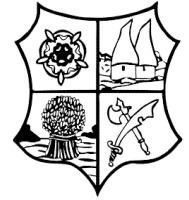


ALTON Town Council



1

26 February 2026

Dear Councillor

You are hereby summoned to a meeting of the **FULL COUNCIL** on **Wednesday 4 March 2026 at 7.00pm** at Alton Town Hall, Market Square, Alton GU34 1HD, when the under-mentioned business will be transacted.

Yours faithfully

Tom Horwood
Town Clerk

To: All Town Councillors

Councillor Matthew Bayliss
Councillor Chris Botten
Councillor Mark Boyce-Churn
Councillor Annette Eyre
Councillor Don Hammond
Councillor Graham Hill

Councillor Matthew Kellermann
Councillor Roger Lamb
Councillor Nick O'Brien
Councillor John Quincey
Councillor Barbara Tansey
Councillor Janice Treacher

AGENDA

1. Apologies for absence
2. Declarations of Interest and Requests for Dispensations
(Councillors are responsible for declaring 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, they may not participate in any discussion of or vote on any matter in which they have a pecuniary interest. They must withdraw when the meeting discusses and votes on the matter.)

3. Minutes of the Extraordinary Full Council meeting held on 28 January 2026 and of the Full Council meeting held on 4 February 2026 – *see attached draft minutes*

RECOMMENDATION: To approve the minutes of the Council meetings held on 28 January and 4 February 2026.

4. Town Mayor's announcements
5. Written representations from the public – *see attached report and correspondence*
(Authors of written representations are invited to ensure that they are with the Town Clerk by 12noon two days before the council meeting to enable them to be circulated in good time.)

6. Questions and statements by the public
(In accordance with Standing Order 3e, members of the public may make representations in respect of the business on the agenda. They may give notice in advance up until just before the start of the meeting. Verbal statements or questions may be up to 5 minutes long, within a total of 20 minutes allowed for public speaking which may be extended by the Chair.)

RECOMMENDATION: To note the questions and statements by the public.

7. Planning Applications:
 1. EHDC-26-0082-FUL, Land South of Wilsom Farm Wilsom Road, Alton, Hampshire
 2. EHDC-26-0011-CONVR, Land At Lord Mayor Treloar Hospital Site Chawton Park Road, Alton, Hampshire
 3. EHDC-26-0108-FUL, Land Adjacent To 25 Cowdray Park, Alton, Hampshire
See attached report
8. District and County Councillor Updates – *no written updates were received prior to agenda publication*
9. IT Policy and Data Audit Report – *see attached report*
10. Event Grant Application – Cycle Alton – *see attached report*
11. Year 2 Report from Dementia Friendly Alton re SLA for management of Alton Assembly Rooms – *see attached report*
12. Statement of Accounts for 1 January to 31 January 2026 – *see attached report*
13. Invitation to Tender for Tree Surveys for all sites 2026-2029 – *see attached report*
(The appendix to this report is considered confidential under the Public Bodies (Admission to Meetings) Act 1960, Sections 1(2) and 1(3A), and has been circulated to councillors. The information contained within this appendix is of a sensitive nature because it relates to the terms of a commercial tender. Disclosure could compromise the Council's and third parties' commercial interests and undermine the Council's ability to achieve best value for the community. Therefore, publicity of this information at this stage would be prejudicial to the public interest. If the specific confidential details of the appendix require discussion, it is recommended that the meeting moves into a confidential exempt session and resolves the Recommendation printed below under item 14.)
14. Exclusion of the press and public
(If required) RECOMMENDATION: To exclude the press and members of the public in view of the confidential nature of the business about to be transacted, in accordance with the Public Bodies (Admission to Meetings) Act 1960, Section 1(2), and to be clear, as per subsection 3A, where the public are excluded from a meeting of a relevant local government body under Section 1(2), the body may also prevent any person from reporting on the meeting using methods (a) which can be used without that person's presence at the meeting and (b) which enable persons not present at the meeting to see or hear the proceedings at the meeting as it takes place or later.
15. *There are no confidential items.*

Present:	Councillor	Annette Eyre (Town Mayor)
		Matthew Bayliss
		Chris Botten
		Don Hammond
		Graham Hill
		Matthew Kellermann
		Roger Lamb
		John Quincey
		Janice Treacher

RESOLVED
to APPROVE the amended minutes of the Full Council meeting
held on 7 January 2026

All councillors voted in favour.

109 Town Mayor's Announcements

The Mayor welcomed councillors and the public and thanked everyone for attending.

She announced the resignation of Councillor Richard Moore for Eastbrooke ward and reminded everyone present that if ten electors notify East Hampshire District Council by 5pm on Tuesday, 3 February, there will be an election. Otherwise, the Town Council will seek applicants for co-option.

She then reminded those present that “while I have no intention of implementing any standing orders that would limit freedom of speech, I must emphasize that any individual causing a disruption will be asked to refrain from such behaviour. Should the disruption continue, I may be forced to either exclude the individual (SO 10xiii), suspend (SO 10xiv), or even adjourn the meeting (SO 10xvi). Therefore, I kindly ask everyone to be mindful and considerate of all individuals present.”

Councillor Hill asked that his thanks be recorded to the Deputy Clerk for preparing excellent responses to the planning applications following the 7 January meeting.

110 Written Representations from the Public

110.1 Correspondence was received from Cycle Alton on 26 January regarding Planning Application EHDC-25-1488-OUT - Land North of Basingstoke Road, and was circulated to councillors. This can be seen in the supplementary reports on the website.

110.2 Correspondence was received from the Will Hall Farm Management Company on 26 January 2026 regarding Planning Application EHDC-25-1488-OUT - Land North of Basingstoke Road, and was circulated to councillors. This can be found in the supplementary reports on the website. The submission was later updated and the updated version can be found in Appendix A.

110.3 Correspondence was received from Ash Dolan-Shakeri of the Hopfield Place Residents Association on 26 January regarding Planning Application EHDC-25-1488-OUT - Land North of Basingstoke Road, and can be found in the supplementary reports on the website.

110.4 Correspondence was received from District Councillor Ginny Boxall on 27 January 2026 regarding Planning Application EHDC-25-1488-OUT - Land North

of Basingstoke Road, and was circulated to councillors. This can be found in the supplementary reports on the website.

110.5 Diane Correia submitted a written question on the morning of the meeting regarding the minutes of the last meeting, which was circulated to Councillors and can be found in the supplementary papers on the website.

110.6 The Mayor then told the meeting: “We have two written representations whose authors are present, and I would like to invite those individuals to speak if they wish. Please note that one of the speakers has requested to speak longer than the 5 minutes allowed in Standing Order 3g. If councillors wish to allow a longer speaking time for each speaker tonight under agenda items 5 and 6, I will need a councillor to put forward a motion now under Standing Order 10x. They will need to specify a new time limit and have their motion seconded by another councillor before it goes to the vote.”

110.7 Councillor Kellermann then proposed that, in accordance with Standing Order 10x, each speaker be permitted eight minutes. This was seconded by Councillor Hammond and so it was:

RESOLVED

To allow each speaker eight minutes speaking time at this meeting.

Councillor Kellermann requested a recorded vote for all subsequent items at this meeting.

All councillors voted in favour.

110.8 Angus Berry from Cycle Alton spoke first about their submission. He said that, while Cycle Alton do appreciate development is needed and will happen in the town, it is important that these developments are sustainable and that walking and cycling infrastructure is in place. He said we do not have a completed strategy for the town and so it is important that we assess each application carefully, taking into account the cumulative impact of the multiple developments. He said it is critical that we join these developments together so we have routes that people will feel safe using, which encourage people out of their cars and onto their feet and bicycles.

He went on to acknowledge that this development has made some effort but has not gone far enough, and that while they do make some good proposals, which Cycle Alton applaud, the main access onto the site is unsuitable for pedestrians and cyclists.

He said that because there are two developments opposite each other, Cycle Alton ask that Hampshire Highways be encouraged to look for funding from the developers and a joined-up approach to improve this route into town.

He urged the Town Council to help seek the infrastructure to complete route 210 laid out in the LCWIP so there is safe access all the way from Beech to the town centre.

110.9 Martyn Edwards then spoke, saying that this application is one of three major sequential developments (totalling 504 dwellings) built or planned on Alton's north western edge.

He said the Will Hall Farm Management Company (WHFMC) has identified some key issues that do not meet planning regs and policy frameworks. Three they believe are "game-stopping"; the other five are deficient but remediable with rework.

He headlined the most salient and pressing matters starting with the 3 "game-stoppers" in turn.

1: A Cumulative Environmental Assessment is missing
Environmental Impact Assessment Regulations 2017 establish that where multiple development projects are related, their cumulative impact must be assessed versus one by one individually.

2: The Flood Risk Assessment (FRA)

He said the WHFMC had commissioned a local company who specialise in environmental sensing, and flood prevention to review the Applicant's submission. Their feedback shares 8 problems. Each is concerning. Together they're alarming.

The assessment fails compliance with the National Planning Policy Framework (NPPF), specifically that a development be "safe for its lifetime without increasing flood risk elsewhere", and mandates that assessments must "consider cumulative impacts in or affecting local areas susceptible to flooding".

He said the Applicant has relied on theoretical, desk-based assumptions that fail a basic 'stress test' when compared to the empirical reality of the site.

The Environment Act set the principle where flood and sewage risks are identified - the burden shifts to the developer to demonstrate safety . Not "It probably works" but "Proof it works".

3: Heritage Assessment

There are five Grade II listed buildings / structures at Will Hall Farm which sit today in an historic agricultural landscape. Even the Applicant acknowledges this site and landscape makes a significant contribution to the overall heritage setting of the listed buildings. But the three phase development of NW Alton will completely encircle Will Hall Farm. How this must be assessed is defined in regulation. However, a cumulative heritage assessment –is not provided. The Applicant only references their site and it contains worrying contradictions. It acknowledges the large contribution of the current site (fields) to the heritage setting, then states the impact of 225 dwellings will be ‘less than substantial’ and ‘limited’, that Will Hall Farm will “be affected to a degree” with “some new buildings higher than the tops of Will Hall Farm buildings”. He stressed that is incorrect – in fact they all will.

He said the application includes an image which shows that the plans will decimate the listed setting with an overbearing and dense built backdrop. (A copy of this image is in the document previously circulated.)

He added that, for outline planning, defining the extent of allowable built land (the “development framework”) is a key outcome / decision. So, a quantified decision on the “buffer zones” from the Will Hall Farm boundary to maintain the listed heritage setting cannot be deferred.

He said the WHFMC have met with Hallam Land (the Applicant) and alarmingly, iterative master plans show a reducing scope of proposed “buffer zones”. The significant contribution of the application site to the heritage setting of Will Hall Farm’s listed buildings is at real risk of decimation

He said that issues 4-8 on their list (covering landscape and visual impacts, the design and access statement, energy and climate sustainability, the transport assessment and biological/ecological assessment) also breach planning frameworks, but are capable of resolution through substantial rework / amendment.

In conclusion:

1. This is not opposition to development. The WHFMS support when it’s done properly. Objections are grounded in planning law and regulation.
2. Heritage and environment protection are not negotiable. Will Hall Farm's listed status and heritage setting are nationally significant. The Wey is a designated priority watercourse. These assets have protections grounded in law, not someone’s discretion.
3. The Applicant’s challenge is to demonstrate proof of regulatory compliance and deliver on effective assessments (that cover relevant scope), genuine flood risk issues, heritage mitigation, sustainability and

social infrastructure to meet Alton's priorities. If the Applicant cannot, then refusal is proper.

110.10 The Mayor then read out the following statement:

"We have received a question from Diane Correia, who is not able to attend this evening. The question has been published on our website in the supplementary paper for this meeting and it asks the council to "clarify what its expectations are regarding councillors' participation in voting?"

"I would like to thank Ms Correia for the question.

"The expectation in Alton Town Council is the same as that for councils in the UK in general. The law prohibits a councillor with a disclosable pecuniary interest from voting on a matter. In the case of an interest that is not pecuniary, a councillor may decide to abstain from voting to avoid a perception of bias.

"Every councillor has three options when considering a formal motion: to vote for it; to vote against it; or to abstain from voting. How a councillor votes is entirely a matter for that councillor; there is no requirement in law or in Alton Town Council's rules for a councillor to vote for or against a motion.

"The National Association of Local Councils says: 'If a councillor has no view on a proposal, or cannot decide, they can abstain from the vote – but this should not happen frequently, because an important part of the role of a councillor is to decide what they feel best serves to benefit the community'."

Councillor Bayliss then added as a point of personal explanation:

"In addition to the response from the Town Mayor to the written representation from Diane Correia, I would like to add the following:

"I carefully consider each motion before the council, and it is rare that I choose to abstain. Any decision to abstain is because I consider it either not necessary, not appropriate or not desirable to vote for or against the particular motion.

"In relation to recent motions concerning Kings Pond, I have looked back over the last twelve months and see that I abstained on two occasions:

- on 8 January 2025 in relation to the motion, 'To conduct a technical and financial assessment of the Pond and River option in parallel with the technical and financial assessment of the Dredging option', and

- on 10 December 2025 in relation to the motion, ‘Take forward Stage One of the King’s Pond project on the basis of Options B and C and to authorise the Town Clerk to make necessary changes to the Invitation to Tender and recommence the tendering process, including the panel assessment agreed by the 6 August Council meeting’.

“Due to the passage of time, I cannot recall the exact reason why I abstained on 8 January 2025, but I would note that the motion had in fact already been carried with the support of nine out of the eleven councillors present.

“On 10 December 2025, I was asked to take a decision about which option to pursue regarding Kings Pond. On that evening, I jointly proposed and voted for an amended motion to pursue only Option B (Dredging plus improvements), but this amendment was not carried, with only six councillors voting for it and seven councillors voting against. The defeat of my proposed amendment meant that the motion to pursue both Options B and C would have the support of the same seven councillors who voted against my proposed amendment, ie. a majority of those present, which it did and was duly carried. Following the defeat of my proposed amendment, I resolved that, whichever way I voted on 10 December regarding the motion to pursue both Options B and C, I could not change the outcome, so I chose, on that occasion, to neither vote for the motion nor against it.”

Councillor Hill proposed that the correspondence and further comments be noted. This was seconded by Councillor Quincey, and it was:

RESOLVED
to note the correspondence received.

All councillors voted in favour.

111 Questions and Statements by the Public

The Mayor invited members of the public present to speak on any item on the agenda.

111.1 Charles Kaye of the Amery Hill Residents Association (AHRA) spoke first, asking the Town Council to think about the care and welfare of the River Wey, and also about flooding in the town. He said the two things are connected.

He said no one is looking at the entire length of the river through the town and he thinks the Town Council is the appropriate body to do that and consider all the changes going on along its length.

He said Hampshire County Council had advised to set up a group to look at flooding and to cope with it when it happens. He added there has been flooding in some of the shops in the town, and there has been a report from an independent body that shows it will happen and in what conditions. He said AHRA think it is important that this body should be convened and prepare such a plan.

111.2 Michael Hannan then spoke to support everything Cycle Alton had said.

111.3 Haydn Chappell, Vice Chair of the Alton Community Association (ACA) which runs the Community Centre then spoke, saying it has been a difficult year. He reminded councillors that the cost of employing people has gone up and that they have an application before them this evening for £10,000 which he hopes they will consider favourably.

He added that they will shortly be starting work to develop the Community Centre and the development will put more pressure on the staff and increase the number of hours they need to work and therefore their costs.

111.4 Jenny Griffiths asked for support for ACAN's core costs grant. She said that their core costs help to support a number of important groups, including the Repair Café, AVLAN, Young ACAN, etc. She pointed out that their two highest costs are insurance and financial costs as, although they are run and managed by volunteers, they do have to pay for some accountancy services to support them. She finished by saying ACAN is not viable without this grant.

Councillor Kellermann proposed that the questions and statements be noted. This was seconded by Councillor Lamb, and it was:

RESOLVED

To note the questions and statements by the public.

All councillors voted in favour.

112 Planning Applications

112.1 EHDC-25-1488-OUT – Land North of Basingstoke Road, Alton

Councillor Eyre proposed that the Town Clerk be allowed to pull together appropriate responses to each of the applications after listening to councillors' comments. This was seconded by Councillor Hammond.

There was extensive discussion on the application, and it must be noted that councillors felt at this stage there is lots of missing information, especially on access and sustainability.

The following comments were recorded from Councillors:

Material Consideration	Designation / Issue	Response
Flood Zone	Environment Agency Indicative Flood Mapping and SFRA Area at Risk of Flooding	Flooding is a huge concern on this site. The Environment Agency has submitted an objection today and the development seems like a non-starter. There is a lot of rain that runs down the hill and causes problems which can already be seen on wet days, particularly on Brick Kiln Lane. This will only get worse if much of the ground is covered over with hard surfacing. If water is not properly controlled within the site it will go into the River Wey and cause problems elsewhere. It is important to note that the sequential test has not been considered on this site – if a site is high risk they MUST explore whether another site is better and there is no evidence to suggest they have considered this.
Environmental Designations	Special Protection Area RAMSAR Site Site of Special Scientific Interest National Nature Reserve Site of Nature Conservation Importance	There needs to be a cumulative Environmental Impact Assessment due to the other development opposite and at present there is no EIA at all. A visual impact assessment is also missing.
National Park and Landscape	National Park or AONB	The development will form the new gateway to the town. In the most recent draft (June 2024) of the revised Alton Neighbourhood Plan, the views across the site towards the town are denoted as “key views” in Figure 27 of the Alton Design Guidance and Codes, along with the following text: “Development proposals that impact on key views and gateways [including the gateway at the junction of Basingstoke Road and Pertuis Avenue, alongside the site] into and out of the town, as defined in Figure 27...., must demonstrate how they have responded positively to these views and gateways.” Thus, any development on the site should have sufficient planting to preserve as far as possible those green key views from Beech, Wyards Farm and the A339 east and south towards Ackender Wood. The height of the buildings will be detrimental to the listed buildings of Will Hall Farm. In particular, the height of the land does not lend itself to three-storey buildings.
Contamination or Unstable Land Issues	Land contamination or unstable land issues	Unable to comment.

Noise Issues	Noise issues relating to existing land uses or transport corridors	No comments from councillors on this.
Residential Amenity	Location of site in relation to existing dwellings	The density of the development is low, and it has a good percentage of affordable housing which is good, but the impact on the neighbouring Will Hall Farm is considerable.
Historic Environment	Scheduled Ancient Monument (SAM) Sites of Archaeological Importance Historic Park and Garden Conservation Area Listed building	There is no heritage assessment and this needs to be done. There needs to be a buffer to protect the listed buildings at Will Hall Farm.
Highways	Traffic Impact Assessment Access to A and B roads Proximity to known points of traffic congestion	The access into and out of the site is important and a joined-up approach to the A339 in this area needs to be taken with the new development on the opposite side of the road. Traffic lights would suddenly hit you when traveling from Basingstoke and it would be much better if there were a roundabout there. Cycle Alton makes some incredibly good points about the need for a joined-up approach and the importance of safe routes into town for pedestrians and cyclists. Active travel is important both for people's health and wellbeing and for climate change, and there needs to be a safe route from this location into town so people can safely access the services. Each development is an opportunity to add to the LCWIP and join it up more. It is incredibly important that Hampshire Highways carefully consider this application and comment, in particular on the cumulative impact of the multiple developments and find the right solution. The road at this location already has speed cameras which record a high volume of vehicles exceeding the speed limit and this would be a good opportunity to introduce measures to reduce those speeds and make the roads safer.
Availability of community services such as Doctors Surgery, Dentist, Health Clinic	The scheme either provides for or has close access to community facilities	Overstretched facilities in the town already cannot cope. There are inadequate dental and GP provision, indeed the local NHS has declared that the two GP surgeries in the town have no spare capacity and there are no current plans to rectify that. There is no provision in this application for any further facilities. In addition to this, the facilities that are there need to be accessible, which brings us back once again to the walking and cycling network and the importance of safe routes into and out of town.

Infrastructure	The scheme either provides for or has close access to necessary infrastructure	The scheme provides no additional infrastructure and while it is technically 'close' to it, being on the edge of town, it needs to provide better, safe routes for active travel.
Open Space	Provision of policy compliant Public Open Space (POS)	The provision of open space in relation to the number of houses looks good but there is insufficient detail to know for sure.
Availability of utilities, Water, Gas, Electricity, Gas, Broadband, Telephone.	The scheme either provides for or has close access to a range of utilities	No comments from councillors on this.
Availability of Educational facilities	The scheme either provides for or has close access to necessary education provision	Hampshire County Council have said 'no objection' to this but have asked for £1.8million to pay for additional facilities. It is important that these additional facilities are delivered in a timely manner to cope with the demand.
Foul and Surface water drainage	Adequate foul and surface water drainage must be in place	There is frequently large amounts of water flowing from this land at the moment and this will increase significantly with the increase in hard surfaces covering the land. There does not currently appear to be sufficient provision to deal with this in the plans.
Availability and conflict with other policies	Promoted sites, public land ownership, etc.	See above reference to the Neighbourhood Plan.

Thus, on the proposal of Councillor Eyre, seconded by Councillor Hammond, it was

RESOLVED

To authorise the Town Clerk to respond to East Hampshire District Council on planning application EHDC-25-1488-OUT at Land North of Basingstoke Road, reflecting the points raised in the debate.

All councillors voted in favour.

112.2 EHDC-25-1490-LBC – William Curtis House, 25 Lenten Street, Alton GU34 1HG

Councillor Eyre proposed that the Town Clerk be allowed to pull together appropriate responses to each of the applications after listening to councillors' comments. This was seconded by Councillor Hammond.

Councillors had no objections and would support the repurposing of this building.

Thus, on the proposal of Councillor Eyre, seconded by Councillor Hammond, it was:

RESOLVED

To authorise the Town Clerk to respond to East Hampshire District Council on planning application EHDC-25-1490-LBC, William Curtis House, reflecting the points raised in the debate.

All councillors voted in favour.

113 **Grant Applications**

113.1 **Neighbourhood CIL**

Each application had been considered carefully at a workshop on 14 January and was further debated in the meeting.

1. On the proposal of Councillor Bayliss, seconded by Councillor Kellermann, it was

RESOLVED

To award First Friends Day Nursery £32,865.00 (thirty-two thousand, eight hundred and sixty five pounds) for conversion of a 20sqm care room on the first floor of a new children's day nursery to form a sensory room, to be spent on up to 75% of each item of the following costs, with any underspend on each budget line non-transferable to other items:

Item	Budget	75%
Internal wall, floor and ceiling finish upgrades	£3,600	£2,700
Adaptations to power and lighting including specialist light fittings	£6,000	£4,500
Supply and fit radiator cover and pipe boxing	£2,400	£1,800
Supply and install sensory room fittings	£19,320	£14,490
Additional specialist wall treatments (mirrors, textures, etc)	£4,800	£3,600
Black out blinds and heavy curtains for window	£1,000	£750
Air conditioning	£2,500	£1,875
Specialist training for key staff	£1,800	£1,350
Professional fees covering mechanical and electrical design	£2,400	£1,800

All councillors voted in favour.

2. On the proposal of Councillor Hill, seconded by Councillor Bayliss, it was

RESOLVED

To award £9,100.00 (nine thousand and one hundred pounds) to Treloar's College to fund 10 hoists to safely manoeuvre young people who are physically-disabled with complex needs, to enable them to access education.

All councillors voted in favour.

3. On the proposal of Councillor Bayliss, seconded by Councillor Botten, it was

RESOLVED

To award £150,000 (one hundred and fifty thousand pounds) to Alton Town Council to go towards the provision of a new 3G Pitch at Anstey Park.

All councillors voted in favour.

113.2 **Community Grants**

Seven applications were received for a total of £49,270. The budget set for this type of grant is £30,000 so not all applications could be met in full. All of the applications had the same opportunity to present their case and it was important that the level of scrutiny applied to each is consistent. The applications were carefully considered at a workshop on 14 January and subjected to further debate now.

Councillor Hammond proposed that the council determine which of the applications have been successful and how much funding each would receive. This was seconded by Councillor Botten.

Councillors went through each application and each councillor voted to indicate whether they agreed with the amount proposed.

Voting was as follows:

Applicant	Amount proposed	In favour	Against	Abstained	Comments
A31 Primary Care Network	£5,000	All			Health on the High Street has now moved off the High Street and is much less accessible.
ACAN	£3,770	Cllrs Eyre, Bayliss, Botten, Hammond, Hill, Lamb	Cllrs Kellermann and Quincey		

		and Treacher			
Alton Community Association	£0	Cllrs Eyre, Bayliss, Botten, Hammond, Kellermann, Quincey and Treacher	Cllrs Hill and Lamb		The application lacked detail and gave very little information about what the grant was needed for, in comparison to the other applications. While some councillors did indicate that representatives were in attendance and could be asked for further information it was made clear that all applicants have the same opportunity and are asked to fill in the same form and it would be unfair to go back to some asking for further information after the deadline.
Alton Foodbank	£7,500	All			The amount awarded was that requested minus the amount that the Foodbank passed to Citizens Advice. The Council already supports the CA so chose not to contribute further by way of a third party.
Alton Hard of Hearing Group	£500	All			Clear benefit demonstrated for a modest amount..
Bushy Leaze Family Support	£10,000	All			A strong application.
Home-Start Hampshire in Weywater	£3,000	All			More mention of help given in Bordon than Alton.

Councillor Hill then proposed an amendment to increase the Community Grants budget by £5,000 to give a grant to the Community Centre. This was seconded by Councillor Lamb.

The Town Clerk commented that this proposal would exceed the budget that had been agreed recently for 2026/27. While the Council could agree to a draw on Reserves, as Responsible Financial Officer he could not recommend exceeding a budget they had only just agreed in December before the financial year commences.

