



**WEST DEAN**  
Parish Council

**Minutes of the Parish Council meeting held on  
Monday 4<sup>th</sup> November at 19:00 at King George's Hall, West Dean.**

**COUNCIL MEMBERS**

	<b>In Attendance</b>	<b>Apologies</b>	<b>Absent</b>
<b>Councillor Higgins</b>	✓		
<b>Councillor J Camilleri</b>	✓		
<b>Councillor Seabrooke</b>	✓		
<b>Councillor M Camilleri</b>		✓	
<b>Councillor N Hiddleston</b>	✓		
<b>Vacancy</b>			
<b>Vacancy</b>			

Also, in attendance:

Amanda Owen – Clerk, West Tytherley Parish Councillor – Margaret Down, Wiltshire Councillor Richard Britton & two members of the public.

<b>120/24</b>	<b>To receive Chair's opening remarks.</b> Councillor Higgins welcomed everyone to the meeting.
<b>121/24</b>	<b>To receive and accept apologies for absence.</b> Apologies were <b>RECEIVED</b> and <b>ACCEPTED</b> from Councillor M Camilleri.
<b>122/24</b>	<b>To receive declarations of interest relating to items on this agenda.</b> No declarations of interest were received.
<b>123/24</b>	<b>To approve the minutes of the meeting held on Monday 16<sup>th</sup> September.</b> The minutes of the meeting held on Monday 16 <sup>th</sup> September were signed as a correct record of the meeting.
<b>124/24</b>	<b>Public Forum.</b> None.
<b>125/24</b>	<b>To receive reports from Wiltshire Councillor Richard Britton &amp; Wiltshire Police.</b> Councillor Britton addressed the meeting and provided an update with regards to the following: - 15th October full council meeting agreed to submit the draft local plan to Secretary of State for inspection. Due to the submission date the draft local plan will be examined under the current Planning Policy Framework (PPF) rather than the proposed forthcoming one. This means that existing housing numbers will apply rather than the proposed under the new PPF. During debate, it emerged that there are 17,000 housing plots with permission which are not being built upon, these further impacts housing land supply. - Up to date budget figures will be available after the second quarter.  No report was received from Wiltshire Police.
<b>126/24</b>	<b>To note updates with regards to Glebe Farm.</b> Councillor Higgins addressed the meeting and advised she attended a meeting with Paul Goodman and the Housing Officers at Test Valley Borough Council with Councillor Urquhart (West Tytherley Parish Council), Councillor J Camilleri and Matt Holmes. The Housing Officers wanted to obtain clarification from Matt Holmes with regards to the purchase price of the proposed homes and whether they reached TVBC's 'affordable homes' criteria.  Councillor J Camilleri addressed the meeting and provided an overview of the briefing paper found at <b>APPENDIX A.</b>

