GREYWELL PARISH COUNCIL

Minutes of the Greywell Parish Council meeting
held in the Village Hall at 6pm on Thursday 5 November 2026

In attendance: - Cllr M. Barter, Cllr R. Cole, Cllr J. Malmesbury, Cllr S. Powell and Cllr R. Trueman
Also in attendance-Beverley Bridgman (Parish Clerk) and County/District Cllr C. Dorn

Draft minutes subject to confirmation

1. Receive and accept apologies for absence
None received, all Parish Councillors present

2. Receive and note any declarations of interest relevant to the Agenda
None

3. The Chair to approve as a correct record the minutes of the Parish Council meeting held on 26 August 2026
Approved and signed

4. Open the meeting to members of the public
2 members of the public attended the meeting

5. Receive reports from County and District Cllrs
Cllr Dorn reported on behalf of Hampshire County Council (HCC) and Hart District Council (HDC):

- Hart District Council (HDC) Local Plan - HDC is preparing a new Local Plan and has reached the part of the process where they consult on "Proposed Content and Evidence". This is an early opportunity for everyone to submit comments on a range of matters including a draft vision, HDC's broad approach to meeting development needs, development site options, what the plan policies should cover, and the supporting evidence.
  This consultation is open until 11.59pm on 7 December 2026
- Lodge Farm - An outline planning application is now live under HDC reference 26/01844/OUT
- Local Government Review (LGR) - This is restarting. Updates will be provided once further information is available
- Devolution - The election of a Mayor has been deferred until 2028. Cllr Dorn has been appointed to the Hampshire and the Solent Combined County Authority (HSCCA) Overview and Scrutiny Committee
- Hampshire County Council (HCC) - HCC has opened a Consultation on Hampshire County Council's Budget for 2027-2028. This consultation is open until 13 December 2026
- National Cadets week - Cllr Dorn recently visited local army, air and sea cadet groups

6. Consider and discuss the following planning application:

a) Replacement windows on the south-east and south-west facing elevations
Royal Oak House, Hook Road, Greywell, RG29 1BU
Reference's 26/01753/HOU and 26/01754/LBC

Discussed and agreed to submit a comment of support

7. Update of previous planning applications

Since the last Parish Council meeting and using their Planning Delegation, the Parish Council has sent comments to HDC in respect of the following applications:

- Demolition of existing single storey extension and erection of a two storey side extension and single storey rear extension. Extension to car port with new pitched roof
  Chilcombe, Hook Road, Greywell, RG29 1BT
  Reference 26/01443/HOU
  Comment sent - The Parish Council would like to submit a comment of support for this application. As the application was received between Parish Council meetings the comment has been submitted using Greywell Parish Council's Planning Delegation.
  Please note Cllr Malmesbury declared an interest in this application so did not submit any comments.

- Enlargement of first floor incorporating a new roof structure and raised elevations with additional fenestration and modification of front boundary for erection of ramp access to upper ground level
  Bramble Bank, Deptford Lane, Greywell, RG29 1BS
  Reference 26/01569/HOU
  Comment sent - In principle, Greywell Parish Council supports the proposed development in terms of size and its effect on the surrounding spatial environment; however, they believe a planning officer should conduct an on-site visit to determine whether the proposed windows on the first-floor eastern elevation satisfy extant planning policy.
  As this application was received between Parish Council meetings the comment has been submitted using Greywell Parish Council's Planning Delegation.
  Please note Cllr Malmesbury declared an interest in this application so did not take part in submitting his thoughts.

- Amendments to an Outline application (with access to be determined, all other matters reserved) for development of a new Motorway Service Area (MSA) and associated landscaping, infrastructure and ancillary works.
  Land Adjacent To Junction 6 Of The M3 Basingstoke Hampshire
  Reference 25/00754/OUT (Basingstoke and Deane)
  Comment sent - Greywell Parish Council has discussed the amendments mentioned in your letter dated 5 October and, using their Planning Protocol would like to submit the following comment:
  Greywell Parish Council continues to strongly object to this application. Please refer to the comments in our previous response dated 8 January 26

8. Approve the Electronic Payment request for November 2026

Noted there were no payments needing approval for November 2026

9. Note the current financial situation

Noted - The current financial situation can be found in Appendix A. The balances as at 30 October 2026 were:

Community Account: £53.06

Commercial Instant Access Account: £13690.03

10. Note the Q2 accounts

Noted - the Q2 accounts can be found in Appendix B

11. Discuss and agree next steps regarding the village defibrillator (see associated paper for decisions to be agreed)

The associated paper can be found in Appendix C.