Councillor Kellermann objected that the amendment was procedurally incorrect as the amounts had been voted upon. The Town Clerk said that he understood that the amounts for each application had been voted upon, but that Councillor Hill was seeking to amend the tabled recommendation (which had not yet been determined) to add a grant which would require a further draw from reserves. The Clerk acknowledged the point that Councillor Kellermann had made and said that his objection would be recorded in the minutes.

The amendment was **not carried** with voting as follows:

In favour: Councillors Hill and Lamb
Against: Councillors Eyre, Bayliss, Botten, Hammond, Kellermann
and Quincey
Abstained: Councillor Treacher

Thus, on the proposal of Councillor Hammond, seconded by Councillor Botten,
it was:

RESOLVED

To award:

- **£5,000 (five thousand pounds) to A31 Primary Care Network.**
- **£3,770 (three thousand, seven hundred pounds) to Alton Climate Action Network (ACAN).**
- **Nothing to Alton Community Association on this occasion.**
- **£7,500 (seven thousand, five hundred pounds) to Alton Foodbank.**
- **£500 (five hundred pounds) to Alton Hard of Hearing Group.**
- **£10,000 (ten thousand pounds) to Bushy Leaze Family Support.**
- **£3,000 (three thousand pounds) to Home-Start Hampshire in Weywater.**

In favour: Councillors Eyre, Bayliss, Botten, Hammond, Kellermann
and Quincey
Against: Councillors Hill and Lamb
Abstained: Councillor Treacher

113.3 Event and Project Grants

1. On the proposal of Councillor Hill, seconded by Councillor Hammond, it was

RESOLVED

To award £1,000 (one thousand pounds) to the Alton Arts Festival CIC.

All councillors voted in favour.

2. On the proposal of Councillor Hill, seconded by Councillor Hammond, it was

RESOLVED

To award £500 (five hundred pounds) to the Alton Lions Club (CIO).

All councillors voted in favour.

114 **Allotment Rents**

The Town Clerk had received seven written requests prior to the meeting to revisit the decision made at the Full Council meeting held on 10 December 2025. These were from Councillors Eyre, Hammond, Hill, Kellermann, Lamb, O'Brien and Quincey.

Councillor Treacher proposed that the Council:

“Reconsider the rent rise that was resolved at the 10 December 2025 Council meeting and to apply the following:

- a) To maintain allotment fees at £30 for 2026,
- b) To increase allotment fees to £32 per year from 1 April 2027, and
- c) To follow the principle of an annual inflationary increase, subject to confirmation of the actual amount by the Full Council each year as part of the budget-setting process.”

This was seconded by Councillor Quincey.

Councillor Kellermann proposed an amendment that:

“there be no increase in allotment fees in 2027”.

There being no seconder the amendment was **not carried**.

Thus, on the proposal of Councillor Treacher, seconded by Councillor Quincey, it was:

RESOLVED

To reconsider the rent rise that was resolved at the 10 December 2025 Council meeting and to apply the following:

- a) To maintain allotment fees at £30 for 2026,**
- b) To increase allotment fees to £32 per year from 1 April 2027, and**
- c) To follow the principle of an annual inflationary increase, subject to confirmation of the actual amount by the Full Council each year as part of the budget-setting process.**

In favour: Councillors Eyre, Bayliss, Botten, Hammond, Hill, Lamb, Quincey and Treacher

Against: Councillor Kellermann

115 **Anstey Park Multi-Use Games Area (MUGA)**

Councillor Kellermann raised a point of order about information in the report, saying that his involvement with the project was nothing to do with his role as ‘Open Spaces Champion’ but was entirely separate.

Councillor Kellermann proposed that The Council

“a) Recommence the project to extend the MUGA at Anstey Park.”

This was seconded by Councillor Botten and all councillors voted in favour, so Councillor Kellermann then proposed that the Council:

“b) Approve that Councillor Kellermann chair a working group for the extension of the MUGA, and

c) Appoint another councillor or councillors to the working group.”

This was again seconded by Councillor Botten.

Following indications from Councillors Botten and Quincey that they would like to help on this project, Councillor Kellermann then proposed an amendment “that Councillors Botten and Quincey join him on the Task and Finish Group and that non-councillor members be invited to join from the stakeholders previously involved in the project”.

This was seconded by Councillor Botten, and the amendment was **carried** with all councillors voting in favour.

Thus, on the proposal of Councillor Kellermann, seconded by Councillor Botten, it was

RESOLVED

To

a) Recommence the project to extend the MUGA at Anstey Park.

b) Approve that Councillor Kellermann chair a working group for the extension of the MUGA, and

c) Appoint Councillors Botten and Quincey to the working group and invite other stakeholders to join.

All councillors voted in favour.

116 **Statement of Accounts to 31 December 2025**

On the proposal of Councillor Hammond, seconded by Councillor Hill, it was

RESOLVED

To approve as tabled:

1. The Balance Sheet to 31 December 2025.

2. The Income and Expenditure Report for the period 1 - 31 December 2025.

3. Bank reconciliations to 31 December 2025

4. Payments over £500, issued between 1 – 31 December 2025

In favour: Councillors Eyre, Bayliss, Botten, Hammond, Hill, Lamb, Quincey and Treacher

Abstained: Councillor Kellermann

117 Internal Audit Report for Quarter 3, 2025-26

On the proposal of Councillor Hill, seconded by Councillor Eyre, it was

RESOLVED

To note the Internal Auditor's report for Quarter 3 for the 2025-26 financial year.

In favour: Councillors Eyre, Bayliss, Botten, Hammond, Hill, Lamb, Quincey and Treacher

Abstained: Councillor Kellermann

118 Reserves Strategy

On the proposal of Councillor Eyre, seconded by Councillor Hill, it was

RESOLVED

To approve the updated Reserves Strategy as tabled

In favour: Councillors Eyre, Bayliss, Botten, Hammond, Hill, Lamb, Quincey and Treacher

Abstained: Councillor Kellermann

119 AutoSpeedWatch Cameras Subscription Renewal

On the proposal of Councillor Eyre, seconded by Councillor Kellermann, it was

RESOLVED

Not to renew the subscription for the AutoSpeedWatch cameras and remove the units from Basingstoke Road.

All councillors voted in favour.

120 Calendar of Meetings 2026-27

Councillor Eyre proposed that the calendar of meetings be accepted as tabled. This was seconded by Councillor Kellermann.

Councillor Eyre then proposed an amendment that
“in light of the 2027 elections date the date of the Annual Meeting be moved to 19 May so it falls within the time required by law after councillors take office.”

This was seconded by Councillor Kellermann and the amendment was **carried** with all councillors voting in favour.

Thus, on the proposal of Councillor Eyre, seconded by Councillor Kellermann, it was

RESOLVED

To approve the Calendar of Meetings with the Annual Meeting being moved from 26 May to 19 May 2027.

All councillors voted in favour.

121 On the proposal of Councillor Eyre, seconded by Councillor Lamb, it was

RESOLVED to:

exclude the press and members of the public in view of the confidential nature of the business about to be transacted, in accordance with the Public Bodies (Admission to Meetings) Act 1960 section 1, subsection 2, and to be clear, as per subsection 3A, where the public are excluded from a meeting of a relevant local government body under subsection (2), the body may also prevent any person from reporting on the meeting using methods-
(a) which can be used without that person's presence at the meeting, and
(b) which enable persons not present at the meeting to see or hear the proceedings at the meeting as it takes place or later.

All councillors voted in favour.

122 On the proposal of Councillor Eyre, seconded by Councillor Hill, it was

RESOLVED to:

Approve the confidential minutes for 3 September 2025 and 10 December 2025 Council meetings.

All councillors voted in favour.

The meeting closed at 9.28pm.

Present:	Councillor	Annette Eyre (Town Mayor)
		Matthew Bayliss
		Chris Botten
		Mark Boyce-Churn
		Don Hammond
		Graham Hill
		Matthew Kellermann
		Roger Lamb
		Nick O'Brien
		John Quincey
		Barbara Tansey
		Janice Treacher

In attendance: Tom Horwood - Town Clerk
Hayley Carter - Deputy Clerk
56 Members of the public and press (over the course of the meeting but some arrived late, and others left at different times throughout the evening).

No apologies were received.

No declarations of interest were received.

The Mayor welcomed everyone to the meeting and thanked them for coming.

“Many people care strongly about the issues on tonight’s agenda and about the future of King’s Pond. It is natural that this passion comes across in what we say and how we say it. But it is important that we speak and act with respect for other people at all times.

“While I have no intention of implementing any Standing Orders that would limit anyone from expressing their views, I must emphasize that anyone causing disruption will be asked to refrain from such behaviour. Should the disruption continue, I may be forced to use Standing Order 10 to exclude the individual from the

meeting, to suspend the meeting for 15 minutes, or even to adjourn the meeting to another day. Therefore, I kindly ask everyone to be mindful and considerate of all individuals present.

“Standing Orders state that a councillor should only speak once on each item or amendment, unless I allow otherwise. Given the complexity of some of tonight’s agenda items, I will allow councillors some leeway in coming back during debate within reason. In any case, I do insist that, before a councillor speaks, they please indicate to me and that they wait to be called by me before speaking.”

She then reminded the meeting about a few events coming up, including the Pancake Race in the Public Gardens on 17 February and ‘Dying Well Day’ in the Assembly Rooms on 28 February.

She finished by announcing that a by-election has been called for Eastbrooke ward and nominations are now open.

126 **Written Representations from the Public**

Correspondence was received in advance from the following people:

- Kay Rowan
- District Councillor Ginny Boxall
- Janice Montgomerie
- John Grace
- Louise Hilton
- Rob Smith
- Alison Reynolds
- Sarah Quick
- Paul Ebbutt
- Chris Chappell
- District Councillor Suzie Burns

All the correspondence was circulated to councillors before the meeting and printed copies were available in the meeting. It can be found in the supplementary papers on the website.

Councillor Quincey proposed that the correspondence and further comments be noted. This was seconded by Councillor O’Brien, and it was:

RESOLVED
to note the correspondence received.

Councillor Kellermann requested recorded votes throughout the meeting.

All councillors voted in favour.

127 **Questions and Statements by the Public**

The Mayor invited members of the public present to speak on any item on the agenda.

127.1 Anthony Furnival said he feels the results of the parish poll need to be considered in isolation. He said he had raised the point that people did not understand the jargon in the questions, such as 'Stage One' and that he is aware people will speak about the results of questions 5 and 6, but he said he was here to focus on the first four questions. He said it is clear that people are not happy with the way things are and there is an opportunity now for either continuity or change. He said only two of the councillors in the room had been through an election and therefore have a mandate.

He went on to say that he personally backs a change in direction. He believes there is an opportunity to build bridges and change the way people view the council. He said he had already heard people say that only 7% of the electorate turned out to vote but asked that the council look at it from another view; over 1000 people turned out on a very cold, wet evening to register their view. He asked again that the council view the poll results in isolation and give the people who are here today a true voice.

127.2 Jenny Griffiths said she hopes that the Council will reconfirm the decision they made at the meeting in December. She said she understands that whichever option is decided on for the pond will be expensive and so the Council have a responsibility to investigate properly and present all the facts to the public and the relevant authorities. She pointed out that Alton has several jewels in its crown; King's Pond of course, but also Flood Meadows and the River Wey. She said of course it costs money to investigate but it is essential to spend this relatively small amount of money to protect the large amount which must then be spent on the option taken.

127.3 Scott Goldie said he would like a sustainable option, whichever option is chosen. If dredging is done the habitats will be destroyed every thirty years. Methane emissions are also high while the silt is drying out. He then went on to say that he does not understand how the council can possibly make the process any more transparent than it already does and he thanked the Council for this.

127.4 Mark Rumsby said that he has no detailed understanding or strong opinion about the options being considered for the future of King's Pond and he has no axe to grind. But he does believe in democracy. The national government is given a remit to govern for up to 5 years. If we don't like what they do, we have an opportunity to change them at the next General Election.

In the same way, the council has been elected by people in each ward, to represent Altonians and serve the best interests of Alton, both in the short and long-term. That is what the council has been endeavouring to do by pursuing two options to fix the Kings Pond problem, prior to public consultation and a final decision.

He felt that a group of activists had tried to bypass the council's established consultation process over Kings Pond. He urged support for the elected council and its drive towards a solution for Kings Pond.

127.5 Brian Good said he has lived in Alton since the early 1990s and remembers the last time the pond was dredged, which was horrendous.

He has been part of Friends of Flood Meadows for many years, and currently leads the group. The River Wey is a Winterbourne, which means that the source of the river moves up and down depending on how wet it is. He said that the river picks up silt along the way and carries it all the way down to King's Pond before it drops it.

Councillor Kellermann said that there is silt at Tanhouse Lane. Dr Good said he had not seen any while walking the length of the river that morning.

127.6 Gary Clark said he was here to support the process. He is a civil engineer with thirty years' experience. He pointed out that the Stage One tender is to pay people to look at the two options and develop them. He said we do not know what the detail will be and so we pay people to tell us. It is an engineering matter, and we need to get the right answer.

He finished by saying he would like to thank the Council for its hard work and following the correct process.

127.7 Clive Hilton said that he had received a flyer from the King's Pond Preservation Society listing their aims. Other options could achieve those aims in a more cost-effective way. We should follow this process and allow the people of Alton to make an informed decision that will benefit future generations.

127.8 Graeme Parkin said that everyone in the room wants to save King's Pond and both options on the table do just that.

He said that before the recent parish poll he was aghast to see lots of misinformation on social media, including that the pond would be filled in and built on.

He thanked Councillor Hammond for the huge amount of work he has put in. He asked Cllr Hammond to continue and build a legacy for future generations.

127.9 Ian Abbott said he lives close to the pond and visits most days. While individuals have different opinions of what the pond should look like, there is a lot of agreement.

Decisions should be made on proper investigations and facts.

He said that while not agreeing with decisions is part of democracy, personal attacks on councillors is not.

He went on to say that there are lots of different opinions but at the same time residents realise that dealing with run off and so on is costly. Decisions made properly and based on facts will be much more likely to be well-received.

- 127.10 Christopher Newton said he was in favour of an informed decision. He has attended past meetings. The whole process should be about weighing up the pros and cons and when the information is available then allowing people to make up their own mind on the options and have their say.
- 127.11 Jenny Abbott said she would quite like to keep King's Pond as it is but still wants to hear all the facts. She thanked all the councillors for their work on this, adding that there has been some really unpleasant things going on. She asked what will happen when we get to the end of Stage One. Councillor Kellermann replied saying the public will have their say by way of a non-binding consultation and the Council will make a decision. Councillor Hill said that a public consultation had always been the intention, with all facts disclosed, and it will ultimately be the Council's decision to make.
- 127.12 Dr June Chatfield read out a statement she had prepared:
- "1. Oiling of eggs of Canada Geese at King's Pond
- "I instigated the egg oiling after the last dredging of the pond around 1999 due to the rapid build-up of geese over the previous 10 years. In 1985 when the first King's Pond trail leaflet was issued there was no mention of Canada Geese.
- "I consulted beforehand with RSPCA Wildlife Department, the Wildfowl and Wetland Trust at Slimbridge, the London Lakes Project 1994 and obtained the DETR booklet 'Management of Canada Geese' that was backed by university research. As a qualified biologist (through two Russell Group universities) I was convinced that it was the most humane thing to do if done sensitively. I have operated at all the egg oiling sessions and when we had volunteers they were recruited from conservation and natural history organisations and also attended by the Environment Agency who advocated our method elsewhere.
- "The liquid paraffin (obtained from the vets) blocks up air holes in the shell cutting off the source of oxygen and halting development. A watching brief is kept on the birds in April and when the females start sitting, then is the time to oil. Early on embryonation is just at the blastula (ball of cells stage) with no nervous or blood systems or organ development involved.
- "This method continues to be advocated by Natural England, Centre for Ecology and Hydrology in the UK and also overseas. I do not see any point in further investigation and suspension of egg control in 2026. The results would be to continue egg oiling.
- "In an ideal world we would not need to oil eggs of Canada Geese. It is needed as a consequence of humans interfering with wildlife by the importation of this non-native species that is very adaptable and not controlled here by Natural predators. A friend in Ontario, Canada lives behind a lake from a worked out gravel pit not open to the public and there the resident pair have a low success rate with the goslings due to predators like coyote, racoons and alligator

snapping turtles. However, in Indiana, USA the large subspecies maxima, as we have, are in unsustainable populations due to mown amenity grass and uncontrolled feeding from the general public. Their leaflet 'The truth about Canada Geese' available online advocates egg oiling and restriction of public feeding. Similar interpretation panels on lakes in the UK also emphasise the need to stop feeding. The behaviour of the birds is changed by public feeding, but the general public do not or will not recognise this connection as the driver behind overpopulation of geese.

"Egg oiling just reduces the rate of increase. At King's Pond there were 8 nests last year and each pair can lay 7-10 eggs so without oiling that would mean 66-80 goslings a year. Last year we oiled 50 eggs – not all clutches were complete so these contributed some goslings.

"Overpopulation of geese, large birds that live for 20 years, cause harm to the habitat as well as geese and other bird species. This needs to be recognised.

"2. Comment on silt

"This indeed is a complex issue involving third party land and incomplete knowledge of the drainage system that has developed ad hoc over time.

"As pointed out road and surface water drains from King's View and Crowley Drive as well as The Maltings are directed into the pond or river. As well as this there is unofficial surface runoff from the road surface and crown of road not captured by drains that makes its own way to the pond. In addition to this local area surface drainage is the breakup of the island with time so a single silt trap at the Ashdell Road bridge would only intercept a certain percentage and there is still the need for regular dredging. However, where possible some of the road drainage could be intercepted in partnership with HCC road drainage dept."

127.13 Charan Singh thanked the Council for making all of the reports and surveys gained so far accessible. Looking at those reports, he said, it looks like dredging will only knock the problem into the long grass. He said everyone has spoken about the pond, but we also need to look at the long-term sustainability of the River Wey for future generations.

He said that the reduction of wildfowl that may come with it is not necessarily a bad thing. He said that biodiversity is unclear at the moment but that is why they need to continue and do more research.

He added that while silt traps seem like a good idea, we need to consider the maintenance of them.

He wanted to commend the availability of the information provided by ATC.

Councillor Kellermann said that removing King's Pond, which is a giant silt trap, will not allow the silt to be washed away.

Mr Singh said he would like to hear the opinion of the professionals.

127.14 Richard Dale said that chalk streams are one of the rarest habitats. He said our River Wey is not working as it should and the EA have said that serious consideration should be given to taking the pond offline, and it clear that is their preferred option. He said the Council cannot afford to ignore this. Only proper, thorough investigations will ensure that public money is well-spent.

- 127.15 Sophie Dale said the Council should continue with Stage One. She said that presenting both options properly will ensure the best decision can be made, ensuring public money is well-spent. She said the common objective must be to best maintain the site for the benefit of the community, and that going forward with only conducting investigations into the dredging option could be more expensive as it will need dredging again. She noted that the parish poll did not allow modern ways of voting such as longer hours and postal votes had not been available
- 127.16 Melba Kellermann said that 602 people voted to stop all investigations. She said that just before the December meeting the Council had found out that they did not own the chamber downstream. She said that the previous council had rejected option 3c but it had been brought back. She said it isn't democracy to do this and ignore all those people who had come out and voted. She asked whether people had been through the CALA site and seen the ditch, adding "because that's what you're going to get – a ditch". Councillor Hammond asked Mrs Kellermann whether she had read or watched the council briefing that was given in 2024. She confirmed she had not.
- 127.17 Gareth Hurd said he would like to make his point for investigating both options. He said we normally make better decisions when we consider all the options and take time to consider it properly. He said that the Council have set out a good timetable, collecting all the information and then we have the opportunity to make the best decision if we fully explore both options.
- 127.18 Stan Meek asked that we bury the chalk stream. He said it is never going to be viable in this world, when it is only there 75% of the time, and the rest of the time you can walk along the side of Costa without getting your feet wet. He said this is our pond and he does not care what the EA says. It is for the benefit of the people who live here and it has a higher footfall than other areas of the town.
- 127.19 Chris Morley said thank you to the councillors and staff, then explained that he is here to support Councillor Quincey. He said he does not understand how pollution can not be part of the tender. He then asked how King's Pond became such a problem, saying it needs to be maintained. He said Anstey Park has to be maintained and that is not a problem, and the same with other areas of the town.
- 127.20 Nathan Cuff said that despite the dark, rainy conditions and the hurdles of in-person voting, 1,029 people turned out to make their voices heard. He said for many years those defending the pond have been dismissed as a vocal minority, but this showed they are in fact a vocal majority.

He said that 58.5% of voters want the Council to stop investigating alternatives and proceed with 'Dredge and Improve'. He said 80.75% of those who voted want to be consulted on further spending. He said that most critically, 51.5% of those voting say they do not trust the council to spend their money wisely, adding that this is no longer just about the pond, but is a crisis of local governance.

He went on to say that before we look forward we must address the attempts to influence this democratic process. He said that from the minutes of the King's Pond Task & Finish Group meeting on 15th December he could see the Town Clerk issued clear instructions that the Council must not try to influence how people vote and should try to avoid giving the appearance of doing so. He said that despite these warnings some councillors published a communication document in the Herald newspaper and on social media in an attempt to undermine the poll's validity.

He said that attempts on social media to frame it as a political-led initiative were factually incorrect and were a calculated attempt to suppress the vote. He said that to continue investigating a straighter river and an offline pond option is an insult to the electorate.

He went on to say that King's Pond has been at the heart of our community since the late 18th century and it is not our job to re-engineer it into a stream based on a temporary ecological trend.

He finished by asking the Council to listen to the voters who braved the rain and stop investigating rejected alternatives. He asked the Council to commit today to the 'Dredge and Improve' work to ensure that King's Pond remains as it has been for 20 years.

127.21 Steve Gough said he has lived in Alton for 50 years and is speaking as a taxpayer, a lover of King's Pond and an angler.

He said the parish poll was called in good faith to save taxpayers hundreds of thousands of pounds. He said that he does not know final costs but can tell that dredging will be much cheaper, adding that the Council does not own the land beyond the weir.

He said that almost 60% have said just dredge and improve.

He said as an angler chalk streams are very special and the chance of a chalk stream in the middle of Alton fed by a winterbourne river is ridiculous.

Councillor Hammond asked him to explain what spending he feels has been wasted.

Mr Gough replied that we have not seen any reports for our £50,000.

Councillor Hammond pointed out that all of the reports are published on the Town Council website.

The Mayor allowed a ten minute comfort break before the meeting progressed.

Councillor Eyre proposed that the questions and statements be noted. This was seconded by Councillor O'Brien.

Councillor Kellermann said that he wanted to debate some of the content now and proposed an amendment that:

“the Council note the correspondence with the proviso that all expenditure at King’s Pond, excluding essential maintenance, is halted immediately - pending the recommendations of a transparent, comprehensive and fully inclusive investigation (involving residents and ATC) as to how best to restore public confidence and move forward with the voters’ preferred option as expressed in the answer to question 6” This was seconded by Councillor Quincey, but the amendment was **not carried** with voting as follows:

In favour: Councillors Kellermann and Quincey

Against: Councillors Bayliss, Botten, Boyce-Churn, Eyre, Hammond, Hill, Lamb, O’Brien, Tansey and Treacher

Thus, on the proposal of Councillor Eyre, seconded by Councillor O’Brien, and it was:

RESOLVED

To note the questions and statements by the public.

All councillors voted in favour.

128 Parish Poll on King’s Pond

Councillor Botten proposed that the results of the parish meeting and parish poll be noted and that the cost of the parish poll (estimated at around £10,000) be met from General Reserves. This was seconded by Councillor O’Brien.

He then introduced the item and during the debate the following points were made:

- Interpretation of the results are subjective and there are some challenges to the way they are interpreted, including the fact that the responses to questions 5 and 6 are contradictory.
- Councillors have signed up to and must abide by the Nolan principles, which are: selflessness, integrity, objectivity, accountability, openness, honesty and leadership.
- The people who set the questions for the poll have not signed up to that and are not held to the same high standards of behaviour, which is particularly evident in question 4, which is regrettable.
- Holders of public office should challenge bad behaviour.
- Holders of public office should have the best evidence available before making decisions; that is not yet available as the investigations are incomplete.
- Decisions we make are not just for now; they are for our children and our children’s children.
- Councillor Hammond has demonstrated outstanding leadership, resilience and courage in the way he has handled the project and in particular this whole situation.

- The poll drew out the people who are advocating for exploring both options who had previously been quieter, and it is now more evident than ever that there is a need to have the best possible evidence in place before making a decision.
- The question about finance is very leading.
- At the moment there is not enough information to make a decision; even many of the people who would prefer to see the pond maintained as it is believe it is too early to make a decision.
- The poll is a legal right and should be respected, but it is consultative.
- We need to bring rational process to this project and get the full information before considering it carefully and making a decision.
- One councillor said that everyone has thanked Councillor Hammond for doing such an excellent job.
- One councillor disagreed and said that he has never thanked Councillor Hammond for his work.

As it was now 9.25pm Councillor Eyre proposed that Standing Order 3x be suspended to allow the meeting to continue beyond two and a half hours. This was seconded by Councillor Quincey, and it was:

RESOLVED

That Standing Order 3x be suspended.

All councillors voted in favour.

Councillor Kellermann proposed an amendment that the following be added to the resolution

“And once it is known, the total (itemised) cost will be publicised via ATC’s social media, the Altonian and the Council website.”

Councillor Botten said that he was happy with the amendment. As his seconder, Councillor O’Brien, was in agreement that could be added, further debate was not required, and the amendment was changed to incorporate Councillor Kellermann’s suggestion.

Thus, on the proposal of Councillor Botten, seconded by Councillor O’Brien, it was

RESOLVED

- 1. To note the results of the Parish Meeting and the Parish Poll.**
- 2. To approve that the cost of the parish poll (estimated at around £10,000) be met from General Reserves, and once it is known, the total (itemised) cost will be publicised via ATC’s social media, the Altonian and the Council website.**

All councillors voted in favour.

