



MINUTES OF MEETING OF EAST WOODHAY PARISH COUNCIL
29 September 2025
19:15 East Woodhay Village Hall

Chairman: Cllr Hurst (Chair)

Present: Cllrs M Rand, K Titcomb, G Dick, S Cooper, C Roots

Clerk: Amy White

Item 1: 52/25 Apologies

Received from Cllrs Donoghue, Blakeway.
Cllr Thacker and Cllr Carr were unable to attend.

Item 2: 53/25 Declarations of Interest

None.

Item 3: 54/25 To approve Meeting Minutes of 28 July 2025

The Meeting Minutes of 28 July 2025 were accepted as a true record and signed by the Chairman, Cllr Hurst.

Item 4: 55/25 Actions from Meeting of 28 July 2025

Item	Action	Owner
64/24	Community Emergency Plan/Risk Assessment: Cllr Donoghue, Cllr Hurst and Cllr Dick will form a working party to assess the current North Hants plan and action any required updates. In action - Cllr Dick has drafted an update, to be sent to all councillors and ready for approval at October meeting.	Cllr Donoghue, Hurst & Dick
65/24	All councillors owning statements or SOPs to work with the Clerk to confirm they are held centrally, and for the Clerk to structure this documentation for ease of future access. A spreadsheet listing the documents will be generated. Statement documentation may be more complex as it will need to link with appropriate legal documents. The owners of the statement documents need to highlight these legal links. In action - to keep on Action list.	All Cllrs, Clerk
45/25	Cllr Blakeway to make contact with tractor run team to determine whether EWPC could engage with them (improvement focus)- Outstanding.	Cllr Blakeway

45/25	Cllr Hurst and Cllr Titcomb to decide to focus first on either the Meadowbrook survey idea or image issue at the next meeting. Actioned - a resident of Meadowbrook has volunteered to represent the area. Cllr Titcomb and Cllr Hurst to arrange to meet with Meadowbrook volunteer.	Cllr Hurst, Cllr Titcomb
45/25	Cllr Hurst and Cllr Titcomb to meet with Clerk to discuss next steps for council improvement- Actioned - Clerk and Cllrs Hurst and Titcomb have met to discuss better ways of working and improved Clerk and councillor accountability.	Cllr Hurst, Cllr Titcomb, Clerk
46/25	Cllr Rand to work with Clerk regarding appropriate access to Dropbox from eastwoodhay-pc.gov.uk accounts- to move to October meeting.	Cllr Rand, Clerk
49/25	Cllr Dick to draft a note regarding a note to Vivid regarding the visible impact of certain areas administered by them around Copnor for the Clerk to issue. Actioned . Vivid has responded and a member of the team is going to investigate the area of concern.	Cllr Dick, Clerk

Item 5: 56/25 Public Participation

None.

Item 6: 57/25 Borough and County Councillor Reports

No one was present. Cllr Thacker sent the following message:

I spoke to Lulu (cabinet member) and HCC Leader about 7/7A bus today. She is having no luck with West Berks. I suggested that we work on the basis of helping communities to help themselves. I suggested HCC look at initiatives such as working with the PCs to help them set up community bus services to be owned and run by the community. I suggested this would likely require help from HCC by say helping with seed capital funding. She says this is already being looked at and will update me when the details are available.

Cllr Carr represented East Woodhay Parish Council and Highclere Parish Council at the Local Plan Update meeting at BDBC on 04 September 2025. Cllr Carr's speech can be viewed on EWPC's Facebook page.

Item 7: 58/25 PCSO introduction (not on Agenda)

The new PCSO, Kane Lucas joined the meeting for a few minutes to introduce himself. He reiterated the importance of reporting any incident to the Hampshire police website:

<https://www.hampshire.police.uk>

Item 8: 59/25 7/7A Bus update

Cllr Hurst has escalated the issue of the bus service cancellation to Danny Chambers, MP for Winchester, and Lee Dillon, MP for Newbury.

Watermill Bridge development: There is S106 money ringfenced for a bus service to/from Newbury/Watermill Bridge (Wash Water). Lulu Bowerman had argued that this funding should be used to keep the 7A bus service; however, there are constraints to S106 spending.

Cllr Hurst argued that there now need to be further conversations with West Berks where the S106 bus service money has been allocated.

Ashmansworth Carshare: There is a carshare/taxi service run by HCC from Ashmansworth to Newbury which goes through Woolton Hill and Burghclere.

Action: Clerk to investigate carshare service run by HCC to see if can add a stop in Woolton Hill.
Action: Clerk to ask Burghclere and Newtown clerks whether they are interested in working together re bus service.

9: 60/25 Planning Update

Please see most recent Planning Minutes on the EWPC website.

EWPC councillors attended a meeting with Bewley Homes (Watermill Bridge) on 23 September 2025. Work will likely start next year. A consultation (official deadline 26 September 2025) has been advertised to residents in East Woodhay and Highclere; responses to be sent directly to Bewley. Notes will be issued and publicised as soon as they are available.

Action: Clerk to send out meeting notes and consultation responses from Bewley Homes once available.

