



MINUTES OF THE PARISH COUNCIL MEETING

MONDAY 17TH APRIL 2023, Heckfield Village Hall

Parish Councillors Keith Alderman (Chairman), Guy Chessell, Andy Piercy, Jenny Roberts;
Clerk Susan Turner

2023.

24

WELCOME & APOLOGIES

Apologies Ward Cllr Anne Crampton, County Cllr Tim Davies

25

PUBLIC SESSION

The Chairman welcomed three members of the public to the meeting: former Parish Council Chairman Louise Cox (now the most senior former Mattingley Chairman), Rosie Hughes, and Gerda Bennet, Chairman of the Hartley Wintney Twinning Association. General discussion re Parish Council, and promoting the Twinning Association to member Parishes beyond Hartley Wintney.

26

MINUTES OF PREVIOUS MEETING of 20th March, agreed and signed.

27

DECLARATIONS OF INTEREST in items on the Agenda, none.

28

MAY LOCAL ELECTIONS

- .1 Hart's Notice of Election received 22 March, posted on Parish Council noticeboards, website.
- .2 Notice of Uncontested Election received from Hart 17 April and posted on website. Keith Alderman, Guy Chessell, Andy Piercy, Jennifer Roberts elected unopposed. Thus leaving two seats to be filled by co-option.
- .3 Election 'ni' expenses forms to be completed by all newly elected Councillors and returned (hard copy with wet signature) to Hart Electoral Services by 02 June. To pick up / confirm at next meeting (May AGM).

29

ACCOUNTS AND AUDIT 2022/23

.1 Year end accounts including pages for audit

Payments since the last meeting of 20th March to year end

57	Clerk – Salary Feb	£432.60
58	PGGM – Maintenance March	£304.01

Year End Accounts including pages for Audit

AGREED by all; signed by Chairman and Clerk.

Year end balance = £18,955.23

.2 AGAR (2) Form – Exemption from External Audit certificate

AGREED by all; signed by Chairman and Clerk.

.3 AGAR (2) Form – Annual Governance Statements (S1)

AGREED by all; signed by Chairman and Clerk.

.4 AGAR (2) Form – Accounting Statements (S2)

AGREED by all; signed by Chairman and Clerk.

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FINANCE 2023/24

.1 Payments this year to date

1	Heckfield VH – Meeting room hire March	£28.00
2	HCC – Gateways-50%-deposit	£2,975.00
3	Clerk – Salary-March	£432.60

Income of note this year – Parish Precept £12,600.00

.2 Accounts to date Reconciliation 17 April = £28,119.63

.3 Whitewater Valley Preservation Society Subscription 2023/24

AGREED Unanimously a subscription of £50 in support of the WVPS role in protecting and enhancing the river and its ecology.

31

HOUND GREEN

.1 Glebe Wood – Chairman report. Ash trees in the wood badly affected by Ash dieback.

For signature (p1 of 3)

Community interest in an autumn working party. Question of how best to dispose of the wood. To consult Woodland Trust and re replacing the trees. Field Oak in the wood appears to be doing well. (A suggestion for more hedging – children like the Blackthorn tunnels.)

.2 Phone box

1. Existing base modified, with provision for ducting for power cable – with thanks to Guy Chessell for arranging the work.
2. Trench digging to be rescheduled (PGGM).
3. Phone box transport TBA.
4. Power connection **APPENDIX I**. Note from SSEN
'Your job EPY719 has been rescheduled. A Site visit has been undertaken – We have noticed on site that there is only around 2m of ducting from the concrete plinth into the unmade. Please could a further 15m black ducting with a draw cord be installed all the way up to the pole. (This will also incur roughly 13m extra trenching).'

.3 Vicarage Lane ditching Intention to dig out at the same time as trench for the phone box power cable. Now getting late in the year, to be left until autumn. **APPENDIX II**.

.4 Pond – Chairman reported local support for restoring the pond.

