

RECORD OF THE LITTLETON & HARESTOCK PARISH COUNCIL MEETING

**held on Monday, 10th November 2025 at 7:00 pm
at Henry Beaufort School, Harestock.**

Present: Cllr L Winn (Chair), Cllr D Tozer, Cllr J Biddlecombe, Cllr S Borthwick, Cllr C Morton, Cllr P Cunningham, Cllr T Jackson and Cllr J Musselwhite

In attendance: Mrs L Fielding (Clerk & RFO), City Cllr C Horrill, the Sports Club Management Committee Secretary and one member of the Croquet Club.

Members of the public: None

25-102: Apologies for Absence.

Apologies were received from County Cllr J Warwick, City Cllr J Batho, and City Cllr J Morris.

25-103: Disclosure of Interest.

Cllr J Musselwhite identified a pecuniary interest in planning application 25/01760/VAR; however, it was noted that this application had been decided under delegated responsibility and covered in the October Parish Council meeting.

25-104: Public Participation.

None

25-105: Minutes of previous meetings

The minutes of the meeting of 13th October 2025 were presented, and it was **proposed by Cllr J Biddlecombe, seconded by Cllr C Morton, and RESOLVED that the minutes of the meeting held on 13th October 2025 be approved.**

25-106: 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.

25-107: County Councillor's Report – County Cllr J Warwick.

County Cllr J Warwick was unable to attend but had provided a report pre-circulated to councillors. It was agreed that Cllr L Winn would contact County Cllr J Warwick to ask whether the Repair Café could apply for the County Councillor grants referenced in the report.

Action: Cllr L. Winn to contact County Cllr J. Warwick to enquire whether the Repair Café is eligible to apply for a County Councillor grant

25-108: City Councillors' Report – Wonston and Micheldever Ward

City Cllr C. Horrill reported that the rollout of the new food waste service is continuing in the Wonston and Micheldever Ward, and that food waste containers are expected to be delivered in Littleton in November.

She also noted that the planning inspector had reviewed the Winchester District Local Plan, and subject to the inclusion of proposed **Main Modifications**, the Local Plan is likely to be found legally compliant and sound. A key change is the scrapping of the policy that prioritised building on brownfield land before greenfield sites, as well as the removal of the Sir John Moore Barracks site from the Council's five-year housing land supply. This increases pressure for other sites to come forward or may require additional housing to be delivered on sites already approved.

City Cllr C Horrill reported that the call for sites for the next local plan will close at the end of November and that the requests would be evaluated in the New Year.

25-109: City Councillors' Report – St Barnabas Ward

The St Barnabas Ward report was distributed to councillors after the Parish Council meeting.

25-110: To consider the Winchester City Community Governance Review (CGR) and the plans for raising awareness in the Parish.

The Parish Council discussed some of the ideas raised in an informal working group discussion about the Winchester City Community Governance Review. It was agreed that it was very important to raise awareness within the Parish about the potential impacts of Harestock joining the proposed Winchester Parish, and the need for residents to respond to the Winchester City Council's consultation. It was therefore **proposed by**

Signed: _____ Date: _____

Cllr L Winn, seconded by Cllr S Borthwick and RESOLVED to launch an information campaign which included:-

- Delivery of a paper newsletter to all residents in Littleton and Harestock
- Updating the website to include a special page on the Community Governance Review (CGR), plus a modified home page.
- Pop-up information sessions or public meetings at various locations within the Parish.
- Posters, banners or information boards to be displayed within the Parish
- Door-to-door follow-ups in Harestock
- Attendance at Winchester City Council arranged communication events for residents.
- To provide a special CGR-specific Enewsletter as well as information in the monthly Enewsletter.
- Information articles to be submitted to the Hampshire Chronicle.
- Articles on social media, such as Facebook, WhatsApp, and NextDoor.
- Communication with other local parishes such as Sparsholt, Crawley, Headbourne Worthy, Olivers Battery and Badger Farm

25-111: External Reports.

