

ECCHINSWELL, SYDMONTON AND BISHOPS GREEN PARISH COUNCIL
Minutes of Meeting held at Bishops Green Village Hall
16 June 2026, 7:30pm

Chair: Cllr Stamp
Present: Cllrs Debenham, Shadegg, Monteith, Sadler
Clerk: Amy White
In attendance: One member of the public

Item		Action
14/26	1. Apologies Received from Cllr Letch.	
15/26	2. Declaration of interest Planning application: Long Court Farm: Cllr Stamp declared an interest and did not comment on the discussion held.	
16/26	3. To Approve Minutes of the Annual Meeting held on 13 May 2026 The Annual Minutes were agreed and accepted by all and signed by the Chair.	
17/26	4. Matters arising from Annual Meeting The relevant acceptance of office forms will be distributed and signed by the Chair and Vice Chair, and Cllr Letch- Actioned	
18/26	5. Public participation No one participated.	
19/26	6. Borough and County Councillor reports Cllr Izett sent the following report: a. Draft Local Plan-The next stage is due to be Reg 19 but is being held up over the issue of water infrastructure supply adequacy for the increased number of homes required by govt. I am hearing that the govt will say a possible water supply problem is not a planning ground as the water companies have a statutory duty to provide a water supply even if in reality there are problems. It looks increasingly likely that the administration in Basingstoke will miss the govt deadline of the year end to submit its plan for examination, following which the process of making a new Local Plan will have to start again. We could therefore be looking at many years of no new plan though current NPs will remain effective. The problem is likely to be that the current Local Plan, and parish housing allocations associated with it, will be viewed by planning appeal inspectors as increasingly out of date. In general, the planning situation is likely to become ever more uncertain and susceptible to developers seeking and winning consent for unallocated sites. b. Bewley Homes development, Bishops Green. Bewley have failed to secure a housing association willing to take on the affordable units. The company has applied for a variation to the planning consent which is going to go ahead with an officer recommendation to approve at committee on July 8th. The change would see 13 affordables become discounted market for sale homes retaining 4 one- bed maisonettes as	

	“first homes”. If the parish has a problem with this please let me know. Bewley are clearly struggling to sell the market houses though it is worth noting that under the present permission only 60% of these can be occupied until a housing association is on board. So, this restriction will fall away if the variation is approved on July 8th. c. Catesby Proposed housing development (50 homes Bishops Green) - Consultations are not all in so no recommendation from officers is available yet. d. Rooksfield- I have asked for evening dates for a meeting with the developer and will let you know as soon as they have been provided. e. Local Govt Reorganisation. Basingstoke Council meets tomorrow to approve the next stage in the creation of a North Hampshire Unitary Council. There are 2 main agenda items 1) approving a Joint Committee to prepare for the election of a Shadow Council and Cabinet from May 2027 and 2) proposing warding arrangements for the new council. The Joint committee will be made up of 6 HCC cllrs and 6 borough cllrs, consisting of 2 each from BDBC, Hart and Rushmoor. The leader of HCC will be the chair with a deputy drawn from one of the boroughs. There is also to be one officer implementation team for Hampshire with a deputy leader from one of the boroughs for each of the 5 new unitary councils. The BDBC Chief executive has been nominated for that role for North Hants. From May 2027 the shadow Council will take over from the Joint Committee and in April 2028, if all goes to plan the new unitary council will go “live” and BDBC cease. On warding arrangements, the plan is to base boundaries on the borough wards not on county districts and to have 88 cllrs representing the residents of North Hants, 44 from the old BDBC area. This gives a reasonable balance of representation per head of population within a 20 % margin. Typically, each ward would have 2 unitary cllrs but in some cases it will be 3. Evingar would have 2 cllrs but 8 of the 18 Basingstoke wards would have 3 cllrs. Not ideal but mathematically difficult. Ultimately the Govt will decide on these arrangements. Finally, I am pleased to report that I have been re-elected Chairman of the Resources Scrutiny Committee. The only member of my party to have been elected as a chairman of a committee.	
20/26	• Planning (<i>Full responses available on the BDBC planning page</i>) New applications received: • 26/00993/ROC Long Court Farm, Brocks Green, Ecchinswell (received after agenda published) The Clerk has been granted an extension to the deadline to 22 June. • 26/01077/LDEU Long Court Farm, Brocks Green, Ecchinswell (deadline 26 June)	

