

ECCHINSWELL, SYDMONTON AND BISHOPS GREEN PARISH COUNCIL

Minutes of the ordinary meeting held at Bishops Green Village Hall on

Wednesday 11th February 2026, commencing at 19:30 hours

Present: Cllrs Stamp (Chair), Sadler (Vice Chair), Monteith and Letch.

In attendance: Sarah Jones (Clerk), 1 member of the public.

Item		Action
1	<p>Apologies: Apologies were received and accepted from Cllrs Debenham and Hardy-Giles.</p>	
2	<p>Declarations of interest There were no declarations of interest.</p>	
3	<p>Minutes of previous meeting and actions arising To receive and confirm the minutes of the Ordinary Meeting held on Wednesday 14th January, and matters arising. All Cllrs agreed them as a true record, and they were signed by Cllr Stamp.</p>	
4	<p>Public participation There was 1 member of the public present. He advised he had been busy reporting broken and damaged signs to HCC, and would continue his efforts. Also, he volunteered to look after the noticeboards going forward. He was thanked for this offer which was accepted. The clerk will meet him to show him the noticeboards and give him a key.</p>	SJ
5	<p>Borough Councillor's Report Borough Cllr Izett reported that the Development Control Committee were meeting on this same evening to discuss the Rooksfield Development. Cllr Debenham was attending the meeting to present the parish council's list of objections. Cllr Izett advised he thinks the proposal will be approved (POST MEETING NOTE; the parish council found out after the meeting that the Rooksfield development has been approved). Cllr Izett will help with next stages. The taxi share service has returned which is good news. The Catesby application has been received and responded to by the parish council. The consultation on the Draft Local Plan has gone in. A decision on the Local Government Reorganisation is expected at the end of March. Cllr Izett reported that the HCC Leader has advised the local roads have been hit hard over the winter and the estimate for repairs is £600m. The budget is £60m. With nothing further to report, Cllr Izett left the meeting at 7.48pm.</p>	
6	<p>County Councillor's Report. Cllr Mellor was not present so there was no report.</p>	
7	<p>Planning</p> <p>a) New applications:</p> <p>25/02719/LBC Ecchinswell House Ecchinswell Road Ecchinswell RG20 4UA Proposal: Repair and maintenance to the curtilage listed outbuildings and demolition of one barn ESBG PC have no objections</p> <p>26/00094/FUL Watership Down Stud Cow House Lane North Sydmonton RG20 9AE Proposal: Change of use from existing cattle building to stable use, along with associated external changes to the building. Change of silage clamps to all weather turn out and erection of new horse walker ESBG PC have no objections</p> <p>T/00022/26/TCA St Lawrences Church Ecchinswell Road Ecchinswell Newbury Proposal: T1 Lawson cypress: fell. T2 False cypress: fell. T3 Red cedar: fell. ESBG PC defer this decision to the tree officer who is best place to decide what work needs to be carried out.</p>	

	<p>T/00046/26/TCA Honeysuckle House Ecchinswell Road Ecchinswell RG20 4UB Proposal: T1 Eucalyptus: prune. G1 2 Conifers: prune. See pruning measurement document for specifications. ESG PC defer this decision to the tree officer who is best placed to decide that work needs to be carried out.</p> <p>b) Decisions: 25/00947/FUL Watership Down Stud Cow House Lane North Sydmonton Hampshire RG20 9AE Erection of replacement stable building, isolation stables and new foaling building. Erection of 4 bed groom / managers house. Construction of Horse walker and loading ramp. Conversion of existing cattle building to additional stabling and use of surrounding yard as equine turn out and yard space. Erection of new hay feed and machinery store building (Alternative scheme to that approved under 20/00492/FUL) Application withdrawn</p> <p>25/02459/HSE Withey Copse Farm Hyde Lane Ecchinswell Newbury Hampshire RG20 4UN Proposal: Erection of single storey side extension Decision: Granted</p> <p>T/00575/25/TCA Vine Cottage Mill Lane Ecchinswell Newbury Hampshire RG20 4UD Proposal: T3 Eucalyptus: selective limb shortening to reduce. Decision: Raise No Objection</p> <p>c) The Rooksfield development.</p> <p>Catesby Estates were also raised as have been mentioned as a dissolved company. The clerk will look into this.</p> <p>Cllr Letch will take over the Neighbourhood Plan Review forms in conjunction with planning applications, and is just finishing the review of the NP before he moves forward with this.</p>																			
10	<p>Finance</p> <p>a) Electronic payments made in February:</p> <table data-bbox="347 1413 1177 1576"> <tr> <td>S Jones</td> <td>Clerk's salary (January)</td> <td>£817.75</td> </tr> <tr> <td>D McClelland</td> <td>Litter warden – (January)</td> <td>£453.40</td> </tr> <tr> <td>HMRC</td> <td>PAYE – DM, SJ</td> <td>£233.00</td> </tr> <tr> <td>D McClelland</td> <td>Expenses</td> <td>£40.00</td> </tr> <tr> <td>Flotek 14.01.26</td> <td>Email support</td> <td>£72.84</td> </tr> <tr> <td colspan="2" style="text-align: right;">Total</td> <td>£1,616.99</td> </tr> </table> <p>b) Actual/against budget The actual/against budget was circulated and agreed by all.</p>	S Jones	Clerk's salary (January)	£817.75	D McClelland	Litter warden – (January)	£453.40	HMRC	PAYE – DM, SJ	£233.00	D McClelland	Expenses	£40.00	Flotek 14.01.26	Email support	£72.84	Total		£1,616.99	
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11	<p>Correspondence 26.01.26 - Old Basing and Lychpit Parish Council; Neighbourhood Plan Review Regulation 14 Consultation</p> <p>02.02.26 - Resident volunteering to clean noticeboards. Per Item 4 above.</p>																			

