

CHINEHAM PARISH COUNCIL
Minutes of the meeting of the Council



Date: Monday 13th July 2026
Time: 7:45pm
Place: Community Rooms, Chineham Village Hall
Present: Cllr. Marian Adams (Chair) Cllr. Nigel Rose (Vice Chair) Cllr. Sue Fuller
 Cllr. Ricardo Ferreira Cllr. Jonathan Jenkin (from item 6)
Apologies: Cllr. Neha Sompura, Cllr. Ruth Kellaway
Also present: Amanda Owen (Clerk), Ellen Harmon (Assistant Clerk), Phil Walker (Rapid Response Warden),
 Borough & County Councillor Miller, Borough Councillor Jonathan Jenkins & no members of the public.

Councillor Adams welcome everyone to the meeting.

1.	To receive and accept apologies for absence. Apologies were RECEIVED and ACCEPTED from Councillors Sompura and Kellaway.
2.	To receive declarations of interest relevant to items on the agenda. Councillor Fuller advised that she would abstain from voting at item 11. Councillor Adams advised she would abstain from voting at item 14.
3.	To sign as a correct record the minutes of the Full Council meeting held on Monday 8th June. The minutes of the meeting held on Monday 8 th June were signed as a correct record of the meeting.
4.	Public Participation. None.
5.	To receive reports from: Borough & County Councillors CVHMC Liaison RRW Borough / County Councillor Borough and County Councillors provided a verbal report. CVHMC Liaison No update received. RRW The Rapid Response Warden report can be found at APPENDIX A.
6.	To agree the co-option of Jonathan Jenkin. It was AGREED to co opt Jonathan Jenkin as Councillor. Proposed by Councillor Ferreira, seconded by Councillor Fuller. All members voted unanimously to accept this resolution.
7.	To review information for public display at events. Following discussion, it was noted that up to date photos would be sought and an album created. The images would then be reviewed at the January 2027 meeting.
8.	To adopt the CIL policy and CIL application form. It was AGREED to adopt the CIL policy and CIL application form. Proposed by Councillor Fuller, seconded by Councillor Rose. All members voted unanimously to accept this resolution.
	FINANCE
9.	To agree the renewal of the cultivation license for the Community Orchard at a cost of £237.50. It was AGREED to renew the cultivation license for the Community Orchard at a cost of £237.50. Proposed by Councillor Fuller, seconded by Councillor Adams. All members voted unanimously to accept this resolution.
10.	To consider the following grant applications from Sherfield Park Community Association: - Over 55's Coach Trip for the total of £200.00 under powers afforded by S.137. It was AGREED to support the Over 55's grant application from Sherfield Park Community Association for £200.00 under powers afforded by S.137. Proposed by Councillor Fuller, seconded by Councillor Ferreira. All members voted unanimously to accept this resolution.
Signed & dated: _____	

	- Sherfest for the total of £500.00 under powers afforded by S.137. It was AGREED to support the Sherfest grant application from Sherfield Park Community Association for £500.00 under powers afforded by S.137. Proposed by Councillor Jenkin, seconded by Councillor Adams. All members voted unanimously to accept this resolution.																																																												
11.	To agree the quote from Steven Williams for Community Orchard maintenance. It was AGREED to accept the quote from Steve Williams for Community Orchard maintenance at a cost of £200.00 per annum. Proposed by Councillor Ferreira, seconded by Councillor Adams. This motion was passed on a vote 4 FOR and 1 ABSTENTION .																																																												
12.	To agree the quotes for the bench renovations project. It was AGREED to accept the quotes from Hilliers Handy Helpers at a cost of £2304.66. Proposed by Councillor Adams, seconded by Councillor Fuller. All members voted unanimously to accept this resolution.																																																												
13.	To note the current financial situation. The current financial situation and the bank reconciliation were noted with the bank balance at 30 th June 2026 being £106,618.38. The bank reconciliation can be found at APPENDIX B .																																																												
14.	To authorise any requests for payment. It was AGREED to authorise the payment requests as listed below. Proposed by Councillor Rose, seconded by Councillor Ferreira. This motion was passed on a vote 4 FOR and 1 ABSTENTION . <table><tr><th colspan="4">July Payment Requests</th></tr><tr><th>From</th><th>Item</th><th>Invoice Number</th><th>Amount</th></tr><tr><td>Staff</td><td>Salary</td><td>July</td><td>£887.70</td></tr><tr><td>Staff</td><td>Salary</td><td>July</td><td>£1,049.56</td></tr><tr><td>Staff</td><td>Salary</td><td>July</td><td>£287.60</td></tr><tr><td>Staff</td><td>Expenses - Allotment Keys & Padlock Repair</td><td></td><td>£78.86</td></tr><tr><td>Staff</td><td>Expenses - Cupboard Key Cutting</td><td></td><td>£18.00</td></tr><tr><td>Staff</td><td>Printing Expenses</td><td></td><td>£39.20</td></tr><tr><td>Councillor Adams</td><td>Fete Supplies (Flowers)</td><td></td><td>£239.99</td></tr><tr><td>HMRC</td><td>Tax & NI</td><td></td><td>£526.05</td></tr><tr><td>Aviva</td><td>Pension</td><td></td><td>£33.00</td></tr><tr><td>Aviva</td><td>Pension</td><td></td><td>£160.92</td></tr><tr><td>Lloyds</td><td>Bank Charges</td><td></td><td>£4.25</td></tr><tr><td>Source for Business</td><td>Allotment Water</td><td>Inv 7094356108</td><td>£75.71</td></tr><tr><td></td><td></td><td>Total</td><td>£3,400.84</td></tr></table>	July Payment Requests				From	Item	Invoice Number	Amount	Staff	Salary	July	£887.70	Staff	Salary	July	£1,049.56	Staff	Salary	July	£287.60	Staff	Expenses - Allotment Keys & Padlock Repair		£78.86	Staff	Expenses - Cupboard Key Cutting		£18.00	Staff	Printing Expenses		£39.20	Councillor Adams	Fete Supplies (Flowers)		£239.99	HMRC	Tax & NI		£526.05	Aviva	Pension		£33.00	Aviva	Pension		£160.92	Lloyds	Bank Charges		£4.25	Source for Business	Allotment Water	Inv 7094356108	£75.71			Total	£3,400.84
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15.	To receive an update from the Chair of the Recreation working group. Councillor Fuller provided an update with regards to the following: - Orchard trees are looking healthy - Allotments Noting the urgent nature of the faulty padlocks and the encroachment at the allotment site, the following motions were considered and agreed. It was AGREED to purchase three new padlocks for the allotments at a cost of £371.13 inc VAT and to open an account with Croma Locksmiths. Proposed by Councillor Adams, seconded by Councillor Fuller. All members voted unanimously to accept this resolution. It was AGREED to accept the encroachment cut back quote from Pinewood Tree Care at a cost of £1800.00. Proposed by Councillor Fuller, Seconded by Councillor Adams. All members voted unanimously to accept this resolution. Signed & dated:																																																												