	Councillors will review the two planning applications in detail and agree a formal response by email before the consultation deadline. Particular consideration will be given to: • Loss of agricultural land within the parish. • Highway safety concerns relating to the access road. • The need to safeguard the rural character of the area.	All cllrs
21/26	7. Finance Report Bank reconciliation as at 20 May 2026: HSBC Current Account: £52453.64 HSBC Savings Account: £234094.41 Total: £268548.05 Scribe: The Council has moved the accounting system to Scribe via Direct Debit at a cost of initial set up: £249, ongoing payments: £39 pm. The Clerk presented the new format for payments for approval and payments made. The full payment schedule from April 2026 can be found at the end of the Minutes. Payroll: The Council has moved all payroll to Red76 Tax Ltd. This will also be paid via Direct Debit at a cost of £20pm. Payroll for outgoing Clerk, Sarah Jones and Litter Warden, David McClelland has been cleared for May. The new Clerk and Litter Warden salary payments for June will be made via Red76 once the onboarding process is complete, and shown in next month's payments. Internal Audit Report: The Council has viewed the Internal Audit report and noted the actions required: • Payroll: A P45 needs to be issued for an employee who no longer works for the PC- Clerk will organise this. • Insurance: To make sure the PC is covered for cybersecurity- the Clerk will investigate this. • Box n- all forms for 24/25 are now on the website. • Box o- the PC will be compliant with Assertion 10 by the end of this financial year. The Clerk is pursuing the .gov.uk emails for everyone, and a new website. Councillor responsibilities will be an agenda item for July. • Year end balances: CIL income was very high; however, the receipt of funds is out of PC control. There are plans for spending in 26/27. The Public Rights Notice has been published on the council website. Dates set are 09 June to 20 July 2026 inclusive. The council confirmed there are no conflicts of interest with the external auditor, BDO LLP. The council has also been selected for a 5% intermediate audit. The Clerk will send off all extra required paperwork by 17 June 2026.	Clerk Clerk Clerk
23/26	9. Correspondence:	

	15.04.26 – EVH Committee: a new sign has been put up, and work carried out at the entrance to EVH. Village maintenance will carry on as usual.	
24/26	10. Highways and Rights of Way There is a lot of vegetation covering road signs, particularly at the school in Ecchinswell. This needs to be cleared by landowners. The Clerk will investigate who the landowners are and write to them. Cllr Shadegg will keep a list of outstanding road sign defects. Cllr Sadler already has a list of potholes that have been reported- these can be amalgamated into one report.	Clerk Shadegg/Sadler
25/26	11. New business a) Pond clearance- Confirmed date: 18 October 2026 (led by Cllr Monteith) This date will be advertised in the newsletter. b) Quarterly Safety Review – Cllr Monteith has completed the quarterly safety log for June 2026. This will be placed on the website. Two benches need replacing at Digweeds. CIL can be used for this- the Clerk will get prices and report back to the next meeting. There are five fence panels that need replacing or propping up- the Clerk will get a quote for this and report back (CIL can be used for this).	Clerk Clerk
26/26	12. Matters for discussion a) Website upgrade progress and emails address changes- update by Clerk: Flotek is unable to provide a .gov.uk service. As such the council cannot continue to use them and is looking for a new provider. The Clerk is in discussion with ANother IT Services who partner with one of the government-approved providers. The new website designed by Webdynamix is ready for launch, however they cannot host a .gov.uk domain name. The PC currently has www.ecchinswell-pc.gov.uk which the Clerk should be able to transfer to another provider, OR change the name of the domain name to esbg-pc.gov.uk (or similar). The Clerk will update at the next meeting. b) CIL spending update: To approve spend on planning consultant re Catesby Appeal analysis (as part of Neighbourhood Plan spend) Prior to the meeting, the PC agreed to use CIL to fund the cost of using ET Planning (£2500). This is reflected in the payments for approval at the end of the Minutes. c) SID installation progress: The Clerk has purchased trail cameras, to be used alongside the new SIDS. The Clerk recommended a contractor, Kevin Tooze, who can rotate the SIDS every two weeks. The cost to the council is £70 per move plus fuel (55ppm, £11 total per journey). Total cost per month = £162 . Full council agreed to the new contractor and a rota will be created. The Clerk will collect the SIDS and liaise with the contractor to get SIDS put up once a rota is confirmed.	Letch/Clerk

