



# Minutes of the Parish Council Meeting

Tuesday 20th March 2018, 7.30pm Tap Room, New Inn

Present: Cllr Janice Hughes (Chairman), Cllrs Bob Aylmer, David Sexton. Clerk Susan Turner. Members of the public: 2

## 18.23 WELCOME & APOLOGIES

Apologies Cllrs Keith Alderman, Adam Knight, Alan Woolford; County Cllr David Simpson, Ward Cllr Anne Crampton; Frazer Hamilton

## 18.24 PUBLIC SESSION

**i History of the Parish** Enquiry submitted regarding the *History of the Parish* by Jeremy Davies, ref history of West End Farm. No success in locating to date.

**ii Phone box** refurbishment. See **APPENDIX I**

Colin Johnson explained the phone box would be stripped and sand blasted back to bare metal / wood (note door is hardwood), then immediately painted with multiple coats, hence need for good weather. K6 paint and safety glass to be used. The 'telephone' lettering around the top is intact on three sides. Fourth side to read 'Mattingley'. Question regarding relocation position – those refurbishing preferring a site away from trees and buses where it will better keep its condition. A new concrete base will be required in any event sufficient to take the weight – approx 750kg. Glazing, rehangng door and final coat, will be done in situ in new location. Interior to be finished according to / as and when agreed use. Timescales, late summer 2018.

ACTION Chairman requested photographic record of restoration, plus article to be submitted to Clerk for *Whitewater Benefice Magazine*.

AGREED Expenditure up to £1,000 on restoration.

ACTION Clerk to email confirmation of agreed expenditure.

*Colin Johnson, Andy Piercy left the meeting with the thanks of the Parish Council.*

**18.25 MINUTES OF MEETING** of 19th February 2018, agreed and signed

**18.26 DECLARATIONS OF INTEREST** None.

## 18.27 PLANNING

**i Hart Local Plan – Regulation 19 Submission Version**

Consultation to 4pm 26th March on legal compliance, the duty to cooperate and the four requirements of soundness. The submission plan together with responses will be submitted to the Inspector. See **APPENDIX II**

AGREED Confirm decision of February meeting. No comment required on Submission Plan.

**ii Revised NPPF –** Consultation on the draft revised text of the National Planning Policy Framework. This consultation closes at 11.45pm on 10 May 2018.

Note: Guidance published on viability assessments and affordable housing in first pages of 'Draft Planning Practice Guidance.'

**iii Pre-application enquiry Land at Hound Green**

Update received from Case Officer (dated 20th March): 'There is not much movement on this. The applicant made contact a couple of weeks ago to let me know they are still gathering information/evidence to support their development and ask me to wait for this before finalising my formal response.'

ACTION Continue to monitor.

For signature .....

**iv. New application for discussion**

18/00427/LBC (28 Feb) Yew Tree Cottage, Hazeley Heath, Hartley Wintney. Two storey rear extension, alterations to fenestration and new vehicular gate following demolition of modern single storey rear extension. Agreed No objection response

**v. Leather Bottle**

17/01683/FUL and 17/01737/LBC (Withdrawn 1st March 2018, registered 20th Sept 2017) The Leather Bottle Ph. Proposed extensions, outbuilding and ancillary alterations to the existing public house.

Note: Conservation Officer recommending refusal. Application withdrawn and pre-application enquiry submitted on revised proposal.

18/00479/PREAPP (01 Mar 2018) The Leather Bottle Ph, Reading Road, Mattingley. Extensions, outbuildings and ancillary alterations.

See **APPENDIX III** for all applications relating to the Parish

**18.28 HOUND GREEN****i. Ditch crossing to Hound Green Close**

Requested Longdown Garden Services supply estimate for a footbridge here as supplied in 2016 to Vicarage Lane. (Suggested hand rail posts be concreted in – also to Vicarage Lane.) Also suggested that works for bridge and concrete slab for phone box base could be done together.

ONGOING ACTION Clerk

**ii. Picnic & games to be held Saturday 14th July 12.30 to 3.30pm.**

Notices awaiting new contact details.

Portaloo hire

AGREED (Provisionally) The Parish Council would pay for the one toilet as last year – which includes disabled WC with baby changer @ £115 and £20 transport (prices remain as last year = £135. To consult absent Parish Councillors before confirming.

