

MINUTES OF A MEETING OF TADLEY TOWN COUNCIL HELD AT TADLEY TOWN COUNCIL AT 7.30PM ON 2 MARCH 2026

Present: Cllrs Atkinson, Burdett (Chairman), Hankinson, Leeks, Lovegrove, A Morrow, K Morrow, Mullan, Neilson, Slimin, Spence, Waterfield, Witton and Wilson-Thomas

In Attendance: Clerk, Borough Cllr Bound

1. APOLOGIES

Received and accepted from Cllr Flahive and Borough Cllr Conquest.

2. DECLARATIONS OF INTEREST & DISPENSATION REQUESTS

Cllr Slimin declared an interest in the grant application from Citizen Advice Tadley, Cllrs Atkinson, Leeks, Lovegrove, Slimin and Spence declared an interest in the grant application from TDCA, Cllr Slimin declared an interest in the grant application from BPMA and Cllr Wilson-Thomas declared an interest in the grant application from Greenhealth Tadley.

3. MINUTES

65/26FC It was

RESOLVED (14/0/0) to receive and confirm the accuracy of the minutes of the meeting 5 January 2026.

4. OPEN FORUM 7.32 – 7.36PM

Cllr Lovegrove spoke about Parish Mapping with Basingstoke and Deane Borough Council and Hampshire & IOW Wildlife Trust.

5. ACCOUNTS

66/26FC It was

RESOLVED (14/0/0) to receive and sign a statement of receipts and payments for the months of January and February 2026.

6. STANDING ORDERS, POLICY DOCUMENT, FINANCIAL REGULATIONS, REVIEW OF EFFECTIVENESS OF INTERNAL AUDIT, FINANCIAL RISK MANAGEMENT RECORD AND COMMUNITY EMERGENCY PLAN

The report of the Documents Working Party was received and the above documents were reviewed.

67/26FC It was

RESOLVED (14/0/0) to make the changes as shown in the Appendix to the minutes.

7. APPOINTMENT OF THE INTERNAL AUDITOR

Cllr Mullan declared an interest in this item and did not vote.

68/26FC It was

RESOLVED (13/0/1) to appoint Do The Numbers as the internal auditor and Councillors considered the auditor as being independent.

8. EARMARKED RESERVES

69/26FC It was
RESOLVED (14/0/0) to accept the review:

REVIEW OF RESERVES MARCH 2026						
	Current reserves	Total cost	Location	Completion date	Reason for precepting	Proposed reserves
Earmarked Reserves						
Equipment, vehicles and tools	20000	60000	Office and garage	Laptop every 5 years 2030, 16 iPads every 10 years 2035, vehicle every 10 years 2028	Forward planning	50000
Play area refurbishment	40000	200000	Play areas x 3, and equipment at the Common	March 2030	Forward planning	90000
					6 months running costs	110275
					Total Earmarked Reserves	250275

9. NOTICEBOARD BISHOPSWOOD ROAD SHOPS

A quotation of £1270.39 for a replacement was received from Greenbarnes.

70/26FC It was
RESOLVED (14/0/0) to accept the quotation.

10. PLAY AREA - MUSICAL INSTRUMENTS

It was agreed to defer a decision on this to the 5 May Full Council meeting.

11. CHAIRMAN AND VICE-CHAIRMAN'S REPORTS

Cllr Burdett reported: There is a vacancy in the Tadley South ward due to the resignation of Cllr Rowden and we have had several expressions of interest. We have parking issues on residential streets close to AWE West Gate Entrance, where AWE workers and contractors are parking in the street, this has been escalated to senior management. Thank you to the Youth Councillors for their litter pick on Saturday. Repeated fly tipping at Minter Court has now been addressed by Clarion Housing. There has been an increase in anti-social behaviour in Tadley. The moles are back in the burial ground, a contractor will be flattening the mole hills.

12. COMMITTEES

71/26FC It was
RESOLVED (14/0/0) to receive and approve the reports of the Highways and Planning Committee held on 26 January and 23 February 2026.

