



Minutes of Parish Council Meeting

Monday 21st January 2019, 7.30pm, Tap Room, New Inn

Parish Councillors Janice Hughes (Chairman), Frazer Hamilton, David Sexton, Alan Woolford.
Clerk Susan Turner; Guests (PCSO Nick Greenwood, PCSO Ben Ingleson, Howard
representing County Councillor David Simpson.

- 19.1 WELCOME & APOLOGIES** Apologies Keith Alderman, Adam Knight, County Cllr David Simpson, Ward Cllr Anne Crampton.
- 19.2 POLICE REPORT**
- i Reported crime** PCSO Nick Greenwood reported a recent lull in reported burglaries. Some arrests made, but convictions and recovery thwarted when in many cases unable to prove goods are stolen. At least activity inhibited for a while – tend to operate over considerable distances, often from Reading. Comment that season and weather also influence burglar activity.
 - ii Crime prevention** Crucial to log serial numbers of tools, plant, quad bikes, machinery etc – photograph – identity with eg SmartWater – ‘log it, snap it, stamp it’. PCSOs holding Rural Crime Prevention Evenings – recently in Rotherwick following theft of pick-up from Lyde Green Farm.
Local police have been putting in many hours of night work – makes policing less ‘visible’ but hopefully people appreciate this is when most effective.
Frazer Hamilton commented on a phone app which enables verification of vehicle tax and MOT status. PCSOs commented they were interested in SORN vehicles as these are often purchased for use in committing crime.
 - iii Fly tipping** PCSO Greenwood said that HCC will alert the Police to key areas where fly-tipping occurring but HCC are lead agency. Parish Councillors pointed out that much fly tipping in gateways etc is sufficiently removed from the Highway to be deemed private land and landowners are left with the problem of removing.
HCC will install cameras in badly affected areas, Police restricted under RIP(A) (Regulation of Investigatory Powers Act) as to surveillance they can undertake.
 - iv Policing Priorities meetings** Attending Parish Council meetings ideal but not always achievable. Quarterly Policing Priorities meetings intended for Parish Councils to voice the concerns of their communities. But noted the difficulty of setting meaningful ‘priorities’ when covering six different areas. Next meeting 31st January.
 - v Traffic** PCSO Greenwood noted bikers (from Surrey) using the Wellington roundabout as a skid pan – Parish Councillors confirmed bikes heard on B3349.
Re anticipated installation of Speed Indicator Devices, Community SpeedWatch suggested. PCSOs believe effective as CSW follows up instances of recorded speeding with a police letter. CSW is supported by Police in up to 40mph areas – requires volunteers to attend Police training sessions, mostly involving Health & Safety. Parishes can work together – noted Rotherwick has CSW kit may be willing to lend.
B3349 is on a Police Speed Camera Van route – van crew very efficient but covers Basingstoke & Deane and Rushmoor as well as Hart. Required to prioritise areas with collision accidents involving speed.
 - vi Neighbourhood Watch** – Hampshire & Isle of Wight Neighbourhood Watch Association (HINWA): <http://www.hinwa-nw.org.uk/pages/4207/1/Contacts.html>
President Margaret Filley is a good and willing speaker – suggest invitation to give presentation (Parish Assembly?).

PCSOs left the meeting with the thanks of the Parish Council.

For signature

19.3 MINUTES OF PREVIOUS MEETING of 19th November agreed and signed.

19.4 DECLARATIONS OF INTEREST None.

19.5 HOUND GREEN

i Brook

Premier Grounds and Garden Maintenance scheduled to hire digger for maintenance work to Brook channel, Monday 28th January.

Noted that the Brook naturally floods (restricted by width of culvert under road). It requires a flood plain and where previously flooded Lanterns' land – post to this being raised with the installation of the treatment plant – the flooding displaced upstream.

ii Glebe Wood

ACTION Refer to Keith Alderman re Woodland Management Plan.

iii Moles

Agreed a good job done by Robert Mandry, five moles caught.