32 HAZELEY

.1 Hazeley Bottom ditches and drainage Road particularly flooding where ditch overflowing – 30 to 40 metre of apparently a holding ditch. Large puddle regular feature, shrunk in summer, now half way across the road. Much worse this year, indicating something has changed. Footpath opposite again always wet but worse this year. Whether blocked drainage above forcing water onto the road; whether this ditch not dug out to sufficient capacity; whether indicative of blocked culvert under the road, or blockage to drainage channel across the road to Whitewater? Hazard to traffic as on this inside of a bend and traffic swings wide to the wrong side of the road to avoid.

ACTION Clerk to log on Hampshire County Council website

www.hants.gov.uk/transport/roadmaintenance/roadproblems/flooding

www.hants.gov.uk/landplanningandenvironment/environment/flooding/reportingflooding

.2 Public right of way – Footpath Hazeley Bottom to Whitewater. Three tall new stiles built. Dogs or less able bodied people not able to get through. Noted this is an issue for Hants Countryside Services (HCCCS) Access team. To confirm exactly where the stiles are.

.3 RSPB Hazeley Heath Deer Cull

Discussion High numbers of deer, the venison sold locally. First phase of RSPB cull finished end March. Part of a three-year programme. RSPB now conducting review, the Parish Council not party to this, the RSPB report not in the public domain. If continue with the cull the next phase will be from October. Parish Council will feed back to RSPB the need for communication with local community. People generally concerned to know they're not in the line of fire. Local feeling that the cull not communicated or carried out very well. Noting the culling contractors are supposed to shoot from high seats.

Parish Councillor Jennifer Roberts is RSPB member and volunteer; not in agreement with deer cull on RSPB nature reserve. Slogan is to 'Give Nature a Home', so has to be for all nature. Are conflicting views. So many accidents on the road connected with deer.

New Warden Mark Crisp, formerly assistant warden, has taken concerns on board; will report back to members in autumn following review; the review findings will be shared.

FUTURE ACTION Parish Council to consider review findings and how to ensure good communication with the local community.

.4 Plough Lane and Red Hill Village Gateways / road signage As agreed at March meeting, invoice paid at the beginning of this financial year for half the project costs up front. Paid £2,975 of £5,950 total costs. Work should be scheduled for this financial year likely around October.

33 PLANNING

See **APPENDIX III** for current tree and planning applications relating to the Parish.

.1 New applications for consideration

23/00650/HOU and 23/00651/LBC (Validated 28 Mar) Hazeley Cottage, Hazeley Bottom.

For signature (p2 of 3)

Internal alterations, conversion of garage to habitable accommodation to include the replacement of the garage doors with doors and alterations to the rooflights, erection of an orangery following demolition of existing, alterations to link extension including a ground floor extension to side, alterations to door to ground floor side, raising the roof and alterations to the rooflights, erection of a detached car port with habitable accommodation at first floor, erection of a first floor covered terrace to rear with undercroft at ground floor, extension of driveway, replacement of a door to ground floor side with a window, alterations to windows to first floor front, insertion of a rooflight to front, alterations to door and windows to ground and first floor rear.

Parish Council no objection, no local objection, some local support. Much will depend on the response of the Hart Conservation Officer.

.2 Recent application of note – re Mattingley FP10

22/03030/FUL (Granted 03 April) Blue House Farm, Bottle Lane, Mattingley. Erection of a two storey side and rear extension and diversion of footpath [Mattingley FP10].

Re the Public Footpath diversion – Case officer report includes:

IMPACT ON PUBLIC RIGHT OF WAY – The site of the proposed side and rear extension element of the application covers a portion of Footpath Mattingley 10, a Public Right of Way (PROW), which runs north-south through the farm, joining the farm-track and continuing to Bottle Lane.

Approximately 50-100 metres north of the proposed extension site Footpath Mattingley 10 splits, with Mattingley 10 moving west across a field, and Mattingley 11 continuing north. Following an initial objection from Hampshire Countryside Services (HCS) amended plans were submitted in respect of the proposed diversion route – 2210/P6 **APPENDIX IV**. It is proposed to move a portion of FP 10 west of its existing location on the driveway of the application site, to run alongside the driveway, separated from it by a new hedge. It is further proposed that this new section of footpath shall be a non-metalled surface in accordance with HCS Design Standards. HCS have confirmed that this proposal is an enhancement of the PROW network, protecting the safety and unimpeded passage of public users of FP 10 more than is currently the case... A condition will be added requiring the footpath diversion to be completed prior to the construction of the extension.