127/24	<p><b>To receive an update from the River Group.</b> Councillor Higgins addressed the meeting and advised that she had spoken with Mike Blackmore of Wessex Rivers Trust. Mike advised that they have an ongoing project further downstream along the River Dun. This offers a potential that the proposed project in West Dean could tie in with the existing project and potentially offer additional funding to support the project.</p> <p>The existing project down river is to create a fully navigable river for Trout from the River Test. It was noted that Wessex Rivers Trust are busy at present but Mike is really interested in the project and thinks that it is great solution and plans to visit West Dean before Christmas.</p> <p>Councillor Higgins will be sending current plans and reiterated that no dredging will take place, and no work will be conducted on the Byway and that it will remain as it is.</p>																																																								
128/24	<p><b>To agree the request from the Village Hall requesting a contribution of £300 towards insurance.</b> It was <b>AGREED</b> to approve the insurance request from the King George Hall requesting a contribution of £300.00 towards insurance. Proposed by Councillor Seabrooke, seconded by Councillor Hiddleston. This motion was passed on a vote of 3 <b>FOR</b> and 1 <b>ABSTENTION</b>.</p> <p>Councillor Higgins suggested a proposal that the Parish Council make a contribution to the Village Hall for the charging of lanterns, radios and battery packs for emergency use. It was <b>AGREED</b> to make a contribution of £20.00 to the Village Hall for the charging of lanterns, radios and battery packs for emergency use. Proposed by Councillor Higgins, seconded by Councillor Hiddleston. This motion was passed on a vote of 3 <b>FOR</b> and 1 <b>ABSTENTION</b>.</p>																																																								
129/24	<p><b>To retrospectively approve tree works quotation at a cost of £408.00 (inc VAT) from Gent Tree Limited.</b> It was <b>AGREED</b> to approve the tree works quotation at a cost of £408.00 from Gent Tree Limited for the Horse Chestnut on the Green. Proposed by Councillor Hiddleston, seconded by Councillor Higgins. All members voted unanimously to accept this resolution.</p>																																																								
130/24	<p><b>To note the financial situation and considerations for next year's budget.</b> The current financial situation and the reconciliation of the bank balance were <b>NOTED</b> with the bank balance at 31<sup>st</sup> October 2024 being £23,562.82. The bank reconciliation can be found at <b>APPENDIX B</b>.</p> <p>The budget was discussed between the Clerk and Councillors. The Clerk will make the relevant amendments for the upcoming budget and recirculate to Councillors.</p>																																																								
131/24	<p><b>To approve the requests for payments for October and November.</b> The payments as listed in the table below were <b>APPROVED</b> for payment. Proposed by Councillor Seabrooke, seconded by Councillor J Camilleri. All members voted unanimously to accept this resolution.</p> <table border="1" data-bbox="188 1496 1449 1776"> <thead> <tr> <th colspan="4">October Payment Requests</th> </tr> <tr> <th>From</th> <th>Item</th> <th>Invoice Number</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>Staff</td> <td>Salary</td> <td>October</td> <td>£787.09</td> </tr> <tr> <td>Staff</td> <td>Expenses</td> <td>October</td> <td>£24.53</td> </tr> <tr> <td>Clive Francis</td> <td>Grass Cutting – September</td> <td>Inv 030924</td> <td>£282.00</td> </tr> <tr> <td>Councillor Higgins</td> <td>CPRE Expenses</td> <td>October</td> <td>£41.54</td> </tr> <tr> <td colspan="3" style="text-align: right;">Total</td> <td>£1,135.16</td> </tr> </tbody> </table> <table border="1" data-bbox="188 1854 1449 2112"> <thead> <tr> <th colspan="4">November Payment Requests</th> </tr> <tr> <th>From</th> <th>Item</th> <th>Invoice Number</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>Staff</td> <td>Salary</td> <td>November</td> <td>£830.13</td> </tr> <tr> <td>Staff</td> <td>Back Pay</td> <td>April – November</td> <td>£242.97</td> </tr> <tr> <td>Clive Francis</td> <td>Grass Cutting – October</td> <td>Inv 031024</td> <td>£282.00</td> </tr> <tr> <td>Clive Francis</td> <td>River Clearance Waste Removal</td> <td>Inv 331024</td> <td>£180.00</td> </tr> <tr> <td colspan="3" style="text-align: right;">Total</td> <td>£1,535.10</td> </tr> </tbody> </table>	October Payment Requests				From	Item	Invoice Number	Amount	Staff	Salary	October	£787.09	Staff	Expenses	October	£24.53	Clive Francis	Grass Cutting – September	Inv 030924	£282.00	Councillor Higgins	CPRE Expenses	October	£41.54	Total			£1,135.16	November Payment Requests				From	Item	Invoice Number	Amount	Staff	Salary	November	£830.13	Staff	Back Pay	April – November	£242.97	Clive Francis	Grass Cutting – October	Inv 031024	£282.00	Clive Francis	River Clearance Waste Removal	Inv 331024	£180.00	Total			£1,535.10
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	<b>To consider the following planning application(s):</b>
<b>132/24</b>	<p><b>PL/2024/09136</b>  <b>T1 Scots Pine - Fell.</b>  <b>King Georges Village Hall, West Dean Salisbury SP5 1JQ</b></p> <p>It was <b>AGREED</b> that West Dean Parish Council had no objection to this application.  Proposed by Councillor Hiddleston, seconded by Councillor Seabrooke.  All members voted unanimously to accept this resolution.</p>
<b>133/24</b>	<p><b>To agree dates of meetings for 2025.</b>  The dates of meetings for 2025 can be found at <b>APPENDIX C.</b></p>
<b>134/24</b>	<p><b>To agree the date of the next meeting.</b>  The date of the next meeting was agreed as Monday 16<sup>th</sup> December.</p>

There being no other business, the meeting closed at 20:19.

