



# Minutes of the Parish Council Meeting

Monday 18th December 2017, 7.30pm Conference Room, New Inn

Present: Cllr Janice Hughes (Chairman), Cllr Bob Aylmer, Cllr Adam Knight, Cllr David Sexton, Cllr Alan Woolford, Clerk Susan Turner. Guest County Cllr David Simpson

**17.118 WELCOME & APOLOGIES**

Apologies PCSO Nick Greenwood, Ward Cllr Anne Crampton, Cllr Keith Alderman.

**17.119 PUBLIC SESSION** No members of public present.

**17.120 MINUTES OF MEETING** of 13th November 2017 agreed and signed; proposed BA, seconded AW.

**17.121 DECLARATIONS OF INTEREST** none.

**17.122 TRAFFIC & HIGHWAYS**

**i. Speed Indicator Devise / Speed Limit Reminder Sign**

1. Funding sources

1.a. HCC – Applied to Cllr Simpson’s devolved budget for £1,000.

1.b. Hart Highways S106 funding. Agreed acceptable in principle to allocate funds to SID / SLR project. Proposal to be submitted for executive approval.

2. Project approval

Awaiting HCC Highways’ formal inspection and confirmation.

**ii. Vicarage and Bottle Lanes**

1. Accident 16th December near top of Bottle Lane, car in ditch.

2. Road damage following SEW works

Email from Streetworks Manager, Hampshire Highways, of 15th November 2017:

‘I have spoken to SEW to discuss the damage and agreed that HCC will look at the damage on the routes you have highlighted below.

‘I have since passed this onto colleagues in our local office who have told me that they will inspect site and action any safety defects.’

Email of 11th December..

‘I have forwarded your email onto the team dealing with highway maintenance for this issue, if you don’t hear back in the next few day let me know.’

ACTION Clerk to follow up.

**iii. Lengthsman**

Potential project on Bottle Lane shoring up /reinforcing ditch.

ACTION To confirm location and arrange site visit with Lengthsman.

**iv. Rights of way**

HCC countryside access teams – Rights of Way Vegetation Priority cutting lists – 2018 Mattingley current schedule for 2017; supposed to be allocated one cut of five paths. Bridleway 6 – Aug; Fp 1, FP 2, FP 12, FP 16, FP 20 – September (total six?).

Bob Alymer advised that the scheme usually not worthwhile. As scheduled so late in the year, schedules slipped and so either too late in the year to be useful or to be done at all. Question whether any work done by the access team this year?

ACTION Clerk to discuss with access team, copy to Cllr Simpson.

For signature .....

**17.123 HOUND GREEN**

**i. Mowing**

Green cut on Dec 13th – full cut apart from adjacent to Reading Road where too wet.

**ii. SSE tree cutting**

Phone call received 23rd November from SSE requesting permission to work to reduce the trees under the power lines on Hound Green.

Summary

Ideally they wish to cut back to one metre clearance of the wires plus four years' growth. For the oaks, four years' growth not that much; for the willows they want to take them to ground level and treat the stumps to prevent them growing again. If we're not happy with this latter we can negotiate.

It will be after Christmas when they come out as this will need the power to be off and so need to be arranged in advance. They will be bringing in a tracked tipper, a 4x4 with hydraulic lift, plus 'ground guards' to run on.

They can either leave the logs – as log pile (wildlife) or for people to take or us to clear. Or they can chip and leave on site, or they can chip and remove.

Keith Alderman arranged to meet 24th November and discuss re Hound Green and Glebe Wood. Report deferred.

**iii. Track**

Resurfacing work done on 9th November – wet weather and the track was driven over immediately. Ian Head from Longdown Garden Services and Cllr Woolford made a site visit to inspect.

AGREED 'Without rebuilding the track from scratch at major expense, "improvement works" will always have their limitations. A lot of rain immediately following the works meant the freshly laid scalplings were easy to displace. But the new material has not spread out beyond the confines of the track. Some remedial work will be done in the Spring. The work was carried out competently as per the estimate.'

*See 127.ii – Payments approved*

ACTION Invoice residents for their contributions.

KA  
ST

**17.124 HAZELEY HEATH**

**i. Section 38 Planning application**

Reference CL 49 and CL 100: Application for consent under Section 38 of the Commons Act 2006 to carry out restricted works on Hazeley Heath Common (see meeting minutes of 13th November 2017). Clerk submitted 'no objection' response to the Planning Inspectorate Common Land Casework Team.