- a. Military Report: Sir John Moore Barracks
No report was received; however, Cllr L Winn noted that she had attended the remembrance parade at the Sir John Moore Barracks, where she had laid a wreath. She also understood from conversations following the parade that training at the barracks would cease in August 2026.
- b. Police Report
No report was received; however, it was suggested that a future e-newsletter could include an article outlining the role of our local community officers and providing their contact details.
- c. King's Barton Forum
The reports that were submitted to the November meeting of the Kings Barton Forum by the Kings Barton Residents Association and the Headbourne Worthy Parish Council Kings Barton Committee were considered. Cllr S Borthwick asked why the completion of Winchester Avenue had been delayed until 1000 dwellings are built, and Cllr P Cunningham reported that the reason had not been specified.
- d. Littleton and Harestock Show Society
The Clerk, as Chair of the Show Society, reported that the show had made a surplus of over £6,000 and the society had decided to donate £2,000 each to the three chosen charities: BOAZ, Winchester Youth Counselling, and Home Start Winchester and Districts.

25-112: Littleton and Harestock Sports Club

- a. To receive a report from the Littleton and Harestock Sports Club.
The Sports Club Secretary noted that the Sports Club committee would meet in early December, and he would report back at the next Parish Council meeting.
- b. To consider and approve the project plan for the Littleton Croquet Club Irrigation Scheme.
The Croquet Club irrigation proposal was discussed, and several queries were raised. It was therefore not possible to approve the proposal at this stage. It was agreed to arrange a meeting with Cllr J. Biddlecombe, Cllr C. Morton, and key members of the Croquet Club to review the proposals in more detail.

25-113: Planning.

- a. New Applications – to agree on the Parish Council's response.

After some discussion, it was proposed by Cllr L Winn, seconded by Cllr S Borthwick and RESOLVED to respond to the planning authority as specified in table 1 "Planning application responses".

Table 1: Planning application responses

Reference	Address	Application Detail	Response
25/02071/HOU	4 Chawton Close, Harestock	Erection of a garden office	No objection

25/02034/HOU	Crabwood Cottage, Main Road, Littleton	Single-storey front and rear extension	No objection
25/02079/HOU	18 Dale Close, Littleton	Replacement Fence	No objection
25/01552/HOU	Pamar, Kennel Lane, Littleton	REVISED DOCUMENTS. Single-storey rear extension to the existing detached bungalow and first-floor loft extension, following partial demolition of the existing roof. The proposal also seeks to convert and extend the existing detached rear garden Garage to create an Annexe, to build a detached carport and bike shed in the front garden, and to make changes to the landscaping.	No objection

b. Existing Applications.

It was noted that four recent applications, previously reviewed by the Parish Council, have now been approved by Winchester City Council.

Two planning appeals were in progress: the appeal for "Land West Of Lanham Lane" for which the Parish Council had submitted written input, and the appeal for "Land Adjacent The Down House", where Cllr D Tozer had presented the council's feedback.

c. Enforcement Matters.

The council noted that there was only one enforcement case open within the Parish.

25-114: Estates Working Group

a. To consider a report from the Estates Working Group.

Cllr C Morton reported that there had been significant focus this month on progressing quotations and selecting suppliers for the next phase of works. This includes:

- the safety improvements to the path from the tennis hut past the entrance to the tennis courts and down the slope towards the cricket pitch
- felling dangerous trees
- safety improvements and necessary maintenance at Bradley Road and Littleton playgrounds
- resurfacing the cricket net

Littleton Pond Platform

Work on replacing the platform is almost complete. The rotten sleepers beneath the platform have been removed and replaced. The old platform has been removed, and the framework for the new platform has been constructed and installed. Work is expected to be completed in the next few days.

The new deck will be treated with anti-slip oil when the weather permits (the deck needs to be dry when the oil is applied).

Conservation Field

The autumn grass cut has been completed, and it was agreed to arrange a discussion meeting with Cllr L Winn, Cllr C Morton and the Clerk to consider a maintenance strategy based on the Ecology Study 10-year plan.

