

## **RECORD OF THE LITTLETON & HARESTOCK PARISH COUNCIL MEETING**

**held on Monday 10<sup>th</sup> March 2025 at 7:00 pm  
at Henry Beaufort School, Harestock.**

**Present:** Cllr L Winn (Chair), Cllr D Tozer, Cllr S Borthwick, Cllr C Morton, Cllr J Biddlecombe, Cllr T Jackson.

**In attendance:** Mrs L Fielding (Clerk & RFO), City Cllr J Batho and City Cllr C Horrill.

**Members of the public:** Two.

### **24-228: Apologies for Absence.**

Apologies were received from Cllr P Cunningham, County Cllr J Warwick and the Chair and Secretary of the Sports Club Management Committee.

### **24-229: Disclosure of Interest.**

None.

### **24-230: Public Participation.**

A resident expressed concern regarding HGV movements through Littleton Main Rd, particularly in the areas above the Hall Way and beyond the Running Horse through to the Church. He noted that vehicles were mounting the pavement to allow these large vehicles through, and he expected the problem to grow with the industrialisation of the Three Maids Hill roundabout area, the closure of Andover Rd and the prospect of the M3 roundabout project encouraging more vehicles to go through the Parish. He asked the Parish Council to challenge the use of Littleton Main Rd as an HGV capable route on the grounds that it will alter the character of the village as more and more HGVs travel through the Parish.

Cllr T Jackson thanked the resident for his comments, and the eloquence of his address. He noted that it reinforced all the points the Parish Council has been making in responding to strategic planning applications. Cllr L Winn also noted that Traffic and Transport are a standing agenda item at the Parish Council's monthly meetings.

### **24-231: Minutes of previous meetings**

The minutes of the meeting of 10<sup>th</sup> February 2025 were presented, and it was **proposed by Cllr D Tozer, seconded by Cllr C Morton, and RESOLVED that the minutes of the meeting held on 10<sup>th</sup> February 2025 be approved.**

### **24-232: Review of Open Actions.**

The actions from the last meeting were reviewed. The status of the actions is shown at the end of these minutes.

### **24-233: County Councillor's Report – County Cllr J Warwick.**

The report from County Cllr J Warwick was noted, and no issues were raised.

### **24-234: City Councillors' Report – Wonston and Micheldever Ward**

City Cllr H Horrill reported on several topics which included the following: -

- Governments Devolution Plans, where a mayor will be elected in May 2026, who will be responsible for strategic issues such as the Police and Crime Commissioner and the Fire Authority. A government consultation on the devolution will close on the 13<sup>th</sup> April.
- Local Government reform where 15 authorities will consider how to organise unitary authorities in Hampshire and the Isle of Wight. An outline plan is due imminently, final proposals are due in September 2025.
- The Local Plan Inspector will begin the hearings on 22<sup>nd</sup> April. She has submitted a set of questions already, and another set is anticipated.

### **24-235: City Councillors' Report – St Barnabas Ward**

City Cllr J Batho noted that progress was being made on the link road at King's Barton and although the final road layer will not be in place, a driveable route should exist in the next few months.

### **24-236: Military Report: Sir John Moore Barracks**

No report.

**24-237: Police Report**

No report.

**24-238: King's Barton Forum**

The next meeting is on March 11<sup>th</sup>, however Cllr D Tozer is unable to attend.

**24-239: Littleton and Harestock Sports Club**

The Chair of the Sports Club Management Committee was unable to attend, but sent a written report which included the following:-

- The bowls season will start on 19th April 2025.
- The Cricket Club will hold an outdoor nets' event on Sunday, 19th April where they hope to attract new members.
- The Tennis Club plans to hold an Open Day towards the end of March on a Sunday morning, 10 - 12 noon. Weather dependent.
- The Junior Football Club is holding a quiz evening in May.

**24-240: Littleton and Harestock Show Society**

The Parish Clerk presented a request from the Littleton and Harestock Show Society, and an outline plan, for the Littleton and Harestock Show to be held at the Littleton Recreation Ground in 2025.

Following some discussion, it was **agreed unanimously that the show society could hold a show at the Recreation Ground on Saturday, 6th September 2025, with a traditional church service in the marquee to be held on Sunday, 7<sup>th</sup> September 2025.**

Cllr L Winn asked if notices could be put on the bins on show day to let attendees know that the rubbish would be sorted and recycled.

