



MOTTISFONT PARISH COUNCIL

MINUTES OF THE MEETING HELD ON 22nd MAY 2025, 7.30PM, AT MOTTISFONT VILLAGE HALL

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

In attendance: Heather Bourner – Clerk
Vicky Fletcher- National Trust
TVBC Alison Johnston
1 member of the public.

Apologies for Absence

1) Apologies for absence had been received from HCC David Drew.

Election of Chairman

2) Cllr Simmonds 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 Simmonds nominated Cllr Mrs. J Barnett to be Vice Chairman for the forthcoming year. This was seconded by Cllr Jenkins. All Agreed. Cllr 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. All agree these documents should be re adopted for 2025-26.

5) Speed Indicator Devices

Cllr Channing gave details of the sites he had identified for speed indicator cameras in the Parish but said that more work needed to be done. The Clerk had produced a report and asked all Councillors to consider any further sites before the report was submitted to Hampshire County Council Highways.

6) Village Hall Update

Cllr Channing said he is attempting to arrange a meeting with the National Trust's Senior Estate Manager when the cracks in the building walls could be reviewed and hopefully a decision made as to what course of action is required.

The Clerk reported on discussions between Councillors and Village Hall committee members regarding the possible re-siting of the defibrillator from the Mill Arms to the Village Hall. A new defibrillator had been fitted at the railway station and could be accessed by members of the public 24/7. The Village Hall committee were reluctant to move the machine and felt that a new machine at the Village Hall was a better option. The Parish Council agreed the Village Hall Committee should therefore organise the purchase of a new machine at the Hall if they so desired, and grants may be available from TVBC to help with the purchase of a machine.

7) National Trust Report

Vicky Fletcher, General Manager of Mottisfont Abbey, reported that the busy season has started with many visitors as the roses are already in bloom. An overflow car park has been set up for a maximum of the permitted 28 days and some additional staff to act as car park attendants have been employed.

Cllr Channing said the traffic problems highlighted to him by residents were the backing up of traffic to the A3057, slow traffic through the village by visitors trying to find parking spaces and some inconsiderate

drivers. Vicky said closing the car park when it was full was an option but getting visitors to drive in and leave when there is no space creates difficulty because of the design of the car park, Cllr Channing said these people then drove into the village to find parking causing further issue, It was agreed a meeting should be set up with National Trust and the Parish Council to discuss a permanent solution to this annual issue.

Vicky also reported that over the summer there will be an exhibition of Ian Fleming's work on display, building works to the old Dairy Barn are almost complete, there is some work planned to trees along with the refurbishment to toilets.

8) Public Participation

The member of public present was in attendance to contribute to item 14 on resilience planning.

9) Declarations of Interest

There were no declarations of interests in matters on the agenda. Cllr Mr P & Mrs J Barnett said they needed to update Register of Interest forms. The Clerk will send the necessary forms. All other Councillors confirmed no amendments were required to Register of Interest forms.

10) Planning

The following decisions by TVBC were noted:

25/00415/TREES- tree works to London Plane, Mottisfont Abbey-no objections

25/00385/FULLS-single storey extension, 5 Barley Hill-permission

25/00056/FULLS porch, laundry & boot room extension, Lake House, Romsey Road-permission

Resolved: that the planning decisions on the following applications reviewed between meetings were endorsed: 25/00517/LBWS- removal of ramp, alterations to door and windows, Cattle Shed & Dairy-Mottisfont Abbey- no objections

Resolved: that the planning decisions on the following applications were endorsed: 25/01077/Tree works-Mottisfont Abbey-no objections

11)County and Borough Councillors' Reports

HCC Cllr David Drew – had sent a recent report which has been circulated to all Councillors.

TVBC Ali Johnston-highlighted the two main areas of concern as

- the reorganisation of Local Government. She said more news is likely to be available in September.

