

ITCHEN STOKE AND OVINGTON PARISH COUNCIL

Minutes of the Full Meeting of the Council held on Wednesday 30th September 2026 At The Lodge, Hampage Farm, Ovington, SO24 0HY at 7.30pm

These minutes are draft until resolved as accurate at, usually, the following Council meeting.

Council Members Present:

Chair & Vice Chair	Councillors	In attendance
CLlr David Cook, Chairman CLlr John Harvey, Vice-Chairman	CLlr Laura Carney CLlr Peveril Bruce	Wendy Simson (Clerk)

Apologies from: Cllr James Collins, Cllr Barry Norgate, Cllr Porter, Cllr Pinniger, Cllr Gordon-Smith and Cllr Power

26.30	Welcome & Apologies The Chairman welcomed everyone to the meeting. Apologies from Cllr James Collins, Cllr Norgate, and Cllr Porter. Cllr Pinniger, Cllr Gordon-Smith and Cllr Power were not able to attend the meeting.
26.31	Matter arising from the last meeting. Update on Charity Commission - The Clerk has updated the Charity Commission website to include the Councillors details. The Clerk was also forwarded a response to the email sent by the previous Finance Lead for the Charity in November 2024. The response says: <i>RE: VILLAGE HALL (OVINGTON) (231830)</i> <i>Thank you for your email regarding the above-named charity.</i> <i>The charity trustees would first need to consult the governing document to ascertain what, if any, restrictions are in place regarding the funds. If there are none then the funds are able to be spent in furtherance of the charity's objects.</i> <i>It may be that the funds are classed as permanent endowment or restricted funds.</i> <i>Restricted funds are funds subject to specific trusts, which may be declared by the donor(s) or with their authority (e.g. in a public appeal) or created through legal process, but still within the wider objects of the charity.</i> <i>Restricted funds may be restricted income funds, which are spent at the discretion of the trustees in furtherance of some particular aspect(s) of the objects of the charity, or they may be endowment funds, where the assets are required to be invested, or retained for actual use, rather than spent.</i> <i>The charity trustees would need to determine whether they are able to lift the restrictions before they can be transferred to a general fund.</i> <i>The below guidance may be useful in this respect:</i> <i>Charity fundraising appeals for specific purposes - GOV.UK</i>

	<i>Permanent endowment is money, or property, that is meant to be held by a charity forever. For example, a property that can only be used for a specific purpose such as a school, or a lump sum of money where the lump sum is invested and only the interest earned can be used for the charity's purpose.</i> <i>Please see the guidance below for more information:</i> <i>Permanent endowment: rules for charities - GOV.UK (www.gov.uk)</i> <i>Therefore, the nature of your funds will determine the procedure for releasing such funds. However, if released, you must ensure the income spent is in line with the rules of your charity's governing document.</i> <i>For more in-depth information regarding your enquiry, I have included some links to our guidance below:</i> <i>Internal financial controls for charities - GOV.UK (www.gov.uk)</i> <i>Charities and investment matters: a guide for trustees - GOV.UK (www.gov.uk)</i> <i>It's your decision: charity trustees and decision making - GOV.UK (www.gov.uk)</i> <i>Please see professional advice if you are unsure, the below links may be useful in this respect:</i> <i>Legal advice for not-for-profits LawWorks</i> <i>NCVO NCVO</i> Councillor Email accounts – Cllr Carney informed the Council that they have no issues with getting the Parish Council emails on both their phone and laptop. Cllr Harvey confirmed that they were accessible on the laptop but not on the mobile. It was agreed that Cllr Harvey would contact Vision ICT to ensure the settings being used are correct. The contact details for Vision ICT are: Email - visionsupport@visionict.com Telephone - 01392 669497 Action: Clerk to set up an email account for Cllr Bruce. Additional signatories on Unity Trust account – The Clerk informed the Council that Cllr Collins is now a signatory on the account and a mandate has been set up to include Cllr Carney. Action: Clerk to process the application for Cllr Carney Payroll specialist and HMRC direct debit – The Clerk informed the Councillors that DM Payroll Services are processing the payroll for the Parish Council and suggested that the PAYE payment to HMRC be put on a direct debit to ensure the correct payments are made. The Councillors approved this change. Action: Clerk to process bank mandate.
26.32	To Receive and Approve the Minutes of the Meeting held on 13th May 2026 PROPOSED: The Chair, seconded Cllr Harvey. RESOLVED: All Members present agreed that the minutes were a true and accurate record of the above meeting and were duly signed by the Chairman. Cllr Bruce asked if the Rural Police Officer could be invited to the next meeting and their contact details shared as there have been instances of fly tipping in the Parish. The Rural Police Officer's contact details are: PC Brad Hurt 29623 Mobile – 07974050047 Email - Brad.Hurt@hampshire.police.uk Action: Clerk to invite PC Hurt to the December Parish Council meeting.
26.33	Planning (to ratify the decisions of the Council) The Clerk informed the Councillors that there are no current planning applications.

