

ECCHINSWELL, SYDMONTON AND BISHOPS GREEN PARISH COUNCIL  
Minutes of the ordinary meeting held at Bishops Green Village Hall on  
Wednesday 11<sup>th</sup> June 2025, commencing at 19:30 hours  
**Present:** Cllrs Sadler (Vice Chair), Parkes, Monteith and Letch.  
**In attendance:** Sarah Jones (Clerk), 0 members of the public.

Item		Action
1	<b>Apologies:</b> Apologies were received and accepted from Cllrs Stamp, Debenham and Hardy-Giles.	
2	<b>Declarations of interest</b> Cllr Parkes advised that one of the planning applications was for her property.	
3	<b>Minutes of previous meeting and actions arising</b> To receive and confirm the minutes of the Annual General Meeting held on Wednesday 14 <sup>th</sup> May, and the Extraordinary meeting held on 21 <sup>st</sup> May, and matters arising. All Cllrs agreed them as a true record, and they were signed by Cllr Sadler.	
4	<b>Public participation</b> There we no members of the public present.	
5	<b>Borough Councillor's Report</b> There was no report as Borough Cllr Izett was not present.	
6	<b>County Councillor's Report.</b> There was no report as County Cllr Mellor was not present.	
7	<b>Planning</b> <p>a) <b>New applications:</b>  <b>23/03165/FUL</b> Royal Oak Hydes Platt Ecchinswell Newbury Hampshire  Proposal: Two storey extension to public house for increased capacity, ancillary provision and staff accommodation, single storey rear extension to public house, single storey out-building equipped for catering and WC facilities and single storey C1 new build in existing public house garden.  <b>ES&amp;BG Parish Council continues to be supportive of this application,</b> although the increased roadside parking is unwelcome within the rural setting. We remain concerned about the garden toilets entrances being hidden from public view.</p> <p><b>25/01111/FUL</b> George House Ecchinswell Road Bishops Green Hampshire RG20 4HT  Proposed new dwelling with new access, following division of existing residential plot  Cllr Parkes did not take part in the decision for this planning application.  <b>ES&amp;BG Parish Council is supportive of this application:</b>  - The dwelling is within a garden within the BGSB and no local neighbours would be affected.  - The building will be visible within a rural roadside setting, but the design will incorporate the 'parent' building rural style.</p> <p>b) <b>Decisions:</b>  <b>25/00814/LBC</b> Oak Cottage Ecchinswell Road Ecchinswell Hampshire RG20 4UA  Increase height of chimney pot, replace existing stable door  Decision           Granted  Decision Date 23 May 2025</p> <p><b>25/00813/HSE</b> Oak Cottage Ecchinswell Road Ecchinswell Hampshire RG20 4UA  Increase height of chimney pot, replace existing stable door  Decision           Granted  Decision Date 23 May 2025</p>	