CONDITIONS – 2 'The development hereby permitted shall be carried out in accordance with the following approved plans and documentation [including] Footpath Plan (2210/P6).

3 Prior to commencement of the extension hereby permitted, Footpath Mattingley 10 shall be diverted along the new route as shown on Footpath Plan (drawing no 2210/P6, dated March 2023).

INFORMATIVES

- 1 No vehicles (including builder's and contractor's), machinery, equipment, materials, spoil, scaffolding, or anything else associated with the works, use, or occupation of the development, shall be left on or near to a Public Right of Way, including Footpath Mattingley 10, as to cause obstruction, hindrance, or a hazard to the legitimate users. The public retain the right to use the Public Right of Way at all times.
- 2 Nothing connected with the development, or its future use, shall have an adverse effect on the Public Right of Way, which must always remain available for safe public use at all times.
- 3 The applicants are reminded that the route of the public right of way may not be moved unless the change has first been authorised by a legal order, known as a 'public path diversion order' under Section 119 - Highways Act 1980.

.3 Enforcement Several reports from Hound Green residents re noisy building work (scaffolders) on Good Friday morning. Referred to Hart.

.4 Bramshill House Believed to have been bought by The Pheasantry. (Anecdotal comment from Louise Cox that Bramshill House not bombed during the war because German administration wanted to keep it for themselves.)

34 FURTHER REPORTS AND UPDATES

.1 Coronation Hound Green community organising informal event on the Green for Sunday's 'Coronation Big Lunch'. The Mutton intending to open their beer garden officially for the Coronation.

.2 Local Policing PACT meeting Next meeting scheduled for Tues 9th May. (Change from usual Thursday due to changed shift patterns for Coronation weekend.) Jenny Roberts to attend. Clerk sent apologies due to another meeting.

.3 Joint Parish Meeting Monday 19th June. Agenda item for May AGM.