Action: The Clerk to arrange for a Conservation Field Maintenance discussion meeting with Cllr L Winn and Cllr C Morton.

WI Memorial Tree

Cllr C. Morton reported that the WI's proposal to install a memorial plant in the Conservation Field was not in line with the council's original requirements and that it wasn't consistent with the character of the Conservation Field.

Action: Cllr C. Morton to contact the WI to outline the council's concerns regarding the proposed memorial planting.

New Hand Rail at the Tumulus Field

Cllr C. Morton reported that quotes had been received for installing a handrail at the Tumulus Field entrance: £400 plus VAT for oak, and £300 plus VAT for treated redwood. After some discussion, **it was proposed by Cllr C. Morton, seconded by Cllr S. Borthwick, and RESOLVED to accept the quote of £400 plus VAT for an oak handrail, with the clerk to ensure that the rail is properly chamfered on the edges.**

It was also agreed that it would be beneficial if the Estates Working Group could send reports to the Sports Club Management Committee.

- b. To consider quotes for playground work and the cricket nets surfacing

Cricket Nets Surfacing

Cllr C Morton noted that two quotations with similar prices had been received for work to bring the cricket nets area surface up to the necessary standard. The Estates Working Group recommended the quote from a company that specialises in cricket installations; their work fully complies with ECB (England and Wales Cricket Board) standards and comes with guarantees (12 years for the surface and 10 years for the base). Compton and Shawford confirmed they are happy with the company, and a site visit gave a very good impression of the quality of the cricket net surfacing there.

After some discussion, it was **proposed by Cllr C Morton, seconded by Cllr S Borthwick and RESOLVED to accept the quote of £8,036 from Slatter Cricket and Play, to replace the surface at the cricket net behind the Parish Office (to include the full 24m length NottsPad shock pad, with costs including the removal of old materials and excavations).**

Playground and Recreation Equipment Maintenance

The Clerk presented the quotes for playground and Recreation Equipment Maintenance, and after some discussion, it was **proposed by Cllr C Morton, seconded by Cllr S Borthwick and RESOLVED to accept the recommendation from the Estates Working Group to instruct contracts as follows:-**

Ava (Quote £2,730.65 plus VAT): At Bradley Rd playground, to fix the side gate, to provide minor maintenance to the toddler swings, flat swings, and the spinning pole, to replace a bearing on a spinner in the multispin and replace an upright and a new rope on the activity trail. At Littleton to make minor repairs to the fitness equipment, and to the see-saw and the yacht in the playground.

Vitaplay (Quote £2,006 plus VAT): At Bradley Rd playground, to repair the machinery entry gate, and resurface the edges of the round climbing frame. At Littleton playground, to repair/adjust the closure operation for the playground gates, and fix the wobbly centre post of the cone climber.

Infinity (Quote £890 plus VAT): To remove the concrete table tennis table at Littleton Recreation Ground, and replace it with a picnic table. They would also be asked to repair, at no cost, the fences near the new cycle track, and to increase the resistance on the exercise bike, both of which they installed in the past year.

25-115: Parish Action on the Climate Emergency (PACE) Working Group

- a. To consider a report from the Parish Action on the Climate Emergency (PACE) Working Group.

Cllr T Jackson summarised the notes of the recent PACE meeting held on 19th October, in particular referring to the Pollinator Pledge and the Community Led Energy Planning (CLEP) Workshop from Winchester City Council. He agreed to inform the council when the next CLEP workshop would take place.

- b. To consider feedback from the recent Repair Café.

Cllr L. Winn reported on the Repair Café held at Littleton Memorial Hall on 1 November 2025. She noted that it had been slightly quieter than previous sessions, most likely due to the half-term break. The Repair Café team are planning to meet with Repair Café Winchester on 24 November to discuss arrangements for future collaboration

25-116: Parish Council Finance.

- a. Payments for endorsement.

