

Chairman: Cllr Ian Kitson

Clerk: Mrs Miriam Edwards
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Website: www.hurstbournetarrant-pc.gov.uk

MINUTES OF THE ORDINARY PARISH COUNCIL MEETING

Monday 20th October 2025 at 7.30pm, held at the Hurstbourne Tarrant Community Centre.

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Councillors present:

Cllr Ian Kitson
Cllr Mark Thomas

Cllr Neil Hedger
County Councillor Kirsty North
Clerk

41. APOLOGIES FOR ABSENCE

41.1 Apologies were received from Cllr Jamie Williams, Cllr Louisa Russell and Cllr John Bentley. Also received from Borough Councillor Phil North. RESOLVED: Councillors unanimously agreed the absences.

42. DECLARATIONS OF INTEREST

42.1 There were no declarations of interests relating to items on the agenda, or requests for dispensations, in accordance with the Council's code of conduct.

43. MINUTES OF PREVIOUS MEETING

43.1 Councillors agreed and approved the minutes of the last meeting which was held on 15th September 2025, and which were signed by the Chairman. Proposed by Cllr Thomas and seconded by Cllr Hedger.

44. ACTIONS ARISING

- 44.1 Cllr Bentley to check maintenance manual and details of warranties against the wooden climbing frame installed by Copper Beech, on KGV, and raise any issues with them accordingly, regarding the deterioration of the equipment which was only around 8/9 years old. Carried forward, as Cllr Bentley not present.
- 44.2 Cutting of the riverbed – this had been completed since the last meeting by the Environment Agency. Ibthorpe bank was still very untidy – some areas opposite resident had been done. Cllr Kitson would check what would be needed. Debris by the bridge at Adams Farm needed checking as this may block up.
- 44.3 Complaint from Upton resident regarding potholes, broken drain covers and unnecessary/elongated signage. The clerk had checked the Upton road and many repairs had recently been completed. There had been no roadworks since the summer and therefore no signage. This would be monitored the next time it occurred.
- 44.4 Cllr Thomas queried restrictions or a weight limit on the zipwire. The clerk had contacted the contractor and the answer was 120kg per seat. As this was approx. 18 stone it was hoped that not many people of that weight would use it.
- 44.5 Cllr Thomas reported that some students from Sparsholt were keen to come and do strimming and hedge cutting on rights of way. The clerk had liaised with staff and the volunteers had cut back and strimmed the back ditch on Dene Green, on 10th October. They had done an extremely good job and the clerk had written to them

to thank them for their efforts. They would return later in the year to do more voluntary work.

- 44.6 Cllr Thomas reported that the bridleway behind Upper Ibthorpe was almost impassable. He had strimmed it clear on 18th September. What hadn't been appreciated was that at the south west end of the track, it joined a track which was not a right of way on the definitive map.
- 44.7 The landlord at the Family Shopper had refused permission for the installation of a parcel locker. The clerk had drafted a letter from the Chairman to reconsider this decision in light of the withdrawal of the bus service into Andover and to support the community.

45. PUBLIC PARTICIPATION

- 45.1 There were three members of the public present.
- 45.2 Concern was raised regarding large metal gates installed at the old telephone exchange on the A343 out of the village towards Andover. Cllr Williams had mentioned that there was planning permission to cover most eventualities for business use but not for residential.
- 45.3 A resident confirmed the news that the George & Dragon pub in HBT was due to reopen after the new year/early spring.
- 45.4 The Parsonage Farming estate manager felt that trespassing/dog walkers had improved considerably but as it was the shooting season there was the need to remind owners to keep to the ROWs as opposed to running free into woods and fields either side.

46. PLANNING

Councillors discussed the following applications:

- 46.1 **25/02462/FULLN** | Single storey extensions and first floor extension, with associated works including steps | Herbsland House Stoke Road HBT. Cllr Williams to provide information to councillors via email.
- 46.2 **25/02206/TREEN | Church Farm Cottage Church Street HBT** | T1 - Sycamore - Reduce canopy by up to 4 metres, T2 - Sycamore - Reduce canopy by up to 3 metres, T3 - Ash - Reduce canopy by up to 3 metres. No comment.
- 46.3 **25/02320/TREEN | I Rose Cottages Ibthorpe Road HBT** | T1-T4 - Norway Spruce – Fell. No comment.
- 46.4 **25/02344/DDCA | Merrytree Cottage The Hill HBT** | Dead Silver Birch within the Hurstborne Tarrant and Ibthorpe Conservation area- Fell and grind out root. No comment.
- 46.5 **25/02400/TREEN | Yew Tree Cottage The Dene HBT** | T1 - Plum - Fell to ground level. No comment.