	02.02.26 (and 08.01.25) – HCC; Ashmansworth Taxishare Service leaflet. This will be shared on the website	
10	<p>Highways and Rights of Way</p> <p>The 2nd pothole survey is due to be carried out over the next couple of week and will be sent in to HCC so they have a detailed comparison to the 1st version sent in, during Autumn 2025.</p> <p>The lengthsman will be asked to clear foliage and clean road signs in his next tranche of hours.</p>	SJ
11	<p>New Business</p> <p>a) <u>Financial Regulations Review and Sign off</u> The Financial Regulations were reviewed and agreed by all, and were signed off.</p> <p>b) <u>Financial Risk Assessment sign off</u> The Financial Risk Assessment policy was reviewed and agreed by all, and signed off.</p> <p>c) <u>Retention of Documents sign off</u> The Retention of Documents Policy was reviewed and agreed by all, and signed off.</p> <p>d) <u>4th and 1st Quarter Safety Review</u> The safety review has been carried out and circulated to all. All is in good order but there are a couple of issues with fencing at the allotments which will need to be looked at in due course.</p> <p>e) <u>Litterwarden Contact review</u> The litterwarden's contract has been updated to reflect the addition of Bishops Green. Cllrs agreed again that extra hours can be worked by the litterwarden to try and keep Bishops Green in hand. This will be reviewed again in April.</p>	SJ
12	<p>Matters for Discussion:</p> <p>a) <u>Website upgrade progress</u> The final stages are taking place. The clerk will set up a meeting with the website provider and Chair, so that a timeline can be established and the website won't be out of action whilst the changeover takes place.</p> <p>b) <u>CIL money project idea</u> The spreadsheet will be updated and recirculated, other project ideas will be considered as requested. The solar panel quotes are being sought, and the spreadsheet will be updated to reflect this.</p> <p>c) <u>SID purchase progress</u> The SIDs will be delivered to Cllr Letch week commencing 16th February. Once delivered, installation will be sorted, along with the purchase of trail cameras.</p> <p>d) <u>Neighbourhood Plan Review Process</u> As discussed at the meeting, and per the minutes attached here.</p> <p>e) <u>Email changes update and progress</u> This is in process and should be finalised shortly.</p> <p>f) <u>Sustainability and Environmental working party update</u> Cllr Sadler is establishing a remit for the project; there are no volunteers as yet and no further action.</p> <p>g) <u>BGCA and EVH updates</u> Cllr Sadler reported that the Youth activities in the centre are expanding and how include a Homework Club which is running well. Summer events are being organised. The discussion re new parking spaces is ongoing and it is hoped can move forward soon. The recent Bingo night was very well attended. 2 key organisational roles have been handed on to new members who sound very positive. There was no EVH report as Cllr Hardy-Giles was not present.</p> <p>h) <u>Bus shelter grant</u> The clerk is moving forward and seeking x3 quotes for these works before the grant can be applied for. Cllr Sadler will send photos of the current shelter.</p> <p>i) <u>Allotment renewals and lease payment update</u></p>	<p>SJ</p> <p>SJ</p> <p>SJ</p>

	<p>The allotment holders have been contacted and a couple of renewals are still to be sent in. These will be chased.</p> <p>The lease payment has been made to the landowner.</p> <p>j) <u>S106 monies available and possible projects</u></p> <p>The statement of S106 monies due, which amounts to £2439, was circulated. Cllrs are discussing what projects may be included within the remit for this money but as yet so spend has been established. This will continue to be considered.</p> <p>At the end of the meeting the clerk advised she is resigning and will be stepping down as soon as she can be replaced.</p> <p>The recruitment process will begin asap.</p>	<p>SJ</p> <p>ALL</p>
13	<p>Communications – newsletter (Clerk) and other media output</p> <p>It was agreed the draft minutes do not need to be published this month.</p> <p>Items for the magazine were agreed.</p>	
14	<p>Review of calendar items</p> <p>Calendar items for March 2026 were noted.</p>	
15	<p>Date of next meeting: Wednesday 18th March 2026 at 7.30pm at Ecchinswell Village Hall.</p> <p>There being no further business, the meeting closed at 8.17pm.</p>	

ACTIONS:

The clerk will meet him to show him the noticeboards and give him a key.

The lengthsman will be asked to clear foliage and clean road signs in his next tranche of hours.

The litterwarden's contract has been updated to reflect the addition of Bishops Green. Cllrs agreed again that extra hours can be worked by the litterwarden to try and keep Bishops Green in hand. This will be reviewed again in April

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The spreadsheet will be updated and recirculated, other project ideas will be considered as requested. The solar panel quotes are being sought, and the spreadsheet will be updated to reflect this

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