Item 10: 61/25 Amenities Update

The Clerk has been successful in obtaining 50sqm of bulbs (25 per sqm) from the North Wessex Downs National Landscape Trust. These will be shared amongst the schools, churches and community groups.

Community Engagement: The committee has scattered more wildflower seeds in the parish field. The Clerk and Cllr Rand will create some social media posts on the work the committee is doing (to be extended to further work on the whole council).

Scribbens Reserve: The committee put to the full council the creating a community area at the back of the tennis courts in Heath End recreation ground. The scout group is interested in working with the parish council. As there are no agreed costings for the development of the community area, the council cannot commit the funds outright, but in principle this earmarked reserve will be used. Once there is agreement on the community area layout, a project plan will be created by the council and shared. As EWVH sits next to the recreation ground, this was also discussed and it was agreed that CIL can be used for and planting/improvements to the outside area.

Action: Cllr Titcomb will liaise with the scout leaders regarding the development of the community area at Heath End recreation ground (Scribbens Reserve).

Action: Cllrs Titcomb and Roots will put together a planting costing proposal for EWVH (for CIL funding use).

Item 11: 62/25 Highways

Cllr Dick's report and current issues log are on the Highways section of the website.

Item 12: 63/25 Finance Update

Bank reconciliation 31 August 2025:

Natwest: £18365.65

Redwood: £24439.09

TOTAL: £42804.72

a. Accounts for payment:

The Clerk presented the accounts for payment - see end of Minutes for list. As agreed at the Finance Committee meeting, invoices will no longer be printed out but instead Cllr Rand will access them on the accounting system.

The Clerk confirmed the external audit was now concluded and the notice placed on the website.

The Clerk salary incremental increase (NALC payscale) was confirmed and backpay agreed to start of April 2025.

The Clerk confirmed the second tranche of precept has been received.

Item 13: 64/25 Items to carry forward to subsequent meeting

Emergency plan- update sign off; 6 month financial update. Recreation Grounds update.

Meadowbrook land transfer update. Theme for next Annual Parish Meeting (volunteering).

Actions from Meeting of 29 September 2025

Item	Action	Owner
45/25	Cllr Blakeway to make contact with tractor run team to determine whether EWPC could engage with them (improvement focus)- Outstanding.	Cllr Blakeway
46/25	Cllr Rand to work with Clerk regarding appropriate access to Dropbox from eastwoodhay-pc.gov.uk accounts- to move to October meeting.	Cllr Rand, Clerk
59/25	Clerk to investigate carshare service run by HCC to see if can add a stop in Woolton Hill. Clerk to ask Burghclere and Newtown clerks whether they are interested in working together re bus service.	Clerk Clerk
60/25	Clerk to send out meeting notes and consultation responses from Bewley Homes once available	Clerk
61/25	Cllr Titcomb will liaise with the scout leaders regarding the development of the community area at Heath End recreation ground (Scribbens Reserve). Action: Cllrs Titcomb and Roots will put together a planting costing proposal for EWH (for CIL funding use).	Cllr Titcomb Cllr Titcomb, Cllr Roots

East Woodhay Parish Council

29 September 2025 (2025-2026)

PAYMENTS LIST

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
81	Annual Maintenance Agreemen	01/09/2025		Natwest		Annual Maintenance	Scofell	S	905.83	181.17	1,087.00
83	Misc. Maintenance	01/09/2025		Natwest		Finger post maintenance	A1 Ultimate Signs	S	690.00	138.00	828.00
82	Accounting Software	01/09/2025		Natwest		Accounting Software	Starboard Systems Limited	S	34.00	6.80	40.80
84	Staff Costs	03/09/2025		Natwest		Clerk Salary	Amy White	E	912.48		912.48
84	WFH Expenses	03/09/2025		Natwest		Clerk Salary	Amy White	E	26.00		26.00
85	Staff Costs	03/09/2025		Natwest		PAYE	HMRC	E	365.33		365.33
86	Staff Costs	03/09/2025		Natwest		Litter Warden	Patricia Barnes	E	529.10		529.10
86	Litter Warden Expenses	03/09/2025		Natwest		Litter Warden	Patricia Barnes	E	35.00		35.00
87	Website Admin	03/09/2025		Natwest		Website	Hugo Fox	S	9.99	2.00	11.99
88	Hall Hire	04/09/2025		Natwest		Hall Hire	Woolton Hill Church Hall	E	42.00		42.00
89	Misc. Maintenance	23/09/2025		Natwest		Defibrillator battery	WelMedical	S	306.64	61.33	367.97
90	Clerk Expenses	26/09/2025		Natwest		Clerk expenses	Amy White	Z	28.79		28.79
91	Payroll Admin	28/09/2025		Natwest		Payroll	Red76 Payroll	S	20.00	4.00	24.00
93	Annual Maintenance Agreemen	29/09/2025		Natwest		Annual Maintenance	Scofell	S	905.83	181.17	1,087.00
92	Staff Costs	29/09/2025		Natwest		Pension- nest	Nest Pensions	E	83.38		83.38
Total									4,894.37	574.47	5,468.84