

Greatham Parish Council
Parish Council Meeting
Greatham Village Hall
Wednesday September 10th 2025 at 7.30 pm

Dear Councillor,

You are hereby summoned to a meeting of Greatham Parish Council for the transaction of business set out below.

SJ Bartlett

Clerk to the Parish Council

4th September 2025

AGENDA

1. Chairman's Announcements

2. Apologies for Absence: To note any apologies received from Councillors

3. Declarations of Interest:

Councillors are reminded of their responsibility to declare any disclosable pecuniary interest which they may have in any item of business on the agenda no later than when that item is reached. Unless dispensation has been granted, you may not participate in any discussion of, or vote on, or discharge any function related to any matter in which you have a pecuniary interest as defined by regulations made by the Secretary of State under the Localism Act 2011. You must withdraw from the room or chamber when the meeting discusses & votes on the matter

4. Approval of Minutes: To approve minutes from the council meeting held on 9th July 2025

5. Update on previous actions arising from council meetings (Appendix 1)

6. Report from District Councillors: Report from Cllr Mitchell/Cllr Steevens (Appendix 2)

7. Report from County Councillor: Report from Cllr Russell Oppenheimer (Appendix 3)

8. Public Question Time: Adjournment of the meeting for 15 minutes to allow the public to raise questions

9. Parish Council Finances/Administration:

a) Payment Schedule: To approve current payments (Appendix 4)

b) Finance Report: To note the Finance Report for July and August 2025, and present the bank reconciliations for approval. (Appendix 5)

c) Clerks Report (Appendix 6)

10. Budget Review : Review the current budget and spends YTD. Discuss budget ideas for 2026/2027 and the precept.

11. Regular Payment Management : Discuss options for processing regular payments and approve most viable option.

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12. Planning Applications: To consider and agree a response to the following application:

Reference	Address	Proposal	Consultation Expiry Date
SDNP/25/02733/HOUS	2 Ham Barn Cottages, Farnham Rd, Liss, Hants GU33 6LB	Retrospective application for a widened pedestrian access from private road to north. Removal of a greenhouse replaced with a new wooden shed to store bicycles. Provision of new metal shed in garden.	03/09/25
SDNP/25/02879/TCA	The Old Rectory, Petersfield Rd, Greatham, Liss, Hants GU33 6HA	Removal of an old walnut tree, and replace with a fruit tree in keeping with the original use of the field as an orchard.	02/09/25
SDNP/25/03080/FUL	Sharon and Duet, Longmoor Road, Greatham, Liss, Hampshire GU33 6AW	3.no terraced dwellings following demolition of a pair of semi-detached dwellings.	24/09/25

13. IT Policy : To discuss the draft IT policy and make any comments. (Appendix 7)

14. Phone Box : To discuss next steps and quotations received and approve ongoing activity.

15. Parish Council representation : Greatham Amicable Charity requires a parish council appointed volunteer.

16. Project List Update : To review all current projects and update actions. (Appendix 8)

17. New Streets Naming Convention : EHDC have suggested some street names for the new roads being created at the site of Liss Nursery. 2/3 new roads will be created. (Appendix 9)

18. St Johns Centenary : To discuss New Noticeboard for Centenary of St John the Baptist Church, Greatham, quote and design. (Appendix 10)

19. Village Green : To discuss and approve the quote for the replacement wooden fingers marking the edge of the village Green.

20. War Memorial : To discuss an enhancement to the existing war memorial, including quote and suggested design.

21. To note reports from representatives of Organisations, Outside Bodies, Leads & Groups

- Update from Community Hub Group (Appendix 11)

22. Agenda Items for the next Meeting

23. Date of Next Meeting : 8th October 2025 @ 7.30 pm

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Appendix 1 : Matters Arising :

- Emailed the Arboriculturist at EHDC and awaiting a response regarding the overhanging trees on Longmoor Road.

Appendix 2 :

Appendix 3 :

COUNTY COUNCILLOR REPORT
TO
ALL PARISH COUNCILS
IN PETERSFIELD HANGERS
1 SEPTEMBER 2025

1. The A272 is closed for bridge repairs

Due to the need for repairs to the disused railway bridge, the A272 will be closed between Bordean and the Meon Hut from today for a maximum period of 6 weeks. I wish to stress that this is not a Hampshire County Council closure. The works have been commissioned by National Highways and are being carried out by Amco-Giffen contractors.

