

DRAFT MINUTES

Hambledon Parish Council
02 Nov 2026; 7.30pm; Hambledon Village Hall

PRESENT:
Cllr Encke (Chair); Cllr Clarke; Cllr Hand; Cllr Piper, Cllr Walker; & Cllr Farrell (left the room 8.08pm; returned 8.10pm)

In Attendance:
Mrs Joanna Tester (Clerk); & Cllr Small (HCC; left 8.04pm).

Meeting started at 7.32pm

Item No.	Item	Discussion & Decision	Action
3151	Acknowledgements	Councillors paused and remembered in silence the contributions of Dot Greenwood, Nick Bailey & Roger Facer, and all villagers who have passed away since the last meeting.	
3152	Apologies	Apologies received and accepted from Cllr Wale. Apologies also received from Cllrs Wallace & White (WCC); and Ashley Banning (Hambledon Vineyard).	
3153	Disclosable pecuniary interests	None.	
3154	Requests for dispensations	None received.	
3155	Public questions & comments	Standing orders suspended for maximum 10 mins. There were no members of the public in attendance.	
3156	Resume standing orders	Agreed.	
3157	District councillor's report & questions arising	Report received (will be made available separately on the PC's website - https://www.hambledon-pc.gov.uk/Parish_Council/Parish_Council_Meetings.aspx). No additional points discussed.	
3158	County councillor's report & questions arising	Report received (will be made available separately on the PC's website - https://www.hambledon-pc.gov.uk/Parish_Council/Parish_Council_Meetings.aspx). Points discussed as follows: • Budget • Local Government Reorganisation • SIDs - Cllr Small to chase HCC on behalf of PC	
3159	Mins of previous meeting (05/10/26)	Agreed as a true record.	

3160	Clerk's progress report	**Parish Lengthsman Agreement** - schedule for 2026/27 has been amended, as follows: 06/11/26 & 19/02/26 (was 01/02/27). Suggestions required for Nov visit. • Back Lane drain & grips further up Back Lane. **Flooding @ bottom of Bury Lodge Lane** - no update. **Flooding on road near Kings Rest** - reported to HH 13/10/23. Response 'could not locate defect'. Likely that they visited when there was no road flooding but didn't look into the cause of previous flooding. Suggest wait for next flooding, take photos & re-submit. [In the latest flooding, this area was not bad, so perhaps there is not a serious issue here? Could this item be removed from the report?] **Useful/Emergency Info Leaflets** - WCC Small Grant fund awarded £150. On-going. Clerk & Cllr Encke to consider whether this could accommodate an emergency plan for the village. **Drain clearance** - e-mail sent 05/02/25 to Gina Chandler (HH) re blocked drains throughout Village. Response received from HH via Cllr Wallace 23/05/25 - 'We have made several attempts to identify and clear the various drainage features on Green Lane, with limited success. The site is currently with our colleagues in the Planned Maintenance team to develop and design a scheme to permanently resolve the issue.' E-mail sent 14/10/26 (and chased 27/10/26) to Cllr Small asking for assistance chasing up this issue. Awaiting response. **CMV Parish shared P/T Ecologist/Nature Recovery Officer** - e-mail re queries identified at 05/01/26 meeting sent to Cllr Lee 20/01/26. Response received & forwarded to cllrs. No progress at present time. **Issues with Footpath 30a** - update from Countryside Services confirms that …'I have shuffled things around and bumped it up the ranger's job list to sort. We will be filling it with aggregate material and create some form of structure to keep the material there rather than wash away, as well as to improve safety for walkers when using the path.' Land-owner has been informed. [UPDATE: this work has been completed. Countryside Access thanked and landowner informed.] **Annual Internal Audit Report** - data audit - underway. Guidance sent to councillors. **VH play area basketball post/net -** Ava Recreation and Infinity Playgrounds have quoted, but still awaiting some info on spec to allow direct comparison. **Accountancy service** - Clerk & Cllr Clarke met with accountant 07/10/26. Main outcomes as follows: • No formal appointment of an accountant required, but an annual meeting (probably only an hour long) before end of year may be useful. This can be costed and discussed nearer the time. • PC may like to consider using payroll software from April 2027 (e.g. BrightPay @ £84 + VAT/annum) which will make the process easier. The HMRC Basic PAYE Tools system currently used will become obsolete (exact date unknown). This can be factored into the 2026/27 budget. • The following changes were suggested to simplify the PAYE process:	

