



MINUTES OF MEETING OF EAST WOODHAY PARISH COUNCIL
27 January 2025
19:15 East Woodhay Village Hall

Chairman: Cllr Hurst (Chair)

Present: Cllrs G Dick, M Rand, S Cooper, D Blakeway, T Titcomb

In attendance: Cllr Sam Carr

Clerk: Amy White

Item 1: 68/24 Apologies

Cllr Roots and Cllr Donoghue sent their apologies which were accepted.

Item 2: 69/24 Declarations of Interest

None.

Item 3: 70/24 To approve Meeting Minutes of 09 December 2024

The Minutes of 09 December 2024 were accepted as a true record and signed by the Chairman, Cllr Hurst.

Item 4: 71/24 Actions from meeting of 09 December 2024

Item	Action	Owner
59/24	Clerk to contact Ecchinswell, Newtown and Burghclere Clerks to advertise HCC meeting with Cllr Adams-King. Actioned	Clerk
64/24	Cllr Hurst to circulate future HALC forum agendas and highlight to specific councillors areas that will be of interest to them. To be actioned as and when agendas are advertised.	Cllr Hurst
	Cllr Hurst to circulate Hampshire Risk Management documentation (especially on flooding) to all councillors. Nothing received (focus is currently on Hampshire reorganisation)	Cllr Hurst
	Community Emergency Plan/Risk Assessment: Cllr Donoghue, Cllr Hurst and Cllr Dick will form a working party to assess the current North Hants plan and action any required updates. To bring to March meeting.	Cllr Donoghue, Hurst & Dick
65/24	All councillors owning statements or SOPs to work with the Clerk to confirm they are held centrally, and for the Clerk structure this documentation for ease of future access. A spreadsheet listing the	All Cllrs, Clerk

	documents will be generated. Statement documentation may be more complex as it will need to link with appropriate legal documents. The owners of the statement documents need to highlight these legal links. To bring to March meeting.	
66/24	Clerk to add Cllr Donoghue to Dropbox. Actioned	Clerk

Item 5: 72/24 Public Participation

No member of the public was present.

Item 6: 73/24 Borough and County Councillor Reports

Cllr Sam Carr updated the council on the Local Plan. There has been a 37% increase in BDBC housing demand, making the land supply 2.94 years. In Summer 2025 there will be a new Regulation 18; Summer 2026 new Regulation 19; Local Plan adoption scheduled for Winter 2027.

Cllr Carr encouraged EWPC to submit its views during Regs 18 and 19.

Action: Planning Committee to submit EWPC view on BDBC's Local Plan Regs 18 and 19 (Summer 2025/26)

Cllr Carr also updated the council on the Hampshire County Council move to become a unitary authority and the likely effects and impact for Hampshire and BDBC.

Cllr Thacker's county council update is attached to the end of the Minutes.

Item 7: 74/24 Finance Update

Bank reconciliation 31 December 2024:

Natwest: £8515.86

Redwood: £13251.66

TOTAL: £21767.52

a. Accounts for payment:

The Clerk presented the accounts for payment approval- see end of Minutes.

b. Budget second draft

Budget for 24/25 is currently at expected position for Q3 (see end of Minutes for Q3 overview).

There is no indication that any current grant funding will be reduced from HCC in 25/26 (e.g. Lengthsman).

Uplift in Litter Warden grant of 30% confirmed for 2025/26.

c. Precept Decision

Having delivered the budget second draft to the council, the Finance committee recommended a precept increase from £40500 to **£44550**. This equates to a **£2.52** increase per band D property (10% increase).

The highlights of the current and proposed budget are:

- Spend is on track to budget due to careful management and overview of finances
- Maintenance drives the majority of costs
- Cost increases in 25/26 driven by NI and living wage
- Working reserve now at minimum level- will need to increase over 2-3yrs

- Projects will need to be driven by CIL fund from 2025.
- Legal fees line added to precept budget-associated with the cost of confirming ownership of the recreation grounds.
- Planning consultant fees added for Washwater negotiations (aligned with Highclere PC also).

Full council approved the precept increase to £44550.

Action: Clerk to send precept request to BDBC.

Item 8: 75/24 Planning Update

Please see most recent Planning Minutes on the EWPC website.