Some people may wonder why the bridge is not simply being removed. I asked this question myself and was advised that to remove the bridge would be a much more significant project with a big impact on the surrounding woodland. It is actually a fairly long bridge – it could almost be described as a short tunnel. It has steep embankments above where the old railway line was. On reflection, for reasons of cost efficiency and nature recovery, I agree with National Highways that the bridge should be repaired. There is also a heritage case for retaining and repointing the brick bridge; these Victorian bridges are a legacy of Britain's industrial age.

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Diversions will be in place from today. If there are any issues with the diversions please let me know so that I can ask Highways to take action. I am in touch with the contractor and I am encouraging them to make every effort to finish early.

2. Funding boost for Mental health support in schools

As Executive Member for Health & Wellbeing, I was pleased to announce recently that more children in Hampshire will now benefit from mental health and wellbeing support thanks to an investment of over £100,000 by Hampshire County Council.

The funding will expand the successful “My Happy Mind” programme to primary schools across Hampshire, extending the opportunity for all schools to take part. Designed to help children understand their emotions, build confidence, and cope with life’s challenges the programme takes a whole-school approach to mental wellbeing. Pupils, teachers, and school staff work together through a range of structured activities including classroom discussions, interactive games, school assemblies and playground-based learning. Families can also take part with access to online resources and live coaching sessions.

This investment reflects our strong commitment to supporting the mental wellbeing of children in our communities. Good mental health is the foundation for a good life. This programme is about giving children the tools to understand themselves, manage their emotions, and create a supportive environment for children’s emotional development.

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The initiative reflects a growing national recognition of the importance of supporting children's emotional wellbeing, helping them to be happy, resilient, and ready to learn. With one in six children aged 5 to 16 now likely to have a diagnosable mental health condition, early support is important. By focusing on schools in areas that have not had access yet, the Council is helping to ensure early support is available to children across the county. If you would like to learn more about the My Happy Mind initiative, please visit their website here: <https://myhappymind.org>

3. New provider announced for Hampshire School Meals

You may remember that I reported at the start of the year that Hampshire County Council was exploring the outsourcing of its school meal service. The financial cost of producing meals in-house had become too burdensome due to rising food and staff costs. These costs were in turn putting pressure on school budgets. There were some concerns expressed at the time so I am pleased to be able to report that there has been a positive outcome.

From January 2026, the County Council will provide school meals through a new supplier – Chartwells – under a managed contract. This means that the County Council will keep overall responsibility and oversight of the service but the day-to-day running (such as preparing and serving meals) will be carried out by Chartwells. As part of the change, schools and nurseries subscribed to the service, as well as families who pay for the meals provided at those settings, will see the County Council's current price of £3.20 drop to £2.75.

Chartwells is the UK's leading provider of catering to schools, academies, colleges and universities and serves millions of meals to students across the nation. Its meals are produced in line with a rigorous quality assurance process, using sustainably sourced fish certified by the Marine Stewardship Council, as well as 100 per cent British beef, milk, sausages and eggs certified by the British Red Tractor Assurance scheme. It has clear processes in place to manage allergies so that all children can enjoy school meals in a safe and inclusive way.

The company also shares the local authority's focus on sustainability and reducing food waste, and empowers children with information about health and nutrition, sustainability, and wellbeing through its 'Beyond The Chartwells Kitchen Education' programme as well as its 'Nudge Nudge' campaign, designed to encourage the uptake of healthier meal choices.

The change means better value for taxpayers, no extra financial risk for the County Council and continued support for schools and nurseries from the local authority.

Following the announcement, the County Council will work with its subscribed schools and nurseries to ensure they are ready to transition to Chartwells in January.

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4. Savings agreed to safeguard services

HCC's Cabinet approved four strands of savings at our Cabinet meeting on 8 August. This decision followed the Future Services consultation earlier this Summer. The changes will amount to annual savings of £9.86m, contributing to the delivery of a balanced County Council budget for 2025/26. The Cabinet has agreed savings in the following areas:

£4.32 million in Highway Maintenance - reducing Local Authority core funding for annual highway maintenance by maximising the use of increased Government grant funding. For 2025/26, this equates to a net extra £3.4 million for structural highway maintenance repairs. This will therefore not impact highway maintenance activities such as pothole and road defect repairs, the renewal of road markings, sign and drainage cleaning.

