



# BADGER FARM PARISH COUNCIL

Minutes of the Annual Parish Council Meeting held on May 12<sup>th</sup> 2024 at 7.30pm in the Bushfield Room of the Badger Farm Community Centre.

Members Present: Cllr. John Godbold  
Cllr. Helen Barlass  
Cllr. Ali Cochrane  
Cllr. Rhian Dolby  
Cllr. Fenella Jarvis

In Attendance: Mrs Howe, Clerk/RFO

By invitation: Cllr. Warwick (H.C.C. and W.C.C.) Cllrs. Laming and Brophy (W.C.C.)

**64/25 To elect the Chairman of the Council**

**Resolved:** Cllr. Godbold was elected as Chairman of Badger Farm Parish Council.  
Proposed by Cllr. Dolby and seconded by Cllr. Jarvis.

**65/25 To elect the Vice-chairman of the Council**

**Resolved:** Cllr. Dolby was elected as Vice-chairman of Badger Farm Parish Council.  
Proposed by Cllr. Godbold and seconded by Cllr. Barlass.

The Chairman opened the meeting

**66/25 To receive apologies for absence**

Cllr. Alex Skinner.

**67/25 Declaration of Interests**

No declarations of pecuniary interests were declared.

**68/25 To approve and adopt the minutes of the meeting held on 14<sup>th</sup> April 2025**

Minutes were approved and adopted as a true record of the meeting of Badger Farm Parish Council (B.F.P.C.) and signed by the Chairman.

To be uploaded onto the website.

RD

**69/25 Chairman's report**

The Chairman gave his report in the Annual Parish Meeting which was held immediately prior to this meeting.

**70/25 To receive report from H.C.C. Member Cllr. Jan Warwick**

No report was received.

**71/25 To receive report from W.C.C. Members Cllrs. Warwick, Brophy and Laming**

No report was received but Cllr. Brophy referred to the WCC parish briefing.

Signed by Chairman... ..

Date: May 12<sup>th</sup>, 2025

**72/25 To receive reports from Members**

Cllrs. Dolby and Godbold attended the Local Policing Conference on 7<sup>th</sup> May, 2025 and were impressed by the representatives of the Police Force. Whilst the whole conference was interesting, special mention is due for the presentation on the Youth Organisation.

**73/25 Clerk's report**

1. All the audit documents have been sent to BDO and acknowledged by them.  
They are going to use BFPC as an example for their auditors to compare with other similar sized councils.
2. A resident who lives near the QE II memorial bench has requested a litter bin be placed near it.  
**I replied:** I would ask BFPC to consider his request for a litter bin near the QEII bench. Another complaint was about passers-by putting litter and dog waste into his bin and people riding across his garden to avoid walkers on the path fronting his property.  
**I replied:** BFPC have no way of preventing passers-by from putting things into his bin and suggested if he could move it nearer to his house it might solve the problem. The estate was designed as open plan, which was in vogue at the time it was built so no physical boundaries delineated the front gardens. I suggested he could contact WCC requesting permission to erect a fence or plant a hedge.  
The resident also questioned who BFPC contacted regarding the trees which had been planted on the estate.  
**I replied:** It was a collaboration between HCC who supplied the trees at the request of BFPC as replacements for the Ash trees which had to be felled due to Ash die back and WCC who collected and planted the trees for BFPC.  
The final query was who will be responsible for the maintenance and replacement of the newly installed benches on BF.  
**I replied:** As BFPC had received numerous requests from parishioners for more benches on the estate, BFPC were mindful of the need to use sustainable materials so recycled plastic benches were installed. They require little to no maintenance and will last many years before the need to replace them.
3. BFPC have received a request for two amendments to Friarsgate Surgery.  
The first amendment would be to allow for a room to be set aside in the surgery for a pharmacy. The second amendment would be to allow for a 'pharmacy sign' to be erected on the outside wall of the surgery.
4. AVA are increasing the cost of playground inspections from £55.00 to £70.00 per playground. This is a total increase of £36.00 per visit.
5. At the April playground inspection AVA noted that although not a major problem, the gate at the Elder Close playground does not always operate properly due to a faulty mechanism. The mechanism can be adjusted but it will have to be replaced at some time in the future. The second problem which will have to be addressed in the future, is the cable guides on the aerial runway are worn and will need to be replaced.

**74/25 To discuss the appointment of an Internal Auditor for 2025/26**

Following the retirement of our current internal auditor, Mr. Tim Lightfoot, we need to appoint a new internal auditor. After a short discussion with the Clerk, Council decided to appoint Mulberry Local Authority Service as the internal auditor for this current year.  
**Clerk** to inform Mulberry LAS.

CH

**75/25 To review Council’s insurance policy**

Council considered whether to change the company providing B.F.P.C.’s insurance or whether to remain with Clear Councils. brokers.

**Resolved:** Council to remain with Clear Councils.

**Clerk** to inform Clear Councils and arrange payment.

CH

**76/25 To note the Clerk’s salary and hours of employment**

The Clerk’s salary scale point is 31 (NJC), the hourly rate £20.98p, and is appointed to work 20 hours per week.

