

# **MATTINGLEY PARISH COUNCIL**

## **Minutes of the Parish Annual General Meeting for Mattingley Parish Council**

**Monday 18<sup>th</sup> May 2015**

**Heckfield Hall, Heckfield 7.30pm.**

Present:

Cllr Doug Wheeler (DW) CHAIR

Cllr Janice Hughes (JH)

Cllr David Sexton (DS)

Cllr Bob Aylmer (BA)

Mrs Joanna Waland-Hadley (JWH) Clerk

5 members of the public

Meeting chaired by Cllr Doug Wheeler

<b>REF</b>	<b>AGENDA ITEM</b>	<b>ACTION</b>
15/63	<b>Public Open Session</b> – No matters were raised.	
15/64	<b>Receive Police Report</b> – PC Caroline Webster was unable to attend the meeting but provided a report which was read out by the Clerk. Within the Parish one incident of anti-social driving was reported in Hound Green. Throughout the beat area which covers Hook, Hartley Wintney, Eversley & Rotherwick there has been 1 reported burglary and 1 theft of a bicycle. There has been an increase in theft offences and suspicious incidents recently and all non-emergency crime should be reported via 101 and emergency incidents on 999.	
15/65	<b>Apologies</b> – None were received.	
15/66	<b>Declaration of interest in items on the Agenda</b> <i>Declaration by members of any personal prejudicial, pecuniary interests or non-personal interest in any Agenda item</i> – None were declared.	
15/67	<b>Signing of Declaration of Office and Code of Conduct by Elected Councillors</b> – DW, JH, BA and DS completed all relevant forms.	<b>JWH</b> – to forward completed forms to Hart DC.
15/68	<b>Election of Chair for 2015 – 2016</b> – JWH requested for nominations. JH Proposed DW to continue as Chair, BA seconded. All in favour of DW being re-elected. DW accepted office of Chair and signed acceptance of office.	
15/69	<b>Election of Vice Chair for 2015 – 2016</b> – Councillors considered need for Vice Chair and agreed unanimously that it was not required.	

REF	AGENDA ITEM	ACTION
15/70	<b>Confirm the Minutes</b> of the Council Meeting held on 20 <sup>th</sup> April 2015 – the minutes were confirmed and approved. Proposed BA, Seconded JH, Signed DW.	
15/71	<b>Council to consider, vote and appoint, by co-option 2 Councillors</b> – Adam Knight and Keith Alderman both put themselves forward for co-option. No further candidates presented themselves. Councillors considered merits of both candidates and previous work for the Council as Councillors and unanimously to co-opt both candidates. AK completed all relevant forms.	<b>JWH</b> – to forward completed forms to Hart DC. <b>JWH</b> – to organise acceptance of office forms with KA within time lines.
15/72	<b>Realignment of roles and distribution of areas of responsibility for Councillors and representative for HDAPTC meetings</b> – Councillors agreed to keep roles the same as previous.	
15/73	<b>Council to consider approval of Governance Statement and Signing of the Annual Return to the Audit Commission</b> - JWH presented completed and internally audited annual return for Council's consideration. Councillors approved. DW signed Annual Return.	<b>JWH</b> – to arrange return within time lines as outlined by external auditor.
15/74	<b>Council to consider tree quotes for works required within 12 months on the village green and appoint contractor</b> – JWH presented 4 quotes to the Councillors for consideration based on works required within 12 months outline in the tree inspection report completed in 2014. Councillors discussed pros and cons of each report & opted unanimously for 1 contractor.	<b>JWH</b> – to contact contractor and arrange works and to contact Southern Electric to organise shut down of power whilst works undertaken on trees affecting the power line.
15/75	<b>Council to discuss and consider options regarding possible sale of section of village green behind The Lanterns and owners request for screening plants along the brook</b> – KA was unavailable to provide an update on the progress of the sale of land. JWH updated on information provided by KA at previous Parish Meeting and discussions with Legal Team at Hants CC. DW raised recent conversation with Sarah Castle at Hart DC in respect of works being undertaken by owners of The Lanterns on Parish Council land without permission. Councillors discussed and agreed for JWH to contact Legal Team for update. Councillors considered request from owners of The Lanterns to allow them to purchase and plant screening plants (agreed with Dr Paul Howe at Hart DC) along the boundary with neighbouring property on Parish Council land by the brook, which since clearing work completed in Summer 2014 has left their property exposed. Councillors agreed for planting to be undertaken.	<b>JWH</b> – to contact the Legal Team at Hants CC for an update. <b>JWH</b> – to write formally to owners of The Lanterns confirming Parish Council providing permission for planting to be undertaken on Parish Council owned land. <b>JWH</b> – to update Hart DC with Council's decisions.



REF	AGENDA ITEM	ACTION
15/81	<p><b>INFO ONLY – Matters Arising from Council Meeting</b> held on 20<sup>th</sup> April 2015 –</p> <p>15/54 – JWH completed</p> <p>15/56 –DS updated on successful meeting with local contractor regarding repair of bus shelters in Hazeley Bottom along B3011. Contractor keen to assist and producing designs for consideration by Council.</p> <p>15/56 – Clerk to confirmed costings for metal shelters but no longer required due to local contractor agreement to assist.</p> <p>15/58 – JWH completed</p> <p>15/60 – JWH completed</p> <p>15/61 – JWH completed</p> <p>15/62 – JWH completed</p> <p>15/62 –DW completed</p> <p>15/62, 15/42 – KA unavailable to provide update on leasing of Glebe Wood. AK confirmed in his absence of planned meeting with Woodland Trust to discuss thinning out of trees &amp; types of trees for planting. See agenda item 15/75 for update on land sale.</p> <p>15/62, 15/43, 15/16 – AK confirmed approval letter to Hart DC to be done.</p> <p>15/62, 15/43 &amp; 15/22 – See agenda item 15/74</p> <p>15/62, 15/43 &amp; 15/25 – See agenda item 15/76</p> <p>15/62, 15/43, 15/30 – JWH completed</p> <p>15/62, 15/43, 15/31 &amp; 15/06 – DS provided update on quote for alterations to bus shelter on village green, Hound Green and will approach local contractors to assist with project.</p> <p>15/62, 15/43, 15/31 &amp; 15/14 –JH provided quotes on repair of track and installation of dragon teeth on village green, Hound Green. Quote for clearing of ditches to be forwarded asap.</p> <p>15/62, 15/43, 15/31 &amp; 15/14 – AK confirmed meeting with Chris Williams regarding fly tipping on village green, Hound Green to be re-arranged. DW advised of new further fly tipping. Councillors suggested contacting legal team at Hants CC for advice on prosecution.</p>	<p><b>AK</b> – to approve letter to Hart DC</p> <p><b>DS</b> – to provide update on alterations to bus shelter on village green, Hound Green &amp; quotes if required.</p> <p><b>JH</b> – to provide quote on clearing of ditches on village green, Hound Green.</p> <p><b>AK</b> – to advise of new date for meeting and to contact legal team at Hants CC in regards to process for prosecution.</p>

**Meeting closed 8.52pm**

**Next MPC Meeting:** 15<sup>th</sup> June 2015 – Parish Meeting. Booked for 7.30pm at Heckfield Hall