



MINUTES OF MEETING OF EAST WOODHAY PARISH COUNCIL
27 April 2026
19:15 East Woodhay Village Hall

Chairman: Cllr Hurst (Chair)

Present: Cllrs G Dick, K Titcomb, R Donoghue, A Midwinter

Clerk: Amy White

Item 1: 159/25 Apologies

Cllrs Rand, Roots, Blakeway and Cooper sent their apologies.

Item 2: 160/25 Declarations of Interest

None.

Item 3: 161/25 To approve Meeting Minutes of 30 March 2026

The Meeting Minutes of 30 March 2026 were accepted as an accurate record and signed by the Chairman, Cllr Hurst.

Item 4: 162/25 Actions from Meeting of 30 March 2026

Item	Action	Owner
135/25	Cllr Carr will find out about CIL in the context of the recent letter from Cllr Konieczko on national planning policies and report back to EWPC- not actioned (Cllr Carr absent). Remove action and wait until post-elections.	Cllr Carr
148/25	Clerk to send Cllr Midwinter's Declaration of Pecuniary Interests form to BDBC and set up the new HugoFox email address- Actioned	Clerk
151/25	Cllr Titcomb to finalise EWPC project list for next meeting- Actioned - see item 7.	Cllr Titcomb
152/25	Cllrs Hurst, Titcomb and Midwinter to initiate planning of Annual Parish Meeting- In action.	Cllrs Hurst, Titcomb, Midwinter
154/25	Clerk to ask Cllr Izett for an update on Watermill Bridge- Actioned. Update shared by Clerk.	Clerk
156/25	Clerk to receive quote from Scofell ref Heath End recreation ground and take to next Amenities Meeting for consideration of costs involved- still waiting for quote. Cllr Hurst to put together proposal of Heath End project for the council to consider once quotes have been received- waiting for Scofell quote.	Clerk Cllr Hurst

157/25	Cllr Dick to send Clerk information to share on Tile Barn Row pothole repair scheduling- Actioned - posted on Facebook.	Cllr Dick
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Item 5: 163/25 Public Participation

None.

Item 6: 164/25 Borough and County Councillor Reports

No councillors present.

Item 7: 165/25 Priorities for 26/27

Cllr Titcomb prioritised the projects to:

1. Parish field / footpath drainage (CIL spend)
2. BT building hedging (CIL spend/ grant)
3. Heath End project (CIL spend)

This was agreed by the council.

Other projects: (non-priority) eg WH car park repair- a quote is being obtained from Lampards. Tennis court fencing- to discuss in Finance Committee/Amenities Committee as a playground maintenance spend in Q2/Q3.

Item 8: 166/25 Annual Meeting and Annual Parish Meeting

The Clerk and Cllr Hurst explained the process of both meetings. This is also explained on the Parish Council website under 'Parish Council Meetings'. Cllr Dick has created the usual slide information which will be printed for viewing on the night.

There will also be a parish meeting/get-together on 05 September 2026 at EWWH to encourage volunteering in the parish. Many volunteer groups will be invited to attend.

Cllr Hurst also asked for councillor support for the following other events (to help raise the PC profile and engage with the public):

St Martin's Guild 25 May 2026

St Thomas Fete 04 July 2026 (TBC)

Item 9: 167/25 Finance Update

Bank reconciliation 30 March 2026:

Natwest: £18855.48

Redwood: £25266.82

TOTAL: £44122.30

The Clerk is now working on the audit documentation for internal audit (03 June 2026).

a. Accounts for payment:

The Clerk presented the accounts for payment. These were checked in advance by Cllr Rand on Scribe. See end of the Minutes for a full list.

b. Audit 25/26- to confirm whether any conflicts of interest for external auditor, BDO

Councillors confirmed no one had any conflicts of interest with the external auditor, BDO.

c. Members' Allowance Scheme- to confirm EWPC decision as per BDBC independent review

The Clerk shared an independent review that BDBC had commissioned regarding Members' Allowances Scheme.

Full council agreed not to pay members' remuneration to councillors.