Discussed and agreed:

Maintenance: Weekly visual checks and monthly inspections will continue in accordance with Community Heartbeat Trust (CHT) guidance, with all checks recorded through WebNos

Responsibility for checks: Cllr Trueman will become the primary Councillor responsible for defibrillator checks and Cllr Barter the secondary Councillor

The Circuit registration: Agreed the defibrillator will remain registered with The Circuit and the Parish Clerk will become the nominated Guardian contact

Age and condition: Noted the defibrillator will reach 10 years of age in 2027 and will then be outside its warranty period

Financial planning: Noted the CHT recommends owners begin planning and budgeting for replacement from the tenth year onwards, with replacement taking place no later than the twelfth year. Discussed and agreed that during the financial year 2027-2028 the Parish Clerk will research and apply for grants to cover the cost of a replacement defibrillator. When the 2028-2029 budget calculations take place the Parish Council will consider the funds needed to add to successful grant applications.

12. Speed Indicator update

The Parish Clerk provided the following update:

- A grant application to Cllr Dorn for £550 was successful
- In line with agreement at the August Parish Council meeting 2 solar panels at a cost of £1300, ex VAT, were purchased from Stocksigns using the following funds:

Remaining donation from Greywell Road Safety Group	£117.35
Funds raised by the Village Hall Committee	£425.00
Grant from Hampshire County Councillor	£550.00
Balance from elections budget	£37.65
Total	£1130.00

- Cllr Cole and a volunteer installed the two solar panels on 12 September and on 26 September Cllr Cole confirmed they were functioning as expected
- The August Parish Council meeting included an agreement to reimburse the 4 speed indicator volunteers at a total of £168.48. Cllr Cole confirmed the split of funds:

    Volunteer 1 - £84.24
    Volunteer 2 - £28.08
    Volunteer 3 - £28.08
    Volunteer 4 - £28.08

The Parish Clerk reimbursed the volunteers at the specified payments. Volunteer 4 advised they wanted their reimbursement to stay with the Parish Council for use at a future date

13. Approve updated Asset Register

Approved - a copy can be found in Appendix D

14. Discuss and agree responses to Road Safety questions from Alex Brewer MP

Discussed and agreed responses - a copy of the questions and responses can be found in Appendix E

15. Discuss and agree responses to the Hart Local Plan Consultation

Discussed and agreed - There's a lot of paper work for this consultation. Agreed to allow more time for Councillors to read and digest. Cllr Barter will prepare a draft response which will be circulated to all Councillors for their thoughts. The Parish Clerk will then submit the Parish Councils comments using the Greywell Parish Council Planning Delegation

16. Confirm the date and time of the next two meetings

Confirmed the next meetings will be held in the village hall at 6pm on:
Thursday 7 January 2027
Tuesday 2 March 2027

17. To agree that under the Public Bodies (Admission to Meetings) Act 1960, the press and public are excluded from the meeting whilst confidential business is discussed

Agreed to close the meeting to the press and public under the Public Bodies (Admission to Meetings) Act 1960

18. Discuss confidential business regarding the Parish Clerk's salary in preparation for the 2027-2028 budget calculation

A discussion paper had been circulated to all Councillors prior to the meeting. The Parish Clerk left the meeting for this discussion.
Councillors noted the current 7 working hours a week are sufficient to complete the current work load. Discussed and agreed the hourly rate will be increased to £17.08 from 1 April 2027 and the monthly home office allowance will increase to £20.70

There being no other business the meeting ended at 7.20pm

Greywell Parish Council Monthly Sheet for November

Lloyds Community Account

Balance as at 20 August 2026 — £513.43 (agrees statement dated 28 August 2026)

