

ROWLANDS CASTLE PARISH COUNCIL

Minutes of the FULL COUNCIL 1st December 2025

Monday 1st December 2025 at 7pm

The Small Parish Hall, Rowlands Castle PO9 6AD

These minutes are subject to confirmation by the Council at its next Meeting

PRESENT:

Cllr C Stanley (Chairman), Cllr F Ball, Cllr Y Haggard, Cllr B Wilson, Cllr S Donald, Cllr J Edwards, Cllr M Harvey.

MINUTES:

Taken by Dominic Harland-Jones (Clerk)

THE CHAIRMAN'S SAFETY ANNOUNCEMENT WAS MADE

1. To Receive and Agree any Councillors' Apologies for Absence

Apologies were received and agreed from DCllr Charlene Maines and Cllr I Moore. CCllr Marge Harvey's apologies were received after the meeting.

2. To Receive any Declarations of Interest

None received.

3. To vote on the Co-Option of Ben Jackson who has applied to become a Parish Councillor for Finchdean Ward.

Council unanimously RESOLVED to co-opt Ben Jackson onto the Parish Councillor to represent the Ward of Finchdean. He duly signed the Declaration of Acceptance of Office, which was witnessed and countersigned by the Clerk.

4. To Receive and Confirm the Accuracy of the Draft Minutes of the Council Meeting on 3rd November 2025, together with a Written Update on the Progress of Resolutions from Meetings

The Minutes (circulated previously) were unanimously CONFIRMED as an accurate record of the meeting and were duly signed by the Chairman.

The Clerk's Written Update (circulated previously) was NOTED and a copy will be kept with these Minutes. Council remarked that it was heartened to receive positive feedback on its response to the EHDC Draft Conservation Appraisal and Mgmt.

5. To Receive Reports from County & District Councillors, and other delegates, if appropriate:

No reports were provided.

6. OPEN FORUM – Limited to 15 minutes in total and a max 3 mins for each individual speaker

The following request was received from a resident. To meet with the Facilities Officer to discuss their concerns regarding the levels of noise raised from the Play Park in the Recreation Ground.

A second resident complained that they had not received a response from the Council on their request for a meeting to discuss their concerns over the forming of a Recreation Ground Strategy.

A third resident requested that the Council cross checks its published communications to ensure that there is no disparity which can cause confusion.

Council acknowledged the residents' requests and comments and moved to allay concerns that the residents would not be given a voice as part of the Recreation Ground Strategy and stated that the Consultation Survey was available for all residents to provide input into it. There were no preconceived ideas held by the Council except that the Pavilion needs considerable refurbishment and this is an opportunity to look more widely at the Rec and determine any other improvements that could usefully be done. The Facilities Officer plus other members of the Working Group had already made a plan to meet with the residents following the next Working Group meeting which is to be held on Monday 15th December at the Pavilion. Additional members for the WG would be considered.

ACTION: The Clerk was requested by Council to ask the Facilities Officer to arrange a meeting with the resident regarding the noise from the Play Park. Cllr Haggard volunteered to attend this meeting alongside the Facilities Officer.

7. PLANNING APPLICATIONS: To Consider and Agree Action on the following, if appropriate

NB: Council's full comments on these and all other relevant Applications can be read via EHDC's website: <https://www.easthants.gov.uk/planning-application-process/search-and-comment-planning->

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[applications](#) or a similar page on SDNPA's website.

EHDC-25-1317-HSE	PART CONVERSION OF EXISTING GARAGE <i>4 Deerleap Lane, Rowlands Castle, PO9 6FD</i> (Cllr Martin Harvey)
	It was noted Cllr Harvey had reviewed the Application and proposed a response of NO OBJECTION. Council RESOLVED by majority to submit a response of NO OBJECTION by the deadline of 8th December, noting that the LPA may consider there are some Planning constraints.
EHDC-25-1319-HSE	GARAGE CONVERSION, FRENCH DOORS TO SIDE ELEVATION <i>33 Woodlands Avenue, Rowlands Castle, PO9 6FA</i> (Cllr Stuart Donald)
	It was noted Cllr Donald had reviewed the Application and proposed a response of OBJECTION. Council RESOLVED by majority to submit a response of NO OBJECTION by the deadline of 5th December, noting the Planning impact of Condition 19 laid upon the entire development
EHDC-25-1322-TPO	T1 OAK: CROWN REDUCE BY UP TO 1.5M ALL OVER, LEAVING A FINISHED HEIGHT OF APPRX 15M, AND FINISHED WIDTH OF APPRX 8M. WORKS REQUIRED TO ALLOW LIGHT INTO GARDEN AND PROPERTY, AND FOR THE GENERAL MAINTENANCE OF THE TREE. <i>21 Oakland Avenue, Rowlands Castle, PO9 6BQ</i> (Cllr Jonathan Edwards)
	It was noted Cllr Edwards had reviewed the Application and proposed a response of NO OBJECTION. Council RESOLVED to submit a response of NO OBJECTION by the deadline of 9th December.