19.6 FINANCE

i Payments

November monthly standing orders paid

28/11/2018	PGGM Maintenance Contract Nov	£274.00
------------	-------------------------------	---------

28/11/2018	New Inn – meeting room Nov	£20.00
------------	----------------------------	--------

28/11/2018	Clerk SalaryNov	£285.70
------------	-----------------	---------

December monthly standing orders paid

28/12/2018	PGGM Maintenance Contract Nov	£274.00
------------	-------------------------------	---------

28/12/2018	New Inn – meeting room Nov	£20.00
------------	----------------------------	--------

28/12/2018	Clerk SalaryNov	£285.90
------------	-----------------	---------

28/12/2018	HMRC	£101.20
------------	------	---------

Payments agreed

Winson Woodcraft – Dragons teeth supply	£560.00
---	---------

Robert Mandry – Moles	£50.00
-----------------------	--------

PGGM – Dragons teeth installation	£1002.67.
-----------------------------------	-----------

Re installation of dragons' teeth, recognition of job well done. Concreting-in posts previously agreed by Parish Council. Concern raised by Cllr Woolford at number of hours used in relation to work done.

ACTION: Cllr Woolford to inspect work, Clerk to raise concern with PGGM.

ii Accounts to date 2018/19 See **APPENDIX I**

iii Draft budget and Precept request 2019/20 See **APPENDIX II**

Reference Budget discussion November meeting, Precept increase to cover maintenance / relocation costs associated with the Speed Indicator Devices, plus contribution towards reducing the annual budget base deficit.

Servicing the SID & SLR estimated to equate to £780 which would be covered by a 8.8% increase in the Precept. (Estimate based on recommendation to move every two weeks.)

AGREED Precept request of £9,740.

An increase of £870 (9.8%) divided by this year's tax base (324.75) equates to annual increase of £2.68 per band D household
annual total per band D household = £29.99.

For signature

19.7 PLANNING

- i See **APPENDIX III** for current applications relating to the Parish.
- ii **Applications to note**
19/00014/AMCON (Validated 09 Jan 2019) Glencoe, Vicarage Lane, Hound Green. Variation of Condition 2 attached to Planning Permission 18/01748/FUL dated 10.12.18 to allow substitution of drawings relating to Design Amendments to Plot 2, front and side elevations. Note; Footprint, siting, height and rear elevation of the consented design does not change. *PC response: no further comment required.*
18/02604/HOU (Validated 03 Dec 2018) Lone Fir, Hazeley Lea, Hartley Wintney, Hook RG27 8ND. Single storey side and roof extensions. Partial garage conversion. *Parish Council response: not objection.*
- iii **Hart Local Plan Examination in Public** See **APPENDIX IV**
 Examination in Public concluded on Friday 14th December with general satisfaction that the Inspector was well-informed and gave all parties a fair hearing.
 Some amendments were agreed during the examination process and the Inspector will confirm these via a letter to Hart expected in February. This will allow an update to the Local Plan pending the Inspector's full report and adjudication on the adoption of the Local Plan, which will follow after due consideration sometime this year.