72/26FC It was
RESOLVED (13/0/1) to accept the recommendation **10/26FGP** to award a grant of £1300 to Greenhealth Tadley for running costs.

73/26FC It was
RESOLVED (13/0/1) to accept the recommendation **11/26FGP** to award a grant of £8000 to Citizens Advice Tadley for running costs (2026/27 budget).

74/26FC It was
RESOLVED (9/0/5) to accept the recommendation **12/26FGP** to award a grant of £12000 to Tadley & District Community Association for the youth and 0-5 workers (2026/27 budget).

75/26FC It was
RESOLVED (13/0/1) to accept the recommendation **13/26FGP** (to award a grant of £7500 to Barlows Park Management Association. (2026/27 budget)

76/26FC It was
RESOLVED (14/0/0) to receive and approve the report of the Finance and General Purposes Committee held on 9 February 2026.

13. TADLEY & DISTRICT YOUTH ACTION COUNCIL WORKING PARTY

Cllr A Morrow – report attached. Permission for two murals outside Starbucks has now been given by Sainsburys. A quotation of £6500 had been received from the artists. Cllr A Morrow is looking for grant funding from other sources. It was agreed to undertake some public consultation.

77/26FC It was
RESOLVED (13/0/1) to agree expenditure of up to £6500.

13. REPORTS

Reports were received from the following:

Borough Cllr Bound – nothing to report.

Borough Cllr Morrow – gave a verbal report.

Borough Cllr Slimin - gave a verbal report.

TDCA – Cllr Spence – report attached.

Barlows Park Management Association – Cllr Slimin gave a verbal report.

Heath End Village Hall – Cllr Lovegrove gave a verbal report.

The meeting closed at 8.30pm

Signed:

Dated: 5 May 2026

Appendix

Review of Documents

Standing Orders

These changes made on advice received from NALC:

He/she changed to they throughout.

Paragraph 14 – b c and d deleted.

Paragraph 18 – a) v – value increased to £60000, c) and d) – deleted and replaced by:

- c Subject to additional requirements in the financial regulations of the Council, the tender process for contracts for the supply of goods, materials, services or the execution of works shall include, as a minimum, the following steps:
 - i. a specification for the goods, materials, services or the execution of works shall be drawn up;
 - ii. an invitation to tender shall be drawn up to confirm (i) the Council's specification (ii) the time, date and address for the submission of tenders (iii) the date of the Council's written response to the tender and (iv) the prohibition on prospective contractors contacting councillors or staff to encourage or support their tender outside the prescribed process;
 - iii. tenders are to be submitted in writing in a sealed marked envelope addressed to the Proper Officer;
 - iv. tenders shall be opened by the Proper Officer in the presence of at least one councillor after the deadline for submission of tenders has passed;
 - v. tenders are to be reported to and considered by the appropriate meeting of the Council or a committee or sub-committee with delegated responsibility.
- d Neither the Council, nor a committee or a sub-committee with delegated responsibility for considering tenders, is bound to accept the lowest value tender.

Paragraph 18 – f) deleted and replaced by:

- f Where the value of a contract is likely to exceed the threshold specified by the Government from time to time, the Council must consider whether the contract is subject to the requirements of the current procurement legislation and, if so, the Council must comply with procurement rules. NALC's procurement guidance contains further details.

Policy Document

1.9 Town Council Email deleted as superseded by IT and Email Policy and Data Retention Policy adopted by Full Council on 3 November 2025.

1.9 now Councillor Reports: A time limit of 5 minutes will be set for County, Borough and Councillors on external committees to make their reports and answer questions at the Full Council meetings.

2.19 HUNTSMOOR ROAD ACCESS (48-64)

For those residents who do not want to sign the access agreement, they are permitted access up to 4 times a year. This would have to be booked in advance and would be subject to staff availability. Note the bollards will have to be lowered and raised after each vehicle movement so this will require staff to make two visits to site each time.