* In the case of Conservation Area notifications, the Local Planning Authority does not have the ability to refuse these works. In the event that there are justifiable reasons to oppose the proposals then the Council will have to make a Tree Preservation Order before the expiry of 6 weeks from when the notification was received.

47. COUNCILLORS' UPDATES

- 47.1 Cllr Hedger updated that Speedwatch sessions were still continuing. The first complaint had been received – a non-resident who drove through the village every day, and who felt the team were taking the moral high ground and, in his opinion,

drivers just continued to speed when they left the village. Cllr Hedger had responded in writing.

- 47.2 Cllr Hedger had been asked by Horticultural Society to raise the issue of moving forward with storage of fete equipment on KGV. The idea of 9x5m pitched roof double garage had been suggested, and quotes received from 2 businesses, one which could supply and fit. Additional options were available for insulation. Pitch roof. Cllr Kirsty North mentioned that devolved budgets were being reviewed, and were open again for applications, but the totals had reduced to £5000 and there were different rules about the maximum being £1000 and specific rules around Parish Councils only applying when the project was not a normal precept-raising initiative – so for example Speed Indicator Devices could not be funded. However the Horticultural Society could apply and the clerk would speak to Conholt Estate which had been awarding grants to surrounding parishes.
- 47.3 Cllr North raised the matter of food waste collections. Cllr Thomas felt it was introduced really well with good communication. Hampshire County Council's prediction was 4000 tons per authority. A mixed material recycling plant would be able to take other plastics (yoghurt, film, trays) and glass in the next phase. Some parts of the county had not been as enthusiastic and were hindering other areas, but all new collections should start at the end of 2027/2028. Defra's plan to bring in a deposit scheme for drinks containers was raised, but Cllr North felt it would work alongside recycling, as people tended to recycle and collect differently.

48. CLERK'S REPORT & CORRESPONDENCE

- 48.1 The back ditch on Dene Green had been regraded by the contractor building the houses at The Rank, at the request of the Parish Council. This would be easier to maintain and keep clear, should the groundwater rise and flow.
- 48.2 The HCC Lengthsman had cleared the riverbed outside the school, Lower Farm and KGV field.
- 48.3 The clerk and Cllr Russell had been approached by a resident regarding a volunteer transport service into Andover since the withdrawal of the C7 bus. Some residents could not afford the Connect minibus service. The clerk was in the process of designing an all-households newsletter and would include this possible solution in it, to be run as a WhatsApp group by likeminded individuals. It could only be run by the Parish Council if formalised and insurance organised, so funding would need to be sourced for this. It was far simpler to have a pool of people willing to take each other into town when needed.
- 48.4 The annual Dene Green working party met on 11th October to trim the ditches and banks in readiness for any rise in groundwater. Twelve volunteers including 3 members and the clerk had turned out.
- 48.5 The clerk was due to attend the Bourne Valley Sustainability Day in St Mary Bourne on 25th October to showcase what Hurstbourne Tarrant had been, and was hoping to, achieve in the parish
- 48.6 6 volunteers had turned out on 18th October to plant almost 1500 bulbs donated via the North Wessex Downs Landscape Trust. Further volunteers would be planting daffodil bulbs in their own time.
- 48.7 The clerk had been in contact with the project manager of the Chickpea Group which were managing the reopening of the George & Dragon PH. They were anticipating an early spring return to trading. The clerk had been invited to meet the project manager at some point to discuss how parking could be eased.

49. FINANCE

- 49.1 On the day of the meeting, the bank balance stood at £9,492.09 in the Community Account (was Treasurer's Account) and £22,453.59 in the savings account.
- 49.2 The clerk had circulated the payments made since the last meeting. Cllr Russell agreed them as an accurate record.

