



Minutes of Parish Council Meeting

Monday 19th November 2018, 7.30pm, Tap Room, New Inn

Parish Councillors Janice Hughes (Chairman), Keith Alderman, David Sexton.
Clerk Susan Turner; Guests Frazer Hamilton (co-oped as Parish Councillor), Bob Aylmer.
Members of the Public 2.

18.113 WELCOME & APOLOGIES

Apologies Adam Knight, Alan Woolford, Ward Cllr Anne Crampton.

18.114 PUBLIC SESSION

- i The Brook** Concerns raised re the flow of the Brook downstream from Raun House. Keith Alderman and groundsman Jason Ebury inspected Saturday 17th November. Considerable silting-up (2' in Brook) through Parish Council land indicates slow flow / problem downstream. Concern raised regarding the flow through Lanterns and also under the B3349. A slight blockage at the culvert grid was cleared and showed reasonable flow. Photographs provided showing full Brook and white/grey water. Noted that Environment Agency (therefore Hart) will not allow the Brook to be piped (other than culverts under road etc). The Water Treatment Works (which serves about 60 properties) has to discharge water into 'approved channel'. Riparian responsibilities fully recognised. *See 18.119.i below*

18.115 MINUTES OF PREVIOUS MEETING of 15th October agreed.

18.116 CO-OPTION NEW PARISH COUNCILLOR.

AGREED Unanimously to co-op Frazer Hamilton as new Parish Councillor. Declaration of Office signed, and witnessed and signed by Clerk.

18.117 DECLARATIONS OF INTEREST None.

18.118 REMEMBRANCE SERVICE

- i Report Keith Alderman** Fortunate with perfect weather window, highest turnout seen in recent years, all went well, total 38 plus two police. Frazer Hamilton undertook reading. With thanks to Stephen Alexander for purchasing wreath on behalf of Parish Council. Jason Ebury PGGM had cleaned the shelter, thanks to Bob Aylmer for further sweeping clear of leaves. Feedback indicated the Act of Remembrance will continue at the Memorial in future years. Suggestion to use some of the dragons' teeth, linked by rope to define / protect the bus shelter area. Low brick wall also previously suggested.

18.119 HOUND GREEN

- i Brook** Site visit and inspection Saturday 17th November, Keith Alderman and PGGM Jason Ebury walked the length of the Brook – see Public Session.

ACTION PGGM to prepare separate estimates for clearing the Parish Council Brook and Brook through Lanterns (down to gravel bottom) – plus additional estimate allowing for share of digger hire.

- ii Parking** Suggest to clear and use hard standing area at top of track for parking to avoid encouraging others to park adjacent to Lanterns.

- iii Dragons teeth** rescheduled for Monday 3rd December.

AGREED Posts to be concreted in. One bag post fix (£5.50 +vat) – aim is to use two bag per three posts) will equate to c £300 for concrete. Some posts removable (poly-pipe sleeve) to allow for access, and access for tractor and roller.

For signature

iv Glebe Wood

- Strimming footpath Saturday 17th November.
- One wooden gate To be replaced as required by Woodland Trust.

ACTION Request quote

- Woodland Management Create Blackthorn tunnel, remove some trees.

SCHEDULED Jan / Feb 2019

v Last cut of Green plus wild flower area Saturday 17th November.**vi Moles** Robert Mandry set mole traps Monday 19th November.**vii Rolling** asap ACTION Adam**viii Green ditching** Early 2018 ditches cleared of leaves, and cleared with digger. Dug down to gravel bottom along Vicarage Lane - no identifiable gravel bottom to ditch alongside Reading Road; trees by old bus shelter an obstacle.

AGREED Not cost effective clearing ditches of leaves, as they fill up again from road and neighbouring gardens. Further clearing ditches of limited use if no outlet for water. Priority issues are culverts under Reading Road – both Track and Vicarage Lane sides of Green.

ix Goal posts

ACTION Request quote to lay turf netting and reseed goal area. Two new nets required.