Retention and Disposals Policy page 76 deleted as superseded as above.

Financial Regs – No changes.

Review of Effectiveness of Audit – Financial year changed.

Financial Risk Management Record – Year changed to 2026.

Community Emergency Plan – Review date changed to February 2027, Basingstoke Hospital changed to North Hampshire Hospital, Seeability description of residents added 'who are blind' and Community Emergency Meeting – Zoom or Teams added as an alternative to an in-person meeting.

Tadley Town Cllr A Morrow:

T&DYAC Working Party 25th February 2026 Update

Our latest Youth Council meeting took place on the 12 February when another young person was elected to the Council bringing the total number of Councillors to eleven. There are two more teenagers interested in becoming Councillors so we are hopeful that this will increase to thirteen in March.

A number of the Youth Councillors are supporting the Keep Basingstoke Tidy Litter Pick on 28 February.

Councillors A Morrow and K Morrow met with the Hurst School Communications Officer to discuss how we could work together to meet the needs and desires of our young people. A number of projects are being investigated. It was agreed that our Youth Councillors could run assemblies at The Hurst and The Clere to raise the profile of the Youth Council and to gauge interest in future activities. Although members of the Working Party would not be involved in delivering the assemblies, it was agreed that one of us would be there to support the Youth Councillors.

In addition, it was agreed that information about the Youth Council would be included in The Hurst fortnightly newsletter when appropriate.

A stall has been booked for the Treacle Fair and we would like to have some fund raising activities on it as well as information about the Youth Council. We are looking for any games that we could borrow. Councillor K Morrow said that he could make a 'Splat the Rat' game.

The Councillors also wanted to be involved with the Bio-blitz Day in June.

Their main project at the moment is the design and painting of a mural. They hope to paint two small murals depicting Tadley in the Past and Tadley Today. With the help of the B and Deane Art Officer, they have identified a couple of artists who work as a team and have completed murals in the Basingstoke area. (Total cost is the same as for one as they share the work and fee.) We are still awaiting approval from Sainsburys to site the murals outside of Starbucks as they only lease the building and are seeking the owner's authorisation. The young people listened to a presentation from the Tadley and District History Society which was very helpful in identifying content for the history mural. Whilst the councillors are not able to visit the AWE Museum due to age restrictions, AWE were very enthusiastic about the project and have agreed to talk to the Council off site with supporting artifacts. A working party of Youth Councillors is being set up to run the project and report back to the Youth Council and TTC. It is hard to ascertain the cost of the project at the moment as it includes all materials, the artists' time to run design workshops, production of two designs to select from, preparation of the wall, drawing the outline, supervising the painting and sealing the finished murals. At the moment, they have given a maximum cost of £8000 which they charged for a similar project. However, this involved a number of workshops. We envisage only one workshop where the working party's ideas are shared and agreed with everyone. The size of the murals is also smaller. Another artist suggested a cost of £5000 but they only do wildlife and landscape murals. All of the artists follow the Artists Union England Rates of Pay Guidelines so their final charge should be comparable. This figure is still within the budget agreed for the Youth Council however, we would not want to use so much of this up

for one project so I have asked Sainsburys if they would be able to offer some financial support and we are applying to the Greenham Trust. Unfortunately, the matching funding has already been allocated to the organisations that received grants (approval on the March Agenda) from TTC but when I spoke to them on the telephone, they were very interested in the project and told us to register the project on their hub so that they can look at providing support from their other funding streams. We see this project as a way of engaging our young people with adults in their community. We would contact all the local organisations asking for people to come and paint the murals with us. It would also be good to produce a leaflet explaining the content of the murals which hopefully could be made available in Starbucks and on the TTC website. We hope that TTC will support this project and that if you have any information about the history of Tadley, you will share it with us.

Tadley Town Cllr Spence:

Tadley & District Community Association Update

Year to date hall hire, community development, fund raising, cinema and food pantry membership are all running above budgets. Direct expenses are running under budget by £4600 and overheads are running under by £13500.

