

MINUTES OF THE LOCKERLEY PARISH COUNCIL MEETING HELD ON 12TH MAY 2025 AT THE MEMORIAL HALL, LOCKERLEY, HAMPSHIRE

Cllrs. Present: Cllr. Len Arthur, Cllr. Kevin Baker, Cllr. Tim Coomer, Cllr. Peter Funnell (Chair), Cllr. Tara Madgwick, Cllr. Jane Waller, Cllr. Joanne Young

In attendance:

Borough Cllr. Alison Johnston – Test Valley Borough Council
Members of the public

1. APOLOGIES

County Cllr. Nick Adams-King – Hampshire County Council

2. DECLARATIONS OF INTEREST

The Chair and Cllr. Joanne Young both declared an interest in respect to correspondence received from Jake Griffiths in relation to a request for a part of the Green to be ceded to him so as to widen his driveway. Neither the Chair nor Cllr. Joanne Young took part in discussion.

3. PUBLIC QUESTIONS

None recorded.

4. TO RESOLVE APPROVAL OF THE MINUTES OF THE FULL COUNCIL MEETING HELD 10 MARCH 2025

The Chair reviewed the Minutes of the Full Council meeting held on 10 March 2025. Members unanimously **RESOLVED** to accept the Minutes of this meeting as a true and correct record. The Chair signed the Minutes accordingly.

5. MATTERS ARISING FROM THE MEETING HELD 10 MARCH 2025

All matters arising from the meeting held on 10 March 2025 have been expedited and duly noted or discussed further at this meeting.

6. BOROUGH AND COUNTY COUNCIL REPORTS

Borough Cllr. Allison Johnston provided her detailed report in respect of the recent developments at Test Valley Borough Council especially with respect to the current devolution programme. She touched on a number of different matters that Test Valley Brough Council has been involved with. She advised all present that the information she has provided is contained in her regular Test Valley Borough Council briefing report, which is circulated to all. The Chair thanked her for her support, report and attendance at this meeting.

No County Council report was provided as this was previously provided in the earlier meeting.

7. CORRESPONDENCE RECEIVED

The Parish Clerk advised members of all correspondence received to date, which were noted without further comment.

The Parish Clerk advised members that Test Valley Borough Council are carrying out the Annual Declaration of Pecuniary Interests check and requested that members check their declarations are current, which is a legal requirement. This was noted.

LOCKERLEY PARISH COUNCIL MEETING OF 12 MAY 2025 – PAGE 2 (CONT'D)

The Parish Clerk advised members that the Parish Lengthsman scheme for 2025/2026 must be agreed, signed and returned to the lead Parish Council, Stockbridge Parish Council. Members agreed with the terms of the Agreement and authorised signature. Members RESOLVED acceptance of the Agreement and that this be duly signed.

An email has been received from the Clerk to East Tytherley Parish Council who are contacting other parishes with Aster sites affected by the ongoing STP issues to ask if they would be prepared to contribute a small amount towards the cost of appointing a Barrister for advice on this matter. Members considered this carefully and were aware that the local MP had been involved in this issue and that Hampshire County Council have dealings with this matter. Members requested that the Parish Clerk respond to East Tytherley asking what is the true gain in contributing towards legal expenses, what is the cost and what do we want to ultimately achieve? Members were concerned that legal action could potentially be hugely costly and there may no advantage gained. Furthermore, the cost to taxpayers of legal action must be commensurate with the number of parishioners involved in this matter.

Cllr. Joanne Young stated she was aware of the Test Valley Borough Council Household Support Grant availability and that this should be investigated as a means of supporting local residents.

Two items of correspondence from separate residents have been received in respect of extending driveway entrances by a small amount to allow for easier access to driveways. It would necessitate ceding some village green land to effect this request. The Parish Clerk advised members that the Parish Council is legally required to protect erosion of the Village Green at all times. In the first instance, it was considered appropriate that the residents seek guidance from planning at Test Valley Borough Council as to their proposals. The Parish Clerk to advise the residents accordingly with this proposed course of action.