TYPE	DATE	PAYEE	AMOUNT	REMARKS
PAY	16/9/25	Lloyds	4.25	Bank Charges
DD	1/10/25	TVBC	117.36	Grass cutting
BACS	6/10/25	Mrs M Edwards	40.00	Poppy wreaths
BACS	7/10/25	Geosphere	324.00	Website hosting
BACS	7/10/25	Clear Councils	922.59	Insurance
BACS	7/10/25	SSE	14.14	Upton phone box electricity
BACS	7/10/25	HMRC	239.09	PAYE Oct
BACS	7/10/25	Mrs M Edwards	689.20	Clerk Salary Oct
BACS	20/10/25	Business Stream	107.16	Allotment water rates
BACS	20/10/25	Tangley Parish Council	159.54	SLR quarter share maint
PAY	20/10/25	Lloyds	4.25	Bank Charges

- 49.3 Q2 finances 2025/26 – the clerk presented the half-year finances. There were no unexpected payments over and above the budget. It was anticipated that earmarked reserves of donations and CIL funding would cover the mobile speed indicator purchase. Most large payments such as insurance had already been made. The main known expenditure for the rest of the year was salary and there were reserves in place for anything unexpected. RESOLVED: Councillors agreed there were no concerns and accepted the Q2 finances.

50. NEXT MEETING

- 50.1 The next ordinary meeting of the Parish Council was due to be held on Monday 17th November.

The meeting concluded at 20:29 hrs.

Signed Chairman

Hurstbourne Tarrant Parish Council

Prepared by: _____ Date: _____
Name and Role (Clerk/RFO etc)

Approved by: _____ Date: _____
Name and Role (RFO/Chair of Finance etc)

Bank Reconciliation at 30/09/2025			
	Cash in Hand 01/04/2025		14,603.50
	ADD		
	Receipts 01/04/2025 - 30/09/2025		29,385.78
			43,989.28
	SUBTRACT		
	Payments 01/04/2025 - 30/09/2025		9,437.34
A	Cash in Hand 30/09/2025 (per Cash Book)		34,551.94
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	Cash in hand per Bank Statements		
	Petty Cash	30/09/2025	0.00
	Treasurer's Account 00730337	30/09/2025	12,109.42
	Business Bank Instant 07210851	30/09/2025	22,442.52
			34,551.94
	Less unrepresented payments		
			34,551.94
	Plus unrepresented receipts		
B	Adjusted Bank Balance		34,551.94
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A = B Checks out OK			

Hurstbourne Tarrant Parish Council
Listing of Receipts in each Code for All Cost Centres
 (Between 01-04-2025 and 30-09-2025)

15 October 2025 (2025-2026)

Cost Centre Income

Code Number		1 Precept										
Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total	
1	07/04/2025			Treasurer's Accour		Precept	Test Valley Borough Council	X	10,500.00		10,500.00	
9	08/09/2025			Treasurer's Accour		Precept	Test Valley Borough Council	X	10,500.00		10,500.00	
							Subtotal for Code: Precept		£21,000.00		£21,000.00	
Code Number		2 Bank Interest										
Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total	
3	09/04/2025			Business Bank Inst		Bank Interest	Lloyds Bank	X	10.17		10.17	
4	09/05/2025			Business Bank Inst		Bank Interest	Lloyds Bank	X	8.48		8.48	
5	09/06/2025			Business Bank Inst		Bank Interest	Lloyds Bank	X	8.25		8.25	
8	09/07/2025			Business Bank Inst		Bank Interest	Lloyds Bank	X	12.31		12.31	
10	11/08/2025			Business Bank Inst		Bank Interest	Lloyds Bank	X	14.19		14.19	
11	09/09/2025			Business Bank Inst		Bank Interest	Lloyds Bank	X	12.41		12.41	
							Subtotal for Code: Bank Interest		£65.81		£65.81	
Code Number		3 Playing Fields										
Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total	
6	20/06/2025			Treasurer's Accour		KGV Playing Field	Hampshire County Council	X	12.50		12.50	
12	26/09/2025			Treasurer's Accour		KGV Playing Field	Hampshire County Council	X	12.50		12.50	
							Subtotal for Code: Playing Fields		£25.00		£25.00	
Code Number		5 Wayleaves										
Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total	
7	24/06/2025			Treasurer's Accour		Wayleaves	SSE	X	102.66		102.66	
							Subtotal for Code: Wayleaves		£102.66		£102.66	
							Subtotal for Cost Centre: Income		21,193.47		21,193.47	
Cost Centre VAT		8 VAT Reclaim										
Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total	
2	22/05/2025			Treasurer's Accour		VAT reclaim 2024-25	HMRC	X	8,192.31		8,192.31	
							Subtotal for Code: VAT Reclaim		£8,192.31		£8,192.31	
							Subtotal for Cost Centre: VAT		8,192.31		8,192.31	
									TOTALS	£29,385.78		£29,385.78

