

**Minutes of a meeting of Kimpton Parish Council
held on Monday 29th September 2025 at 7.00pm
at Kimpton Village Hall**

Present: Councillor Greg Michalczyk (Chairman)
Councillors Ben Girling, Judy Hart and Paula Nelson

In attendance: Mel Taylor (Parish Clerk)
Councillor Christopher Donnelly (Hampshire County Council)
Michelle Penn (Community Engagement Officer, Test Valley Borough Council)
1 member of public

09-2025-01 WELCOME AND APOLOGIES

The Chairman welcomed everyone to the meeting.
An apology for absence was received from Councillor Niall MacGinnis.

09-2025-02 DECLARATIONS OF INTEREST

Councillor Michalczyk declared a non-pecuniary interest in agenda item number 9 (Minute reference 09-2025-09), application number 25/02041/REEN as a neighbouring property.

09-2025-03 MINUTES OF THE MEETING HELD ON 30th JUNE 2025

RESOLVED to approve and adopt the Minutes of the meeting held on 30th June 2025, noting that the meeting scheduled for 28th July 2025 was cancelled as inquorate.

09-2025-04 VACANCIES

The ongoing vacancies for a Parish Councillor and a Parish Council representative to the Village Hall Committee were noted.

09-2025-05 OPEN FORUM

A local resident reported that some hedges were obstructing signposts and was advised to report to Hampshire County Council.

Michelle Penn introduced herself and her role at Test Valley Borough Council (TVBC), which included providing support to Parish Councils, Ward Councillors, administering Grants and acting as a conduit within TVBC. Michelle intends to routinely visit Parish Councils within her area every few months, or sooner if requested.

Michelle expressed interest in attending meetings of the newly formed 'A342 Group', whose next meeting was the following evening.

Michelle reminded Council of the Orchard / Wildflower Seeds scheme, applications to be submitted by 10th October. Planting areas must be accessible to public, and it was suggested perhaps planting behind the goal in the recreation ground, around the edge of The Green, or the verge opposite the village hall.

09-2025-06 LOCAL PLAN

- a) The Parish Council's response to the regulation 18 consultation on the draft Local Plan was submitted prior to the deadline of 5th September 2025, having been agreed via email due to the time constraint. The response was compiled taking into account presentations from developers at a village meeting held at the end July and a meeting of Ludgershall Town Council in August.

RESOLVED to ratify the Parish Council's response, as set out in appendix I to these Minutes.

- b) The following other matters relating to the Local Plan were noted:

A new 'A342 Group', representing the communities of Thruxton, Fyfield, Amport (and potentially Penton Grafton), had been formed to work together to liaise with and monitor local authorities for improvements to the critical A342 route, including considering the effect of increased traffic as a result of the proposed development.

RESOLVED that the Parish Council shall be represented on the A342 Group.

The next consultation process, Regulation 19, was expected to be in spring/summer 2026.

Councillor Hart reported attending an event recently at which a speaker from North Wessex Down Area of Natural Beauty spoke about dark skies in the area and the effect of light pollution on wildlife.

09-2025-07 LOCAL GOVERNMENT REORGANISATION

It was noted that both Hampshire County Council and Test Valley Borough Council had submitted proposals in response to Local Government Reorganisation (LGR). The proposals could be found at: <https://www.hants.gov.uk/aboutthecouncil/governmentinhampshire/future-hampshire-solent/local-government-reorganisation/proposal>, and <https://www.testvalley.gov.uk/aboutyourcouncil/local-government-reorganisation>

Councillor Donnelly advised that there would be a further consultation period prior to the final outcome, which was expected in March 2026. It was agreed to wait for the next Government consultation document to be issued before providing a response.

Councillor Michalczyk reported that the Chief Executive Officer of Test Valley Borough Council, when speaking at an event at the weekend, encouraged local councils to embrace the opportunities that the LGR may present.

09-2025-08 NEIGHBOURHOOD PLAN

Councillor Michalczyk reported that one person had expressed interest in being part of a Neighbourhood Plan group but there had been no further response following initial contact.

09-2025-08 NEIGHBOURHOOD PLAN continued

Michelle Penn advised that Officers at Test Valley Borough Council (TVBC) could attend a meeting to discuss Neighbourhood Plans if required, and grants of up to £1k were available from TVBC.

It was agreed to include a bigger feature in a future newsletter, along with continued publicity to generate community interest.

Topics such as dark skies, Electric Vehicle Charging Points etc could be included in a Neighbourhood Plan.

09-2025-09 PLANNING APPLICATIONS

Council considered the planning application number 25/02207/FULLN - Chopwood House, Andover Lane Farm, Andover Road, Kimpton - Change of use from agricultural to garden and erection of car port.

RESOLVED No Objections.