**ii. HH Consultative Group meeting 23rd November.**

David Sexton reported:

1. The Group is confident works are resulting in continued improvements for wildlife.
2. The Group wishes to liaise with Parish Council to publish regular progress reports. *Whitewater Benefice Magazine* suggested (note doesn't reach Hartley Wintney).

AGREED The Parish Council will arrange and if necessary pay for articles produced by HHCG to be published in the *Whitewater Magazine* – three to four times per year.

The Parish Council will also publish / distribute information. Hazeley Heath project information and consultative group minutes are on the Parish Council Website.

Cllr Simpson suggested a Liaison Panel be set up to help address residents' concerns.

For signature .....

**17.125 WAR MEMORIAL**

Bob Alymer reported that a problem cited at the Memorial Service was difficulty hearing due to traffic noise. The previous year more people attended and Police considered safety to be an issue. Next year being 100th anniversary of the Armistice, there may be more people but not possible to relocate by then.

**17.126 POLICE LIAISON MEETING**

Policing Priorities Quarterly Meeting – Next meeting to be held, 7pm, 24th January 2018, Yately Police Station (behind the Royal Oak).

AK

ACTION Adam Knight to attend.

**17/127 FINANCE**

**i Monthly standing orders** 28th November

PGGM Maintenance Contract	£274.00
Clerk salary	£288.62

**ii Payments approved** (incl VAT)

Longdown Gdn Serv for Lanterns track	£1,890	<i>see 17/123.iii</i>
Clerk for Auriol Wines (interal audit)	£32.60	
JH for New Inn (chairman’s expenses)	£41.60	

**iii Accounts to date and bank reconciliation** **SEE APPENDIX I.**

**iv Draft budget and 2018/19 Precept request**

Draft budget prepared for discussion. **SEE APPENDIX II.**

Mattingley’s Precept is the lowest in Hart. While many settlements are much larger with more services and facilities, Mattingley Precept is still comparably low at £25.74 per annum per band D household.

Alan Woolford has suggested a five-year strategy of gradual increase to bring the Precept to a level which will meet regular outgoings. Reserves are sufficient to sustain this providing the Government does not cap Precept rises for smaller authorities.

Mattingley tax base for 2017/18 = 314.73

A Precept rise of 9% would increase from £8,100 in 2017/18 to £8,829 = £28.05, an additional £2.31, per annum, per band D household, for 2018/19.

AGREED A Precept rise of under 10%.

ACTION To confirm at January meeting when Precept request forms completed and signed.

**17/128 PLANNING**

**i New applications for discussion**

17/02930/LBC Moorcocks, Bottle Lane, Mattingley. To rebuild 75% of chimney to correct listing to side, and to avert danger, after storm. *PC Response: No comment required.*

17/02797/HOU 3 Folia Cottages, Vicarage Lane, Hound Green. Single storey rear extension utilising new party wall with neighbouring property No 2 Folia Cottages (separate planning application) and loft conversion to provide an additional bedroom. Extension of garden space.

17/02796/HOU 2 Folia Cottages, Vicarage Lane, Hound Green. Single storey rear extension utilising new party wall with neighbouring properties No 1 & No 3 Folia Cottages (separate planning applications), loft conversion to provide additional usable space and posts to front canopy. Extension of garden space.

For signature .....

17/02794/HOU 1 Filia Cottages, Vicarage Lane, Hound Green. Single storey rear extension utilising new party wall with neighbouring property No 2 Filia Cottages (separate planning application) and loft conversion to provide an additional bedroom.

*Parish Council Response – all three Filia Cottages applications: No objection.*

**ii Current applications relating to the Parish**

**SEE APPENDIX III.**

**iii Pre-application enquiry noted – land at Riseley**

17/02548/PREAPP Erection of 83 residential dwellings (REM application pursuant to 16/02989/OUT) Land At Odiham Road, Riseley. Case officer Miguel Martinez.

**17.129 FURTHER REPORTS**

**i Waste recycling centres**

David Simpson advised that HCC will be closing half of its recycling centres.

It was commented that the WRCs are efficient, this decision is due only to funding cuts. Noted also that County is responsible for waste disposal but the District Councils for collection including flytipping.

**ii Hornets’ nest on Hound Green**

Email received from resident...

‘There is a hornets’ nest in the large oak tree on the Green just before the raised top part – it has a massive arch shaped hole at base which is where they are flying in and out. They're very aggressive and territorial and also attack any other bee/wasp.’

AGREED: Nest to be removed.

AW

ACTION: Alan Woolford to forward recommended pest control contact to Clerk.