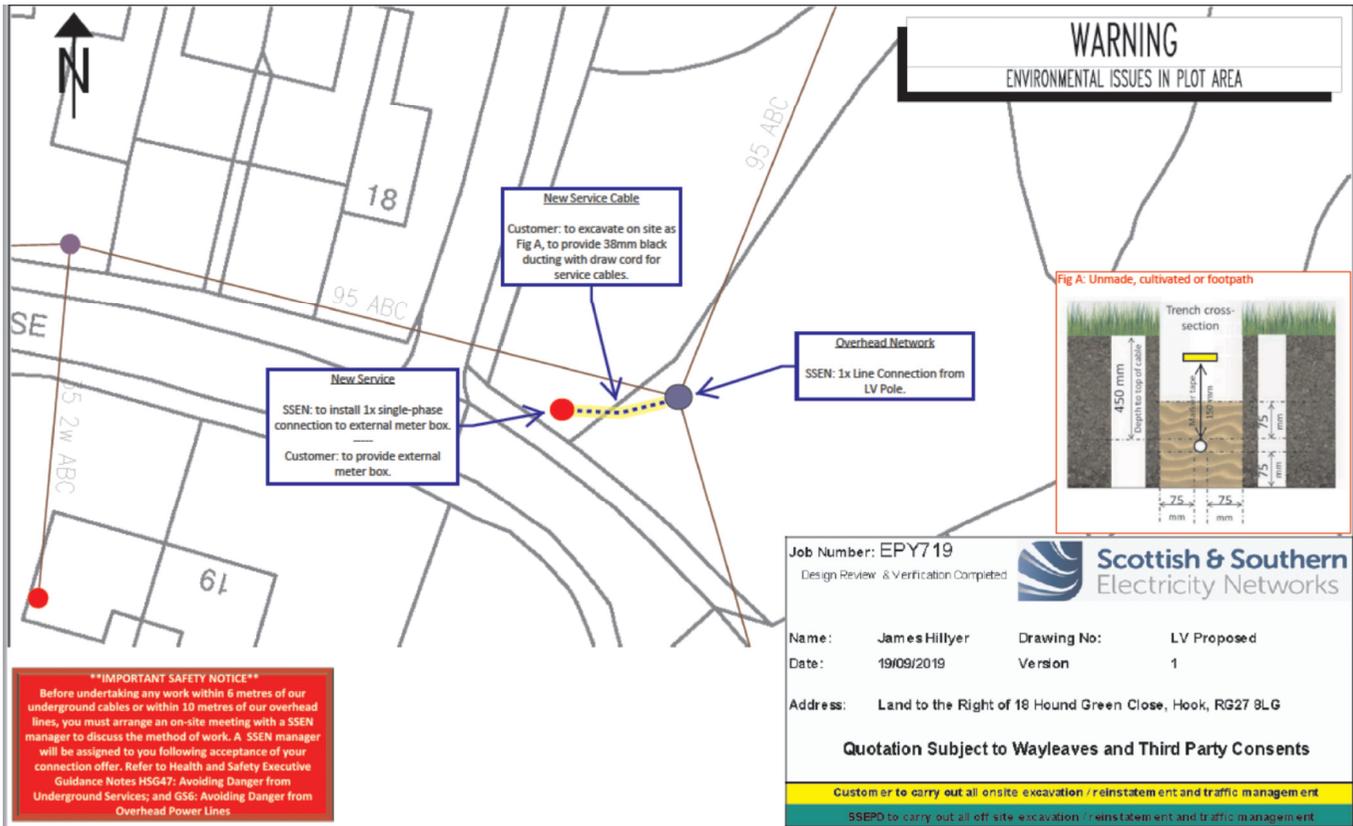
35 NEXT PARISH COUNCIL MEETINGS

19 June, 17 July, 21 Aug, 18 Sept, 16 Oct, 20 Nov.

Meeting closed at 9pm with thanks to all

For signature (p3 of 3) Date

APPENDIX I: SSE DESIGN DOCUMENT



Cable trenches and joint holes

The drawing included with our connection offer shows where you are required to dig and fill cable trenches and joint holes. Cable trenches must be dug to the dimensions shown in the drawing and table below. You need to supply the fine fill material (for example builders sand) to surround the cable or duct by 75mm on all sides.