129 King's Pond Task & Finish Group Terms of Reference and membership

129.1 Councillor Hammond proposed that the Council approve the revised Terms of Reference of the King's Pond Task and Finish Group.

This was seconded by Councillor Eyre.

Councillor Quincey proposed an amendment to:

"Replace the words (in section 3), 'possible mitigation strategies,' with, 'include mitigation thereof in the ITT for Stage One'".

This was seconded by Councillor Bayliss.

There followed debate on whether the silt and pollution were within the scope of the Town Council and whether it should be considered as part of the tender or as a separate project to be looked at in isolation. Everyone agreed that the silt and pollution need to be dealt with. The question was about how this should happen.

The amendment was **not carried** with voting as follows:

In favour: Councillors Eyre, Hill, Kellermann and Quincey

Against: Councillors Bayliss, Botten, Boyce-Churn, Hammond, Lamb, O'Brien, Tansey and Treacher

Councillor Kellermann proposed an amendment that 1d of the ToR read:

"To make recommendations to Council so that it (ATC) can perform a public consultation and oversee that consultation. Following this consultation the public will decide (by binding referendum) which of the two options to progress. At which point the Group ceases unless the Council provides a new mandate."

This was seconded by Councillor Bayliss.

Councillor Boyce-Churn asked the Town Clerk whether the Town Council has the power or authority to hold a binding referendum.

The Town Clerk advised that the Town Council does not run elections or referendums. That is up to East Hampshire District Council (EHDC). He added that one of the questions that had been put to the parish poll was about making it binding and had been rejected as unlawful by the Returning Officer after taking legal advice. Alton Town Council does not have the lawful authority to use the Electoral Register to run any kind of election. A parish poll can be done again, and the Town Council can make a policy that they will stand by the result, but that is not legally binding, and they can resolve not to follow their policy at any time.

Councillor Bayliss said that he had seconded the amendment because he agreed that something like a referendum is warranted when the time comes but felt in light of the Town Clerk's advice that rather than this amendment the words "by Council" should simply be removed from 1d.

Councillor Kellermann, as proposer, agreed with this change to the amendment, but with voting as follows the amendment was **not carried**.

In favour: Councillors Bayliss, Hammond, Kellermann and Quincey
Against: Councillors Botten, Eyre, Hill, O'Brien, Tansey and Treacher
Abstained: Councillors Boyce-Churn and Lamb

Councillor Kellermann proposed another amendment that under Roles and Responsibilities it should say

"That the T&F provides full and transparent reports to the elected body on any and all recommendations."

There being no seconder the amendment was **not carried**.

Councillor Kellermann proposed another amendment that under Reporting it should read:

"The Task & Finish Group must ensure that it submits, to Full Council, its recommendations and approved minutes in a timely fashion. Also, it should deliver a written progress report in advance of each Full Council Meeting at which at least one of the councillor members of the Group must attend to answer questions."

There being no seconder the amendment was **not carried**.

Thus, on the proposal of Councillor Hammond, seconded by Councillor Eyre, it was

RESOLVED

To approve the revised Terms of Reference of the King's Pond Task and Finish Group as tabled.

In favour: Councillors Bayliss, Botten, Boyce-Churn, Eyre, Hammond, Hill, Lamb, O'Brien, Tansey and Treacher

Against: Councillors Kellermann and Quincey

129.2 Councillor O'Brien proposed that the Council confirm the following non-councillor appointments to the Task and Finish Group: Catherine Ayres, Ryan Doran, Paul Ebbutt, Eric Phillips, Angela Owens and Tim Pinchen.

This was seconded by Councillor Quincey.

Councillor Kellermann proposed that

"The Council defers appointment of the T&F group until the public is given a fresh opportunity to apply for membership. Application period and process to be determined by the Council and office."

There being no seconder the amendment was **not carried**.

Thus, on the proposal of Councillor O'Brien, seconded by Councillor Quincey, it was

RESOLVED

To confirm the following non-councillor appointments to the Task and Finish Group: Catherine Ayres, Ryan Doran, Paul Ebbutt, Eric Phillips, Angela Owens and Tim Pinchen.

In favour: Councillors Bayliss, Botten, Boyce-Churn, Eyre, Hammond, Hill, Lamb, O'Brien, Quincey, Tansey and Treacher
Against: Councillor Kellermann

129.3 Councillor Quincey proposed that the Council confirm the following councillor appointments to the Task and Finish Group: Cllr Chris Botten, Cllr Don Hammond and Cllr John Quincey.

This was seconded by Councillor O'Brien, and Councillor Botten said he would be honoured to join.

Councillor Kellermann proposed an amendment

"That the Council defers appointment of councillors to the T&F group until all councillors have had the opportunity to apply to join. Application period and process to be determined by the Council and office."

The Town Clerk advised that this agenda item was their opportunity to join, and any councillor was welcome to put their name forward for consideration.

Councillor Kellermann said he would propose that he be added as the fourth councillor so proposed an amendment that "he be added as a fourth councillor member of the Task & Finish Group"

This was seconded by Councillor Bayliss.

The amendment was **not carried** with voting as follows:

In favour: Councillors Bayliss, Hill, Quincey and Kellermann
Against: Councillors Botten, Eyre, Hammond, O'Brien, Tansey and Treacher
Abstained: Councillors Boyce-Churn and Lamb

Thus, on the proposal of Councillor Quincey, seconded by Councillor O'Brien, it was

RESOLVED

To confirm the following councillor appointments to the Task and Finish Group: Cllr Chris Botten, Cllr Don Hammond and Cllr John Quincey.

In favour: Councillors Bayliss, Botten, Boyce-Churn, Eyre, Hammond, Hill, Lamb, O'Brien, Quincey, Tansey and Treacher
Against: Councillor Kellermann

129.4 Councillor O'Brien proposed that the Council confirm Cllr Don Hammond as Chair of the Task and Finish Group.

This was seconded by Councillor Boyce-Churn.

Councillor Kellermann proposed an amendment that

"Councillor John Quincey be the Chair."

There being no seconder the amendment was **not carried**.

Thus, on the proposal of Councillor O'Brien, seconded by Councillor Boyce-Churn, it was:

RESOLVED

To confirm Cllr Don Hammond as Chair of the Task and Finish Group.

In favour: Councillors Bayliss, Botten, Boyce-Churn, Eyre, Hammond, Lamb, O'Brien, Tansey and Treacher

Against: Councillors Hill and Kellermann

Abstained: Councillor Quincey

130 **Minutes of King's Pond Task & Finish Group Meeting, 15 December 2025**

Councillor Boyce-Churn was temporarily absent for this item.

Councillor Eyre proposed that the minutes of the King's Pond Task & Finish Group's 15 December 2025 meeting be noted. This was seconded by Councillor O'Brien, and it was:

RESOLVED

To note the minutes of the King's Pond Task & Finish Group 15 December 2025 meeting.

In favour: Councillors Bayliss, Botten, Eyre, Hammond, Hill, Lamb, O'Brien, Quincey, Tansey and Treacher

Abstained: Councillor Kellermann (who wished it to be noted that he could not possibly know if the minutes were correct.)

131 **King's Pond Project Stage One Tender**

The Mayor proposed that this item be conducted in two parts. Firstly, at the request of Cllr Quincey and Cllr Hammond, she said it would be helpful to invite Mr Tim Pinchen to outline his research and findings in relation to pollution at King's Pond. Mr Pinchen is a member of the Task and Finish Group, and his research has proven invaluable. This would give councillors a chance to hear his findings and ask him questions in an open session. This part will not be the time for debate. When all councillors have had the chance to raise questions, she said she would ask Cllr Quincey to propose the motion to enable the debate among councillors.

To enable the item to be handled in this way, she proposed the following motion under Standing Orders 10a(xv) and 26a:

"To temporarily suspend the time limits and processes in Standing Orders 3f to 3j to enable a councillor question-and-answer session with Mr Tim Pinchen prior to the debate resuming".

This was seconded by Councillor Quincey, and it was

RESOLVED

To temporarily suspend Standing Orders 3f to 3j to enable a councillor question-and-answer session with Mr Tim Pinchen prior to the debate resuming.

All councillors voted in favour

Mr Pinchen advised that work with Thames Water and surface water outfalls was ongoing and likely to take some time. The Town Clerk had received a response from Hampshire County Council (HCC) with plans. These showed the gullies and drains operated by HCC and showed that most of the town roads drain into gullies. There were three areas of importance to investigate more fully; drainage indicated as possibly emptying into the River Wey at Odiham Road bridge, Tanhouse Lane and Drayman's Way.

Further details are still needed about the High Steet. This will probably take some time to sort out.

Mr Pinchen mentioned briefly other matters that need work including water sampling to determine the silt particle size as this would affect the design of any silt traps.

Mr Pinchen mentioned the next agenda item being a dispute between Councillor Hammond and Councillor Quincey and said he was supportive of both points of view. He pointed out that at present many of the background tasks were being conducted in parallel because of the timescale imposed by the CIL funding window. In a different situation the tasks could be more sequential but for the time being the Council had to accept that there might be some nugatory design work by an appointed consultant if material information was arriving late in the design and estimate process.

Councillors accepted that work on the silt reduction upstream was necessary, whatever and however that may be, and in the light of Mr Pinchen's answers to some of the questions, and the decision taken on his proposed amendment during Item 7 (approval of the Terms of Reference), Councillor Quincey withdrew his request for a debate on the dispute between himself and Councillor Hammond on whether this should be included in the Stage One tender.

132 King's Pond Egg Oiling

Councillor Kellermann proposed that the Council suspend egg oiling until the Council has reviewed and approved a new policy on managing the Canada goose population at King's Pond.

This was seconded by Councillor Quincey, but the motion failed with voting as follows:

In favour: Councillor Kellermann

Against: Councillors Bayliss, Botten, Eyre, Hill, Lamb, Tansey and Treacher

Abstained: Councillors Boyce-Churn, Hammond, O'Brien and Quincey

The meeting closed at 11.05pm.

DRAFT

Subject: **Written representations from the public**

Report to: Full Council, 4 March 2026

Report of: Town Clerk

1. Purpose of the report

- 1.1 To receive and consider written representations received.

2. Background

- 2.1 Under Standing Order 3e, members of the public may make representations, whether in writing or verbally. Authors of written representations are encouraged to ensure that they are with the Town Clerk by 12noon two days before the council meeting to enable them to be circulated in advance of the meeting. At the Mayor's discretion, an author may also address the Council verbally for up to 5 minutes, and councillors will have the opportunity to ask questions for clarification.

3. Main considerations

- 3.1 The following written representations have been received in time for agenda publication date. Any further representations received by Monday, 2 March, 12noon will be circulated in a supplementary report.

- Roz Maree, Alton Smartphone Free Childhood
- Nigel Freeth, September Properties – item 7 (Wilsom Road)
- Angela Barbey, Ashdell Residents Association – item 7 (Wilsom Road)

4. Recommendation

- 4.1 The Council is recommended:

To note the written representations received.



⚡ In two decades, everything's changed

2004



2004

Nokia's ruled



2024



2007

The first iPhone launches



2008

Apple app store opens



2012

4G launches in the UK, enabling internet everywhere



2024

89% of 12-year-olds own a smartphone, permanently connected to the internet via 4g/5g



They're not really 'phones' at all



**Mobile
Phones**

Make calls, send texts, play Snake



**Pocket
Supercomputer**

24/7 access to the internet in your pocket



Parents wish things were different

94%

of primary school
parents think
smartphones
are harmful

Parentkind nationwide poll of 2,496
people, April 24

70%

of parents believe
smartphones
negatives impact
family life

HMD poll of 10,000 parents,
June 24

33%

of parents of children with
smartphones have cried
over their child's phone
obsession

HMD poll of 10,000 parents,
June 24



Young people wish things were different

67%

of 16-18 year olds
think smartphones
are harmful

Parentkind poll, 2024

1 in 5

of 16-18 year olds
have felt "life is not
worth living" due to
social media

Parentkind poll, 2024

50%

of teens say they are
"addicted" to social
media

Millennium Cohort Study, 2024



Yet smartphones have become the norm

25%

of 5-7 year olds in
the UK own their
own smartphone



89%

of 12 year-olds in
the UK own their
own smartphone



SOURCE: OFCOM Children and Parents: Media Use and Attitudes April 24



Everyone's got one, because everyone's got one!



Most parents believe smartphones are harmful, yet almost all children have them by Year 7



Because resisting peer pressure becomes almost impossible when children's social lives migrate online

The powerful network effects of smartphones and social media mean parents and young people feel like they have no choice

So what exactly is the problem?



When children first started getting smartphones in the early 2010s we didn't understand their impact.

Now we do, and the evidence is overwhelming.

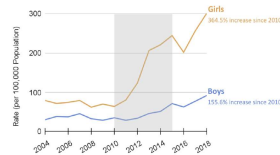


Smartphones are fuelling a mental health crisis

Rates of depression, anxiety, self-harm and even suicide among teens have all dramatically spiked globally since 2010 – when children started getting smartphones.

A 2023 global study of 27,969 young adults from Sapiens Labs showed that the younger they got their first smartphone, the worse their mental health today.

UK Teens, self-harm Episodes (Ages 10-12)



67%

Teens with problematic smartphone-use are twice as likely to have anxiety and three times as likely to have depression

King's College London, 2024

1 in 5

UK 16 to 18 years olds say that their social media has made them feel that 'life is not worth living'

Royal College of Psychiatrists, 2024

53%

The number of children referred to emergency mental healthcare in England has soared by 53% in three years

Parentkind Poll, 2024

“The mental health crisis among young people is an emergency.

It is time to require a warning label on social media platforms.”



Dr Vivek Murthy
US Surgeon General, 2024

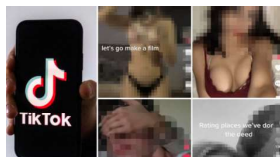


Smartphones expose children to harmful content

Having unrestricted access to the internet in your pocket creates a gateway to extreme content and viewpoints that we'd never dream of exposing children to in real life.

Hardcore pornography, extreme political views, sexualised and violent imagery, trolling and material promoting suicide, self-harm and eating disorders have become part of the fabric of modern childhood.

The dangers of platforms like TikTok



51%

of UK 11-13 year-olds have seen hardcore pornography online

British Board of Film Classification Report, March 2022

75%

of UK 15 year olds questioned had been sent beheading videos

Digital Childhoods, children's commissioner report, 2022

90%

of girls and 50% of boys say they are sent unwanted explicit content

Crested review of sexual abuse in schools, 2021

“We’ll look back in 20 years and be horrified by what our children were exposed to”



Dame Rachel de Souza
Children’s Commissioner for England, 2022



Smartphones are addictive by design

Tech companies spend billions on making apps and devices as addictive as possible because ‘maximising engagement’ is the fundamental objective of their business model.

So it’s little wonder that many children are routinely ‘spending six, seven, eight hours a day on social media – often more’ (Ofcom, 2024).

Time spent on phones is only going up



46%

of teens say they use the their phones ‘almost constantly’

Pew Research Centre, Aug 2022

29hrs

Per week is the average British 12-year-old now spends on their smartphone

Childwise Monitor Report, 2021

2in3

of 11-17 year olds ‘often’ or ‘sometimes’ find it difficult to put down their phone

Common Sense Media, 2023

“Behind every screen on your phone, a thousand engineers have worked to make it maximally addictive. Children are particularly susceptible to this kind of manipulative design.”



Aza Raskin
Co-inventor of ‘infinite scroll’, turned campaigner

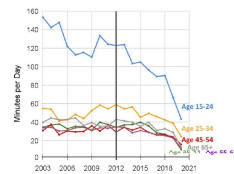


Smartphones are changing childhood

Smartphones are experience blockers, distracting children from engaging in the real world activities and connections that are crucial to healthy childhood development.

The opportunity cost to childhood is profound. The average UK 12 year-old now spends over four hours per day on their smartphone, displacing the kinds of activities that have shaped childhood for millennia.

Daily Avg Time with Friends (minutes)



43%

of US teenagers waking minutes are spent on screens

Gitnux Marketdata Report, Jan 2024

30%

Since 1975, the daily average time children spend playing outdoors has fallen by 30%, while screen-based activities have risen 23%

Zach Rausch - Mullan 2019

65%

The daily average time that teenagers spend with friends has plummeted by 65% since 2010

American Time Use Study

“When kids are on their phones all day, it’s not just what they’re doing on the phone that matters — it’s what they’re not doing. They’re missing out on crucial experiences that help them grow into healthy adults.”



Dr Jonathan Haidt
Professor of Social Psychology, NYU



~Susie

In the last decade there have been 70% less outdoor accidents and 93% more incidents of self harm in children... as a GP I can promise you it's much easier to mend a broken bone than a broken mind.



🙏🏻 🙏🏻 🙏🏻 🙏🏻 24

Dr Susie Davies, founder of Papaya Parents, citing NHS DATA

 **Sadly, we could go on**



SLEEP

Bedtime use of smartphones doubles children's risk of poor sleep

Jama Paediatrics, 2016



BULLYING

84% of bullying now takes place on a device

CommonSense Media, 2023



DISTRACTIONS

On average teens are bombarded by 237 smartphone notifications a day

LookUp



ARGUMENTS

55% of parents say their child's smartphone use causes big family arguments

Ofcom, 2022



ROAD SAFETY

Mobile phone distraction is a major cause of road accidents involving children

HMD, 2024



CRIME

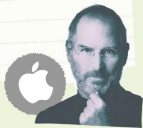
500 children a day were mugged in 2020 in the UK, almost all for smartphones

ONS, 2020

 **It's little wonder that many of the people who created this technology keep it away from their kids**

"We don't allow the iPad in the home. We think it's too dangerous for them."

STEVE JOBS



"Grew up without a TV and credits his own success on that tech restriction. Limits his kid to 1.5hrs screen time per week."

EVAN SPIEGEL



"Didn't allow his 4 children smartphones or their own computers until they were 14"

BILL GATES



 **Parents are in an impossible position**



**Because our 'choice'
isn't really a choice at
all**



**Either
we...**

Give our children access to a product that
we know to be harmful.



Or we...

Risk alienating them from their peers at a
crucial stage of their development.

It's a lose-lose; for parents, for children & for society

**Leaders across the
world are thinking
about how to legislate
to protect children**

**But proper regulation
of big tech will take
years, and we don't
have time to waste**



**The solution is
to work
together**



This is what Smartphone Free Childhood is all about.

It's a growing movement of 175,000 parents in the UK who are coming together to support each other in delaying access to smartphones and social media for their children.

It's coordinated via a national network of WhatsApp communities where parents can learn more about the issue, find other like-minded parents and support one another.



We're not anti-tech, We're pro childhood

Technology has immense benefits, and young people should be able to enjoy the opportunities it creates – when they're ready and when it's safe to do so.

But childhood is precious and fleeting. All children should have the opportunity to learn, develop and grow free from the addictive-by-design algorithms and age-inappropriate content of social media and smartphones.



Our recommended approach

01

Delay smartphones
until at least 14

02

Delay social media
until at least 16

03

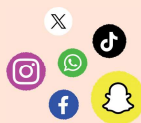
A simple phone to stay
in contact

04

Shared access to a
family computer



SMARTPHONE



SOCIAL MEDIA



SIMPLE PHONE



**FAMILY
COMPUTER**



Parental controls aren't the solution



Even the most tech-savvy parents struggle to manage parental controls



Some apps require updates to hundreds of settings to make them age appropriate



Even if your child's phone has controls, their friends may not so they may be sent harmful content regardless

58%

of teens say they've never had controls put on their phone by parents.

(PARENTKIND POLL, MAY 2024)

47%

of teens with controls in place say they have bypassed them.

(PARENTKIND POLL, MAY 2024)

And teens find multiple ways to bypass controls:

Performing a factory reset

Using VPN software

Hacking the WiFi router

Memorising your passcode



THE PARENT PACT

makes collective action simple

The Parent Pact is an online tool that helps parents agree to delay with others in our community. The more parents who sign, the more powerful it becomes.

STEP 01

Select your region & child's school

SMARTPHONE FREE CHILDHOOD
PARENT PACT

Select your region

Select your school

Select your school year

Name

STEP 02

Sign the Pact to delay until at least 14

SMARTPHONE FREE CHILDHOOD
PARENT PACT


Sign the pact

STEP 03

View results for your region, school & class

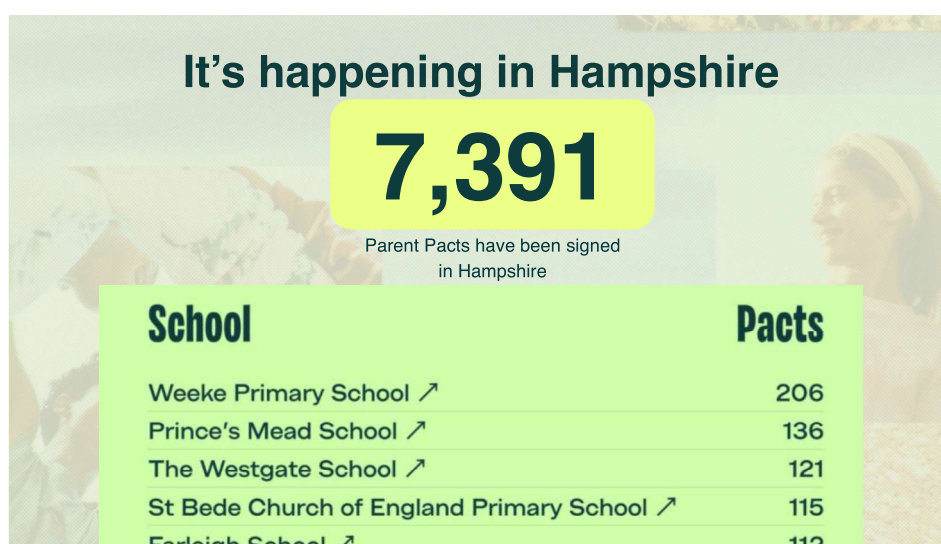
SMARTPHONE FREE CHILDHOOD
PARENT PACT

National (UK)

Sort by: Leaderboard

Region name

REGION	FACTS
Bedfordshire ¹	937
Berkshire ²	3286
Bristol ³	2580
Beddinghamshire ⁴	2911
Cambridgeshire ⁵	2936



 We're all trying to do the best for our kids

We're in this together

**Navigating the fast changing world of smartphones
and social media is complex.**

This stuff's tricky, the evidence is evolving fast,
and every family is different.

Every family will come to their own conclusions; we just want to
open up a conversation about these issues.

It's a new frontier of parenting, and we're all in it together.

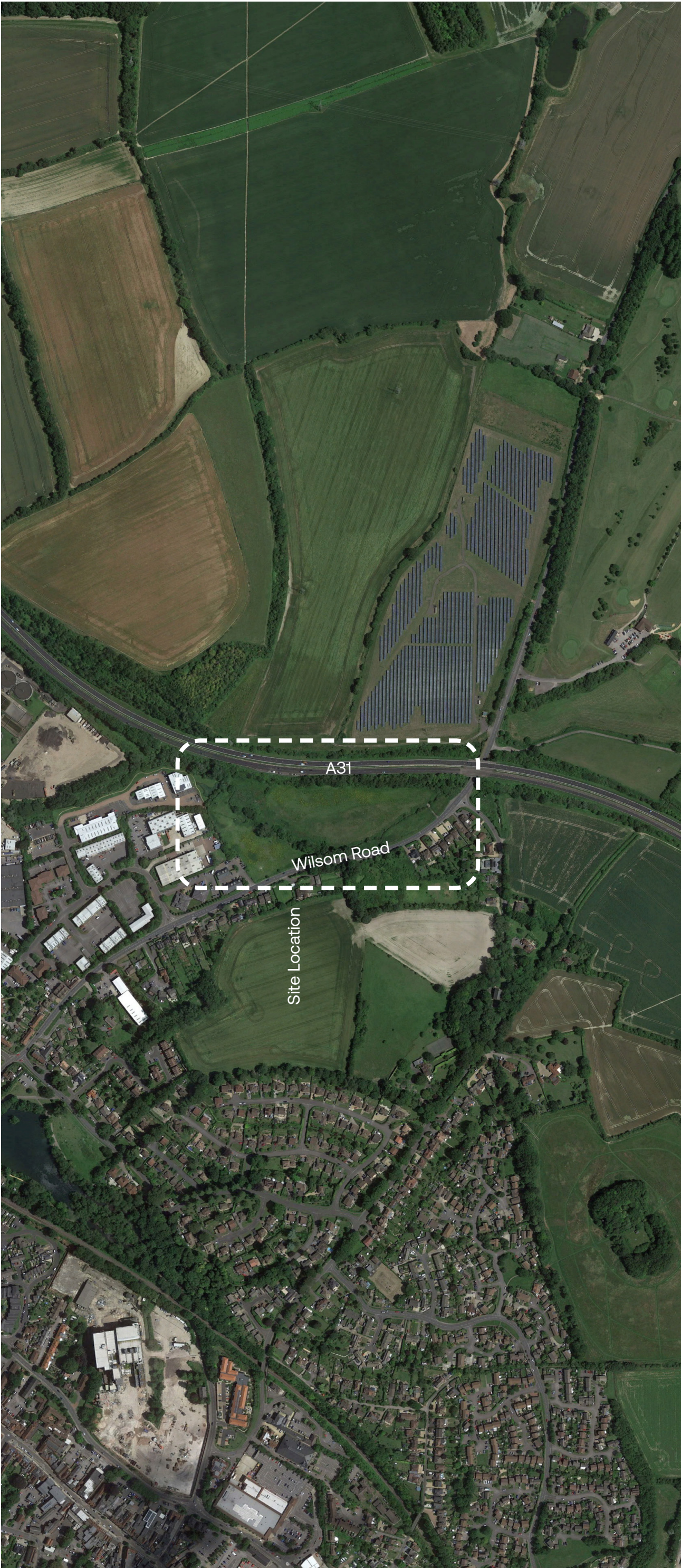
SMARTPHONE FREE CHILDHOOD

www.smartphonefreechildhood.org

@smartphonefreechildhood



Smartphone Free Childhood is a restricted fund under the auspices of Prism the Gift Fund, Charity Number 1099682.