8. GENERAL MATTERS FOR DECISION: To Consider and Agree Action on the following:

a) LGR Next Consultation:

- i. **To develop Council's response to the next consultation phase on the LGR that is based on the four proposals issued by the Government following the submissions from Councils in the previous round of the process.**

The Chairman discussed his paper (circulated previously). In summary he re-iterated that the best option for Rowlands Castle Parish appeared to be the proposal for 4 Unitary councils (3 on the mainland + the IoW) submitted by Hampshire County Council and East Hampshire District Council together. This, the Chairman explained, would provide the best financial efficiency and resilience to change and was the option which most closely reflected the Government's guidelines. This option also reflects our Neighbourhood Plan which seeks to retain a gap between Rowlands Castle and Havant.

The most undesirable, by far, would be Option 1A which has been proposed by Eastleigh Borough Council, Fareham Borough Council, Hart District Council, Havant Borough Council, Portsmouth City Council, Rushmoor Borough Council and Southampton City Council which would see rural Rowlands Castle fall under the urban areas of Portsmouth, Havant Gosport and Fareham. Council unanimously RESOLVED to AGREE that the Chairman would provide a draft consultation response for each option and share it with Council for review prior to submission. The Chairman urged all residents and fellow Councillors to digest the consultation documentation issued by the Ministry of Housing Communities and Local Government (MHCLG) and to also respond as individuals by 11th January deadline. This is the most important decision to be taken about local government for decades and needs as much input from residents as possible.

Post meeting Note. The Government's decision to delay the Mayoral elections by 2 years until 2028 is apparently to align the starting of the Mayoral role **in parallel with, rather than ahead of, the**

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establishment of the new single-tier unitary authorities. Therefore, it is intended to continue with the LGR submissions as discussed above

ii. How best can Council advise the residents as to the Council's position, once agreed.

Council agreed that it would notify residents of its view, as outlined above, using RCPC's website, Grapevine and hard copies in both the Parish Office and the Post Office (TBC) for those that do not have access to online communication. It is hoped to make the response to each of the 4 options by Christmas but at the latest by 01 Jan 26 depending on the amount of review required.

b) Approve the Recreation Ground Working Group Membership and Terms of Reference.

The paper providing the background information was not submitted to Council in time and therefore this item has been postponed to the next Full Council meeting which will be held on 12 January 2026.

9. FINANCIAL MATTERS FOR DECISION: To Consider and Agree Action on the following:

a) Report on Council's Bank Accounts as at 30th November 2025, for acceptance.

Council ACCEPTED the report on the Bank Accounts.

Account	Balance £
Lloyds Current Account	18,171.32
CCLA Public Sector Deposit Fund	100,732.15
12-month Fixed Rate Bond	16,284.74
12-month Fixed Rate Bond	20,000.00
Of which:	
Unrestricted Reserves	66,604.89

b) November 2025 Schedule of Payments, for authorization

Cllr Edwards stated he had reviewed and confirmed the relevant invoices. It was unanimously RESOLVED to AUTHORISE the Schedule (circulated previously), which was then signed by the 2 signatories present.

A list of payments is included below (incl VAT where appropriate, which is reclaimable by the Council)

November Payments £			
Expenditure item	Supplier	Payment	VAT
Pension Administration Fee	Bright SG.Limited	24.00	4.00
Pension Administration Fee	Bright SG.Limited	24.00	4.00
Scribe Annual Subscription fee	Starboard Systems Ltd t/a Scribe Accounts	792.00	132.00
Pavilion Maintenance	Mark Fay t/a SPS Electrical Contractors	135.00	
VAT Reclaim	HMRC VAT Reclaim	807.12	
Consumables	Rowlands Home Hardware	4.57	0.76
Hall Hire for Council Mtg	Rowlands Castle Parish Hall	56.20	
Recreation Ground fixtures and fittings	Three Business	11.78	
IT	WJPS Software Ltd t/a Active Council	370.80	61.80
Grass Cutting, Handyman & Lengthsman Services	Exterior Living Rooms Ltd	2003.37	
Defibrillator Consumables and Repairs	Instant Glass & Glazing	186.11	31.02
Travel Expenses & Part Cllr's Allowance	Cllr C Stanley	21.15	

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Travel Expenses & Part Cllr's Allowance	Cllr C Stanley	19.99	3.33
Annual Pitch Power Survey, required by Football Foundation for funding	Peter Hussey	95.80	
Tree Work Unplanned	Michael Reed & Co Ltd	360.00	60.00
MFD Provision and Maintenance	Managed Print Partners Ltd	183.26	30.54
Mobile Phone - Office and Officers	T-Mobile (EE)	172.80	28.80
Pension Administration Fee	Cushon Master Trust	24.00	4.00
Recreation Ground fixtures and fittings	G B Sport & Leisure UK Ltd	96.00	16.00
Telephone & Broadband	Focus Group	128.14	21.36
Multi-Functioning Device Provision and Maintenance	BNP Paribas Leasing Solutions Ltd	76.37	12.73
Conference Attendance	Hampshire Association of Local Councils Ltd (HALC)	84.00	14.00
Hall Hire for Council Committee Mtg	Rowlands Castle United Reform Church	40.00	
Monthly Salary and Pension Contributions	Rowlands Castle Parish Council	7529.62	
Total		£13246.08	£424.34

There were no receipts.

c) Decision required on investment of Cambridge & Counties fixed rate bond maturing on 12th December.

