



MOTTISFONT PARISH COUNCIL

MINUTES OF THE MEETING HELD ON 14th MAY 2026, 7.30PM, AT MOTTISFONT VILLAGE HALL

Present: Cllr J Channing (Chairman) Cllr Mrs. J Barnett (vice chairman), Cllr P Barnett & Cllr G Jenkins.

In attendance: Heather Bourner – Clerk
Vicky Fletcher- National Trust
HCC David Drew
0 members of the public.

Apologies for Absence

1) Apologies for absence had been received from TVBC Alison Johnston & Cllr A Simmonds.

Election of Chairman

2) Cllr Mrs J Barnett nominated Cllr Channing to be Chairman for the forthcoming year. This was seconded by Cllr P Barnett All Agreed. Cllr Channing signed an acceptance of office form.

Election of Vice Chairman

3) Cllr P Barnett nominated Cllr Mrs. J Barnett to be Vice Chairman for the forthcoming year. This was seconded by Cllr Channing. All Agreed. Cllr J Barnett signed an acceptance of office form.

Review and agree Standing orders, financial regulations & Code of Conduct

4) These were all based on NALC model documents and the Clerk confirmed there had been no amendments in the past twelve months. All documents can be viewed on the Parish Council website. It was agreed that these documents should be re-adopted for 2026-27.

5)Speed Indicator Devices

The Clerk reported that the grant application to the Police & Crime Commissioner had been successful and a total of £3893.00 had been awarded. This is to cover the £300 report required from Hampshire County Council, the cost of the machine and £1000 toward the cost of erecting the required posts.

The locations of the posts had been discussed on several occasions and the latest quote for posts at four locations was £3893.00. The locations were discussed and it was agreed that locations 1,3 & 7 should be used. The Clerk will ask HCC to revise the invoice and then pay it so the work can commence.

A grant request of £1000.00 has also been sent to Test Valley Borough Council and TVBC Cllr Ali Johnston has confirmed by email that a grant has been approved.

6) Village Hall Update

The National Trust has not opened an insurance claim regarding the cracks at the Village Hall as yet. If a claim is made, any non-recoverable excess up to the value of £1,000 would be payable by the Parish Council under the terms of the lease. The National Trust believes that any other costs incurred that are not met by the insurance cover should be paid by the Parish Council. The Parish Council is not prepared to accept this proposal given that there is no responsibility to meet them under the terms of the lease and this would present the Parish Council with an open-ended commitment. In the meantime, the Trust has agreed that the Village Hall Committee could fill the cracks and this work has been successfully carried out. They will be monitored to see if signs of movement re-occur.

The Trust believes the lease - which they issued – is unclear. The Parish Council believes that there is additionally a lack of clarity about the terms of the building's insurance cover for the Hall, for which the Parish Council pays by reimbursing the Trust. The Village Hall Committee operate the day to day running of the Hall and benefit from any Hall hire fees but do not pay any rent or insurance for the Hall. Vicky Fletcher, General

Manager of Mottisfont Abbey, said she will seek further advice about the lease from within the National Trust. She will also ask for advice about the oak tree which may be a contributory cause of the subsidence.

7) National Trust Report

Vicky Fletcher reported that evening opening of the Rose Garden will start at the end of May. Overflow parking will be in operation during this busy period and residents affected on Oakley Road will be notified by the National Trust. There will be some staff changes in the near future and contact details of new key holders will be passed to the Parish Council.

8) Public Participation

There were no members of public present.

9) Declarations of Interest

There were no declarations of interests in matters on the agenda. All Councillors confirmed no amendments were required to Register of Interest forms.

10) Planning

The following decisions by TVBC were noted: None

Resolved: that the planning decisions on the following applications reviewed between meetings were endorsed: None

Resolved: that the planning decisions on the following applications were endorsed: None

11) County and Borough Councillors' Reports

HCC Cllr David Drew – had sent a recent report which has been circulated to all Councillors and explained the process of reorganisation of Hampshire and Test Valley into the proposed new local authorities.

TVBC Ali Johnston had sent her apologies but had reported by email that a grant request for the speed indicator device has been approved.

12) Highways issues

Large potholes on School Lane/ Keepers Lane had been reported by a Parishioner. The Clerk will contact the National Trust who are believed to be responsible, to carry out repairs.

Parish Lengthsman Scheme.

The Clerk will arrange for the following three items to be dealt with by the lengthsman :-

Wash road signs at bottom of Bengers Lane

Wash fingerpost at Mill Arms

Sweep gravel off footpath at bottom of Hatt Hill

Minutes & Matters arising

13) **Resolved:** The minutes of the meeting held on 19th February 2026 were agreed unanimously as a correct record. These were signed by the Chairman.

14) Resilience

Cllr Mrs J Barnett reported that she there had been a brief discussion with TVBC's chief executive who has agreed to meet and help move the plan forward.

15) Clerk's Report

The Clerk reported as follows:

The audit return for 2024/25 had been completed and reviewed and agreed by the internal auditor. Accounts for the year ended 31st March were discussed and agreed. The Audit return was reviewed. Section 1 was reviewed and agreed followed by section 2 which was also reviewed and agreed, both were signed by the Chairman. The Parish Council also agreed it had no conflicts of interest with BDO LLP and it was agreed Cllr Channing should sign the necessary form;

the annual VAT claim had been made;

the annual insurance renewal notice from Zurich insurance had been received and remained unchanged at £327.00. After a short discussion it was agreed the Clerk should accept the Zurich quote;

TSB bank is set to merge with Santander Bank. She has been informed that this will not affect any of the Parish Council bank accounts;

Finally, she reported that the desktop computer she had been using was running on Windows 10 and was now not supported. NALC recommended that each Parish Council has its own laptop where all documents could be stored, along with its own Cloud account for back up. It was agreed costs for a dedicated laptop should be researched and circulated to all Councillors.

16) Finance

1) To note the bank balances 07/05/2026: -

TSB Charity account
£10688.37
TSB Business Instant
£12159.00

ii) To approve the following payments and authorise on line transactions: -
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H Bourner April	£354.02
HMRC	£92.44
H Bourner May	£354.02
Clerks Exps	£30.00
HMRC	£92.44
HALC	£242.00
Insurance	£327.00

Future payment

H Bourner sal June	£354.02
HMRC	£92.44

Retrospective

H Bourner sal March	£354.02
HMRC	£92.44

17) Correspondence

The Clerk highlighted two brochures received one for street furniture and the other regarding general Parish Council business.

18) Any Other Business-

Cllr P Barnett reported Broughton & Mottisfont Bus committee had ordered a new electric bus and it is hoped it will be in operation by beginning of August. An EV charger will also be fitted in Broughton.

19) Date of Next Meeting

Thursday 16th July 2026 7.30pm at Mottisfont Village Hall