8. TO RESOLVE THE FINANCE SCHEDULE FOR MARCH/APRIL 2025

The Parish Clerk advised members of the expenses of the Parish Council for March/April 2025, which amounted to £8,698.54 as scheduled below, together with the latest financial position of the Parish Council.

£14.97 – Peter Funnell – Invoice 147 dated 13 March 2025 – Budgens – Batteries for smoke alarms - £12.48 (VAT £2.49) £14.97

£119.98 – Kevin Glyn-Davies - Invoice A21106315835 dated 19 March 2025 – Screwfix – 2 x Fire Extinguishers - £99.98 (VAT £20.00) £119.98

£135.98 – Kevin Glyn-Davies - Invoice A21106441983 dated 19 March 2025 – Screwfix – 2 x Fire Extinguishers 6 Litres £113.32 (VAT £22.66) £135.98

£87.57 – Kevin Glyn-Davies - Invoice A21107683689 dated 19 March 2025 – Screwfix – 3 x Optical Smoke Alarms - £72.97 (VAT £14.60) £87.57

£543.00 – Kevin Glyn-Davies – March Salary

**LOCKERLEY PARISH COUNCIL
MEETING OF 12 MAY 2025 – PAGE 3 (CONT'D)**

£851.94 – Test Valley Borough Council - Invoice 10066090 dated 13 March 2025 – Test Valley Borough Council – Dog/Litter Bin emptying - £709.95 (VAT £141.99) £851.94

£180.00 – Savills - Invoice 982811 dated 25 March 2025 – Savills – Rental for land adjoining the northern boundary of the Old Rectory - £180.00 (VAT £0.00) £180.00

£318.84 – HMRC – PAYE due for the final tax quarter January, February and March 2025.

£650.00 – Kevin Glyn-Davies – April Salary

£576.00 – J. Humphry Associates Ltd - Invoice 18739 dated 7 May 2025 – J. Humphry Associates Ltd – Preparation of annual accounts for the year ended 31 March 2025 - £480.00 (VAT £96.00) £576.00

£1,890.26 – Hiscox Insurance Company – Annual Insurance Renewal - £1,890.26 (Zero VAT) £1,890.26

£450.00 – Lightatouch – Invoice 250511 dated 11 May 2025 – Completion of the Internal Audit for Lockerley Parish Council for 2024/2025 - £450.00 (Zero VAT) £450.00

£2,880.00 – ElanCity – Invoice SAJ-UK/2025/02494 dated 29 April 2025 – Radar Speed Indicator Device Solar Version - £2,400.00 (VAT £480.00) £2,880.00

Members RESOLVED the expenditure of the parish council for March/April 2025 as prescribed above, totalling £8,698.54

9. TO RESOLVE APPROVAL OF THE UNAUDITED ACCOUNTS OF THE LOCKERLEY PARISH COUNCIL FOR THE FINANCIAL YEAR END 31 MARCH 2025, TO COMPLETE THE ANNUAL GOVERNANCE STATEMENT 2024/2025 AND ANNUAL REVIEW OF THE INTERNAL AUDIT

The Parish Clerk advised members of the legal audit requirements in the completion of the Annual Governance and Accountability Return 2024/2025. Every smaller authority that either received gross income or incurred gross expenditure exceeding £25,000 must now complete Form 3 of the Annual Governance and Accountability Return. The Parish Clerk explained that the Parish Council MUST approve Section 1 Annual Governance Statement before approving Section 2 Accounting Statements and both documents must be approved and published on the Lockerley Parish Council Website before 1 July 2025.

The Parish Clerk presented the Internal Audit report as prepared by Tim Light (Internal Auditor) for members' consideration. No matters of specific concern have been raised from the internal audit.

