

Greatham Parish Council
Parish Council Meeting
Greatham Village Hall
Wednesday October 15th 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

9th October 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 10th September 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 September 2025, and present the bank reconciliations for approval. (Appendix 5)

c) **Clerks Report** (Appendix 6)

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

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

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

- Update from Community Hub Group (Appendix 11)

13. Agenda Items for the next Meeting

14. Date of Next Meeting : 12th November 2025 @ 7.30 pm

Greatham Parish Council
Parish Council Meeting
Greatham Village Hall
Wednesday October 15th 2025 at 7.30 pm

Appendix 1 : Matters Arising :

- After discussion with the Liss and Hawkley clerks, and having received further communication from the Coryton Almshouses charity, and taken advice from HALC the Parish council will not pass any further comment on this matter.
- All historical copies of the parish magazine are now available on the website to view. Moving forward the digital copy of the current parish magazine will be added to the website as soon as possible after it has been received.
- We are waiting on the receipt of the zip wire quotes to then decide how we proceed.
- Cove Homes believed they were responsible for the bank outside the development and all the trees associated with it, however Hampshire Highways have informed them that it is not their land and they are not to carry out any work on that area. The parish council are now working with Hampshire Highways to agree if the Lengthsmen will carry out the ongoing maintenance or if another contractor will do so.
- Cove Homes have confirmed that Footpath 10 is not impacted by the development.

Appendix 2 :

- Nothing received.

Appendix 3 :

COUNTY COUNCILLOR REPORT

TO

ALL PARISH COUNCILS

IN PETERSFIELD HANGERS

1 OCTOBER 2025

1. Update on County Councillor Grant Scheme

On 24 September 2025, the HCC Cabinet approved the continuation of the grant scheme, but with some changes, to be phased in during 2025/26 and 2026/27. First, the good news, which is that the new scheme is opening today, 1 October 2025 and the hants.gov.uk web pages are now ready to accept applications.

One of the key changes is a reduction to the annual budget per Councillor from £8,000 to £5,000 which will be implemented immediately for the 25/26 grant window. This is a

Greatham Parish Council
Parish Council Meeting
Greatham Village Hall
Wednesday October 15th 2025 at 7.30 pm

shame but, given the ongoing budget deficit, this is understandable. Officers actually recommended ceasing the grant scheme altogether but thankfully the Cabinet rejected this advice. The other approved changes are not too bad, in my view. I would like to draw your attention to these additional approved features of the new scheme:

- It has been agreed that the scheme will now include a maximum limit of £1,000 per application. Most Councillors had informally set this as their maximum limit anyway.
- Organisations cannot apply for grants over multiple years for the same purpose e.g. for the same event. Grant awards from the previous two years will be taken into account when applications are assessed.
- Grants will continue to be available for Parish Councils, however grants should not support normal business operation or projects that can be revenue funded or funded through alternative sources like the Community Infrastructure Levy.
- Grants for time-specific activities, such as seasonal events, must be awarded before the event takes place, otherwise they will be automatically rejected.
- All projects supported through the scheme must clearly acknowledge County Council funding in all promotional materials. Appropriate branding will be provided to partner organisations at the time funding is awarded, ensuring consistent and visible recognition of the Council's contribution.

These changes will come into effect from today. The grant scheme will remain open until the end of March 2026. As I understand it though, in 2026, the grant window that year will run from June-December. In case you are interested to read more about this issue and the decision process, here is a link to the Decision report which Cabinet considered: [County Councillor Grants Review-2025-09-23-Cabinet](#)

2. Cabinet changes

You may be aware from press reports that I stood down from the HCC Cabinet on 19 September 2025, and so I am now back to being a backbench Councillor. The reason for my resignation from Cabinet was primarily in order to have more time during the day to focus on my other commitments, including running a property company and training to be a languages teacher. I feel proud of many of my achievements during my five years in Cabinet, especially the creation of the Hampshire Forest Partnership and successfully saving the Petersfield tip from closure.

Greatham Parish Council
Parish Council Meeting
Greatham Village Hall
Wednesday October 15th 2025 at 7.30 pm

I still live in Petersfield and feel positive about the prospects for our area over the coming years. Devolution and LGR will bring more funding for infrastructure and regeneration projects. I remain 100% committed to my responsibilities as your local County Councillor, and I will continue to do my best to attend as many Parish Council meetings as I can. My successor as Executive Member for Health & Wellbeing is Cllr Stephen Reid and I wish him all the best.