19.8 UPDATES / FURTHER REPORTS

- i **May Parish Elections** - All Mattingley Parish Council seats are due for re-election on Thursday 2nd May. Information (including Nomination Papers) available from <https://www.electoralcommission.org.uk/i-am-a/candidate-or-agent/parish-and-community-council-elections-in-england-and-wales>
 Note 1 – Nomination Consent Form can't be signed earlier than 3rd March, ie one calendar month before the deadline for submitting Nomination Papers. Signatures must be witnessed – the witness must sign and give their full name and address. There are no restrictions on who can be a witness to the Consent to Nomination.
 Note 2 – Nomination Papers can be submitted from Tues 26th March, closing date 4pm on Wed 3rd April.
 Note 3 – Papers must be hand-delivered to the Returning Officer at Hart Civic Offices.
 Note 4 – Councillor Term of Office extends until four days after election day (Thursday) so normally the following Monday. Newly elected Councillors take up Office on this same day. As Monday 6th is a bank holiday, this year will be Tuesday 7th.
 Parish Council AGM has to take place within 14 days of new Councillors taking office, so AGM date on 20th May complies (with a day's grace due to the bank holiday).
- ii **HDAPTC** Frazer Hamilton succeeds Bob Aylmer as Parish Council representative. Attended meeting of Tuesday 8th January held at Long Sutton. Notes from meeting...
Local Plan EIP: 'The Inspector was well informed and maintained a professional environment.' Winchfield PC indicated they felt they had been given a fair hearing.
Training Courses for New Councillors – Elvetham Heath is hosting training courses, run by HALC, for new councillors. 'Knowledge & Core Skills' (Parts 1 & 2), on 19th February & 6th March 2019, 7-9pm. Cost: £70 for both or £40 for one session. To book contact: jan.hyatt@elvethamheath-pc.org.uk
Traffic Calming: Frazer Hamilton advised the meeting that Mattingley has SIDs to deploy and opened up discussion for other parishes to consider sharing the facility and costs. Dr Jane Worlock advised that Hook and Rotherwick have quarterly meetings with Hart Traffic Management and Hampshire Highways to address issues and this works well for them.

For signature

iii Speed Indicator Devise and Reminder Signs

Budget and Precept request for 2019/20 provides for Parish Lengthsman moving the signs. Battery recharging, data download and evaluation also to be considered. Frazer Hamilton to load software onto PC. Data can be evaluated / presented as required.

Parish Councillors are covered by Parish, and HCC Lengthsman, insurance. To move the signs, training and a licence are required. Frazer Hamilton willing to undertake the training. Will require minimum of two people to move the signs.

Note 1: HCC Policy and Guidance For Parish Councils Purchasing Temporary Speed signing includes 'Appendix 8: Notes for Guidance for Parishes when moving speed limit reminder signs'. See **APPENDIX V**

Note 2. Ref 9.8.ii above.

iv Hazeley Heath

Report Received from Mike Coates - see See **APPENDIX VI**

iv Tree report for Hound Green

ACTION Chairman to make enquiry.

19.9 NEXT MEETINGS

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

Meeting closed 9.15pm with thanks to all present

For signature Date

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
2018/19	Bank interest 2018/19						£79.01	£79.01
2017/18	TOTALS		£8,870.00	£0.00	£0.00	£0.00	£79.01	£8,949.01

£8,949.01

RECEIPTS & PAYMENTS SUMMARY	
Bal brought forward 1st April 2018	£35,412.40
Plus income	£8,949.01
Minus expenditure	£17,207.04
<i>Balance</i>	£27,154.37
BANK RECONCILIATION	
Club, charity, trust	£1,452.19
Bus instant access	£24,757.01
TOTAL ACCOUNTS	£26,209.20
minus items not cleared	£113.80
plus 9p interest missing Dec16-Aug17	£0.09
Plus income outstanding - VAT refund 2016/17	£1,058.88
<i>Balance</i>	£27,154.37

april	£1.36	Dec	£25.94
May	£1.68	Jan	£26.83
June	£1.65	Feb	
July	£1.55	Mar	
Aug	£1.60		
Sept	£2.53		
Oct	£4.65		
Nov	£11.22		
TOTAL	£79.01		

