



BISHOP'S WALTHAM PARISH COUNCIL

**Minutes of the meeting of the Parish Council Planning and Highways Committee
held at the Jubilee Hall, Bishop's Waltham on Tuesday 28th October 2025 at 7.00pm**

Present: Cllr Conduct Vice Chairman of the Committee
Cllr Homer
Cllr Jones Chairman of the Committee
Cllr McLean Co-opted Councillor
Cllr Wood

Also in attendance: Mrs McKenzie Committee Clerk/Executive Officer
Ms Grover Tree Warden

Members of Public: 5

PH113/25 To receive and accept apologies for non-attendance

Cllr Sherwood – indisposed

Resolved: To accept apologies for non-attendance

Proposed: Cllr Conduct

Seconded: Cllr Wood

All in favour

PH114/25 To receive any declarations of disclosable pecuniary interests on items on the agenda. None.

PH115/25 To receive any declarations of personal, pecuniary and non-pecuniary interests on items on the agenda. None.

Cllr Homer arrived at 7:05pm.

PH116/25 Public Session

The following points were raised:-

- Cricklemede Bus Stop Location – queries arising over siting away from streetlight, bench and hard standing. Concerns over no pavement leading to the site forcing people to walk in the road rather than over unkept grassed areas. Residents were referred to the HCC report it site regarding bus stops and the Clerk would ask the HCC Transport Officer to respond to concerns.
- Locks Farm Solar Farm – one member of the public reiterated concerns regarding contractors keeping to planning conditions set and raising awareness that this had been reported to WCC Enforcement Team.
- Glebe Farm Solar Farm Application – one member of the public requested that the application be revisited in light of new professional reports. It was noted that the opportunity would be possible at the associated WCC Planning Committee meeting.
- Grovers Field junction onto Hoe Road – concern noted over parking directly opposite junction that was causing visibility issues and creating a one lane trafficway. This was referred to making a report to HCC regarding road layout for them to reconsider.
- Basingwell Street car park uneven kerbs and pavement – concern was raised after a pedestrian fell in the area. Councillors would survey the area and send a report to WCC for them to address.

The five members of the public left the meeting at this point.



PH117/25 Parish Council's Tree Warden Report - to consider any motion put to the meeting as a result.

- Twenty trees from BW In Bloom had been offered to the Halls and Grounds Committee for parish grounds planting. The Tree Warden was awaiting a response from the Committee.
- 25/02040/TPO – no objection – branch trim required but tree retained as has TPO.
- 25/01913/TPO – diseased tree – recommend removal and replace with same type of tree.
- Dean Lane – cutting back of trees had already been positively undertaken.
- 25/02056/TPO – no objection – crown clearance over roadway and associated cables.

The Tree Warden left the meeting at this point.

PH118/25 Parish Rights of Way Warden's Report - to consider any motion put to the meeting as a result.

The PROWW had offered apologies for non-attendance but had reported that the footpaths were being regularly monitored and minor works undertaken. No issues were arising for Council attention.

PH119/25 Minutes of Meeting of the Planning and Highways Committee – 23rd September 2025

Resolved: To accept the Minutes of Meeting of the Planning and Highways Committee – 23rd September 2025

Proposed: Cllr Conduct

Seconded: Cllr McLean

All in favour

PH120/25 Actions Arising from the Minutes of the meeting of the 23rd September 2025

Noted. The bins for outside the Palace Grounds and at Ashton Corner were again noted as overdue from WCC – a further chase had been sent.

PH121/25 Financial Position Year to Date

Resolved: To note the financial position year to date

Proposed: Cllr Jones

Seconded: Cllr Conduct

All in favour.

PH122/25 Draft Budget Plan for 2025/26

Noted.

PH123/25 Planning Applications: to ratify the responses from the Chairman, Vice Chairman and Clerk

Resolved: To ratify the responses from the Chairman, Cllr Wood and Clerk

Proposed: Cllr Wood

Seconded: Cllr Jones

All in favour



PH124/25 Planning Applications

25/02040/TPO

Closing Date: 4.11.25

Cut down overhanging branch and lower height of the tree and prune some other branches.

Walmsley Place, Saxby Road, Bishop's Waltham SO32

No objection.