Site Context

Overview

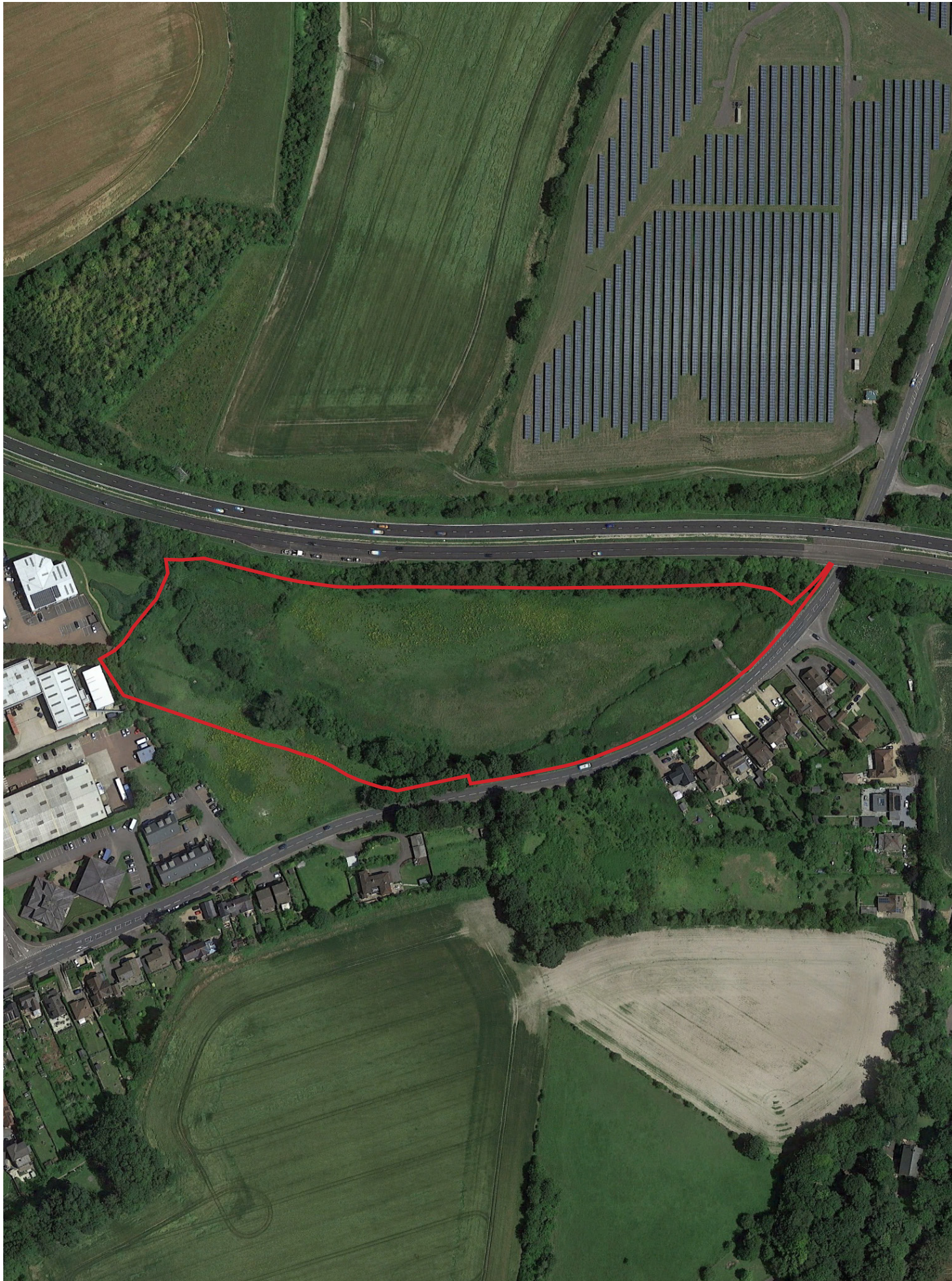
September Alton Ltd and Mr Christopher John Butler (joint applicants) are bringing forward proposals for the redevelopment of the Land at Wilson Road which sits on the south-east edge of Alton. The Site is situated between Wilson Road, to the west, and the A31, to the east. A Public Right of Way (PRoW) (Hangers Way) runs along the northern boundary.

The Site

The Site consists of undeveloped, former agricultural land which is partially divided by existing hedgerows located in the north-east part of the Site. A main river, formerly known as Caker Stream, runs through the Site from the northern boundary to the southern boundary.

The application site, which was first allocated for employment use on 7th April 2016 as part of the adopted Joint Core Strategy, is also allocated for employment uses within the emerging Local Plan. Accordingly, following positive pre-application discussions with East Hampshire District Council in 2025, a planning application is submitted for the following:

Erection of four Use Class E(g)(iii) (light industrial) / Use Class B8 (storage and distribution) commercial units, including access, parking, landscaping, drainage works and amenity area, and associated works.



Existing Site

The Proposed Development

The Proposed Development is for four commercial warehouses within Use Class E(g)(iii) (light industrial) / Use Class B8 (storage and distribution). Each unit will primarily serve as warehouse space with ancillary mezzanine offices.

The units will be functional in their design, with pitched roofs and large entrance doors into the warehouse areas. The units will be provided with ancillary car parking, including disabled spaces, EV charging spaces, motorcycle spaces and cycle parking spaces. The parking has been strategically located in close proximity to office entrances.

Access is proposed from Wilsom Road to the southwest, which is what the site allocation requires, and this incorporates the appropriate visibility splays.

The proposals include landscaping along Wilsom Road to the west in addition to an 'Ecology Area' within the northern part of the Site.



Illustrative Site Layout

The Previously Refused Scheme

The applicants are aware that there was a previous scheme refused on this site, albeit one that was not submitted by them. The proposed scheme addresses the reasons for that refusal. The key issues raised as part of the previous scheme were flood risk, impact on the A31/B3004 strategic improvement scheme, the impact of the new vehicular access, impact on two key local junctions and the overall scale, bulk and mass of the proposal. With regards to flood risk, the layout of the scheme has been carefully designed to ensure that any built form sits outside of Flood Zone 3 with a sequential approach taken to flood risk. As a result, areas of Flood Zone 3 set aside for servicing, car parking or landscaping, which are inherently less sensitive to flooding. A flood compensation assessment was undertaken for the site to estimate the potential loss of flood storage associated with the proposed development. In order to ensure no overall net loss of flood storage, an equivalent flood storage compensation volume has been incorporated within the site layout. The scheme has therefore been designed accounting for the flood risks of the site and will ensure that it will not result in flood risk increasing off site. With regards to access into and out of the site, a new priority junction is proposed. The position of this is in line with the aspirations of the adopted and emerging Local Plan allocation. Entry and exit tapers have been provided on each side of the junction which enable HGVs to turn into and out of the junction in all directions without crossing the centre line of Wilsom Road or the site access. The new access provides suitable visibility	splays in accordance with recorded speeds, and footways for pedestrians. The proposed access has been assessed in the submitted Transport Assessment and has been considered safe and suitable for accommodating all movements to and from the development. In respect of local highway impacts, these matters were discussed and addressed in the subsequently withdrawn appeal, and satisfactorily addressed, subject to proportionate financial contributions being put in place. Accordingly, it is unclear why these followed through into the reasons for refusal of the scheme. It is also worth noting that Hampshire County Council's pre-app response is clear that "although a strategic junction scheme for the A31/B3004 was previously identified, the land required to deliver it has not been safeguarded in the Local Plan. As a result, the development of this site cannot be expected to account for the strategic scheme". While landscape impacts were cited in the reasons for refusal relating to the previous planning application at the site, the quantum of development was much larger, and proposed nearly 2,000sq.m more floorspace than the current proposal. Similarly, the building heights of the previously refused scheme were significantly higher, with the ridge height of the tallest building of the refused scheme being 13m and the lowest building being 10.5m whereas the ridge height of the tallest building within the proposed scheme is 11.5m and the lowest is 9.25m. The building heights have been restricted as far as is possible whilst	maintaining sufficient height to accommodate the operational requirements of potential occupiers for an employment scheme in this location. The proposed scheme has clearly addressed the reasons for refusal of the previous scheme whilst continuing to deliver upon the aspirations of the site allocation.



Illustrative Entrance View

The Benefits of the Proposal

Overall, the proposed scheme, if approved, will deliver the following benefits:

- Delivery of much needed employment floorspace on the edge of Alton, to enable local business expansion whilst also allowing the aspirations of the site allocation to be realised;
- Significant biodiversity enhancements including a 11.3% on-site Biodiversity Net Gain (exceeding statutory requirements on-site by 1.3%);
- Delivery of a highly sustainable development which is targeting BREEAM “Excellent” rating, a 19% reduction in CO2 emissions through the use of photovoltaic panels, low water-use features and new ecological habitats, incorporation of sustainable drainage features and infrastructure to support sustainable transport initiatives; and
- Planning obligations, secured through a Section 106 agreement, to provide employment and skills benefits amongst others.

Ashdell Residents Association Objection

This is an overarching **objection** representing the Ashdell Residents association we would like this to be considered in your council's review of the planning.

It should be noted that this is the second application for the same proposal on the same site; the previous application in 2015 was refused with over 300 objections and a development stopping objection from the environment agency.

Nothing has improved since the last application outside of the increased flood risk across Alton and the increased traffic from other developments making this an even less palatable development.

Many residents have also fed into the Neighbourhood plan to have this land removed from the neighbourhood plan.

Re: Application EHDC-26-0082-FUL – Land at Wilsom Road, Alton

The objections are set out in order of impact and severity:

1. Traffic, Transport and HGV Impact

The proposal includes four E(g)(iii) / B8 industrial units with potential 24-hour operation and associated servicing, HGV movements and parking provision.

Key concerns:

- Increased HGV movements onto Wilsom Road and the A31 junction.
- Impact on highway safety, particularly near residential frontage and pedestrian routes.
- Conflict between HGVs and local traffic accessing homes.
- Cumulative impact when considered alongside other employment allocations in the area.

The site is directly adjacent to residential properties, including bungalows and two-storey homes. Introducing industrial-scale servicing movements into this location risks materially altering the character and safety of the road.

The Transport Assessment must be robustly scrutinised to ensure it:

- Properly assesses peak HGV activity,
- Assesses cumulative impacts,
- Considers residential road character,
- And reflects realistic worst-case B8 usage (which can generate materially higher HGV activity than light industrial).

A resident provided transport impact assessment shows the following concerns and impact:

Paper Mill Lane/Ashdell Road/Mill Lane Staggered Crossroads:

- The junction has limited physical capacity and poor geometry for HGV use.
- The Crossroads had already met capacity before the building of the new Cala Homes and the Lidl development.^[1]
- The existing junction does not meet the visibility requirement for HGV, leading to a high risk for safety of all using the already over capacity junction.

- There is no swept path analysis completed for this junction, it is likely that there will be issues with HGV use, not least that there is no escape route for pedestrians.
- The existing junction is already constrained by parking at the access to PaperMill Lane, leading to inability for HGV's to approach the junction in a straight line.
- Applicant's traffic and transport assessment only covers 5 years, and includes Covid years, this should be expanded to 7 and needs to include the increased traffic from the Cala development and Lidl.

This highlights that the transport assessment lacks robust technical analysis, with no mitigation for the increased impact of HGV and large good vehicles.

2. Flood Risk

The site lies within Flood Zones 2 and 3 and includes the Caker Stream corridor.

Although the application proposes built development within Flood Zone 1 areas of the site, substantial portions of the land remain within higher flood risk zones. The proposal includes parking and hardstanding within these areas.

Concerns include:

- Increased surface water runoff.
- Long-term resilience given climate change allowances.
- Reliance on mitigation measures and compensation areas.
- Whether the development truly passes the Sequential and Exception Tests in substance, not just form.

Development within a constrained floodplain setting requires clear demonstration that:

- There are no reasonably available sites at lower risk,
- The scheme is safe for its lifetime,
- And flood risk elsewhere will not increase.

In the absence of clear justification, precaution should apply.

It should be noted that the Environment Agency response to the planning, is an objection with clear flood plain impact:

Environment Agency - South East Area Office (Thames Region) uploaded on the portal 20-02-2026 11:52:17

"Environment Agency position We object to the proposed development as it falls within a flood risk vulnerability category that is inappropriate to the Flood Zone in which the application site is located. The application is therefore contrary to the NPPF and planning practice guidance (PPG). We recommend that planning permission is refused on this basis."

3. No Demonstrated Unmet Employment Need

The application does not provide evidence of unmet need for additional industrial/B8 floorspace.

East Hampshire District Council's Employment Land Review Update (2023), referencing the revised HEDNA (2022), identifies:

- A negative requirement for industrial floorspace of approximately –48,000 sqm.
- That employment provision is broadly aligned with existing commitments and allocations.

This indicates there is no strategic shortfall requiring additional speculative supply.

Furthermore:

- No local needs assessment has been submitted.
- No evidence of active occupier demand is provided.
- No marketing evidence demonstrates a shortage of available units.
- Within approximately 0.5 miles of the site, multiple industrial/commercial units are currently available for lease or sale.

Allocation as employment land does not automatically demonstrate current need. In the absence of proven unmet demand, the claimed employment benefit is significantly weakened.

It should also be noted that as well as empty units being available in the surrounding area there are a number of applications, completed and in progress, to convert industrial units to residential units.

ANP - AL028 - proposal for conversion of Albany House, Omega park to residential from employment.

East Hampshire availability assessment, shows a change to then outline planning to include housing for LAA - BIN-008 or Lynch Hill.

A number of units on Omega Park are now defined as residential rental flats.

4. Scale and Height

The proposed buildings include ridge heights of up to:

- 11.5 metres (Units 1 & 2)
- 9.2 metres (Units 3 & 4)

These are substantial industrial structures.

Given the site's proximity to low rise residential properties (including bungalows), the bulk and massing would represent a marked change in scale.

The development would introduce industrial scale built form into a sensitive edge-of-settlement context.

The measurements within the planning are linked to the new development of Langrish Grove and not in line with the original Wilsom Road properties, leading to the development being in line with the ridge height of 86 Wilsom Road.

All other industrial units in Wilsom Road are set deeper into the ground so the ridge height is much reduced in the landscape, this development is not in keeping with the other units and how they are set in the landscape in Wilsom Road.

5. Residential Amenity

The proposal raises concerns regarding:

- Noise (particularly from HGV manoeuvring and yard activity),
- Early morning and late-night operations,
- External lighting,
- Visual dominance,
- Loss of outlook,
- Disturbance from reversing alarms and loading activities.

Even if noise assessments suggest compliance with thresholds, the character of activity associated with B8 operations adjacent to homes represents a fundamental change in a residential environment.

6. Ecology (Including Bats)

The site includes hedgerows, stream corridors and habitat features associated with the Caker Stream.

Even where surveys indicate mitigation and biodiversity net gain, concerns remain regarding:

- Disturbance from lighting,
- Habitat fragmentation,
- Impact on commuting and foraging routes for bats,
- Cumulative effects alongside other nearby development.

Mitigation does not eliminate impact, particularly where industrial activity and lighting are introduced into previously undeveloped land.

It should be noted that the ecological survey has been reviewed by the Hampshire Bat Group, with acknowledgement from them that the site is an important habitat for many species of bats, some of which have not been identified in the Applicant's report. The Daubenton's species feeds over water, so any change to the Caker stream, including to its bankside vegetation and insect populations, would be harmful. So would the loss of the wet grassland, which may support good bat foraging opportunities. Middlemarch's summary of their desk study on page 9 refers to a 1km radius and lists 8 named bat species, omitting any reference to the barbastelle (whereas Hampshire Bat Group holds 8 records dating from 2023 from a wider area and 7 records for Natterer's.

On page 22 they state that the site offers excellent foraging and commuting opportunities for bats. Also stated is that further ecological surveys will be necessary, including for bats.

It is refuted that "development of the site is likely to have negligible impacts on foraging and commuting bats".

7. Drainage and Surface Water

The introduction of significant hardstanding, parking areas and roofscape raises concern regarding:

- Surface water runoff,
- Long-term maintenance of attenuation features,
- Reliance on engineered drainage systems within a flood-sensitive location.

Drainage strategies must demonstrate robustness over the lifetime of the development.

Conclusion

The proposal represents:

- A substantial industrial development adjacent to residential properties,
- On a constrained floodplain site,
- Driving a huge increase in size and frequency of traffic at junctions that are already at peak capacity used by many.
- Without demonstrated unmet employment need.

For the reasons set out above, the Ashdell Residents Association request permission be **refused**.

[1] Pages 44 and 46 - Alton Neighbourhood Plan (as Modified 2021); Alton Transport Strategy: page 64: Summary identifying Paper Mill Lane / Wilsom Road / Mill Lane as requiring mitigation under Scenario 2; page 69: Scenario 2 with Local Schemes – junction capacity assessment results (Table 10-3); page 80: Scenario 2 with Western Bypass – junction operating over practical capacity (Table 12-4).

Subject: **Planning Applications**

Report to: Full Council, 4 March 2026

Report of: Deputy Town Clerk

1. Purpose of the report

- 1.1 To provide Council with the information on two planning applications which do not fall under the Scheme of Delegation

2. Background

- 2.1 Two planning applications have come in which are not covered by the Scheme of Delegation, and one that is covered by the Scheme but that is referred to the Council due to its significance and history. These can be seen in 3.1 to 3.3 below.

3. Main considerations

3.1 EHDC-26-0082-FUL

Site: Land South of Wilsom Farm, Wilsom Road, Alton, Hampshire

Proposal: Erection of four Use Class E(g)(iii) (light industrial) / Use Class B8 (storage and distribution) commercial units, including access, parking, landscaping, drainage works and amenity area, and associated works.

<https://publicaccess.easthants.gov.uk/planning/index.html?fa=getApplication&id=181714>

Deadline for comments: extension given until 5 March 2026

Details of this application were circulated to councillors on 16 February 2026.

3.2 EHDC-26-0011-CONVR

Site: Land At Lord Mayor Treloar Hospital Site, Chawton Park Road, Alton, Hampshire

Proposal: Revised materials and drawing numbers to those previously approved to enable: change to house designs to plots 157-166; re-design of visitor parking spaces; and, minor deviation of road to serve plots 157-166, including amended turning head. Section 73 application in relation to reserved matter planning permission 30021, as subsequently amended, and relating to outline planning permission 30021/056 for 280 dwellings, country park and associated development.

<https://publicaccess.easthants.gov.uk/planning/index.html?fa=getApplication&id=181692>

Deadline for comments: extension given until 5 March 2026

Details of the application were circulated to councillors on 16 February 2026.

3.3 EHDC-26-0108-FUL

Site: Land Adjacent To 25 Cowdray Park, Alton, Hampshire

Proposal: detached two-bedroomed dwelling, served by a terraced rear amenity area; and the provision of a public access way, following removal of the existing fenced compound (Resubmission of appeal APP/M1710/W/25/3359177).

<https://publicaccess.easthants.gov.uk/planning/index.html?fa=getApplication&id=181751>

Deadline for comments: 5th March 2026

Expiry date: 8th April 2026

This is the most recent in a series of applications for this site. The application is being brought to Full Council because of the history of the site and the importance of the public open space. The Council submitted an application to have the land listed as and Asset of Community Value in 2024 which was refused. The Council's objections to the previous applications are attached for information. The previous applications and appeals can be seen using the links below.

February 2023 - https://planningpublicaccess.easthants.gov.uk/online-applications/applicationDetails.do?keyVal=_EHANT_DCAPR_253457&activeTab=summary

July 2023 – https://planningpublicaccess.easthants.gov.uk/online-applications/applicationDetails.do?previousCaseType=Property&keyVal=_EHANT_DCAPR_254462&previousCaseNumber=_EHANT_PROPLPI_94208_1&previousCaseUpnrn=10096347137&activeTab=summary&previousKeyVal=_EHANT_PROPLPI_94208_1

December 2023 - https://planningpublicaccess.easthants.gov.uk/online-applications/applicationDetails.do?keyVal=_EHANT_DCAPR_255150&activeTab=summary

December 2023 - https://planningpublicaccess.easthants.gov.uk/online-applications/applicationDetails.do?previousCaseType=Property&keyVal=_EHANT_DCAPR_255236&previousCaseNumber=_EHANT_PROPLPI_94208_1&previousCaseUpnrn=10096347137&activeTab=summary&previousKeyVal=_EHANT_PROPLPI_94208_1

4. **Recommendation**

4.1 The Council is recommended:

To allow the Town Clerk to submit an appropriate response to application EHDC-26-0082-FUL, Land South of Wilsom Farm, Wilsom Road, Alton, Hampshire, based on the points made by Councillors.

4.2 The Council is recommended:

To allow the Town Clerk to submit an appropriate response to application EHDC-26-0011-CONVR, Land At Lord Mayor Treloar Hospital Site, Chawton Park Road, Alton, Hampshire, based on the points made by Councillors.

4.3 The Council is recommended:

To allow the Town Clerk to submit an appropriate response to application EHDC-26-0108-FUL, Land Adjacent To 25 Cowdray Park, Alton, Hampshire , Alton, Hampshire, based on the points made by Councillors.

Consultee Comments for Planning Application 59966

Application Summary

Application Number: 59966

Address: Land adjacent to 25, Cowdray Park, Alton

Proposal: Dwelling and associated works

Case Officer: Ashton Carruthers

Consultee Details

Name: Mrs Pat Harris

Address: Alton Town Council Market Square, Alton GU34 1HD

Email: Not Available

On Behalf Of: Alton Town Council

Comments

STRONGLY OBJECT for the following material reasons:

Use of Land:

1. There is no change of use application for this plot of land from Amenity to Residential. The 2018 Settlement Policy Boundary Review clearly states this is amenity land and proposed it to remove it from the SPB as such.
2. EHDC JCS Policy CP10 updated 2023 states strict criteria for development of land outside of the SPB for which there is a clear intention given the SPB review above. The proposal does not demonstrate community supports or community need for the development and as it has not been evidenced it would therefore be contrary to CP10.
3. Local residents have demonstrated Prescriptive Use of Land as a Public footpath over the last 35 years and would therefore qualify to be recognised as an official Right of Way
4. The development of this land would, therefore, set an unacceptable precedent in back-land development of green spaces on residential sites leading to an unacceptable loss of green space.

Character of the Area:

5. Risk of build affecting the view from the National Park and, therefore, constitutes a breach of skyline contrary to the Town Design Statement
6. Residents are concern about the resultant change in character of the area and loss of privacy to neighbouring properties.

Traffic, parking & Access:

7. The garage size is not compliant with the requirements under Policy TR5 of the Alton Neighbourhood Plan
8. Inappropriate visibility splays for vehicular access into and out of the proposed development

Impact upon Residential & Visual amenity

9. Contrary to Policy CP27 given the location and proximity to adjacent properties

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Interim Town Clerk - Pat Harris

Town Hall

Market Square

Alton

Hampshire

GU34 1HD

Ref: 59966/001

13th December 2023

Alton Town Council would like to STRONGLY OBJECT to this Lawful Development Certificate proposed application.

Looking at the site plans this appears to be fencing land that does not belong to the applicant and if this is not the case then the plans are incomplete/inaccurate.

In addition, this land, as we can demonstrate below, is Amenity Green Open Space and must remain as such. The 'Racecourses' (originally Weydale Rise) housing estate was built in approx. 1987-89. Throughout the development, as there are in most post-1950s housing developments, are a number of deliberately planned and evenly distributed green open spaces that we would call a 'green' or 'amenity green open space'. These are shown in yellow on the aerial photo below, evenly spread across the Racecourses area. Whilst this photo was taken by drone, these open spaces can easily be seen on a Google Map satellite image.



Key:

- 1 – Salisbury Close (51.143543, -0.967761)
- 2 – Salisbury Close (51.143379, -0.970083)
- 3 – The Ridgeway (51.143579, -0.971126)
- 4 – Haydock Close (51.143816, -0.972290)
- 5 – Plumpton Way (51.142983, -0.972507)
- 6 – Cowdray Park (51.142170, -0.972373)**
- 7 – Haydock Close (51.143860, -0.974001)
- 8 – Fontwell Drive (51.142756, -0.976056)
- 9 – Goodwood Close (51.143850, -0.975634)
- 10 – Kempton Close (51.143616, -0.976667)

Land Registry searches show that whilst most of these green open spaces were transferred to East Hampshire District Council when the development was completed, the green open space at Cowdray Park remained in the ownership of Bryant Homes Southern Limited (today known as Taylor Wimpey). Taylor Wimpey asked Alton Town Council (ATC) if we would take ownership of the land in 2021, and so we were in negotiation over transferring ownership of the land to us when we discovered part of it had been sold by their land agents. We have emails to show this. At this point it must be noted that the appellant does not own the entirety of the land which is outlined in this application.

The photo below is from the original developer drawings that have been supplied by some local residents who have lived there since 1987. In that photo below, the red box shows the immediate area of Cowdray Park and we can see the green open space is included in the plan and is shown as a non-developed/landscaped area on the southern boundary.



The land has been used and maintained by the local community as Amenity Green Open Space consistently and without interruption since 1987.

There are a significant number of local residents who have lived in Epsom Down, Cowdray Park and Plumpton Way from the beginning in 1987 and they all confirm that the land has been used and maintained in a continuous fashion since then. We can provide photos which can be dated to prove this is the case (and indeed we have provided many such photos in the ACV application which was submitted to EHDC on 12/12/2023).

The image below is of a signed statement by a local resident who previously lived at no.25 Cowdray Park which immediately borders the land. In it, he states that he attempted to buy part of the land in order to extend no.25 but his solicitors found it was not possible as it was classified as Amenity land.