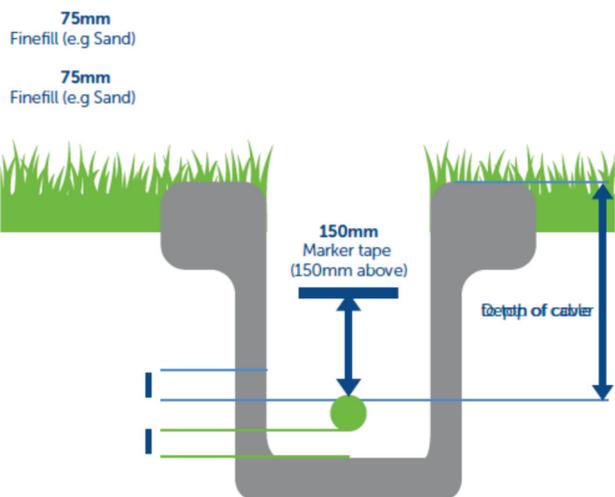


Figure 1: Cable trench depth

APPENDIX II.I

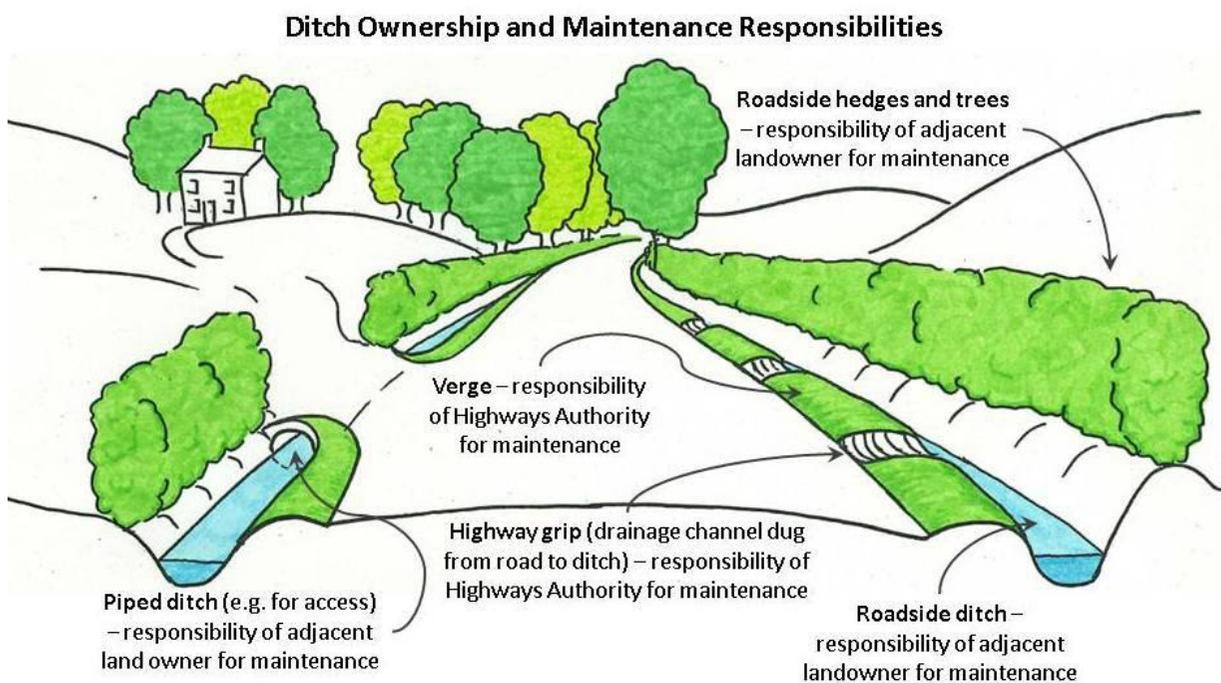


Ditch Clearance Guidelines

Introduction

Ditches that run within the limits of the highway do not usually form part of the highway (since they do not assist the free passage of people or vehicles along the highway) and remain the responsibility of the adjacent landowner or occupier. However, where the ditches have been designated as forming part of the highway on land owned by the Highway Authority, or where the ditch was constructed for the sole purpose of draining the highway, then the ditch will form part of the highway and will be the responsibility of the Highway Authority.

Most open ditch drainage systems are historic and are the responsibility of the adjoining landowner for maintenance, but the Highway Authority has prescriptive powers to drain into them. The Highway Authority can cleanse and restore the profile of these ditches as appropriate and charge the landowner where necessary.



As we experience increased levels of development and more intense and heavy rainfall events, the importance of maintaining and improving the capacity of the county's land drainage system has never been greater, for the following reasons:

Reduced flooding: Surface water drainage systems such as ditches and culverts¹ aim to drain excess surface water away from the land, before water levels put property, roads, land, people and the environment at risk of flooding. If the system of ditches and culverts is maintained to a good standard, any flooding is only likely to affect the floodplain. Surface water drainage systems can provide storage in addition to allowing the flow of water, so maintenance is vital to ensure this storage capacity is maintained.

¹ Definition of "culvert": a watercourse that has been enclosed in a structure such as a pipe

APPENDIX II.II



Reduced landowner liability: If it can be demonstrated that a flood has occurred as a direct result of a landowner not satisfying their riparian² responsibilities through proper maintenance of their ditches, that landowner could be found liable for compensating any damage that occurs. In this situation the landowner faces being taken to court by those that are affected.

Enhanced environment: If ditches are sensitively maintained, they can create an excellent habitat for wildlife, including protected species such as the water vole.

A better community: Keeping your ditches well maintained benefits the community as a whole. When an area experiences frequent flooding, this becomes a nuisance to the community, restricting access and causing a health and safety risk. The community will respect your efforts to reduce the frequency of flooding thereby enhancing everyday life within the community.

Determine a Maintenance Programme

For all ditches for which you are responsible, it is good practice to develop a programme that sets out how often and at what time of the year you will carry out maintenance works.

Most ditches require annual maintenance to some degree. The best time of year to undertake major clearance works is in late September/October, in preparation for increased winter flows and once vegetation has already begun to naturally die back.

For **open watercourses**, your programme should state how much vegetation you plan to cut back to ensure a free flowing watercourse. It should also identify at what intervals you will remove silt from the bed of the watercourse to maintain the capacity of the ditch.

