



Minutes of the Parish Council Meeting for Mattingley Parish Council

22 February 2016

Heckfield Hall, Heckfield 7.30pm.

Present: Cllr Janice Hughes (JH)
 Cllr David Sexton (DS)
 Cllr Bob Aylmer (BA)
 Cllr Keith Alderman
 Cllr Alan Woolford
 Cllr Adam Knight
 County Cllr David Simpson

Mr Ron Darley (RD) Locum Clerk

1 members of the public

Meeting chaired by Cllr Janice Hughes

REF	AGENDA ITEM	ACTION
16/17	There was no requirement for an Open Forum.	
16/18	Receive Police Report – no police report received.	
16/19	All Members were present.	
16/20	Declaration of interest in items on the Agenda <i>Declaration by members of any personal prejudicial, pecuniary interests or non-personal interest in any Agenda item</i> – The Parish Clerk declared an interest in Item 16/30 & 16/31.	
16/21	Confirm the Minutes of the Council Meeting held on 18 th January 2016. Minutes were confirmed. Proposed BA, Seconded DS, Signed JH.	
16/22	Matters Arising from Council Meeting 18 January 2016 15/141,15/160, 16/06,: Glebe Wood lease documents: Despite repeated requests, the promised provision of potential service providers had not been forthcoming. KA will secure the necessary quotes. However, the Woodland Trust had carried out the required works for this year already. It will be necessary to speak to Whitewater Nursery, but progress is in the right direction. 15/147, 15/160, 16/06 AK/AW to report on local contractor quotes for dragon's teeth. AK reported that Winson Woodcraft had been approached, and quotes are awaited. 15/147/15/160, 16/06: AK reported that he was still trying to make contact with Robert Thain regarding HARAH & site choice. 15/147, 15/160, 16/06 JH was trying to arrange to meet the vicar, probably later in the week re publishing of MPC information in the Whitewater magazine. The	KA AK AK JH

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	<p>consensus was that MPC should aim to input an article every month – to start with the April edition.</p> <p>15/150, 15/160, 16/06: A proposal for moving the K6 phone box is awaited, AK to contact the resident.</p> <p>15/161, 16/06: It was acknowledged that approaches to Blackbushe/Farnborough regarding air traffic noise nuisance is not strictly the responsibility of MPC. This is being dealt with at a higher level. C.Cllr DS is on the Airport Committee and would take it up on MPC's behalf. DS to provide RD with the requisite information for C.Cllr DS.</p> <p>15/162, 16/06: It was confirmed that the litter bins had not been ordered and it was agreed that AW would provide details of what is required to RD who would order the bins, which would then be installed by AW.</p> <p>15/163, 16/06: It was agreed that RD would contact Thompson Broadbent to secure compensation for telephone poles on the village green, Hound Green. 15/167, 16/06: DS to draft wording for a plaque confirming that work in refurbishing the bus shelters in Hazeley Green had been completed & by whom.</p> <p>15/167, 16/06: DS reported on HDC's Licencing Committee's discussion, of Lowde Feste. Management of the event is to be strengthened and improved. There is no prospect of it's being extended from 1 to 11/2 days.</p> <p>15/167, 16/06: RD confirmed that he could find no trace of a spreadsheet to monitor items such as electricity shutdowns on the village green having been drafted by the former clerk and RD was asked to prepare one.</p> <p>16/13: JH to report on Strawberry Fields rumours. No further action from developer, public meeting provisionally booked for 27/28 January was not held. Delete.</p> <p>16/13: Contingency plan to cover the eventuality of a Clerk's departure. RD to draft a Contingency Plan.</p> <p>16/13: A memorial plaque to the former Clerk is to be affixed to one of the planned benches on Hound Green DS to draft wording etc.</p>	<p>DS/RD</p> <p>RD/AW</p> <p>RD</p> <p>DS</p> <p>RD/JH</p> <p>RD</p> <p>DS</p>
16/23	<p>Council to discuss The Lanterns: land sale, fencing & drainage – it was confirmed that the precise position of the proposed fence had been agreed and that buyer was aware that any decision as to whether the ditch could be piped rests with the Environment Agency. (iii) The sale documents were then signed on behalf of MPC by JH & RA. The Notice of Intended Disposal of Open Space land was also agreed. RD is to send both documents to HCC solicitors.</p>	RD
16/24	<p>Council to discuss Hound Green : furniture – it was agreed to amend the order submitted to HDC to read (i) 1 educational panel, (ii) 2 Chunky Chainsaw carved bench/tables (iii) 2 rustic football side.</p> <p>It was agreed to secure quotes for the provision of 2 crossings over the ditch for access by pushchairs etc, comprising railway sleepers with handrails.</p> <p>RD was also asked to enquire what is happening about the provision of bird/bat boxes.</p>	<p>RD</p> <p>BA</p> <p>RD</p>
16/25	<p>Council to discuss Glebe Wood: lease – covered under Matters Arising.</p>	
16/26	<p>Council to discuss Audit Provision – RD outlined the proposed audit regime changes effective from 2017. The arrangements for procuring an Internal Auditor will be unchanged. Smaller parishes (>£25k income/expenditure) will not be subject to having to submit an Annual Return to External Audit. The selection of an External Auditor will be made by a Sector Led Body (SLD) (set up by NALC), unless a PC opts out. It was agreed to opt in, when asked.</p>	

