



**Minutes of the Full Council Meeting
held at Itchen Abbas and Avington Village Hall on
Thursday 3rd July 2025 at 7.00pm.**

Members attending:

Cllr Appleby (Chairman), Cllr Andrews, Cllr Beresford, Cllr Moffatt, Cllr Langford, Cllr Swinstead, Cllr Wolfe.

In attendance:

Cllr Porter Hampshire County Council (HCC), Victoria Richardson (Clerk).

1. Apologies received:

Itchen Valley Parish Council (IVPC): Cllr Jeffes, Cllr Johnston
County and City: Winchester City Council (WCC) Cllr Pinniger, Cllr Power, and Cllr Gordon-Smith.

2. Declarations of interest:

None.

3. Public participation:

An Easton resident attended the meeting with a view to joining the Council.

4. Minutes of the last meeting:

Resolved: The minutes of the Full Council Meeting held on 5th June 2025 were approved and signed by the Chairman, with spelling mistakes corrected by hand.

5. City and County Councillor Reports:

Report from WCC was noted.

Cllr Porter noted new Chief Executive Gary Westbrook has been appointed to HCC. She also encouraged parish residents and the Council to complete both forms regarding Local Government Reorganistaion (LGR) as HCC and WCC are presenting different options for comment by 26th July 2025. The Chairman will circulate notes to IVPC for comment. Cllr Porter expressed thanks to IVPC for including her on M3/J9 Teams meetings with National Highways.

6. Council Matters:

- a) **Resolved:** To adopt updated Standing Orders and signed by the Chairman. Proposed Cllr Wolfe seconded Cllr Swinstead
- b) **Resolved:** To adopt updated Model Financial Regulations and signed by the Chairman. Proposed Cllr Andrews seconded Cllr Swinstead
- c) **Noted:** The Chairman reported that he attended the Hampshire Association of Local Councils (HALC) Summer Forum. Two main points to note were the hope that under LGR new structure parish councils will get greater say on planning for one house



developments and second point to note was that the Strategic Mayoral Authority will be elected on first past the post basis.

7. Financial Matters:

- a) **Resolved:** Cllrs Andrews reviewed and signed Q1 bank reconciliation (attached)
- b) **Noted:** Q1 bank balances as of 30th June 2025 were noted by the meeting;
Current Account: £20,900.47
Reserve Account: £42,880.78
- c) **Resolved:** Cllrs Andrews and Moffatt reviewed and signed the Bills to Pay and noted the regular payments (attached)

8. Planning:

There were no applications received by Friday 29th June for IVPC to comment on.

Noted: Cllr Langford noted that Test Valley Trout Farm have had it confirmed that development commenced in 2014 for the construction of an agricultural dwelling on their land at the bottom of Rectory Lane. It was also noted that Matterley Farming /Boomtown Festival UK Ltd have been granted temporary planning permission expiring on the 31st December 2025.

9. Environment Working Group. (EWG)

On Tuesday 1st July the group attended a Webinar on the South Downs National Park (SDNP) Management Plan. An issue was raised regarding concerns for planning applications on the borders of the park area and SDNP confirmed they would support objection to planning applications in these areas and will be rewording their policy to include this. Cllr Wolfe will post survey on IVPC website to encourage residents to have their say regarding future plans and Cllr Appleby will circulate IVPC response which is required by 1st August 2025.

10. Rights of Way Working Group (ROW)

Noted: ROW report noted by IVPC.

Cllr Appleby expressed thanks to Cllr Jeffes for mowing more than 19km of footpaths in the past month.

11. Open Spaces:

Resolved: To proceed with maintenance to Couch Green and Church Lane play equipment and surfaces as quoted by Infinity Playgrounds totaling £8286 to be funded by Community Infrastructure Levy (CIL) funds already received by IVPC. Proposed Cllr Beresford seconded Cllr Wolfe

Noted: An ecological survey will take place at Couch Green on 29th July 2025 and the exploratory holes in the "Ransom Strip" at the Old School Field Easton will be filled in by Peter White on Saturday 5th July 2025.



12. Highways & Transport:

Noted: IVPC noted the report on the bi-weekly Teams meeting with M3/J9 improvements team that Cllr Wolfe and Cllr Porter had attended. Cllr Wolfe highlighted there are currently four weekend closures planned and the A34 traffic will be diverted along B3047. Also it was confirmed that National Highways have been liaising with Boomtown Festival organisers regarding additional traffic that occurs over the festival period.

13. Website:

- a) Cllr Wolfe noted the Clerk and himself are trialing Workdrive for file management and document sharing and will look to adopt by resolution at the September Full Council Meeting.
- b) Cllr Wolfe will circulate a legal disclaimer for councillors and the clerk to add to .gov email accounts.