Coach trips continue to be popular and are getting booked up quickly and in some cases are already full. There are several new community development activities taking place such as line dancing, an afternoon disco, a quiz, a 'Hope' café for people dealing with bereavement and 'The Listening Space' a group for anyone needing to feel heard.

Maintenance of the building continues as always and this year new fire doors have been installed throughout at a cost of £42300. The post code lottery money was used for this.

Family and youth activities continue to be well attended and the three family and youth workers have settled in well. The Wednesday group has some vulnerable children attending and they are getting the extra support they need from staff. We applied for grants for the children and youth workers from Baughurst, Pamber, Aldermaston and Silchester Parish Councils. Baughurst made a grant of £750 and Silchester made a grant of £225, the others declined.

Tadley Town Council
Unreconciled Bank Transactions Report

Bank: Bank Account Current (1200)

Account Balance: £3,543.98

Reconciled Balance: £4,781.01

Date	Name	Reference	Type	Payment	Receipt
28/01/2026		Pension January	Other Payment	926.79	0.00
20/02/2026		PAYE January	Other Payment	1,029.23	0.00
TOTAL				£1,956.02	£0.00
				BALANCE	-£1,956.02

BANK RECONCILIATION		
Bank Statement Balance	PREMIUM ACCOUNT	96756.48
Bank Statement Balance	CURRENT ACCOUNT	5500.00
Bank Statement Balance	PSDF ACCOUNT	155947.49
	Less uncleared payments	1956.02
	TRUE BANK BALANCE	256247.95
Sage Accounts	PREMIUM ACCOUNT	96756.48
Sage Accounts	CURRENT ACCOUNT	3543.98
Sage Accounts	PSDF ACCOUNT	155947.49
	TOTAL ON BALANCE SHEET	256247.95

Tadley Town Council
Receipts and Payments Day Book Report

Receipt/Payment: Receipts, Account: Bank Account Savings (1220)

Trx No	Type	Date	Name	Ref	Net	VAT	Total
7253	Customer Receipt	05/01/2026	Tadley Funeralcare				65.00
7322	VAT Payment	08/01/2026					5,569.88
7323	Other Receipt	09/01/2026		Bank interest	93.88	0.00	93.88
7324	Other Receipt	16/01/2026		SLCC Refund	15.00	0.00	15.00
7325	Other Receipt	16/01/2026		BDBC Cllr grant TDYCA	394.95	0.00	394.95
7313	Customer Receipt	26/01/2026	Miles & Daughters Funeral Directors				260.00
7326	Customer Receipt	29/01/2026	Spencer & Peyton Ltd				520.00
						TOTAL	£6,918.71

Tadley Town Council
Receipts and Payments Day Book Report

Receipt/Payment: Payments, Account: Bank Account Current (1200)

