

MINUTES OF THE MEETING OF SELBORNE PARISH COUNCIL
HELD IN SELBORNE VILLAGE HALL
ON WEDNESDAY 17th SEPTEMBER 2025 AT 8.00PM



Present: Cllr Seema Bennett (Chair)
Cllr David Webster-Jones (Vice Chairman)
Cllr Charlie Bridger
Cllr Sarah Hulbert
Cllr Wendy Megeney
Cllr Nikki O'Donnell

Also present: Julie Flenley, Locum Parish Clerk, 2 members of the public

25/52 Apologies for Absence

RESOLVED to receive apologies of absence for this meeting from Cllrs Cllr Ashcroft, Earney, Grosvenor, Merian and Turner. Cllr Bennett proposed that apologies were accepted from all councillors. Seconded by Cllr Hulbert. Agreed unanimously, Locum Clerk noted for the record.

25/53 Declarations of Interest

Councillors are reminded of their responsibility to declare any disclosable pecuniary interest or other interest as defined in the Code of Conduct which they have in any item on the agenda no later than when that item is reached. Unless dispensation has been granted, you may not participate in any discussion of, or vote on, or discharge any function related to any matter in which you have declared a disclosable pecuniary interest and some other interests. You must withdraw from the room/meeting when the meeting discusses and votes on the matter.

RESOLVED to receive the following interests: Cllr's Hulbert, Megeney and O'Donnell noted an interest in item 25/66 (payments). Cllr Webster-Jones noted an interest in the village shop. Locum Clerk noted for the record.

25/54 Approval of Minutes: To approve the minutes of the outstanding minutes from the Extraordinary Parish Council Meeting on 14th November 2024 and 18th March 2025 and minutes from 16th July 2025

RESOLVED: Cllr Bennett proposed that the Extraordinary Parish Council Minutes dated 14th November 2024 be agreed with amendments, seconded by Cllr Megeney. Agreed unanimously, motion carried. Locum Clerk to note amendments on the electronic copy and retain signed minutes for the record.

RESOLVED: Cllr Bennett proposed that the amended minutes dated 18th March 2025 be agreed, seconded by Cllr O'Donnell. Agreed unanimously, motion carried. Locum Clerk to note amendments on the electronic copy and retain signed minutes for the record.

RESOLVED: Cllr Bennett proposed that the minutes dated 16th July 2025 be agreed with a minor amendment, seconded by Cllr O'Donnell. 5 Councillors agreed with one abstention, motion carried. Locum Clerk to note amendments on the electronic copy and retain signed minutes for the record.

25/55 Chairman's Announcements

Cllr Bennett noted that she had received former Councillor Ben Roger-Smith resignation in August and that notices had been duly erected in the parish and were on the website. Cllr Bennett noted that any interest in becoming a parish councillor should be directed at the Locum Clerk who was liaising with East Hampshire District Council and would be informed when the Notice of Vacancy concluded and update the council accordingly.

Cllr Bennett also extended her thanks to the Locum Clerk for her work in the parish who had brought the accounts up to date, completed the audit paperwork and noted the extra time involved in progressing the council through the sample 5% of councils selected for an extra audit.

25/56 Executive Officers summary

The Locum Clerk noted that the application for a standing water pipe at Goslings Croft had now been acknowledged by South East Water but the quote remained outstanding. Defibrillator servicing was being booked in for all three parish defibrillators which was overdue – a date was forthcoming from the servicing provider.

The Locum Clerk noted that a number of additional questions had been submitted by the external auditor which were being addressed in advance of the sign off. Some questions related to the sample 5% of councils which were required to supply additional questions. All information would be posted on the website by 30th September (the statutory deadline).

Litter picking equipment and storage had now been purchased with grant funds from SDNPA. The Locum Clerk was able to make a cost saving on storage and was able to use the spare funds to purchase an additional 3 litter pickers.

Flooding on Gracious Street – contact had been made with both the Environment Agency and Hampshire County Council on the area and it was hoped that a solution and works would be forthcoming prior to the wetter season. Locum Clerk to keep the council updated on progress. The Locum Clerk was investigating CFI funding for traffic safety works in the parish and had been in touch with EHDC on a scheme of works to take forward in Selborne.