ST

**17.130 NEXT MEETINGS**

**i Venue for 2018 meetings**

The New Inn ‘Shankly Conference Room’ will be available for Parish Council meetings for a nominal charge of £20 per meeting. The conference room is accessed via the Hotel entrance and reception which has a separate entrance from the pub.

Advice from Parish Council Audit is that this complies with Local Government Act Schedule 12 ‘Meetings and Proceedings of Local Authorities’ Part II ‘Parish Councils’ 10(1)).

Parish Council meetings should be open to all. The reason for paragraph 10(1) is to avoid meeting on premises which may exclude sections of the community – who may feel unable to attend premises being used for the supply of alcohol – unless no other premises are available or available at reasonable cost.

AGREED: Parish Council meetings for 2018 will be held in the Conference Room.

**ii Dates for 2018 meetings**

Third Monday in month – 15th Jan, 19th Feb, 19th Mar, 16th April, 21st May, 18th June, 16th July, 20th Aug, 17th Sept, 15th Oct, 19th Nov, 17th Dec.

*Meeting closed 8.45pm with thanks to all present.*

For signature ..... Date



## APPENDIX I.II. ACCOUNTS TO DATE

## MATTINGLEY PARISH COUNCIL - EXPENDURE 2017/18

Date	Chq No/leave	Supplier	Description	Salary	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	£562.00
15/05/2017	349	c HALC	HG dragging & digger hire					£240.00				£48.00	£246.00
15/05/2017	350	c Heckfield MH	HALC/NALC 2016/17										£33.00
	351	CANCELLED	Hall hire April 2017										£33.00
15/05/2017	352	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 Doss	HG Pknic - mobile toilet hire				£135.00					£27.00	£162.00
01/08/2017	360	PGGM	HG dragging & digger hire					£288.00					£288.00
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 Gdn/Serv	Lanterns Track				£1,575.00					£315.00	£1,890.00
19/12/2017	Bacs	c ST for Aurlo/Wines	Internal Audit			£27.17						£5.43	£32.60
19/12/2017	Bacs	c JH for New Inn	Chairman's Expenses			£34.67						£6.93	£41.60

TOTALS £2,308.96 £34.67 £1,471.20 £160.00 £2,374.64 £0.00 £1,575.00 £46.94 £822.72 **£8,794.13**

£8,794.13

**APPENDIX I.III – BANK OVERVIEW 19TH DECEMBER 2017**

TSB - Account Overview https://secure-business.tsb.co.uk/business/a/account\_overview\_business/JX5V7EG71ZF33KH2O...



**Miss S. Turner**

Your accounts Last login: 19 December 17 (10:42 AM)

[Make a quick transfer](#)