For **culverted watercourses**, your programme should state how often you would inspect the culvert for blockages or signs of collapse.

For **structures** along your watercourse, such as weed screens, grilles, or sluices, your programme should include a routine for inspection and clearance of structures, especially including times of high flow.

Mowing and Trimming Vegetation

When trimming bank side vegetation it is important to consider any impact on biodiversity. Mowing of banks around ditches should be minimised during the animal spawning season of March to mid July. When trimming the banks, it is recommended to cut only up to just above the water level on one side so leaving the fringe of the bank uncut, thereby maintaining some habitat as well as clear flow in the ditch. Any cuttings should be removed to prevent contamination of the watercourse or causing blockages downstream.

De-Silting

When de-silting ditches, it is important to consider any impact on biodiversity. Temporarily depositing silt on top of the banks of the watercourse allows for organisms to migrate back into the ditch. It is however essential that this material does not then block the highway grips or that the material is carried on to the road.

Where possible, try to maintain the original profile and cross section of the ditch when de-silting. If the gradient is altered it can change the flow pattern and increase flood risk either upstream or downstream.

² Definition of "riparian": of, relating to, or situated on the banks of a watercourse

APPENDIX II.III

Therefore the same depth of silt should be removed along the length of the ditch. Banks with a gradient of 1-in-4 allow for easy maintenance as well as being suitable for wildlife.

Consider the Environment

Ditches can form very important habitats and may contain species of flora and fauna that are protected under the Wildlife and Countryside Act 1981 (as amended). To find out if protected species have been recorded on or near your land, contact The Northamptonshire Biodiversity Record Centre nbrc@wildlifebcn.org 01604 400448, or the Environment Agency's local Fisheries and Biodiversity team 03708 506 506.

Ensure that you undertake the majority of your clearance works after the vegetation has begun to die back in late September/October. At this time of year, there should also be no fauna nesting or breeding in or near the ditches.

The impacts of maintenance can be minimised by using hand tools to regularly remove obstructions to the flow of water, rather than using heavy machinery to denude a ditch of all vegetation.

Plan your maintenance to ensure that stretches of habitat are left intact, for example by trimming alternate banks or lengths of ditch each year. This ensures that there is always a healthily vegetated area where fauna disturbed by maintenance can migrate to without being forced to leave the ditches.

It is recommended that any waste resulting from the maintenance of ditches is left on top of the bank for a few days to allow any organisms within the waste to migrate back into the ditches, after which the waste should be removed.

Use the Right Tools for the Job

The tools for the job depend on the scale of your ditch drainage system and the extent of works required. For landowners, the maintenance of ditches is generally best achieved using hand tools, as this is less damaging to habitats. It is better to undertake minor works regularly, such as trimming vegetation and clearance of small blockages and restrictions as they occur, rather than infrequent major destructive works, such as complete removal of vegetation and silt from all the ditches every few years.

Farmers generally have machinery on site that can clear large stretches of open ditches quickly. If using such machinery, the sensitivity of the ditches must be considered and maintenance should be planned to minimise the impact on the habitats.

For culverts, specialist tools may be needed to carry out inspections using camera surveys or to jet through or rod the culvert to clear blockages. Landowners may choose to appoint drainage companies to carry out inspections and/or maintenance. It is recommended that a range of quotes are obtained in order to achieve best value.

Health and Safety

When undertaking works within or adjacent to a watercourse, landowners must assess their works to ensure that they can be undertaken without putting themselves or others at any kind of risk. Due to the range of risks posed by both open and culverted watercourses, landowners should assess this on a case-by-case basis.

APPENDIX II.IV

Northamptonshire
County Council

When undertaking ditch clearance works within the highway, adequate notice must be given to the travelling public warning of the works, particularly if the operation is working from the live carriageway. Only authorised signs should be used, actual requirements would depend on the specific location.

Staying Legal

Whenever carrying out maintenance to ditches, the landowner must ensure that the works they undertake are legal.

A general rule of thumb is to avoid undertaking heavy works during the period from March to September inclusive. If protected species have been recorded in your ditches, you must ensure their habitats are not adversely affected in the long term.