-the new local plan which will be issued soon to take into account the large target increases in housing numbers passed down from central government. She hopes to provide further information at the July Parish Council meeting.

Finally, she reported food waste collections in TVBC will start in October.

12) Highways issues

Cllr Simmonds reported there are a number of temporary road closure orders in place including one for Mottisfont Lane at Mottisfont, between its junction with Church Lane and the Mottisfont Abbey Visitor Centre car park entrance. This relates to wall repairs and no fixed date has been confirmed for the proposed work.

Other closures relate to carriageway repairs on Mottisfont Lane, Spearywell Road at Mottisfont and Network Rail involving Kimbridge Lane and Mottisfont & Dunbridge Station Level Crossings. Hampshire Highways contractors have been filling in potholes and this work is ongoing.

Parish Lengthsman Scheme May 2025 jobs.

Work requested includes strimming around the village and street nameplates, so they are clearly visible and cutting back hedges/branches obstructing visibility around signage.

Cleaning the white Barley Hill village gateway structure at Dunbridge has also been requested along with cleaning all village nameplates and street nameplates throughout Mottisfont Parish.

A particular request has been made for strimming back overgrown vegetation on the roadside footway just north of the 30/40 mph speed limit zones on Hatt Hill at Mottisfont, to and including the Barley Hill stretch opposite Mill Rise at Dunbridge.

Minutes & Matters arising

13) **Resolved:** The minutes of the meeting held on 20th February 2025 were agreed unanimously as a correct record. These were signed by the Chairman.

14) Resilience

Cllr Mrs J Barnett reported a first version of the plan is now ready although the resilience group are aware the plan still requires a risk assessment. The resilience group are planning an open meeting for the general public when they can review the draft plan and provide feedback and suggestions to move the plan forward. It will be made clear to the public that the resilience group is not a Parish Council group although it does include Parish Council representatives.

The group is also considering how funding can be obtained to purchase resources, and what sort of insurance will be required.

15) Clerk's Report

The Clerk reported as follows:

The Clerk reported 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.

She confirmed the annual VAT claim had been made.

She reported that the annual insurance renewal notice from Clear Councils had been received. This showed a significant increase from £502.77 in 24-25 to £652.56 in 25-26. By negotiation this sum had been reduced to £566.30. She reported that she had obtained a further quote from Zurich insurance and the same cover with them would cost £327.00. After a short discussion it was agreed the Clerk should insure the Parish Council via Zurich.

Finally, she reported an issue with TSB bank requiring confirmation details online but when she was unable to complete this a telephone call had highlighted some anomalies with access and signatories on the accounts. Cllr Channing had attempted to resolve these but was extremely concerned with private information being submitted electronically via an unsecure electronic highway. The possibility of opening a new account with Lloyd's Bank was discussed. The Clerk had established who to contact to set this in motion but had also established there was a monthly cost. Given that TSB had taken no further action after suggesting freezing the account it was agreed a new account would not be opened at present. Cllr Channing would visit a TSB branch in due course to ensure all the signatories on the account were correct and that the clerk had access to both the current and the investment accounts.

16) Finance

i) To note the bank balances 13/05/2025: -

TSB Charity account
£8542.17
TSB Business Instant
£11979.26

ii) To approve the following payments and authorise on line transactions: -

H Bournier April	£332.80
HMRC	£83.20
H Bournier May	£332.80
Clerks Exps	£31.20
HMRC	£83.20
HALC	£254.00
Insurance	£327.00

Future payment

H Bournier sal June	£322.80
HMRC	£83.20

Retrospective

H Bourners sal March	£332.80
HMRC	£83.20
Defib pads	£53.82
Defib pads	£53.82
Broughton & Mottisfont Bus	£39.60
Broughton & Mottisfont Bus	£79.20

17) Correspondence

None other than already discussed

18) Any Other Business-

None

19) Date of Next Meeting

Thursday 17th July 2025 7.30pm at Mottisfont Village Hall