**24-241: Planning.**

## a. New Applications.

The Clerk reported that, under her delegated responsibility and in consultation with councillors, she had objected to application 24/02737/OUT for outline planning permission for up to 188 houses at Land West of Lanham Lane, Winchester.

Following detailed review of each of the remaining new applications, **it was proposed by Cllr D Tozer, seconded by Cllr J Biddlecombe and RESOLVED to submit responses as shown in the table below.**

Table 1: Planning Application responses agreed by the Parish Council

Reference	Address	Application Detail	Response
25/00393/HOU	The Old Pumping Station, Main Road, Littleton	Single story rear extension. New single story link between the house and outbuilding. Minor alterations to outbuilding	No objection
25/00383/HOU	6 Three Maids Close, Harestock	Garage conversion, enclosed porch and louvres to provide shading.	No objection
25/00365/HOU	3 Bercote Close, Littleton	Single Storey Front Extension and Part Garage Conversion	No objection
25/00332/HOU	2 Abbotts Ann Road, Harestock	Garage conversion with new replacement roof and single storey extension. Replacement windows. Erection of canopy to side of dwelling.	Objection
25/00290/HOU	26 Andover Road North, Harestock	Erection of a first floor (roof level) side and rear extension; erection of a single storey rear extension; creation of a porch to the front elevation; alterations to dormers (to facilitate insulation) with changes to fenestration and changes to existing material	Objection

## b. Existing Applications.

It was noted that eight recent applications, previously reviewed by the Parish Council, had been approved by Winchester City Council, two of which were considered by the planning committee.

c. Enforcement Matters.

The council noted that there were no open enforcement cases within the Parish.

d. To consider the Anaerobic Digester Traffic Management Plan for application 22/02037/FUL

The latest Traffic Management Plan for application 22/02037/FUL was discussed, and some concerns were raised that Andover Road North, going south from the 3 Maids Hill Roundabout, is marked as a primary HGV route. It was agreed that these concerns should be reported to the Acorn Biodigester planning team.

**Action:** Cllr L Winn to report the concerns regarding the Andover Road North HGV route in the Anaerobic Digester Traffic Management Plan to the Acorn Biodigester planning team.

e. To consider the next steps for the Sir John Moore Barracks development.

After some discussion, it was agreed to arrange a separate extraordinary meeting on Friday 4<sup>th</sup> April to focus on the Parish Council's response to the recent information received regarding the Sir John Moore Barracks development.

f. To consider representation at the Winchester District Local Plan Examination

It was agreed that the Parish Council's planning advisor should be contacted to support the council in providing a statement to the District Local Plan Examination. Due to the need to meet the required timescale of the inspector, **it was proposed by Cllr L Winn, seconded by Cllr D Tozer and RESOLVED that the Clerk be delegated, in consultation with councillors, to approve and submit the Parish Council's statement to the inspector.**

After some discussion, it was agreed that Cllr L Winn would be delegated to represent the Parish Council during the Local Plan Examination.

#### **24-242: Parish Action on the Climate Emergency (PACE) Working Group**

a. Repair Café

It is expected that the Littleton and Harestock Repair Café will be a self-funded and separate entity in the future, but during the initial start-up phases they will ally themselves with the Winchester Repair Café and come under their umbrella, allowing the use of their existing insurance, booking systems, expertise and publicity. A series of 4 Repair Cafés has been provisionally booked for 2025/26, with an initial volunteer meeting in the evening of Thursday, 17th April.

After some discussion, it was agreed that the Parish Council would fund the venue costs from the PACE budget.

b. Spring Clean

A regular PACE volunteer has again offered to facilitate litter-picking Spring Cleans in Littleton and Harestock. Dates are to be confirmed and will be publicised through the e-newsletter.

c. Energy Champions

Further households have been targeted with leaflets offering a visit from one of our trained energy champions. Take up has been slow so far and the insurance against accidents/injury was further investigated. It has been confirmed that the activity is covered for accidents, injury, public liability, etc but that there is no cover for someone taking up advice which resulted in financial loss.

It was agreed that **the Parish Council would accept the very low risk that someone would expect the council to cover any financial loss after following the peer-to-peer advice from the Energy Champions as long as they signed up to the disclaimer currently shown on the Energy Champions leaflet and the Parish Council website.**

**Action:** The Clerk to revise the Energy Champions visit risk assessment.

d. Biodiversity and the Conservation field

Consultancy advice was sought from the Hampshire and IOW Wildlife Trust to devise a plan for managing the conservation field in a way that maximises biodiversity. They will provide a quote that includes two different options.