APPENDIX I.II ACCOUNTS TO DATE

MATTINGLEY PARISH COUNCIL - EXPENDURE 2018/19 - JAN 2019													
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									£160.00
19/06/2018	BACs HMR PCC	WhiteWater Mag Mar 2018				£45.00							£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
28/11/2018	SO PGGM	Maint Contract Nov 2018						£228.33				£45.67	£274.00
28/11/2018	SO New Inn	Meeting room hire Nov 2018		£20.00									£20.00
28/11/2018	BACs Susan Turner	Salary Nov 2018	£285.70										£285.70
11/12/2018	BACs PGGM	Dragons teeth installation								£835.56		£167.11	£1,002.67
11/12/2018	BACs Signrite Digital	The Heath signs								£110.00		£22.00	£132.00
28/12/2018	SO PGGM	Maint Contract Dec 2018						£228.33				£45.67	£274.00
28/12/2018	SO New Inn	Meeting room hire Dec 2018		£20.00									£20.00
28/12/2018	BACs Susan Turner	Salary Dec 2018	£285.90										£285.90
28/12/2018	BACs HMRC	Tax Oct, Nov, Dec	£101.20										£101.20
13/01/2019	BACs Winson Woodcraft	Supply dragons teeth								£560.00			£560.00
13/01/2019	BACs Westoctec	SID / SLR etc								£6,275.00		£1,255.00	£7,530.00
21/01/1900	BACs ST for Auriol Wines	Audit fee		£29.17								£5.83	£35.00
	BACs Robert Mandry	Moles Hound Green							£50.00				£50.00
TOTALS			£2,875.50	£1,265.24	£0.00	£180.00	£268.33	£2,054.97	£430.00	£8,149.56	£0.00	£1,983.44	£17,207.04
£17,207.04													

APPENDIX II.I DRAFT BUDGET

Mattingley Parish Council forecast and Budget JAN 2019							
	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	£9,740.00
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			£2,300.00	£998.47	£1,500.00
Bank interest	£0.12	£6.87		£79.01	£30.00	£4.00	£30.00
TOTAL RECEIPTS	£38,875.25	£16,441.75		£8,949.01	£16,796.33	£16,372.47	£11,770.00
Surplus/(Deficit)	£24,656.27	£5,078.74		£8,258.03	£4,483.78	£8,263.89	£6,028.00
£5,677.39							
Balance to take over	£30,333.66	£35,412.40		£27,154.37	£30,928.62	£27,148.51	£24,900.62

NOTES

Precept - suggested 9.8% rise = £9739.26

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

NOTE: S106 funding remaining £3,759.67

£4,227.09

£7,986.76

NOTE - Preparing S106 claim but don't think Hart will pay till operational

NOTE - VAT refund now applied for - not yet credited

Reserves Policy 2019/20

General Fund (working) balance £4,870.00

Contingencies £4,870.00

Earmarked Reserves £15,160.62

Glebe Wood £5,000.00

Hound Green Trees £5,000.00

Phone box (additional funds) £300.00


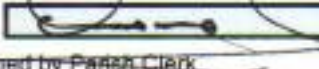

War Memorial £1,000.00

Replacement bus shelter ??? £3,860.62

APPENDIX II.II DRAFT BUDGET

Mattingley Parish Council forecast and Budget JAN 2019						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	£2,875.50	£3,834.00	£3,612.36	£4,092.00
CLERK'S ALLOWANCE	£324.00	£324.00		£324.00	£324.00	£324.00
EXPENSES (ALL)	£194.70			£100.00	£200.00	£200.00
TRAINING	£0.00			£140.00	£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	£280.00	£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	£1,445.24	£1,550.26	£1,550.00	£1,652.00
COMMUNITY / DONATIONS	£163.00	£196.00	£268.33	£268.33	£500.00	£500.00
<u>Hound Green (+WarMem)</u>						
Maintenance Contract			£2,054.97	£2,793.96	£2,950.00	£2,950.00
Moles			£50.00	£100.00	£100.00	£100.00
Trees					£500.00	
Ditching / Brook				£230.00	£500.00	£500.00
TOTAL HOUND GREEN	£3,426.58	£3,287.96	£2,104.97	£3,123.96	£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			£1,395.56	£1,395.56	£1,000.00	
Access / ROW	£1,200.00		£110.00	£110.00		
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	
DEFIBRILLATOR						£1,200.00
TOTAL PROJECTS	£1,420.00	£1,575.00	£8,149.56	£9,199.56	£10,500.00	£4,500.00
Capital	£2,083.00	£46.94			£0.00	£0.00
VAT	£1,058.88	£998.47	£1,983.44	£2,300.00	£3,000.00	£1,500.00
TOTAL EXPENDITURE	£14,218.98	£11,363.01	£17,207.04	£21,280.11	£24,636.36	£17,798.00
Expenditure less projects	£10,715.98	£9,788.01	£9,057.48	£12,080.55	£14,136.36	£13,298.00
Expend less projects, less VAT	£9,657.10	£8,789.54	£7,074.04	£9,780.55	£11,136.36	£11,798.00