18.120 PLANNING**i Applications for discussion**

18/02498/HOU Old Forge, Hazeley Bottom. Replacement single storey sun room to side, erection of a two storey side extension and two first floor side extensions, insert one window into the east elevation at first floor and replace flat roof with pitched roof. *Parish Council response No objection.*

ii Applications pending

18/01748/FUL Glencoe, Vicarage Lane, Hound Green. Demolition of existing bungalow and garage; construction of two new four-bedroomed dwellings with integral double garages.

Revised Ecology proposals submitted by 4Woods Ecology on behalf of the applicant acceptable to the Biodiversity officer. Question raised over proposed verge planting not in keeping. Agreed no further comment.

Aldermoor Farm and Hazeley Bottom Farm applications remain pending.

iii See **APPENDIX I** for all current applications relating to the Parish.**iv Hart Local Plan Examination in Public**

The Hearing will start at 9.30am on Tuesday 20th November, Hart Civic Offices, scheduled Tuesday to Thursday for three weeks – the third week in November (as below) and then the first two weeks of December.

Week 1	Morning Session: 09.30	Afternoon Session: 14.00
Tuesday 20 November 2018	Inspector's opening and the Councils' opening statement Matter 1 - Legal requirements & the Duty to Co-operate	Matter 1 - Legal requirements & the Duty to Co-operate (cont) Matter 2 - The Vision and Strategic Objectives
Wednesday 21 November 2018	Matter 3 - Housing: the objectively assessed need for housing and the housing requirement	Matter 3 - Housing: the objectively assessed need for housing and the housing requirement (cont)
Thursday 22 November 2018	Matter 4 - Housing: the settlement hierarchy and spatial distribution of new housing	Matter 4 - Housing: the settlement hierarchy and spatial distribution of new housing (cont)

For signature

18.121 FINANCE**i Payments**October Monthly standing orders paid

28/10/2018	PGGM Maintenance Contract	October	£274.00
28/10/2018	New Inn – meeting room	October	£20.00
28/10/2018	Clerk Salary	October	£285.70

Payments for approval

ST for Auriol Wines (Internal Audit)	£35.00
Westcotec invoice SID, SLR etc	£7,530.00
Signrite Digital - The Heath signs (x2)	£132.00

ii Accounts to date See **APPENDIX III****iii Draft budget and Precept request 2019/20** See **APPENDIX IV**

Preliminary draft budget indicating that servicing the SID & SLR (moving, battery changes/charging, data download etc) could equate to £780 which would be covered by a 8.8% increase in the Precept.

(Note - This year's tax base = 324.75

Increase of 8.8% gives an increase of £2.40 per band D household

Total per band D household = £29.72.)

AGREED Additional increase required to help balance the annual 'baseline' budget deficit (not considering projects and grants) so Precept increase in the region of 10% required. Precept to be agreed and forms signed January meeting for submission by 31st Jan.

18.122 UPDATES / FURTHER REPORTS**i Traffic and Highways**Speed Limit Reminder (SLR) sign and Speed Indicator Device (SID)

Received from Westcotec 16th October, Came & Co notified.

Awaiting upgrade of posts, signs and lining by HCC. HCC current position:

- The Mattingley / Hound Green works order has been placed for December but the contractor has a countywide backlog of signing and lining works.
- The Hazeley works – including 'children crossing' signs B3011 Shoulder of Mutton / Plough Lane is being progressed separately with a view to implementation in the first quarter of 2019.

Data collection units attached to crossing signs – application to be submitted once the 'Children Crossing' signs are in place.

ACTION Lengthsman to submit method statement for attaching and moving the signs.

ii Review of Councillor roles / areas of interest.

AGREED Frazer Hamilton to take over Bob Aylmer's roles to May 2019

- Highways & Footpaths
 - Hampshire District Association of Parish & Town Councils.
- Other Councillor roles to remain the same.

Note: Parish Council elections Thursday 2nd May 2019.

iii Best wishes

From the Parish Council to Bob Aylmer on his pending move and for future.

18.123 NEXT MEETINGS

Mondays 21st Jan, 18th Feb, 18th Mar, 15th April, 20th May AGM, 17th June, 15th July, 19th Aug, 16th Sept, 21st Oct, 18th Nov.

