



## Minutes of the Highclere Parish Council Meeting

Westridge Studio

Tuesday 10 February at 7.30pm

**Members Present:** Cllr York (chair), Cllr Bartholomew, Cllr Morrey, Cllr Easton, Cllr Maclver, Cllr Malone

**Clerk:** Amy White

**In attendance:** Cllr John Izett BDBC, Colin Wall (Neighbourhood Plan)

**1. 97/25 Apologies for Absence**

Cllr Eyre and Cllr Falconer sent their apologies.

**2. 98/25 Declarations of Interest**

None.

**3. 99/25 To agree Minutes of Meeting held on 13 January 2026**

The Minutes of 13 January 2026 were agreed as a true record and signed by the Chairman, Cllr York.

**4. 100/25 Matters arising from Meeting held on 13 January 2026**

Number	Action	Person
92/25	Clerk to post Ashmansworth taxishare info to noticeboards- Actioned	Clerk
93/25	All to consider HPC projects for next meeting. Clerk to add Regulation 18 documents on Facebook/website when complete- Actioned.	All Clerk
94/25	Clerk to report two broken footpath signs (733/732) on the Hants website- Actioned. Cllr Bartholomew has a meeting with Alison Hellyer, new Hampshire Ranger in April.	Clerk

**5. 101/25 Public participation**

No one was present.

**6. 102/25 Reports from County and Borough Councillors**

Cllr Izett reported on the following issues:

**Local Plan:**

HPC and EWPC's submissions to Regulation 18 has been supported via a joint letter by ward councillors. Significant number of representations received borough-wide (approx. 5000). Work is ongoing to strengthen environmental objections to Oakley, incl concerns over biodiversity / River Enborne: The development near the River Enborne considered potentially detrimental. This river identified in Hampshire County Council's Local Nature Recovery Strategy as a strategic biodiversity corridor. Concerns were raised during the meeting regarding water quality, sewage impact, nutrient neutrality and effects on wildlife, and the loss of farmland.

**Current planning appeals:**

Highgates Enforcement notices served and application refused. Appeals have been lodged against both refusal and enforcement. Further details are under review.

Land at Park View: Significant hedgerow removal. Enforcement has been engaged; a temporary arrangement is indicated with the requirement to reinstate the hedge.

Councillor Grant: £1,000 allocation has been awarded locally to Forever Loved Horse Therapy CIC.

**Little Pen Wood:**

Approved for designation as a Local Nature Reserve. It will remain under borough management with local volunteer involvement.

**West Berkshire Solar Farm application:**

Mixed views expressed regarding renewable energy benefits, agricultural land loss and traffic impacts. Parish response to be submitted (see planning item below).

**7. 103/25 Planning**

Colin Wall attended the meeting to update recent progress on the Neighbourhood Plan. At the previous meeting, it was agreed to halt progress on the NP as the future of Highclere's housing requirement was uncertain. Colin has heard back from PlanET today that AECOM has indicated they will revise Highclere's original 10-house SEA to a 20-house allocation (currently recommended in the BDBC Local Plan update consultation) and for the site boundary to revert to that originally proposed and selected through the site allocation consultation process in 2023. This should be funded within the current government grant, so HPC will not have to pay anything for this revision.

Full council agreed it was sensible to proceed with updating the SEA with a 20-house allocation subject to confirmation that this revision will not be charged to HPC, and that the revision is possible.

**Action:** Colin Wall to send the housing allocation revision to PlanET to send to AECOM for revision, and report back to HPC.

Planning applications:

- Gabriels View Andover Road Highclere- Response sent: Objection
- 26/00045/ROC Land North West Of The Orchard Andover Road- Response sent: Objection

- 26/00213/OOBC Land North Of Spring Gardens, Andover Drove, Wash Water, Berkshire: Waiting on Cllr Izett for information on how West Berkshire is responding before sending in response.
- T/00062/26/TPO 29 Penwood Heights Penwood (Received after agenda published)

*Current Appeals:*

- Land at Highgates, Highclere- Appeal response submitted.
- Land to the South of Hillside, Andover Road: Deadline for response 04 March. Response to be submitted- refer back to original objection and to emphasise the now complete lack of public transport.

**8. 104/25 HPC Action Plan**

The new ElanCity Speed Indicator Device has been received and is with Cllr Easton prior to being put up on the Star Lane highways post.

The Glebe: Cllr Morrey has heard from Savills that there is still no decision on what the diocese wants to do with the Glebe.