Trx No	Type	Date	Name	Ref	Net	VAT	Total
7240	Supplier Payment	01/01/2026	Basingstoke & Deane Borough Council	DD			192.00
7235	Supplier Payment	02/01/2026	SLCC	SLCC Membership			331.00
7236	Other Payment	02/01/2026		Land Registry DD	14.00	0.00	14.00
7238	Supplier Payment	02/01/2026	M&C Landscapes	SO			551.00
7242	Supplier Payment	02/01/2026	Basingstoke & Deane Borough Council	DD			227.00
7246	Supplier Payment	02/01/2026	Turbary Allotment Charity	Rent 2026			3,938.00
7249	Supplier Payment	02/01/2026	Kings DIY	Maint cons			17.99
7269	Supplier Payment	07/01/2026	Greenhouse Graphics	TDYAC Sail			318.00
7257	Supplier Payment	08/01/2026	Allens of Tadley	Puncture repair			24.00
7270	Supplier Payment	09/01/2026	Greenhouse Graphics	TDYAC Table Runner			73.20
7252	Supplier Payment	14/01/2026	Valda Energy	DD			217.64
7279	Supplier Payment	16/01/2026	PS Electrical	Clock repair			126.00
7260	Supplier Payment	18/01/2026	Mainstream Digital	DD			94.80
7154	Other Payment	19/01/2026		PAYE December	1,222.38	0.00	1,222.38
7281	Supplier Payment	20/01/2026	P Hiscock	Annual chipping fee			300.00
7275	Supplier Payment	21/01/2026	UK Fuels Ltd	DD			70.84
7286	Supplier Payment	21/01/2026	Lamps & Tubes Illuminations Ltd	Christmas decorations			1,325.70
7295	Supplier Payment	22/01/2026	Blandy & Blandy	52 Huntsmoor Road			1,584.00
7299	Supplier Payment	22/01/2026	SAGE	DD			56.40
7301	Supplier Payment	22/01/2026	Lola Print Services	Newsletter			414.00
7304	Supplier Payment	22/01/2026	Nash Contract Services Ltd	Tree planting			720.00
7333	Supplier Payment	22/01/2026	EE	DD			33.60
7309	Supplier Payment	23/01/2026	Infinity Playgrounds	Giles Rd PA baby swg seats			388.80
7273	Supplier Payment	28/01/2026	Lloyds Bank	DD			20.55
7290	Other Payment	28/01/2026		Pension January	926.79	0.00	926.79
7329	Other Payment	28/01/2026		January Wages	2,512.40	0.00	2,512.40
7312	Supplier Payment	30/01/2026	P Hiscock	Bin emptying			1,300.00
						TOTAL	£17,000.09

Tadley Town Council
Cashbook Report — Lloyds Bank Credit Card (1260)

Trx	Transaction Date	Date Entered	Contact	Type	Method	Currency	Reference	Money In (GBP £)	Money Out (GBP £)	Balance
							- Opening Balance: 01/01/2026			-257.09
7263	08/01/2026	09/01/2026		Other Payment	Credit/Debit Card	GBP	Amazon Gazebo Youth		133.99	-391.08
7264	08/01/2026	09/01/2026		Other Payment	Credit/Debit Card	GBP	Amazon Tablecloth Youth		20.99	-412.07
7282	15/01/2026	20/01/2026		Bank Transfer	Electronic	GBP		91.93		-320.14
7317	20/01/2026	28/01/2026		Other Receipt	Credit/Debit Card	GBP	Cashback	1.62		-318.52
7321	29/01/2026	31/01/2026		Other Payment	Credit/Debit Card	GBP	Microsoft		74.69	-393.21
							TOTALS	93.55	229.67	
							- Closing Balance: 31/01/2026			-393.21
							- Movement			-136.12

Unreconciled Bank Transactions Report

Bank: Bank Account Current (1200)

Account Balance: £4,470.77

Reconciled Balance: £4,781.01

Date	Name	Reference	Type	Payment	Receipt
20/03/2026		PAYE February	Other Payment	1,029.23	0.00
TOTAL				£1,029.23	£0.00
				BALANCE	-£1,029.23

BANK RECONCILIATION		
Bank Statement Balance	PREMIUM ACCOUNT	93402.54
Bank Statement Balance	CURRENT ACCOUNT	5500.00
Bank Statement Balance	PSDF ACCOUNT	156317.31
	Less uncleared payments	1029.23
	TRUE BANK BALANCE	254190.62
Sage Accounts	PREMIUM ACCOUNT	93402.54
Sage Accounts	CURRENT ACCOUNT	4470.77
Sage Accounts	PSDF ACCOUNT	156317.31
	TOTAL ON BALANCE SHEET	254190.62

Tadley Town Council
Receipts and Payments Day Book Report

Receipt/Payment: Receipts, Account: Bank Account Savings (1220)