CLLR BENNETT PROPOSED THAT THE STANDING ORDERS BE SUSPENDED AT 8.42PM TO HEAR REPRESENTATIONS FROM MEMBERS OF THE PUBLIC. SECONDED BY CLLR WEBSTER-JONES. AGREED BY COUNCILLORS, MOTION CARRIED, STANDING ORDERS SUSPENDED.

25/57 Public Questions

RESOLVED: A representative of Oakhanger Village Hall addressed the Councillors present with regards to a grant of £5,000 towards solar panels for the village hall and requested that comments be taken into consideration at the relevant agenda item.

CLLR BENNETT PROPOSED THAT THE STANDING ORDERS BE RESUMED AT 8.44PM TO RECOMMENCE THE MEETING. SECONDED BY CLLR HULBERT. AGREED BY COUNCILLORS, MOTION CARRIED, STANDING ORDERS RESUMED.

25/58 To discuss and decide further actions following contact from HCC on CFI funding (email previously circulated)

The Locum Clerk noted that she had been in touch with Alister McAdam with regards to CFI funding for safety works in Selborne. £40,000 had been secured for safety works and a phase 2 scheme of traffic calming had been discussed previously. The Locum Clerk was asked to establish what Hampshire County Council proposed to do with the funding and timescales for the works and report back to the council with further information.

RESOLVED: Locum Clerk establish a proposed schedule of works and timescales from HCC on safety improvements and update SPC.

25/59 To discuss and agree the Terms of Reference for the Planning Committee of Selborne Parish Council

RESOLVED: Cllr O'Donnell proposed that the Terms of Reference for the Planning Committee be accepted with amendments made by Cllr Megeney. Seconded by Cllr Webster-Jones. 5 councillors agreed, with one abstention. Motion carried. The Terms of Reference for the Planning Committee were agreed and adopted with immediate effect. Dates to be set going forward for Planning Committee meetings.

25/60 Oakhanger Village Hall solar panels grant application

Cllr Hulbert noted that there was Community Infrastructure Levy (CIL) funds available, of which £3,980.47 would expire in December should they not be used. The project was CIL funding compliant and the quote was getting old, so the project was time critical. It was also noted that Oakhanger bore the brunt of development pressure in the parish so using Neighbourhood CIL funds was entirely appropriate.

RESOLVED: Cllr Bennett proposed that Selborne Parish Council use £5,000 of NCIL funds as a grant to Oakhanger Village Hall to part-fund solar panel installation on the village hall roof. Seconded by Cllr Hulbert. Agreed by 5 councillors, with one abstention. Motion carried, Locum Clerk to write to the Oakhanger Village Hall Committee to inform them of the grant award and inform EHDC of the council's decision.

25/61 To note the servicing of all three parish defibrillators in September 2025

The Locum Clerk noted that the defibrillator pads had been received and needed to be fixed. Servicing was being arranged and engineers would be in attendance in the near future. Locum Clerk to keep councillors updated.

25/62 Village footpaths/Rights of Way

Cllr Hulbert noted that a resident had reported that a Public Right of Way (PROW) was being blocked on the Oakhanger parish boundary, and also that a footpath on the southern side of Oakhanger had a trip hazard of low-lying electric fencing and a footpath sign had been removed from another footpath near the old chapel. The parish council had lost its volunteer footpaths monitor which made it harder to monitor issues. Cllr O'Donnell noted that she had also been liaising with the Ramblers Association of village footpaths on these issues. Cllr Hulbert requested that the parish council support an application for a permissive path in the parish in this area and that reports be made to HCC on blockages.

RESOLVED: Cllr Bennett proposed that a letter of support be written by the Locum Clerk to support an application for a permissive path on the Oakhanger part of the parish boundary. Seconded by Cllr Hulbert. Agreed unanimously, motion carried. Locum Clerk to write.

