

RECORD OF THE LITTLETON & HARESTOCK PARISH COUNCIL MEETING

**held on Monday, 8th June 2026 at 7:00 pm
at Henry Beaufort School, Harestock.**

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

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

Members of the public: Two.

26/27-024: Apologies for Absence.

Apologies were received from Cllr P Cunningham, Cllr S Borthwick and City Cllr A Adams.

26/27-025: Disclosure of Interest.

None

26/27-026: Public Participation.

The architect for planning application 26/00619/HOU presented amended plans to the Parish Council.

26/27-027: Planning Application 26/00619/HOU

It was agreed to bring forward consideration of planning application 26/00619/HOU. Following the discussion, the Council agreed that the amended plans addressed some of its previously stated concerns. It was further agreed that the Council would withdraw its objection to the application, provided that the Planning Officer was satisfied that the remaining concerns regarding parking provision, vehicle turning space, foul sewerage disposal and collection, and surface water drainage had been appropriately addressed.

Therefore, it was proposed by Cllr L Winn, seconded by Cllr D Tozer and **RESOLVED** that the Clerk submit the Parish Council's response to planning application 26/00619/HOU.

26/27-028: Minutes of previous meetings

The minutes of the meeting of 11th May 2026 were presented, and it was **proposed by Cllr L Winn, seconded by Cllr D Tozer, and RESOLVED that the minutes of the meeting held on 11th May 2026 be approved.**

The minutes of the extraordinary meeting of 4th June 2026 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 4th June 2026 be approved.**

26/27-029: 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.

26/27-030: City Councillors' Report – Wonston and Micheldever Ward

City Cllr C. Horrill noted the Central Winchester public drop-in events and the Climate and Nature Open Forum on 9th June. The Stage 2 Community Governance Review closes on 24th June 2026, and three new small community grant schemes for the Winchester District are now open.

With regard to the Local Governance Re-organisation, City Cllr C Horrill reported that the shadow authorities are due to be elected in May 2027; however, Hampshire County Council are pursuing a legal challenge against the Government decision for five unitary councils

26/27-031: External Reports.

- a. Military Report: Sir John Moore Barracks
No report was received for this item.
- b. Police Report
No report was received for this item
- c. King's Barton Forum
No report was received for this item.
- d. Littleton and Harestock Sports Club.
No report was received for this item.

e. Littleton Memorial Hall Report

Cllr T Jackson noted that the new projector in the Memorial Hall was operating effectively. The Hall remains financially viable, supported by an increase in profitable bookings and significantly reduced energy costs following the installation of the second set of solar panels.

26/27-032: Planning.

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

Following a review of the new applications, **it was proposed by Cllr L Winn, seconded by Cllr D Tozer 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
26/01029/HOU	5 Minstead Close, Harestock	Single-storey rear extension and partial conversion of garage to form a study	No objection
26/01061/TPO	The Spinney, 10 Harestock Road, Winchester	Removal of Tree	No objection
26/00487/HOU	12 Rewlands Drive, Harestock	Construction of a 1.83m high wooden slatted fence of 11m in length at the front of the property next to the public pavement.	No objection

The Parish Council considered planning application 26/00379/FUL for the construction and operation of a new underground potable (treated) water transfer pipeline between Crab Wood Water Service Reservoir (WSR) and Micheldever Road Water Service Reservoir (WSR). Whilst the Council supported the principle of the proposed water transfer pipeline, it raised concerns regarding traffic management and pedestrian safety, particularly the impact of any road closures and associated diversions through Main Road, Littleton.

It was therefore **proposed by Cllr C Morton, seconded by Cllr D Tozer, and RESOLVED to object to planning application 26/00379/FUL .**

b. Existing Applications.

It was noted that one recent application, previously reviewed by the Parish Council, has been permitted.

c. Enforcement Matters.

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

d. To note that planning application 26/00619/HOU (Marne Villa, 36 Main Rd) will be considered by the planning authority planning committee at 9:30 on Wednesday, 10th June 2026

The forthcoming Planning Committee meeting, at which planning application 26/00619/HOU would be considered, was noted. The Clerk reported that she would attend on behalf of the Parish Council, as no councillors were available to do so.