APPENDIX II.III PRECEPT REQUEST

PARISH PRECEPT 2019/2020		Hart DISTRICT COUNCIL	
For financial year ending 31 March 2020			
PARISH OF	MATTINGLEY		
The amount of the Precept for the year is:	£9,740.00		
Amount of pounds in words:	NINE THOUSAND SEVEN HUNDRED AND FORTY		
<i>Your Parish Precept will be paid via BACS and Remittance advice will be sent on the email we have in our records. If you have changed your bank details since your last precept payment or would like to confirm them with us please complete below.</i>			
Name of Bank:	TSB		
Name of Account:	MATTINGLEY PARISH COUNCIL		
Account Number	0 7 2 6 6 5 9 9		
Sort Code	30 9 6 2 9		
Email:	clerk.mattingley@parish.hants.gov.uk		
<i>If the Precept requirement is greater than £150,000.00 please provide details below.</i>			
Expenditure Item/Service	Amount		
Environment & Recreation			
Youth Provision			
Cemeteries			
Street Lighting			
Voluntary Organisation Grants			
Office & Admin Costs			
Professional Fees			
Wages & Salaries			
Projects & Capital Costs			
Democratic & Elections			
Other Expenditure (Please specify below)			
Income			
Fees and Charges			
Other Income			
Net Expenditure	£ -		
Transfer to (from) bails.			
TOTAL	£ -		
On behalf of Council Meeting			
Signed		Date	21-1-19
Signed		Date	21-01-2019
Countersigned by Parish Clerk			
Signed		Date	21-01-2019

APPENDIX III PARISH PLANNING APPLICATIONS**Current applications**

19/00014/AMCON (**Validated** Wed 09 Jan 2019) Glencoe, Vicarage Lane, Hound Green.

Variation of Condition 2 attached to Planning Permission 18/01748/FUL dated 10.12.18 to allow substitution of drawings relating to Design Amendments to Plot 2, front and side elevations. Note; Footprint, siting, height and rear elevation of the consented design does not change. (*Parish Council response: no further comment required*)

18/02079/FUL (**Refuse** 3rd January, validated 11 Sept) Aldermoor Farm, Reading Road, Heckfield. Change of use from agricultural to equestrian use (retrospective).

18/02498/HOU (**Withdrawn** 11th December) 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.

18/02563/HOU (**Granted** 20th Dec) Long Acres, Dipley Road, Hartley Wintney. Single storey side extension.

18/02604/HOU (**Validated** 03 Dec 2018) Lone Fir, Hazeley Lea, Hartley Wintney, Hook RG27 8ND. Single storey side and roof extensions. Partial garage conversion. *Parish Council response: not objection.*

18/02366/FUL (**Granted** 5th December, validated 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.

Tree Applications

18/02606/TPO (Granted 11th January) Land At Japonica, Hound Green, Mattingley. Oak (T1) in front of bedroom adjoining road entrance to driveway from Reading Road (on RHS) - minimum tidying/removal of deadwood. Cut the lowest branch overhanging entrance to prevent interference with taller vehicles entering driveway and thereby also balancing tree's appearance. Lift the base of the crown from about 3metres to about 3.5metres, by removing the lowest branch.