Item 9: 76/24 Amenities Update

Please see most recent Amenities Minutes on the EWPC website.

The tender for the Annual Maintenance Contract is now underway. This has been advertised on Facebook on the EWPC page, Cleres Group, and through Highclere, Burghclere and Newtown parish councils. Deadline for interest is 07 February and the Amenities Committee will make a decision on 24 February.

There has been some antisocial behaviour in the WH recreation ground involving motorbikes. Cllr Rand has reported this to 101 and the Clerk has informed the CSPO and PCSO.

Item 10: 77/24 Highways

Cllr Dick’s report and current issues log are on the website. The SID has been in for repair and is now back working properly.

78/24 Items to carry forward to next meeting

Standard items. Councillor Roles and Responsibilities. Policies and procedures (future meeting). Recruitment of councillors. Annual Meeting.

Actions from Meeting of 27 January 2025

Item	Action	Owner
73/24	Planning Committee to submit EWPC view on BDBCs Local Plan Regs 18 and 19 (Summer 2025/26) (Not required to confirm at subsequent meeting).	Planning Committee
74/24	Clerk to send precept request to BDBC.	Clerk

County Councillor Update - January 2025

The following is taken from a statement published by Hampshire County Council:
 At the meeting of the Full County Council on Thursday 9 January, followed by the Authority’s Cabinet on Friday 10 January, approval was given to request that the County Council be included in Government fast-track plans to bring devolution to the area...

As part of devolution proposals, a Mayor would be elected in the spring of 2026 to head up a new Combined Authority across the wider region incorporating Isle of Wight Council, Portsmouth City Council and Southampton City Council, in line with the Authorities' expression of interest submitted to the Deputy Prime Minister last summer...

Alongside devolution, the County Council has committed to progress with developing proposals for local government reorganisation in the area. It would completely change the landscape of Hampshire's local councils by replacing the current two-tier council system, which is in place across most of the region, with a number of new unitary (all-purpose) councils...

If Government agrees for Hampshire to be added to the fast-track devolution programme it would then allow the County Council elections, due this May, to be postponed for 12 months. This postponement would be essential to enable local areas to focus on laying the groundwork for devolution and reorganisation and allow for a Mayor to be elected in 2026 so the benefits to local communities can be delivered as swiftly as possible. Reorganisation would then be expected to be in place by either April 2027 or April 2028.

Leader of Hampshire County Council, Councillor Nick Adams-King said:

"The proposal of devolution for the Hampshire and Solent area is truly exciting and the benefits it could bring to local residents and businesses are transformational. At the same time as enabling us to take control of our future, devolution would attract millions of pounds into our region to help shape key policies and initiatives to enhance people's quality of life and the growth opportunities of businesses. At the same time, we are being asked to bring forward proposals for local government reorganisation. It is vital that we take control of that process to ensure the outcome best suits the residents and businesses we serve.

"With final endorsement received today from the County Council's Cabinet, we can now progress our work with Isle of Wight Council, Portsmouth City Council, Southampton City Council and our 11 district council partners in Hampshire to draw up plans for a single Combined Authority for the collective area of our four upper tier authorities, in line with our joint Expression of Interest submitted to Government last summer. We will also engage with key stakeholders such as businesses, the further and higher education sectors, National Parks, police, fire service, health and parish and town councils. If the County Council is accepted onto the Devolution Priority Programme Government will then lead a consultation with residents on the creation of a Mayoral Strategic Authority.

"I recognise and share the concern of many, however the pressing deadline to submit our devolution plans to Government means it makes absolute sense to seek permission for our upcoming elections to be postponed. It will give us the space and capacity to complete this important work with crystal clear attention to the crucial job at hand, while working collaboratively across political parties and engaging with local communities to secure the best possible deal for our residents."

The full statement is published here:

<https://www.hants.gov.uk/News/01102025DevolutionPriorityProgramme>

For context, at the Hampshire County Council meeting on 9 January, the Liberal Democrat group put forward an amendment to request the Secretary of State to delay the 2025 County elections for a short period, as yet undefined. The unamended motion was passed, requesting instead a delay of the 2025 the elections for one year, which is the only option available to the Secretary of State.

We hope to hear from the Secretary of State on these matters, including the request to postpone elections, by the end of January.

