH.
- Re-fixing of slat on VH bench.

2763. To receive a report from the Hambledon Greening Working Group.

2764. Reports & issues (for information only):

- HCC Notification 11/07/25 of made order - route from Old Mill Lane at Scotland Farm to Dog Kennel Lane at Scotland Cottage (DMMO 1108) to be recorded as a bridleway.
- HCC Notification 13/08/25 of made order - PPO 5249 Hambledon Footpath 38 (diversion around Hole Farm Barn).

2765. Date and place of next meeting (06 Oct 2025 at Hambledon VH; 7.30pm).

2766. To exclude members of the public and press from confidential matters to be discussed.