

RECORD OF THE LITTLETON & HARESTOCK PARISH COUNCIL MEETING

**held on Monday 9th June 2025 at 7:00 pm
at Henry Beaufort School Media Suite, Harestock.**

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

In attendance: Mrs L Fielding (Clerk & RFO), the Secretary of the Sports Club Management Committee, County Cllr J Warwick, City Cllr K Learney, and City Cllr C Horrill.

Members of the public: One.

25-016: Apologies for Absence.

Apologies were received from City Cllr J Batho, City Cllr J Morris, Cllr P Cunningham and Cllr S Borthwick.

25-017: Disclosure of Interest.

Cllr L Winn noted a personal interest in item 25-031.

25-018: Public Participation.

A resident raised a concern that the open space near Bramshaw Close, which was recently sold at auction, may be built upon. City Cllr K Learney reported that there were several small open spaces in Harestock where ownership had not been transferred when the whole area had been developed. Winchester City Council have been maintaining these open spaces, and they are protected as part of their open space strategy. She noted that councillors would strongly resist any attempts to build upon it as they are protected open spaces in an area that has a shortage of open spaces.

25-019: Minutes of previous meetings

The minutes of the meeting of 12th May 2025 were presented, and it was **proposed by Cllr D Tozer, seconded by Cllr T Jackson, and RESOLVED that the minutes of the meeting held on 12th May 2025 be approved.**

25-020: 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.

25-021: County Councillor's Report – County Cllr J Warwick.

County Cllr J Warwick summarised a report (pre-circulated to the Parish Councillors) which included:-

- The annual Hampshire County Council meeting, where Cllr Nick Adams-King was elected as Leader of the Council, and Councillor Mark Cooper was elected as Chairman of the Council
- £7 million secured from the Department for Education to continue Skills Bootcamps for another year.
- A consultation on Local Nature Recovery Strategy – comments by 23 June.

She also noted that she was following up on a temporary speed reduction on local roads during the M3 junction 9 improvement, as proposed during the Annual Parish Meeting on 12th May 2025.

Cllr C Morton reminded Cllr J Warwick about his concern about new bus pass rules, which means that the bus pass can't be used for the number 16 bus at 9:27 am, and she agreed to investigate.

25-022: City Councillors' Report – Wonston and Micheldever Ward

City Cllr C Horrill reported on several topics, which included: -

- The election of Cllr Sudhakar Achwal as the Mayor of Winchester and Cllr Martin Todd as leader of the Winchester City Council.
- The Local Government Reform plans and the requirement to consult with the public.
- The concept master plan for the Station Approach project.

She also noted that she is following up with the enforcement team to pursue an outstanding case in Harestock, she will be arranging for a meeting with the Acorn Biodigester team and the ward councillors to discuss odours and traffic, and she is pursuing concerns raised by a resident for parking in The Hall Way, Littleton.

Signed: _____ Date: _____

25-023: City Councillors' Report – St Barnabas Ward

City Cllr K Learney noted that the Local Plan Inspection Hearing had now been completed, and she anticipated a significant number of modifications to the plan would be needed before it goes out to consultation. The City Council will be moving to start the next local plan, and she expects the call for development sites will go out in the Summer. The new local plan requirements are that they should be completed within 30 months, which limits the number of consultations that can be fitted in.

The Abbey Gardens toilets have been refurbished and are now open, and the town forum will be discussing, as part of the Local Government Reorganisation plans, a Community Governance Review to consider the unparished areas of the town.

The Parish Council raised several concerns related to the implications for Littleton and Harestock Parish, the large range of options that may be available, and the need to involve Parish Councils. The City Councillors offered some thoughts as follows:-

- The urgency is to make sure that the unparished areas of the city are supported, so that, for example, there is a process for consulting on planning applications within the city.
- The reorganisations of Parishes could be delayed until after a Town Council is formed.
- The Community Governance Review will need to set out a small number of options which can be presented to residents in a consultation. The generation of these options will require support from Parish Councils.

Cllr D Tozer asked if the councillors present were aware of any planned work in Buriton Rd, Harestock, as there had been a visit from some surveyors from Milestone, and it was noted that Milestone was a highways contractor, but the councillors were not aware of any plans.

Cllr J Biddlecombe raised a concern about cleanliness in the Pinder Centre at the Winchester Sports and Leisure Park. City Cllr Horrill reported that she had been at a meeting where the Leisure Park was discussed, and the Pinder representative had raised the concern about the cleaning, and it had been noted that more cleaning staff had recently been employed.

25-024: To consider information regarding the Local Government Reorganisation.