We have permission for this statement to be used.

Statement Confirming Amenity Land Status

My name is [REDACTED] and whilst today I live at [REDACTED] I previously lived in [REDACTED] between May 1990 and July 1996.

After my son was born, we considered extending [REDACTED] to the side in approximately 1993-94 to create more space but this would require buying some of the open land upon which the current planning application 59966 relates.

At the time, I worked for [REDACTED] and I had access to Legal Advice Services. I was put in contact with a firm of solicitors in Basingstoke who managed the purchase for me.

After investigation, they replied that I was unable to buy any of the land because it was "Amenity Land" for the community. I presume that it was Taylor Woodrow who informed them of this.

Subsequently, in [REDACTED] to a larger house [REDACTED] where I live today.

I do not have any of the letters/paperwork from 20 years ago but I remember this clearly and, if required, I am happy to make this declaration under oath in the presence of a legal professional.

Signed: [REDACTED]

Print Name: [REDACTED]

Date: 8/5/23

Due to the position relative to surrounding roads and footpaths, this space is a hub, a valued Green Open Space that sees greater use and increased social interaction by both the immediate community but also those from other parts of the Racecourses and beyond (e.g. those that walk or drive/park here for wider access to Windmill Hill).

This Open Space is part of the character of the close and residents use this Amenity Land as a community space. It has been a setting for many social gatherings for the local residents including BBQs, Jubilee street parties, and played an essential part in helping their mental health during the pandemic when they were able to have socially distanced meet ups there.

More importantly, it provides a safe space for children from local families to play together under a watchful eye. They would never be allowed unaccompanied through the hedge onto Windmill Hill, but they can play safely here.

Indeed, Windmill Hill is described on the Alton Town Council website as "a large public open space comprising of approximately 25 acres, with mown footpaths through the long grass meadows" and this accurately describes why they are different types of open space.

As a meeting space, it helps improve the well-being of local residents. One resident of the street says "We've made friends with many people from across the area simply because we've met whilst being in this Open Space and it started with a simple 'hello'.

It has always had a sense of being almost akin to a village green for this part of the Racecourses estate, never to be sold or developed but part of the landscape of the area and part of people's lives."

The map below shows the access points and why this is a popular open space for both local residents and the wider community.



Amenity Green Open Spaces are described as:

- public open spaces whose primary purpose is to improve and enhance the appearance of the local environment and improve the well-being of local residents.
- green space that is designed to provide openness and colour in the built environment, to soften the urban fabric, provide a setting for buildings, provide small wildlife habitats and, allow for informal leisure activities.
- benefiting the local community by improving public health, reducing stress levels, improving child development through creative play, increasing people's interaction with nature, their perception of where they live and contributing towards economic prosperity.
- While the majority of these amenity open spaces have limited/no facilities, their contribution towards the character and setting of residential dwellings in the area is important.
- For people with young children this can provide unequipped play space under a watchful eye close to home.

Every single one of the above points describe this Amenity Green Open Space.

This is Amenity Green Open Space that children have played upon under a watchful eye, that local community events have been held upon (e.g. Jubilee picnic party), that local residents use as a meeting space, etc. Erecting a perimeter fence around this land would remove all of this derived value from the local community.

To this end, ATC have now submitted an application to East Hampshire District Council to recognise it as an Asset of Community Value and it is on this basis that ATC would respectfully request that this fence NOT be allowed.

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Interim Town Clerk - Pat Harris

Town Hall

Market Square

Alton

Hampshire

GU34 1HD

Planning Inspectorate Reference: APP/M1710/W/23/3324931

Location: Land adjacent to 25, Cowdray Park, Alton

Proposal: Dwelling and associated works

Bridget Holden

The Planning Inspectorate

Temple Quay House

2 The Square

Temple Quay

Bristol BS1 6PN

11th December 2023

Alton Town Council would like to repeat their original OBJECTION to this planning application, and in addition would like to enter the following statement:

According to the National Planning Policy Framework (NPPF), “the purpose of the planning system is to contribute to the achievement of sustainable development.

Achieving sustainable development means that the planning system has three overarching objectives, which are interdependent and need to be pursued in mutually supportive ways (so that opportunities can be taken to secure net gains across each of the different objectives):

- a) an economic objective – to help build a strong, responsive and competitive economy, by ensuring that sufficient **land of the right types** is available in the right places and at the right time to support growth, innovation and improved productivity; and by identifying and coordinating the provision of infrastructure;
- b) a social objective – to support strong, vibrant and healthy communities, by ensuring that a sufficient number and range of homes can be provided to meet the needs of present and future generations; and by fostering well-designed, beautiful and safe places, **with accessible services and open spaces** that reflect current and future needs and **support communities’ health, social and cultural well-being**; and
- c) an environmental objective – to protect and enhance our natural, built and historic environment; including making effective use of land, improving biodiversity, using natural resources prudently, minimising waste and pollution, and mitigating and adapting to climate change, including moving to a low carbon economy”

As we can demonstrate below, the land in this application is **NOT** of the 'right type'; it is one of those 'accessible...open spaces' that help support this particular **community's health, social and cultural well-being** and that of the many other users of this piece of land. The 'Racecourses' (originally Weydale Rise) housing estate was built in approx. 1987-89. Throughout the development, as there are in most post-1950s housing developments, are a number of deliberately planned and evenly distributed green open spaces that we would call a 'green' or 'amenity green open space'. These are shown in yellow on the aerial photo below, evenly spread across the Racecourses area. Whilst this photo was taken by drone, these open spaces can easily be seen on a Google Map satellite image.

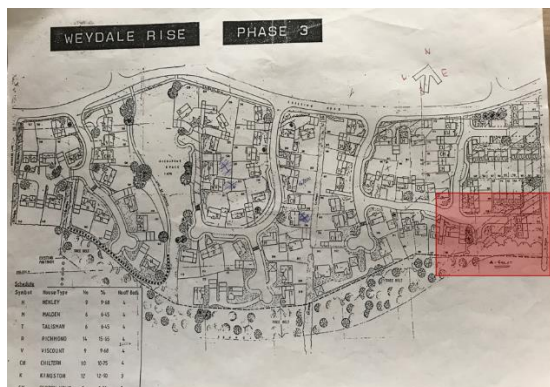


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Indeed, Windmill Hill is described on the Alton Town Council website as “a large public open space comprising of approximately 25 acres, with mown footpaths through the long grass meadows” and this accurately describes why they are different types of open space.

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It has always had a sense of being almost akin to a village green for this part of the Racecourses estate, never to be sold or developed but part of the landscape of the area and part of people’s lives.”

The map below shows the access points and why this is a popular open space for both local residents and the wider community.



What the image does not show well is the topography of the land and how much higher the land is where the new property is proposed, which is a something this appeal also needs to take into account.

Amenity Green Open Spaces are described as:

- public open spaces whose primary purpose is to improve and enhance the appearance of the local environment and improve the well-being of local residents.
- green space that is designed to provide openness and colour in the built environment, to soften the urban fabric, provide a setting for buildings, provide small wildlife habitats and, allow for informal leisure activities.
- benefiting the local community by improving public health, reducing stress levels, improving child development through creative play, increasing people’s interaction with nature, their perception of where they live and contributing towards economic prosperity.
- While the majority of these amenity open spaces have limited/no facilities, their contribution towards the character and setting of residential dwellings in the area is important.
- For people with young children this can provide unequipped play space under a watchful eye close to home.

Every single one of the above points describe this Amenity Green Open Space.

This is Amenity Green Open Space that children have played upon under a watchful eye, that local community events have been held upon (e.g. Jubilee picnic party), that local residents use as a meeting space, etc. Development of this land would remove all of this derived value from the local community.

To this end, ATC have now submitted an application to East Hampshire District Council to recognise it as an Asset of Community Value and it is on this basis that ATC would respectfully request that the appeal NOT be allowed.

Planning Checklist

Planning Application Checklist	Designation/Issue	Red (Sites does not satisfy criteria)	Amber (Criteria may be capable of being satisfied)	Green (Criteria are satisfied)
Flood Zone	Environment Agency Indicative Flood Mapping and SFRA Area at Risk of Flooding	The site is within Flood Zone 3 and not suitable for development.	The site is affected by Flood Zone 2 requiring further investigation (and application of policy tests).	The site is not affected by identified areas of indicative flood mapping or is located in Flood Zone 1.
Environmental Designations	Special Protection Area RAMSAR Site		The site is within the buffer of an international designation and could therefore have a negative impact.	The site is not within an international, national or local environmental designation or within its buffer.
	Site of Special Scientific Interest National Nature Reserve	The site is covered by an international designation.	The site is covered by a national or local designation or is within close proximity and could therefore have a negative impact.	
	Site of Nature Conservation Importance			
National Park and Landscape	National Park or AONB	n/a	The site is within the National Park, AONB or sensitive landscape and could therefore have a negative impact requiring further investigation.	The site is not located in the National Park or sensitive landscape
Contamination or Unstable Land Issues	Land contamination or unstable land issues	The site is located on or adjacent a landfill site or the land is as unstable, and the land has been identified as unsuitable for residential use.	The site is potentially contaminated or unstable and requires further investigation.	There are no known contamination or unstable land issues.
Noise Issues	Noise issues relating to existing land uses or transport corridors	n/a	The site is located adjacent noisy land uses, which requires further investigation.	There are no noisy adjacent land uses and therefore no noise impact on the site.

Planning Checklist

Criteria	Designation/Issue	Red (Sites does not satisfy criteria)	Amber (Criteria may be capable of being satisfied)	Green (Criteria are satisfied)
Residential Amenity	Location of site in relation to existing dwellings	Site has an adverse impact on residential amenity	The site is adjacent existing dwellings and requires further investigation.	There are no adjacent dwellings and therefore no impact on residential amenity.
Historic Environment	Scheduled Ancient Monument (SAM) Sites of Archaeological Importance Historic Park and Garden Conservation Area Listed building	The site is likely to result in substantial harm to the significance of a Scheduled Monument, Grade I or II* Listed Building, or a Grade I or II* Registered Park and Garden.	The site could result in harm to elements which contribute to the significance of a designated heritage asset, which require further investigation.	The site is unlikely to harm the significance of any designated heritage asset or its setting.
Highways	Traffic Impact Assessment Access to A and B roads Proximity to known points of traffic congestion	1. Traffic Impact Study appears inadequate. 2. Site does not cross refer to County traffic study. 3. No links between scheme and infrastructure requirements	1. Traffic Impacts appear reasonable with proper mitigation. 2. Site takes account of mitigation suggested in Traffic Study. Reasonable likelihood of linking infrastructure requirements to residential application	Site as acceptable from a traffic impact point of view.
Availability of community services such as Doctors, Surgery, Dentist, Health Clinic	The scheme either provides for or has close access to community facilities	The scheme provides no community infrastructure nor is it in reasonable proximity to provision	There is some provision of community facilities but not appropriate levels to suit the development proposed	The scheme provides suitable community facilities and is in reasonable proximity to off site provision
Infrastructure	The scheme either provides for or has close access to necessary infrastructure	The scheme provides no infrastructure nor is it in reasonable proximity to suitable provision	There is some provision of infrastructure but not appropriate levels to suit the development proposed	The scheme provides suitable infrastructure and is in reasonable proximity to off site provision.

Planning Checklist

Criteria	Designation/ Designation/ Open Space (POS)	Red (Sites does not satisfy criteria)	Amber (Criteria may be capable of being satisfied)	Green (Criteria are satisfied)
Open Space	Provision of policy compliant Public Open Space (POS)	Site provides inadequate or unusable POS	Some on site provision is made but there are issues with its configuration, future maintenance etc.	POS is provided adequately on site and its future maintenance has been assured.
Availability of utilities, Water, Gas, Electricity, Gas, Broadband, Telephone.	The scheme either provides for or has close access to a range of utilities	The scheme provides no access to utilities nor is it in reasonable proximity to provision. Scheme has an adverse impact on provision of utilities	There is some provision of utilities but not appropriate levels to suit the development proposed	The scheme provides suitable access to utilities and has no adverse impact on utilities for other residents and is in reasonable proximity to off site provision
Availability of Educational facilities	The scheme either provides for or has close access to necessary education provision	The scheme provides no education provision nor is it in reasonable proximity to suitable provision	There is some provision of educational provision but not appropriate levels to suit the development proposed	The scheme provides suitable education provision and is in reasonable proximity to off site provision.
Foul and Surface water drainage	Adequate foul and surface water drainage must be in place	Flows of surface water cannot be adequately attenuated on site and there is no capacity to adequately dispose of foul sewage	Foul and surface water can be managed but not to an acceptable level	Foul and surface water can be adequately dealt with and confirmation from the statutory undertaker has been provided.
Availability and conflict with other policies	Promoted sites, public land ownership, etc.	The owner has confirmed that the site is not available, nor is it likely to be available in the near future to assist meeting the Planning Authorities 5 years supply.	Site availability is unknown and requires further investigation.	There is evidence that the landowner is willing to sell or develop the. Site will meet JCS requirement for housing to meet 5 years supply.

Subject: **IT Policy and Data Audit Report**

Report to: Full Council, 4 March 2026

Report of: Town Clerk

1. Purpose of the report

- 1.1 To approve a new IT Policy and Data Audit Report.

2. Background

- 2.1 Parish councils are required to have an up-to-date IT Policy in place by 31 March as part of the new “Assertion 10: Digital and Data Compliance” of the revised guidance for the Annual Governance and Accountability Return.¹
- 2.2 Assertion 10 is a new set of requirements that updates and supplements previous requirements (that were mainly part of Assertion 3 (“Compliance with Laws”).

3. Main considerations

- 3.1 Assertion 10 requires:
- a) Use of a generic email account on a council-owned domain, such as alton.gov.uk;
 - b) Websites to comply with the *Web Content Accessibility Guidelines 2.2 AA*;
 - c) Ensuring websites include documentation specified in the Freedom of Information Act 2000 and the Transparency Code 2015;
 - d) Complying with the Data Protection Act 2018 and the General Data Protection Regulations (GDPR) 2016; and
 - e) An IT Policy.
- 3.2 Following consultation with our Internal Auditor, the draft IT Policy and the format of the Data Audit Report are based on good practice in other parish councils and are believed to comply with Assertion 10. The draft policy complements the more detailed policy for employees that is in the Employee Handbook, approved by Council in May 2025. It provides a clear framework for the legal and safe use of the council’s IT accounts and resources. The Audit Report draws previous reports into a new format with extra detail.

4. Recommendation

- 4.1 The Council is recommended: **To approve the IT Policy and the Data Audit Report.**

¹ Smaller Authorities' Proper Practices Panel, *Practitioners' Guide 2025* (<https://www.slcc.co.uk/site/wp-content/uploads/2025/04/Practitioners-Guide-2025.pdf>).



ALTON TOWN COUNCIL

Draft IT Policy

1. Introduction

Alton Town Council recognises the importance of effective and secure information technology (IT) and email usage in supporting its business, operations, and communications.

This policy outlines guidelines and responsibilities for the appropriate use of IT resources and email by council members, employees, volunteers and contractors.

2. Scope

This policy applies to all individuals who use Alton Town Council's IT resources, including computers, networks, software, devices, data, and email accounts.

3. Acceptable use of IT resources and email

Alton Town Council's IT resources and email accounts are to be used for official council-related activities and tasks. Limited personal use of council IT is permitted (e.g. internet and WiFi connections, but not @alton.gov.uk email accounts), provided it does not interfere with work responsibilities or violate any part of this policy. All users must adhere to ethical standards, respect copyright and intellectual property rights, and avoid accessing inappropriate or offensive content without a legitimate business reason.

4. Device and software usage

Where possible, authorised devices, software, and applications will be provided by Alton Town Council for work-related tasks.

Unauthorised installation of software on authorised devices, including personal software, is strictly prohibited due to security concerns.

5. Data management and security

All sensitive and confidential Alton Town Council data should be stored and transmitted securely using approved methods. Regular data backups should be performed to prevent data loss, and secure data destruction methods should be used when necessary.

6. Network and internet usage

Alton Town Council's network and internet connections should be used responsibly and efficiently for official purposes. Sharing copyrighted material without proper authorisation is prohibited.

7. Email communication

Email accounts provided by Alton Town Council are for official communication only. Private email accounts should not be used for official Council communication.

Emails should be professional and respectful in tone. As a public service organisation, Alton Town Council may be required to disclose any emails or other digital records as a result of an enquiry under the Freedom of Information Act, the Environment Information Regulations or the Data Protection Act. If personal email accounts have been used, the above legislation will apply to them.

Confidential or sensitive information must not be sent via email unless it is encrypted.

Be cautious with attachments and links to avoid phishing and malware. Verify the source before opening any attachments or clicking on links.

8. Password and account security

Alton Town Council's users are responsible for maintaining the security of their accounts and passwords. Passwords should be strong and not shared with others. Regular password changes are encouraged to enhance security.

9. Mobile devices and remote Work

Mobile devices provided by Alton Town Council should be secured with passcodes and/or biometric authentication. When working remotely, users should follow the same security practices as if they were in the office.

10. Monitoring

Alton Town Council reserves the right to monitor email communications and internet usage on council accounts if required to do so to investigate compliance with this policy and relevant laws. Monitoring will be conducted in accordance with the Data Protection Act and General Data Protection Regulations (GDPR).

11. Retention and archiving

Emails are retained and archived in accordance with legal and regulatory requirements. Regularly review and delete unnecessary emails to maintain an organised inbox.

12. Reporting security incidents

All suspected security breaches or incidents should be reported immediately to the Town Clerk (or, in his absence, the Deputy Town Clerk) for investigation and resolution. Report any email-related security incidents or breaches to the Town Clerk (or, in his absence, the Deputy Town Clerk) immediately.

13. Training and awareness

Alton Town Council will provide regular training and resources to educate users about IT security best practices, privacy concerns, and technology updates. All employees and councillors will receive training on email security and best practices.

14. Compliance and consequences

Breach of this IT Policy may result in the suspension of IT privileges. Councillors should be mindful of the Code of Conduct and the Nolan Principles. Any inappropriate or unauthorised use by employees may lead to formal action, including disciplinary proceedings or, in serious cases, dismissal.

15. Policy review

This policy will be reviewed every two years to ensure its relevance and effectiveness. Updates may be made to address emerging technological trends and security measures.

16. Contacts

For IT-related enquiries or assistance, users can contact the Town Clerk or Deputy Clerk.

All staff and councillors are responsible for the safety and security of Alton Town Council's IT and email systems. By adhering to this IT and Email Policy, Alton Town Council aims to create a secure and efficient IT environment that supports its mission and goals.

Adopted by Full Council	4 March 2026 (if approved)
To be reviewed	March 2028

Alton Town Council – Data Audit Report

Date Completed: 25th February 2026
 Clerk/Responsible Financial Officer: Tom Horwood
 Reviewed By: Hayley Carter, Deputy Clerk 25th February 2026, Full Council 4th March 2026

1. Overview

This audit sets out how the Council processes personal data in the course. It is designed to ensure compliance with the UK GDPR and Data Protection Act 2018, promote transparency, and support accountability.

2. Data Inventory Table

Data Category	What Personal Data?	Who It Relates To	Purpose	Lawful Basis	How It's Collected	How It's Stored	Retention Period	Shared With
Council Minutes & Agendas	Names, roles, public comments	Councillors, staff, public	Governance, public record	Legal Obligation	Directly at meetings or submissions	Website, Secure cloud storage and hard copy	Indefinite (archival)	Public via website
Planning Comments	Name, address, comment content	Residents	Responding to planning applications	Public Task	Email/post	Secure cloud storage, hard copy	6 years	EHDC Planning portal
Hall and Open Spaces Hire Records	Name, contact details, payment info	Hirers / Events organisers	Booking and invoicing	Contract	Hire form/email	Secure cloud storage	7 years (financial)	No
Volunteers	Name, contact details including addresses, emails and telephone numbers, health details	Volunteers	To allow contact with and safety of volunteers	Consent	Online / email	On server	Until they cease to be a volunteer	No
Staff Records	Name, address, payroll data, appraisals	Employees	Employment	Legal Obligation & Contract	Directly from staff	Secure cloud storage, locked file	7 years post-employment	Payroll provider, HMRC, Auditor
Email Enquiries	Name, contact info, content	General public	Responding to queries	Legitimate Interest	Email	secure cloud storage/email server	1 year	Councillors, EHDC and HCC if necessary to resolve query
Altonian / King's Pond / Neighbourhood Plan Mailing Lists	Name, email address	Residents	Community engagement	Consent	Online signup or email	Mailchimp (or similar)	Until unsubscribed	Mailchimp (data processor)
Surveys	Name, email address	Residents	Community engagement	Consent	Online	Survey Monkey / Mailchimp	Until unsubscribed	Survey Monkey / Mailchimp
Walking Festival	Name, email address, contact number, emergency contact details	Residents	To allow them to take part in the walks	Consent	Online through Bookwhen	Bookwhen / name and contact number downloaded onto secure server	Until unsubscribed	Bookwhen / name and contact number also shared with walk leaders
CCTV (if applicable)	Video footage	Visitors to council property	Security	Legitimate Interest	CCTV system	CCTV provider	Max 30 days unless incident	Police (if required)
Deeds and Leases	Name, address, contact number, email	Tenants	Occupying buildings / land	Legal Obligation & Contract	Email or hard copy	Secure cloud storage, locked file	Indefinitely	Appropriate body such as Land Registry, Auditor, HMRC, EHDC, HCC

Invitations to Tender / Quotations	Name, position in company, email address, contact number	Contractors / bidders	To identify best price / award work	Legal Obligation & Contract / Consent	Email or hard copy	Secure cloud storage, locked file	7 years (financial) or end of warranty	Auditor
Finance	Name, Payment details	Staff, residents and contractors	To make and receive payments	Legitimate Interest	Directly from person	Secure cloud storage, hard copy	Until no longer needed or 7 years	Councillors for authorisation and monitoring. Auditors

3. Data Processors (External Parties)

Processor	Purpose	Data Shared	DPA in Place? (Data Processing Agreement)	Other info
Payroll Provider - Livepay	Monthly payroll	Employee details	Yes and in place until terminated	
HMRC	Statutory reporting	Employee pay/tax	No DPA required. The Council shares employee data with HMRC for payroll, tax and pension purposes. HMRC acts as a data controller under relevant UK tax legislation. Article 6(1)(c) – Legal obligation	
Hampshire Pension Services	Employee pensions	Employee details and payroll information	Yes and in place until terminated	
Website Host - Vision ICT	Council website	Public documents	Yes and in place until terminated	
Email Provider (e.g. Outlook/Microsoft)	Communication	Emails	Yes, MicrosoftProductandServicesDPAWVWEnglishApril2025CR.pdf	
Mailchimp	Newsletters	Subscriber emails	Yes	
External Auditors - BDO	Financial audit	Invoices, pay, contracts	Data shared with the appointed external auditor (BDO) as part of statutory audit requirements under the Local Audit and Accountability Act 2014. BDO acts as an independent data controller. BDO publishes their own privacy notice	
Internal Auditor - Mulberry LAS	Internal audit of council governance, financial systems, and compliance,	All financial info including access to payroll, personnel, and payment records	Yes and in place until March 2026	
Chalvington	Computer backup and support	All electronic information	Yes and in place until terminated	
East Hampshire District Council	Governance, planning, assistance with queries	Contact details - names, addresses, emails	Yes, see their website for their privacy notices	
Hampshire County Council	Assistance with resident queries	Contact details - names, addresses, emails	Yes, see their website for their privacy notices	
Rialtas	For Accounts and bookings	Contact details - names, addresses, emails, telephone numbers	Yes and in place until terminated	https://rialtas.co.uk/privacy-statement-and-data-protection/

CCLA, Lloyds, Sum Up and Unity Bank	Council banking	Account names, numbers, councillors and staff identity documents and personal identification details	Banks act as data controllers, deciding how and why they process personal data (e.g., identity checks, account management). The Council provides necessary personal data (e.g., signatory details) for the bank's lawful purposes, not under the Council's instruction. Therefore, under UK GDPR, no Data Processing Agreement is required. The council will share only necessary data, keep a record of what is shared and why and use banks with appropriate data protection measures.	
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4. Security Measures

Password-protected cloud storage and email accounts

Daily backups

Paper files stored in locked cabinet/locked room

Anti-virus and firewall protection

Limited access to personal data internally

Annual review of IT and data handling procedures

5. Data Subject Rights

Alton Town Council recognises and facilitates individuals' rights under UK GDPR, including:

Right to access

Right to rectification

Right to erasure (where applicable)

Right to restrict processing

Right to data portability (where applicable)

Right to object

Right to lodge a complaint with the ICO

Data subject requests should be made in writing to the Clerk and will be responded to within one month.

6. Next Steps & Recommendations

- ☒ Review consent procedures (esp. mailing lists)
- ☒ Annual data protection training for staff and councillors
- ☒ Ensure all third-party processors have up-to-date agreements
- ☐ Conduct DPIAs for any new high-risk processing
- ☐ Maintain an incident log for data breaches

7. Supporting Documents Prepared

- ☒ Completed Data Audit Template
- ☒ Privacy Notice (Public)
- ☒ Data Protection Policy
- ☒ Document Retention Scheme
- ☒ Consent form (if applicable)
- ☒ Data Breach Procedure
- ☒ Data Processor Agreements (or confirmations)
- ☒ Data Protection Impact Assessment template

Approved by Full Council	Date
To be reviewed	March 2027

Subject: **Event Grant Application: Cycle Alton**

Report to: Full Council, 4 March 2026

Report of: Deputy Town Clerk

1. Purpose of the report

- 1.1 To provide an application for an Event & Project Grant for Cycle Alton

2. Background

- 2.1 ATC provides Event and Project Grants for up to £1000 at any time of the year for local organisations. This application falls within that remit.

3. Main considerations

- 3.1 The application form is attached. The application is for £420 for a launch event to be held on 28 March in Alton's Market Square.