General maintenance of a ditch is unlikely to break the law, but if you wish to alter the ditch in any way, or build near it, you are likely to require permission from the Environment Agency, Northamptonshire County Council and/or the relevant landowners.

Many farmers take part in Countryside Stewardship Schemes, which set clear rules for the maintenance of watercourses, including ditches. If these rules are not adhered to landowners risk breaking the rules of such agreements and may be penalised.

Further Reading and Advice

- The Environment Agency's booklet "Living on the Edge" contains information for riparian watercourse owners: <http://www.environment-agency.gov.uk/homeandleisure/floods/31626.aspx>
- The Environment Agency has a frequently asked questions document relating to their maintenance of watercourses: <http://www.environment-agency.gov.uk/research/policy/31740.aspx>
- The Environment Agency has a suite of documents relating to maintenance of watercourses and flood defences: <http://www.environment-agency.gov.uk/research/policy/135650.aspx>
- Northamptonshire County Council Guide "Riparian Ownership and Flood Risk: <http://www.floodtoolkit.com/pdfs/15%20Riparian%20Responsibilities/15.Riparian-responsibilities.html>
- Northamptonshire County Council advice on consenting for works in or near watercourses: <http://www.floodtoolkit.com/pdfs/16%20Consenting/16.Consenting.html>
- Natural England and Association of Drainage Authorities' report "The Drainage Channel Biodiversity Manual" provides detailed advice on protecting wildlife during maintenance: <http://publications.naturalengland.org.uk/publication/50004>

APPENDIX III**MATTINGLEY PLANNING UPDATE 17 APRIL****NEW APPLICATIONS SINCE LAST MEETING**

23/00858/PREAPP (Validated 13 Apr 2023) Bannisters Farm, Mattingley Green. Single storey extension

23/00650/HOU and 23/00651/LBC (Validated 28 Mar 2023) Hazeley Cottage Hazeley Bottom
Internal alterations, conversion of garage to habitable accommodation to include the replacement of the garage doors with doors and alterations to the rooflights, erection of an orangery following demolition of existing, alterations to link extension including a ground floor extension to side, alterations to door to ground floor side, raising the roof and alterations to the rooflights, erection of a detached car port with habitable accommodation at first floor, erection of a first floor covered terrace to rear with undercroft at ground floor, extension of driveway, replacement of a door to ground floor side with a window, alterations to windows to first floor front, insertion of a rooflight to front, alterations to door and windows to ground and first floor rear | Hazeley Cottage Hazeley Bottom Hartley Wintney Hook Hampshire RG27 8LU

APPLICATIONS IN PROGRESS / RECENTLY DECIDED

23/00073/FUL (PENDING 16 Mar 2023) Coldpiece Farm. Change of use of agricultural barn to residential use ancillary to Coldpiece Farm dwelling with associated internal and external alterations. HECKFIELD