26/27-033: To consider the adoption of a Freedom of the Parish honour and a draft Freedom of the Parish Policy

Following discussion, it was **proposed by Cllr D Tozer, seconded by Cllr C Morton, and RESOLVED that the Parish Council approve the introduction of the Freedom of the Parish as an honour to recognise individuals who have provided exceptional service to the Parish.**

It was **also proposed by Cllr L Winn, seconded by Cllr D Tozer and RESOLVED to approve the draft Freedom of the Parish Policy subject to minor modifications as discussed.**

26/27-034: Estates Working Group

a. To consider quotes for replacing the sleeper wall at the flower bed in front of tennis court 1.

The quotes for the retaining sleeper wall near tennis court one at Littleton Recreation Ground were discussed, and **it was unanimously resolved to accept the quote from Test Valley Paving at £4,250.00 plus VAT.**

- b. To receive an update on the Sports Pavilion solar panel project and consider if further consultation advice is needed.

Cllr C Morton reported that, following site visits, the five contractors invited to tender had now submitted costing proposals. Whilst all proposals were based on a broadly similar overall design, they varied in terms of the number and capacity of solar panels and batteries, control equipment, built-in resilience measures (such as the use of microinverters), hot water diverters, and other technical specifications.

Prices quoted range from £13,000 ex VAT for a fairly basic system to £26,000 ex VAT for a more sophisticated system with seamless switchover in the event of a power cut. Payback ranges from 5 years to 13 years.

Cllr C Morton reported that expert support was required to assist with the evaluation of the proposals and presented a quotation from the WinACC consultant who had originally helped design the system specification. The consultant had estimated that an initial 17.5 hours of work would be required to assess the proposals, at £612, but advised that this estimate might need to be revised depending on the number of options included within each submission.

Following discussion, it was **proposed by Cllr C Morton, seconded by Cllr T Jackson, and RESOLVED to allocate a budget of up to £2,000 to enable the consultant to provide support throughout the evaluation and decision-making process.**

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

Cllr C Morton reported that the Estates project status spreadsheet had been updated to reflect projects for 2026/27. The highest-priority projects were the removal of a fallen tree near Tennis Court 5, scheduled for 5th June 2026, and repairs to a gap in the fence at Littleton Playground, both of which presented health and safety risks.

Tennis Cabin Footpath.

The new footpath has been completed and has received positive feedback. It was noted that additional seeding and watering of the surrounding grassed areas might be required.

Additional Parish Council Shed.

A new concrete base had been installed behind the Parish Office for a shed to be used by the Repair Café. It was noted that further work was required to stabilise the adjacent earth bank and that one quotation had so far been received.

Following discussion, it was **proposed by Cllr L Winn, seconded by Cllr D Tozer, and RESOLVED to delegate authority to the Clerk, in consultation with Cllr C Morton and one other councillor, to appoint a contractor to undertake the works, with a budget of up to £2,200.**

It was also noted that the former playgroup area near the new shed would be seeded as a wildflower meadow.

Croquet Club Irrigation System.

The groundworks and installation of the irrigation system had been completed. Fencing and a locked gate had been installed and painted to match the adjoining building to screen the water tank.

Dog Fouling at Littleton Recreation Ground.

Concerns have been raised by residents regarding an increase in dog fouling not being picked up. Cllr C Morton reported that this can happen during school holidays, and that options to improve compliance, including more prominent signage, were being explored. He noted that support from the WCC dog warden may be sought if the issue continues.

Littleton Recreation Ground Conservation Field.

Cllr C Morton reported the spread of invasive saplings and shrubs within the wooded areas, particularly around the poplar copse. Cllr C Morton and Cllr L Winn agreed to meet at the conservation field to further investigate.

Aluminium Can Recycling to support Hampshire & IW Air Ambulance.

Following a request from a resident, Cllr C Morton raised the possibility of having an aluminium can recycling point in the Recreation Ground. It was agreed that this was a worthwhile cause, but that the

PACE team had investigated it previously. At that time, there was an existing facility locally, and the charity had been reluctant to follow it up.

In addition, there was already an initiative in the village run by an individual raising money for the same charity. Councillors agreed not to pursue this at the current time.

