

BRAMDEAN AND HINTON AMPNER PARISH COUNCIL

The Parish Council meeting of Bramdean & Hinton Ampner Parish Council is at
7.00pm 14th May 2026 at the Bramdean Village Hall

	Present Cllr K Hawkings Cllr A Cox Cllr J Silk Cllr J Catling Cllr Morton In Attendance – one member of the public Cllr Pett Cllr Ablitt	
26/01	Election of Chair. a) To elect a chairman for the municipal year 2026 2027 b) To receive the declaration of acceptance of office by the Chair. RESOLVED to re-elect Cllr K Hawkings to be Chair	
26/02	Election of Vice-Chair. a) To elect a Vice-Chair for the municipal year 2026 2027. b) To receive the declaration of acceptance of office by the Vice Chair. RESOLVED to elect Cllr A Cox to be Vice Chair	
26/03	Apologies for absence Received from Cllr Harding and Cllr McCrystal	
26/04	To receive declarations of Interest rising from the agenda None	
26/05	To approve the minutes of the last meeting on 7th January 2026 and review actions. RESOLVED to agree as a true copy. Public Session – The meeting will recess for a period of 10 minutes to allow members of the public to address the meeting	
26/06	Report from the County Councillor Not present	
26/07	Report from the District Councillor Cllr Pett and Cllr Ablitt introduced themselves and gave a short update on WCC. Report on website.	
26/08	Finance and Council Matters:	
26/08.1	Matters arising from last minutes Item 25/43 – Bramdean Common grit bin refilling – ACTION Cllr Williams – on going Item 25/45 – Lengthsman – pavement to Church Lane – working party to finish work – ACTION Cllr Hawking – This was completed.	
26/08.2	Policies – Annual review of policies and procedures - To approve the Parish Council's Standing Orders for 2026-2027 - To approve the Parish Council's Financial Regulations for 2026-2027 To approve Councils policies and procedures: RESOLVED to approve Standing Orders for 2026 2027 RESOLVED to approve the Financial Regulations 2026 2027 RESOLVED to approve all current policies for 2026 2027	
26/08.3	Recreation Committee. To allocate members to sit on the Recreation Committee and co-opt non-councillor members. Cllr McCrystal Chair, Cllr Hawkings, Cllr T Harding, Anne Newson, Adrian Taylor	
26/08.4	Councillor Responsibilities and Councillor approved duties To allocate individual councillor's responsibilities including Planning, Licensing, Environment, Highways & Transport and then to consider any approved duties for Parish Councillors for the	