**Mattingley Paris..**

---

<b>Treasurers Account</b>	<b>£4,643.71</b>
30-96-29, 00778969	

---

<b>Bus Instant Access</b>	<b>£25,104.49</b>
30-96-29, 07266599	

1 of 1 19/12/2017 14:24

**APPENDIX II.I – DRAFT BUDGET DECEMBER 2017**

<b>Mattingley Parish Council forecast and DRAFT budget</b>					
	2016/17 ACTUAL	2017/18 Budget	2017/18 to date	2017/18 Latest Est	2018/19 DRAFT Budget
<b>EXPENDITURE</b>					
CLERK'S SALARY	£3,491.70	£3,600.00	£2,308.96	£3,643.44	£3,720.00
CLERK'S ALLOWANCE	£324.00	£400.00	£0.00	£324.00	£324.00
EXPENSES (ALL)	£194.70	£275.00	£34.67	£200.00	£200.00
TRAINING	£0.00	£400.00	£0.00	£0.00	£400.00
<u>Finance / Admin</u>					
Admin / office supplies	£403.24	£80.00	£0.00	£80.00	£80.00
Insurance	£579.56	£600.00	£652.03	£652.03	£670.00
Audit	£123.32	£130.00	£262.17	£262.17	£30.00
Subscriptions / membership	£309.00	£311.00	£281.00	£317.00	£330.00
Hall hire	£342.00	£400.00	£231.00	£291.00	£240.00
WhiteWater Mag	£90.00	£150.00	£45.00	£90.00	£200.00
<b>TOTAL FINANCE ADMIN</b>	<b>£1,847.12</b>	<b>£1,671.00</b>	<b>£1,471.20</b>	<b>£1,692.20</b>	<b>£1,550.00</b>
<b>COMMUNITY / DONATIONS</b>	<b>£163.00</b>	<b>£535.00</b>	<b>£160.00</b>	<b>£160.00</b>	<b>£500.00</b>
<u>Hound Green (+WarMem)</u>					
Maintenance Contract		£3,400.00			£2,950.00
Mole s		£250.00			£100.00
Trees		£400.00			£500.00
Ditching		£0.00			£500.00
<b>TOTAL HOUND GREEN</b>	<b>£3,426.58</b>	<b>£4,050.00</b>	<b>£2,374.64</b>	<b>£3,300.00</b>	<b>£4,050.00</b>
<u>Maintenance (other)</u>					
Noticeboards		£150.00		£380.00	
Bus shelters		£200.00			£500.00
Footpaths	£210.00	£300.00			
Emptying bins	£0.00	£800.00			
<b>TOTAL MAINT (OTHER)</b>	<b>£210.00</b>	<b>£1,450.00</b>	<b>£0.00</b>	<b>£380.00</b>	<b>£500.00</b>
<u>Projects</u>					
Mapboards	£220.00				
Footbridge		£300.00			
Track		£500.00	£1,575.00	£1,575.00	
Dragons' teeth		£1,000.00			£1,000.00
Access / ROW	£1,200.00				
Phone Box	£0.00	£1,500.00			£1,500.00
Glebe Wood	£0.00	£1,000.00			£1,000.00
SID / SLR					£7,000.00
Bins		£1,350.00			
<b>TOTAL PROJECTS</b>	<b>£1,420.00</b>	<b>£5,650.00</b>	<b>£1,575.00</b>	<b>£1,575.00</b>	<b>£10,500.00</b>
Capital	£2,083.00	£0.00	£46.94	£46.94	£0.00
VAT	£1,058.88	£0.00	£822.72	£1,000.00	£3,000.00
CONTINGENCIES	£0.00	£1,400.00	£0.00	£0.00	£0.00
<b>TOTAL EXPENDITURE</b>	<b>£14,218.98</b>	<b>£19,431.00</b>	<b>£8,794.13</b>	<b>£12,321.58</b>	<b>£24,744.00</b>
Expenditure less projects	£10,715.98	£13,781.00	£7,219.13	£10,746.58	£14,244.00
Expend less projects, less VAT	£9,657.10	£13,781.00	£6,396.41	£9,746.58	£11,244.00



## **APPENDIX III. PLANNING APPLICATIONS**

### **New applications (since last meeting)**

#### **New applications for discussion**

17/02930/LBC Moorcocks, Bottle Lane, Mattingley. To rebuild 75% of chimney to correct listing to side, and to avert danger, after storm. *PC Response: No comment required.*

17/02797/HOU 3 Filia Cottages, Vicarage Lane, Hound Green. Single storey rear extension utilising new party wall with neighbouring property No 2 Filia Cottages (separate planning application) and loft conversion to provide an additional bedroom. Extension of garden space.

17/02796/HOU 2 Filia Cottages, Vicarage Lane, Hound Green. Single storey rear extension utilising new party wall with neighbouring properties No 1 & No 3 Filia Cottages (separate planning applications), loft conversion to provide additional usable space and posts to front canopy. Extension of garden space.

17/02794/HOU 1 Filia Cottages, Vicarage Lane, Hound Green. Single storey rear extension utilising new party wall with neighbouring property No 2 Filia Cottages (separate planning application) and loft conversion to provide an additional bedroom.

*Parish Council Response – all three Filia Cottages applications: No objection.*

#### **Applications pending**

17/02376/LBC (10th Oct 2017) Bartletts Farm, Reading Road, Mattingley RG27 8JU. Internal works, new folding doors and rooflight. *Replaces withdrawn applications 17/01138/HOU and 17/01208/LBC. Parish Council response No objection.*

17/01683/FUL and 17/01737/LBC (20th Sept 2017) The Leather Bottle Ph Reading Road Mattingley RG27 8JU. Proposed extensions, outbuilding and ancillary alterations to the existing public house. *Parish Council response: No objection.*

17/00910/LBC (18th April) Priors Farm, Reading Road, Mattingley. Rebuilding of collapsed Barn. *Parish Council response: No objection.*

#### **Applications granted**

17/02588/HOU (Granted 14th December, reg 27th October) Westleigh, Hazeley Heath. Erection of new double garage following demolition of existing single garage.

17/02456/LBC (Granted 5th Dec, reg 12 Oct 2017) Mattingley House, Reading Road, Mattingley. Rebuilding of collapsed garden wall to match existing.