	As some costs have been amended for 26/27, the council will need to amend its budget forecast for 26/27. This will be added to next month's agenda. d) Neighbourhood Plan Review Process update: Please see the NP steering group Minutes on the website. e) Sustainability and Environment working party volunteers- to move to next meeting. f) BGCA and EVH update: Bishops Green community association has provided a quote for a CCTV camera placed to view the car park (CIL would be used for this spend). They have requested more litter bins- this would have to be requested to BDBC. Cllr Sadler will send information to the Clerk on a new bin that has been placed which is not currently on the Litter Warden's rounds. The play area flooring immediately outside of BGVH is coming away and needs to be reported to BDBC (this play area is maintained by BDBC). Clerk will report the defect to BDBC. Also noted: Potential future requests for financial support for drainage works; Implications of proposed Martyn's Law legislation and associated security requirements. Ben Jones is the new chair of Ecchinswell village hall. g) Bus shelter (Eagle Road) grant update: The Clerk has heard from Cllr Tom Thacker and the grant awarding body at HCC that the funding will reopen soon for 26/27. This will also be discussed as a CIL project. h) S106 monies available (£2439) and possible projects: Add to the solar panel funds for the village hall; benches for the open space at Bishops Green. This will be an item on the next agenda.	Sadler Clerk
27/26	13. Communications: It was noted that the parish newsletter deadline had been missed. The Clerk will prepare the next newsletter.	Clerk
	14. Review of calendar items and date changes for rest of 2026: Dates will remain as sent out previously (and displayed on noticeboards and website).	
	15. Items to carry forward to next meeting: Policies and procedures; Cllr Shadegg Highways signage report; emails and website; amended budget 26/27- for approval; Litter Warden contract agreement. CIL projects. Sustainability and Environment working party volunteers (Sadler)	
	Meeting closed 9:15. Date of next meeting: 14 July 2026, Ecchinswell VH.	

Actions from 16 June 2026 meeting

Item	Action	Owner
20/26	Councillors will review the two planning applications in detail and agree a formal response by email before the consultation deadline.	All cllrs
21/26	A P45 needs to be issued for an employee who no longer works for the PC Investigate whether insurance covers cybersecurity. Send off all extra required paperwork for intermediate audit by 17 June 2026.	Clerk
22/26	Find out who the landowners responsible for cutting back vegetation on roads and write to them.	Clerk
24/26	Amalgamate pot hole and road sign defect report into one document	Shadegg/ Sadler
25/26	Prices for benches to place at Digweeds Fence panels- to get quote for propping back up	Clerk Clerk
26/26	Create rota for SIDS and get them put up. Send information to the Clerk on a new bin that has been placed which is not currently on the Litter Warden's rounds. Report play area flooring issue at BG to BDBC	Clerk/Letch Sadler Clerk
27/26	Newsletter submission	Clerk