18/02742/CA (Granted 06 Dec) Yew Tree Cottage, Hazeley Bottom. 1). Lightly thin crown density by approximately 15% one Beech primarily by the removal of selected crossing branches shorten back from house to give 2 metres clearance. Lift low branches to approximately 5.5 metres from ground level by removal of secondary branches.

APPENDIX IV HART LOCAL PLAN EXAMINATION IN PUBLIC

Examination in Public concluded on Friday 14th December with general satisfaction that the Inspector was well-informed and gave all parties a fair hearing.

Some amendments were agreed during the examination process and the Inspector will confirm these via a letter to Hart, likely this month. This will allow an update to the Local Plan pending the Inspector's full report and adjudication on the adoption of the Local Plan, which will follow after due consideration sometime this year.

The 'Gaps Between Settlements' (Policy NBE2) is likely to be subsumed within Policy NBE3 on Landscape and the identification of specific Gaps may be removed. The examination questioned whether the definition of the Gaps specified in the Policy was sufficiently detailed and unambiguous. Although settlement boundaries are clearly defined the boundaries of gaps between them are not. The Inspector tended towards the opinion that this Policy wasn't sufficiently robust.

Policy SS3 which allows for the creation of a new Settlement – but not included in the housing figures – faced various charges of being unsound (being effectively a work in progress) and so site boundaries not identified, infrastructure and funding not specified.

The need for a new Secondary School was discussed without a position statement from Hampshire County Council (as Local Education Authority). Hart's position is that options for expanding existing secondary schools plus associated provision of transport infrastructure are limited.

Re Housing figures – Housing trajectory, deliverability and land supply – 95% of the housing supply has already been granted permission and its delivery forecasted.

Hart figures show that the five years 2007-2012 showed a 92 dwelling shortfall but in the five years 2012-2017 there was a 500 dwelling oversupply. The provision of the required five-year land supply is likely to be found sound.

APPENDIX V.I**Appendix 8: Notes for Guidance for Parishes when moving speed limit reminder signs**

These guidance notes are designed to assist Parish Councils when moving the speed limit reminder signs under the licence agreement described in Appendix 7, and to draw attention to some of the points that must be considered.

It is not possible to cover every eventuality, so if you have concerns that these notes cannot assist with you must contact HCC staff for advice.

Things you and your operative must consider when moving signs

There is always risk associated with working on the public highway and you must ensure that you minimise this risk to both yourself and to others using the highway.

Ensure that you are physically able to carry out the task as it involves lifting and carrying.

Ensure you have the correct high-visibility jacket, safety boots, hard hat and gloves(if necessary)

Ensure your vehicle is parked off the highway wherever possible, or fitted with the appropriate reflective strips and flashing beacon where not.

Ensure that sufficient clear sight lines are available for motorists to see what you are doing (120m in a 40 mph speed limit)

Ensure that you have the necessary men at work signs to place at either end of the site and six 450mm red/white cones to place around the site whilst working.

Do you have the necessary access equipment to remove/re-fit the speed limit reminder sign? If you propose to use a step ladder, do you have a level and firm base upon which to place it? Please see

<http://www.hse.gov.uk/pubns/indg402.pdf> for guidance on use of stepladders.

Alternative access equipment is available, and should be considered if the conditions for safe use of stepladders are not met.

Are you familiar and comfortable with the procedure for remove/refitting the speed indicator.

You should undertake a risk assessment for the erection and removal of the sign and identify the control measures to be taken to minimise risk to the operative and all road users. The risks to be considered must include as a minimum:

APPENDIX V.II

Operative falling, being struck by a vehicle or injured through lifting.
Member of public injured by road traffic accident associated with the works.

You should produce a method statement for the safe erection and removal of the sign

The operator(s) must be competent to perform the operation according to the method statement.