Parking FUTURE ACTION Request use of field for additional parking, hay removed and ground conditions permitting.

**18.29 TRAFFIC & HIGHWAYS****i. Children warning sign for Hound Green.**

Designs and initial estimates received from Sign Rite at Priddys Yard, Water End.

Potentially three each of two designs, so six signs c 0.6m<sup>2</sup>. Three posts with a sign of each design back to back, suggested two for B3349, one for Vicarage Lane.

Sign Rite can supply posts, brackets etc. Total cost to supply, estimate so far = £216 each (plus VAT) (estimate only). See **APPENDIX IV**

ACTION Clarification re permissions to be sought from HCC and Hart

**ii. Vicarage and Bottle Lane highway repairs**

Update received 23rd Feb from James Holt, Principle Engineer, Hants Highways:

'Concerning the damage to the verges along Bottle Lane and Vicarage Lane following their use as a 'rat runs' during the South East Water work along the B3349 Reading Road... Given the condition of the verges along both lanes I am happy to arrange work to repair them and to reinstate those lengths of ditch which have been pushed in by passing traffic... It will be necessary for me to apply for a road closure to carryout the work and I will apply for this during March 2018... I would expect the work to be during April / May. This should I hope coincide with dryer months.'

ACTION Clerk to contact in April.

For signature .....

**iii. Speed Indicator Devises / Speed Limit Reminder Sign**

Awaiting HCC Highways' formal inspection and confirmation of proposed sign locations. Scheduled for first quarter of this year.

**iv. Footpath 14 south from Vicarage Lane See APPENDIX V**

Footpath 14 opposite Hound Green Close becoming very muddy, in part due to new border fencing prevents the path drying out.

Emma Broadbent HCCCS responded (23rd Feb) that, while HCCCS had no available funding, they could assist with organising volunteers if the Parish Council were able to supply a few tons of aggregate.

AGREED Footpath surface is HCC responsibility.

**18.30 HAZELEY HEATH****i. Footpaths 30 and 31 connection**

ACTION Bob Aylmer to arrange site meeting with RSPB re connecting FPs 30 to 31. See APPENDIX VI.

**ii. Community Liaison** Article from Mike Coates RSPB published in March issue of *WhiteWater Magazine*. RSPB update at April 16th Parish Assembly also advertised.

Update from RSPB – points to note:

1. Dartford warblers seem to have survived the snow – I heard one this afternoon. Really good news as this is one of the most important species on the reserve.

2. We had a really successful education day with school from Hartley Wintney, with the co-operation of Hart District Council, who let us use their bit of the Heath. It went so well we would like to do the same for other local schools if possible.

**18.31 FINANCE****i Monthly standing orders** paid 28th February

PGGM Maintenance Contract	£274.00
Clerk salary	£288.62

**ii Clerk's salary review** Agreed increase to NALC payscale (spinal column points) 27 = £12.44 per hr x 25 hours per calendar month = £311.00 x12 = £3,732.00**iii Payments for approval**

- Clerk's agreed allowance 2017/18	£324
- New Inn £20 x 5 meetings Nov-Mar	£100

**iv Accounts to date** See Appendix VII.**v Track repair** Invoices prepared for residents' contribution agreed 50% of repair cost: £787.50 / 3 = £262.50 per household.**vi Internal audit** Stephan Alexander has agreed to conduct Internal Audit 2017/18.**vii External audit** Under SAAA (Smaller Authorities' Audit Appointment) no external audit required as annual turnover under £25k. Will receive an exemption form following year end to be signed and returned.**18.32 FURTHER REPORTS****i Merronbrook.** David Sexton noted machinery had not yet been rehoused in the new shed as per its planning approval. If continues, to contact Hart enforcement.**ii Next Police Liaison meeting** Yateley Police Station 29th April, 7.30pm.**18.33 PARISH ASSEMBLY & NEXT MEETINGS**

16th April Parish Assembly, 21st May AGM, 18th June, 16th July, 20th Aug, 17th Sept, 15th Oct, 19th Nov, 17th Dec (third Mondays in month)

*Meeting closed 9.15pm with thanks to all present*

For signature ..... Date .....