RESOLVED to ratify the following responses to planning applications agreed via email due to there being no Council meeting prior to the consultation response deadline:

Application No	Address	Proposal	KPC response	TVBC Outcome
25/01916/TREEN	Woodside Down Road	T1, T2, T3 - Beech - Crown reduction by up to 3 metres, T2 - Beech - Remove low limb and reduce 2 high level limbs by 4 metres, T6 - Apple Tree - Fell	No Objection	No Objection
25/01920/LBWN	Well Cottage, The Green	Internal renovations and new partition walls including re-siting staircase, turning the lobby door into a window and adding a mono pitch self supporting porch	No Objection	Awaited
25/02041/TREEN	Paddock House, Down Road,	T1 - Honey Locust - Fell	No Objection *	Awaited

*Kimpton Parish Council would like to raise the question of whether full felling of this Honey Locust tree is necessary, or whether trimming could address the current issues. The application does not indicate that the tree is dangerous or causing property damage, and therefore is felling justified under TPO protections. However, if removal is approved, replacing the Honey Locust (a non-native species) with a native tree such as Ash, Beech, or Sycamore would align with the spirit of the TPOs covering Kimpton.

09-2025-10 'GOV.UK' DOMAIN

The Parish Clerk advised of a new requirement when completing the Annual Governance and Accountability Return for the financial year 2025/26:

“Assertion 10 – Digital and data compliance

To warrant a positive response to this assertion, the authority needs to have taken the following actions:

Email management – every authority must have a generic email account hosted on an authority owned domain.”

It was noted that the Parish Council owned its current domain of kimptonhampshire.org.uk and all Councillors received Council emails to this domain. Council wished to compare annual costs for the current domain and a '.gov.uk' domain.

RESOLVED to obtain costs for website hosting in addition to the cost obtained for the email domain and hosting, for consideration at the next meeting.

Michelle Penn left the meeting

09-2025-10 INSURANCE RENEWAL

Council considered quotes from Clear Councils and Zurich Municipal, for insurance cover commencing 1st October 2025. It was noted that supplementary cover could be obtained for events and activities.

RESOLVED to proceed with Zurich Municipal at a cost of £401.00 for the period 1st October 2025 to 30th September 2026.

09-2025-11 FINANCE

The following bank balances and transactions were noted:

XXXXXX41	Exp	Inc	
Balance as presented at last meeting			5,619.78
Transactions			
HMRC VAT refund		423.58	
Clerk's Salary - July 2025	300.00		
Grass cutting - May 2025	55.00		
Grass cutting - June 2025	210.00		
Website hosting - May/June/July 2025	54.00		
[former] Clerk's Salary - part August 2025 +/- expenses	146.46		
[new] Clerk's Salary - part August 2025	150.00		
Precept		5,250.00	
Bank Balance as at 22/09/2025			£10,377.90
<i>Payments for approval this meeting</i>	<i>420.00</i>		£9,957.90

09-2025-12 FINANCE continued

XXXXXX68			
Balance as presented at last meeting			102.62
Transactions			
Interest - August 2025		0.06	
Interest - September 2025		0.06	
Bank Balance as at 22/09/2025			£102.74

RESOLVED to approve the following payments, and to seek confirmation from the Village Hall Committee whether use of the recreation ground was included for hall hirers:

G Michalczyk	Reimbursement for website hosting from Ionos – August & September 2025	£36.00 (2 x £18.00)
Kimpton Village Hall	Hire of Kimpton Village Hall for Parish Council meetings in 2025	£90.00
M Taylor (Parish Clerk)	Contribution towards Autumn 2025 newsletter printing cost (175 copies, double-sided, colour)	£12.00
M Taylor	Parish Clerk's Salary – September 2025	£300.00

09-2025-13 SPEED SIGNS/TRAFFIC MANAGEMENT

The following updates from Councillor Girling were noted:

Recent data, as published in the autumn newsletter, showed an average northbound (leaving the village) speed of 28mph when the driver could not see the display and 26mph when the driver could see the display. The average southbound (entering the village) speed was 25mph regardless of whether the display was visible. Data would continue to be regularly monitored and would soon be published on the village website.

Potentially including additional locations was considered, although the cost of additional infrastructure may be prohibitive.

Councillor Michalczyk reported that traffic on Down Road to the new industrial units had increased and included large car transporters. There remained a query over a question put to Hampshire County Council during the planning application consultation regarding a traffic survey and Councillor Donnelly recommended that the Parish Council check for any conditions applied to the planning approval and raise with Test Valley Planning Enforcement.

1 member of public left the meeting

09-2025-14 FINANCIAL REGULATIONS

RESOLVED to adopt the Financial Regulations 2025/26, as presented.

09-2025-15 COUNTY AND BOROUGH COUNCILLOR REPORTS

Councillor Donnelly advised that he had nothing further to add to contributions throughout the meeting.

Councillor Michalczyk enquired whether Councillor Donnelly would consider providing a grant of £200 for the village Christmas tree again this year, as he had in 2024, and Councillor Donnelly confirmed that he would be happy to support an application.

