GREAT BOWDEN PARISH COUNCIL

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Great Bowden Parish Council

Minutes of the Meeting of the Parish Council held at the Community Pavilion on 10th September 2025 @ 19.30

Present:
Bob Hooper (Chairman), Paul Claxton (Vice Chairman), John Wilson, ,
David Hayes

In attendance

7 members of the public

		Action
09/25/88	**Apologies and welcome** The chairman welcomed all to the meeting. Apologies were received from Jon Almond (health), Richard Emery (personal), Lindsey Wolstencroft (clerk), Cllr Phil Knowles (business), County Cllr Sarah Hill (business)	
09/25/89	**Public questions and comments on items on the agenda** Carolyn Ford asked for progress on the proposed meeting with LCC traffic and safety team. Cllr Claxton explained that 2 dates had been proposed w/c 22nd September.This meeting would be to clarify the updated plan and present costings. Then a village wide meeting can be held. Cllr Hayes asked for details about the plan which was instigated 8 years ago to cope with increased traffic from the Airfield farm development. £312,000 would be paid by the developers after the 500th house was occupied which happened this year. It is unclear whether this figure was inflation proofed. Peter Mitchell then asked if the parish council could approach the owners of 3 Sutton Rd and ask them to cut their hedge which is encroaching over half of the pavement. Cllr Wilson said he had been approached by a resident re this matter. It was agreed that this would be done.	
09/25/90	**Declarations of interest both pecuniary and personal on items on the Agenda** Cllr Claxton declared that he is vice president of Bowden Cricket Club. Cllr Hayes declared that he is vice president of the business management committee for the all party parliamentary group on governance. Cllr Hooper declared that the organisation for whom he works use Fisher German in a planning advisory capacity	
09/25/91	**Approval of the minutes held of the meeting held on 16th July 2025 plus minutes from the extraordinary meeting on 30th July 2025** The minutes were presented and signed. No comments were received.	
09/25/92	**To Receive a report from PCSO Laura Bolton** No report received.	

09/25/93	**To Receive District and County Councillors Reports** No reports were received. Cllr Claxton reported on a meeting which was held with LCC regarding the proposed Biomass plant on Welham Lane. He attended together with a resident from Hursley Park, deputy chief executive and leader of HDC. Two proposals were put forward, neither were seconded so after a long discussion a decision to approve the plant has been deferred until the applicant has submitted further information. This consultation will be within 2 weeks. Cllr Wilson had received a long email from a resident of Hursley Park re the traffic situation if the plant is approved. Cllr Claxton stated that any previous application in this area has always considered that traffic turning in and out of Welham Lane is detrimental to road safety. Cllr Hayes said that the Dept of Transport already consider the A6 to be the most dangerous road in the county. There could possibly be 500 or so lorries carrying maize during the 30 days which is the important processing period plus slow moving tractors and trailers. This could result in queuing traffic on the main rd causing fast moving traffic to overtake. Cllr Wilson asked whether there was a weight limit on the bridge but Cllr Claxton stated that there was not as it had not been renewed by LCC. It was not suitable for heavy lorries and if maize was to be moved by tractors they could potentially be taken through Great Bowden. LCC highways do not consider the traffic on the A6 to be a problem and the applicant's traffic report agrees. The Parish Council will make another representation when additional information becomes available.	
09/25/94	**To Receive updates on previous meeting agenda items** a) Bowden Cricket club Fisher German had sent an update with 2 items to agree re Heads of Terms. Matthew Trembath (FG) will continue to discuss with David Wilford (BCC) to produce a document on which both parties can agree. Cllr Hooper asked if another vote would then be necessary. Cllr Claxton stated that no decisions can be made other than at a public meeting so another vote would be necessary. b) Speed Camera Brackets and safety checks. Since Cllr Emery was not present there was no further information. Cllr Wilson asked if Cllr Emery could circulate any available information to the cllrs. c) Digitisation of GBPC information Cllr Hayes stated that there was not much progress on this. He is aware of a recommendation from government that parish councils should move over to a gov.uk domain for security reasons. He will take part in a remote meeting to consider the pros and cons and will report back.	RE DH
09/25/95	**To receive the Financial report from July to September** Cllr Claxton had circulated the report prior to the meeting and this can be seen as an addendum to these minutes on the PC website. Additional items were 1) Bill from Spendlove for £4,676.20 for the first 2 quarters mowing. 10% had been subtracted as apology for errors in mowing. 2) Clerk's salary and backdated pay increase from 1st April 2025. A quote had also been received for 2 dropdown posts at the back of the pavilion (£1,155). Cllr Claxton explained that this may be increased by approx.£200 as a metal sign requesting no parking in front of the signs would be needed. All transactions were approved; no further comments.	PC