Members RESOLVED approval of the unaudited accounts of the Lockerley Parish Council as at 31 March 2025, which were previously circulated to all. Members carefully considered Section 1 of the Annual Governance Statement and RESOLVED to complete this with 'Yes' statements accordingly. The Chair and the Parish Clerk signed this section as required. Members then considered Section 2 Accounting Statements and RESOLVED agreement for this to be signed by the Chair and the Parish Clerk as necessary. Members RESOLVED the Annual Internal Audit Report accordingly with no comments.

**LOCKERLEY PARISH COUNCIL
MEETING OF 12 MAY 2025 – PAGE 4 (CONT'D)**

10. TO RESOLVE APPROVAL OF THE ANNUAL INSURANCE RENEWAL FOR THE PARISH COUNCIL 2025/2026

The Parish Clerk advised members that he has received community renewal insurance quote from Hiscox Insurance Company for the period 1 June 2025 to 31 May 2026. The premium requested is £1,890.26, which is within budget. Members RESOLVED to accept the insurance renewal premium accordingly.

11. TO UPDATE AND RESOLVE SID (SPEED INDICATOR DEVICE) MATTERS

The Parish Clerk advised members that the SID has been ordered and delivered. The Parish Clerk has obtained a quote for the installation of the necessary infrastructure for the placement of the proposed sites previously submitted. Based on the sites (copied below), the quote for the proposed works will total **£1,257.58**. The proposed sites being SID Site Locations 1 (East Dean Road towards East Dean), 2A (East Dean Road playground), 3A (Romsey Road, lay-by to the north of the church), 4 (Butts Green), 5 (Carters Clay Road) and 6 (The Banks, Carters Clay). Cllr. Kevin Baker explained that it would be beneficial for the Parish Council to accept all six sites as previously submitted for consideration.

Members RESOLVED that all six sites submitted to Hampshire County Council should be accepted at the quote provided of £1,257.58. Members agreed that a group needs to be formulated to now progress matters outside parish council meetings on managing the periodic SID movements at the locations and to manage the SID data.

12. TO RECEIVE REPORTS, QUOTATIONS AND DOCUMENTS, CONSIDER ANY RECOMMENDATIONS AND RESOLVE, AS CONSIDERED NECESSARY, FROM THE BUTTS GREEN WORKING PARTY

Cllr. Joanne Young introduced this agenda item advising members of the previously circulated supporting papers and making reference to them accordingly. She referred to the updated Butts Green Working Party Action Plan and advised members on constructive progression regarding discussions with the garage.

Cllr. Joanne Young advised members that she has been liaising closely with her contact at Southampton City Council for the proposed resurfacing works and establishing a date for implementation. No definitive date has yet been agreed and members discussed when the most effective time to schedule works would be. It was agreed that the summer holiday period would be the best time for works to start and lessen the impact on school traffic.

Cllr. Joanne Young advised members that the Test Valley Borough Council Community Asset Fund has just re-opened for grant applications, which was part of the grant strategy for funds to support the works at Butts Green.

13. TO RESOLVE THE FUTURE STRATEGY AND POLICY RELATING TO THE PARISH ROOM

The Parish Clerk advised members of the previously circulated legal papers and committee report setting out the position. He also informed those present of the legalities of potentially selling the parish room and the requirements under Section 126 of the Local Government Act 197 and that Secretary of State approval will ultimately be required. Members discussed the options the Parish Council could realistically pursue in relation to the Parish Room. Members RESOLVED to investigate the feasibility of the two options of either potentially selling the Parish Room or potentially leasing the Parish Room and to report back as necessary.

**LOCKERLEY PARISH COUNCIL
MEETING OF 12 MAY 2025 – PAGE 5 (CONT'D)**

14. TO CONSIDER AND DISCUSS COMMUNITY RESILIENCE PLANNING

Cllr Tara Madgwick stated that she is still working on the plan and it is very much a 'work in progress' project and much of her activity is understanding where Lockerley sits in terms of broader existing community resilience and what current resources exist in terms of tackling the flooding, which appears as one of the community's primary concerns. She advised that community resilience must be a whole community approach and that she is meeting with Marie Stubbington (Community Engagement Officer – Mid-Test) and her team.