Council unanimously RESOLVED to AGREE to re-investing the capital and interest with Cambridge and Counties fixed rate bond for a further year.

ACTION: Clerk to arrange this with Cambridge & Counties Bank prior to maturity date.

d) Decision required for award of works based on fencing quotes for Nightingale and Kingfisher.

Council unanimously RESOLVED to award the works to General Farming and Contracting (GFC) Ltd.

ACTION: Clerk to liaise with them to arrange schedule of works and to advise other suppliers who were unsuccessful in their quotes.

10. MATTERS FOR DISCUSSION:

a) Summary of Residents' Dealings with the Parish Office for November 2025

Council NOTED the Summary and made no comment.

11. MATTERS FOR INFORMATION:

a) Schedule of EHDC's and SDNPA's Planning Decisions up to 30th November 2025

Council NOTED that planning application below has been given permission by EHDC.

EHDC-25-1317-HSE	<p>SINGLE STOREY REAR EXTENSION. 3 x SYLIGHTS AND BI-FOLD DOORS TO REAR. ENLARGEMENT OF EXISTING SIDE DORMER. NEW ROOF TO BE MATCHING PITCH TO FLAT. ALTERATIONS TO ADJACENT DORMER ROOF TO BE MATCHING PITCH TO FLAT AND NEW OPEN PORT ROOF OVERHANG OF OFF CONTINUED EAVES.</p> <p><i>14 The Drift, Rowlands Castle, PO9 6DG</i></p>
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b) Report by Chairman on South of Butser Speedwatch AGM held 10 November 25 (circulated previously)

The Chairman provided a verbal precis of his paper commenting that the Council acknowledged the excellent and diligent work of the South of Butser Community Speedwatch Group. The AGM was attended by Hampshire Police Constabulary and its representative advised that the policy of the police is that equipment that has not been fully calibrated to DfT standards cannot be used to support "enforcement", i.e. to warn or penalise motorists for speeding e.g. the Automated Speedwatch (ASW) Devices. The Chairman advised that RCPC would not be investing in any new ASWs. The cameras can be used to advise the police as to the peak speeding times so that camera vans can be deployed to detect and deal with individual motorists. Therefore, they will be left in place on the 3 worst roads for speeding in the Parish. He relayed that there remains a need to recruit more Speedwatch membership by promoting awareness of the Speedwatch team's work and the data they submit to the police is accurate for follow-up action.

c) Update by Chairman on Water Matters Group work in opposing the Southern Water WT&WR Project (circulated previously)

The Chairman provided a verbal precis of his paper outlining that Ofwat are going to challenge Southern Water to make transparent the basis of their decision, made through 2024 consultation feedback, to use Broadmarsh as the Water Recycling Plant location and to publish the other sites that had been considered. It was stated at the WMG meeting that SW had ignored 39% of the responses it had received.

Separate to the above, it was reported at the meeting that a 2025 joint Defra, Ofwat & EA WRMP review of Southern Water's performance, dated 17 November 2025, provides a damning report with Southern Water failing on every key measurement area agreed by them.

Portsmouth Water also received a similar critical review from Defra/EA/Ofwat dated 23 October 2025, stating that they are not conforming to their WRMP24 targets and will continue to be subject to biannual reviews regarding bulk water transfer to SW during dry months.

d) Update by Chairman from the Portsmouth Water hosted briefing on the proposed Reservoir Visitors' centre project (circulated previously)

The Chairman provided a verbal precis of his paper outlining the project which consists of the Visitor Centre; Services Building; Bird Hide; car parking including accessible and EV spaces; coach laybys; play area and dipping platform; cycle shelter; bin stores; picnic area, marginal planting and reed bed; viewing platform and CCTV. The architects involved in the project have experience in design that draws on place and function to deliver quality solutions and the Chairman was impressed by the level of detail provided to the briefing attendees. There are still some issues of contention, raised by members of the Stakeholder Advisory Group, to be resolved in the coming months before a final consultation with Stakeholders in late spring and then submission of the plans to Havant Borough Council for planning approval.

12. Date of Next Meeting

Monday 12th January 2026 at The Meeting Place, Church on the Green, Rowlands Castle

The Meeting ended at 21.01 hours

During the course of the meeting there were 9 members of the public present, as well as those listed at the beginning of these Minutes, and no members of the Press in attendance.