Mount Road milking bridge drainage issue- it was agreed that this is a priority to focus on.

**Action:** Clerk to contact Hampshire Highways to initiate discussion on Mount Road milking bridge- drainage and danger concerns.

Fence at a property on the corner of Mount Road and Pantings Lane: there is a fence propped up by a few lengths of wood which looks dangerous. Cllr York and Clerk to discuss this separately.

Noticeboards- a discussion was held on whether the current noticeboards should be moved. The board at HVH is not in an ideal position for passing pedestrians.

Defibrillator- the defib at Highclere Village Hall will be defunct from 2027 due to the batteries and pads no longer being made; CIL money could be used to fund a new one.

Village Gateways on Foxes Lane- the council discussed adding gateway signs on Foxes Lane.

**Action:** Clerk to ask Hampshire Highways if they can install new village gateways on Foxes Lane.

**9. 105/25 Policies and Procedures**

The Clerk sent out in advance of the meeting the following for review and comment: Financial Risk Assessment, FOI Policy, Email Use Policy, IT/Cyber Security Policy, General Privacy Notice, Unreasonable Behaviour Policy, Data Protection (update) Policy.

Comments received were reviewed and policies amended as appropriate, and *approved by the council*.

**Action:** Clerk to add policies to HPC website.

**10. 106/25 Financial Matters**

**a. Accounts for payment**

The Clerk presented accounts for payment (see end of Minutes).

Bank reconciliation as at 31 January 2026:

Unity Bank Current Account: **£18390.75**

Unity Bank Savings Account: **£46287.61**

Total: **£64687.36**

**11. 107/25 Items to take forward to subsequent meeting**

Ashmansworth taxi share. Parish elections- process.

**Date of next Meeting: Tuesday 10 March 2026**

**Actions from 13 January 2026 Meeting**

<b>Number</b>	<b>Action</b>	<b>Person</b>
<b>104/25</b>	Clerk to contact Hampshire Highways to initiate discussion on Mount Road milking bridge- drainage and danger concerns.	<b>Clerk</b>
	Clerk to ask Hampshire Highways if they can instal new village gateways on Foxs Lane.	<b>Clerk</b>
<b>105/25</b>	Clerk to add policies to HPC website.	<b>Clerk</b>

# Highclere Parish Council

10 February 2026 (2025-2026)

## PAYMENTS LIST

Vouche	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
130	Clerk Salary	09/02/2026		Unity Current Accour		Pension- nest	Nest Pensions	E	86.43		86.43
132	Clerk Salary	09/02/2026		Unity Current Accour		Clerk Salary	Amy White	E	841.28		841.28
131	PAYE	09/02/2026		Unity Current Accour		PAYE	HMRC	E	478.79		478.79
133	Litter Warden Salary	09/02/2026		Unity Current Accour		Litter Warden	David McClelland	E	605.62		605.62
133	Litter Warden Expenses	09/02/2026		Unity Current Accour		Litter Warden	David McClelland	E	25.00		25.00
132	WFH Expenses	09/02/2026		Unity Current Accour		Clerk Salary	Amy White	E	26.00		26.00
138	Admin incl Ionos, website	09/02/2026		Unity Current Accour		Email admin	Hugo Fox	S	17.49	3.50	20.99
134	Scribe Accounting	09/02/2026		Unity Current Accour		Accounting Software	Scribe	S	31.00	6.20	37.20
136	Payroll	09/02/2026		Unity Current Accour		Monthly payroll invoice	Red76 Tax Ltd	S	20.00	4.00	24.00
137	Hall Hire	09/02/2026		Unity Current Accour		Hall Hire	Westridge Studio	Z	20.00		20.00
135	Planning	09/02/2026		Unity Current Accour		Planning advice	Steve Lees	Z	625.00		625.00
142	Admin incl Ionos, website	09/02/2026		Unity Current Accour		Bank charge	Unity Trust Bank	E	6.00		6.00
139	Admin incl Ionos, website	09/02/2026		Unity Current Accour		Hugo Fox website	Hugo Fox	S	9.99	2.00	11.99
140	Village Website	09/02/2026		Unity Current Accour		Yourhighclereparish.com	Ionos	S	15.00	3.00	18.00
141	Speed Indicator purchase	09/02/2026		Unity Current Accour		SID	Elan City	S	2,489.99	498.00	2,987.99
<b>Total</b>									<b>5,297.59</b>	<b>516.70</b>	<b>5,814.29</b>