£210,000 in Older Adults' Day Services - seeking an alternative provider to deliver and develop day services at Chesil Lodge in Winchester and Newman Court in Basingstoke, to support a wider range of needs within the local population, with both services **remaining open** and operating as normal pending the recruitment of a new provider.

£2.55 million in Post-16 Transport Only - focusing the County Council's resources on those most in need, including by amending the eligibility criteria so that the County Council would only assist Post-16 students with special educational needs or a disability (SEND), and who are from low-income families; seeking a contribution from families to the costs of transport for those who are eligible.

£2.77 million in both School Transport and Post-16 Transport - using standing capacity on large buses transporting children to mainstream settings in exceptional circumstances; increasing financial contributions from parents towards discretionary transport; prioritising support for public transport season tickets and personal transport budgets over contracted transport where possible and cost effective.

5. Local Government Reform – timetable and next steps

As you know, the County Council consulted on its preferred model of Local Government over the Summer, and that consultation closed on 18 August 2025. Submissions are still being analysed.

I thought it would be helpful to summarise the next steps and the timetable.

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24 September – HCC Full Council Decision on final preferred model
 26 September – HCC Cabinet Decision on final preferred model
 26 September – Final model submitted to Government
 Mid-November – HM Government will commence a public consultation on its two preferred models for Hampshire
 Jan-April 2026 – Government decision on LGR proposals
 May 2026 – Mayoral Election in Hampshire (confirmed)
 July-August 2026 – LGR legislation prepared and laid by Government
 May 2027 – Elections to shadow Unitary Authorities anticipated
 April 2028 – New Unitary Authorities go live. Shortly after this, it is expected that HCC, Districts and Boroughs will be wound up.

I should like to stress that there is currently no certainty about the above timetable. A lot is dependent on legal processes and potential challenges.

RUSSELL OPPENHEIMER
 County Councillor for Petersfield Hangers

Appendix 4 : Payment Schedule

Payments 1st July to 31st August 2025

voice Date	Payee	Description	Net Total	Vat	Total
31/8/24	Unity Bank	Bank Charge	6.00	0	6.00
29/8/24	RFO	Salary for Aug	340.62	0	340.62
11/8/25	Ron Laffety	burse for work on floor of phone box by George White	100.00	0	100.00
1/8/25	Ron Laffety	Tools for phone box repair	27.98	0	27.98
1/8/25	Ron Laffety	Glazing kit for phone box	388.80	0	388.80
1/8/25	RP Commercial Services	Footpath clearances	1764.00	0	1764.00
1/8/25	RFO	Salary for Jul	340.62	0	340.62
1/8/25	Reg White	grounds work St John Church	168.00	0	168.00
1/8/25	Disking Ltd	IT and website support	83.64	13.94	69.70
31/7/25	Unity Bank	Bank Charge	6.00	0	6.00
14/7/25	HMRC	Tax paid on salary	85.00	0	85.00

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14/7/25	sh Council websites	Website provider	273.00	45.60	228.00
14/7/25	RP Commercial	Grass cutting	588.00	98.00	490.00
14/7/25	RP Commercial	Grass cutting	588.00	98.00	490.00
14/7/25	Reg White	Grounds work St John Church	168.00	0	168.00
14/7/25	Headley PC	Speed limit repairs	120.00	20.00	100.00
4/7/25	RFO	Salary for June	340.62	0	340.62
1/7/25	Disking	IT and website support	83.64	13.94	69.70