3160 cont.	Clerk's progress report cont.	• employee pension contribution to be set at a certain percentage (likely to be 6%); and • Clerk to request increase in set hours from 17 to 20 per week, rather than claiming variable overtime each month (agenda item 3163). **Hambledon & Denmead Educational and Welfare Trust** - e-mail sent asking for full details of trust and what funds can be used for. Awaiting response. **Remembrance Sunday** - awaiting confirmation from Scouts ref parade before risk assessment can be completed and sent to insurers. VH has been booked. [UPDATE: confirmation received that Scouts will be parading only from bottom of High St up to the War Memorial. RA sent to insurers.] **Clearance of gullies alongside East St**: • Alongside Whitedale Farm - landowner contacted and has since cleared ditches. • Alongside Whitedale House - resident e-mailed to try to ascertain land ownership. [Clerk to report to HH.] **Dog fouling solutions** - signs have been ordered. Once received, will need to consider placement on a rotation.	Clerk
3161	Q2 Bank Reconciliation	**Resolved**: that the PC has received and approved the bank reconciliation for Q2 2026/27 (see Appendix A).	
3162	Insurance Renewal	**Resolved**: that the PC has prospectively approved the - as of yet not received - renewal quote from Hiscox Insurance Company Ltd for the period 01/12/26 to 30/11/26. (Deferring approval to the Dec 2026 PC meeting is not possible as the start date falls before it.) Councillors will be informed of the premium for the year in advance of the Clerk confirming with the broker that the PC wishes to proceed. The premium must be within budget constraints (£1,639.00). [N.b. 2025/26 premium was £1,461.70 excl. admin fee of £50.00.]	Clerk
3163	Clerk's Working Hours	**Resolved**: that the PC has approved increasing the Clerk's contracted hours from 17 to 20 per week as of 01 Nov 2026. Appendix to the Clerk's contract & amendment to salary SO and pension contributions to be arranged.	Clerk
3164	LTA Re-registration	**Resolved**: that the PC will re-register with the LTA at a cost of £125.00 (no VAT) for the year.	Clerk
3165	Bank account	**Bank balance @ 31/10/26 - £101,899.19** (Cllrs have been provided with bank statement 203 (01 Oct to 31 Oct 2026).)	
3166	Payment of accounts	Mrs J C Tester **Clerk salary Oct 2026 £1,070.38** Mrs J C Tester **Back-pay April to Oct 2026 £226.39** NEST **Clerk pension Oct 2026 £106.63** Hambledon V/H **Hall hire Oct 2026 £58.50** **[Nb this is an amended figure from the agenda which itemised £32.50.]** Biffa **Recycling bin collection Oct 2026 £101.95** JH Tree Services Ltd **Village maint. Oct 2026 £375.00** Keep Britain Tidy **We're Watching You' signs £192.00** HMRC **Employer NI & employee tax/NI Q2 26/27 £632.10** Lawn Tennis Association **Venue reg. 2026/27 £125.00** **THE FOLLOWING PAYMENT REQUEST WAS RECEIVED AFTER 27/10/26 AND HENCE WAS NOT**	

3166 cont.	Payment of accounts cont.	**ITEMISED ON THE AGENDA:** X-Net (Services) Ltd **E-mail accounts (annual) £120.00**	
3167	Planning applications	• SDNP/26/03757/HOUS &SDNP/26/03835/LIS - Rosemead, Vicarage Lane, Hambledon, Hampshire, PO7 4RP. Installation of EV charger in front garden/hardstanding of property. [NO OBJECTION] • SDNP/26/04072/TCA - White Gables, East St, Hambledon, Hampshire, PO7 4RX T1 Fell beech tree to ground level due to advise as per supplied arb report. [NO COMMENTS]	Clerk/Cllr Clarke
3168	Planning apps received after 27/10/26	• SDNP/26/03511/HOUS - Lithywood Acres, Green Lane, Hambledon, Hampshire, PO7 4SX. To build an organic pool in the front garden. [OBJECTION - insufficient information has been provided to allay concerns regarding commercial usage, impact on landscape character, ecological impact, flood risk, and materials management. Clerk & Cllr Clarke to liaise over exact wording, incl reference to South Downs core and strategic policies.]	Clerk/Cllr Clarke
3169	Planning decisions	Noted.	
3170	New councillor working group/ committee appointments	**Resolved**: that the PC has reviewed appointments to existing working groups/committees and makes the following amendments: • Cllr Piper - Parish Resilience (steps down from School Liaison role) • Cllr Walker - School Liaison; Hort Soc Torchlight Procession; Safer Streets WG • Cllr Farrell - Finance WG	
3171	Safer Streets WG	Report received (see Appendix B). Additional point discussed as follows: • Cllr Clarke advised that he had received correspondence from a villager willing to assist with publicity over HH's lack of support for SIDs. Councillors agreed that Cllr Clarke should respond giving thanks but stating that the PC needs to carry out another traffic survey first, and await outcome of Cllr Small's intervention.	Cllr Clarke
3172	Traffic Survey	**Resolved**: that the PC should defer making a decision over commissioning Ampfield to carry out a repeat of the traffic survey completed in 2022 until full details and a quotation are received. [The dual aim will be to 1) inform councillors and villagers of changes since 2022; and 2) provide the current data required by HCC should an application for a 20mph zone in the village be taken forward.]	
3173	Sport & Recreation WG	No written report received & no points discussed.	
3174	Parish Resilience WG	No report received. Points discussed as follows: • Flyers have gone out to owners of houses with flood cellars.	
3175	Staffing Committee	No written report received & no points discussed.	
3176	Hambledon Greening	Report received (see Appendix C). No further points discussed.	
3177	Hampshire Bus Action Group	**Resolved**: that the PC has agreed to endorse Hampshire Bus Action Group's vision, which sets out what it believes to be the key elements of a good bus service. Expressions of support will be used to lobby HCC and the new Hampshire and the	