**Noted by council.**

**77/25 To appoint Councillor portfolios**

- Cllr. J. Godbold - Playgrounds**
- Cllr. R. Dolby - Communications**
- Cllr. H. Barlass - Estate management**
- Cllr. F. Jarvis - Planning**
- Cllr. A. Cochrane - Sustainability and planning**

**78/25 To appoint representatives to external bodies**

- Cllr. Dolby - Police liaison**
- Cllr. Godbold - Community Centre**

**79/25 To set the dates of ordinary Council meetings in the Bushfield Room of the Badger Farm Community Centre for the year 2025/26**

**2025**

- June 9<sup>th</sup>
- July 14<sup>th</sup>
- August – summer recess
- September 8<sup>th</sup>
- October 13<sup>th</sup>
- November 10<sup>th</sup>
- December 8<sup>th</sup>

**2026**

- January 12<sup>th</sup>
- February 9<sup>th</sup>
- March 9<sup>th</sup>
- April 13<sup>th</sup>
- May 11<sup>th</sup>

Dates to be uploaded onto the website.

RD

**80/25 To consider membership of HALC**

Council discussed membership of Hampshire Association of Local Councils and were of the opinion that with all the local government reforms expected over the next few years, Council would need the support of HALC.

**Resolved:** Council resolved to take out a subscription to HALC.

CH

**81/25 Finance**

**1. To approve payments for Parish expenses, April 2025**

Payments schedule was circulated to Council prior to the meeting. Council approved the payments for April, 2025 at £25,148.17.

**2. To agree April 2025 bank statement with the bank reconciliation**

The Chairman verified the bank statements reconciled at £147,492.56.

**82/25 To consider planning applications received from Winchester City Council**

**Applications received:**

**25/00931** – 24 Rooks Down Road, SO22 4LT

Remove existing conservatory and replace with single storey rear extension with flat roof returning around the west side of the house.

Cllr. Jarvis does not think this application is contentious. Cllr. Godbold is to look at the plans on the WCC website and make a further assessment.

JG

**Enforcement:** one enforcement action was received for 12 Honeysuckle Close SO22 4QQ Alleged unauthorised conservatory on the rear of the building.

As this is already with the Enforcement team there is nothing which BFPC need to contribute.

**83/25 To discuss Badger Farm Parish Council playgrounds**

On Monday 12<sup>th</sup> May, Cllr. Godbold met with Playdale, the company contracted to refurbish Elder Close playground for a pre-installation meeting to make sure that everything was in Place for 27<sup>th</sup> May when the works will commence. They are expected to take 2 weeks to complete the refurbishment. Near residents 50 – 57 Sto Anne’s Close have been written to requesting they park their cars away from the access point at St. Anne’s Close.

There is one tree which will need it’s crown lifted prior to the installation works and Mr. Andrew Giles, WCC has been contacted to request the work be completed before commencement of the refurbishment. Cllr. Laming also to contact Mr. Giles with the request.

BL

The replacement surface of the playground will be much safer for the children.

Council would like to provide a bench inside the playground and will have a further look at the plans to make sure there is enough room and the best location to place the bench.

Clerk to order a new bench when Council have decided which one to place in the playground. ALL/CH

Clerk to arrange for the existing play equipment to be cleaned in preparation of the new Equipment being installed.

CH

**84/25 To discuss Badger Farm estates management**

The Lengthsman team visited the parish but were not able to complete the whole of the work which we requested. Clerk has contacted Grass and Grounds to request they come back in their private capacity to finish the work and also to attend to other work required around the the Parish. Cllr. Barlass to send the locations to Clerk.

CH

Clerk gave a copy of Grass and Grounds (Lengthsman’s) quotation.

**85/25 Highways**

N.T.R.

**86/25 To consider remuneration for Parish Councillors**

**Resolved:** BFPC Councillors decided at this time not to request remuneration for the work they do for the Parish. If, with the Local Government re-organisation this work increases substantially then Council will look again at the need for remuneration.

**87/25 To consider request from Friarsgate Surgery to amend the lease to include renting A room to a pharmacy and erecting a pharmacy sign on the exterior of the building**

**Resolved:** The majority of Council were in favour of the proposal from Friarsgate Surgery as it would be of great benefit to the whole southern area of Winchester.

One Councillor was overly concerned about the legal issues surrounding the proposed two Amendments to the lease and the timing. Clerk pointed out that as solicitors, including Sainsbury's own solicitor would be handling the whole procedure so there is no reason to be worried about it.

Clerk to write to Friarsgate surgery and inform them of BFPC's decision.

CH

**88/25 Items for the June 2025 Agenda**

**1. Survey**

There being no further business to discuss, the Chairman thanked those who participated in the meeting and closed it at 9.00 p.m.

*The next meeting of the Parish Council will be held on June 9<sup>th</sup> 2025.*

DRAFT