Meeting closed 9pm with thanks to all present

For signature Date

APPENDIX I PARISH PLANNING APPLICATIONS**New Applications since last meeting**

18/02498/HOU (Validated 12 Nov) Old Forge, Hazeley Bottom, Hartley Wintney. Erection of a single storey sun room to side, demolition of existing single storey sun room to side, erection of a two storey side extension and two first floor side extensions, insert one window into the east elevation at first floor and replace flat roof with pitched roof. Julia Taylor - to 12 Dec.

Applications pending /decided since last meeting

Ref. No: 18/02366/FUL (**Pending** - validated: Thu 25 Oct 2018) The Barns, Aldermoor Farm, Reading Road Heckfield. Change of use to garden land including retention of existing single storey side extension, insertion of window into this elevation, erection of porch and single storey rear extension.

18/02079/FUL (**Pending** - validated 11 Sept) Aldermoor Farm, Reading Road, Heckfield
Change of use from agricultural to equestrian use (retrospective).

18/02139/CA (**No objection** 18th Oct, Validated 18 Sept) Lynchmere Cottage, Reading Road, Mattingley. 1x Willow tree: 1/3 top removal, too large and taking over. 1x Sycamore tree removal, invasive and issues with cables. 1x large fir tree, too big and cannot be cut back nicely - removal. 1x cherry (flowering) tree: branches cut back due to cables.

18/01589/FUL Hazeley Bottom Farm (**Pending** - validated 10th August) Change of use of field from agricultural to equestrian. (Agreed expiry 16th Nov)

18/01748/FUL (**Pending** - validated 9 Aug 2018) Glencoe, Vicarage Lane, Hound Green. Demolition of existing detached bungalow and garage, and construction of two new four-bedroomed dwellings with integral double garages. Case officer Brian O'Donovan. Expiry date extended to 12th November.

APPENDIX II.I ACCOUNTS TO DATE

MATTINGLEY PARISH COUNCIL - INCOME 2018/19 – Nov 17th 2018									
Balance brought forward 1st April 2018									
									£35,412.40
Date	Item	Paid via	Precept	Grants	S106	VAT	Interest	Total	Receipts
09/04/2018	Parish Precept		£8,870.00						£8,870.00
2017/18	Bank interest 2017/18						£26.24		£26.24
2017/18	TOTALS		£8,870.00	£0.00	£0.00	£0.00	£26.24		£8,896.24
£8,896.24									
RECEIPTS & PAYMENTS SUMMARY									
Bal brought forward 1st April 2018			£35,412.40			april			£1.36
Plus income			£8,896.24			May			£1.68
Minus expenditure			£14,201.57			June			£1.65
Balance			£30,107.07			July			£1.55
						Aug			£1.60
BANK RECONCILIATION						Sept			£2.53
Club, charity, trust			£4,972.66			Oct			£4.65
Bus instant access			£31,704.24			Nov			£11.22
TOTAL ACCOUNTS			£36,676.90			TOTAL			£26.24
minus items not cleared			£7,628.80						
plus 9p interest missing Dec16-Aug17			£0.09						
Plus income outstanding - VAT refund 2016/17			£1,058.88						
Balance			£30,107.07						