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

After some discussion, **it was proposed by Cllr L Winn, seconded by Cllr J Musselwhite and RESOLVED that payments listed on the October payment schedules should be endorsed.**

- b. To approve payments of new invoices

Table 2: Payments for Approval.

Payee	Details of payment	Total (£)	VAT (£)	Net (£)
Green Smile Ltd	Littleton Conservation Field Cut (and collect&dispose a week later)	1,800.00	300.00	1,500.00
	Totals	1,800.00	300.00	1,500.00

It was **proposed by Cllr T Jackson, seconded by Cllr S Borthwick and RESOLVED that payments totalling £1,800 should be paid.**

25-117: Parish Council Reports.

- a. Littleton Memorial Hall Report.

Cllr T. Jackson reported that the initial set of solar panels was saving the hall a significant amount of money, with the expectation that even greater savings would be achieved once the additional solar panels were in place and operational for several months.

He also noted that the deadline for applications for funding through the UK Shared Prosperity Fund had been extended to February 2026, and that WinACC—appointed by Winchester City Council to support the installation of solar panels on community buildings—were interested to know whether the Parish Council had any buildings that could benefit from solar panels.

After some discussion, it was agreed that it would be useful to investigate if this would be an option for the Sports Pavilion, and Cllr C Morton agreed to contact the project officer.

Action: Cllr C Morton to contact the project officer for the Community Solar Support Scheme regarding solar panels on the Sports Pavilion.

- b. Transport and Traffic Report

It was noted that there was a proposal from Headbourne Worthy Parish Council to close Down Farm Lane to through traffic, and it was agreed not to submit a Parish Council response.

A resident had raised concerns about a public notice for orders to close parts of Wellhouse Lane, Andover Road, and adjacent areas as part of the diversion of traffic through Winchester Avenue. The council noted their long-held belief that Andover Rd should not be closed, and the various letters that had been sent to decision makers. They understood that it would still be possible for parish residents to divert through Kings Barton to access Wellhouse Lane.

Cllr L. Winn noted that the safety briefing for hauliers from Wenrick Building Hire to support the navigation of twin-unit haulier vehicles at the Harestock Road/Stockbridge Road junction was not satisfactory, and it only mentioned one pedestrian safety incident when many had occurred. It was agreed that Cllr L Winn should raise this again with the Wenrick Building Hire team.

Action: Cllr L Winn to contact Wenrick Building Hire to raise concerns about their safety briefing.

Cllr J. Biddlecombe reported that an officer from Hampshire County Council had reviewed the proposals for the new locations of the Parish Council's Speed Indicator Device (SID) and would be in touch with the council after visiting the proposed sites

25-118: Items for noting only, or for inclusion on next month's agenda.

None

25-119: Date of Next Meetings:

- a. Parish Council meeting: 8th December, 7 pm, Littleton Memorial Hall.

25-120: Summary of Actions

Table 3: Status of Action Points.