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	forthcoming municipal year in order for them to be covered by the Parish Council's insurance schedule.																																																																																																																																																																																																																			
	Planning – all councillors Highways – Cllr Hawkings Flood – Cllr Harding																																																																																																																																																																																																																			
26/08.5	To approve annual review of Insurance policy																																																																																																																																																																																																																			
	RESOLVED to approve current policy. ACTION to revisit Asset register and ensure update	Clerk/Chair																																																																																																																																																																																																																		
26/08.6	To receive orders of payment and bank statements																																																																																																																																																																																																																			
	RESOLVED to approve RESOLVED to close Lloyds accounts now Unity was working properly. ACTION Clerk ACTION Clerk to find out the interest options for Unity Trust ACTION Clerk Fete proceeds – Clarity needed on the proceeds and when they would be available. To be discussed at the next meeting. To be discussed at the next meeting. Bramdean & Hinton Ampner Parish Council Year Ended 31st March 2027 <table><tr><th>Date</th><th>Ref</th><th>Name</th><th>VAT number</th><th>Details</th><th>Paid In</th><th>Paid out</th><th>Lloyde Savings</th><th>Unity</th><th>Lloyds</th></tr><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td>348.31</td><td>14972.62</td><td>614.93</td></tr><tr><td>10/04/2026</td><td></td><td>WCC</td><td></td><td>Precept</td><td>4,611.50</td><td></td><td></td><td>19584.12</td><td></td></tr><tr><td>27/04/2026</td><td>SO</td><td>E Billingham</td><td></td><td>Salary</td><td></td><td>366.87</td><td></td><td>19217.25</td><td></td></tr><tr><td>30/04/2026</td><td></td><td>Unity Trust</td><td></td><td>Service Charge</td><td></td><td>7.00</td><td></td><td>19210.25</td><td></td></tr><tr><td>13/05/2026</td><td></td><td>T Harding</td><td></td><td>APM and paint</td><td></td><td>116.33</td><td></td><td>19093.92</td><td></td></tr><tr><td>13/05/2026</td><td></td><td>K Hawkings</td><td></td><td>APM</td><td></td><td>34.50</td><td></td><td>19059.42</td><td></td></tr><tr><td>13/05/2026</td><td></td><td>Wizolt</td><td></td><td>Domain</td><td></td><td>208.80</td><td></td><td>18850.62</td><td></td></tr><tr><td>15/05/2026</td><td></td><td>Do The Numbers</td><td></td><td>Audit</td><td></td><td>190.00</td><td></td><td>18903.92</td><td></td></tr><tr><td>15/05/2026</td><td></td><td>Zurich</td><td></td><td>Insurance</td><td></td><td>647.16</td><td></td><td>18256.76</td><td></td></tr><tr><td>20/04/2026</td><td></td><td>Lloyds</td><td></td><td>Service charge</td><td></td><td>4.25</td><td>344.06</td><td></td><td></td></tr><tr><td>11/04/2026</td><td></td><td>Lloyds</td><td></td><td>Interest</td><td>0.26</td><td></td><td></td><td>18257.02</td><td>615.19</td></tr><tr><td>11/05/2026</td><td></td><td>Lloyds</td><td></td><td>Interet</td><td>0.27</td><td></td><td></td><td>18257.29</td><td>615.20</td></tr><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td>18257.29</td><td></td></tr><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td>18257.29</td><td></td></tr><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td>18257.29</td><td></td></tr><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td>18257.29</td><td></td></tr><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td>18257.29</td><td></td></tr><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td>18257.29</td><td></td></tr><tr><td></td><td></td><td></td><td></td><td></td><td>4,612.03</td><td>1,574.91</td><td>692.37</td><td>18,257.29</td><td>614.93</td></tr><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td>Bank balance</td><td>19,564.59</td><td></td></tr></table>	Date	Ref	Name	VAT number	Details	Paid In	Paid out	Lloyde Savings	Unity	Lloyds								348.31	14972.62	614.93	10/04/2026		WCC		Precept	4,611.50			19584.12		27/04/2026	SO	E Billingham		Salary		366.87		19217.25		30/04/2026		Unity Trust		Service Charge		7.00		19210.25		13/05/2026		T Harding		APM and paint		116.33		19093.92		13/05/2026		K Hawkings		APM		34.50		19059.42		13/05/2026		Wizolt		Domain		208.80		18850.62		15/05/2026		Do The Numbers		Audit		190.00		18903.92		15/05/2026		Zurich		Insurance		647.16		18256.76		20/04/2026		Lloyds		Service charge		4.25	344.06			11/04/2026		Lloyds		Interest	0.26			18257.02	615.19	11/05/2026		Lloyds		Interet	0.27			18257.29	615.20									18257.29										18257.29										18257.29										18257.29										18257.29										18257.29							4,612.03	1,574.91	692.37	18,257.29	614.93								Bank balance	19,564.59		Clerk Clerk AGENDA
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26/08.7	To consider applications for the Boomtown Grant funding																																																																																																																																																																																																																			
	RESOLVED to approve - Application for ground stumping of tree at the War Memorial – It was discussed that the Council would approve up to £1000 – ask for three quotations if possible. Council might be able to pay for the works directly ACTION Clerk to contact applicant and discuss. RESOLVED use balance for works at the Recreation Ground.	Clerk																																																																																																																																																																																																																		
26/08.8	To consider applications for grants from BHAPC grant fund.																																																																																																																																																																																																																			
	RESOLVED to approve War Memorial grass cutting - £250 WVT – ACTION Clerk to invite them to complete full application prior to July meeting.	Clerk																																																																																																																																																																																																																		
26/08.9	To consider quotations for .gov.uk website and emails																																																																																																																																																																																																																			
	RESOLVED to approve Hugo Fox For a .gov.uk domain and email. The .gov.uk domain is completely free with any of our website packages, which start at £9.99 + VAT/month for Bronze, £19.99 + VAT/month for Silver, and £29.99 + VAT/month for Gold. There's a fixed one-off build service of £199 + VAT, which includes full content transfer from your existing site, unlimited revisions, and one-on-one training for you or anyone else who'll need it. ACTION Clerk to arrange and confirm - Clerk to determine which package is most suitable. For email, our .gov.uk service is fully managed and priced as fixed monthly tiers: 10 mailboxes is £17.49 + VAT/month, all including 15GB storage per mailbox and support for the whole councilAll packages include UK-based hosting, unlimited storage, 24/7 support, and full compliance from day one - no minimum contract, and everything's designed to cover Assertion 10, GDPR, WCAG AA, and the Data Protection Act.	Clerk																																																																																																																																																																																																																		
26/08.10	Annual Governance and Accountability Return 2025 2026 a) To note that the Internal Auditor has carried out a review of the Parish Council's accounts for the year ended 31 st March 2026 and has completed an audit report.																																																																																																																																																																																																																			