## APPENDIX I.I

### Mattingley B3349 Lay-by Telephone Box - refurbishment and relocation

Following last month's Parish Council meeting, (February 2018)

#### Refurbishment

As part of our reassessment of overall costs, we re-inspected the telephone box (13/03/18) and believe the scope of works is as previously advised in 2016.

Over the past two years the condition of the box has deteriorated; however this has not changed our scope, as we have always planned to remove/replace the glass and strip the paint back to bare metal and wood prior to painting.

We have checked the costs for all paint and glazing required. They are currently (March 2018) as previously advised, with a projected expenditure under £1,000.

Prior to us ordering materials and commencing refurbishment work, we request written permission from the Parish Council to spend up to an agreed amount. If permission is by email, it would be good if a second council member could confirm.

Please advise if invoices need to state, "Mattingley Parish Council" and the status with regard to VAT exemption/refund.

The overall plan is as follows:

- Remove glass, strip back to bare metal / wood, apply multiple coats of primer and red paint in the telephone box's current location - the front garden of Andy Piercy's bungalow, next to Hound Green Garage.
- Parish Council to authorise the final location of the telephone box.
- Prepare base and move telephone box to this agreed location
- Make good any transport damage and apply final coat of paint
- Install glazing, re-hang door etc
- Finish interior to suit final use, as agreed with Parish Council and village community.

#### Relocation Site

We believe there are two preferable locations following previous discussions:

**Location 'A'** - *About 5 metres from the recently erected 'Owl' notice-board on Hound Green and immediately adjoining the east pavement of Hound Green Close. This is close to the trodden path onto the Green at its south-eastern corner. near the junction with Vicarage Lane.*

**APPENDIX I.II**

**Location 'B'** - *On a concrete hand-standing where the former Hound Green Close bus shelter used to be.*

Following inspection of these locations we believe **Location 'A'** is preferable:

- Location 'A' is an open area, avoiding shrubs, trees etc. that beset Location 'B'. Hence Location 'A' should have noticeably less weathering impact and retain a good appearance for longer.
- Location 'A' would require the completion of a base. Although Location 'B' already has a base this is unsuitable, as it is uneven on both axes, (front to rear and side to side). Therefore, both locations would need the building of a new base on which to place and secure the telephone box.

It is suggested that a request is made for a volunteer(s) to supply materials / labour to build the concrete base at the final chosen site. The phone box is very approximately one metre square.



**Contacts:**

<b>Chris Dyke</b> -	01189 326221 / 0788 1838079 / <a href="mailto:chrisgdyke@gmail.com">chrisgdyke@gmail.com</a>
<b>Colin Johnson</b> -	01189 326088 / 07468 576654 / <a href="mailto:cj177@hotmail.co.uk">cj177@hotmail.co.uk</a>
<b>Andy Piercy</b> -	01189 326846 / <a href="mailto:andy.piercy@gmail.com">andy.piercy@gmail.com</a>

## APPENDIX II – HART LOCAL PLAN SUBMISSION

1. 'When submitting the Plan to the Secretary of State, the Council can include a list of minor alterations that are considered necessary in light of the publication consultation.
2. 'The council can also put forward 'additional modifications' of its own to deal with more minor matters.
3. 'After this stage, further submissions will be only at the request of the Inspector, based on the matters and issues he/she identifies for examination.
4. 'The Inspector can recommend 'main modifications' (changes that materially affect the policies) to make a submitted Local Plan sound and legally compliant. Such a scenario is likely to require further consultation.

REG 22. Submission of documents and information to the Secretary of State.

REG 23. Consideration of representations by appointed person.

REG 24. Independent examination.

REG 25. Publication of the recommendations of the appointed person.

REG 26. Adoption of a local plan.

Latest estimate from Hart is that the Local Plan is anticipated to be finalised and approved by Full Council in November 2018. Current housing supply is 8 years.

## APPENDIX III – PARISH PLANNING

### New Applications since last meeting

18/00556/HOU (16 Mar 2018) Burnstone, Hazeley Bottom. Single storey side and rear extension following demolition of existing structure, erection of new front porch and new door on side. Case officer Jemma Cox, consultation to 18th April.

### Pre-application enquiries

18/00479/PREAPP (1 Mar 2018) The Leather Bottle Ph. Extensions, outbuildings and ancillary alterations.