25/02056/TPO

Closing Date: 5.11.25

T1 Oak – crown raise & T2 Oak – crown raise

5 Ambleside, Bishop's Waltham SO32 1BU

No objection.

25/01987/FUL

Closing Date: 3.11.25

Change of use to the ground floor of Durley House (C3) to a nursery with wrap around care: all within Use Classes E (f) and F1 (a) and rooms ancillary to these use classes. New vehicular access to the front of the site.

Durley House, Winchester Road, Durley SO32 2AJ

Neutral. The application must adhere to the reports of the professional bodies including Hampshire Highways. WCC Landscape Team and Environmental Health (noise) and address any concerns raised before this is further considered.

25/01996/HOU

Closing Date: 3.11.25

Proposed single storey rear extension and front porch

28 Pine Road, Bishop's Waltham SO32 1EJ

Support.

PH125/25 Planning Applications. Decisions by WCC Delegated Officers/Committee, SDNP Planning Authority and Appeal Decisions

Noted.

PH126/25 WCC – Winchester Strategic Housing and Economic Land Availability Assessment (SHELAA) – Call for Sites initiative – Report from the Working Group

Four sites tabled were identified for dedication to biodiversity and open space.

Resolved: To suggest the four sites tabled to WCC for the SHELAA

Proposed: Cllr McLean

Seconded: Cllr Jones

All in favour.

It was suggested to do a whole parish consultation on future site allocation in February time which was considered a valued activity to undertake.

PH127/25 Appointment of Speed Indicator Device Working Group

It was noted that no formal working group was required as the locations were now all agreed and a programme of rotation in place. Data analysis would be regularly publicised by office staff. A grant was on offer to cover some new and ongoing possible costs for additional equipment which was due to be applied for. The attendees at the recent HALC conference noted positive support from the police for such community work too.

PH128/25 Terms of Reference for Tree Warden Role – Update

The Tree Warden's role had evolved since its inception in 2018 and the warden's dedication was much appreciated. Additional tasks being regularly undertaken were to be included in the updated TOR and brought back to Committee for approval. **ACTION: Clerk / Tree Warden**



PH129/25 Bus Shelter Upgrade Suggestions and Funding Options

The two bus shelters on the B3035 were identified for upgrade. The next on the list were noted at Ashton Corner and those along the B2177.

Resolved: To apply to HCC for bus shelter improvement grants for the two B3035 bus shelters

Proposed: Cllr Homer

Seconded: Cllr Wood

All in favour

ACTION: Executive Officer

PH130/25 Chairman's Report - Noted.

PH131/25 Clerk's Report

Noted. A meeting was being set up to discuss the next phase of the Accessibility Project with a view to progressing the idea of a pedestrian crossing over the B2177.

PH132/25 Requests for future agenda items.

- Basingwell Street Car Park Kerbs
- Ashton Corner Bus Shelter condition and grant opportunity
- Budget

PH133/25 Date of next meeting - Tuesday 25th November 2025 - Noted.

PH134/25 Motion for confidential business: The Chairman then moved: That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the public and press be temporarily excluded, and they are instructed to withdraw in accordance with the provisions of the Public Bodies (Admissions to Meetings) Act 1960.

PH135/25 WCC and SDNPA Enforcement Lists - Noted.

PH136/25 Locks Farm – Enforcement Request

The correspondence tabled was duly noted. Support to the residents would be offered in terms of monitoring the planning conditions and enforcement case.

Resolved: To undertake a site meeting with the contractor

Proposed: Cllr Homer

Seconded: Cllr Jones

All in favour

ACTION: To set up site meeting

ACTION: Clerk/Cllr Jones/Cllr Homer

PH137/25 Invoice for Installation of Ground Sockets for Speed Indicator Poles

The invoice attached was ratified as a necessary spend with referral to FP&R Committee and Full Council as an unbudgeted item.

Resolved: To ratify the necessary spend of £759.59 for the installation of ground sockets for SID poles by Hampshire County Council and refer to FP&R and Full Council for full ratification.

Proposed: Cllr Conduct

Seconded: Cllr Jones

All in favour.

ACTION: Executive Officer

PH138/25 Quotations for Additional Speed indicator Device Equipment

Item withdrawn as quotations not yet gathered for consideration.

There being no further business the meeting closed at 8.25pm.