Appendix 5 : Finance Report and Bank Reconciliations

Receipts 1st July to 31st Aug 2025

Total Receipts £ 0

Balances as at 31st Aug 2025

Current Account £27,773.83

Deposit Account £27,021.37

Total at Bank £54,795.20

Footnote VAT refund received in June of £12,977.46

Appendix 6 : Clerks Report

- Attended a briefing on the proposed changes to the council make-up, with a view to moving to a Hampshire Mayor and separate Unity Authorities.
- Met with Light angels to discuss a permanent site for the village Christmas tree at Baker's Field and the necessary permits and construction requirements. Useful discussion but on following up no interest from this company to get involved. Direct discussions with EHDC to take place.
- Review of RFO role with Sandra after 2 months in position.
- Obtained quotes from two companies to replace the flag pole on the village green.
- Discussed with Sandra need to re-furb the village bus shelters. Site meeting to review and agreed Sandra to run with this project. SJB to submit grant funding request to rural grants at EHDC.
- Defib check to ensure all still up to date, and to add location information stickers to main box and individual units to aid return after use.
- Follow up with HCC Highways regarding works to be carried out in Greatham using previously approved grant spend. Creation and submission of document detailing all locations (what 3 words) of posts and signage needing repair/replacement. Also submission of photo's of all locations.
- Obtained quote for replacement of the notice board at st John the Baptist in recognition of the centenary.
- Obtained quote for replacement of wooden finger posts around the village green.
- Produced work sheet for Lengthsmen for ongoing maintenance within the village, and agreed footpath works to be carried out with additional booked hours.

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- Followed up with Steve at EHDC regarding names for new roads at Cove Construction site. Provided response from Parish council meeting, and discussed other naming options. Consideration to be given to : Goat Walk, and Sundance. One further name needed.

Appendix 7 : Draft IT Policy

Greatham Parish Council Information Technology (I.T.) Policy

Proposed: 10th September 2025 Review Date: September 2026

1. Purpose

The purpose of this policy is to ensure that Greatham Parish Council makes safe, effective, and responsible use of Information Technology (I.T.) resources. This includes computers, email, internet access, software, mobile devices, and data storage systems. The policy sets out expectations for councillors, employees, contractors, and volunteers when using I.T. facilities on behalf of the Council.

2. Scope

This policy applies to:

- All councillors and staff using Council-owned or Council-funded I.T. equipment.
- Any personal devices used to access, process, or store Council information (Bring Your Own Device – BYOD).
- Third parties engaged by the Council who have access to Council information systems.

3. Roles and Responsibilities

- The Parish Clerk is the Council's Responsible Officer for I.T. and data management.
- All users are responsible for complying with this policy, reporting breaches, and safeguarding equipment and information.
- The Council will provide resources, training, and updates to support compliance.

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4. Acceptable Use

- I.T. resources must only be used for legitimate Council business. Limited personal use may be permitted by staff if it does not interfere with Council work.
- Users must not install unauthorised software or connect unauthorised hardware to Council systems.
- Internet and email must be used responsibly and in line with Council values. Offensive, discriminatory, or unlawful material must never be accessed, created, or shared.
- Social media accounts representing the Council may only be set up or managed with Council authorisation.

5. Security

- All devices must be protected with strong passwords and automatic screen locking.
- Council data must be stored on secure systems approved by the Clerk, not solely on personal devices.
- Portable devices (laptops, USB sticks, mobile phones) must be encrypted or password protected.
- Anti-virus and security updates must be kept current.

6. Data Protection and Privacy

- All users must comply with the UK GDPR and Data Protection Act 2018.
- Personal data must be collected, stored, and shared only as necessary and in accordance with the Council's Data Protection Policy.
- Email containing personal or sensitive data must be encrypted where appropriate.
- Councillors using personal email accounts for Council business must ensure compliance with data protection requirements.

7. Remote Working and Personal Devices

- Remote access to Council data and systems must use secure connections.

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- Personal devices used for Council business must have up-to-date security software and must not be shared with unauthorised users.
- Council data stored on personal devices must be deleted when no longer required.

8. Records Management

- All Council documents and correspondence (including emails) that form part of the official record must be retained in accordance with the Council's Document Retention Policy.
- Users must not delete or alter Council records without authorisation.

9. Software and Licensing

- The Council will ensure that all software used is properly licensed.
- Users must not copy, install, or distribute software without permission.

10. Monitoring and Compliance

- The Council reserves the right to monitor the use of I.T. resources to ensure compliance.
- Any suspected breaches of this policy must be reported to the Clerk immediately.
- Breaches may result in disciplinary action, withdrawal of I.T. access, or referral to law enforcement where appropriate.

11. Training and Awareness

- The Council will provide training to councillors and staff on cyber security, data protection, and safe use of I.T. systems.
- Users are expected to participate in mandatory training when required.

12. Policy Review

This policy will be reviewed annually or when significant changes occur in legislation, technology, or Council operations.