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	Council were made aware of the Internal Audit and its completion. b) To approve an action plan to respond to the Internal Auditor's report. Council had been sent the IA report and actions ahead of the meeting and agreed them. c) To note that the BHAPC are exempt authority due to transactions under £25,000 and will submit the exemption procedure by 31st June 2026 Council agreed that they transactions were under £25,000 and will submit an exemption ACTION Clerk d) To approve the annual governance statement for 2025 2026 - Section 1 on page 4 of the Annual Governance & Accountability Return (copy to be tabled at meeting). RESOLVED to approve e) To approve the accounting statements for 2025 2026- Section 2 on page 5 of the Annual Governance & Accountability Return (copy to be tabled at meeting). RESOLVED to approve f) Authorise the Chairman and Clerk to sign Section 1 and Chairman and RFO to sign Section 2 of the Annual Governance & Accountability Return. RESOLVED to approve signatures. g) To approve publication of the Public Rights of Inspection form 2025 2026 (Copy to be tabled at meeting). RESOLVED to approve the dates in for public rights Date of Announcement – Monday 8th June 2026 Inspection period commences – Tuesday 9th June 2026 Inspection period ends – Monday 20th July 2026	
26/09	Planning and licensing	
26/09.1	To consider delegating limited powers to the Clerk to the Council when coordinating and responding to planning or licensing applications between meetings.	
	Inform all – approved	
26/09.2	To consider any planning applications and agree decision.	
	Reference SDNP/26/01297/LDE Alternative Reference PP-14737964 Application Received Thu 02 Apr 2026 Application Validated Thu 02 Apr 2026 Address Tempus House, The Annex Petersfield Road Hinton Ampner Hampshire SO24 0JT Proposal Use of annexe as independent dwelling Application in Progress https://planningpublicaccess.southdowns.gov.uk/online-applications/applicationDetails.do?keyVal=TCT5S2TUJLA00&activeTab=summary RESOLVED to agree No Objection	
26/10	Environment, Highways and transport	
	Nothing to update	
26/10.1	Parish Lengthsman Scheme. To agree the contract for 2026 2027	

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	Approve – ACTION Clerk to forward	Clerk
26/11	Flooding issues and concerns. To receive any reports.	
	ACTION Cllr Hawkings to contact highways regarding the area from East Bramdean Farm – to garage. Request investigation of culverts.	Cllr Hawkings
26/12	Recreation Committee. To receive a report from the Chair of the Recreation Committee	
	Meeting had not taken place. ROSPA report received with highlighted areas – ACTION the committee would discuss and make recommendations.	
26/13	Date and time of next meeting – 1 st July 2026	