June Focus

The focus for June will include progressing the solar panel proposals, following up on the new shed and the sleeper walls by the new shed and tennis court 1 and pursuing the management of the Recreation Ground Conservation Field

26/27-035: County Councillor's Report – County Cllr J Batho.

The recently elected County Councillor, J. Batho, reported that he had been appointed to several committees, including the Universal Services Committee, which covers highways and other matters. He advised that he would be able to help progress the Parish Council's concerns regarding road safety.

He also noted that Hampshire County Council, following due consideration, intends to mount a legal challenge against the Government's decision to create five unitary councils as part of the Local Government Reorganisation.

Cllr Batho reported that he will have a relatively small grant fund of £5,000 available for local organisations, although it will need to cover a large geographical area. He further advised that he would arrange a regular residents' drop-in session on the last Friday of each month at 2.00 pm at the Gurkha Café in Harestock.

26/27-036: Parish Action on the Climate Emergency (PACE) Working Group

Cllr T Jackson reported that the Buriton Road meadow was proving very popular, and that other potential locations for wildflower meadows in Harestock were being investigated. There had been a record number of items submitted for repair at the recent Repair Café held in Littleton on 30th May.2026.

He also noted that the Energy Champions had been disappointed by the take-up of their service and would be organising a marketing campaign to raise awareness and encourage greater participation.

26/27-037: Parish Council Finance and Staffing.

a. Payments for endorsement.

The payment list for May 2026 (see Appendix A) containing payments already made were presented for consideration.

After some discussion, **it was proposed by Cllr L Winn, seconded by Cllr D Tozer and RESOLVED that payments listed on the May 2026 payment schedules should be endorsed.**

b. To approve payments of new invoices

Table 2: Payments for Approval.

Payee	Details of payment	Total (£)	VAT (£)	Net (£)
Weborchard	Hosting of the LHPC website for one year from 1st July, and to provide the SSL Certificate for the site to show as secure	450.00	75.00	375.00
	Totals	450.00	75.00	375.00

It was **proposed by Cllr L Winn, seconded by Cllr D Tozer and RESOLVED that payments totalling £450 should be paid.**

c. To consider implications of the Parish Council decision from the 4th June extraordinary meeting in relation to working hours and succession planning

The Council noted the decision taken at the extraordinary meeting to appoint a Deputy Clerk and to use the Fully Managed Recruitment Service provided by Local Council People & Development (LCPD), the human resources arm of the Hampshire Association of Local Councils (HALC).

Action: Cllr L Winn to contact LCPD to ensure the elements of the service that will be provided will meet all of the council's needs.

26/27-038: Transport and Traffic.

- a. To note that the new sockets for the Parish Council's Speed Indicator Device have now been installed.

The Council welcomed the installation of new sockets for the Speed Indicator Device and agreed that the Clerk should contact Hampshire County Council to explore additional sites before the current licence is renewed.

Action: The Clerk to contact Hampshire County Council regarding the approval of additional Speed Indicator Device locations ahead of the licence renewal.

- b. To consider other Transport and Traffic Matters.

It was noted that the bus shelter in front of the Harestock Shops on Priors Dean Rd had been replaced.

26/27-039: Items for noting only, or inclusion on the next meeting's agenda.

It was agreed that the lease with the DIO for the Harestock Football field should be considered at the July Parish Council meeting, and it was noted that the Community Website should be reviewed when the new Deputy Clerk is in place.

26/27-040: Date of Next Meetings:

Parish Council Meeting – 13th July 2026, 7 pm Littleton Memorial Hall.

26/27-041: Summary of Actions

Table 3: Status of Action Points.