It was noted that Cllr D Tozer and Cllr L Winn would be attending the Town Forum on 12th May, where the Community Governance Review was being proposed. After some discussion, it was agreed unanimously that an informal debrief should be held after the Town Forum meeting.

25-025: Military Report: Sir John Moore Barracks

No report.

25-026: Police Report

No report.

25-027: King's Barton Forum

No report.

25-028: Littleton and Harestock Sports Club

The Secretary of the Sports Club Management Committee reported that the Sports Club Committee AGM had recently taken place. During the meeting, a question had been raised regarding the possibility of installing public toilets. The Committee responded that this matter had previously been reviewed by the Parish Council and found not to be practical.

The Committee Secretary raised the request for the council to consider fitting 2-hour heating control switches in the Pavilion to counter high electric costs in January and February. The Clerk noted that some of the high costs were due to the high unit cost of electricity and that she would be renegotiating the contract during the summer. Cllr J Biddlecombe reported that the Estate Working Group plans to investigate this concern, including looking at insulation and Solar Panels.

25-029: To consider an arboricultural report, and approve a quote for work on the New Road Ash Tree.

The Parish Council considered the safety advice detailed in the recent arboricultural report, along with two quotations for necessary work on the Ash Tree located at the end of New Road. After some discussion, it was proposed by Cllr T Jackson, seconded by Cllr J Biddlecombe and **RESOLVED** to accept the second quote, from C&D Trees at £2,560 plus VAT.

Action: The Clerk to arrange for necessary tree surgery on the New Road Ash Tree.

25-030: Planning.

- a. New Applications – to agree on the Parish Council's response.
After some discussion, **it was proposed by Cllr D Tozer, seconded by Cllr L Winn and RESOLVED not to raise any objections to the new application 25/01013/HOU (70 Buriton Road, Harestock)**
- b. New Applications – to review decisions made under delegated responsibility.
The Clerk reported that, under her delegated responsibility and in consultation with councillors, she had not raised any objection to application 25/00877/HOU (3 Pitter Close, Littleton)
- c. Existing Applications.
It was noted that seven recent applications previously reviewed by the Parish Council have now been approved by Winchester City Council. Five other applications were still awaiting a decision.
- d. Enforcement Matters.
The council noted that there was one open enforcement case within the Parish which had not been allocated to an officer in Winchester City Council as yet.
- e. To receive an update on the preparation for the Winchester District Local Plan Examination
Cllr L Winn and Cllr D Tozer reported on the three Local Plan Examinations where they had presented the Parish Council's viewpoint. They found the formal process rather challenging; however, they were able to get the council's points across and hope that the inspector will consider them as she continues to deliberate on the Local Plan.

Cllr T Jackson, speaking on behalf of all councillors, extended sincere thanks to Cllrs L. Winn and D. Tozer for the significant time and effort they dedicated over recent months supporting the council's input, and contributing to the Local Plan process.

25-031: To consider a response to a planning appeal for Land Adjacent to The Down House, Harestock Road - 24/02359/OUT

There was a brief discussion regarding the appeal for application 24/02359/OUT. It was agreed that Cllr L. Winn's personal interest did not require her to step down as Chair or leave the room for this item, as the discussion related solely to the most appropriate way to ensure that the inspector is made aware of the council's original response to the application, rather than to amend that response.

It was noted that the original response contained a few grammatical errors. It was therefore proposed by Cllr L. Winn, seconded by Cllr J. Biddlecombe, and **RESOLVED** that the council's original response be submitted to the planning appeal after the grammatical errors had been corrected.

Action: The Clerk to submit the council's original response to the 24/02359/OUT to the planning inspector after correction of the grammatical errors.

25-032: Sir John Moore Barracks (SJMB) Development

- a. To consider quotes for ecology consultation in preparation for developing a response to the SJMB outline planning application. (*T&C Planning Act 1990, Sched.1, para. 8, LGA 1972 s111*)

No quotes for ecology consultation had been received. However, it was noted that responding to the Hampshire Local Nature Recovery Strategy, as reported by County Cllr J. Warwick, may benefit the ecology of the Sir John Moore Barracks site. It was therefore agreed that the Clerk, under her existing delegated authority, would respond to the Strategy in consultation with Councillors.

It was also noted that the latest ecology report from the DIO had not yet been received, and it was agreed that the Clerk should find out when it might be available for review.

Action: The Clerk to submit the Council's response to the Hampshire Local Nature Recovery Strategy.

Action: The Clerk to check when the latest Sir John Moore Barracks ecology report will be available.

- b. To consider whether the Parish Council should become a member of the Campaign to Protect Rural England (CPRE) Hampshire in order to seek their support and expertise in protecting the ecology at the SJMB site.

After some discussion, it was agreed that membership of the CPRE would not be appropriate at this time.