26.34	Finance The Clerk prepared and circulated the financial papers prior to the meeting. The Local Community Fund Payment from Boomtown has paid at £2,500, along with the second half of the precept at £3,112.50. The following payments were submitted since the last meeting and needed to be paid before this meeting: • Internal Audit - £180.00 • Printer cartridge - £43.81 • Replacement defib pads - £79.20 • Replacement marquee - £1,906.80 • Hedge & Grass cutting - £210.00 • Dog bins - £65.00 • Mowing for meadow party - £67.50 • Meadow Party catering - £963.32 • Payroll provider - £130.50 • Website - £185.44 Four new payments due to be made were all approved, they were: • Hedge and Grass cutting - £185.00 • Marquee storage (2022 to 2026 ' £240/yr) - £960.00 • Clerk's salary (July to September) - £369.60 • PAYE (July to September) - £92.40 PROPOSED: The Chair proposed that this payment be approved and Cllr Harvey seconded this RESOLVED: To approve all payments. The Council discussed opportunities for the Boomtown funds which included: - Planting new trees to replace some of those lost through Ash Dieback and Oak wilt. There are new varieties which are disease resistant. - Hedging at the water meadows to help stop flooding - Footpath repairs on the path between Itchen Stoke and the Bush at Ovington. - The footpath between the two bridges. - Heating at the church Action: Cllrs to look at projects for the Boomtown funds.
26.35	Assets Checks update from councillors (standing item) The Chair informed the Council that the Speedwatch kit hasn't been used recently but is still working. The new marquee needs to be stored away at the farm but the old one needs to be disposed of. Cllr Bruce offered to dispose of the old marquee, Cllr Carney proposed that the Parish Council take up this offer, Cllr Harvey seconded. It was agreed that the old marquee be disposed of by the end of October to allow the new one to be stored.
26.36	Correspondence Prior to the meeting the Clerk had circulated correspondence on the following items: • Update on the M3 J13 roadworks. The Councillor confirmed that all these items had been noted.
26.37	Speed Watch Update The Chair reported that the new volunteers have all been trained and date is to be booked to go out. Action: Chair to circulate dates to check availability. The Chair confirmed that they intend to continue to manage the Speedwatch Team when they step down from the Parish Council.