MATTINGLEY PARISH COUNCIL - EXPENDURE 2018/19 - Nov 17th 2018																						
Date	Supplier	Description	Salary	Finance Admin	Expenses	WWMAG	Comm-unity	Maintn HG	Maintn General	Projects	Capital	VAT	TOTALS									
30/04/2018	SO PGGM	Maint Contract April 2018						£228.33				£45.67	£274.00									
30/04/2018	SO Susan Turner	Salary April 2018	£288.62										£288.62									
20/05/2018	BACs Susan Turner	Salary April 2018 increase	£30.88										£30.88									
29/05/2018	SO PGGM	Maint Contract May 2018						£228.33				£45.67	£274.00									
29/05/2018	SO Susan Turner	Salary May 2018	£319.50										£319.50									
02/06/2018	BACs ST for Came & Co	PC Insurance 2018/19		£665.07									£665.07									
19/06/2018	BACs New Inn	Venue Nov 17-June 2018		£160.00		£45.00							£160.00									
19/06/2018	BACs HMR PCC	WhiteWater Mag Mar 2018											£45.00									
19/06/2018	BACs HALC	HALC /NALC 2018/19		£256.00									£256.00									
28/06/2018	SO PGGM	Maint Contract June 2018						£228.33				£45.67	£274.00									
30/06/2018	BACs DRAFT	Salary June 2018	£218.30										£218.30									
30/06/2018	BACs HMRC	Tax April, May, June	£101.20										£101.20									
05/07/2018	BACs LC for Ready2Print	Picnic&Games Posters					£48.33					£9.67	£58.00									
05/07/2018	BACs Loos for Dos	Picnic&Games Toilets					£125.00					£25.00	£150.00									
28/07/2018	BACs Susan Turner	Salary July 2018	£285.70										£285.70									
28/07/2018	SO PGGM	Maint Contract July 2018						£228.33				£45.67	£274.00									
28/07/2018	SO New Inn	Meeting room hire July 2018		£20.00									£20.00									
28/08/2018	BACs Susan Turner	Salary August 2018	£285.90										£285.90									
28/08/2018	SO PGGM	Maint Contract August 2018						£228.33				£45.67	£274.00									
28/08/2018	SO New Inn	Meeting room hire Aug 2018		£20.00									£20.00									
17/09/2018	362c Poppy Appeal	Mattingley Wreath					£25.00						£25.00									
28/09/2018	BACs Susan Turner	Salary Sept 2018	£285.70										£285.70									
30/09/2018	BACs HMRC	Tax July, Aug, Sept	£101.20										£101.20									
28/09/2018	SO PGGM	Maint Contract Sept 2018						£228.33				£45.67	£274.00									
28/09/2018	SO New Inn	Meeting room hire Sept 2018		£20.00									£20.00									
01/10/2018	DD ICO	Data Protection Register		£35.00									£35.00									
01/10/2018	BACs HMR PCC	WhiteWater Mag Aug 2018			£90.00								£90.00									
01/10/2018	BACs HMR PCC	WhiteWater Mag Sept 2018			£45.00								£45.00									
01/10/2018	BACs SignRite	Children Signs					£70.00					£14.00	£84.00									
01/10/2018	BACs Simon Wells	Noticeboards							£380.00				£380.00									
28/10/2018	SO PGGM	Maint Contract Oct 2018						£228.33				£45.67	£274.00									
28/10/2018	SO New Inn	Meeting room hire Oct 2018		£20.00									£20.00									
28/10/2018	BACs Susan Turner	Salary Oct 2018	£285.70										£285.70									
08/11/2018	BACs PGGM	Hound Green Bridge								£369.00		£73.80	£442.80									
Pending	BACs Weststoc	SID / SLR etc								£6,275.00		£1,255.00	£7,530.00									
Pending	BACs ST for Auril Wines	Audit fee		£29.17								£5.83	£35.00									
TOTALS												£2,202.70	£1,225.24	£0.00	£180.00	£268.33	£1,598.31	£380.00	£6,644.00	£0.00	£1,702.99	£14,201.57

APPENDIX III.I PRELIMINARY DRAFT BUDGET

Mattingley Parish Council forecast and Budget NOV 2018							
	2016/17 YE	2017/18 YE		2019/18 to date	2019/18 LATEST EST	2018/19 DRAFT Budget	2019/20 DRAFT Budget
RECEIPTS							
PRECEPT	£8,100.00	£8,100.00		£8,870.00	£8,870.00	£8,870.00	£9,651.00
Land Sale to Lanterns	£15,000.00						
Bond matured	£15,194.47						
Hart S106 HoundG £6134							
Hart S106 Access		£6,288.00			£369.00		
Hart S106 - SID / SLR					£5,227.33	£6,000.00	
CLlr Simpson dev budget		£700.00				£500.00	£500.00
PGGM refund		£288.00					
Vat refund	£580.66	£1,058.88			£998.47	£998.47	£2,800.00
Bank interest	£0.12	£6.87		£26.24	£30.00	£4.00	£30.00
TOTAL RECEIPTS	£38,875.25	£16,441.75		£8,896.24	£15,494.80	£16,372.47	£12,981.00
Surplus/(Deficit)	£24,656.27	£5,078.74		£5,305.33	£6,681.42	£8,263.89	£3,617.00
£5,677.39							
Balance to take over	£30,333.66	£35,412.40		£30,107.07	£28,730.98	£27,148.51	£26,490.07