Payments

Date	To	Amount
26 August 2026	Staff July Expenses	£0.91
27 August 2026	Greywell Village Hall Hire Aug Meeting Inv 260018	£13.00
1 September 2026	Staff Salary and Home Office Allowance Aug 26	£520.50
2 September 2026	SID volunteer 1 charging reimbursement	£84.24
2 September 2026	SID volunteer 2 charging reimbursement	£28.08
2 September 2026	SID volunteer 3 charging reimbursemsent	£28.08
3 September 2026	HMRC Shipley Employers NI 6 Aug 26 - 5 Sept 26	£12.52
15 September 2026	Lloyds Fees 10 Jul 26 - 9 Aug 26 Invoice 493891234	£4.25
30 September 2026	Staff Salary and Home Office Allowance Sept 26	£520.50
5 October 2026	HMRC Shipley Employers NI 6 Sept 26 - 5 Oct 26	£12.52
5 October 2026	Stocksigns Ltd Invoice 255853	£1356.00
19 October 2026	Lloyds Fees 10 Aug 26 - 9 Sept 26 Invoice 496394150	£4.25
30 October 2026	Staff Salary and Home Office Allowance Oct 26	£520.50

Receipts

Date	From	Amount
24 August 2026	Lloyds Commercial Instant Access	£50.00
2 September 2026	Lloyds Commercial Instant Access	£168.48
3 September 2026	Grant from HCC Invoice 9706670890	£550.00
5 October 2026	Lloyds Commercial Instant Access	£1356.00
23 October 2026	Lloyds Commercial Instant Access	£520.50

Balance as at 30 October 2026 — **£53.06** (agrees screen shot on 30 October 2026)

Lloyds Commercial Instant Access

Balance as at 20 August 2026 — £15772.26 (agrees statement dated 7 September 2026)

Payments

Date	To	Amount
24 August 2026	Lloyds Community Account	£50.00
2 September 2026	Lloyds Community Account	£168.48
5 October 2026	Lloyds Community Account	£1356.00

23 October 2026	Lloyds Community Account	£520.50

Receipts

Date	From	Amount
9 September 2026	Bank Interest	£6.45
9 October 2026	Bank Interest	£6.30

Balance as at 30 October 2026 **£13690.03** (agrees screen shot on 30 October 2026)

Total Balance as at 30 October 2026

Lloyds Community Account	£53.06
Lloyds Savings Account	£13690.03
Unpresented cheques	Nil
Cancelled cheques	Nil
Net Bank Balance	**£13743.09**

Greywell Parish Council Q2 Accounts

Incoming Payments

	Predicted 2026-2027	Already received
Precept	£9234.00	£9234.00
Bank Interest		£39.22
Grants		£550.00
VAT refund (not in budget)		£111.10
Other		£425.00
Totals		**£10359.32**

Outgoing Payments

	Budget 2026-2027	Already paid	What's left in the budget
Salary	£6006.00	£3003.00	£3003.00
Employers National Insurance	£166.00	£75.12	£90.88
Home Office Allowance	£240.00	£120.00	£120.00
Clerk's Expenses	£50.00	£0.00	£50.00
Administration	£150.00	£30.01	£119.99
Insurance	£277.00	£264.00	£13.00
Audit	£160.00	£160.00	£0.00
Venue Hire	£112.00	£19.50	£92.50
Website Management	£332.00	£292.20	£39.80
Repairs and Maintenance	£457.00	£363.72	£93.28
Subscriptions and Donations	£424.00	£281.00	£143.00
Chairmans Allowance	£50.00	£0.00	£50.00
Grants	£200.00	£0.00	£200.00
Training	£200.00	£40.00	£160.00
Election Costs	£410.00	£24.00	£386.00
VAT		£111.10	
Solar Panels for SID			
Totals	**£9234.00**	**£4783.65**	**£4561.45**

Balance Carried Forward 31/3/26	£10054.39
ADD Total receipts (as above)	£10359.32
LESS Total payments (as above)	£4783.65
Total	**£15,630.06**

Current Account as at 30/9/2026	£69.83
Savings Account as at 30/9/2026	£15560.23
Total	**£15,630.06**

Appendix C
Defibrillator Management, Maintenance and Replacement Planning Discussion Document November 2026

1. Purpose of the Report

This report explains the Parish Council's responsibilities for managing and maintaining the Greywell community defibrillator. It sets out the current maintenance and registration arrangements, identifies the responsibilities that need to be agreed and highlights the need to plan for the defibrillator's eventual replacement.