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16/28	Council to discuss the increased Precept - it was agreed that residents should be notified of the increased Precept amount and the reasons for the increase. BA to provide a first draft, to be checked by KA.	BA/KA
16/29	Council to discuss training requirements – (i) it was agreed that AK should attend the enforcement training planned by HDC (ii) no additional training for councillors was foreseen (iii) the new Clerk is fully qualified and needs no known training.	RD
	RD, having declared an interest in Agenda 30, left the room while the matter of his appointment and salary were discussed.	
16/30	Council to discuss the appointment of the Parish Clerk – the appointment of Mr R Darley as Parish Clerk & Responsible Financial Officer on a starting salary of SCP 25 was agreed, subject to annual review. The draft Contract of Employment, which was identical to that of the former clerk, with the exception of the deletion of reference to a council liability to pay a Gratuity of 3.5% for each year after completion of 5 years was also approved. RD was asked to investigate the prospect making payments electronically rather than by cheque.	RD
16/31	Council to consider and approve cheque payments Council to consider and approve cheque payments: Current account balances as at 1 February 2016 £25,525.42. - Cheques to approve retrospectively: none - Cheques to approve and sign: CQ No. 267: £48.00: Heckfield Hall: Hall hire: 16/11/2015 & 18/01/2016. CQ No. 268: £2,677.20: Secure-a Field: 6 Kissing Gates, 6 Pedestrian Gate Kits & delivery charge. CQ No. 269 £160.00: Premier Grounds & Garden Maintenance: Invoice for maintenance for January. CQ No 270: £562.54: R. Darley: Salary January & February. CQ No 271: Spoiled Cheque CQ No 272: £180.00: Simmons & Sons: The Lanterns: Land Survey CQ No 273: £126.25: HMRC: PAYE January & February.	RD to send payments
16/32	Council to consider and decide upon the following planning applications: It was agreed to make no comment on the following application: 16/00197/HOU: The Bungalow, Aldermoor Farm, Reading Road, Heckfield	RD to submit response
16/13	Councillors to provide reports on areas of responsibility: Cllr David Sexton's report covered – (i) that the RSB tree felling next to Purdey's Farm; arisings will be chipped not logged, and spread nearby (ii) his suggestion that reports from the HH Consultative Committee might go into the Village magazine (iii) that Merronbrook's are now keeping him up to date on what is happening on the new building etc (iv) information on a neighbour dispute about access across a strip of land (a private road). It is claimed there is an easement for residents to access their houses. RSPB to be asked to erect Private Road notices. DS to contact David Simpson (v) parking problems at Hazeley Bottom which raised a number of issues - could RSPB install additional posts - could it be made into a car parking facility - is it common land, requiring Secretary of State approval. Cllr Bob Aylmer – (i) asked about the need/benefits of membership of CPRE. RD said CPRE had been very helpful in providing compelling planning advice elsewhere. This matter is to be discussed at the March meeting (ii) spoke about the	DS

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	<p>Lengthsman's Scheme. There was to be a meeting on 29 February, ostensibly for lead parishes, but RD was asked to enquire about MPC attendance.</p> <p>Cllr Keith Alderman - (i) a letter had been received from a resident about the provision of faster broadband speed in his area. KA & AK are to meet him to discuss his concerns (ii) KA is to copy RD email information about "small councils" representation in HampshireB</p> <p>Cllr Adam Knight – nothing to report</p> <p>Cllr Janice Hughes – nothing to report.</p> <p>Clerk – nothing to report.</p>	<p>KA/AK KA/RD</p> <p>RD</p> <p>JH</p>

Meeting closed 9.38 pm

Next MPC Meeting: 21 March 2016 – Parish Meeting. Booked for 7.30pm at Heckfield Hall.

Signed.....

Chairman

Date.....