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Appendix 8 : Project Plan Updated September 2025

Task	Lead	Cost	Comments/Progress
General Parish Council Work			
Playground maintenance	Cllr Lafferty/Cllr Cheesman		<i>Sort out drainage issue. Playground maintenance to be done by Eibe. Review after 1 year.</i>
Speedwatch equipment	Cllr Lafferty		<i>Bolt to be removed to see if camera works.</i>
Lengthsman	Cllr Bartlett		<i>Ongoing planning of work.</i>
Bus Shelter maintenance	RFO		<i>Quote received, Grant application made.</i>
Review of salt bins	Cllr Cheesman		<i>Todmore salt bin to be relocated to other side of Rd to provide better access.</i>
Foliage management at Digby Way	Cllr Bartlett		<i>Problem foliage removed. Ongoing maintenance required.</i>
Footpath	Cllr Bartlett		<i>Make up footpath from church to Farnham road junction. And alongside the village green. Look at using probation service. Also consider lengthsman.</i>
Maintenance of Footpaths and bridlepaths	Cllr Bartlett		<i>Ongoing maintenance during summer months. Ask Sue Booton, Sue Godby and other residents to report on specific footpaths. Ensure paths cut quarterly.</i>
Longmoor Bridge			<i>Maintenance and Painting.</i>
Village Green Posts	Clerk		<i>Replace all posts around the village green. Quote received.</i>
Quick Wins			
Speedwatch	Cllr Lafferty/Cllr Bartlett		<i>Review locations of speed camera. Ask for volunteers in Village magazine.</i>
G15			<i>Reviewed for new parish council</i>
Councillor Drop In	All		<i>Date booked October 18th 10.00 am – 11.30am.</i>
Telephone box	Cllr Lafferty		<i>Telephone box complete. Usage to be agreed.</i>
Wildflowers	Cllr Rudd		<i>Look at creating Wildflower and pollinator corridors in the village. Clerk to forward pollinator email, and to link to RP Commerical.</i>
Village Footpath & Ecology Signboards/Gateways	Cllr Bartlett	S106	<i>Find out where we are and get production moving.</i>
Old Church Strategy	Cllr Bartlett		<i>Book meeting with old church working group.</i>

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Flood alleviation	Cllr Lafferty		<i>Work to be done on the river to reduce chance of flooding.</i>
Parking issues with school run	Cllr Cheesman/Cllr Rudd		<i>Meeting with Head teacher and presence in Car park in September.</i>
Bakers field Parking			<i>Response received from HCC. No Changes able to be made.</i>
Old Church laurel hedge	Cllr Bartlett		<i>To agree boundary with L'Abri.</i>
Christmas tree	Cllr Bartlett		<i>Create secure permanent site at Bakers field with Raised bed. Connect power to tree from lamp post, and order tree for 1st December.</i>
Litter pick	Cllr Bartlett		<i>Organise Weekday litter pick for September.</i>
Cove Homes Update	Cllr Bartlett		<i>Get update from Cove homes on development and invite to meeting end of year.</i>
Budget Review	RFO		<i>Presentation of first pass review of Budget and EMR at September meeting.</i>
Major Initiatives			
Cycle route from Greatham to Liss	Cllr Bartlett		<i>Utilise plans from previous parish council to see if route possible and look at finance.</i>
Old Church power and light	Cllr Bartlett		<i>Review option of having power and light installed at old church to allow for greater usage to be made of site to aid with cost of maintenance.</i>
Traffic calming initiatives	Cllr Lafferty/Cllr Bartlett		<i>Follow up with HCC regarding crossing, Farnham road junction works, traffic calming options.</i>
150 th celebration of St Johns church	Cllr Rudd/Cllr Bartlett		<i>Quotes received for replacement Notice board and area surrounding war memorial.</i>
Other Initiatives			
Community Hub engagement			
Recruitment of Clerk by May 2027.			

Appendix 9 : Street Naming Convention

You mentioned about a “Goat Walk” near the site.