ID	Owner	Action Points (Open)	Status
Nov.1	Cllr LW	Cllr L. Winn to contact County Cllr J. Warwick to enquire whether the Repair Café is eligible to apply for a County Councillor grant	NEW
Nov.2	Clerk	The Clerk to arrange for a Conservation Field Maintenance discussion meeting with Cllr L Winn and Cllr C Morton.	NEW
Nov.3	Cllr CM	Cllr C. Morton to contact the WI to outline the council's concerns regarding the proposed memorial planting	NEW
Oct.1	Clerk	The Clerk to submit the Parish Council's planning response to Land at Harestock Corner, Salters Lane (25/01874/OUT). 10 Nov 25: Done	Closed
Oct.2	Clerk	The Clerk to arrange a meeting with the DIO and the Parish Council. 10 Nov 25: Done, 20 th Nov 25 2-4 pm	Closed
Oct.3	Cllr DT	Cllr D Tozer to provide historical information regarding the Conservation field for use in the Lectern. 10 Nov 25: Done	Closed
Oct.4	Clerk	The Clerk to arrange for GDPR training for all councillors and herself. 10 Nov 25: Some options available, details to be distributed to councillors.	Open
Oct.5	Clerk	The Clerk to confirm that the website has been checked against Web Content Accessibility Guidelines 2.2 AA 10 Nov 25: No progress yet.	Open
Oct.6	Clerk	The Clerk to contact the Sir John Moore Barracks Training Regiment to request information on the arrangements for the remembrance ceremony. 10 Nov 25: Done	Closed
Jul.5	Clerk	The Clerk to appoint and instruct playground contractors (in consultation with the Estates Working Group) for the urgent playground work. 8 Sept 25: In progress, not all information is available from the playground contractors yet. 13 Oct 25: Three playground contractors have been approached for a quote, but there is some delay in receiving complete information for an effective comparison of prices. 10 Nov 25: Quotes to be approved in the November meeting	Open
Jul.7	Clerk	The Clerk to obtain one or more quotes for work to install a wooden handrail at the entrance to the Flowerdown Barrows (Tumulus Field). 8 Sept 25: No progress yet. 13 Oct 25: Contacted two contractors. 10 Nov 25: Quotes to be approved in the November meeting	Open
Jul.8	Clerk	The Clerk to contact the barrier gate installer and the Police to seek advice on the security of the Recreation Ground Height Restriction Gate and potential improvements. 8 Sept 25: The barrier gate installer thought that it was not possible to improve the security; Cllr C Morton is pursuing the issue with the Police. 13 Oct 25: Advice from the police has not been forthcoming yet. The Clerk has contacted the Kingsworthy Parish Clerk for advice. 10 Nov 25: Advice received from the Kingsworthy Parish Clerk.	Open
Jul.10	Clerk	The Clerk to formally request that the DIO provide the latest Ecology report for the SJMB development. 8 Sept 25: No progress yet 13 Oct 25: This has been raised again with Meeting Place. 10 Nov 25: Propose to raise this at the meeting on 20 th Nov 25	Open
Feb.3	Clerk	The Clerk to investigate quotes for ecology advice for the Sir John Moore Barracks development. 10 Mar 25: Cllr C Morton will provide advice on who to approach	Open

ID	Owner	Action Points (Open)	Status
		14 Apr 25: Four consultants have been approached; however, quotes have not yet been received. More consultants will be approached. 12 May 25: More consultants have been approached, but no more quotes have been forthcoming. Cllr S Borthwick may have some additional leads. 9 June 25: Reminders and further requests sent out. 14 July 25: Only 1 consultant has agreed to quote, but that has not been forthcoming yet. The terms of reference for the work will be sent to Cllr S Borthwick so he can pursue it with a company he knows. 8 Sept 25: No progress yet 13 Oct 25: Cllr S Borthwick has approached another consultant. 10 Nov 25: Cllr S Borthwick has approached a second consultant.	
Jun24.4	Cllr TJ	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. 8 July 24: In progress, Cllr T Jackson is organising a site visit in the next few weeks. 9 Sep 24: In progress, proposed dates unsuitable. 14 Oct 24: Delayed until after the separate meeting about the Travel Management Plan on 22nd October. 11 Nov 24: A further meeting is planned for 19th October. 9 Dec 24: Action placed on hold until the Spring 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. 10 Feb 25: Site visit report to be discussed under minute item 24.218e. 10 Mar 25 / 14 Apr 25: On hold. 9 June 25: The Clerk to ask if a new site visit can be arranged. 14 July 25: The Acorn team would prefer to delay the site visit until after the biodigester is fully commissioned at the end of the Summer; however, they would like to meet with the council separately. 8 Sept 25: Meeting held with the council in the Summer. The permissive route allowing HGVs and tractors with trailers to travel via Andover Road is still a concern. A launch event was held on 4th September. 13 Oct 25: The onsite visit with the Acorn team should be quite soon, given that the biodigester has now been commissioned. 10 Nov 25: No update.	Open