Councillors are asked to:

- Agree arrangements for carrying out and recording maintenance checks.
- Confirm who will be responsible for those checks.
- Consider whether the Parish Clerk should become the nominated contact for the defibrillator.
- Begin making financial provision for replacement.

2. Background and Current Arrangements

The Parish Council owns the Greywell community defibrillator and is responsible for ensuring that it remains operational, available for emergency use and is properly maintained.

The defibrillator was purchased from the Community Heartbeat Trust (CHT). The Council currently pays an annual support fee of £135 plus VAT, which covers the cost of replacement parts if required under the support arrangement.

Two systems are used to manage the defibrillator:

- **WebNos™:** Used to record maintenance checks, monitor the defibrillator's readiness and maintain a record of inspections and any faults identified.
- **The Circuit:** The national defibrillator network used by ambulance services to locate registered defibrillators during a cardiac arrest emergency.

These systems serve different but complementary purposes. The Circuit helps emergency services locate the defibrillator, while WebNos provides the maintenance records needed to demonstrate that the equipment is being properly managed.

3. Defibrillator Registration, Maintenance and Responsibilities

The Council must ensure that the defibrillator remains registered for emergency use and that regular maintenance checks are completed and recorded.

Appendix C

3.1 Maintenance Checks

CHT advises that the following checks should be carried out:

- Weekly: A basic visual check of the defibrillator and its cabinet.
- Monthly: A more comprehensive inspection of the equipment and its readiness for use.

All checks should be recorded in WebNos. Any faults or concerns identified during an inspection should be reported and addressed promptly.

Keeping accurate records provides evidence that the defibrillator is being properly managed. These records may be required for governance reviews, insurance purposes or investigations following a serious incident.

The Council should agree who will carry out the checks and ensure that suitable arrangements are in place to maintain continuity during absences or changes in Council membership.

3.2 Registration with The Circuit

The Circuit is the national defibrillator network used by ambulance services across the UK. When someone calls 999 following a suspected cardiac arrest, emergency call handlers can use the network to identify a nearby registered defibrillator and direct a member of the public to it where appropriate.

The Greywell defibrillator is registered with The Circuit. The Council should ensure that this registration remains active and that the required status updates are submitted every two months.

These updates help ambulance services establish whether the defibrillator remains available for emergency use. However, they do not replace the more detailed maintenance checks and records held in WebNos.

3.3 Nominated Guardian and Responsibility for Checks

Cllr Barter is currently recorded as the defibrillator's Guardian on The Circuit.

Councillors may wish to consider transferring the Guardian role to the Parish Clerk and using the Clerk's email address as the main contact. This would provide greater continuity when councillors change roles or leave the Council and reduce the risk of administrative or access difficulties.

The Council should also agree which councillors or designated individuals will undertake the weekly and monthly maintenance checks. Responsibility for recording checks in WebNos and submitting the two-monthly updates to The Circuit should be clearly allocated.

Appendix C

The key requirement is that the defibrillator remains registered, is checked regularly and has a clear, accessible record of its maintenance.

4. Defibrillator Age and Replacement Planning

The Greywell defibrillator will reach 10 years of age in 2027 and is now outside its warranty period.

CHT recommends that owners begin planning and budgeting for replacement from the tenth year onwards, with replacement taking place no later than the twelfth year, subject to the relevant manufacturer's guidance and the condition of the equipment.

As the defibrillator is medical equipment, a significant fault may mean that the unit needs to be taken out of service and replaced rather than repaired. Replacement could therefore become necessary at short notice.

The Council should begin planning financially for replacement now, rather than waiting until the equipment reaches the end of its anticipated service life.

4.1 Battery Replacement in 2027

The defibrillator's battery is due for replacement in 2027. This replacement is covered by the existing annual support plan.

Defibrillator batteries typically have a lifespan of approximately four years, although the manufacturer's recommendations for the particular model should be followed.

CHT has advised that the replacement battery due in 2027 could potentially be transferred to a replacement defibrillator.

4.2 Estimated Replacement Cost

CHT has advised that a replacement defibrillator would currently cost approximately £1,100, excluding VAT, shipping and a battery.

The estimate excludes the battery because the replacement battery due in 2027 may be transferable to a new unit.

The final cost will depend on supplier prices, inflation, equipment specifications and any additional items required at the time of purchase. The Council should therefore treat £1,100 as an initial estimate rather than a guaranteed future price.