Item 10: 168/25 Planning Update

Please see the most recent Planning Minutes on the EWPC website.

Cllr Midwinter has recently attended HALC training on 'Making Effective Planning Representations'.

Item 12: 169/25 Amenities Update

Please see the most recent Amenities Minutes on the EWPC website.

Cllr Rand sent a proposal on further parish field drainage to full council in advance of the meeting (see proposal at end of Minutes). Council discussed the risks associated with the extra drainage spend- that there is still no guarantee that it will fully solve the issue of the path getting waterlogged in extreme weather. It was agreed that the parish field path should be considered an important parish amenity and therefore will require ongoing maintenance.

Full council (those absent had sent their prior approval via email) agreed to CIL spend (April 2023 CIL funds and 18 October 2024 CIL funds) on the drainage proposal at a cost of £6345.

Action: Clerk to accept quote from Lampards regarding the further parish drainage quote.

Recreation ground jetwashing: Cllr Hurst updated the council on a repainting day (06 June) and asked if any councillors wanted to volunteer.

Item 13: 170/25 Highways

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

Action: Cllr Dick will pursue further the concept of parish volunteers and/or Lengthsman taking responsibility for small potholes with support from Hampshire County Council (please see report for further details).

Item 14: 171/25 Items to carry forward to subsequent meeting

Usual items, Legal Update (if required). Annual Meeting items.

Actions from Meeting of 27 April 2026

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156/25	Clerk to receive quote from Scofell ref Heath End recreation ground and take to next Amenities Meeting for consideration of costs involved- still waiting for quote. Cllr Hurst to put together proposal of Heath End project for the council to consider once quotes have been received- waiting for Scofell quote.	Clerk Cllr Hurst
169/25	Clerk to accept quote from Lampards regarding the further parish drainage quote.	Clerk
170/25	Cllr Dick will pursue further the concept of parish volunteers and/or Lengthsman taking responsibility for small potholes with support	Cllr Dick

	from Hampshire County Council (please see report for further details).	
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East Woodhay Parish Council

27 April 2026 (2026-2027)

PAYMENTS LIST

Vouche	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
9	Playground Maintenance	22/04/2026		Natwest		Playground repairs	Scofell	S	720.00	144.00	864.00
											864.00
10	Annual Maintenance Agreemen	22/04/2026		Natwest		Leaf clearing off boardwalk	Scofell	S	140.00	28.00	168.00
											168.00
1	Staff Costs	22/04/2026		Natwest		Pension- nest	Nest Pensions	E	83.38		83.38
											83.38
13	Staff Costs	22/04/2026		Natwest		Clerk Salary	Amy White	E	792.14		792.14
											792.14
14	Staff Costs	22/04/2026		Natwest		Litter Warden	Patricia Barnes	E	550.77		550.77
											550.77
7	Subscriptions & Memberships	22/04/2026		Natwest		HALC affiliation fee and NALC I	Hampshire Association of L	Z	835.00		835.00
											835.00
8	Training	22/04/2026		Natwest		Councillor Training	Hampshire Association of L	S	59.00	11.80	70.80
											70.80
14	Litter Warden Expenses	22/04/2026		Natwest		Litter Warden	Patricia Barnes	E	35.00		35.00
											35.00
3	Payroll Admin	22/04/2026		Natwest		Payroll	Red76 Payroll	S	20.00	4.00	24.00
											24.00
5	Accounting Software	22/04/2026		Natwest		Scribe	Starboard Systems Limited	S	34.00	6.80	40.80
											40.80
11	Website Admin	22/04/2026		Natwest		Website	Hugo Fox	S	9.99	2.00	11.99
											11.99
12	Admin- Misc	22/04/2026		Natwest		Hugo Fox Email	Hugo Fox	S	4.47	0.89	5.36
											5.36
2	Admin- Misc	22/04/2026		Natwest		Misc expenses	Dropbox	S	79.90	15.98	95.88
											95.88
6	Hall Hire	22/04/2026		Natwest		Hall Hire	Woolton Hill Church Hall	Z	16.00		16.00
											16.00
4	Hall Hire	22/04/2026		Natwest		Hall Hire	East Woodhay Village Hall	Z	31.50		31.50
											31.50
13	WFH Expenses	22/04/2026		Natwest		Clerk Salary	Amy White	E	26.00		26.00
											26.00
15	Staff Costs	23/04/2026		Natwest		PAYE	HMRC	E	304.03		304.03
											304.03
17	Clerk Expenses	27/04/2026		Natwest		Clerk expenses	Amy White	E	15.75		15.75
											15.75
16	Payroll Admin	27/04/2026		Natwest		Payroll	Red76 Payroll	S	20.00	4.00	24.00
											24.00