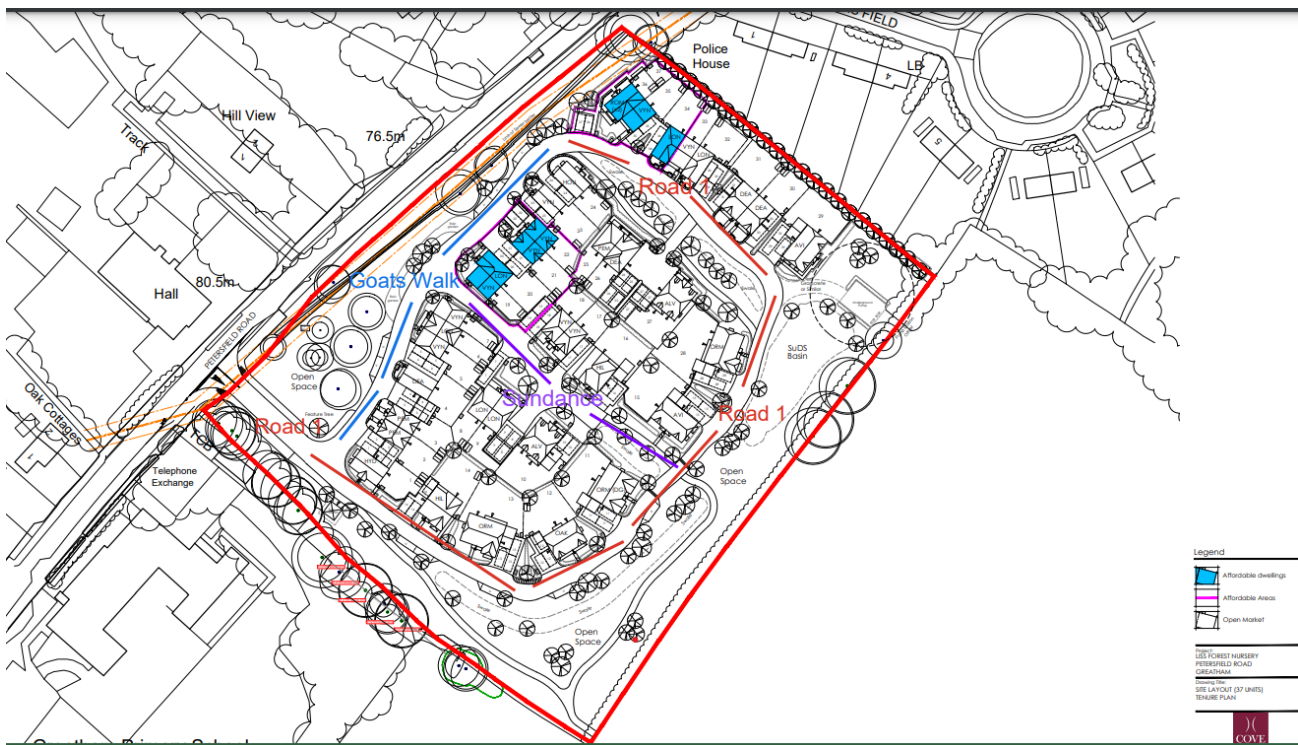
That suggestion would be okay, as I can only find the road name Goatacre Road in Medstead within the Borough.

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I was thinking the name Sundance (reasoning below) with its link to the RHS Chelsea Flower Show would be a good choice for a new road, due to its link to the former use of the site and it would be easy for new residents to remember.

The previous owners, being 'Liss Forest Nursery', have been prevalent in propagating various types of planting over the years during its period of operation, including many Choisya varieties such as the Sundance, Fair Folly and Forest Blue. The Sundance variety being their most popular having been introduced at the RHS Chelsea flower show in 1986.

Based on the attached Road Plan you would need one more name with a local connection from your Councillor's (Road 1).



Appendix 10 : Design option for new Notice board for St John the Baptist Church.

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Appendix 11 : Community Hub

Greatham Community Hub Action Group

The Action Group has received support and guidance (Apple Pie) development team. The team comprises (investors), Quod (Planners) and UMC Architects. been offered following very positive talks with Director of Equation.



from the Vanguard Logistics Park Equation (developers), BGO Support and guidance have kindly Martin Scambler, the Construction

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We have a meeting with Richard from COVE w/c 15th September to explore various options and support.

The Action Group are very pleased to receive two grants from East Hants local Councillors, Kirsty Mitchell and Mike Steevens. These funds will help to cover start-up costs for the Action Group including planning, legal costs, a business address, mail box service, website costs and membership of the Plunkett Foundation who are helping us with the business plan which we are in the midst of writing.

In next steps, the Action Group will be meeting with MP Gregory Stafford in the coming weeks to share the vision of the community hub. Mr Stafford has been enthusiastic and supportive in his communications with the Action Group and we're looking forward to updating him on our progress to date.

We also have a website where people can sign up for the latest news about the community hub, or to volunteer:
<https://greathamhub.com>.

Action Group via email on: greathamhub@gmail.com.