25-033: Parish Action on the Climate Emergency (PACE) Working Group

Cllr J. Winn reported that the Repair Café held at Littleton Memorial Hall on 24th May 2025 had been a great success, with a large team of volunteers from both Littleton and Harestock. A total of 15 items were successfully repaired, and many people enjoyed a community event where refreshments had also been served. The next café is planned for August 16th.

It was also noted that the flowers at the Buriton Rd meadow are looking lovely, and that a Silver Birch had recently been planted.

25-034: Estates Working Group

Cllr C Morton noted that he had reviewed the Estates work with the Parish Clerk, which included repairs to playground equipment, proposals for tree surgery at Bradley Rd Playground, footpaths near the Tennis Cabin in the Littleton Recreation Ground and proposals for insulation and Solar Panels in the Sports Pavilion. He anticipated that more details would be presented at the next Parish Council meeting.

25-035: Parish Council Finance.

- a. Payments for endorsement.

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

After some discussion, **it was proposed by Cllr L Winn, seconded by Cllr T Jackson and RESOLVED that payments listed on the May payments schedule should be endorsed.**

- b. To approve payments of new invoices

Table 1: Payments for Approval.

Payee	Details of payment	Total (£)	VAT (£)	Net (£)
Winchester City Council	Contribution to the town forum for the night bus	500.00	0.00	500.00
St Catherine's Church	Churchyard Donation	1,500.00	0.00	1,500.00
DIO	Harestock Road Recreation Field Lease	1,500.00	0	1,500.00
WebOrchard	Website hosting, email accounts and the website security certificate for one year	400.80	66.80	334.00
Totals		3,900.80	66.80	3,834.00

It was **proposed by Cllr D Tozer, seconded by Cllr J Biddlecombe and RESOLVED that payments totalling £3,900.80 should be paid.**

25-036: To evaluate the Annual Parish Meeting and consider lessons learnt.

The Council discussed the recent Annual Parish Meeting and was very pleased with the high turnout of 85 attendees. It was agreed that the presence of an engaging speaker on a current topic, along with the distribution of an invitation leaflet to residents in the parish, had encouraged attendance. However, it was noted that many were particularly drawn by the specific issue of increased traffic in the Parish resulting from the M3 Junction 9 development. There were numerous questions from the public, which delayed the start of the Annual Parish Council meeting. It was therefore suggested that it may be beneficial to hold the Annual Parish Meeting and the Annual Parish Council meeting on separate evenings in future.

25-037: Parish Council Reports.

a. Littleton Memorial Hall Report.

The Chair of the Memorial Hall Trustees is standing down, and there is currently no permanent replacement in place. However, the Trustees are pleased to report that three new individuals have agreed to join the Trust.

b. Transport and Traffic.

Cllr J. Biddlecombe noted an increase in HGV traffic passing through Littleton, including vehicles from Pringle Haulage. He questioned whether this was linked to the operation of the concrete crusher near Three Maids Hill and highlighted that a Traffic Management Plan had not been agreed as part of the planning approval.

25-038: Items for noting only, or for inclusion on next month's agenda.

Agenda item: To propose a new date for the next Finance and General Purposes Committee meeting.

25-039: Date of Next Meetings:

a. Parish Council meeting: 14th July 2025, 7 pm, Littleton Memorial Hall.

b. Finance and General Purposes Committee Meeting: 3rd September 2025, Sports Pavilion at 9:30 am

25-040: Summary of Actions

Table 2: Status of Action Points.

ID	Owner	Action Points (Open)	Status
Jun.1	Clerk	The Clerk to arrange for necessary tree surgery on the New Road Ash Tree	NEW
Jun.2	Clerk	The Clerk to submit the council's original response to the 24/02359/OUT to the planning inspector after the grammatical errors have been corrected.	NEW
Jun.3	Clerk	The Clerk to submit the Council's response to the Hampshire Local Nature Recovery Strategy.	NEW
Jun.4	Clerk	The Clerk to check when the latest Sir John Moore Barracks ecology report will be available.	NEW
May.2	Clerk	The Clerk to contact Arcadian Ecology and Consulting Ltd to accept the quote for ecological advice for the Conservation Field. 9 June: Done.	Closed
May.3	Clerk	The Clerk to contact the trustee representative for the Parish Council on the Winchester Villages Trust for an update on the charity and any grant awards made 9 June 25: Done, the trust donated £50 Aldi vouchers to six residents of Littleton and Harestock last Christmas, and she is currently supporting an application with an urgent request.	Closed
May.4	Clerk	The Clerk to update the bank signatories information document to refer to Cllr D Tozer's online viewing access. 9 June: Done.	Closed
Apr.1	Clerk	The Clerk to find out how to report strong smells emanating from the Acorn Biodigester. 12 May 25: The Acorn team have been contacted, and they have asked for additional information. 9 June: Done. Additional Information Supplied and Acorn have responded that they will investigate.	Closed
Apr.2	Clerk/Estates WG	The Clerk/Estates Working Group to investigate insulation in the Sports Pavilion. 12 May 25: Not done yet. 9 June: Meeting to be arranged.	Open
Apr.5	Clerk	The Clerk to contact Harestock Primary School regarding a report on their use of the council's grant in 2024. 12 May 25: A request for information has been sent. 9 June 25: Harestock Primary School report that they have not spent the grant yet. They are getting quotes for new work, which needs to be checked against the original grant agreement.	Open