PAYMENTS LIST

Vouche	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
								Total	3,776.93	217.47	3,994.40

Background

The Parish Field all weather path was installed in 2021.

Since, it has become an important amenity within the parish particularly for parents and children walking to/from school, those going to the surgery, a valued walk affording a vista to the Downs and a nature walkway.



Problem

During times of heavy rainfall water backs up on the high side of the path (Church Road) and then washes over the path. There is a noticeable increase in rainfall during the winter months.

This causes two problems:

- At times the path becomes flooded and therefore difficult to walk along
- Water is washing away the sandstone material to the extent that in some places the path is slightly lower than the surrounding field

Therefore, it is important to continue to undertake improvements

Drainage was not part of the specification when the original path was installed in 2021. The only point was the path camber which was created to allow water to flow off the path.

In 2025, being financially prudent, it was a case of putting in a number of drains (four were selected) at specific wet areas in the lower end of the field and determining if this was successful in reducing / eliminating the issue.

In August 2025 four French drain 25m trenches were laid across under the path at locations towards the Brownies Corner end of the path (this is the lower end of the field).

This work has certainly worked but whilst there is a reduced issue at that end of the path problems still exists. The problem can be seen at both ground level and from aerial footage which Cllr Midwinter took when covering the tractor run in December.



In the March 2026 Parish Council meeting improving the state of the parish field path was determined to be a priority for the community.

Proposal

In discussions with RJ Lampard they have proposed to:

- Install 3 new 25m French drains with 100mm perforated pipes, with flint drainage shingle
- Excavate 100m French drainage ditch to run parallel along top side of path (see water collected below). Fill with drainage stone and top fill with soil
This would join 3 new and existing cross channels.

The cost is £6,345.00 (exc VAT).

When the parish council undertook the previous work of installing 4x25m French drains the cost was £2,95, but this current work involves a great deal more.

To put this into context, a quote for this previous work from an alternative contractor (JB Groundcare) was £5k for exactly the same work (i.e. 66% more expensive).

It was agreed at the Amenities meeting to work with RJ Lampard, who have done an excellent job on the path before, understand the issue and, given the previous difficulty of getting quotes for work in the parish field, one contractor quote from RJ Lampard was acceptable to proceed.

Independently, Cllr Rand asked the current tenant of the field who understands groundworks, to make a suggestion for a solution, and he proposed exactly the same.

Whilst no reasonably funded action will totally eliminate water on the path, this proposal will:

- Reduce water along the path during periods heavy rainfall
- Reduce the amount of sandstone being washed away



Financials of the Path

	Cost	Source of Funds
2021		
Original installation	£18,360	
Basingstoke and Deane LIF Grant		£8,800
S106 (BDB/75606, BDB/77478)		£991
EWPC reserves		£8,569
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2025		
4 x 25m French drains	£2,951	
CIL monies		£2,951
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2026		
3 x 25m French drains and 100m French drainage ditch	£6,345	
CIL monies		£6,345
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Request

Parish Council to approve the approach above and to spend £6,345 of CIL monies (current balance £24,437.84).

Following actions once project is approved

Cllr Rand will manage the project.

Undertake the work to minimise impact with machinery and in coordination with current tenant.

Monitor

Monitor the path in the coming couple of years. Develop a future proposal to build the path back up.