3177 cont.	Hampshire Bus Action Group cont.	Solent Combined County Authority and directly elected mayor to improve bus services, particularly for communities which currently have a poor service or no service.	Clerk
3178	Reports & Issues	• SDNPA 's CIL fund, neighbourhood portion - £75.00 received (ref SDNP/24/03074/FUL). • HCC has ruled not to make an order to modify the Definitive Map and Statement to record a footpath between Hambledon Footpath 13 and Hambledon Footpath 15.	
3179	Date/time of next meeting	Monday 7th Dec 2026 at Hambledon VH; 7.30pm.	
3150	Confidential matters	No confidential matters were discussed.	

The meeting closed at 9.07pm

Signed:
Cllr Encke (Chair)
Dated:

Signed:
Joanna Tester (Clerk)
Dated:

APPENDIX A
Q2 2026/27 Bank Reconciliation

HAMBLEDON PC BANK RECONCILIATION SEPT 2026

Balance as per bank statement (no 202) at 30 Sept 2026			
BANK ACCOUNTS			
Unity Trust Bank PLC Current T1 AC …349	£105,041.42		
Less unpresented payments	£0.00		
Add unpresented cheques	£0.00		
		£105,041.42	
CASH BOOK			
Opening balance 01 Jul 2026	£84,964.04		
Add PC receipts to 30 Sept 2026	£730.00		
Add Tennis receipts to 30 Sept 2026	£157.50		
Less PC payments to 30 Sept 2026	£10,053.63		
Less Tennis Payments to 30 Sept 2026	£624.99		
		£75,172.92	
RESERVES			
EAR-MARKED			
Tennis	£2,513.63		
Hambledon & Denmead Ed Trust (Tennis)	£10.00		
Safer Streets	£58,484.89		
Green Man beds	£283.93		
Hambledon Greening	£905.16		
Running costs (to 31 Mar 2027)	£16,876.00		
Info booklets grant (WCC)	£150.00		
SDNPA CiL funding	£876.76		
Parish Resilience reserve	£3,000.00		
County Councillor grant (football nets & basketball post)	£550.00		
		£83,650.37	
GENERAL *			**£21,391.05**
* this figure differs to that on the Q2 Statement by the value of the Hambledon Greening 'pot' - for the purposes of this reconciliation, HG has been counted as a ring-fenced reserve, but in reality, some funds (excluding donations to HG) could be released from it if necessary.			
Signed:	(Joanna Tester, RFO, Hambledon PC)		
Dated:	Mins ref:		

APPENDIX B **Safer Streets WG Report Nov 2026**
Cllr Clarke (Chair)

This month we held the Safer Streets village meeting which was attended by circa 40 people from the parish. We discussed the working group of BASS and its detailing of certain traffic calming ideas that have been discussed and proposed over the last few years. These were all discussed in detail and each option from the 'wish list' was in turn described as to why it could or could not be implemented. Reasons being, either or a culmination of all, red tape bureaucracy, costs, data failing, design failures and lack of any engagement with Hampshire Highways, Winchester City Council, our local MP and County Councillor. We did however have a very positive discussion about what we have been doing, what we have achieved and all the efforts that it takes for the PC to get these points and that the general consensus was an up to date traffic speed survey to be implemented within the parish boundaries.

I thank the Clerk; Joanna Tester for all of her hard work and efforts on these matters and the continuing work as we move forward.

We all agreed to publish the meeting document (which I believe has been done) and for the agenda to have the traffic speed survey discussion on it.

APPENDIX C **Hambledon Greening WG Report Nov 2026**
Dr Penny Mahon (Secretary)

Repair Café:

- A very successful Repair Café was held in Hambledon Church on Oct 17th. The highlight was to see John Richards' happy face when his decapitated teddy bear was reattached by one of our three excellent seamstressesses.
- The next one is at Denmead on Nov 21st and the first one of 2027 will be in Hambledon on Jan 16th.

Greening Campaign Adaptation Resource training:

- On Sept 23rd, the 4 Greening grpups were introduced to the very informative site for predicting future weather events: Climate Risk Indicators at https://uk-cri.org/

Biodiversity:.

- We plan to arrange more maintenance events on Speltham with the NT and SDNPA in early 2027.
- We have been in touch with Nik Knight, chair of the Hampshire Bat Group, who is keen to run a Bat Talk in early 2027 and a Bat Walk to follow later in the year.

Film Screening:

- We have had to postpone the screening of the film Derek v Derek until later in 2027.

Events attended:

- In November, two members will be attending a Carbon Literacy online training course led by Sara Osman, Climate Officer of the SDNP.
- In October, Sue Crossley attended a sell-out Food Security conference in Chichester run by the SDNP and Alasdair McKenzie attended the regular HCC Parish Pollinators meeting.