	PLANNING
16.	To receive an update from the Chair of the Planning Committee. Councillor Rose addressed the meeting and advised the following: - Meeting prior to this meeting, a couple of applications discussed. - Three members on planning committee, if express an interest please let the Clerk know.
17.	To note the minutes of the Planning Committee meeting held on Monday 8th June. The minutes of the planning meeting held on Monday 8 th June were noted.
	ADMINISTRATION
18.	To agree to initiate a Councillor recruitment drive to fill vacancies by co-option. It was AGREED that Councillor Adams would create a draft flyer for consideration at the next meeting. Proposed by Councillor Adams, seconded by Councillor Fuller. All members voted unanimously to accept this resolution.
19.	To agree the start time of full council meetings at 19:30, or as soon after the planning committee meeting has finished. It was AGREED to start full council meetings at 19:30, or as soon after the planning committee meeting has finished. Proposed by Councillor Ferreira, seconded by Councillor Jenkin. All members voted unanimously to accept this resolution.
20.	To agree the date of the next meeting. The date of the next meeting was agreed as Monday 14 th September.

There being no other business, the meeting closed at 21:00.

Signed & dated: _____

APPENDIX A

CPC RRW Report

June 2026

- 15(30) Abandoned shopping trolleys reported.
Locations include:
 Binfields Close
 Binfields Woods
- Printed and posted multiple noticeboard updates.
- Attended CPC meeting.
- Reported broken chair on Cufau de Lane to B&DBC.
- Attended CVH to check cupboard.
- Reported abandoned estate agent signs on Hanmore Rd to agencies.
- Reported degraded defib battery at CVH to clerk.
- Arranged for duplicate CVH cupboard keys.
- Reported fly-tipped green waste on FP off Hanmore Road to B&DBC.
- Reported vegetation encroaching over FP near Martins Wood to HCC.
- Attended meeting at CVH regarding bench refurbishments.
- Reported abandoned furniture on Reading Road to B&DBC.
- Reported broken/missing palings on footbridge near Renown Way to HCC via FixMyStreet and later to B&DBC.
- Reported footpaths obscured by new growth of vegetation on footpaths near Petersfield Close to B&DBC.
- Reported benches obscured by new growth of vegetation on footpath near Petersfield Close to B&DBC.
- Broken tree on Mattock Way reported to B&DBC.
- Reported green waste fly-tipped on Mattock Way to B&DBC.
- Reported bus stop obscured by vegetation opposite Larchwood to B&DBC and later to HCC.
- Reported bus stop obscured by vegetation at Four Lanes School to B&DBC.
- Reported thistles at Fennel Close Play Area to B&DBC.
- Reported brambles encroaching over FP on Thornhill Way to B&DBC.

APPENDIX B

Date: 02/07/2026

Chineham Parish Council

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Time: 09:29

Bank Reconciliation Statement as at 30/06/2026
for Cashbook 3 - Lloyds Treasurer Account

User: AMANDA

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
Lloyds Treasurer Account	30/06/2026		45,274.16
			<u>45,274.16</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			45,274.16
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			45,274.16
		Balance per Cash Book is :-	45,274.16
		Difference is :-	0.00

Date: 07/07/2026

Chineham Parish Council

Page 1

Time: 10:34

Bank Reconciliation Statement as at 30/06/2026
for Cashbook 4 - Public Sector Deposit Fund

User: AMANDA

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
Public Sector Deposit Fund	30/06/2026		61,344.22
			<u>61,344.22</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			61,344.22
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			61,344.22
		Balance per Cash Book is :-	61,344.22
		Difference is :-	0.00