15. TO RESOLVE APPROVAL OF THE APPOINTMENT OF THE INTERNAL AUDITOR TO THE ACCOUNTS 2024/2025

The Parish clerk advised members that he has spoken to Tim Light who is based in Chandler's Ford and he has agreed to carry out the internal audit of the Parish Council accounts. Members RESOLVED approval to appoint Tim Light as the internal auditor to the accounts.

16. TO DETERMINE AND RESOLVE PLANNING APPLICATIONS

The Parish Clerk advised members of the planning applications received since the last meeting:

25/00004/CLES – Application for a lawful development certificate for existing use as a residential dwelling unencumbered by an agricultural occupancy condition at Byony, Top Green, Lockerley, Romsey, Hampshire. Resolved: No Objection.

25/00696/FULLS – Application for a link attached extension to provide a garden room at Tamarind, Lockerley Green, Lockerley, Hampshire. Resolved: No Objection but this is subject to a number of observations/comments per the below. The level of vehicular traffic and storage of construction materials required for the extension is a concern and must be considered. It is stated that the proposals do not seek to alter access to the site (therefore using a relatively narrow driveway). The driveway will be kept in its current position and parking arrangements are unchanged. If this is the case, where will the owners keep their vehicles whilst the work is undertaken? There does not appear to be sufficient space for their vehicles as well as potentially 2 - 3 work vehicles and perhaps more. In addition, this is right on the corner of the East Dean Road and it is not the safest when vehicles are parked on this particular stretch of road. It would cause pedestrians walking from Lockerley Green to the playground and church to have to walk on the wrong side of the road, with the potential of a road traffic accident.

It is also stated that the proposed extension is accessible from the existing street (road) ensuring minimal disturbance to the house and neighbours during the works phase. The Parish Council would request that this is monitored closely.

25/00697/LBWS - Application for a link attached extension to provide a garden room at Tamarind, Lockerley Green, Lockerley, Hampshire. Resolved: No Objection but this is subject to a number of observations/comments per the below. The level of vehicular traffic and storage of construction materials required for the extension is a concern and must be considered. It is stated that the proposals do not seek to alter access to the site (therefore using a relatively narrow driveway). The driveway will be kept in its current position and parking arrangements are unchanged. If this is the case, where will the owners keep their vehicles whilst the work is undertaken? There does not appear to be sufficient space for

**LOCKERLEY PARISH COUNCIL
MEETING OF 12 MAY 2025 – PAGE 6 (CONT'D)**

their vehicles as well as potentially 2 - 3 work vehicles and perhaps more. In addition, this is right on the corner of the East Dean Road and it is not the safest when vehicles are parked on this particular stretch of road. It would cause pedestrians walking from Lockerley Green to the playground and church to have to walk on the wrong side of the road, with the potential of a road traffic accident.

It is also stated that the proposed extension is accessible from the existing street (road) ensuring minimal disturbance to the house and neighbours during the works phase. The Parish Council would request that this is monitored closely.

25/00765/FULLS – Application for the construction of a drive and garage store at School Farm, Dunbridge Road, Lockerley, Romsey. Resolved: No Objection.

25/00735/CLPS - Application for a certificate of proposed lawfulness for the combination of two dwellings into a single dwelling at 3 And 4 The Square, Newtown, Romsey. Resolved: No Objection.

25/00779/FULLS – Application to erect a conservatory to the front of Carters Clay Farm, Carters Clay Road, Lockerley, Romsey. Resolved: No Objection.

25/00877/FULLS – Application for the erection of a general purpose agricultural storage barn on the land at Lockerley for storage of conserved forage and agricultural machinery at Land off Romsey Road, Lockerley, Hampshire. Resolved: OBJECTION as members felt this planning application was inadequate and there was insufficient information provided to make an informed judgment.