25/63 To note the purchase of the litter picking equipment and storage following the expenditure of the SDNP grant of £358.40

RESOLVED: Councillors noted the grant expenditure for litter picking for the record and that the equipment was to be stored at the Recreation Field Pavillion with the Remembrance poppies.

25/65 To note the basket swing at Oakhanger playpark requires refixing and agree to appoint a contractor to fix

Councillors noted that the chain of the basket swing at Oakhanger playpark had snapped and required fixing. It was noted that quotes would need to be sought but the basket swing had had repairs carried out within the last 12 months.

RESOLVED: Locum Clerk to seek quotes as soon as possible for repairs works and update councillors on progress.

25/65 Planning: To consider and agree a response to the following planning application(s):

- SDNP/25/03231/TCA - The Wakes, Gilbert Whites House & Gardens , High Street, Selborne, Alton, Hampshire, GU34 3JH. Tree works to various trees within a conservation area. Full details given within the accompanying Tree Condition Assessment. Deadline 18th September 2025.

RESOLVED: Cllr Bennett proposed that the council do not object to the application. Seconded by Cllr Bridger. Agreed unanimously, motion carried.

25/66 Financial Report:

- a) To note bank balances, earmarked reserves (EMR's) and payments and receipts since the meeting on 16th July 2025.

The Locum Clerk noted that current bank balances are £17,064.21 (current account) and £100,405.42 (deposit account) with EMR's at £36,967.52. There were no payments other than what was agreed in the previous meeting (nothing made under delegated powers), and no receipts were reported.

RESOLVED: Councillors noted the bank balances, EMR balances and receipts since 16th July 2025.

- b) To note and approve June, July & August's bank reconciliations

RESOLVED: Cllr Bennett proposed to agree and sign June, July & August's bank reconciliations. Cllr Megeney seconded. 3 councillors voted in favour, with 3 abstentions. Motion carried. Locum Clerk noted June, July and Augusts bank reconciliations for the September agenda and to retained the signed bank reconciliations for the record.

- c) To note the budget v spend of SPC to date.

RESOLVED: Councillors noted the budget v spend to date.

- d) To approve the proposed schedule of payments

RESOLVED: Cllr Bennett proposed that the payments list be approved. Seconded by Cllr O'Donnell. Agreed unanimously, motion carried. Locum Clerk noted for the record and to pay invoices.

Receipts and Payments for Approval at Full Council Meeting 17th September 2025

Payee	Description	Invoice no.	Method of Payment	Gross Invoice Amount (£)
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Paid – expenditure previously approved at Council meeting/regular payments/payments under Clerk's/Chairs delegation				
Unity Trust Bank	Service Charge – August 2025		DD	7.50
Unity Trust Bank	Service Charge – September 2025		DD	6.15
EE Limited	Telephone Charges		DD	19.50
Jullie Flenley	Locum Fees July-August	Inv. 29	BACS	2,870.00
Liz Ford	Refund – Microsoft annual fee		BACS	104.99
For approval				
Selborne Pavillion	Pavillion Hire – Staffing Meeting	Inv. 4	BACS	10.00
PJ Grace	Grass cutting – July 2025	Inv. 07791	BACS	1,698.00
PJ Grace	Grass cutting – August 2025	Inv. 07834	BACS	594.00
Julie Flenley	Locum Fees August-September 2025 & Litter Picker Expenses	Inv. 31	BACS	2,904.52
Wendy Megeney	VE80 expenses refund	N/A	BACS	229.04
Wakes	S137 VE Day donation	Grant	BACS	380.00
Oakhanger Village Hall	Defibrillator electric costs (annual fee)	Inv.	BACS	12.00
Receipts				
None				

25/67 To receive District Councillor report

RESOLVED: Cllr Ashcroft was not present, no report received.

25/68 Date of next meetings:

RESOLVED: to note that the Parish Council meetings will be held on the following dates:

- 15th October 2025 – Staffing Committee, Selborne Pavilion
- 29th September 2025 - Full Council, Extraordinary Meeting – Oakhanger Village Hall

Signed Date
Chairman