	<p>25/00636/HSE Brick Kiln Cottage Cow House Lane Ecchinswell Hampshire RG20 9AE Two Storey and First Floor only front extensions, Replacement porch to side elevation, New porch to front elevation and external alterations. Decision        Granted Decision date 7 May 2025</p> <p>25/00468/RET 4 Merlin Road Bishops Green Hampshire RG20 4AJ Partial conversion of garage to create insulated room for storage Decision        Granted Decision date 24 April 2025</p> <p>T/00069/25/TPO Land To The Side Of 53 Eagle Road Bishops Green Newbury Hampshire RG20 4HP Tree number 890178 Horse Chestnut to the side of the water tower on Eagle Road - Prune Decision        Granted Decision date 23 April 2025</p> <p>25/00628/GPDE Brick Kiln Cottage Cow House Lane Ecchinswell Hampshire RG20 9AE Erection of a single storey flat roof rear extension (Permitted Development Notification) Decision        Granted Decision date 15 April 2025</p>																															
8	<p><b>Finance</b></p> <p><b>Electronic payments made in June:</b></p> <table> <tr> <td><b>S Jones</b></td><td><b>Clerk's salary (May)</b></td><td><b>£817.75</b></td></tr> <tr> <td><b>D McClelland</b></td><td><b>Litter warden – (May)</b></td><td><b>£199.40</b></td></tr> <tr> <td><b>R Wherry</b></td><td><b>Litter warden - (May)</b></td><td><b>£156.36</b></td></tr> <tr> <td><b>HMRC PAYE – RW, DM, SJ</b></td><td></td><td><b>£208.60</b></td></tr> <tr> <td><b>D McClelland</b></td><td><b>Expenses</b></td><td><b>£ 20.00</b></td></tr> <tr> <td><b>Meeting Costs</b></td><td><b>Annual Assembly expenses</b></td><td><b>£8.00</b></td></tr> <tr> <td><b>Premier Grounds</b></td><td><b>Maintenance</b></td><td><b>£705.00</b></td></tr> <tr> <td><b>S Jones expenses</b></td><td><b>Audit mileage and Dropbox</b></td><td><b>£31.12</b></td></tr> <tr> <td><b>John K Murray</b></td><td><b>Internal audit</b></td><td><b>£300.00</b></td></tr> <tr> <td colspan="2"><b>Total</b></td><td><b>£2,446.23</b></td></tr> </table> <p><b>b) Actual/against budget</b> The actual against budget needs to be reviewed and will be presented at the July meeting.</p> <p><b>c) Insurance renewal</b> The insurance has been renewed with an increase in premium from £363 to £459, due to the £20k precept threshold being exceeded.</p> <p><b>d) Audit outcome and signing of AGARs</b> The internal audit has been completed and the relevant AGAR forms were signed.</p>	<b>S Jones</b>	<b>Clerk's salary (May)</b>	<b>£817.75</b>	<b>D McClelland</b>	<b>Litter warden – (May)</b>	<b>£199.40</b>	<b>R Wherry</b>	<b>Litter warden - (May)</b>	<b>£156.36</b>	<b>HMRC PAYE – RW, DM, SJ</b>		<b>£208.60</b>	<b>D McClelland</b>	<b>Expenses</b>	<b>£ 20.00</b>	<b>Meeting Costs</b>	<b>Annual Assembly expenses</b>	<b>£8.00</b>	<b>Premier Grounds</b>	<b>Maintenance</b>	<b>£705.00</b>	<b>S Jones expenses</b>	<b>Audit mileage and Dropbox</b>	<b>£31.12</b>	<b>John K Murray</b>	<b>Internal audit</b>	<b>£300.00</b>	<b>Total</b>		<b>£2,446.23</b>	
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9	<p><b>Correspondence</b></p> <p>25.04.25 – West Berkshire Council; update on the Local Plan 07.05.25 – School admin; rotten posts and railings between school and village hall. This issue has been reported to HCC and the school advised accordingly. 12.05.25 – Invitation to Comment on the Lambourn Neighbourhood Development Plan: Consultation on the Strategic Environmental Assessment and Habitats Regulations Assessment</p>																															

	04.06.25 – Resident reported light aircraft noise. The local airfields will be contacted and asked for consideration whilst choosing their training routes.	
10	<p><b>Highways and Rights of Way</b></p> <p>The A339 is due to be closed overnight from the Kingsclere roundabout to the Roman Road in Basingstoke from 8pm-5am for 5 weeks from mid-June. Local residents need to note this.</p> <p>The roads in the parish are having work carried out and improvements made. It is hoped the pothole survey has helped with this.</p> <p>Cllrs agreed the pothole survey should be updated quarterly.</p> <p>Hedges are becoming overgrown and restricting sight lines on the roads; landowners will be contacted and asked to ensure all hedges are kept tidy.</p>	SJ
11	<p><b>New Business</b></p> <p>a) <u>Community Impact Statement – HALC advise and outcome</u> The Hampshire Association of Local Councils had responses to the query relating to a request from a resident for the parish council to initiate a Community Impact Statement. Upon receiving HALC's response, Cllrs agreed unanimously that it would not benefit the parish as a whole and therefore even though they wish to be supportive, ESBG PC raising a CIS is not the best course of action.</p> <p>b) <u>Financial Regulations review and sign off</u> Cllrs agreed that the Financial Regulations can be signed off.</p> <p>c) <u>Neighbourhood Plan Review process</u> Advice has been sought from O'Neill Homer. As Cllrs Stamp and Debenham were not present, it was agreed any decisions relating to this would be moved to the July meeting, where a timetable will be set for the process to move forward</p> <p>d) <u>BDBC Call for Sites</u> There has been a document sent out via BDBC which names one site in ESBG parish as a potential site for development. This is within a long list of parishes names in the document. The clerk will investigate any information which may be available.</p> <p>e) <u>Community Infrastructure Levy funds – project ideas</u> As reported at the Annual Assembly, ESBG PC have received CIL monies for the amount of £78k. There are specific rules around what the monies can be spent on. A list of projects and suggestions were compiled and discussed, and include the following:</p> <ul style="list-style-type: none"> <li>• Extra parking spaces at Bishops Green Village Hall. The area around the hall could accommodate 12 new spaces. The cost per parking space is approximately £4.5k. Cllrs raised various points including keeping the area green and EV charging points. They agree in principal to a contribution to the project but would like more detail on the difference BGCA anticipate this expenditure and additional parking would make to the hall. Cllr Sadler will look into this.</li> <li>• Purchase of a 2<sup>nd</sup> Speed Indicator Device</li> <li>• An adult exercise park.</li> <li>• Contribution to solar panels at EVH</li> <li>• Fix the bus stop which is in disrepair</li> <li>• ESBG PC had also received a request for a donation to the school for upgrading their playground. Cllrs agreed unanimously to support this project to the full amount but need to check with HCC that they are able to do so. The school will be advised accordingly.</li> </ul> <p>f) <u>Lengthsman hours and jobs</u> Cllrs agreed the lengthsman will be asked to carry out maintenance on the raised flower beds, and clear foliage around road signs, and clean them throughout the parish.</p> <p>g) <u>Raised flower beds maintenance and watering issue</u> Cllrs confirmed that maintenance of these beds are now on the village maintenance contract and will be tidied up. The school will be asked if they can arrange watering for the beds.</p> <p>h) <u>Kissing gate request</u> A request has been received relating to installation of a kissing gate at Cow house Lane. The clerk will check who the landowner is.</p>	<p>SJ</p> <p>SJ</p> <p>KS</p> <p>SJ</p> <p>SJ</p> <p>SJ</p>