## APPENDIX A

### Briefing Note Glebe Farm

#### 1. Current Situation

Planning application 23-02082-FULLS relates to a development of 10 houses at Glebe Farm, West Dean, Wiltshire that falls within the planning jurisdiction of Test Valley Borough Council (TVBC), which either received support (WDPC) or no objection (WTPC). Part of the development includes 4 smaller 2/3 bedroom houses designated as “affordable” as defined under the joint NDP.

There have been various meetings with developers, TVBC planning and housing to progress the S106 agreement that is being drafted by the legal department of TVBC.

#### 2. Affordable Housing

At a meeting in Andover with TVBC Housing and Planning on the 26<sup>th</sup> of September 2024<sup>1</sup>, they explained that “Affordable” is defined within the NPPF (non-negotiable), which limits eligibility to first time buyers with a limited household income of £80,000 p.a. The discount price and restricted ownership is locked into the deeds of the house to be passed on in perpetuity.

##### 2.1. Original pricing

This was the pricing originally proposed with 30% discount applied:-

Plot	Open Market	Discounted
Plot 1, 3 bed end of terrace	£600,000	£420,000
Plot 2, 2 bed terraced	£495,000	£346,000
Plot 3, 2 bed terraced	£495,000	£346,000
Plot 4, 3 bed detached	£675,000	£472,000

TVBC housing advised that whilst this did bring some properties in range of household with an income of £80,000 (5 x income), in practice £60,000 was a more realistic income and multiple would be 4.5 x income for mortgage (target price £270,000 per property).

##### 2.2. Revised Plan

Various discussions were held between Matt Holmes (developer), Paul Goodman and Clare Jenkins, focused on resolving the issue with affordable housing. The proposal arrived at is as follows:

1. Scale down the size of all affordable houses to 2 beds
2. Split plot 4 into 2 x 2 bed semi-detached house
3. This would result in 5 x 2 bed houses (1 additional house)
4. Overall footprint remains the same (area)
5. Proceed with S106 drafting now
6. Produce revised plans
7. 21 day consultation on changes
8. No new planning application required (Paul Goodman decision)

Notwithstanding this is dependent on receiving the revised plans, the target pricing per affordable house now becomes £267,000 after discounts are applied.

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<sup>1</sup> Attended by Harry Urquhart, Ernest Urquhart, Jane Higgins, John Camilleri, Matthew Holms, Paul Goodman, Claire Jenkins, Helen Taylor

### 2.3. Alternatives considered

TVBC and housing did suggest that the option of smaller, lower cost housing that did not meet the affordable housing criteria would be acceptable by TVBC. However this was not considered compliant with the joint NDP which is clear about the affordable house criteria for small development supported by the community.

### APPENDIX B

Bank Reconciliation for the Year 2024 / 25				
<b>Opening Balance Treasurers Account at 01/04/2024</b>	<b>£1,755.73</b>		<b>Opening Balance Business Bank Instant at 01/04/2024</b>	<b>£12,301.69</b>
Receipts 2024/25	12,700.00		Receipts 2024/25	20,178.09
Payments 2024/25	11,372.68		Payments 2024/25	12,000.00
Unpresented Cheques 2024/25				
<b>Closing Balance Current Account 31/10/2024</b>	<b>£2,383.04</b>		<b>Closing Balance Business Bank Instant 31/10/2024</b>	<b>£21,179.78</b>
<b>TOTAL BANK BALANCES</b>	<b>£23,562.82</b>			

### APPENDIX C

#### Schedule of Meeting Dates – 2025

- 20<sup>th</sup> January
- 17<sup>th</sup> February
- 17<sup>th</sup> March
- 22<sup>nd</sup> April (21<sup>st</sup> BH)
- 19<sup>th</sup> May
- 16<sup>th</sup> June
- 21<sup>st</sup> July
- 18<sup>th</sup> August
- 15<sup>th</sup> September
- 20<sup>th</sup> October
- 17<sup>th</sup> November
- 15<sup>th</sup> December