25/00930/OBLS – Application for the discharge planning obligation contained in Clause 3 Subsection (i) and (ii) dated 28th April 2011 on Planning application 10/02059/FULLS relating to restrictive occupancy and disposal covenant at Christmas Cottage, Bussells, Cooks Lane, Lockerley, Hampshire. Resolved: No Objection.

17. TO RECEIVE AN UPDATE ON THE PAN PARISH POLLUTION FORUM

Cllr. Joanne Young advised members on the latest from the Pan Parish Pollution Forum meeting held on 29 April 2025,

1. **Houghton Water Probe:** The Environment Agency has now installed their own probe alongside the Houghton probe. This enables a comparison of data and provides the flexibility for Houghton to relocate their probe should they identify an issue elsewhere and need to collect data for management purposes.
2. **Sondes funded by Southern Water:** Councillor Geoff Cooper reported that final confirmation of the sites for these probes is nearly complete. Southern Water is prepared to survey the locations to assess feasibility for sonde installation. The Parish Council should note that one will be situated where the Test River meets the Dunn River near Kimbridge. Following the surveys, Southern Water will procure the sondes. The estimated timeframe for completion and installation is four to six months.

**LOCKERLEY PARISH COUNCIL
MEETING OF 12 MAY 2025 – PAGE 7 (CONT'D)**

3. **The Independent Water Commission** has received evidence submitted by PPRPF. An interim report is expected in May, with the full report anticipated by the end of June.
4. **Local Nature Recovery Strategies:** It was noted that these were happening for every part of England and it was important and the Parish Council should contribute to the consultation.
5. Date of next meeting in early September 2025.

18. TO DISCUSS THE FORTHCOMING FETE

Cllr. Tara Madgwick felt that it was important that the Parish Council has a stall and presence at this event with members being in attendance if they can. She stated that members should consult with parishioners as necessary. It was agreed to discuss having a stall next to Test Valley Borough Council and to liaise with Marie Stubbington. Members stated they would attend if they could.

19. TO RECEIVE A POLICE REPORT

None received

20. FOOTPATHS AND ROADS

Cllr Jane Waller provided the following report:

The contract for 2025-26 has been received and needs to be agreed and signed. The grant remains at £1,000 with the hourly rate charged by the Lengthsman increased to £23.00.

The Lengthsman's list of duties gives greater emphasis on the tasks previously undertaken in the main by HCC and TVBC. Parish Councils have always overlapped with these tasks, but more and more we are expected to take greater responsibility for ditches and roadside maintenance.

Parish Councils have always been responsible for rights of way and open spaces. Previously, two thirds of the Lengthsman budget were expected to be spent on this work. Now it is no longer mentioned specifically, except in the last bullet point, "Village Upkeep". We must either budget for further maintenance works or encourage volunteers to help with "Village Upkeep".

Completed Tasks

All tasks scheduled for the end of the financial year have been completed.

The Cut: The path side of the Leylandii hedge was cut.

Grips: The grips in both Newtown and Cooks Lane have been partially reinstated. The very hard, dry soil made this job difficult.

**LOCKERLEY PARISH COUNCIL
MEETING OF 12 MAY 2025 – PAGE 8 (CONT'D)**

Butts Green Bourne: The water level was low enough for a thorough cleaning job to be completed.

Butts Green Corners: The undergrowth at both ends of the bourne has been cleared.

Benches: All village benches have been washed and oiled.

Outstanding Tasks:

Roadside Ditch Clearance at Tote Hill: While dry but full of dead leaves.

21. MEMBER QUESTIONS

Cllr. Joanne Young commented that in the recent Hampshire County Council Briefing Paper it states that drones are now helping in the fight against fly-tipping.

In the absence of any further business to transact, the Chair closed the meeting at 21.15 hours.

The next meeting of the Parish Council will be held at the Memorial Hall, Lockerley on 16 June 2025 starting at 18.00 hours.