4. Recommendation

- 4.1 The Council is recommended:

To award £420 to Cycle Alton for their launch event on 28 March 2026.



ALTON TOWN COUNCIL GRANT APPLICATION

PART 1 - YOUR ORGANISATION

NAME OF ORGANISATION

CYCLE ALTON (ALTON CLIMATE ACTION NETWORK)

NAME OF CONTACT

BECCI MAY

ADDRESS OF CONTACT

COMYN
UPPER ANSTEN LANE
ALTON

TELEPHONE NO:

DAYTIME

07552 697897

EVENING

07552 697897

EMAIL ADDRESS:

BICYCLEBECCI@GMAIL.COM

PLEASE OUTLINE BRIEFLY THE ACTIVITIES OF THE ORGANISATION

Founded in May 2020, we give local cyclists a voice for safer streets + better cycling infrastructure, while promoting cycling as the natural choice for short journeys. Activities include:-

- Commenting on Local Cycling Infrastructure plans
- Applying for & implementing grants in line with our aims - eg. cycle route map & signs, bike maintenance & confidence building support for cyclists
- Events to encourage cycling in Alton

HAS YOUR ORGANISATION APPLIED FOR A
GRANT ELSEWHERE TOWARDS THIS PROJECT?

☒ YES / ☐ NO

IF YES, PLEASE
GIVE DETAILS

SECURED / PENDING

N/A

WHAT OTHER FUNDRAISING HAS BEEN DONE TOWARDS THIS ITEM/PROJECT?
EG CAKE STALL, COFFEE MORNING

None.

YOU ARE INVITED TO GIVE ANY ADDITIONAL INFORMATION WHICH MIGHT ASSIST THE
COUNCIL IN CONSIDERING YOUR APPLICATION

For the launch event, we have support from
local pubs / cafes in Market Square through
reduced price drinks etc for participants.

PLEASE GIVE NUMBERS IN THE
ORGANISATION WHO ARE

A) PAID	☒
B) VOLUNTEERS	☐

HOW MANY MEMBERS/BENEFICIARIES
LIVE WITHIN ALTON

OVER 100

PART 2 - GRANT REQUEST

AMOUNT OF GRANT APPLIED FOR

£ 420

WHAT IS THE TOTAL COST OF THE
PROJECT/ITEM/SERVICE?

£ 420.

HAS MATCHED FUNDING ALREADY
BEEN SECURED? IF SO, PLEASE STATE VALUE

£0

WHAT IS THE GRANT TO BE USED FOR?

Cycle Alton is organising a launch event on
28th March 2026. This grant would be used to:

Design + print flyers + posters (for bus stops)
to promote the launch event in Alton:

- Poster + flyer design = £72.
- Poster printing x 4 = ~~£72 x 4~~ = £168
- Posters at 6 bus stops = £42 x 4
- = £30 x 6 = £180.

= £420.

PART 3 - TO BE COMPLETED BY ALL APPLICANTS

PLEASE STATE BALANCES IN HAND AT THE END OF LAST FINANCIAL YEAR

£136

LEVEL OF UNALLOCATED RESERVES

None

HOW MUCH DID THE GROUP RAISE LAST YEAR (EG FUNDRAISING BY THE GROUP OTHER THAN BY GRANT APPLICATION)?

£10,287.25

PLEASE ENSURE ALL RELEVANT DOCUMENTATION IS ENCLOSED WITH THIS APPLICATION

CHECKLIST



All relevant parts of the form completed



Form signed



Most recent accounts (Audited or draft)



Constitution/Rules



Child Protection Policy (if applicable)

Copies of this completed form and any supporting papers will appear on a Town Council Committee Agenda and will be discussed by the Committee in the presence of the Press and Public.

I DECLARE THAT TO THE BEST OF MY KNOWLEDGE AND BELIEF THAT THE ABOVE INFORMATION IS CORRECT. I ALSO DECLARE THAT ANY GRANT AWARDED WILL BE USED SOLELY FOR THE PURPOSES OUTLINED IN THIS APPLICATION AND I WILL COMPLETE A GRANT EVALUATION FORM WITHIN 6 MONTHS OF THE AWARD OF GRANT. I UNDERSTAND THAT ALTON TOWN COUNCIL RESERVES THE RIGHT TO RECLAIM THE GRANT IN THE EVENT OF IT NOT BEING USED FOR THE PURPOSE SPECIFIED.

NAME

BECCI MAY

SIGNATURE

[Redacted Signature]

POSITION

CYCLE ALTON
CORE TEAM

DATE 20/02/2026

Completed applications should be sent to: Alton Town Council, Town Hall, Market Square, Alton, Hampshire GU34 1HD

Applications are also available from our web site www.alton.gov.uk

Subject: **Year 2 Report from Dementia Friendly Alton re SLA for management of Alton Assembly Rooms**

Report to: Full Council, 4 March 2026

Report of: Deputy Town Clerk

1. Purpose of the report

- 1.1 To provide Council with the Year 2 report from Dementia Friendly Alton re the SLA for management of Alton Assembly Rooms

2. Background

- 2.1 In January 2024, Dementia Friendly Alton took on the lease of the Alton Assembly Rooms and entered into a Service Level Agreement with Alton Town Council for delivery of the facility and services, with special consideration to ten outcomes, which are highlighted in the report.

3. Main considerations

- 3.1 The full report is attached.

4. Recommendation

- 4.1 The Council is recommended:

To note the Year 2 report from Dementia Friendly Alton regarding the management of Alton Assembly Rooms.



Service Level Agreement Report for Full Council

End of Year 2 – Jan 2026 From: Dementia-friendly Alton / AAR

Activity Report – 1st Jan – 31st Dec 2025

Outcome 1-Deliver an organised programme of drop-in sessions, mentoring and workshops, creating a centrally located hub for the Dementia organisation within Alton.

A second complete year of Dementia-friendly Alton at Alton Assembly Rooms has seen an increase in the of sessions of dementia support delivered to a membership that now incorporates 150 members living with dementia and 130 carers, most of whom live in Alton and the surrounding villages, although some attend from as far as Basingstoke, Farnham, Bordon and Petersfield. See Appendix 1 for up to date Programme of Events from Jan 2026. The visibility of DFA within the High Street continues to attract many visitors on a daily basis at the venue with queries related to: dementia care and support; advice re process for dementia diagnosis; advice re care options, as well as a wide range of queries re leisure / entertainment events being at the venue.

The 'Health on the High Street' programme initially delivered in partnership with A31 PCN and Home Instead from 6th November 2024, was successfully held on a weekly basis throughout 2025. MIND (Havant and East Hants) joined the programme in April 2025, delivering a weekly Mindful Connection programme. In mid-December 2025, the A31 PCN announced their decision to relocate 'Health on the High Street' to Alton Maltings from the start of Jan 2026 for reasons undisclosed. DFA, Home Instead and MIND have taken this opportunity to continue their partnership, building on the 'much-loved' Community Café that was remaining at the venue, and creating the 'Wellbeing Wednesday Hub', that provides a good foundation to add further services and opportunities to in due course. (see poster in Appendix 3)

Outcome 2 - DFA will make the Assembly Rooms available for third party community, commercial and casual hirings, managing such bookings around their own use of the building, to ensure the building remains an accessible community facility.

Around the extensive and flexible use of the venue by DFA and the continuation of a programme of CIL funded refurbishment, there has been an increase in bookings by others, from 223 in 2024 to 391 in 2025. **At 06/01/2026** there are already 219 bookings for 2026 from regular users. See full data in Appendix Two. Positive feedback has been received from hirers / users in response to an Online survey sent to hirers / users during 2025 (Appendix 4). There are also bookings for 2026 from nine NEW users / enquirers as the venue's good reputation is being shared. In addition to new website development, a handy '3 month calendar of activities' has been produced in response to many request for 'something to take away that has everything on'.

Outcome 3 - To maintain the current levels of occupancy at the Assembly Rooms, seeking to increase occupancy wherever possible.

Of the 77 individual hirers who have booked throughout 2025, 27 of them (33%) are new users of the venue. Occupancy levels within different parts of the venue have also continued to increase, especially the Upper studio (Pilates, Yoga, Learn to Crochet sessions, Diabetes Coaching, Business meetings, Mindful Connections, Living Well with Dementia Course). With A31 PCN having given notice on their Licence to Occupy for the Rear Rooms area from 6th Feb 2026, and proposed refurbishment with CIL funding fitting out the dressing room area as a 'flexible use area', fuller (day time) use of this area will start from May 2026.

Outcome 4 – To ensure hiring charges are maintained at a level which is consistent and commensurate with other locally available hiring venues to ensure the building remains available for community hirings as well as commercial.

End of 2025 review of the May 2024 hire rates has led to the increasing of rates for all rooms to take account of the extensive new facilities available across the venue. For example, from Feb 2026, the Main Hall rate increases from £35.00 to £42.00 per hour, but this includes access to all the easy to use / 'state of the art' tech/media installed. Even at the increased rate, the venue remains very competitive and in line with other local community buildings. This continues to encourage enquiries for bookings, some of which now have to be declined as there is no availability, with a 'waiting list' starting. Having the flexibility to use a community / not-for-profit rate enables DFA to support other community groups with fund raising events and even free of charge access when funds are not available.

Outcome 5 - To use appropriately qualified staff and volunteers to provide booking and caretaking services for such hirings, with all staff and volunteers representing DFA demonstrating the values and standards of both the Council and DFA.

This continues to be achieved with our growing number of volunteers (now at 50). Due to increase in activity, a second caretaker is being recruited for February 2026. The comprehensive, professional and inclusive training programme provided for all staff and volunteers, is noticed by all venue users and visitors.

Outcome 6 - To maintain the reputation of the Assembly Rooms as a hiring facility, ensuring it is well maintained, clean and tidy.

The venue is considered by all users to be maintained and cleaned to a very high quality / standard now. Maintaining this standard is an integral part of the ongoing financial management within the venue.

Outcome 7 - To market the Assembly Rooms as appropriate to attract hirers to the facility.

The electronic 'Point of Sale' display board, pavement boards and internal marketing walls are updated weekly and draw visitors to the venue on a daily basis. Installation of an additional electronic board is still being planned. The Vision ICT / AAR website that was taken over 2 years ago, is now being replaced with a more 'up to date' approach to enhance the quality and accessibility of information available on social media. DFA are thankful of support from ATC with aspects of marketing to include regular inclusion in the Altonian and FOC use of 'bus-stop' spaces to promote community events at the venue.

Increase in use of the venue for the benefit of the Town has included: regular Sunday film events with newly installed Cinema facilities; support for Alton Arts Festival, regular programme of live music 'tribute nights'; increasing number and diversity of creative acts / shows and other new ventures such as Craft Fayre, return of Panto, the Dolls House & Heritage days, the Gameboard Convention and the Toy Fair. All of this is in addition to the usual support to Alton Town Council and Jane Austen Regency events.

Outcome 8 – To follow up any actions from Town Council meetings and report back on progress and to agree any changes to the service description required

Regular constructive meetings / catch ups have been held between DFA and ATC to review / monitor the: ongoing refurbishment at the Assembly Rooms; relationships with current Licence to Occupy Holders and agree baseline / process for 'effective facilities management of the venue' for all stakeholders and to develop the much needed 'Guide / Handbook to the Venue'. Whilst this has been commenced, it is anticipated that this will be finalised following completion of the current CIL refurbishment by May 2026.

Outcome 9 – DFA will ensure any relevant forms, agreements, applications and other documents required as part of the project are completed and held by DFA.

This is being completed as part of Outcome 8 as work / updates still continue, and will form an integral part of the 'Guide to Facilities Management at AAR'.

Outcome 10 - Both parties will ensure the good reputation of the other is maintained and work towards excellent levels of relationship and communication.

There remains clear evidence in email communication and notes of meetings held between both parties, that there is an effective collaborative working relationship, safeguarding the reputation of both parties whilst ensuring appropriate management of the venue, as an important community resource, and a 'flagship' for the local area.



Appendix One - Current plan for dementia activities from January 2026

JANUARY 2026 - Programme for Centre for Health and Wellbeing:
www.dementia-friendly-alton.org.uk
Call 01420 551455 or Email - dementia_friends@btinternet.com
Alton Assembly Rooms, High Street, Alton, GU34 1BA

Day Time	MON	TUES	WED Wellbeing Hub	THURS	FRI	SAT	SUN
1000 - 1100	Tea and chat every weekday – Pop in for a cuppa & catch up with other members and carers before the sessions start. Centre staff will be undertaking preparation and admin for the day					1030-1530 First Saturday of the month join us at Alice Holt for Flourish in the Forest (Mar-Dec) - See website for details	
1100 – 1300	Creative and Curious	1100-1200 Fit Steps with Glenda and Lesley Time for tea and chat 12-13 Healthy snack club	1000 - 1300 Community Café with Home Instead and MIND (Crafts/Tai Chi/ Reflexology / Love to Move) Wellbeing Wednesday Gardening 1200-1400	0930 -1100 Tea & chat / Bowls 1100-1145 Golden Grooves / Love to Move or Bowls	1100-1230 Music Café/ Dementia Choir LIVDEM Programme starts 16 th Jan 2026 1100 - 1230		
1300 – 1330 - Friendship Lunch – join with friends for Group Lunch session (Fish and Chips on Friday)							
1330 – 1530	1300-1400 Mini quiz and culture chat 1400-1530 Love to Move	1300-1400 Wellbeing Walk 1430-1530 Yoga with Rebecca James Time for Volunteers (Induction / Drop-in / Interviews / Training)	1300-1400 Golden Grooves 1330 – 1530 Inter-generational Games/Bowls 1415 – 1515 (2 nd and 4 th Wed) Keep Active 1500 – 1600 Yoga with Sue Tupper CARERS DAY Ask for info	Heritage and Culture Club (Memory Book/Movie Quiz / Guest speakers) Garden Gang @ Allotment	1330-1530 Tea Dance Counselling for Carers 1300 – 1500 Starts 16 th Jan 2026		

NURTURE GROUP
Young Onset Meeting
3rd Thurs
10-2
Alice Holt

Appendix Two - Data taken from the Hallmaster Booking System

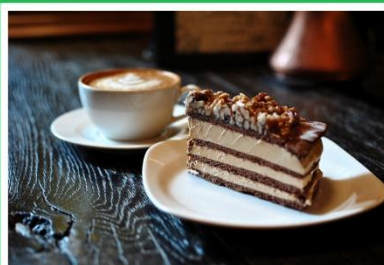


AS AT 6th Jan 2026

		Column Labels			
No. of bookings		2024	2025	2026	2027
Regular user		223	391	219	3
Existing	Alton Art Society	19	20	19	3
Existing	Alton Hook and Yarn	39	54	51	
Existing	Alton Town Council events	14	11	2	
Existing	Footcare	8	30	4	
Existing	Dance Sanctuary	8	12	3	
Existing	Hampshire Dance	55	32	26	
Existing	Health on the High Street	7	48	Relocated	
Existing	Home Instead Community Coffee Morning	20	46	50	
Existing	Jane Austen Regency group	7	10	8	
Existing	Lampports Leaseholder Association	3	2		
New in 2025	MIND Resilience Workshop		38	48	
Existing	Pilates, Phoebe Barrow	10	52	52	
Existing	Pumpkin Pantos	3	5	7	
Existing	The Ancient Order of Foresters Friendly Society Ltd Court 5373	2	4	5	
New in 2025	U3A Ballroom and Latin Dancing		9	10	
Existing	U3A Scottish Dance	19	18	11	
Existing	Yoga - Sue Tupper	9		20	
Other users		55	59	30	
Existing	ACT Tanzania	3	1	1	
Previous	Allen Gallery	1			
New in 2025	Alton Ambulance Appeal for Ukraine		1	2	
Existing	Alton Arts Festival	3	1	4	
Previous	Alton Football Club	1			
Previous	AMJ Intl	1		1	
New in 2025	Back2Back DJs		2		
N/A	Birthday (& other) Parties - Private individuals	7	12	10	
New in 2025	Cardiac Health		1		
Existing	Cardiac Rehab	1	1		
New in 2025	CareYourWay Alton, Farnham & Farnborough		1		
New in 2025	Caroline Goulton		3		
New in 2025	Charity Band nights		1		
Previous	Churcher's College	1			
Previous	Community First	1			
New in 2025	D of E Presentation		1		
Previous	Daniel Payne	1			
Previous	Dementia Pathfinders	1			
New in 2025	Dene rally committee AGM		1		
Previous	Digital Cyber Crime Event	1			
Existing	EIF Services Easter Holiday session		1		
Previous	Elsie Rose Product Sale	1			
Existing	Energy Alton	1	1		
Previous	Friendship Cafe	1			
Previous	Ground & Water Hire	1			
New in 2025	Grove of Serenity Yule Sound Bath		1		
Previous	Hampshire and IOW ICB	1			
New in 2025	Hampshire Fostering Service		1		
Previous	Hampshire Ghost Club	3			
New in 2025	James Norris		1		
Existing	Jeremy Basile, Gala night	1	1		
Previous	John Eggars Residents Association	1		1	
New in 2025	Jon Hawkins		1		
Previous	Kellie Cox	1			
Previous	LDN Wrestling	1			
Previous	Manor Colts YFC	1			
New in 2025	Mid Hampshire Healthcare - Diabetes Clinic		2		
New in 2025	Mk25		1		
Existing	Moira Baker	1	1		
Previous	Multiply Courses	1			
Previous	Music / Band video	1			
New in 2025	Neil Merryweather		2	1	
New in 2025	NODA - National Operatic and Dramatic Association		1	1	
New in 2025	Para Pursuit Investigations		1		
New in 2025	Paranormal evening		1		
Previous	Parkinsons Support Group	7	10	10	
Previous	Penny Hignet	1			
New in 2025	Resurrection Furniture Meeting		1		
New in 2025	Rotherfield District Scouts		3	1	
New in 2025	Savills		1		
Previous	Soundbathing	1			
Existing	Teddy Bear Fair	1	3		
Previous	The Soul Shed	4			
Existing	U3A (other uses)	1	1	1	
New in 2025	Vain Wild		1		
New in 2025	Walking for Health - Leader Training		2		
Previous	Womens Health Event	1			
New in 2025	World Tai Chi Day event		1		
Existing	Wrestling in Alton	1	1	1	
New in 2025	Xyla Services		4	10	
New from 2026 onward				20	9
New from 2026	9 Yards Entertainment			4	
New from 2026	Alton Monthly Repair Cafe			9	9
New from 2026	Bowstance (Tai Chi)			1	
New from 2026	Green Barn (Alton) Management			1	
New from 2026	HAMPSHIRE AND IOW HEALTHCARE NHS FOUNDATION TRUST			1	
New from 2026	Monster Toy Fair			1	
New from 2026	Private - Video Game Filming			1	
New from 2026	Thorn SDS meeting			1	
New from 2026	Curtis Museum Meeting			1	



WEDNESDAY WELLBEING HUB



Community Cafe

*WITH HOME INSTEAD AND
DEMENTIA-FRIENDLY ALTON*

**1000 -
1300**

WELLBEING MORNING ACTIVITIES INCLUDE:

LOVE TO MOVE

REFLEXOLOGY

TAI CHI

POP IN TO FIND OUT MORE - FREE TO ATTEND



Footcare with Beth

APPOINTMENTS ON WEDNESDAY / FRIDAY

BOOK IN ADVANCE WITH BETH

07595 453805

**MINDFUL CONNECTIONS
RELAXED CONVERSATION IN A CREATIVE
AND SAFE SPACE - 11.30 - 12.40
POP IN TO FIND OUT MORE**

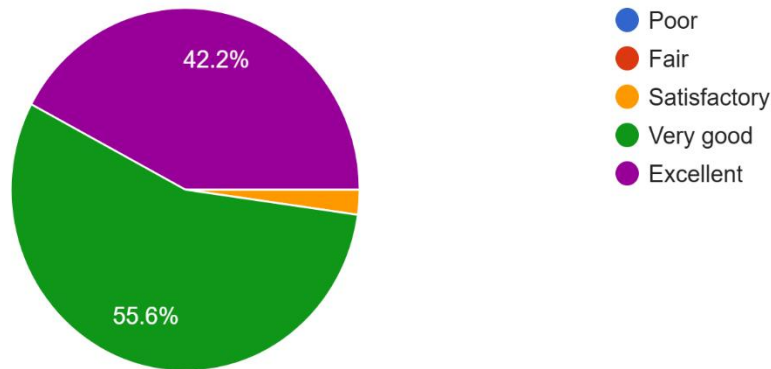




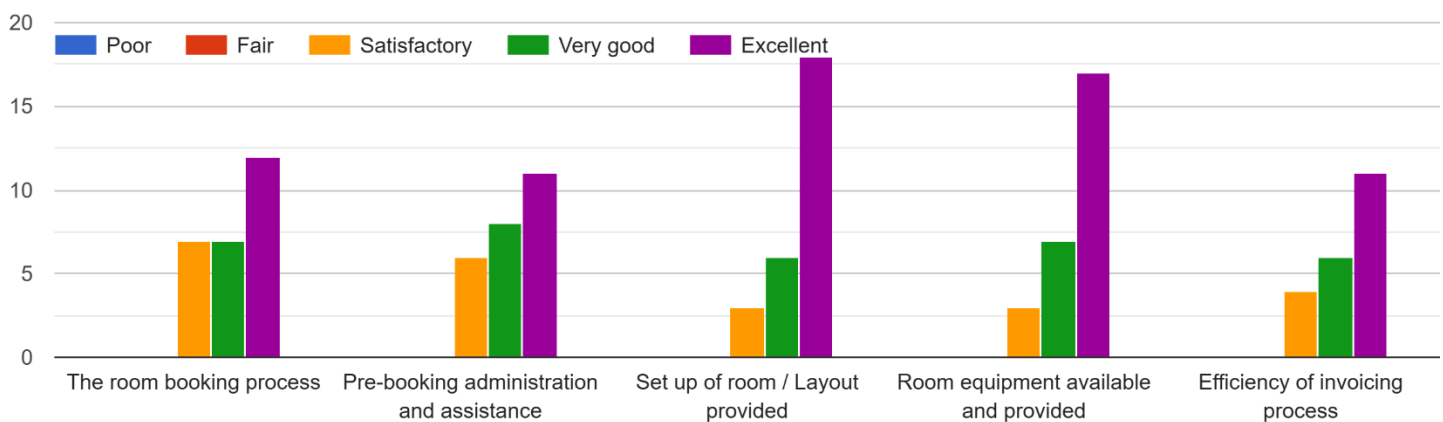
Appendix Four - Results to survey from hirers who responded and some of those attending over a cold weekend in January 2026 n=45

Your overall first impression of the venue

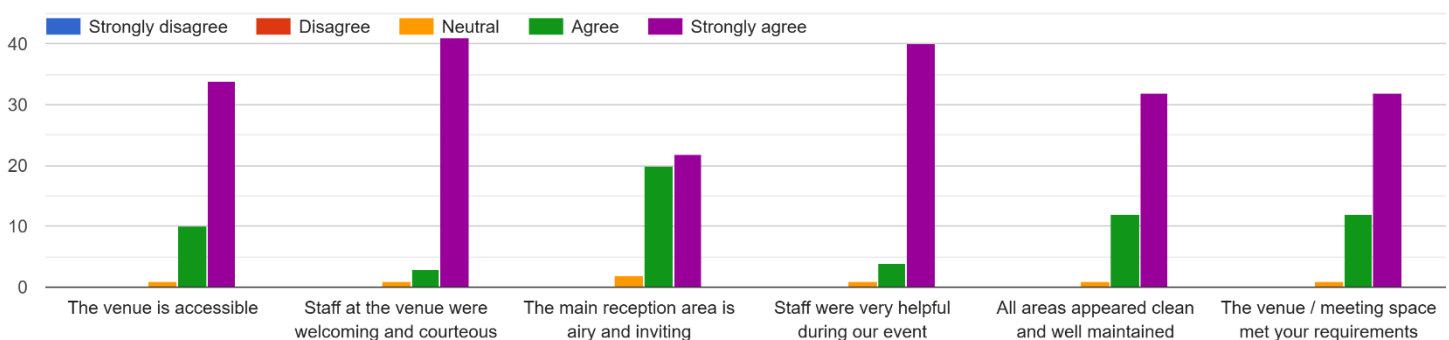
45 responses



Booking the Venue (if applicable)



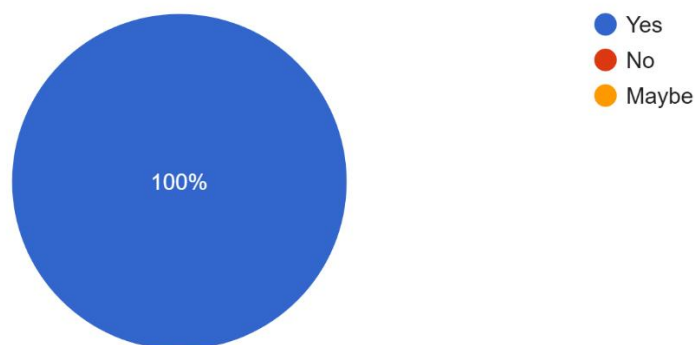
Customer experience within the venue



Would you recommend this venue to others?

99

45 responses



How could we make your visit even better next time? 45 responses

The hall can be a bit chilly sometimes – ***plans to address by altering hanging of acoustic curtains following forthcoming decoration of Main Hall***

Difficult to say. Karen and her team were great and the venue, though old, was well managed and met all our needs. We'll be back I'm sure!



