



MINUTES OF THE KING'S POND TASK & FINISH GROUP

Wednesday 16 September 2026

Present: Councillor Don Hammond - Chair (DH)
Councillor Chris Botten (CB)
Councillor John Quincey (JQ)
Tom Horwood – Town Clerk (TH)
Hayley Carter - Deputy Town Clerk (HC)
Natalie Beckell – Alton Town Council (NB)
Nic Budd – Alton Town Council (NTB)
Cathy Ayres – Resident representative (CA)
Ryan Doran – Resident representative (RD)
Paul Ebbutt – Resident representative (PE)
Angie Owens - Resident representative (AO)
Eric Phillips – Resident representative (EP)
Tim Pinchen - Resident representative (TP)

1. Apologies

No apologies for absence were received.

2. Minutes of the previous meeting

On the proposal of CB, seconded by PE, the Minutes of the meeting held on Wednesday 9 September 2026 were approved.

3. Review of Five Rivers Design Information

No new information / contact to report at this time. DH had sent over the comments to them from last week's meeting and the date set for all of the information to be received from them is 28th September. CA suggested it might be beneficial to invite them to the next T&FG meeting via Teams. This to be considered.

4. **Progress on Consultation Information**

Final approval of the flyer – NB to make final minor amendments and circulate. HC to double check all dates and times are correct. Flyer to be sent to 15,000+ households in GU34 1,2,3,4 and 5 postcodes.

ACTION – NB to make final amendments to the flyer and circulate to the T&FG members.

HC confirmed that the locations so far agreed to have pop-ups include: Energique, Alton Station, Town Hall, King's Pond. Locations we are waiting for confirmation from include Alton Sports Centre, Alton Library, Alton College, Alton Tuesday Markets and Alton Farmers Markets (although we can give out information in the High Street at any time, we have approached both market managers out of courtesy).

ACTION – HC to chase unconfirmed locations for pop-ups.

5. **Appointment of Consultant**

The consultant has been appointed, and officers have an initial meeting with them on Friday this week via Teams. They will be reviewing the consultation information to ensure it is factual and unbiased, running the survey and conducting an addition random 1,000 house sample survey by post.

ACTION – Everyone to get their comments on the initial draft questionnaire to Natalie by the end of Thursday (tomorrow).

6. **Review of Outstanding Actions from Previous Meetings**

There were no outstanding actions to review.

7. **Programme**

NTB is keeping the programme on track and it was noted there is lots of work members can be getting on with while waiting for Five Rivers to complete their work. The project plan lists the names of people responsible for each task.

ACTION – Everyone to start working on the tasks allocated to them and report on progress at next week's meeting.

Everyone to use Calibri when producing documents to keep things uniform.

There needs to be a progress report to the October Full Council meeting.

Approval will also need to be sought at that time for further spending if necessary for the Environmental Impact Assessment and for the various consultants to attend the drop-in sessions.

ACTION – TH to consult with the finance officer about current position of the budget and authorised spending on the project and consultation and put to Full Council any additional needs in October if necessary.

8. **Date of next meetings**

The next Community and Stakeholder Focus Group meeting is on Monday 21st September at 6.30pm in the Town Hall.

There will be weekly meetings on the Task & Finish Group at 1.30pm on Wednesdays for the foreseeable future.