17/03007/PREAPP Land At Reading Road Hound Green (3 Jan 2018 – expiry date listed as 18th January). Erection of 30 dwellings, comprising 21 no. affordable (70%) and 9 no. market dwellings together with the associated access, parking and landscaping.

### Applications pending

18/00426/HOU & 18/00427/LBC (28 Feb) Yew Tree Cottage, Hazeley Heath, Hartley Wintney. Two storey rear extension, alterations to fenestration and new vehicular gate following demolition of modern single storey rear extension. *Parish Council response: no objection.*

18/00329/HOU (13th Feb 2017) New detached garage with home office over. The Oaks Aldermoor Farm, Reading Road, Heckfield *Parish Council response: no objection.*

### Applications withdrawn

17/01683/FUL and 17/01737/LBC (Withdrawn 1st March 2018, 20th Sept 2017) The Leather Bottle Ph Reading Road Mattingley RG27 8JU. Proposed extensions, outbuilding and ancillary alterations to the existing public house. (Objections from Conservation Officer)

### Applications decided since last meeting

18/00359/CA (No objection 16 Mar, reg 15 Feb 2018) Mattingley Church. Two x Sycamore in hedge, reduce to 1.5m. *Parish Council response: no objection.*

**APPENDIX IV – PROVISIONAL DESIGNS**

Option 1



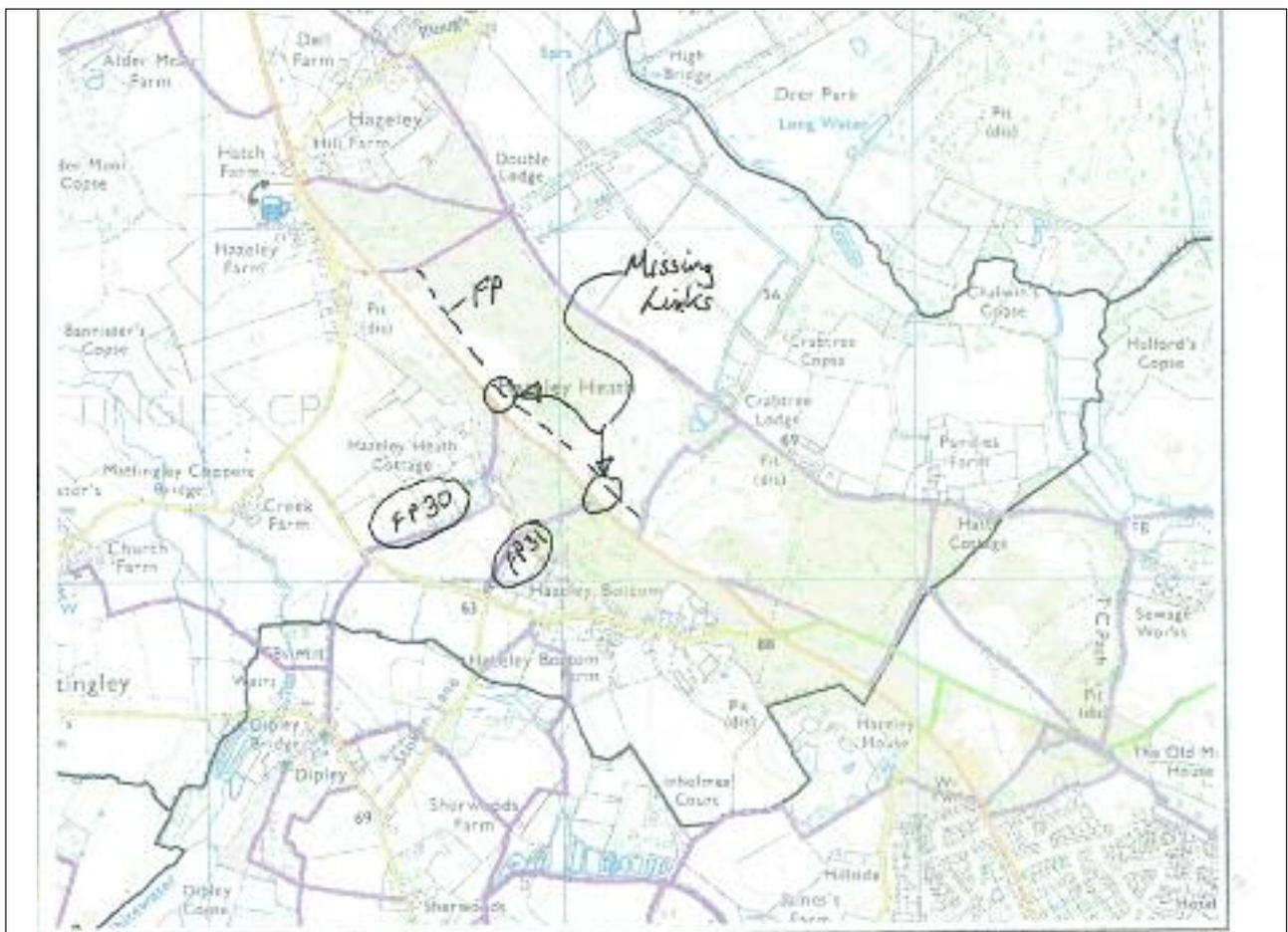
Option 2



**APPENDIX V. FOOTPATH 14**



**APPENDIX VI. FOOTPATHS 30 & 31**



Hazeley Heath

0 0.25 0.5 1 Miles

Footpath Connections - NE side of B3011