**24-243: Estates Working Group**

Cllr J Biddlecombe reported that the playground work in both Littleton and Harestock was completed. An Estates meeting would be planned to cover topics such as mud (and trip hazards) near the Tennis Courts, insulation in the Pavilion, and a review of the Littleton pond.

**24-244: Parish Council Finance.**

## a. Payments for endorsement.

The payment list for February (see Appendix AA) containing payments already made was presented for consideration.

After some discussion, **it was proposed by Cllr D Tozer, seconded by Cllr J Biddlecombe and RESOLVED that payments listed on the February payments schedule should be endorsed.**

## b. To approve payments of new invoices

Table 2: Payments for Approval

Ref	Payee	Details of payment	Total (£)	VAT (£)	Net (£)
1	Stuart Scott	Hedge Cutting at Littleton Recreation Ground Charity	1,370.40	228.40	1,142.00
2	Blake Morgan	Solicitor Fees regarding advice on the closure of the Littleton Recreation Ground Charity	3,580.20	596.70	2,983.50
3	Ava Recreation	Littleton Playground - Installation of new Basket Swing and groundworks/wetpour. Installation of climbing slope.	11,506.40	1,917.73	9,588.67
4	Ava Recreation	Bradley Rd Playground - Install new springers and replace a flat swing seat for an inclusive seat	4,768.50	794.75	3,973.75
5	Littleton Landscapes	Pond Maintenance and Green Waste Disposal (3 <sup>rd</sup> Mar 24 to 18th Feb 25)	1,166.40	194.00	972.00
<b>Totals</b>			<b>22,391.90</b>	<b>3,731.58</b>	<b>18,659.92</b>

The Clerk presented the list of payments for approval (see above), and it was **proposed by Cllr J Biddlecombe, seconded by Cllr D Tozer and RESOLVED that payments totalling £22,391.90 should be paid.**

## c. To consider the interim report from the Council's internal auditor.

The interim report from the Council's internal auditor was reviewed and noted. No remedial action was required.

## d. To note the minutes of the recent Finance and General Purposes Committee meeting.

The minutes of the recent Finance and General Purposes Committee meeting, dated 5th March 2025 were noted.

## e. To consider a recommendation from the Finance and General Purposes Committee to increase the Clerk's salary spinal point by one to 28.

The Clerk left the meeting for councillors to discuss the recommendation for her salary increase, and on her return it was **proposed by Cllr L Winn, seconded by Cllr J Biddlecombe and RESOLVED to increase the Clerk's salary spinal point by one to 28.**

## f. To consider a recommendation from the Finance and General Purposes Committee for a series of working group meetings to consider several topics in more depth, which included the local government reorganisation, Parish Council priorities and objectives, and use of formal Parish Council policies.

The council agreed that a number of working groups were needed to discuss, in more depth, topics such as the Local Government reorganisation. Any proposals would then be raised at a Parish Council meeting.

**24-245: To approve the LHPC Risk Register**

The revised risk register document was discussed, and it was **proposed by Cllr J Biddlecombe, seconded by Cllr D Tozer and RESOLVED to adopt the LHPC Risk Register (v2.0).**

It was noted that the most significant risk at the moment was related to trees which would be discussed at the next Estates Working Group.

**24-246: To consider a proposal for the Annual Parish Meeting.**

Cllr L Winn reported that attendance at the Annual Parish Meeting has been rather low in recent years. The scale of the event means that it cannot be entirely representative of the views of parishioners, however, attracting a larger group of people would give the council a clearer idea of what people want.

The council, therefore, agreed that:-

- A paper newsletter should be distributed advertising the Annual Parish Meeting with a taster of what to expect at the meeting.
- A speaker at the meeting should be investigated, and it was delegated to the Clerk in consultation with Cllr L Winn to make any arrangements.
- The Annual Parish **Council** Meeting which normally takes place straight after the Annual Parish Meeting, should be re-arranged to allow for more time to hold the Annual Parish Meeting.

**Action:** The Clerk to re-arrange the date for the Annual Parish Council meeting.

**24-246: Devolution and Local Government Re-organisation**

- a. To consider the potential impact to the Parish as a result of the devolution and local government reorganisation.

The Clerk's report on potential impacts of the Local Government Reorganisation was noted, however, more information from Hampshire City Council, and Winchester City Council was needed before this topic could be considered.