3. Local Government Reorganisation -submission to Government

Following approval by the County Council's Cabinet last week, Hampshire County Council has submitted its preferred model for Local Government Reorganisation (LGR) to central Government.

This proposal, developed in partnership with East Hampshire District Council, sets out our recommendation for the establishment of four new unitary authorities across the Hampshire and Solent area - three on the mainland and a separate unitary authority for the Isle of Wight. See above diagram.

Our aim is to create a simpler, stronger, and more secure system of local government in future, enhancing services and outcomes for residents and communities.

This submission represents a significant step forward in shaping the future of local government in our area. As set out in the timeline included in my September report, we understand that the Government will undertake a public consultation on proposals for local government reorganisation in our area later this year. Their final decision is expected next spring.

4. Highways Winter Service – changes to gritting routes

The Priority One salting network - which receives the most frequent winter treatments - has been comprehensively reviewed to ensure it fully aligns with national guidance. Over time, the previous Priority One network had grown in a piecemeal way leading to inconsistencies, with some roads routinely treated that no longer meet the policy criteria. The review that has been undertaken by officers has adopted a robust, evidence-based approach that fully meets national guidelines and best practice. As a result, the Priority One network will be reduced in length with some roads moved to the new Priority Two Community Route network. These changes will help the County Council make savings on vehicles, salt, and operational resources.

Greatham Parish Council
Parish Council Meeting
Greatham Village Hall
Wednesday October 15th 2025 at 7.30 pm

Improved weather-forecasting tools are also being introduced that will allow the Highways Team to more effectively and efficiently target those areas that are expected to freeze. This will reduce the number of unnecessary treatments (where roads remain above freezing), reduce carbon emissions, and will also free up staff resources to focus on other essential frontline tasks such as pothole repairs.

A new combined Priority Two and Community Route network will be introduced at a later date that will include roads removed from the Priority One network as well as routes serving more schools, additional bus routes, and access roads to more residential areas. This change also follows national guidance, which recommends maintaining either a secondary or community network, but not both.

There will continue to be a large stock of community grit bins across the network for roads that are not routinely gritted. However, the way salt bins are managed will also be changing. Of the 4,000 bins currently in place, around 500 have not been used since 2017. These will no longer be maintained going forward and will eventually be removed. Previously, all the bins were inspected and refilled annually by an external contractor. From now on, the inspections will be carried out by our own Highways Team and bins will only be refilled when they are less than half full. Requests from the public and parish/town councils to refill bins will still be fulfilled.

Ahead of the coming winter season, the County Council's website will be updated with new maps and travel advice, and information will also be shared via social media. Details of the new Priority One salting network can be found on the following link: [Road salt \(grit\) bins | Hantsweb](#)

I appreciate that any change to frontline services can raise concerns. However, the financial pressures we face at HCC mean that we must continually review how we deliver all our services so that we can continue to ensure that we meet our core statutory duties. These changes will allow us to maintain an effective winter service that reflects national best practice and will ensure that we continue to meet our obligations under the Highways Act.

RUSSELL OPPENHEIMER

County Councillor for Petersfield Hangers

Greatham Parish Council
Parish Council Meeting
Greatham Village Hall
Wednesday October 15th 2025 at 7.30 pm

Appendix 4 : Payment Schedule

Appendix 5 : Finance Report and Bank Reconciliations

Appendix 6 : Clerks Report

- Follow up on all action points from last meeting.

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.

Greatham Parish Council
Parish Council Meeting
Greatham Village Hall
Wednesday October 15th 2025 at 7.30 pm

- 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.

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.

Greatham Parish Council
Parish Council Meeting
Greatham Village Hall
Wednesday October 15th 2025 at 7.30 pm

- 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.
- 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.

Greatham Parish Council
Parish Council Meeting
Greatham Village Hall
Wednesday October 15th 2025 at 7.30 pm

· 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.

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>

Greatham Parish Council
Parish Council Meeting
Greatham Village Hall
Wednesday October 15th 2025 at 7.30 pm

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>
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.			

Greatham Parish Council
Parish Council Meeting
Greatham Village Hall
Wednesday October 15th 2025 at 7.30 pm