Trx No	Type	Date	Name	Ref	Net	VAT	Total
7344	Customer Receipt	04/02/2026	Miles & Daughters Funeral Directors				260.00
7387	Other Receipt	09/02/2026		Interest	66.09	0.00	66.09
7354	Customer Receipt	10/02/2026	Tadley Funeralcare				1,040.00
7355	Customer Receipt	12/02/2026	Miles & Daughters Funeral Directors				260.00
7359	Customer Receipt	13/02/2026	Tadley Funeralcare				2,060.00
7390	Other Receipt	13/02/2026		M J Sly Memorial	65.00	0.00	65.00
7364	Other Receipt	18/02/2026		Ashbrook	260.00	0.00	260.00
7370	Customer Receipt	18/02/2026	Tadley Funeralcare				2,060.00
7388	Other Receipt	19/02/2026		BVA Refund	135.00	0.00	135.00
7385	Other Receipt	25/02/2026		Memorial Bench Section	770.00	0.00	770.00
						TOTAL	£6,976.09

Tadley Town Council
Receipts and Payments Day Book Report

Receipt/Payment: Payments, Account: Bank Account Current (1200)

Trx No	Type	Date	Name	Ref	Net	VAT	Total
7338	Supplier Payment	01/02/2026	Kings DIY	Maint cons			17.99
7393	Supplier Payment	02/02/2026	SGW Payroll	DD			34.56
7395	Supplier Payment	02/02/2026	M&C Landscapes	SO			551.00
7394	Supplier Payment	04/02/2026	UK Fuels Ltd	DD			62.74
7397	Other Payment	04/02/2026		Badges Plus T&DYAC	101.60	20.32	121.92
7353	Supplier Payment	09/02/2026	John Stacey & Sons Ltd	Skip hire cemetery			294.00
7357	Supplier Payment	11/02/2026	M&C Landscapes	Noticeboard cleaning burial g			60.00
7358	Other Payment	13/02/2026		Land Registry	7.00	0.00	7.00
7343	Supplier Payment	14/02/2026	Valda Energy	DD			193.85
7363	Supplier Payment	16/02/2026	Intratest	Lighting columns NDT			960.00
7347	Supplier Payment	18/02/2026	Mainstream Digital	DD			94.80
7398	Other Payment	19/02/2026		S Haines Newsletter del	300.00	0.00	300.00
7291	Other Payment	20/02/2026		PAYE January	1,029.23	0.00	1,029.23
7369	Other Payment	20/02/2026		Land Registry	7.00	0.00	7.00
7379	Supplier Payment	21/02/2026	EE	DD			33.60
7381	Supplier Payment	22/02/2026	SAGE	DD			56.40
7396	Supplier Payment	23/02/2026	SGW Payroll	DD			34.56
7382	Supplier Payment	24/02/2026	Arco Wessex	Paper towels, loo rolls			371.52
7372	Supplier Payment	25/02/2026	UK Fuels Ltd	DD			75.90
7384	Supplier Payment	25/02/2026	M&C Landscapes	Path clearance			18.90
7351	Supplier Payment	27/02/2026	Lloyds Bank	DD			20.55
7366	Other Payment	27/02/2026		Wages February	2,512.40	0.00	2,512.40
7367	Other Payment	27/02/2026		Pension February	926.80	0.00	926.80
7377	Supplier Payment	27/02/2026	P Hiscock	Bin emptying			1,300.00
TOTAL							£9,084.72

Tadley Town Council
Cashbook Report — Lloyds Bank Credit Card (1260)

Trx	Transaction Date	Date Entered	Contact	Type	Method	Currency	Reference	Money In (GBP £)	Money Out (GBP £)	Balance
							- Opening Balance: 01/02/2026			-393.21
7348	08/02/2026	08/02/2026		Other Payment	Credit/Debit Card	GBP	Highways at HCC		116.60	-509.81
7386	16/02/2026	27/02/2026		Bank Transfer	Electronic	GBP		318.52		-191.29
							TOTALS	318.52	116.60	
							- Closing Balance: 28/02/2026			-191.29
							- Movement			201.92