- b. To note a briefing from Hampshire County Council on 19<sup>th</sup> March which covers their response to the devolution and local government re-organisation.

The Devolution and Local Government Re-organisation briefing from Hampshire County Council on 19<sup>th</sup> March was noted. Cllr D Tozer, and Cllr C Morton reported they would be attending.

- c. To consider a response to the Government Devolution Consultation (ends 13<sup>th</sup> April 2025)

After some discussion, it was agreed that the Parish Council would not make a formal response to the Government Devolution Consultation, however, Councillors could make individual responses.

**24-247: Parish Council Reports.**

- a. Littleton Memorial Hall Report.  
No report.

- b. Transport and Traffic

Cllr L Winn noted that there will be a Public Information Event to provide more information about M3 junction 9 improvement in the Tesco car park at Winnall on Saturday, 15<sup>th</sup> and Monday 17<sup>th</sup> March 2025. It is anticipated that the work will start in late April and will impact the Parish and particularly Harestock Rd.

The residents' concern during the public participation item regarding HGV movements through Littleton Main Rd was discussed, and it was agreed that the Clerk should collate the information and pass it to Cllr J Warwick.

**Action:** The Clerk to write to Cllr J Warwick raising the concerns expressed by a resident regarding HGV vehicles through Littleton.

**24-248: Items for noting only, or for inclusion on next month's agenda.**

None.

**24-249: Date of Next Meetings:**

- a. Parish Council meeting: 14<sup>th</sup> April 2025, Littleton Memorial Hall at 7 pm.
- b. Finance and General Purposes Committee Meeting: 7<sup>th</sup> May 2025, Sports Pavilion at 9:30 am

**24-250: Summary of Actions**

Table 3: Status of Action Points.

ID	Owner	Action Points (Open)	Status
Mar.1	Cllr LW	Cllr L Winn to report the concerns regarding the Andover Road North HGV route in the Anaerobic Digester Traffic Management Plan to the Acorn Biodigester planning team.	<b>NEW</b>
Mar.2	Clerk	The Clerk to revise the Energy Champions visit risk assessment	<b>NEW</b>
Mar.3	Clerk	The Clerk to re-arrange the date for the Annual Parish Council meeting	<b>NEW</b>
Mar.4	Clerk	The Clerk to write to Cllr J Warwick raising the concerns expressed by a resident regarding HGV vehicles through Littleton.	<b>NEW</b>
Feb.1	Clerk	The Parish Clerk to provide a set of assets that the Parish Council could take responsibility for. <b>10 Mar 25:</b> Done.	Closed
Feb.2	Cllr LW	Cllr L Winn to report the Parish Council comments on the Anaerobic Digester Traffic Management Plan to the Acorn Biodigester representative. <b>10 Mar 25:</b> Done.	Closed
Feb.3	Clerk	The Clerk to investigate quotes for ecology advice for the Sir John Moore Barracks development. <b>10 Mar 25:</b> Cllr C Morton will provide advice on who to approach.	Open
Feb.4	Clerk	The Clerk to provide fully costed quotes for lectern-style notice boards in the conservation field. <b>10 Mar 25:</b> No progress	Open
Feb.5	Cllr LW	Cllr L Winn to contact HIWCF (Hampshire and Isle of Wight Wildlife Trust) to ask if they can provide conservation advice for the conservation field. <b>10 Mar 25:</b> Done.	Closed
Feb.6	Clerk	The Clerk to arrange for additional dog deposit signs in the Harestock Rd Football Field. <b>10 Mar 25:</b> Done. The signs are ordered together with new "Private Car Park" signs at the Recreation Ground.	Closed
Feb.7	Clerk	The Clerk to contact the Garden Festival organiser to arrange for her to provide articles for the e-newsletter. <b>10 Mar 25:</b> Done. The Garden Festival organiser was contacted for the February newsletter, but did not respond.	Closed
Feb.8	Clerk	The Clerk to contact the volunteer Transport Planner to ask for advice on the LCWIP consultation. <b>10 Mar 25:</b> Done.	Closed
Jan.1	Cllr LW	Cllr L Winn to arrange a planning meeting with volunteers and the Winchester Repair Café. <b>10 Feb 25:</b> In progress, most likely to be after 20 <sup>th</sup> February. <b>10 Mar 25:</b> Done. Meeting held.	Closed
Jan.5	Clerk	The Clerk to contact PC T Harries regarding speed checks in the Parish <b>10 Feb 25:</b> Answerphone messages have been left and an email was sent, but there has been no response yet. <b>10 Mar 25:</b> Done. PC T Harries has completed two speed checks near the Church in Littleton, and has been requested to do these in other parts of the parish, and specifically at the other end of Littleton.	Closed
Oct.12	Estates WG	The Estates WG to investigate options for reducing the proliferation of Poplar and Cherry Trees in the Recreation Ground conservation field <b>11 Nov 24:</b> In progress.	Open

