



MINUTES OF MEETING OF EAST WOODHAY PARISH COUNCIL
28 April 2025
19:15 East Woodhay Village Hall

Chairman: Cllr Hurst (Chair)

Present: Cllrs M Rand, T Titcomb, Cllr Dick

Clerk: Amy White

Also present: One parishioner

Item 1: 01/25 Apologies

Received from Cllr Cooper, Cllr Roots, Cllr Donoghue and Cllr Blakeway.

Item 2: 02/25 Declarations of Interest

None.

Item 3: 03/25 To approve Meeting Minutes of 31 March 2025

The Minutes of 31 March 2025 were accepted as a true record and signed by the Chairman, Cllr Hurst.

Item 4: 04/25 Actions from meeting of 31 March 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. To bring to June 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 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. To bring to June meeting.	All Cllrs, Clerk
96/24	Cllr Carr to investigate how CIL allocation operates for education (our schools) and highways for Watermill Bridge development. To be brought to a pre-Watermill Bridge meeting with Highclere Parish Council on 06 May.	Cllr Carr

97/24	<ul style="list-style-type: none"> All councillors to consider how to, and action, support for the APM (e.g. Cllr Blakeway to liaise with Susan Simmonds from Hampshire and Isle of Wight Wildlife Trust, Cllr Titcomb to liaise with cubs/scouts) Actioned- see item 7. Cllr Hurst to provide information to Cllr Blakeway to email to any attendees/volunteers- Actioned- see item 7. Amenities Committee to lead set up of the biodiversity stand- Actioned- see item 7. Cllr Titcomb and Cllr Dick to liaise on the production of a handout on the parish council, to cover actions for the last 12 months, to be used on stands for the APM and fetes over the summer- Actioned- see item 7. 	All Cllrs Cllr Hurst Amenities Committee Cllr Titcomb/ Cllr Dick
98/24	Clerk to add Email Policy and Cybersecurity policy to the website and add to policy review schedule- Actioned.	Clerk
101/24	Cllr Dick to send the Highways report to Paul Davies, head of the WH junior and infant schools for a future discussion- Actioned.	Cllr Dick

Item 5: 05/25 Public Participation

One member of the public was present and spoke on item 9.

Item 6: 06/25 Borough and County Councillor Reports

No updates received.

Item 7: 07/25 Annual Meeting (AM) and Annual Parish Meeting (APM) 19 May 2025

AM: The Clerk reminded the council, as the Annual Meeting elects a chair and vice chair, to consider their roles on the council and whether they wanted to make any changes.

APM: Cllr Dick has created a slide show which will be printed and laminated.

Councillor recruitment- to use the opportunity to encourage councillors to join.

There will be an Amenities-specific stand as well as a broader PC stand.

CPRE and Hampshire and Isle of Wight Wildlife Trust will attend.

The Woolton Hill schools will also have a stand.

The church will provide a VE day information board in the hallway.

The Clerk will buy refreshments.

Item 8: 08/25 Planning Update

Please see most recent Planning Minutes on the EWPC website.

Item 9: 09/25 Amenities Update

Please see most recent Amenities Minutes on the EWPC website.

The member of the public in attendance asked for support from the parish council for a request to HCC, by the Ramblers Association, to reinstate two byeways that have been closed off for many years. At this point the parish council is not being asked to do anything, however if HCC contacts the council, support will sought by the Ramblers for the investigation into the viability of the reinstatement.

Drainage options in parish field: Cllr Rand recommended to the council that CIL reserves are used to support the drainage project using Lampards (a local company, see Amenities Minutes for further information). A discussion was held on whether Poulsons (the original installer of the path) should be asked whether they have any solutions.

In principle, the council agreed that the drainage issue does need a solution, and that CIL should be used.

Action: Clerk to call Poulsons to ask whether they have any solutions to the poor drainage on the parish field.

Boardwalk: NWN has written an article which will be in the paper on 01 May 2025. The 'grand opening' will be on 20 June at 3pm; MP Kit Malthouse will attend and many of the volunteers and materials providers are invited.

Item 10: 10/25 Highways

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

Item 11: 11/25 Finance Update

Bank reconciliation 31 March 2025:

Natwest: £11227.80

Redwood: £24439.09

TOTAL: £35666.89

a. Accounts for payment:

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

The Finance Committee met on 22 April; Minutes are on the website.

The Clerk confirmed the FY 24/25 was now concluded and the audit paperwork was in preparation. Internal audit will take place 04 June.

Item 12: 12/25 Penguin Library Bookshare

https://www.penguin.co.uk/discover/campaigns/90-little-book-stops?fbclid=IwY2xjawJ0fCJleHRuA2FlbQlMQBicmlkETBrb2pYT2xNQ2p6OERWZk90AR6leenGtVQZZH2KlyDvG5LQN1mLI4a-VqHFfmdQQq6qiz8Lh7qxfw79aWfoog_aem_QASKNIoXBZ2NPKL3Kh_XJA

The Clerk has applied for the above book library; possible places to site it are Brownies Corner or East End. The Clerk will inform the council if the application is successful.

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

Annual Meeting items. Standard items. Drainage in parish field-funds. Policies and procedures (future meeting). Recruitment of councillors. Feedback on APM.

Actions from Meeting of 28 April 2025

Item	Action	Owner
09/25	Action: Clerk to call Poulsons to ask whether they have any solutions to the poor drainage on the parish field.	Clerk