See additional information of this data to find out more on any facts

## APPENDIX VII.Ī

MATTINGLEY PARISH COUNCIL - INCOME 2017/18 - at 18th March						
Balance brought forward 1st April 2017						£30,333.66
Date	Item	Paid via	Precept	Grants	S106	Total Receipts
05/04/2016	Parish Precept		£8,100.00			£8,100.00
22/12/2017	Hart S106 Access				£5,240.33	
22/12/2017	Hart S106 overpayment				£1,047.67	£6,288.00
07/03/2018	County Cllr devolved budget 2017/18			£700.00		£700.00
2017/18	Bank interest 2017/18					£6.87
	PGGM refund double payment			£288.00		£288.00
	Residents' contrib to track			£787.50		£787.50
	VAT refund 2016/17					£1,058.88
<b>2017/18</b>	<b>TOTALS</b>		<b>£8,100.00</b>	<b>£1,487.50</b>	<b>£6,288.00</b>	<b>£17,229.25</b>

£17,229.25

RECEIPTS & PAYMENTS SUMMARY	
Bal brought forward 1st April 2017	£30,333.66
Plus income	£17,229.25
Minus expenditure	£11,504.61
<b>Balance</b>	<b>£36,058.30</b>
BANK RECONCILIATION	
Treasurers Account 1 Aug	£2,883.85
Bus 30-day notice	£31,808.00
minus items not cleared	£768.02
plus income pending - track donation	£787.50
plus 9p interest missing Dec16-Aug17	£0.09
Plus VAT refund 2016/17	£1,058.88
Plus refund from Jason - double pay	£288.00
<b>Balance</b>	<b>£36,058.30</b>

	april	£0.01	Dec £1.10
May	£0.01	Jan £1.00	
June	£0.01	Feb £1.31	
July	£0.01	Mar £1.20	
Aug	£0.01		
Sept	£0.18		
Oct	£0.96		
Nov	£1.07		
<b>TOTAL</b>	<b>£6.87</b>		