Making financial provision through the next budget-setting process would allow the Council to build up funds gradually and reduce the risk of an unexpected demand on the parish budget.

Appendix C

5. Recommended Actions

The following actions are recommended to ensure that the defibrillator continues to be properly managed and that the Council is prepared for its eventual replacement.

5.1 Confirm maintenance responsibilities

Agree who will undertake the weekly visual checks and monthly inspections. Ensure that all checks are recorded in WebNos and that any faults or concerns are addressed promptly.

5.2 Maintain registration with The Circuit

Ensure that the defibrillator remains registered and that its status is updated every two months. Consider appointing the Parish Clerk as the nominated Guardian contact to improve continuity and administrative oversight.

5.3 Plan for replacement

Include provision for the eventual replacement of the defibrillator in the next budget-setting process. Review the estimated replacement cost as part of future budget planning.

6. Decisions Required from the Council

Councillors are asked to:

1. **Maintenance:** Agree that weekly visual checks and monthly inspections will continue in accordance with CHT guidance, with all checks recorded through WebNos.
2. **Responsibility for checks:** Agree which councillors or designated individuals will be responsible for carrying out and recording the maintenance checks.
3. **The Circuit registration:** Confirm that the defibrillator will remain registered with The Circuit and consider appointing the Parish Clerk as the nominated Guardian contact.
4. **Age and condition:** Note that the defibrillator will reach 10 years of age in 2027 and is outside its warranty period.
5. **Financial planning:** Agree when financial provision for replacement should begin. Should this be during the 2027-2028 budget-setting process, taking account of CHT's guidance and the estimated replacement cost?

7. Conclusion

The Greywell community defibrillator is an important emergency resource. The Council needs to ensure that it remains available for use, is maintained appropriately and has a clear record of inspections.

Appendix C

Using WebNos for maintenance records and The Circuit for emergency service registration, together with clearly allocated responsibilities, will help the Council maintain appropriate oversight of the equipment.

With the defibrillator approaching 10 years of age in 2027, it is also prudent to begin planning for its eventual replacement. Making financial provision in advance will help the Council manage this future expense and reduce the risk of an unexpected demand on the parish budget.

Greywell Parish Council

Asset Register

Item	Date Acquired	Value
Telephone Box	2011	£1.00
Defibrillator	2017	£1000.00
2 x Messagemaker Smiley (Battery Powered) Speed Indicator Device	May 2024	£5100.00
3 x CZ Sheet metal pole brackets with sign fix rails for speed signs	May 2024	£300.00
2 x Battery + Battery Cable assembly	May 2024	£190.00
2 x Bluetooth for Data Capture Speed Signs (Module + Antenna)	May 2024	£1.00
SID equipment: 2 x messenger bags 2 x AirTag holders 5 hi-viz jackets	July 2024	£52.00
SID equipment: 2 x messenger bags 2 x battery connector cables	October 2024	£39.89
4 x battery	October 2024	£115.00
Land on the north side of Deptford Lane, Greywell, Hampshire. (See attached Land Registry document)	January 2025	£1.00
1 x Messagemaker Smiley (Solar Powered) Speed Indicator Device	December 2025	£3075.00
1 x Bluetooth for Data Capture Speed Signs (Module + Antenna)	December 2025	£1.00
2 x Messagemaker 80w solar panels & associated equipment	September 2026	£1100.00
	Total Value	**£10975.89**

Updated September 2026

Approved November 2026

Review Date March 2027

Road Safety Survey for Alex Brewer HCC
Discussion Document November 2026

1. What are the main road safety concerns in your parish?
Please include specific roads, junctions, or locations where possible.
The two main roads in Greywell are Deptford Lane and The Street; both roads are used as a cut through to the M3, particularly at rush hour. There are no street lights on these roads, no footpath on Deptford Lane and often lots of cars parked on The Street which creates a lack of visibility. A 30mph speed limit is in place and whilst we have installed speed indicators which do slow cars down we are concerned that speed is still too fast with the amount of pedestrians, horse riders and cyclists that pass through our village