Hurstbourne Tarrant Parish Council
Listing of Payments in each Code for All Cost Centres
 (Between 01-04-2025 and 30-09-2025)

15 October 2025 (2025-2026)

Cost Centre Administration

Code Number		9 Audit Fees									
Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
17	21/05/2025			Treasurer's Accour		Internal Audit Fee	Do The Numbers Ltd	X	350.00		350.00
40	25/08/2025	INV-00724207		Treasurer's Accour		External Audit Fee	BDO LLP	X	378.00		378.00
							Subtotal for Code: Audit Fees		£728.00		£728.00
Code Number		10 Salary & HMRC									
Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
1	09/04/2025			Treasurer's Accour		PAYE April	HMRC	X	186.70		186.70
2	09/04/2025			Treasurer's Accour		Clerk's Salary April	Clerk	X	689.20		689.20
13	16/05/2025			Treasurer's Accour		PAYE May	HMRC	X	239.09		239.09
14	16/05/2025			Treasurer's Accour		Clerk's Salary May	Clerk	X	689.20		689.20
15	16/05/2025			Treasurer's Accour		PAYE underpayment April	HMRC	X	52.19		52.19
23	13/06/2025			Treasurer's Accour		Clerk's Salary June	Clerk	X	689.40		689.40
24	13/06/2025			Treasurer's Accour		PAYE June	HMRC	X	238.89		238.89
29	08/07/2025			Treasurer's Accour		Clerk's Salary July	Clerk	X	689.20		689.20
30	08/07/2025			Treasurer's Accour		PAYE July	HMRC	X	239.09		239.09
35	12/08/2025			Treasurer's Accour		PAYE August	HMRC	X	239.09		239.09
36	12/08/2025			Treasurer's Accour		Clerk's Salary August	Clerk	X	689.20		689.20
42	08/09/2025			Treasurer's Accour		Clerk's Salary September	Clerk	X	689.40		689.40
43	08/09/2025			Treasurer's Accour		PAYE September	HMRC	X	238.89		238.89
							Subtotal for Code: Salary & HMRC		£5,569.54		£5,569.54
Code Number		13 Subscriptions									
Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
5	22/04/2025	INV-7321		Treasurer's Accour		HALC/NALC annual subscriptions	Hampshire Association of Local Councils	X	418.00		418.00
9	22/04/2025	MEM253593-1		Treasurer's Accour		SLCC Membership Fee 2025/26	Society of Local Council Clerks	X	190.00		190.00
							Subtotal for Code: Subscriptions		£608.00		£608.00
Code Number		14 Stationery & Consumables									
Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
19	22/05/2025	57796		Treasurer's Accour		APM banners	Bulpitt Print Ltd	S	76.00	15.20	91.20
20	27/05/2025			Treasurer's Accour		Consumables - refreshments for APM	Clerk	X	40.18		40.18
							Subtotal for Code: Stationery & Consumables		£116.18	£15.20	£131.38
Code Number		15 Other Admin Expenditure									
Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
6	22/04/2025	HBTC/483		Treasurer's Accour		HTCC hire charge	Hurstbourne Tarrant Community Centre	X	264.00		264.00
7	22/04/2025	INV 12165		Treasurer's Accour		Payroll service	Red 76 Tax Ltd	S	120.00	24.00	144.00
28	08/07/2025	INV-10003		Treasurer's Accour		Accounts Package	Scribe	S	345.60	69.12	414.72
							Subtotal for Code: Other Admin Expenditure		£729.60	£93.12	£822.72

Hurstbourne Tarrant Parish Council Minutes - May 2025 to April 2026
 Copies of Parish Council Minutes may be accessed at www.hurstbournetarrant-pc.gov.uk

Signed Date

Hurstbourne Tarrant Parish Council
Listing of Payments in each Code for All Cost Centres
 (Between 01-04-2025 and 30-09-2025)