Tom Thacker

East Woodhay Parish Council
Summary of Receipts and Payments
Summary - Cost Centres Only

Cost Centre	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
Administration			0.00 (N/A)	24,614.00	19,425.71	5,188.29 (21%)	5,188.29
Earmarked Reserves			0.00 (N/A)	4,164.00	10,560.00	-6,396.00 (-153%)	-6,396.00
Maintenance			0.00 (N/A)	23,980.00	16,579.29	7,400.71 (30%)	7,400.71
Planning			0.00 (N/A)	2,500.00	500.00	2,000.00 (80%)	2,000.00
Receipts	55,333.00	54,220.09	-1,112.91 (-2%)			0.00 (N/A)	-1,112.91
NET TOTAL	55,333.00	54,220.09	-1,112.91 (-2%)	55,258.00	47,065.00	8,193.00 (14%)	7,080.09

Total for ALL Cost Centres		54,220.09		47,065.00		
V.A.T.				3,685.96		
GROSS TOTAL		54,220.09		50,750.96		

East Woodhay Parish Council

27 January 2025 (2024 - 2025)

PAYMENTS LIST

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
115	Subscriptions & Memberships	03/01/2025		Natwest		SLCC Membership	SLCC	Z	240.00		240.00
116	Misc. Maintenance	23/01/2025		Natwest		SID Repair	Westcotec Ltd	S	107.50	21.50	129.00
117	Annual Maintenance Agreemen	23/01/2025		Natwest		Annual Maintenance	Scofell	S	868.33	173.67	1,042.00
121	Staff Costs	23/01/2025		Natwest		Litter Warden	Patricia Barnes	E	495.73		495.73
122	Staff Costs	23/01/2025		Natwest		Clerk Salary	Amy White	E	767.60		767.60
124	Staff Costs	23/01/2025		Natwest		Pension- nest	Nest Pensions	E	80.80		80.80
118	Payroll Admin	23/01/2025		Natwest		Payroll	Red76 Payroll	S	16.00	3.20	19.20
120	Accounting Software	23/01/2025		Natwest		Accounting Software	Starboard Systems Limited	S	34.00	6.80	40.80
121	Litter Warden Expenses	23/01/2025		Natwest		Litter Warden	Patricia Barnes	E	35.00		35.00
122	Clerk Expenses	23/01/2025		Natwest		Clerk Salary	Amy White	E	26.00		26.00
119	Website Admin	23/01/2025		Natwest		Website	Hugo Fox	S	9.99	2.00	11.99
123	Admin- General	23/01/2025		Natwest		Hall Hire	Woolton Hill Church Hall	Z	12.00		12.00
125	Payroll Admin	27/01/2025		Natwest		Payroll	Red76 Payroll	S	16.00	3.20	19.20
								Total	2,708.95	210.37	2,919.32

BUDGET PROPOSAL 2025/26

INCOME SOURCE	ACTUALS	YEAR END ACTUAL	PROPOSED BUDGET	VAR vs 2023/24 Yr End Estimate	ACTUAL 2024/25 (Correct to Dec 2024)	PROPOSED BUDGET	
	2022/23	2023/24	2024/25		2024/25	2025/26	
Precept	£ 31,720	£ 33,623	£ 40,500	20.45%	£ 40,500	£ 44,550	10% increase
Rental Income	£ 600	£ 660	£ 660	0.00%	£ 660	£ 693	5% increase?
Bank Interest	£ 751	£ 1,437	£ 1,200	-16.46%	£ 1,200	£ 1,200	
TOTAL		£ 35,720	£ 42,360	18.59%	£ 42,360	£ 46,443	
Litter Warden Grant	£ 4,940	£ 5,418	£ 5,949	9.80%	£ 5,949	£ 7,734	30% increase?
CIL Grant		£ 4,164	£ 4,164	0.00%	£ 3,964	£ 4,000	
HCC Grants	£ 6,984	£ 4,660	£ -	-100.00%	£ 1,073	£ -	
BDBC Grant							
Grass Cutting Grant		£ 2,073	£ 2,200	6.13%	£ 2,073	£ 2,100	(£2072.84 received 24/25)
Other Grant							
TOTAL INCOME	£ 44,995	£ 52,034	£ 54,673	5.07%	£ 55,419	£ 60,277	