APPENDIX VII.II

MATTINGLEY PARISH COUNCIL - EXPENDURE 2017/18

Date	Chq No/Inn	Supplier	Description	Salary	Allow- ance	Expen- ses	Finance Admin	Comm- unity	Maintn HG	Maintn general	Projects	Capital	VAT	TOTALS
24/04/2017	348	c PGGM	Maint Contract April 2017						£228.33				£45.67	
15/05/2017	349	c HALC	HG dragging & digger hire				£246.00		£240.00				£48.00	£562.00
15/05/2017	350	c Heckfield MH	HALC /NALC 2016/17				£33.00							£246.00
	351	CANCELLED	Hall hire April 2017											£33.00
15/05/2017	362	c Susan Turner	Salary April/May 2017	£577.24										£577.24
19/06/2017	353	c PGGM	Maint Contract May 2017						£228.33				£45.67	£274.00
19/06/2016	354	c Came & Company	Insurance 2017/18				£652.03							£652.03
19/06/2016	355	c Heckfield MH	Hall hire May 2017				£33.00							£33.00
19/06/2016	356	DS for WC Baker & Son -	Noticeboard Keys x 2									£6.95		£6.95
28/06/2017	SO	c PGGM	Maint Contract June 2017						£228.33				£45.67	£274.00
28/06/2017	SO	c Susan Turner	Salary June 2017	£288.62										£288.62
28/06/2017	SO	c Heckfield MH	Hall hire June 2017				£33.00							£33.00
28/07/2017	SO	c PGGM	Maint Contract July 2017						£228.33				£45.67	£274.00
28/07/2017	SO	c Susan Turner	Salary July 2017	£288.62										£288.62
28/07/2017	SO	c Heckfield MH	Hall hire July 2017				£33.00							£33.00
01/08/2017	357	HMR PCC	WhiteWater Mag				£45.00							£45.00
01/08/2017	358	Robert Mandry	Moles x 2 Hound Green						£20.00					£20.00
01/08/2017	359	Loos for Dos	HG Picnic - mobile toilet hire					£135.00						£135.00
01/08/2017	360	PGGM	HG dragging & digger hire						£288.00				£27.00	£162.00
28/08/2017	SO	c PGGM	Maint Contract August 2017						£228.33				£45.67	£274.00
28/08/2017	SO	c Susan Turner	Salary August 2017	£288.62										£288.62
28/08/2017	SO	c Heckfield MH	Hall hire August 2017				£33.00							£33.00
28/09/2017	SO	c PGGM	Maint Contract Sept 2017						£228.33				£45.67	£274.00
28/09/2017	SO	c Susan Turner	Salary Sept 2017	£288.62										£288.62
28/09/2017	SO	c Heckfield MH	Hall hire Sept 2017				£33.00							£33.00
29/09/2017	DD	c ICO	Data Protection register				£35.00							£35.00
16/10/2017	361	c Poppy Appeal	Wreath					£25.00						£25.00
30/10/2017	SO	c PGGM	Maint Contract Oct 2017						£228.33				£45.67	£274.00
30/10/2017	SO	c Susan Turner	Salary Oct 2017	£288.62										£288.62
30/10/2017	SO	c Heckfield MH	Hall hire Oct 2017				£33.00							£33.00
11/11/2017	Bacs	c BDO LLP	External audit				£235.00						£47.00	£282.00
11/11/2017	Bacs	c Clerk for Chal-Tech GmbH	Loud Haller									£39.99	£8.00	£47.99
30/11/2017	SO	c PGGM	Maint Contract Nov 2017						£228.33				£45.67	£274.00
30/11/2017	SO	c Susan Turner	Salary Nov 2017	£288.62										£288.62
19/12/2017	Bacs	c Longdown GdnServ	Lantems Track								£1,575.00		£315.00	£1,890.00
19/12/2017	Bacs	c ST for AuriolWines	Internal Audit										£5.43	£32.60
28/12/2017	SO	c PGGM	Maint Contract Dec 2017				£27.17						£45.67	£274.00
28/12/2017	SO	c Susan Turner	Salary Dec 2017	£288.62					£228.33					£288.62
28/01/2018	SO	c PGGM	Maint Contract Jan 2018						£228.33				£45.67	£274.00
28/01/2018	SO	c Susan Turner	Salary Jan 2018	£288.62										£288.62
28/02/2018	SO	c PGGM	Maint Contract Feb 2018						£228.33				£45.67	£274.00
28/02/2018	SO	c Susan Turner	Salary Feb 2018	£288.62										£288.62
28/02/2018	Bacs	CPRE	Annual subs					£36.00						£36.00
19/03/2018	Bacs	Susan Turner	Clerk Allowance 2017- 2018		£324.00									£324.00
19/03/2018	Bacs	New Inn	Meeting venue				£100.00							£100.00
	Bacs	JH for New Inn	Chairman's Expenses			£34.67								£34.67
28/03/2018	SO	PGGM	Maint Contract March 2018						£228.33				£6.93	£274.00
28/03/2018	SO	Susan Turner	Salary March 2018	£288.62									£45.67	£274.00
TOTALS														£3,463.44
TOTALS														£3,463.44
TOTALS														£1,504.61
TOTALS														£1,504.61