15 October 2025 (2025-2026)

Code Number 38 Bank charges											
Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
10	22/04/2025			Treasurer's Accour		Bank charges	Lloyds Bank	X	4.25		4.25
16	19/05/2025			Treasurer's Accour		Bank charges	Lloyds Bank	X	4.67		4.67
26	17/06/2025			Treasurer's Accour		Bank charges	Lloyds Bank	X	4.25		4.25
33	18/07/2025			Treasurer's Accour		Bank charges	Lloyds Bank	X	4.25		4.25
37	18/08/2025			Treasurer's Accour		Bank charges	Lloyds Bank	X	4.67		4.67
44	16/09/2025			Treasurer's Accour		Bank charges	Lloyds Bank	X	4.25		4.25
Subtotal for Code: Bank charges									£26.34		£26.34
Subtotal for Cost Centre: Administration									7,777.66	108.32	7,885.98
Cost Centre Facilities & Services											
Code Number 16 Playing Fields - Dean Rise & KGV											
Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
18	21/05/2025	1001032320		Treasurer's Accour		Play Equipment Repairs	G&S Specialist Timber Tools & Machi	S	30.69	6.14	36.83
25	13/06/2025	88791		Treasurer's Accour		Annual Play Equipment Inspection	Playsafety Ltd	S	96.00	19.20	115.20
Subtotal for Code: Playing Fields - Dean Rise & K									£126.69	£25.34	£152.03
Code Number 17 Grass Cutting											
Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
11	01/05/2025			Treasurer's Accour		Grass cutting	Test Valley Borough Council	S	97.80	19.56	117.36
22	02/06/2025			Treasurer's Accour		Grass cutting	Test Valley Borough Council	S	97.80	19.56	117.36
27	01/07/2025			Treasurer's Accour		Grass cutting	Test Valley Borough Council	S	97.80	19.56	117.36
34	01/08/2025			Treasurer's Accour		Grass cutting	Test Valley Borough Council	S	97.80	19.56	117.36
41	01/09/2025			Treasurer's Accour		Grass cutting	Test Valley Borough Council	S	97.80	19.56	117.36
Subtotal for Code: Grass Cutting									£489.00	£97.80	£586.80
Code Number 18 Dene Green											
Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
12	12/05/2025	INV-0036		Treasurer's Accour		Trees for Dene Green	Kitson Consultancy Services Ltd	S	75.00	15.00	90.00
Subtotal for Code: Dene Green									£75.00	£15.00	£90.00
Code Number 20 Allotments											
Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
3	22/04/2025	2821031 / 768		Treasurer's Accour		Allotment water rates	Business Stream	Z	22.69		22.69
39	25/08/2025	2821031 / 840		Treasurer's Accour		Allotment water rates	Business Stream	Z	315.95		315.95
Subtotal for Code: Allotments									£338.64		£338.64
Subtotal for Cost Centre: Facilities & Services									1,029.33	138.14	1,167.47
Cost Centre General Repairs & Maintenance											
Code Number 23 Defibrillators											
Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
4	22/04/2025	IV02767997		Treasurer's Accour		Upton phone box electricity supply	SSE Southern Electric	S	11.93	2.39	14.32
21	27/05/2025	IV02927652		Treasurer's Accour		Upton phone box electricity supply	SSE Southern Electric	S	11.49	2.30	13.79
31	08/07/2025	IV03079611		Treasurer's Accour		Upton phone box electricity supply	SSE Southern Electric	S	11.86	2.37	14.23
38	25/08/2025	IV03369718		Treasurer's Accour		Upton phone box electricity supply	SSE Southern Electric	S	23.35	4.67	28.02
Subtotal for Code: Defibrillators									£58.63	£11.73	£70.36
Code Number 36 SLRs											
Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
8	22/04/2025			Treasurer's Accour		SLR maintenance 1st Jan-31st March	Tangley Parish Council	X	153.99		153.99
32	08/07/2025			Treasurer's Accour		SLR maintenance 1 Apr - 31 May	Tangley Parish Council	X	159.54		159.54
Subtotal for Code: SLRs									£313.53		£313.53
Subtotal for Cost Centre: General Repairs & Maintenance									372.16	11.73	383.89
TOTALS									£9,179.15	£258.19	£9,437.34