FORECAST AND BUDGET SPEND 2025-26

Forecasted Final Position 2024-2025

Precept Spend	2024-25 Budget	Apr - Nov Actual	Dec	-----Forecast-----			TOTAL	2024-25 Variance	2025-2026 Proposed Budget	Comments
				Jan	Feb	Mar				
Clerk Gross Salary	12390.00	8031.00	1010.00	1010.00	1010.00	1010.00	12071	£ 319	12500	Living wage increase
Pension Employer	343.00	203.00	30.00	30.00	30.00	30.00	323	£ 20	372	
Employer NI	360.00	224.00	23.00	23.00	23.00	23.00	316	£ 44	700	NI increase
Clerk WFH Expenses	320.00	208.00	26.00	26.00	26.00	26.00	312	£ 8	320	
Clerk's Expenses	200.00	156.00	10.00	10.00	10.00	10.00	196	£ 4	200	
Litter Warden Expenses	420.00	280.00	35.00	35.00	35.00	35.00	420	£ -	420	
Administration							0	£ -		
Payroll Admin	192.00	128.00	16.00	16.00	16.00	16.00	192.00	£ -	240	NI increase/Living wage increase
Misc Admin incl travel, other ex	100.00	160.00	10.00	10.00	10.00	10.00	200	-£ 100	400	Travel eg Basingstoke
Scribe Accounting Software	280.00	268.00	34.00	34.00	34.00	34.00	404	-£ 124	410	
Website subscription	120.00	80.00	10.00	10.00	10.00	10.00	120	£ -	120	
Training	100.00	106.00	0.00	0.00	0.00	0.00	106	-£ 6	300	
Hall Hire	200.00	285.00	36.00	34.00	34.00	34.00	423	-£ 223	500	
Insurance	1800.00	1706.59	0.00	0.00	0.00	0.00	1706.59	£ 93	2000	
Audit	700.00	635.00	0.00	0.00	0.00	0.00	635	£ 65	650	
Subscriptions	1300.00	1030.00	0.00	0.00	0.00	0.00	1030	£ 270	1100	
Misc Maintenance	6000.00	848.00	5010.00	0.00	0.00	0.00	5858	£ 142	6000	
Playground infrastructure maint	3000.00	1100.00	0.00	1000.00	2000.00	0.00	4100	-£ 1,100	3000	
Annual Maint Agmnt from Prec	8200.00	6078.00	868.00	868.00	868.00	868.00	9550	-£ 1,350	10500	NI increase/Living wage increase
Footpaths	500.00	0.00	100.00	0.00	0.00	0.00	100	£ 400		Removed to CIL earmarked reserve
Highways	500.00	0.00	0.00	0.00	0.00	0.00	0	£ 500		Removed to CIL earmarked reserve
Speed indicator placement	1680.00	770.00	280.00	0.00	280.00	0.00	1330	£ 350	1500	NI increase/Living wage increase
Chairmans Allowance	100.00	40.65	10.00	10.00	10.00	10.00	80.65	£ 19	100	
CCTV Maintenance	700.00	600.00	0.00	0.00	0.00	0.00	600	£ 100	650	
Planning	2500.00	0.00	0.00	0.00	0.00	0.00	0	£ 2,500	2500	
Tree Survey and maintenance?	600.00	600.00	0.00	0.00	0.00	0.00	600	£ -	0	Not required for 25/26
Legal Fees									2000	
EWPC Grant Funding & Sec 137	£ 1,000	0.00	0.00	0.00	0.00	0.00	0.00	1,000.00		
SUB TOTAL	43,605.00	23,537.24	7,508.00	3,116.00	4,396.00	2,116.00	40,673.24	2,931.76	46,482.00	

GRANT SPEND	Budget	Actual	Dec	Jan	Feb	Mar	TOTAL	Variance	Proposed Budget
HCC Grant spend	£ -	753.80	0.00	0.00	0.00	0.00	753.80	-753.80	0
BDBC Grant spend	£ -	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
S106 spend/ CIL	£ 4,164	560.00	0.00	0.00	0.00	0.00	560.00	3,604.00	0
Annual Maint Agmnt from Gras	£ 2,200	2,200.00	0.00	0.00	0.00	0.00	2,200.00	0.00	2200
Litter Warden Salary	£ 5,689	3,966.00	496.00	496.00	496.00	496.00	5,950.00	-261.00	7800
SUB TOTAL	12,053.00	7,479.80	496.00	496.00	496.00	496.00	8,710.00	3,343.00	10,000.00