ID	Owner	Action Points (Open)	Status
		<p><b>9 Dec 24:</b> Some options were discussed, including using volunteers, the probation service or paying a contractor to do the work.</p> <p><b>13 Jan 24:</b> To be discussed by the Estates WG and the contractors that were used last year.</p> <p><b>10 Feb 25 / 10 Mar 25:</b> Estates WG have not met yet.</p>	
Jun.4	Cllr TJ	<p>Cllr T Jackson agreed to pursue his contact and arrange a site visit at the anaerobic biodigester at Three Maids Hill when the plans for the landscaping become clearer.</p> <p><b>8 July 24:</b> In progress, Cllr T Jackson is organising a site visit in the next few weeks.</p> <p><b>9 Sep 24:</b> In progress, proposed dates unsuitable.</p> <p><b>14 Oct 24:</b> Delayed until after the separate meeting about the Travel Management Plan on 22<sup>nd</sup> October.</p> <p><b>11 Nov 24:</b> A further meeting is planned for 19<sup>th</sup> October.</p> <p><b>9 Dec 24:</b> Action placed on hold until the Spring</p> <p><b>13 Jan 25:</b> A site visit on 23/01/25 for the wider community has been arranged by "Meeting Place", and it was agreed that Cllr C Morton would attend to represent the Parish Council.</p> <p><b>10 Feb 25:</b> Site visit report to be discussed under minute item 24.218e.</p> <p><b>10 Mar 25:</b> On hold.</p>	Hold
Jun.9	Cllr JB	<p>Cllr J Biddlecombe to update and simplify the Use of Recreation Ground Policy.</p> <p><b>8 Jul 24:</b> Planned for discussion at the Estates Working Group meeting.</p> <p><b>9 Sep 24:</b> In progress.</p> <p><b>14 Oct 24/11 Nov 24:</b> Cllr Biddlecome is currently following up.</p> <p><b>9 Dec 24/13 Jan 25:</b> Delayed until there is an outcome of the discussion on the use of the Cricket pitch.</p> <p><b>10 Feb 25:</b> On hold.</p> <p><b>10 Mar 25:</b> It was agreed to close this action as the Local Government Re-organisation plans could affect the document content.</p>	Closed

## Appendix A. Payments for endorsement (Confidential information not shown).

Table 4: Payments in February 2025

Date	Ref	Details of payment	Details of payment	Total (£)	VAT (£)	Net (£)
05.02.25	215	True Potential	Pension Payment for December	156.42	0.00	156.42
06.02.25	216	British Gas	Office Electricity for 21/11/24 - 19/12/24	66.22	3.15	63.07
11.02.25	217	Green Smile Ltd	Trim and Tidy Littleton "Island" opposite the pond, remove green waste	270.00	45.00	225.00
11.02.25	218	Swanmore SLR Management Ltd	SLR Movements October 2024 to January 2025	540.00	0.00	540.00
11.02.25	219	Green Smile Ltd	February Grounds Maintenance and Bin Emptying	<redacted>	<redacted>	<redacted>
11.02.25	220	Mainstream Digital	February line rental and call charges	28.61	4.77	23.84
24.02.25	221	Go Live	February Website Updates & E-newsletter	300.00	0.00	300.00
24.02.25	222	Fair Account	Internal Audit Services (Second audit review)	150.00	0.00	150.00
24.02.25	223	WCC	Playground inspections for July 24 - Dec 24	1,560.00	260.00	1,300.00
24.02.25	224	WCC	Dog bin emptying - Quarter 3 - October/November/December 2024	390.00	0.00	390.00
24.02.25	225	HMRC	Tax & NI on February salaries	419.19	0.00	419.19
25.02.25	226	Clerk	Clerk's salary February	1,603.46	0.00	1,603.46

25.02.25	227	Adobe	Adobe monthly subscription for February	35.39	5.90	29.49
26.02.25	228	KT Cleaning	Pavilion Cleaning for February	160.00	0.00	160.00

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