More details re car parking for those who have never been there before - ***will be addressed on new website***

Car parking at the venue would be nice - but clearly not easy to solve – ***as above***

Childrens Toys and books during Repair Café

We love performing in the Assembly Rooms and can see how much hard work and attention has gone into improving the facilities. The staff and volunteers are very welcoming and accommodating. The new technical equipment is superb and the cleanliness of the dressing rooms and kitchen is very high quality. With regards to the stage area, for our panto productions, we would greatly appreciate if the wings could be kept as clear as possible. We completely understand that AODS make regular use of the space and naturally have a number of props and equipment stored there. If it were possible for these items to be temporarily removed for the duration of our hire, it would make a significant difference to the smooth running of our performances. A clearer backstage area would help our actors move comfortably and safely, and would provide the space we need for our own props and larger set pieces – ***management and storage on stage currently being reviewed***

It's hard to say, everyone was very helpful. The facilities were excellent. The caretaker was very good indeed. I think you get top marks.

Nothing to add

This was my first visit to the Assembly Rooms and I was so impressed. The event (Jane Austen film) was very well organised. Very good experience at the beautiful and well equipped High Street venue

Keep up the good work :)
Perfect!



Please produce more information about future events – ***new website being launched and new handy leaflet***

Space for a coffee bar would be good

Excellent cinema facilities - but could you warm up the hall a bit

Venue good as it stands

Doesn't need to be better.

Visits to the events here are always good and local!

Its a great place to meet friends and have fun.

I like it as it is - the Assembly Rooms is a big asset to the Town

More space backstage and dressing rooms

The big overhead lighting was quite harsh for our use of the room for yoga when people are often looking UP! So thank you for getting the floor lamp so we can turn the overhead harsh strip lights off in the relaxation time.

A wonderful venue and organisation. Clean toilets too.

Always clean and welcoming.

Sort out the website and ticket booking electronically – ***now have new website and improved information re tickets***

We are more than pleased with Karen, the staff and environment

Keep it up!

Can't think of anything / No comment x 4

Everything was brilliant. I have attended the cinema, the Ball, Afternoon Tea and the Regency Hair Dressing Parlour - all excellent - what an amazing venue - so professional yet small and friendly

Love the new cinema facilities

No Notes! It was a wonderful experience and incredibly good value for money !

Everything is so lovely and welcoming, thank you so much. Main room could be a little warmer (perhaps). Events held here are such good value

Praise for getting the new screen.

Dedicated box office for all events at Assembly Rooms would be useful

Information / contact details for regular events at Alton Assembly Rooms

Alton Art Society – Monthly demonstrations 2.30pm – 4.30pm on third Saturday of each month from Sept to March. Visitors welcome - £5.00. Annual Exhibition held in October. Contact for more information - www.altonartsociety.org

Alton Repair Café – Held monthly on third Saturday from 10.30 – 12.30. Free repairs but donations are welcome. Contact – altonrepaircafe21@gmail.com

U3A Ballroom & Latin Dancing – Held fortnightly on Tuesday afternoon - 1.45-3.45pm (Sept - May). Membership required – contact - <https://alton.u3asite.uk>

U3A Scottish Dancing – Held twice a month on Tuesday morning from 10-12 noon (Sept-May). Membership required – contact – <https://alton.u3asite.uk>

Zumba with Hampshire Dance Fitness – Fast paced and fun Zumba class held weekly on Wednesday from 7pm. katesadler@live.com 07738 668173

Pilates with Phoebe – Mixed level class held weekly on Wednesdays at 0930. Contact via email – Pb.movement@icloud.com

Grooves – Fun Golden Grooves session held weekly on Wednesday at 1300 with Mandy Wilson (£5 non-members) and fortnightly (chair based) with Mandy or Elizabeth Blake (£3 non-members), Contact – roxywilson@btinternet.com or 07551 617498

Dance Sanctuary – Hold a range of Conscious and Ecstatic Dances at Alton Assembly Rooms, as well as other local venues. Times and focus of dance can vary – so check website or poster at venue. Contact - marie184@btinternet.com

Tribute Nights – Live music evenings hosted by Artlux Promotions and supported by Bespoke Bars (Licensed Bar). Bar opens at 1830 with music starting at 1930. Tickets via QR code on poster, or by cash / card on door. For more info ask at Assembly Rooms.

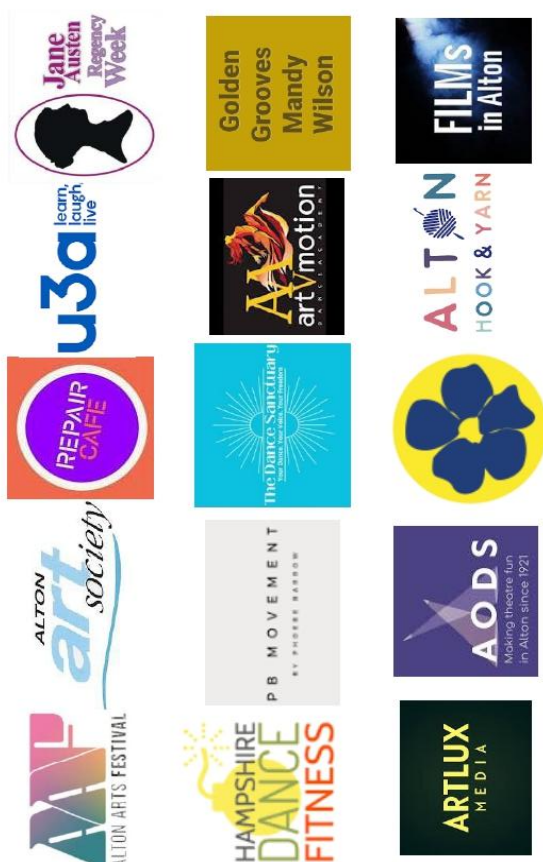
Film Nights – Held in partnership with Dementia-friendly Alton and Films in Alton Group. Film usually starts at 7 pm on first Sunday of the month, with bar open at 6.30pm. Tickets £6 / £5 (Abri/U3A). Contact- altoncinema@gmail.com

Alton Hook & Yarn – A friendly crochet group that welcomes beginners, led by Kate Gadd. Contact – creatingcraftsandblooms@gmail.com or call 07570 983501

Special / One-off events for public attendance, are increasing at Alton Assembly Rooms! Look out for the Gold Items on the calendar. For more information see poster / staff at the Assembly Rooms or check website.

What's On? January – March Alton Assembly Rooms

Community / Regular Users



For more information about events
and hiring facilities at

Alton Assembly Rooms go to

www.altonassemblyrooms.com

01420 551455



**Dementia
Friendly
Alton**
Shining a light on Dementia

Appendix Five - New 'Quick pick up' Leaflet

JANUARY		FEBRUARY		MARCH	
Thursday 1 st		Sunday 1 st	Tai Chi 2pm Film 7pm:Downton Abbey	Sunday 1 st	Wrestling 2.30pm Film 7pm: I Swear
Friday 2 nd		Monday 2 nd		Monday 2 nd	Alton Hook & Yarn – 10am
Saturday 3 rd		Tuesday 3 rd	Scottish Dance 10am Ballroom 1.45pm	Tuesday 3 rd	Scottish Dance 10am Ballroom 1.45pm
Sunday 4 th	Film 7pm: Mission Impossible	Wed 4 th	Pilates 9.30 Grooves 1pm Zumba 7pm	Wed 4 th	Pilates 9.30 Grooves 1pm Zumba 7pm
Monday 5 th	Alton Hook & Yarn – 10am & 2pm	Thursday 5 th		Thursday 5 th	
Tuesday 6 th	Scottish Dance 10am Ballroom 1.45pm	Friday 6 th		Friday 6 th	Dance Sanctuary 6.45pm
Wed 7 th	Pilates 9.30 Grooves 1pm Zumba 7pm	Saturday 7 th	Tribute – Westend Jerseys – 7.30pm	Saturday 7 th	Tribute – Elvis – 7.30pm
Thursday 8 th		Sunday 8 th		Sunday 8 th	
Friday 9 th	Dance Sanctuary 6.45pm	Monday 9 th	Alton Hook & Yarn – 10am	Monday 9 th	Alton Hook & Yarn – 10am
Saturday 10 th		Tuesday 10 th		Tuesday 10 th	
Sunday 11 th		Wed 11 th	Pilates 9.30 Grooves 1&2.15pm Zumba 7pm	Wed 11 th	Pilates 9.30 Grooves 1&2.15pm Zumba 7pm
Monday 12 th	Alton Hook & Yarn – 10am & 2pm	Thursday 12 th		Thursday 12 th	
Tuesday 13 th		Friday 13 th	Jazz Music and Dance night 7pm	Friday 13 th	
Wed 14 th	Pilates 9.30 Grooves 1&2.15pm Zumba 7pm	Saturday 14 th		Saturday 14 th	Party for Ukraine 7pm
Thursday 15 th		Sunday 15 th	Toy Fair 10am – 2 pm	Sunday 15 th	Toy Fair 10am – 2 pm
Friday 16 th		Monday 16 th	Alton Hook & Yarn – 10am	Monday 16 th	Alton Hook & Yarn – 10am
Sat 17 th	Repair Café 10.30am Art Society 2pm Austen Ball 7 pm	Tuesday 17 th	Scottish Dance 10am Ballroom 1.45pm	Tuesday 17 th	Scottish Dance 10am Ballroom 1.45pm
Sunday 18 th	Austen Film: Mansfield Park 2.30pm	Wed 18 th	Pilates 9.30 Grooves 1pm Parkinsons 2pm	Wed 18 th	Pilates 9.30 Grooves 1pm Parkinsons 2pm Zumba 7pm
Monday 19 th	Alton Hook & Yarn – 10am & 2pm	Thursday 19 th		Thursday 19 th	
Tuesday 20 th	Scottish Dance 10am Ballroom 1.45pm	Friday 20 th		Friday 20 th	
Wed 21 st	Pilates 9.30 Grooves 1pm Parkinsons 2pm Zumba 7pm	Saturday 21 st	Repair Café 10.30am Art Society 2pm	Saturday 21 st	Repair Café 10.30am Art Society 2pm
Thursday 22 nd		Sunday 22 nd		Sunday 22 nd	
Friday 23 rd		Monday 23 rd	Alton Hook & Yarn – 10am	Monday 23 rd	Alton Hook & Yarn – 10am
Saturday 24 th		Tues 24 th		Tues 24 th	Pilates .30 Grooves 1&2.15pm Zumba 7pm
Sunday 25 th		Wed 25 th	Pilates 9.30 Grooves 1&2.15pm Zumba 7pm	Wed 25 th	
Monday 26 th	Alton Hook & Yarn – 10am & 2pm	Thursday 26 th		Thurs 26 th	Choir Charity Event for Ukraine 7.30pm
Tuesday 27 th		Friday 27 th		Friday 27 th	
Wed 28 th	Pilates 9.30 Grooves 1&2.15pm Zumba 7pm	Saturday 28 th	Bereavement day 10am	Saturday 28 th	
Thursday 29 th		Sunday 29 th		Sunday 29 th	
Friday 30 th		Monday 30 th		Monday 30 th	Alton Hook & Yarn – 10am
Saturday 31 st	Tribute - 80's show - 7.30pm	Tuesday 31 st		Tuesday 31 st	
Alton Art Society Grooves/Chair		U3A Ballroom & Latin Tribute Nights		Zumba (Hampshire Dance Fitness) Alton Hook & Yarn	
Alton Repair Café Dance Sanctuary		U3A Scottish Dance Film Nights		Pilates with Phoebe Special / Other Events	

Subject: **Statement of Accounts to 31st January 2026**

Report to: Full Council, 4 March 2026

Report of: Deputy Town Clerk

1. Purpose of the report

1.1 To present the accounts for approval to the end of January 2026.

2. Background

2.1 Every month the accounts are presented to Full Council for approval, and all of this information can be found on the Town Council website.

3. Main considerations

3.1 Please find attached:

1. The balance Sheet to 31 January 2026. The balance sheet will be presented for sign off by the Chairman of the Council and the RFO (Responsible Financial Officer, Tom Horwood – Town Clerk).
2. The Statutory Income and Expenditure Report for the period 1-31 January 2026.
3. Bank reconciliations to 31 January 2026 which require signing off on behalf of the Council that the figures presented reconcile with the original bank statements, which will be presented to councillors signing off the account at the meeting.
4. The report which includes all payments over £500, issued between 1-31 January 2026 in respect of invoices and grant cheques.

4. Recommendation

4.1 The Council is recommended:

To approve as tabled:

- 1. The Balance Sheet to 31 January 2026;**
- 2. The Income and Expenditure Report for the period 1-31 January 2026;**
- 3. Bank reconciliations to 31 January 2026; and**
- 4. Payments over £500, issued between 1-31 January 2026.**

16/02/2026

Alton Town Council

11:59

Balance Sheet as at 31/01/2026

31/03/2024

31/03/2025

Current Assets

22,525	Debtors	11,665
25,122	Vat Control	4,395
1,738,733	CCLA Deposit Fund	1,948,351
181	Petty Cash	292
167,821	Unity Trust Bank : Current A/c	254,013
0	Superannuation Due	0

1,954,381

2,218,716

1,954,381 Total Assets

2,218,716

Current Liabilities

0	Lloyds Credit Card	371
2,681	Creditors control ac	21,299
151,020	Accruals	0
6,816	Receipts in Advance	0

160,517

21,670

1,793,864 Total Assets Less Current Liabilities

2,197,046

Represented By

27,406	Working Capital	335,586
211,304	EMR Open Spaces (inc King Pond	211,304
222,673	EMR 3G Interest	222,673
28,179	Economic Development Reserve	28,179
243,862	EMR Capital Reserve	243,862
600	EMR Complian Homeless Trust	0
129,491	General Reserves	129,491
46,471	EMR Barley Fields	40,971
35,050	Pump Track Flood Lighting	35,050
248,970	EMR Neighbourhood CIL	281,837
9,296	EMR Weywalk	9,296
36,346	EMR Treloar Heights	31,346
90,000	EMR Crownby Estate	90,000
880	EMR David Whitmarsh Award	0
40,000	EMR Pension	40,000
90,197	EMR Will Hall Meadow	84,697
10,073	Climate Change Grant Fund	10,073
152,039	EMR CALA Community Build (CIL)	152,039
2,905	EMR PTMC	2,905

16/02/2026

Alton Town Council

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Balance Sheet as at 31/01/2026

31/03/2024

31/03/2025

148,125 EMR Jubilee Pavilion project

148,125

20,000 EMR Assembly Rooms

20,000

0 EMR Alton Gateway

79,422

0 EMR Yoga in the Park

194

1,793,864**2,197,046**

The above statement represents fairly the financial position of the authority as at 31/01/2026 and reflects its Income and Expenditure during the year.

Signed :

Chairman

Date : _____

Signed :

Responsible

Financial

Date : _____

16/02/2026

Alton Town Council

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Detailed Income & Expenditure by Budget Heading 31/01/2026

Month No: 10

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>101 Corporate Management</u>								
1010 Other Income	20,500	82,612	60	(82,552)			137686.	79,422
Corporate Management :- Income	20,500	82,612	60	(82,552)			137686.	79,422
4088 Newsletter	4,883	7,330	6,440	(890)		(890)	113.8%	
4101 Bank Charges	521	546	566	20		20	96.5%	
4111 Professional Fees	31,344	34,114	18,540	(15,574)	2,834	(18,408)	199.3%	
4112 Audit Fees	3,181	3,111	4,410	1,299		1,299	70.5%	
4117 David Whitmarsh Award	0	880	60	(820)		(820)	1466.7%	880
Corporate Management :- Indirect Expenditure	39,930	45,981	30,016	(15,965)	2,834	(18,799)	162.6%	880
Net Income over Expenditure	(19,430)	36,631	(29,956)	(66,587)				
6000 plus Transfer from EMR	0	880	0	(880)				
6001 less Transfer to EMR	(11,972)	79,422	0	(79,422)				
Movement to/(from) Gen Reserve	(7,458)	(41,911)	(29,956)	11,955				
<u>102 Democratic Representation</u>								
1010 Other Income	170	110	0	(110)			0.0%	
Democratic Representation :- Income	170	110	0	(110)				0
4121 Mayors Allowance	4,000	304	4,000	3,696		3,696	7.6%	
4122 Election costs	0	292	7,000	6,708		6,708	4.2%	
4124 Public Consultations	246	120	2,000	1,880		1,880	6.0%	
4125 Councillor Expenses	1,133	982	1,000	18		18	98.2%	
Democratic Representation :- Indirect Expenditure	5,379	1,698	14,000	12,302	0	12,302	12.1%	0
Net Income over Expenditure	(5,209)	(1,588)	(14,000)	(12,412)				
<u>105 Central Support-Admin Costs</u>								
1009 Insurance income	5,621	6,785	0	(6,785)			0.0%	
1010 Other Income	4,106	363	0	(363)			0.0%	
Central Support-Admin Costs :- Income	9,726	7,148	0	(7,148)				0
4001 Salaries	259,960	215,067	308,940	93,873		93,873	69.6%	
4002 Employers NI	27,146	28,383	38,309	9,926		9,926	74.1%	
4003 Employers Pension	50,731	42,824	66,113	23,289		23,289	64.8%	
4005 Pension Enhancements	1,201	611	1,260	649		649	48.5%	
4008 Staff Training	658	429	2,730	2,301		2,301	15.7%	
4009 Staff Travel & Welfare	3,334	2,944	4,000	1,056		1,056	73.6%	
4026 Other Expenditure	1,957	1,688	2,756	1,068		1,068	61.2%	
4071 Telephone and IT	15,383	13,379	16,152	2,773		2,773	82.8%	

Continued over page

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Alton Town Council

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Detailed Income & Expenditure by Budget Heading 31/01/2026

Month No: 10

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4072 Mobile Phones	2,790	2,361	2,817	456		456	83.8%	
4075 Stationery & Printing	4,188	2,607	2,212	(395)		(395)	117.8%	
4076 Postage	656	557	1,216	659		659	45.8%	
4080 Subscriptions & Publications	2,520	500	3,473	2,973		2,973	14.4%	
4085 Insurance	24,103	27,209	25,272	(1,937)		(1,937)	107.7%	
4087 Advertising	257	1,537	717	(820)		(820)	214.4%	
4155 Equipment	2,242	96	12,205	12,109		12,109	0.8%	
4157 Furniture	0	31	1,103	1,072		1,072	2.8%	
Central Support-Admin Costs :- Indirect Expenditure	397,126	340,223	489,275	149,052	0	149,052	69.5%	0
Net Income over Expenditure	(387,400)	(333,075)	(489,275)	(156,200)				
<u>106 Central Support-Town Hall</u>								
1002 Shop Rents	3,961	3,331	3,960	629			84.1%	
1010 Other Income	15,791	280	0	(280)			0.0%	
Central Support-Town Hall :- Income	19,752	3,611	3,960	349			91.2%	0
4021 Rates	7,610	6,342	7,988	1,646		1,646	79.4%	
4022 Water Charges	569	646	785	139		139	82.3%	
4024 Gas	2,516	1,502	2,558	1,056		1,056	58.7%	
4025 Electricity	3,696	3,829	3,470	(359)		(359)	110.3%	
4030 Cleaning	2,123	1,780	2,217	437		437	80.3%	
4071 Telephone and IT	0	1,147	0	(1,147)		(1,147)	0.0%	
4140 Building Maintenance	9,776	102,438	75,000	(27,438)	261	(27,699)	136.9%	74,500
Central Support-Town Hall :- Indirect Expenditure	26,290	117,684	92,018	(25,666)	261	(25,927)	128.2%	74,500
Net Income over Expenditure	(6,538)	(114,073)	(88,058)	26,015				
6000 plus Transfer from EMR	0	74,500	0	(74,500)				
Movement to/(from) Gen Reserve	(6,538)	(39,574)	(88,058)	(48,484)				
<u>107 Operating Income & Exp.</u>								
1005 Market Income	12,000	9,000	14,000	5,000			64.3%	
1081 CIL	230,469	142,877	0	(142,877)			0.0%	142,877
1176 Precept	851,976	890,180	890,180	0			100.0%	
1190 Interest Received	97,852	74,738	60,000	(14,738)			124.6%	
Operating Income & Exp. :- Income	1,192,297	1,116,795	964,180	(152,615)			115.8%	142,877
4504 Neighbourhood CIL Grants	84,805	52,325	0	(52,325)	7,565	(59,890)	0.0%	36,111
Operating Income & Exp. :- Indirect Expenditure	84,805	52,325	0	(52,325)	7,565	(59,890)		36,111
Net Income over Expenditure	1,107,491	1,064,470	964,180	(100,290)				
6000 plus Transfer from EMR	0	36,111	0	(36,111)				
6001 less Transfer to EMR	268,026	142,877	0	(142,877)				
Movement to/(from) Gen Reserve	839,466	957,704	964,180	6,476				

Continued over page

16/02/2026

Alton Town Council

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Detailed Income & Expenditure by Budget Heading 31/01/2026

Month No: 10

Cost Centre Report

		Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>108</u>	<u>Other Properties</u>								
1001	Rents	12,000	12,000	12,000	0			100.0%	
	Other Properties :- Income	12,000	12,000	12,000	0			100.0%	0
4026	Other Expenditure	304	0	0	0		0	0.0%	
4411	Buildings Maintenance Tannery	455	528	2,205	1,677		1,677	24.0%	
4412	Public Works Loan Board repay	9,411	9,411	9,411	0		0	100.0%	
	Other Properties :- Indirect Expenditure	10,170	9,939	11,616	1,677	0	1,677	85.6%	0
	Net Income over Expenditure	1,830	2,061	384	(1,677)				
<u>201</u>	<u>Anstey Park</u>								
1000	Fees and Charges	15,864	15,549	20,747	5,198			74.9%	
1001	Rents	56,126	49,357	55,445	6,088			89.0%	
1010	Other Income	2,541	465	0	(465)			0.0%	
1016	Alton FC Holding Funds	22,116	0	22,116	22,116			0.0%	
	Anstey Park :- Income	96,647	65,371	98,308	32,937			66.5%	0
4021	Rates	1,771	1,476	1,860	384		384	79.4%	
4022	Water Charges	2,056	829	2,107	1,278		1,278	39.4%	
4024	Gas	1,745	1,846	2,880	1,034		1,034	64.1%	
4025	Electricity	11,824	8,730	10,639	1,909	1,081	828	92.2%	
4030	Cleaning	10,221	8,545	11,298	2,753		2,753	75.6%	
4071	Telephone and IT	679	511	681	170		170	75.1%	
4140	Building Maintenance	3,835	17,137	8,820	(8,317)	500	(8,817)	200.0%	
4141	Grounds Maintenance	32,342	7,049	7,350	301	9,002	(8,701)	218.4%	
	Anstey Park :- Indirect Expenditure	64,473	46,125	45,635	(490)	10,583	(11,073)	124.3%	0
	Net Income over Expenditure	32,174	19,246	52,673	33,427				
6001	less Transfer to EMR	22,116	0	0	0				
	Movement to/(from) Gen Reserve	10,058	19,246	52,673	33,427				
<u>202</u>	<u>Jubilee Playing Fields</u>								
1000	Fees and Charges	15,819	17,157	18,126	969			94.7%	
1001	Rents	22,445	22,387	22,504	117			99.5%	
	Jubilee Playing Fields :- Income	38,264	39,544	40,630	1,086			97.3%	0
4021	Rates	2,083	1,736	2,187	451		451	79.4%	
4022	Water Charges	293	384	2,778	2,394		2,394	13.8%	
4025	Electricity	5,259	4,322	5,122	800		800	84.4%	
4030	Cleaning	239	21	400	379		379	5.3%	

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Detailed Income & Expenditure by Budget Heading 31/01/2026

Month No: 10

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4071 Telephone and IT	218	146	198	52		52	73.6%	
4140 Building Maintenance	11,074	5,603	2,205	(3,398)		(3,398)	254.1%	
4141 Grounds Maintenance	8,862	12,772	8,942	(3,830)	7,209	(11,039)	223.4%	
4143 Skatepark Maintenance	0	0	500	500		500	0.0%	
4150 Fuel Costs	936	0	1,638	1,638		1,638	0.0%	
Jubilee Playing Fields :- Indirect Expenditure	28,965	24,985	23,970	(1,015)	7,209	(8,223)	134.3%	0
Net Income over Expenditure	9,299	14,559	16,660	2,101				
<u>301 Grounds Maintenance Team</u>								
1000 Fees and Charges	1,200	0	0	0			0.0%	
1010 Other Income	3,840	3,010	0	(3,010)			0.0%	
Grounds Maintenance Team :- Income	5,040	3,010	0	(3,010)				0
4001 Salaries	144,642	131,548	171,276	39,728		39,728	76.8%	
4002 Employers NI	10,054	11,918	21,238	9,320		9,320	56.1%	
4003 Employers Pension	17,649	18,452	34,172	15,720		15,720	54.0%	
4010 Uniforms	495	891	1,551	660		660	57.4%	
4031 Refuse Collection	19,281	15,958	20,132	4,174		4,174	79.3%	
4139 Pot holes/Roadway resurfacing	7,500	(6,048)	7,500	13,548		13,548	(80.6%)	
4141 Grounds Maintenance	10,739	18,400	6,795	(11,605)	478	(12,083)	277.8%	
4144 Play Equipment Inspections	8,271	11,613	15,443	3,830	4,045	(215)	101.4%	
4145 Tree Maintenance	24,652	19,334	42,000	22,667	31,415	(8,749)	120.8%	
4146 Bedding Plants	813	780	1,050	270		270	74.3%	
4147 Dog Bins	1,430	1,400	1,764	364		364	79.4%	
4148 Play Equipment Maintenance	11,550	12,795	12,128	(667)		(667)	105.5%	
4149 Vehicle Costs	2,802	7,306	7,053	(253)		(253)	103.6%	
4150 Fuel Costs	6,350	4,688	9,861	5,173		5,173	47.5%	
4153 Locking & Unlocking	11,456	9,264	12,039	2,775	1,999	776	93.6%	
4155 Equipment	26,289	32,037	30,000	(2,037)	1,471	(3,508)	111.7%	16,000
Grounds Maintenance Team :- Indirect Expenditure	303,973	290,336	394,002	103,666	39,408	64,259	83.7%	16,000
Net Income over Expenditure	(298,933)	(287,326)	(394,002)	(106,676)				
6000 plus Transfer from EMR	0	16,000	0	(16,000)				
Movement to/(from) Gen Reserve	(298,933)	(271,326)	(394,002)	(122,676)				
<u>310 The Butts</u>								
1000 Fees and Charges	2,430	2,450	2,200	(250)			111.4%	
The Butts :- Income	2,430	2,450	2,200	(250)			111.4%	0
4022 Water Charges	200	5	59	54		54	8.5%	