TOTAL PRECEPT AND GRANT \$	55,658.00	31,017.04	8,004.00	3,612.00	4,892.00	2,612.00	49,383.24	6,274.76	
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EARMARKED RESERVE	Reserve	Actual	Dec	Jan	Feb	Mar	TOTAL	Variance	Proposed Reserve
Scribbens	5,000.00	0.00	0.00	0.00	0.00	0.00	0.00	5,000.00	5000
Boardwalk	10,000.00	10,000.00	0.00	0.00	0.00	0.00	10,000.00	0.00	0
S106/Orchard	10,000.00	0.00	0.00	0.00	0.00	0.00	0.00	10,000.00	10000
CIL	4,164.00	600.00	0.00	0.00	0.00	0.00	600.00	3,564.00	12000
Heath End Open Space									
Working Reserve									12865
SUB TOTAL	10,600.00	10,600.00	0.00	0.00	0.00	0.00	10,600.00	18,564.00	27,000.00

Heath End open space project?
Remove for 25/26

Parish Field/Highways/Footpaths

TOTAL SPEND	41,617.04	8,004.00	3,612.00	4,892.00	2,612.00	60,737.04	24,838.76	83,482.00
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Bank Balance 01 April	38057	£4806 Natwest, £33251 Redwood
INCOME (assuming bank interest approx)	55419	
Current Natwest Bank Balance as at 31 Dec	8516	
PLUS Transfer due from	10000	
LESS Predicted spend	9600	(Admin)
LESS Litter warden	1490	
PLUS VAT reclaim	3687	
Total Predicted bank	11113	NATWEST

End 24/25	
Working Reserve	12865
Scribbens	5000
Orchard	10000
CIL	7500
Total	35365

This includes potential legal fees for recreation grounds

Bank Balance Redwood	23252	(10000 less from transfer)
Bank Interest due (appro:	1000	(currently £898)

TOTAL Predicted Bank Balance End Mar 2025	35365	NATWEST & REDWOOD
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Spend is on track to budget
Costs 25/26 driven by increase in NI and living wage, reflected in 10% precept increase
Working reserve now at minimum level- will need to increase over 2-3yrs
Projects driven by CIL fund

EWPC Budget Plans – 25/26





East Woodhay Parish Council Financial Summary of 2024/25

- Process initiated last year has proved successful
 - Amounts allocated, new IT system (Scribe) and monitoring process
- Year End position will be close to budget
 - Any slight underspend ~ (£2K to £4K) will be allocated to Working Reserve
 - Planning (£2.5K), Grants (£1K) not spent
 - Working Reserve in 24/25 was £10K but recommended to be up to 6 months spend (£23K)
- £10k taken from Earmarked Project reserves for boardwalk
- Community Infrastructure Levy (CIL) overview
 - Starting 24/25 at £4K
 - Spent £0.5K for CCTV
 - Received £4K
 - Year end position for projects in 25/26 is £7.5K

Considerations for 25/26 Budget

- Most expense is related to people costs
 - Increase to living wage
 - Increase to Employer NI
- Ageing assets
 - Maintenance costs increase
- Legal fees to formalise ownership of EWPC land
 - Recreation grounds, Meadowbrook
- Watermill Bridge development
- Parish Field maintenance post current agreement
- Hampshire unitary authority impact unknown
 - Grants (litter warden, grass cutting, Lengthsman)
- Continue to develop Working Reserve

Summary of 25/26 Budget

Continue with processes developed in 24/25

Differences to 24/25:

- Include £2.5K for costs associated with planning
- Include £2K for legal fees
- Use estimated increased costs for NI and Living Wage
- Remove £1K for grants
- Use CIL for any Footpath and Highway projects
 - (speed indicator placement is within normal ongoing spend)
- Use CIL to improve Parish Field path
- Consider Scribbens Reserve for a Heath End project

Precept recommendation:

- Increase from £40.5K to £44.5K
- Equivalent increase of £2.52p.a. for Band D property