26.38	Lengthsman dates The dates for the Lengthsman visits have been changed due to sickness. The Parish has a half day on 13th November and a full day on 22nd March. The Chair asked for a Councillor to take on the role of allocating tasks for the LengthsMan to complete when they visit, Cllr Carney agreed to take on the role. The Clerk explained that there is a list of the tasks that the Lengthsman can and can't do, it is: <table><tr><th>HAMPSHIRE C.C.</th><th>DISTRICT COUNCILS</th><th>PARISH COUNCILS</th></tr><tr><td colspan="3">Examples of work areas covered by the Parish Lengths Man. (Mostly related to maintenance, but new work can be undertaken as appropriate).</td></tr><tr><td> Drainage: - Grips - Localised ditching - Cleaning channels - Rodding of pipes (off highway) Signs excluding street name plates (including reflector posts): - Cleaning - Minor repairs - Speed Limit Reduction sign relocation Highway Minor Works: - Removal of soil/detritus - Cutting back vegetation overhanging the road or footway - Clearing footways of weeds/moss - Removing vegetation from parapets or fences. - Highway grass strimming around posts - Reporting defects </td><td> Environmental: - Sweeping - Litter clearance - Removal of fly-posting - Land drainage (not highway) - Graffiti/unauthorised sign removal - Street name plates cleaning and repair - Repair of street furniture including litter bins, benches, bus stops - Reporting </td><td> Community: - Maintain public open spaces - Maintain public rights of way - Maintain play areas - Maintain playing fields - Maintain associated fences, styles etc. - Acting as eyes and ears for the community having regard to vulnerable parishioners and anti-social behaviour such as noise, car crime etc. - Reporting </td></tr></table>	HAMPSHIRE C.C.	DISTRICT COUNCILS	PARISH COUNCILS	Examples of work areas covered by the Parish Lengths Man. (Mostly related to maintenance, but new work can be undertaken as appropriate).			Drainage: - Grips - Localised ditching - Cleaning channels - Rodding of pipes (off highway) Signs excluding street name plates (including reflector posts): - Cleaning - Minor repairs - Speed Limit Reduction sign relocation Highway Minor Works: - Removal of soil/detritus - Cutting back vegetation overhanging the road or footway - Clearing footways of weeds/moss - Removing vegetation from parapets or fences. - Highway grass strimming around posts - Reporting defects	Environmental: - Sweeping - Litter clearance - Removal of fly-posting - Land drainage (not highway) - Graffiti/unauthorised sign removal - Street name plates cleaning and repair - Repair of street furniture including litter bins, benches, bus stops - Reporting	Community: - Maintain public open spaces - Maintain public rights of way - Maintain play areas - Maintain playing fields - Maintain associated fences, styles etc. - Acting as eyes and ears for the community having regard to vulnerable parishioners and anti-social behaviour such as noise, car crime etc. - Reporting
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26.39	County, Ward and District Councillors Reports The District Councillor report was circulated prior to the meeting.									
26.40	Progression Planning The Chair confirmed that they would Chair the December meeting along with the Charity meeting which follows. The Vice Chair agreed to Chair the February meeting and then elections of roles would take place in May as usual. There has been some interest in the Councillor vacancy and the Chair suggested that anyone who was interested be invited to attend the December meeting to see how the process works. When the Chair steps down at the December meeting the vacancy will need to be advertised both in the Parish and with Winchester City Council. This will advise your parishioners that they have 14 days in which to request an election from the Returning Officer. If no request is made then the Parish Council can co-opt a new Councillor.									

26.41	Members Questions Boomtown – Cllr Harvey commented that the traffic management for this years event has been much better than previous years. Traffic was stopped from passing through small village which are not capable of supporting large vehicles or high volumes of cars. Bus Route 64 – Cllr Bruce asked about the removal of the bus stop for the no. 64 bus on the A31. The Chair explained that it had been included in the County Councillor report that the drivers had suggested it was dangerous and as there was no opportunity for the bus to pull off the dual carriageway then the stop has been closed. Management of Speed Indication Device – The Chair asked if one of the Councillor would take on the task of recharging the battery in the speed indicator, Cllr Carney agreed to take on the role.
26.42	Date of Next Meeting • Wednesday 2nd December 2026
25.43	Close of Meeting – There being no further business the Chairman closed the meeting at 8:40pm.

Confirmed as a true record:

Signed by David Cook (Chairman).....

Dated: Wednesday 2nd December 2026