09/25/96	**To receive a report from the planning committee** Cllr Hooper had circulated this prior to the meeting. This can be seen in full on the Planning section of the website. Cllr Wilson expressed concern over the felling of a trees at the Grange. Cllr Claxton stated it was only one tree which had no TPO on it and HDC would not allow it to be felled if it could be saved in any way.	RH
09/25/97	**To Receive a report from the Neighbourhood plan Monitoring and review committee** This has been circulated to all Cllrs and can be seen in full on the Neighbourhood Plan page of the website. Peter Mitchell presented the report to the meeting and explained that 2 motions needed to be approved at this meeting. 1) Great Bowden Parish council approves the final consultation draft of Great Bowden's reviewed Neighbourhood plan 2) Great Bowden Parish Council approves the contents of the Great Bowden Neighbourhood Plan Review Statement of Modifications. In both cases Cllr Hooper proposed that the motions be approved and Cllr Wilson seconded this. Both were approved. Peter Mitchell also asked if the parish council would pay the cost of printing 7 copies of the Neighbourhood plan (£938) circulated at the meeting which would be collected afterwards.Cllr Hooper proposed this and Cllr Wilson Seconded it. Cllr Hooper had received comments from some residents concerning the view from Dingley Rd as you look into the village. They suggested this should be listed as an important view in the NP. Peter said it can be added. Cllr Hooper has received a petition from 20 members of the public suggesting the Shoulder Of Mutton should become an asset of community Value. There was a general feeling that this would be more significant if the application was to come from the parish council supported by the petition. Cllr Claxton proposed an amendment to say that Great Bowden Parish council, following a petition from 20 members of the public, will submit an application for an asset of community value on the Shoulder of Mutton. Cllr Wilson seconded this.	PM
09/25/98	**To receive a report from the Environment Focus group (open Spaces)** No report was received. Carolyn Ford reported that the drain at the Hall is still blocked, could it be reported again. Two trees on the verge immediately before the railway bridge inbound need to be removed. Cllr Hooper stated that the tree surgeon will be asked to deal with this.	RE
09/25/99	**To receive a report on tree maintenance in the village** Cllr Claxton stated that Cllr Almond had met with the Tree surgeon to produce a new five year plan. Cllr Hooper said a schedule of works would be useful to identify trees which are part of the contract. Cllr Almond has a list of all trees in the village so can identify which belong to the parish council. Cllr Claxton has asked for the hedge at the entrance to the car park to be tidied.	JA
09/25/100	**To Receive a report from the pavilion management committee** Gary Waterfield had circulated the minutes prior to the meeting. Cllr Wilson reported that there was discussion and questions about the accounts. Cllr Claxton has asked to meet with the Cricket Club's accountant in order to clarify some of these. He would like the meeting to be an agenda item for the next parish council meeting. Cllr Hooper asked if there could be any ground work done beforehand. Cllr Claxton stated that a definitive answer on the VAT situation is needed. (see item 09/25/106)	JW

09/25/101	**To Discuss Maintenance of the recreation ground** There has been no progress on the drainage problem as the Tennis club are unable to access records from HDC to show whether they had building control approval when work was carried out on their clubhouse.They have now adjusted the pump to reduce flow which has alleviated the problem of flooding the car park. Cllr Claxton has been unable to gain access to the required records. Cllr Wilson suggested that the tennis club should be given a time limit of three months from now to produce the documents before the parish council involve public health. Cllr Claxton will inform the Tennis Club of this decision. Proposal; Parish council need a definitive answer by 31/10 or will involve public health.	PC
09/25/102	**To Discuss appointment of a Responsible Financial officer including recruitment plan and timetable** Cllr Claxton has put together a job description and person specification which will be circulated to all cllrs. Based on his experience of doing the job as a volunteer for a number of years he has suggested 3 hours per week to include attendance at Parish council meetings and audit.Cllr Hayes asked if managing the parish council contracts (point 16) would be part of the job description. Cllr Claxton replied that it could be.There was some discussion over the number of hours involved and it was decided to advertise initially at 3 hours and review in 12 months. The salary would need to be added to the budget for next year. Cllr Hayes's wife, a former HR director suggested that the whole council should consider the job description and person specification to decide if it meets the needs of the parish council and put a timeline on applications. She offered her help. Cllr Wilson asked about expenses involved . Cllr Claxton said a software package would be needed and possibly a computer which would need to be backed up by Netmajik; also a phone if he/she were dealing with contracts.	PC
09/25/103	**To appoint a councillor to Manage Parish Council contracts** This has been partly covered in item 09/25/102. In addition cllr Claxton suggested there should be a contact for each of the contracts e.g.Trees, mowing and their names should be added to the website so the public could contact them. They would not be responsible for tendering. Items dealt with by outside bodies eg footpaths, traffic problems should also be added.	
09/25/104	**To Discuss and Arrange code of Conduct training for Councillors** Cllrs Claxton, Hooper, and Wilson will attend the next session provided by LRALC by Zoom on 24th November 2025. They will hire the back room of the village hall to do this together. Clerk to book.	Clerk
09/25/105	**To discuss noise from the Red Lion Events** The Red Lion has held several events with live music and causing blockage of Main Street with parked cars. A notice was sent to some nearby residents stating that they had applied for a temporary events licence for the first event with live music from 8.30-10.30 but some did not get this. Cllr Claxton and a neighbour contacted HDC who stated that no consultation was needed.The parish Council have no power in this situation so the clerk will write to the resident suggesting she write to the Licensing officer at HDC. (proposed by Cllr Wilson, seconded by Cllr Hayes)	
09/25/107	**To Receive an update on the pavilion management account** This has been covered in item 09/25/100 above	
09/25/108	**To receive Chairman's announcements** Cllr Wilson volunteered to keep the Parish council Noticeboard up to date with minutes/agendas.	
09/25/109	**Items for next meeting** Please send to the clerk by 03/11/2025. Cllr Claxton asked all Cllrs to consider items for next year's budget	

09/25/110	**Date of Next meeting** 12th November 2025 Meeting closed at 21.26	

Councillors: Bob Hooper (Chairman), Paul Claxton (Vice Chairman), Jon Almond, Richard Emery, John Wilson, David Hayes

Clerk to the Council (Lindsey Wolstencroft): clerk@greatbowdenparishcouncil.org.uk
District Councillors: Phil Knowles, Buddy Anderson,
County Councillor Sarah Hill