Legal requirements when fitting/removing speed limit reminder signs

Have you placed the signs correctly for other road users to understand what is going on.

Are you wearing the correct safety equipment

Have you placed your vehicle off the highway, or if that is not possible, is fitted with the correct beacon and reflective markings

Do you have the correct insurance for both the vehicle to be used for this purpose and for yourself to be carrying out the task.

Have you taken all appropriate steps to minimise the risk to yourself and other road users when carrying out this task

Equipment you must have

Correct personal H&S equipment

Correct signs/cones for the task

Correct safety equipment for your vehicle if it has to be parked on the highway.

Access equipment for the removal/refit of the speed limit reminder sign

General issues you must consider

Is it clear to other road users what is going on

Have I got all the necessary safety equipment available

Can I carry out the task safely in the present weather conditions/ remaining daylight/ etc

Have I minimised the risk to myself and other road users by correctly following these guidance notes, or do I need to get some further advice from HCC.

APPENDIX V.III

Finally – you must always ask yourself, “If I was driving/walking down the road and came across these works, would I clearly see what was going on and would I understand what I need to do to avoid an accident”

Placement of Signing and Guarding on 40mph road

A suitable layout of signing and guarding for a typical site is as follows.

2 x 750mm high “Men at Work” signs placed one either end of the site at a clear visibility distance of 60m from the work location.

6 x 450mm high red/white traffic cones to be placed around the work site whilst the apparatus is being installed/removed to isolate road users from the work.

It must be remembered that a minimum footway clearance of 1.2m must be maintained around the work site to allow pedestrian access past. A minimum of 0.5m sideways clearance must be maintained from the edge of the carriageway to the work site where no footway is present.

At all locations, any vehicles associated with the installation/removal of the apparatus MUST be removed from site to a suitable location to ensure lines of sight and clear footway/carriageway are maintained at all times during the operation.

APPENDIX VI HAZELEY HEATH UPDATE FROM MIKE COATES – 15TH JANUARY

RSPB is undergoing a restructuring process – and recruiting for an Assistant Warden. Hart also recruiting for a Warden. As a result there is little progress to report regarding the fencing project.

RSPB is keen to put the Heath into the new agri-environment scheme (Countryside Stewardship) since existing funding scheme ends this financial year.

Natural England is keen to see as much of the Hazeley Heath SSSI as possible entered into the scheme – however this has caused issues owing to the multiple ownerships. The fact that it is legally two separate common land units has also caused difficulties owing to the rather cumbersome rules DEFRA have put in place regarding Countryside Stewardship applications on common land.

RSPB and Hart are slowly inching towards a form of joint scheme, but we need to ensure it fits within the scheme rules. Since Countryside Stewardship is EU funded, the future of the scheme (in its current form) is uncertain anyway, but it remains the only source of significant funding available in the short to medium term. As part of the CS application, we needed to produce a Woodland Management Plan.

On the positive side, routine winter work has continued. The Volunteers have been clearing scrub and hand cutting gorse in areas where we want it to regenerate to improve habitat for Dartford Warblers, while the Interns have been thinning out trees in the middle of the Heath. Contractors have cleared larger areas of very dense even aged gorse and mown the firebreaks. Because the weather has been so dry the decision was taken not to burn the vast amounts of cut gorse this work generated – it has been taken to a spot in the woods where it will be mulched.

We have also mown other smaller patches and strips through the heath. This will provide improved habitat for Silver Studded Blue butterflies.

The long running bridleway dedication saga has concluded with the bridleways now waymarked and on the definitive map of rights of way.

There is still some work to do later this month – small areas of woodland (c.1 ha. in total) will be cleared adjacent to the Police College road and near Crabtree Lodge, to link up and expand existing heathland areas, and we will be putting in some more scrapes to provide areas of bare ground for invertebrates and some of our scarce plants to colonise.