ESBG Parish Council

16 June 2026 (2026 - 2027)

PAYMENTS LIST

Vouche	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
1	Clerk Salary	10/06/2026		HSBC Current Accoui		Clerk	Sarah Jones	E	817.75		817.75
1	Admin incl expenses, bank cha	10/06/2026		HSBC Current Accoui		Clerk	Sarah Jones	E	104.99		104.99
2	Litter Warden Salary	10/06/2026		HSBC Current Accoui		Litter Warden	David McClelland	E	453.46		453.46
2	Litter Warden Expenses	10/06/2026		HSBC Current Accoui		Litter Warden	David McClelland	E	40.00		40.00
4	Email & phone	10/06/2026		HSBC Current Accoui		IT	Flotek	S	60.70	12.14	72.84
3	PAYE	10/06/2026		HSBC Current Accoui		PAYE	HMRC	E	233.00		233.00
7	Email & phone	10/06/2026		HSBC Current Accoui		Clerk phone	Flexinet	S	37.28	7.46	44.74
6	Email & phone	10/06/2026		HSBC Current Accoui		IT	Flotek	S	62.70	12.54	75.24
5	Neighbourhood Plan	10/06/2026		HSBC Current Accoui		Neighbourhood Plan	ET Planning	S	1,500.00	300.00	1,800.00
8	Website	11/06/2026		HSBC Current Accoui		Website	Vision ICT	S	287.25	57.45	344.70
10	Clerk Salary	11/06/2026		HSBC Current Accoui		Clerk	Sarah Jones	E	791.35		791.35
10	Admin incl expenses, bank cha	11/06/2026		HSBC Current Accoui		Clerk	Sarah Jones	E	140.22		140.22
11	Litter Warden Salary	11/06/2026		HSBC Current Accoui		Litter Warden	David McClelland	E	441.64		441.64
11	Litter Warden Expenses	11/06/2026		HSBC Current Accoui		Litter Warden	David McClelland	E	40.00		40.00
9	Insurance	11/06/2026		HSBC Current Accoui		Insurance	Zurich Municipal	E	459.00		459.00
12	Audit	11/06/2026		HSBC Current Accoui		Internal Audit	JK Murray	Z	325.00		325.00
13	PAYE	11/06/2026		HSBC Current Accoui		PAYE	HMRC	E	268.80		268.80
15	PAYE	11/06/2026		HSBC Current Accoui		PAYE	HMRC	E	246.99		246.99
14	Neighbourhood Plan	11/06/2026		HSBC Current Accoui		Neighbourhood Plan	Nicholas Steedman	Z	32.79		32.79
19	Email & phone	11/06/2026		HSBC Current Accoui		Top up payment	Flotek	E	2.40		2.40
18	Email & phone	11/06/2026		HSBC Current Accoui		Clerk phone	Flexinet	S	37.28	7.46	44.74
17	Email & phone	11/06/2026		HSBC Current Accoui		IT	Flotek	S	62.70	12.54	75.24
16	Bank interest	11/06/2026		HSBC Business Accoi		Bank interest	HSBC	E			
20	Clerk Salary	15/06/2026		HSBC Current Accoui		Clerk	Sarah Jones	E	817.75		817.75
23	Admin incl expenses, bank cha	15/06/2026		HSBC Current Accoui		Scribe Accounting	Scribe	S	249.00	49.80	298.80
21	Litter Warden Salary	15/06/2026		HSBC Current Accoui		Litter Warden	David McClelland	E	492.59		492.59
21	Litter Warden Expenses	15/06/2026		HSBC Current Accoui		Litter Warden	David McClelland	E	40.00		40.00
24	Village maintenance contract	15/06/2026		HSBC Current Accoui		Village Maintenance Contract	Premier Grounds	S	766.00	153.20	919.20
22	Neighbourhood Plan	15/06/2026		HSBC Current Accoui		Neighbourhood Plan	ET Planning	S	2,500.00	500.00	3,000.00
Total									11,310.64	1,112.59	12,423.23

ESBG Parish Council
RECONCILIATION - HSBC Business Account 11-06-2026

From Accounts	£233,880.45
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Payments not cashed Add	£213.96
Receipts not entered Subtract	

Statement should be	£234,094.41
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ESBG Parish Council
RECONCILIATION - HSBC Current Account 11-06-2026

From Accounts	£52,378.40
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Payments not cashed Add	£75.24
Receipts not entered Subtract	

Statement should be	£52,453.64
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