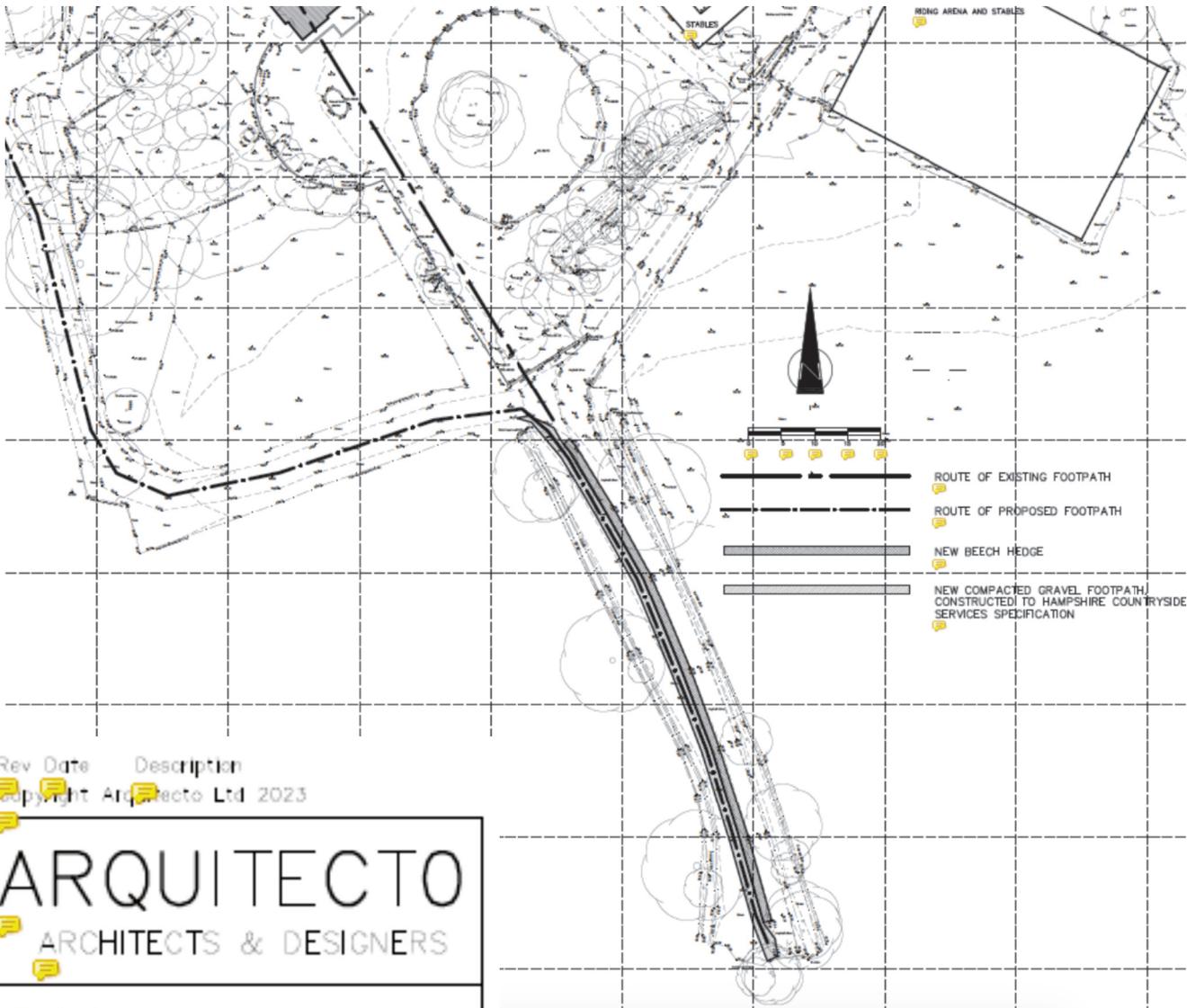
23/00435/CA (Pending, Validated 21 Feb) Ramsdale House Reading Road Mattingley. 1. Oak reduce by 25%; 2. Sycamore reduce by 25%; 3. Sycamore Fell.

When standing looking face on to Ramsdale House, on the left hand side and on the other side of the fence line there are a collection of trees. One oak tree is particularly large and over hanging our roof dropping debris and posing a risk to the roof and the solar panels we are about to instal in the event that a branch should fall. We took advice from the tree surgeon who suggested reducing the tree by 25%. There is another very tall Sycamore next to this Oak which also needs a 25% reduction.

When standing looking face on to Ramsdale house on the left hand side of the drive area (within our boundary) there is a Sycamore which the tree surgeon advised is diseased and dying and therefor poses a risk to the house and the residents. He suggested chopping it down before the risk increases.

22/03030/FUL (Granted 03 April with conditions re Mattingley FP 10) Blue House Farm, Bottle Lane, Mattingley. Erection of a two storey side and rear extension and diversion of footpath.

**APPENDIX IV – REF BLUEHOUSE FARM PLANNING APPLICATION
MATTINGLEY FP 10**



Rev	Date	Description
1	02/06/2023	Copyright Arquitecto Ltd 2023

ARQUITECTO
ARCHITECTS & DESIGNERS

Project: BLUE HOUSE FARM
MATTINGLEY
HANTS, RG27 8LJ

Client: SHERBOURNE
DEVELOPMENTS

Drawing: FOOTPATH PLAN

Scale: 1: 500 @ A1

Date: MARCH 2023

Drawing
Number: **2210/P6**

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