ID	Owner	Action Points (Open)	Status
Jun.1	Cllr LW	Cllr L Winn to contact LCPD to ensure the elements of the service that will be provided will meet all of the council's needs.	NEW
Jun.2	Clerk	The Clerk to contact Hampshire County Council regarding the approval of additional Speed Indicator Device locations ahead of the licence renewal.	NEW
May.1	Clerk	The Clerk to arrange for the declaration of Acceptance of Office for the Chair and Vice-Chair to be signed. 8 Jun 26: Done.	Closed
May.2	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. 8 Jun 26: Done. The trustees helped a parish resident with an extra-long bed due to back issues, and gave 8 x £50 supermarket vouchers to needy parents.	Closed
May.3	Clerk	The Clerk to update the bank signatories information document, to contact the banks to remove J Biddlecome and to check if the remaining signatories would be adequate. 8 June 26: In progress, the Nationwide and Redwood bank mandate forms were signed at the extraordinary meeting on 4 th June.	Open
May.4	Clerk	The Clerk to arrange for £30,000 to be transferred from the National Savings account to the Redwood Bank account. 8 June 26: In progress	Open
May.5	Clerk	The Clerk to contact Cllr P Cunningham regarding any conflict of interest with BDO. 8 June 26: Done. Cllr P Cunningham did not have any conflicts of interest.	Closed
May.6	Clerk/ Cllr LW	Cllr L Winn and the Clerk to sign the relevant AGAR sections. 8 June 26: Done.	Closed
May.7	Clerk	The Clerk to complete and submit the required AGAR documentation to the external auditor. 8 June 26: In progress. They will be sent after the public rights announcement.	Open
Apr.2	Clerk	The Clerk to request a meeting with the DIO and their consultants to follow up on the "Flowerdown" development. 11 May 26: Done, no response received yet. 8 June 26: The current proposed date is 25 th June.	Open
Apr.3	Clerk	The Clerk to contact the owner of Chestnut Avenue to obtain further information regarding the sale of the road.	Closed

ID	Owner	Action Points (Open)	Status
		11 May 26: Done, no response received yet. 8 June 26: Information received from the road owner.	
Apr.4	Clerk	The Clerk to arrange for an official photograph of the Harestock Telephone Box Library opening. 11 May 26: Not done yet. 8 June 26: Done	Closed
Mar.5	Clerk	The Clerk to investigate options for road safety improvement projects with Hampshire County Council. 13 Apr 26: Not done yet. 11 May 26: County Cllr J Warwick was contacted; however, following the elections, the Clerk has discussed this briefly with County Cllr J Batho. 8 June 26: A meeting will be arranged with County Cllr J Batho, Cllr L Winn, and Cllr C Morton.	Open
Dec.9	Clerk	The Clerk to work with the webmaster to find a solution that allows for simple modifications to the website by the Clerk. 12 Jan 26: No progress yet. 9 Feb 26: Feedback received that the council need to consider the risks of multiple people accessing the website. 9 Mar 26: Placed on hold.	Hold

Appendix A. Payments for endorsement

Table 4: Payments in May 2026

Date	Ref	To whom paid	Details of payment	Total (£)	VAT (£)	Net (£)
Various	28	Various	Staff Costs for May	3,017.71	0.00	3,017.71
05.05.26	29	WCC	Council tax on Parish Office	69.00	0.00	69.00
05.05.26	30	KT Cleaning	Pavilion Cleaning for April	150.00	0.00	150.00
05.05.26	31	Resident	Refund to a resident for the Main Rd Safety Leaflet	63.60	0.00	63.60
06.05.26	32	British Gas	Office Electricity for 21/03/26 - 21/04/26	47.75	2.27	45.48
12.05.26	33	DIO	Rent for Harestock Football Field	1,500.00	0.00	1,500.00
12.05.26	34	Test Valley Paving	Tennis Cabin path and patio installation, including drainage works and a fix to the tennis court gate. Installation of a shed base.	21,270.00	3,545.00	17,725.00
12.05.26	35	Mainstream Digital	May line rental and April call charges	35.44	5.91	29.53
12.05.26	36	Go Live	Mailchimp monthly subscription fee (April)	11.55	0.00	11.55
14.05.26	37a	Amazon	Repair Café Equipment - Sandpaper	7.49	1.25	6.24
14.05.26	37b	Celtic Woods	Repair Café Equipment - Steel Wire Wool	6.38	1.07	5.31
14.05.26	38	Morgans Direct Limited	Repair Café Equipment - Clipboards x 10	14.99	2.50	12.49
19.05.26	39	Lloyds Bank	Banking Service Charge	5.17	0.00	5.17
26.05.26	40	Adobe	Adobe monthly subscription for May	35.39	5.90	29.49
26.05.26	41	Go Live	May Website Updates & E-newsletter	300.00	0.00	300.00
29.05.26	42	British Gas	Sports Pavilion Electricity for 15/04/26 - 15/05/26	101.63	4.84	96.79