2. How significant is the problem?
For example, speeding, collision history, near misses, pedestrian safety, school traffic, HGV movements, dangerous parking, poor visibility, or inadequate crossing facilities.
As mentioned above, there is only one footpath in the village so pedestrians do have to walk in the road and there are often lots of cars parked on The Street which can cause a lack of visibility. Lots of vehicles, including HGV's and school traffic use the village as a short cut to the M3.
Few footpaths means that when residents leave their homes by foot or vehicle near misses have occurred due to the speed of passing vehicles.
There are also no crossing facilities which, coupled with parked cars, is dangerous.
In 2024 the Parish Council purchased 2 speed indicators using S106 funds to curb speeding in the village and in 2026 a 3rd speed indicator was purchased using funds raised by the Greywell Road Safety Group (GRSG)

3. Have these concerns been reported to Hampshire County Council?
If so, when were they first raised?
In 2022 Greywell sent an email to Stuart Jarvis at Hampshire County Council (HCC) to confirm we supported the campaign to ask that Hampshire County Council adopted 20mph as the default speed for residential streets in towns, villages, and rural settlements in Hampshire

4. What response or action has Hampshire County Council provided?
Please include any surveys, assessments, decisions, or commitments made.
This campaign was taken over by various Councillors at HCC and in February 2023 we were advised " With no recurring history of casualty incidents within Greywell Village there is currently no justification for inclusion of Greywell Village within our scheme programmes compared to other less fortunate locations."
In 2024 we were advised by Brian Cainey at HCC there was a new process for villages that wished to be considered for a 20mph speed limit. In basic terms this involved a £175 application fee to cover the initial technical and prioritisation assessments, an approx fee of £10,000 to progress a traffic order plus the costs associated with the investigation, design and installation of the scheme

Road Safety Survey for Alex Brewer HCC
Discussion Document November 2026

5. Are there any outstanding requests or unresolved issues?
If so, what outcome is the parish council seeking?
There are currently no formal requests awaiting a decision from HCC however the underlying road safety concerns remain unresolved.
In 2024 the GRSG organised a fund raising campaign to support the implementation of village gates, and an application for a 20mph speed limit in the village, with the provision that if fund raising was slow funds would be used to purchase a 3rd speed indicator device for the village instead.
In 2026 a third speed indicator was purchased

6. Has the parish council collected any evidence to support its concerns?
For example, speed indicator device data, traffic surveys, photographs, resident surveys, or information about collisions and near misses.
In 2022 the GRSG organised a village survey regarding road safety; 97% agreed that speeds of or above 30mph were inappropriate in Greywell and 91% supported a 20mph speed limit in the village.
The Parish Council has data from our 3 speed indicators which demonstrate the speed of vehicles through the village

7. What has been your experience of engagement with Hampshire County Council on these issues?
Has the Council been responsive, and do you feel your concerns have been adequately considered?
We generally haven't had a large amount of engagement with HCC on these issues. When we contacted them regarding the use of S106 funds for speed indicators and to discuss the cost of village gates they were very helpful.
However we do feel that when we have contacted HCC regarding a 20mph speed limit in the village we receive a general answer rather than our concerns being considered. The cost of self-funding a 20mph limit is a lot for a small village

8. What has been your experience of engagement with Hampshire Constabulary?
Have you raised concerns with the police, and if so, what response or support have you received?
We have not raised concerns with the police however they were fully supportive of our Community Speedwatch which was in place for many years

Road Safety Survey for Alex Brewer HCC
Discussion Document November 2026

9. Are there particular highways or enforcement measures you would like to see considered?
For example, speed limit changes, traffic calming measures, improved signage, pedestrian crossings, parking restrictions, speed enforcement, or community speed watch initiatives.
A 20mph speed limit enforced on The Street and Deptford Lane

10. Is there any additional information you think would be helpful for me to know before the roundtable?
HCC operates under a "full-cost recovery" model where Parish Councils must fund their own 20mph scheme.
All costs must be paid upfront and involve an application and survey fee of £175 – £200 which is non-refundable.
On top of this a typical core village 20mph restriction (without complex traffic-calming infrastructure) costs in the region of a further £30,000 plus further costs for long term maintenance of physical signs and road markings by HCC.
For more complex town-centre rollouts, costs can escalate significantly. For example, recent estimates for the Romsey town centre 20mph scheme rose from an initial £30,000 to nearly £70,000.
For a small Parish Council whose yearly precept is around £10,000 these costs are prohibitive