Precept - suggested 8.8% rise

HART S106 CLAIM is less £1,047.67 overpaid by HART 2017/18

NOTE: S106 funding remaining £3,759.67
 £4,227.09
 £7,986.76

Reserves Policy 2019/20

General Fund (working) balance £4,825.50

Contingencies £4,825.50

Earmarked Reserves £16,839.07

 Glebe Wood £5,000.00

 Hound Green Trees £5,000.00

 Phone box (additional funds) £300.00

 War Memorial £1,000.00

 Replacement bus shelter ??? £5,539.07

APPENDIX III.I PRELIMINARY DRAFT BUDGET

Mattingley Parish Council forecast and Budget NOV 2018						2019/20 DRAFT Budget
	2016/17 year end	2017/18 year end	2019/18 to date	2019/18 LATEST EST	2018/19 Budget	
EXPENDITURE						
CLERK'S SALARY	£3,491.70	£3,463.44	£2,202.70	£3,834.00	£3,612.36	£4,092.00
CLERK'S ALLOWANCE	£324.00	£324.00	£0.00	£324.00	£324.00	£324.00
EXPENSES (ALL)	£194.70			£100.00	£200.00	£200.00
TRAINING	£0.00			£150.00	£400.00	£400.00
<u>Finance / Admin</u>						
Admin / office supplies	£403.24				£80.00	
Insurance	£579.56	£652.03	£665.07	£665.07	£670.00	£732.00
Audit	£123.32	£262.17	£29.17	£29.19	£30.00	£100.00
Subscriptions / membership	£309.00	£281.00	£291.00	£291.00	£330.00	£310.00
Meeting venue	£342.00	£231.00	£240.00	£340.00	£240.00	£240.00
WhiteWater Mag	£90.00	£45.00	£180.00	£225.00	£200.00	£270.00
TOTAL FINANCE ADMIN	£1,847.12	£1,471.20	£1,405.24	£1,550.26	£1,550.00	£1,652.00
<u>COMMUNITY / DONATIONS</u>	£163.00	£196.00	£268.33	£400.00	£500.00	£500.00
<u>Hound Green (+WarMem)</u>						
Maintenance Contract			£1,598.31	£2,793.96	£2,950.00	£2,950.00
Moles				£100.00	£100.00	£100.00
Trees				£500.00	£500.00	
Ditching / Brook				£500.00	£500.00	£500.00
TOTAL HOUND GREEN	£3,426.58	£3,287.96	£1,598.31	£3,893.96	£4,050.00	£3,550.00
<u>Maintenance (other)</u>						
SID / SLR						£780.00
Hound Green furniture				£300.00		
Noticeboards			£380.00	£380.00		
Bus shelters				£200.00	£500.00	£300.00
Footpaths	£210.00					
TOTAL MAINT (OTHER)	£210.00	£0.00	£380.00	£580.00	£500.00	£1,080.00
<u>Projects</u>						
Mapboards	£220.00					
Footbridge			£369.00	£369.00		
Track		£1,575.00				
Dragons' teeth				£1,000.00	£1,000.00	
Access / ROW	£1,200.00					
Phone Box	£0.00				£1,500.00	£2,300.00
Glebe Wood	£0.00			£1,000.00	£1,000.00	£1,000.00
SID / SLR			£6,275.00	£6,325.00	£7,000.00	
TOTAL PROJECTS	£1,420.00	£1,575.00	£6,644.00	£8,694.00	£10,500.00	£3,300.00
<u>Capital</u>	£2,083.00	£46.94			£0.00	£0.00
VAT	£1,058.88	£998.47	£1,702.99	£2,800.00	£3,000.00	£1,500.00
TOTAL EXPENDITURE	£14,218.98	£11,363.01	£14,201.57	£22,176.22	£24,636.36	£16,598.00
Expenditure less projects	£10,715.98	£9,788.01	£7,557.57	£13,482.22	£14,136.36	£13,298.00
Expend less projects, less VAT	£9,657.10	£8,789.54	£5,854.58	£10,682.22	£11,136.36	£11,798.00