12	<p><b>Matters for Discussion:</b></p> <p>a) <u>Website upgrade progress</u> The update is still in hand. Photos including head shots of the Cllrs and clerk are required.</p> <p>b) <u>SID Business Plan review and purchase choices</u> The business plan is complete and Cllrs have agreed to purchase x2 Speed Indicator Devices. The clerk will circulate the business plan and all quotes, so Cllrs can review and decide which company to use at the July meeting.</p> <p>c) <u>Sustainability and Environmental working party – survey outcome</u> The survey has been responded to by numerous members of the parish; it will be circulated again for a final time and then the responses collated and a report produced.</p> <p>e) <u>BGCA and EVH updates</u> Cllr Sadler reported that BGCA is having regular issues with teens in the area and low level nuisance. The CSPO is often present and this does help. There have been 2 arrests but the CSPO is getting to know the families and this is helping. Interviews for the new youth worker are taking place and there are 2 strong candidates. It is hoped the position will be filled for a 1<sup>st</sup> September start. Bookings are increasing. There are plans in place for a Talent Show in August, and a Christmas Fair. There is a problem with rats which needs to be addressed. Solar panels are being installed by BDBC. These cannot to used by any other buildings except BG Village Hall. There was no EVH report as Cllr Debenham was not present.</p>	<p><b>SJ</b></p> <p><b>SJ</b></p>
13	<p><b>Communications</b> – newsletter (Clerk) and other media output It was agreed the draft minutes do not need to be published this month. Items for the magazine were agreed.</p>	
14	<p><b>Review of calendar items</b> Calendar items for July 2025 were noted.</p> <p>At the end of the meeting Cllr Parkes advised that she will be standing down with immediate effect. She is thanked for her time and effort whilst she was a valuable member of the parish council.</p>	
15	<p><b>Date of next meeting:</b> Wednesday 9<sup>th</sup> July 2025 at 7,30pm at Ecchinswell Village Hall. There being no further business, the meeting closed at 8.45pm.</p>	

## ACTIONS:

There has been a document sent out via BDBC which names one site in ESBG parish as a potential site for development. This is within a long list of parishes names in the document. The clerk will investigate this.

ESBG PC agree in principal to a contribution to the car parking space project but would like more detail on the difference BGCA anticipate this expenditure would make to the hall. Cllr Sadler will look into this.

Cllrs agreed unanimously to support the school playground project to the full amount but need to check with HCC that they are able to do so.

Cllrs agreed the lengthsman will be asked to carry out maintenance on the raised flower beds, and clear foliage around road signs, and clean them throughout the parish

The school will be asked if they can arrange watering for the beds.

A request has been received relating to installation of a kissing gate at Cow house Lane. The clerk will check who the landowner is

The clerk will circulate the business plan and all quotes, so Cllrs can review and decide which company to use at the July meeting

The survey has been responded to by numerous members of the parish; it will be circulated again for a final time