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

Table 4: Payments in October 2025

Date	Ref	To whom paid	Details of payment	Total (£)	VAT (£)	Net (£)
Various	111	Various	Staff Costs for October (includes late Tax and NI payment from September)	3,089.64	0.00	3,089.64
01.10.25	112	Biffa	Waste & Recycling collection - Excess Weight Charge 28/06/24 - 24/07/24	15.07	1.25	13.82
02.10.25	113	Abbotstone Pest Control	To treat a wasp nest in the Littleton playground	84.00	14.00	70.00
03.10.25	114	KT Cleaning	Pavilion Cleaning for September	200.00	0.00	200.00
03.10.25	115	Community First	First Aid Training for Volunteer	115.00	0.00	115.00
06.10.25	116	WCC	Council tax on Parish Office	66.00	0.00	66.00
07.10.25	117	Go Live	Community Website Domain Renewal	33.59	0.00	33.59
07.10.25	118	Green Smile Ltd	Weekly watering of the new Elm Trees (7/4/25 - 30/09/25)	478.80	79.80	399.00
07.10.25	119	Green Smile Ltd	Tree works due to wind damage, additional hedge cutting & mulch around elm trees	282.00	47.00	235.00

07.10.25	120	Cllr L Winn	First Aid Training for Councillor (refund)	115.00	0.00	115.00
07.10.25	121	The Notice Board Company Ltd	Replacement post cap for Conservation Field Lectern	11.40	1.90	9.50
07.10.25	122	SLCC Enterprises Ltd	Time Management Training Course	36.00	6.00	30.00
08.10.25	123	British Gas	Office Electricity for 21/08/25 - 24/09/25	44.72	2.13	42.59
10.10.25	124	Toolstation	Squire Weatherproof Padlock x 2	53.96	8.99	44.97
13.10.25	125	Peter Yeates Arboriculture Ltd	Tree work at Bradley Rd Playground	840.00	140.00	700.00
14.10.25	126	Arcadian Ecology and Consultancy Ltd	Littleton Conservation Field Biodiversity Management Plan	1,764.84	294.14	1,470.70
14.10.25	127	Business Stream	Water Services (29 June 25 - 23 Sept 25)	1,999.96	0.00	1,999.96
14.10.25	128	Business Stream	Water Services (24- 28 Sept 25)	109.31	0.00	109.31
14.10.25	129	Steve Lees Planning	Planning Advice for Land West of Lanham Lane	75.00	0.00	75.00
14.10.25	130	Mainstream Digital	Oct line rental and September call charges	26.29	4.38	21.91
14.10.25	131	Green Smile Ltd	September Grounds Maintenance and Bin Emptying	1,735.01	289.17	1,445.84
20.10.25	132	Lloyds Bank	Banking Service Charge	4.25	0.00	4.25
21.10.25	133	Swanmore SLR Management Ltd	SLR Movements July to September 2025	360.00	0.00	360.00
21.10.25	134	WCC	Dog bin emptying - Quarter 1	390.00	0.00	390.00
23.10.25	135	WCC	Playground inspections for July - September 2025	826.80	137.80	689.00
27.10.25	136	Adobe	Adobe monthly subscription for October	35.39	5.90	29.49
27.10.25	137	Go Live	August Website Updates & E-newsletter	300.00	0.00	300.00
27.10.25	138	BT	1 Oct-31 Dec: Broadband	192.06	32.01	160.05
28.10.25	139	Royal British Legion Volunteer	Council's Donation to Royal British Legion	50.00	0.00	50.00
29.10.25	140	British Gas	Sports Pavilion Electricity for 15/09/25 - 15/10/25	57.80	2.75	55.05
29.10.25	141	Cartridge People	Printer ink	47.80	7.97	39.83
30.10.25	142	KT Cleaning	Pavilion Cleaning for October	160.00	0.00	160.00
30.10.25	143	Littleton Memorial Hall	Hall Booking - Meeting with DIO	23.00	0.00	23.00