14. Law and Order:

Cllr Swinstead noted that a new chief constable Alexis Boon has been appointed and that the Police and Crime Commissioner continues to focus on fighting rural crime with engagement forums and a new Country Watch Rural Crime Task Force.

15. Village Halls:

Nothing to report.

16. Items for Consideration.

None.

17. Date and Time of next Full Council Meeting.

Thursday 4th September at 7.00pm at Easton Village Hall.

The meeting was closed at 9pm.

Itchen Valley Parish Council

Prepared by: Victoria Richardson
Name and Role (Clerk/RFO etc)

Date: 02/07/25

Approved by: Stephen Andrews
Name and Role (RFO/Chair of Finance etc)

Date: 03/07/25

Bank Reconciliation at 30/06/2025			
	Cash in Hand 01/04/2025		46,252.37
	ADD Receipts 01/04/2025 - 30/06/2025		24,875.37
			71,127.74
	SUBTRACT Payments 01/04/2025 - 30/06/2025		9,395.12
A	Cash in Hand 30/06/2025 (per Cash Book)		61,732.62
	Cash in hand per Bank Statements		
	Petty Cash 30/06/2025	0.00	
	Unity Trust Current 30/06/2025	20,900.47	
	Unity Trust Reserve 30/06/2025	42,880.78	
			63,781.25
	Less unrepresented payments		2,048.63
			61,732.62
	Plus unrepresented receipts		
B	Adjusted Bank Balance		61,732.62
	A = B Checks out OK		

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
25 Open Spaces	09/06/2025		Unity Trust Current		Grounds Maintenance	Green Smile Ltd ✓	S	216.43	43.29	259.72
26 Hall Hire	09/06/2025		Unity Trust Current		Hall Hire	Itchen Abbas & Avington ✓	X	20.00		20.00
27 Open Spaces	09/06/2025		Unity Trust Current		Play Area Inspections	Vita Play Limited ✓	S	96.00	19.20	115.20
28 Highways	09/06/2025		Unity Trust Current		Bus shelter repairs	GW Shelter Solutions ✓	S	250.00	50.00	300.00
29 Open Spaces	23/06/2025		Unity Trust Current		Play Area Inspections	Vita Play Limited ✓	S	96.00	19.20	115.20
30 Staff Costs	16/06/2025		Unity Trust Current		Staff Costs	Victoria Richardson ✓	X	954.64		954.64
31 Staff Costs	16/06/2025		Unity Trust Current		Pension	Nest Pensions ✓	X	51.10		51.10
32 Staff Costs	16/06/2025		Unity Trust Current		PAYE/NI	HMRC ✓	X	391.11		391.11
33 Technology	26/06/2025		Unity Trust Current		Website Hosting	Local Authority Tech CIC ✓	S	434.00	86.80	520.80
34 Street Lighting	30/06/2025		Unity Trust Current		Street Lighting	Hampshire County Council ✓	S	227.17	45.43	272.60
35 Audit/Payroll	30/06/2025		Unity Trust Current		Payroll Processing	JLK Accounting Ltd. ✓	S	45.00	9.00	54.00
36 Bank Fees	30/06/2025		Unity Trust Current		Service Charge	Unity Trust Bank ✓	X	6.00		6.00
37 Training & Travel	02/07/2025		Unity Trust Current		Staff Costs	Hampshire Association of L ✓	S	53.50	10.70	64.20
Total								2,840.95	283.62	3,124.57

Prepared by: Victoria Richardson

Approved by: STEPHEN ADAMS

Approved by: P. MORFATT

Date: 03/07/25

Date: 03/07/25

Date: 3-7-25

Name and Role clerk / RFO

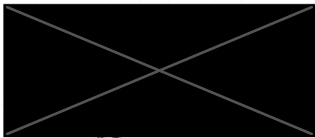
Name and Role

Name and Role

Regular Payments

Regular Payments allows you to set up payments that are paid regularly, e.g. monthly phone bill. Click Apply to create transactions from your regular Receipts and Payments list.

Date	Tender	Total	Description	Supplier	Bank	Cost Codes
01.07.2025	ONLINE PAYMENT	£20.00	Hall Hire	Itchen Abbas & Avington Village Hall	Unity Trust Current	Hall Hire
01.07.2025	ONLINE PAYMENT	£391.11	PAYE/NI	HMRC	Unity Trust Current	Staff Costs
01.07.2025	ONLINE PAYMENT	£51.10	Pension	Nest Pensions	Unity Trust Current	Staff Costs
01.07.2025	ONLINE PAYMENT	£954.64	Staff Costs	Victoria Richardson	Unity Trust Current	Staff Costs
1.7.2024	ONLINE PAYMENT	£115.20	Inspections	Vita Play Limited	Unity Trust Current	Open Spaces
15.07.2024	ONLINE PAYMENT	£252.16	Grounds Maintenance	Green Smile Ltd	Unity Trust Current	Open Spaces



31/7/25



3-7-25