ID	Owner	Action Points (Open)	Status
Feb.3	Clerk	<p>The Clerk to investigate quotes for ecology advice for the Sir John Moore Barracks development.</p> <p>10 Mar 25: Cllr C Morton will provide advice on who to approach</p> <p>14 Apr 25: Four consultants have been approached, however, quotes have not yet been received. More consultants will be approached.</p> <p>12 May 25: More consultants have been approached, but no more quotes have been forthcoming. Cllr S Borthwick may have some additional leads.</p> <p>9 June 25: Reminders and further requests sent out.</p>	Open
Oct24.12	Estates WG	<p>The Estates WG to investigate options for reducing the proliferation of Poplar and Cherry Trees in the Recreation Ground conservation field</p> <p>11 Nov 24: In progress.</p> <p>9 Dec 24: Some options were discussed, including using volunteers, the probation service or paying a contractor to do the work.</p> <p>13 Jan 24: To be discussed by the Estates WG and the contractors that were used last year.</p> <p>10 Feb 25 / 10 Mar 25 / 14 Apr 25/ 12 May 25 / 9 June 25: Estates WG have not met yet.</p>	Open
Jun24.4	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>8 July 24: In progress, Cllr T Jackson is organising a site visit in the next few weeks.</p> <p>9 Sep 24: In progress, proposed dates unsuitable.</p> <p>14 Oct 24: Delayed until after the separate meeting about the Travel Management Plan on 22nd October.</p> <p>11 Nov 24: A further meeting is planned for 19th October.</p> <p>9 Dec 24: Action placed on hold until the Spring</p> <p>13 Jan 25: 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>10 Feb 25: Site visit report to be discussed under minute item 24.218e.</p> <p>10 Mar 25 / 14 Apr 25: On hold.</p> <p>9 June 25: The Clerk to ask if a new site visit can be arranged.</p>	Open

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

Table 3: Payments in May 2025

Date	Ref	To whom paid	Details of payment	Total (£)	VAT (£)	Net (£)
Various	15	Various	Staff Costs for May	2,296.12	0.00	2,296.12
01.05.25	16	British Gas	Sports Pavilion Electricity for 17/03/25 - 16/04/25	27.62	1.31	26.31
06.05.25	17	British Gas	Office Electricity for 24/03/2025 - 21/04/25	64.24	3.06	61.18
06.05.25	18	WCC	Council tax on Parish Office	66.00	0.00	66.00
06.05.25	19	KT Cleaning	Pavilion Cleaning for April	160.00	0.00	160.00
09.05.25	20	WCC	Dog bin emptying - Quarter 4	390.00	0.00	390.00
09.05.25	21	Littleton Memorial Hall	Hall Booking - Repair Café meetings	131.25	0.00	131.25
16.05.25	22	Mainstream Digital	May line rental and April call charges	26.02	4.34	21.68
16.05.25	23	HALC	HALC Affiliation Fees 25/26	933.00	0.00	933.00
16.05.25	24	Mulberry Local Authority Services Ltd	2024/25 Financial Year end Internal Audit	189.00	31.50	157.50
20.05.25	25	Lloyds Bank	Banking Service Charge	5.17	0.00	5.17
27.05.25	26	Adobe	Adobe monthly subscription for April	35.39	5.90	29.49
27.05.25	27	Go Live	May Website Updates & E-newsletter	300.00	0.00	300.00
30.05.25	28	Green Smile Ltd	April Grounds Maintenance and Bin Emptying	<redacted>	<redacted>	<redacted>
30.05.25	29	Gallagher Insurance	Cyber Insurance 24/05/25 - 23/05/26	239.28	0.00	239.28
30.05.25	30	Howe's That Cleaning	Sports Pavilion Window and Door Cleaning / Cleaning 3 access barriers	60.00	0.00	60.00
30.05.25	31	Steve Lees Planning	Planning Advice for WCC Local Plan Examination	750.00	0.00	750.00