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Alton Town Council

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Detailed Income & Expenditure by Budget Heading 31/01/2026

Month No: 10

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4031 Refuse Collection	1,095	0	0	0		0	0.0%	
4141 Grounds Maintenance	0	105	0	(105)		(105)	0.0%	
The Butts :- Indirect Expenditure	1,295	110	59	(51)	0	(51)	186.4%	0
Net Income over Expenditure	1,135	2,340	2,141	(199)				
<u>311 Public Gardens</u>								
1000 Fees and Charges	0	20	0	(20)			0.0%	
1001 Rents	16,449	14,465	16,397	1,932			88.2%	
1010 Other Income	32,572	194	0	(194)			0.0%	194
Public Gardens :- Income	49,021	14,678	16,397	1,719			89.5%	194
4022 Water Charges	6	65	573	508		508	11.3%	
4025 Electricity	3,703	2,304	3,252	948		948	70.8%	
4111 Professional Fees	0	0	0	0	1,900	(1,900)	0.0%	
4140 Building Maintenance	1,940	720	1,389	669		669	51.8%	
4141 Grounds Maintenance	44,473	10,635	3,183	(7,452)		(7,452)	334.1%	
Public Gardens :- Indirect Expenditure	50,120	13,724	8,397	(5,327)	1,900	(7,227)	186.1%	0
Net Income over Expenditure	(1,099)	955	8,000	7,045				
6001 less Transfer to EMR	(13,712)	194	0	(194)				
Movement to/(from) Gen Reserve	12,613	761	8,000	7,239				
<u>312 Windmill Hill</u>								
1001 Rents	4,417	1,588	3,500	1,912			45.4%	
Windmill Hill :- Income	4,417	1,588	3,500	1,912			45.4%	0
Net Income	4,417	1,588	3,500	1,912				
<u>313 Kings Pond</u>								
1001 Rents	7,269	5,908	7,200	1,292			82.1%	
Kings Pond :- Income	7,269	5,908	7,200	1,292			82.1%	0
4140 Building Maintenance	80	80	0	(80)		(80)	0.0%	
4141 Grounds Maintenance	4,000	4,119	12,000	7,881		7,881	34.3%	
Kings Pond :- Indirect Expenditure	4,080	4,199	12,000	7,801	0	7,801	35.0%	0
Net Income over Expenditure	3,189	1,709	(4,800)	(6,509)				
<u>314 Holybourne Play Area</u>								
4200 Ground Rent	265	265	265	0		0	100.0%	
Holybourne Play Area :- Indirect Expenditure	265	265	265	0	0	0	100.0%	0
Net Expenditure	(265)	(265)	(265)	0				

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	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>315 Chawton Park Road</u>								
1001 Rents	27,150	21,463	27,150	5,688			79.1%	
Chawton Park Road :- Income	27,150	21,463	27,150	5,688			79.1%	0
Net Income	27,150	21,463	27,150	5,688				
<u>316 Greenfields</u>								
1001 Rents	508	508	500	(8)			101.6%	
Greenfields :- Income	508	508	500	(8)			101.6%	0
Net Income	508	508	500	(8)				
<u>317 Flood Meadows</u>								
4025 Electricity	1,766	1,217	529	(688)		(688)	230.0%	
4141 Grounds Maintenance	70,000	(51,799)	12,000	63,799		63,799	(431.7%)	
Flood Meadows :- Indirect Expenditure	71,766	(50,582)	12,529	63,111	0	63,111	(403.7%)	0
Net Expenditure	(71,766)	50,582	(12,529)	(63,111)				
<u>318 Other Open Spaces</u>								
1010 Other Income	0	7,500	0	(7,500)			0.0%	
Other Open Spaces :- Income	0	7,500	0	(7,500)				0
4155 Equipment	0	0	0	0	1,361	(1,361)	0.0%	
4156 Parish Paths	215	0	500	500		500	0.0%	
4179 Lower Field Will Hall Farm	28	0	0	0		0	0.0%	
4315 Wey Walk	0	926	0	(926)		(926)	0.0%	
4319 Alton Gateway	0	32	0	(32)		(32)	0.0%	
Other Open Spaces :- Indirect Expenditure	243	958	500	(458)	1,361	(1,819)	463.8%	0
Net Income over Expenditure	(243)	6,542	(500)	(7,042)				
<u>320 Allotments</u>								
1001 Rents	7,832	5,556	7,403	1,847			75.1%	
1003 Allotment affiliation fees	1,058	6	200	194			3.0%	
1004 Key Deposits	15	10	0	(10)			0.0%	
1018 Allotment admin fee	0	150	0	(150)			0.0%	
Allotments :- Income	8,905	5,722	7,603	1,881			75.3%	0
4022 Water Charges	2,333	3,400	1,323	(2,077)		(2,077)	257.0%	
4033 Allotment affiliation fees	1,110	1,026	0	(1,026)		(1,026)	0.0%	
4141 Grounds Maintenance	3,558	2,743	2,756	13		13	99.5%	
Allotments :- Indirect Expenditure	7,001	7,168	4,079	(3,089)	0	(3,089)	175.7%	0
Net Income over Expenditure	1,904	(1,446)	3,524	4,970				

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Detailed Income & Expenditure by Budget Heading 31/01/2026

Month No: 10

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>321 Barley Fields</u>								
1010 Other Income	1,225	1,255	1,300	45			96.5%	
Barley Fields :- Income	1,225	1,255	1,300	45			96.5%	0
4141 Grounds Maintenance	0	280	0	(280)		(280)	0.0%	
Barley Fields :- Indirect Expenditure	0	280	0	(280)	0	(280)		0
Net Income over Expenditure	1,225	975	1,300	325				
<u>401 Community</u>								
1014 Events Income	2,945	3,025	3,000	(25)			100.8%	
1072 Donations/Sponsorship Received	4,716	2,555	3,000	445			85.2%	
1075 Town Crier Donations	40	25	0	(25)			0.0%	
1080 Grant Income	0	0	1,000	1,000			0.0%	
1089 Climate Change	0	1,204	0	(1,204)			0.0%	
Community :- Income	7,701	6,809	7,000	191			97.3%	0
4001 Salaries	1,639	0	1,721	1,721		1,721	0.0%	
4002 Employers NI	156	0	164	164		164	0.0%	
4003 Employers Pension	322	0	338	338		338	0.0%	
4304 Town Crier	1,180	1,200	1,200	0		0	100.0%	
4305 3rd Party Event Costs	2,100	310	2,205	1,896		1,896	14.0%	
4306 Tourism	6,716	3,605	12,100	8,495	2,549	5,946	50.9%	
4307 Town Centre Events	6,044	9,655	19,845	10,190		10,190	48.7%	
4308 Youth Expenditure	20,000	20,000	20,000	0		0	100.0%	
4312 Events Grants	2,945	2,250	4,000	1,750		1,750	56.3%	
4314 CCTV	3,956	0	4,000	4,000		4,000	0.0%	
4317 Climate Change Actions/Strateg	15,000	5,250	15,750	10,500		10,500	33.3%	
Community :- Indirect Expenditure	60,058	42,270	81,323	39,053	2,549	36,504	55.1%	0
Net Income over Expenditure	(52,358)	(35,461)	(74,323)	(38,862)				
6001 less Transfer to EMR	1,773	0	0	0				
Movement to/(from) Gen Reserve	(54,131)	(35,461)	(74,323)	(38,862)				
<u>403 Christmas Lights</u>								
1071 Christmas Lights Income	1,500	3,000	0	(3,000)			0.0%	
Christmas Lights :- Income	1,500	3,000	0	(3,000)				0
4300 Christmas Lights	20,508	18,011	22,000	3,989		3,989	81.9%	
Christmas Lights :- Indirect Expenditure	20,508	18,011	22,000	3,989	0	3,989	81.9%	0
Net Income over Expenditure	(19,008)	(15,011)	(22,000)	(6,989)				

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Detailed Income & Expenditure by Budget Heading 31/01/2026

Month No: 10

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>404 Alton in Bloom</u>								
1070 Alton in Bloom-Income	756	0	0	0			0.0%	
Alton in Bloom :- Income	756	0	0	0				0
4302 Alton in Bloom Expenditure	1,442	450	1,575	1,125		1,125	28.6%	
Alton in Bloom :- Indirect Expenditure	1,442	450	1,575	1,125	0	1,125	28.6%	0
Net Income over Expenditure	(686)	(450)	(1,575)	(1,125)				
6001 less Transfer to EMR	550	0	0	0				
Movement to/(from) Gen Reserve	(1,237)	(450)	(1,575)	(1,125)				
<u>420 Grants</u>								
4500 Grants-Empowered	24,730	28,871	30,000	1,129		1,129	96.2%	
Grants :- Indirect Expenditure	24,730	28,871	30,000	1,129	0	1,129	96.2%	0
Net Expenditure	(24,730)	(28,871)	(30,000)	(1,129)				
<u>503 Assembly Rooms</u>								
1000 Fees and Charges	9,786	4,477	6,112	1,635			73.3%	
1001 Rents	12,370	11,972	13,714	1,742			87.3%	
Assembly Rooms :- Income	22,156	16,449	19,826	3,377			83.0%	0
4006 Management contract	7,016	0	8,000	8,000		8,000	0.0%	
4022 Water Charges	1,460	651	1,401	750		750	46.4%	
4024 Gas	1,155	2,533	833	(1,700)		(1,700)	304.1%	
4025 Electricity	5,230	6,507	3,203	(3,304)		(3,304)	203.1%	
4026 Other Expenditure	316	0	0	0		0	0.0%	
4031 Refuse Collection	710	792	686	(106)		(106)	115.5%	
4040 Licences	615	539	0	(539)		(539)	0.0%	
4071 Telephone and IT	175	0	0	0		0	0.0%	
4140 Building Maintenance	12,993	11,200	1,439	(9,761)		(9,761)	778.3%	
4155 Equipment	433	0	0	0		0	0.0%	
Assembly Rooms :- Indirect Expenditure	30,104	22,223	15,562	(6,661)	0	(6,661)	142.8%	0
Net Income over Expenditure	(7,948)	(5,774)	4,264	10,038				
<u>601 Street Furniture</u>								
1008 Bus shelter adverts income	7,689	5,755	5,000	(755)			115.1%	
1072 Donations/Sponsorship Received	1,958	2,490	3,528	1,038			70.6%	
Street Furniture :- Income	9,647	8,245	8,528	283			96.7%	0

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Alton Town Council

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Detailed Income & Expenditure by Budget Heading 31/01/2026

Month No: 10

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4021 Rates	1,098	916	1,387	471		471	66.0%	
4600 Public Seats/Bins	2,679	30	4,000	3,970	3,650	319	92.0%	
4601 Bus Shelters	(319)	1,740	1,905	165		165	91.3%	
4602 Notice Boards/street furniture	1,348	3,563	2,250	(1,313)	739	(2,052)	191.2%	
Street Furniture :- Indirect Expenditure	4,806	6,249	9,542	3,293	4,389	(1,096)	111.5%	0
Net Income over Expenditure	4,841	1,996	(1,014)	(3,010)				
602 Neighbourhood Plan								
4026 Other Expenditure	30,000	(18,750)	10,000	28,750		28,750	(187.5%)	
Neighbourhood Plan :- Indirect Expenditure	30,000	(18,750)	10,000	28,750	0	28,750	(187.5%)	0
Net Expenditure	(30,000)	18,750	(10,000)	(28,750)				
6001 less Transfer to EMR	(9,906)	0	0	0				
Movement to/(from) Gen Reserve	(20,094)	18,750	(10,000)	(28,750)				
702 Projects								
1080 Grant Income	0	500	0	(500)			0.0%	
1085 Developer Contributions/S106	39,358	0	288,000	288,000			0.0%	
Projects :- Income	39,358	500	288,000	287,500			0.2%	0
4401 Jubilee Playing Fields	83,934	10,052	288,000	277,948		277,948	3.5%	
4402 Anstey Park	0	0	40,000	40,000		40,000	0.0%	
4414 Grow Up Fund	4,112	0	0	0		0	0.0%	
4415 Jane Austen Garden	65	9,979	0	(9,979)		(9,979)	0.0%	
4416 DFA Assembly Room Refurbishmen	8,481	0	0	0		0	0.0%	
4417 Kings Pond Project	8,000	(1,677)	0	1,677	2,760	(1,083)	0.0%	
Projects :- Indirect Expenditure	104,592	18,353	328,000	309,647	2,760	306,887	6.4%	0
Net Income over Expenditure	(65,234)	(17,853)	(40,000)	(22,147)				
6001 less Transfer to EMR	(50,762)	0	0	0				
Movement to/(from) Gen Reserve	(14,472)	(17,853)	(40,000)	(22,147)				
Grand Totals:- Income	1,576,439	1,426,275	1,508,342	82,067			94.6%	
Expenditure	1,372,124	1,023,093	1,636,363	613,270	80,820	532,451	67.5%	
Net Income over Expenditure	204,315	403,182	(128,021)	(531,203)				
plus Transfer from EMR	0	127,490	0	(127,490)				
less Transfer to EMR	206,112	222,493	0	(222,493)				
Movement to/(from) Gen Reserve	(1,797)	308,179	(128,021)	(436,200)				

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Unity Trust Bank: Current A/C	31/01/2026		254,013.21
			<u>254,013.21</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			254,013.21
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			254,013.21
		Balance per Cash Book is :-	254,013.21
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Bank Reconciliation Statement as at 31/01/2026
for Cashbook 2 - CCLA Deposit Fund

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
CCLA Deposit Fund	06/01/2026		1,948,350.76
			<u>1,948,350.76</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			1,948,350.76
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			1,948,350.76
		Balance per Cash Book is :-	1,948,350.76
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Statement of Account

ALTON TOWN COUNCIL
Alton Town Council
Town Hall Market Square
ALTON
GU34 1HD

5 January 2026

Account name: **ALTON TOWN COUNCIL**
Account number: **PS3078535-001**
Statement period: **30/11/2025 to 31/12/2025**

Account summary

Total valuation as at 31 December 2025 **£1,948,350.76**
Total valuation as at last statement at 30 November 2025 **£1,941,998.73**

Holdings as at 31 December 2025

Fund name	Unit/share holdings	Price per unit/share	Value
Public Sector Deposit Fund SC4 - Public Sector GB00B3LDFH01	1,948,350.7600	£1.00	£1,948,350.76
			Total value
			£1,948,350.76

Transactions for the period from 30 November 2025 to 31 December 2025

Public Sector Deposit Fund SC4 - Public Sector

Transaction date	Transaction type	Unit/shares	Price per unit/share	Amount (GBP)
02/12/2025	Income Reinvestment	6,352.0300	£1.0000	£6,352.03

Correspondence address: PO Box 12892, Dunmow, Essex CM6 9DL

clientservices@ccla.co.uk

Freephone 0800 022 3505

www.ccla.co.uk

Fund documentation is available at www.ccla.co.uk/investments, or may be requested from our Client Services team. Telephone calls are recorded.
CCLA Investment Management Limited (registered in England & Wales, No. 2183088) is authorised and regulated by the Financial Conduct Authority.
Registered address: One Angel Lane, London EC4R 3AB.

The average Fund yield for this period was 3.91% p.a.

Income for the period is as follows:

Month	Date paid	Method	Amount (£)	Destination
Dec 2025	05/01/2026	Reinvestment	£6,462.08	PS3078535-001

All CCLA forms are available on our website: **www.ccla.co.uk/resources/client-documentation**. Please ensure that you download and use the latest available form to make any transaction or amendment. Using an old form will result in the instruction being rejected.

Before making any additional investments into CCLA funds, please read the most recent version of the relevant fund's key information document (KID). KIDs can help investors understand the nature, risks, costs, potential gains and potential losses of fund, and compare the fund with other products. The KIDs for our funds are available in the investments section of our website at, www.ccla.co.uk. Or, you can ask us to send you copies, free of charge, by emailing our Client Services team at clientservices@ccla.co.uk.

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Statement of Account

ALTON TOWN COUNCIL
Alton Town Council
Town Hall Market Square
ALTON
GU34 1HD

5 February 2026

Account name: **ALTON TOWN COUNCIL**
Account number: **PS3078535-001**
Statement period: **31/12/2025 to 31/01/2026**

Account summary

Total valuation as at 31 January 2026 **£1,954,812.84**
Total valuation as at last statement at 31 December 2025 **£1,948,350.76**

Holdings as at 31 January 2026

Fund name	Unit/share holdings	Price per unit/share	Value
Public Sector Deposit Fund SC4 - Public Sector GB00B3LDFH01	1,954,812.8400	£1.00	£1,954,812.84
			Total value
			£1,954,812.84

Transactions for the period from 31 December 2025 to 31 January 2026

Public Sector Deposit Fund SC4 - Public Sector

Transaction date	Transaction type	Unit/shares	Price per unit/share	Amount (GBP)
05/01/2026	Income Reinvestment	6,462.0800	£1.0000	£6,462.08

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Registered address: One Angel Lane, London EC4R 3AB.

The average Fund yield for this period was 3.80% p.a.

Income for the period is as follows:

Month	Date paid	Method	Amount (£)	Destination
Jan 2026	03/02/2026	Reinvestment	£6,304.35	PS3078535-001

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Statement of Account

ALTON TOWN COUNCIL
Alton Town Council
Town Hall Market Square
ALTON
GU34 1HD

5 February 2026

Account name: **ALTON TOWN COUNCIL-ALTON TOWN COUNCIL**
Account number: **LA3077669-001**
Statement period: **31/12/2025 to 31/01/2026**

Account summary

Total valuation as at 31 January 2026 **£334,596.87**
Total valuation as at last statement at 31 December 2025 **£334,421.24**

Holdings as at 31 January 2026

Fund name	Unit/share holdings	Net Asset Value price per unit/share (£)	Net Asset Value valuation (£)	Bid price per unit/share (£)	Bid Value valuation (£)
The Local Authorities Property Fund Inc GB0005216642	118,266.0000	2.829189	334,596.87	2.785337	329,410.67
			Mid Value	Bid Value	
			£334,596.87	£329,410.67	

Transactions for the period from 31 December 2025 to 31 January 2026

The Local Authorities Property Fund Inc

Transaction date	Transaction type	Unit/shares	Price per unit/share	Amount (GBP)
30/01/2026	Paid to Nominated Bank Details			£3,770.68

Correspondence address: PO Box 12892, Dunmow, Essex CM6 9DL

clientservices@ccla.co.uk

Freephone 0800 022 3505

www.ccla.co.uk

Fund documentation is available at www.ccla.co.uk/investments, or may be requested from our Client Services team. Telephone calls are recorded.
CCLA Fund Managers Limited (registered in England and Wales, No. 8735639) is authorised and regulated by the Financial Conduct Authority.
Registered address: One Angel Lane, London EC4R 3AB.

All CCLA forms are available on our website: **www.ccla.co.uk/resources/client-documentation**. Please ensure that you download and use the latest available form to make any transaction or amendment. Using an old form will result in the instruction being rejected.

Before making any additional investments into CCLA funds, please read the most recent version of the relevant fund's key information document (KID). KIDs can help investors understand the nature, risks, costs, potential gains and potential losses of fund, and compare the fund with other products. The KIDs for our funds are available in the investments section of our website at, www.ccla.co.uk. Or, you can ask us to send you copies, free of charge, by emailing our Client Services team at clientservices@ccla.co.uk.

Please keep all documents (including this statement) safe as you may need to refer to the information in the future.

Please note due to a change in which the Fund's income distribution calculation is now completed, your income payments may display two values on this statement if a transaction took place during the period in question.

If you would like to discuss any of the information on your statement please contact Client Services.

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Bank Reconciliation Statement as at 31/01/2026
for Cashbook 5 - Lloyds Credit Card

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Lloyds Credit Card	31/01/2026		-364.99
			<u>-364.99</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
30/01/2026 DD HAS Pod		6.00	
			<u>6.00</u>
			-370.99
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			-370.99
		Balance per Cash Book is :-	-370.99
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Bank Reconciliation Statement as at 31/01/2026
for Cashbook 4 - Petty Cash

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Petty Cash	31/01/2026		291.79
			<u>291.79</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			291.79
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			291.79
		Balance per Cash Book is :-	291.79
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

12:00

Cashbook transactions totalling £500.00 or more
for the period 01/01/2026 to 31/01/2026

Payments

<u>Cb No</u>	<u>Bank Account Name</u>	<u>Month</u>	<u>Date</u>	<u>Payment Ref</u>	<u>Payee Name</u>	<u>Amount</u>
1	Unity Trust Bank : Current	10	05/01/2026	1100016689	East Hampshire District Council	634.00
1	Unity Trust Bank : Current	10	12/01/2026	Credit car	Lloyds Credit Card	1,901.34
1	Unity Trust Bank : Current	10	15/01/2026	DD	Livepay	28,471.79
1	Unity Trust Bank : Current	10	15/01/2026	ALTON TC	Public Works Loan Board	4,705.48
1	Unity Trust Bank : Current	10	15/01/2026	BACS024	T H White Limited	3,872.18
1	Unity Trust Bank : Current	10	15/01/2026	BACS018	The Play Inspection Company	928.44
1	Unity Trust Bank : Current	10	15/01/2026	BACS010	Ellack Cleaning Contractors Lt	1,026.64
1	Unity Trust Bank : Current	10	15/01/2026	8701087119	SSE Contracting Limited	601.12
1	Unity Trust Bank : Current	10	15/01/2026	8701216881	SSE Contracting Limited	1,238.52
1	Unity Trust Bank : Current	10	15/01/2026	BACS015	Lockmasters	873.60
1	Unity Trust Bank : Current	10	15/01/2026	BACS020	Rocon Contractors Limited	10,802.40
1	Unity Trust Bank : Current	10	15/01/2026	BACS013	Hampshire Pension Fund	9,393.60
1	Unity Trust Bank : Current	10	15/01/2026	BACS006	Chalvington Communications Lim	1,473.05
1	Unity Trust Bank : Current	10	15/01/2026	BACS004	Bespoke Garden Projects Limite	900.00
1	Unity Trust Bank : Current	10	20/01/2026	A18D6E38	E.ON	583.26
1	Unity Trust Bank : Current	10	20/01/2026	B993102D	E.ON	794.27
1	Unity Trust Bank : Current	10	20/01/2026	EC1E306B	E.ON	811.93
1	Unity Trust Bank : Current	10	20/01/2026	E3E271F2	E.ON	1,499.63
1	Unity Trust Bank : Current	10	23/01/2026	December 2	HM Revenue & Customs	11,530.85
1	Unity Trust Bank : Current	10	31/01/2026	BACS013	Veolia Environmental Services	2,704.51
1	Unity Trust Bank : Current	10	31/01/2026	BACS012	Rod Gaskin Farm Equipment Limi	1,018.59
1	Unity Trust Bank : Current	10	31/01/2026	BACS009	Moss Master Limited	1,710.00
1	Unity Trust Bank : Current	10	31/01/2026	BACS004	D G Landscaping Limited	660.00
1	Unity Trust Bank : Current	10	31/01/2026	BACS002	AEG Maintenance Limited	1,148.40

Receipts

<u>Cb No</u>	<u>Bank Account Name</u>	<u>Month</u>	<u>Date Banked</u>	<u>Amount Banked</u>
1	Unity Trust Bank : Current	10	02/01/2026	1,000.00
1	Unity Trust Bank : Current	10	02/01/2026	1,157.00
1	Unity Trust Bank : Current	10	02/01/2026	1,240.00
1	Unity Trust Bank : Current	10	05/01/2026	2,600.00
1	Unity Trust Bank : Current	10	05/01/2026	1,989.90
1	Unity Trust Bank : Current	10	06/01/2026	625.90
1	Unity Trust Bank : Current	10	07/01/2026	975.00
1	Unity Trust Bank : Current	10	09/01/2026	21,888.52
1	Unity Trust Bank : Current	10	12/01/2026	1,000.00
5	Lloyds Credit Card	10	12/01/2026	1,901.34
1	Unity Trust Bank : Current	10	23/01/2026	835.81
1	Unity Trust Bank : Current	10	23/01/2026	1,281.77
1	Unity Trust Bank : Current	10	26/01/2026	4,937.50
1	Unity Trust Bank : Current	10	30/01/2026	3,770.68
2	CCLA Deposit Fund	11	05/01/2026	6,462.08

Subject: **Invitation to Tender for tree surveys for all sites 2026-2029**

Report to: Full Council, 4 March 2026

Report of: Deputy Town Clerk

1. Purpose of the report

- 1.1 To provide the bids and scoring to allow Council to award a contract for the next three tree surveys for the town's open spaces

2. Background

- 2.1 The Council has all its trees inspected every eighteen months to ensure that any essential health and safety works can be carried out in a timely manner. The next survey is due in Spring 2026. The Council usually awards a contract for three surveys at a time and so the contract has been out to tender.

3. Main considerations

- 3.1 Four bids were received. The names of the contractors and full details of the bids is provided to councillors in a separate confidential report due to commercial sensitivity. The scoring process, summarised in the appendix, recommends that Contractor B be appointed. If councillors wish to discuss the detail of the confidential appendix, it is recommended that a motion be proposed, seconded and voted to move the meeting into a confidential session, as per the recommendation printed on the agenda under item 14 (see Standing Order 10a(xi)).

4. Recommendation

- 4.1 The Council is recommended:

To approve Contractor B to undertake the 2026–2029 surveys.

- 4.2 If a contractor is approved, the name of the contractor and the total value of the contract will be published in the minutes of this meeting.