09-2025-16 MEETINGS ATTENDED

Councillor Michalczyk advised that he had attended the following meetings, since the last meeting of the Parish Council in June:

- 04/07/25 Southern Water / Pillhill Pan Parish Forum Operational Check-in monthly meeting
- 14/07/25 Test Valley Borough Council Local Plan exhibition with Councillor Hart
- 15/07/25 Hampshire County Council Local Government Reorganisation webinar
- 01/08/25 Southern Water / Pillhill Pan Parish Forum Operational Check-In monthly meeting
- 05/08/25 Test Valley Borough Council local parish council's meeting re Local Plan
- 07/08/25 Hampshire County Council Local Government Reorganisation, in person
- 22/08/25 Ludgershall Town Council meeting re Local Plan
- 26/08/25 A342 Group meeting
- 12/09/25 Southern Water / Pillhill Pan Parish Forum Operational Check-In monthly meeting
- 27/09/25 Test Valley Association of Parish Councils / Test Valley Borough Council Annual meeting, with the Parish Clerk

Future meetings, before the next meeting of the Parish Council:

- 30/09/25 A342 Group meeting
- 03/10/25 Southern Water / Pillhill Pan Parish Forum Operational Check-In monthly meeting

09-2025-17 PARISH COUNCILLOR REPORTS

Councillor Hart reported that options regarding repair of the auto-closure on the gate to the play area / recreation ground were being assessed.

Councillor Hart reported that volunteers had cleared at least half of 'Footpath 3' with the remaining to be completed in the near future.

09-2025-17 PARISH COUNCILLOR REPORTS continued

It was noted that Councillor Hart had been acknowledged by Hampshire County Council for completing 89 hours of volunteer work. Councillors congratulated Councillor Hart.

Councillors discussed a fly-tipping poster that had recently been circulated, encouraging residents to report fly-tipping to Hampshire County Council, however, as local fly-tipping was already managed well by Test Valley Borough Council, it was agreed not to promote the alternative scheme to avoid confusion.

Councillor Michalczyk had received a request to display advertising posters to help promote a firework's display at Thruxton Race Circuit. After consideration it was agreed that the Parish Council could not support the event due to its commercial nature and effect on the local environment.

It was agreed to invite the owner of Thruxton Race Circuit to present on future plans etc. Councillor Michalczyk to liaise with Fyfield Parish Council on a potential joint meeting.

09-2025-18 CORRESPONDENCE

Test Valley Borough Council had circulated an invitation to participate in a Playing Pitch Strategy Survey and it was agreed that Councillor Girling would complete the survey on behalf of the Parish Council.

A planning agent had contacted the Parish Council regarding proposed development of land opposite the village hall. The developer had been invited to attend a future Parish Council meeting to discuss the proposal and had confirmed that they would attend after the pre-planning process.

Councillor Hart had accommodated access to the recreation ground to facilitate fencing work in the garden of a local resident and Councillor Girling would be accommodating a follow up visit in the week commencing 13th October 2025.

09-2025-19 ONGOING ACTIONS

The following ongoing actions and updates were noted:

Minute Ref	Action	Assigned to	Update
24/072	Energy Efficiency Training	Parish Clerk	Nothing to report
25/007	Village Green Charity	Parish Clerk	Awaiting transfer of administration from former Parish Clerk
25/013	Resilience Plan	Cllr Michalczyk	Drafting of plan ongoing

Minute Ref	Action	Assigned to	Update
25/038	Solar Farm funding	Chairman / Parish Clerk	Payment expected November 2025
25/032	3 Village Sport Field contribution	Council	Consider budgeting for 2026/27, ensuring any contribution was proportionate to Kimpton residents' usage
25/071	Playing Field - gate closure repair	Cllr Hart	In hand
25/071	Playing Field - basketball signage	Clerk	Signage to be erected

New actions arising from this meeting:

Minute Ref	Action	Assigned to
09-2025-05	Submit application for wildflower funding	Parish Clerk
09-2025-10	Obtain costs for website hosting	Parish Clerk
09-2025-13	Increased traffic on Down Road, accessing industrial units	Parish Clerk
09-2025-14	Upload Financial Regulations to website and reviewing practices to ensure alignment	Parish Clerk
09-2025-15	Submit a HCC Councillors' grant application for £200 for the Christmas Tree	Parish Clerk
09-2025-17	Liaise with Fyfield Parish Council regarding meeting with Thruxton Race Circuit owner	Cllr Michalczyk
09-2025-18	Respond to Playing Pitch Strategy survey	Cllr Girling

09-2025-20 DATE OF NEXT MEETING

Monday 27th October 2025, 7pm at Kimpton Village Hall.

There being no further business, the Chairman declared the meeting closed at 8.39pm.

Signed: _____

Date: _____



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