



**MINUTES OF MEETING OF EAST WOODHAY PARISH COUNCIL**  
**30 June 2025**  
**19:15 East Woodhay Village Hall**

**Chairman:** Cllr Hurst (Chair)

**Present:** Cllrs M Rand, T Titcomb, Cllr Dick, Cllr Blakeway, Cllr Donoghue, Cllr Cooper

**Clerk:** Amy White

**Also present:** Cllr Sam Carr, Paul Davies (Executive Head, Woolton Hill Schools), Gemma Carr (Chair of Governors)

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**Item 1: 27/25 Apologies**

Received from Cllr Roots. Not received from Cllr Thacker.

**Item 2: 28/25 Declarations of Interest**

None.

**Item 3: 29/25 To approve Annual Meeting Minutes of 19 May 2025**

The Annual Meeting Minutes of 19 May 2025 were accepted as a true record and signed by the Chairman, Cllr Hurst.

**Item 4: 30/25 Actions from Annual Meeting of 19 May 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. <b>To bring to September meeting.</b>	<b>Cllr Donoghue, Hurst &amp; Dick</b>
65/24	All councillors owning statements or SOPs to work with the Clerk to confirm they are held centrally, and for the Clerk 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. <b>To bring to September meeting.</b>	<b>All Cllrs, Clerk</b>

**Item 5: 31/25 Public Participation**

Paul Davies and Gemma Carr spoke regarding the consultation to opening nursery provision at St Thomas' infant school. The parish council is assisting with sharing the consultation via the website and social media. The consultation is currently on the website under East Woodhay Parish/Schools.

Cllr Carr offered to contact the Education Cabinet portfolio holder and Cllr Thacker (HCC) regarding the consultation and what support can be offered.

**Action:** Clerk to share St Thomas nursery provision consultation document with local parish councils.

#### **Item 6: 32/25 Borough and County Councillor Reports**

Cllr Sam Carr updated the council on the BDBC administration; it is a quiet phase at the moment, though September will be busy.

Local Plan: The intention remains for adoption in Winter 2027, although possible more likely moving into early 2028, as BDBC gets abolished under the unitary authority changes. Due to the housing supply, speculative development remains a risk across the Borough until the completion of the Regulation 18 consultation. Cllr Sam Carr advised that EWPC should respond formerly to the consultation once published. Cllr Sam Carr also stated that once he knows the likely Regulation 18 content he will advise if EWPC should make representation to BDBC before publication.

Recycling: All households will be receiving food caddies, mid to late Aug.

Sept onwards will be the delivery of that service (weekly):

<https://www.basingstoke.gov.uk/food-waste>

Next year the weekly black bin collection will be reduced to two-weekly rather than weekly.

Unitary Authority reorganisation is still moving forward. September is the deadline for unitary business plans and it is likely a case for discussion will be put to local councils in early 2026. There is still the possibility that further elections will be cancelled.

Borough Councillor grant funding is open for 2025/26, Cllr Carr encouraged the council to apply.

#### **Item 7: 33/25 Email migration to HugoFox 'spacemail'**

Two councillors and the Clerk have successfully migrated emails to the HugoFox system (spacemail). The cost of moving to the new system will be £390 per year- *full council approved the (ongoing) spend.*

**Action:** All councillors to migrate emails one by one over the next few weeks.

#### **Item 8: 34/25 Planning Update**

Please see most recent Planning Minutes on the EWPC website.

#### **Item 9: 35/25 Amenities Update**

Please see most recent Amenities Minutes on the EWPC website.

The boardwalk official opening on 20 June was a real success, with suppliers and grant supporters in attendance, as well as parishioners. Further information can be found in August's Spectrum, the Hampshire Chronicle and Newbury Weekly News.

#### **Item 10: 36/25 Highways**

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

A quote of £690 plus VAT from A1 Ultimate Signs has been received to replace the 6 x broken finger posts (aluminium composite) on two of the sign posts in Woolton Hill. *Council discussed the quote and agreed to accept it.*

**Action:** Clerk to accept quote of £690 for replacement finger posts in Woolton Hill from A1 Ultimate Signs.

**Item 11: 37/25 Finance Update**

Bank reconciliation 31 May 2025:

**Natwest: £29135.78**

Scribe report is £29138.78 due to two invoices from HugoFox not yet being received. The Clerk is pursuing these.

**Redwood: £24439.09**

**TOTAL: £53574.87**

**a. Accounts for payment:**

The Clerk presented the accounts for payment - see end of Minutes.

**b. Dates of period for exercise of public rights**

The Clerk confirmed the dates are 10 June to 21 July inclusive.

**c. Internal audit recommendations and response**

The internal audit report can be found on our website.

Recommendations have been sent to appropriate chairs and the finance committee will discuss remaining recommendations and bring to a future meeting if necessary.

**Item 13: 38/25 Items to carry forward to subsequent meeting**

Succession planning/ council improvements, led by Cllr Titcomb.

**Actions from Meeting of 30 June 2025**

Item	Action	Owner
<b>31/25</b>	Clerk to share St Thomas nursery provision consultation document with local parish councils.	<b>Clerk</b>
<b>33/25</b>	All councillors to migrate emails one by one over the next few weeks.	<b>All cllrs</b>
<b>36/25</b>	Clerk to accept quote of £690 for replacement finger posts in Woolton Hill from A1 Ultimate Signs.	<b>Clerk</b>