



# MINUTES OF THE PARISH COUNCIL MEETING

Tuesday 24 May 2022, 7.30pm Village Hall

Present: Parish Councillors: Simon Richards (Chairman), Ian Bowman, Dianne Kirk.  
Clerk Susan Turner. Guests Brian Baker, Village Hall Committee; County Cllr Tim Davies.

2022

**26 WELCOME AND APOLOGIES** Apologies Paul Burton, Stephen Harnett, Ward Councillor Anne Crampton, PCSO Nick Greenwood.

**27 ELECTION OF CHAIRMAN 2022/23**

AGREED Unanimously to re-elect Simon Richards as Chairman. Declaration of interest, made, signed and witnessed by Clerk.

**28 PUBLIC SESSION** No members of the public present.

**29 MINUTES OF PREVIOUS MEETING** of 29th March 2022, agreed and signed.

**30 DECLARATIONS OF INTEREST** in items on the Agenda, none.

**31 COUNCILLOR LEAD ROLES** to be reviewed.

**32 ACCOUNTS & AUDIT 2021/22**

**.1 Year End Accounts including pages for Audit** – as circulated, **APPENDIX I**  
AGREED by all, signed by Chairman and Clerk.

Year end balance £23,831.03

One payment made since last meeting for year 2021/22

27 (31/03/22) PicRights UK Ltd for Press Association £200.00.

**.2 AGAR (2) – Annual Governance Statements (S1)**  
AGREED by all, signed by Chairman and Clerk **APPENDIX II.I**

**.3 AGAR (2) – Accounting Statements (S2)**  
AGREED by all, signed by Chairman and Clerk **APPENDIX II.II**

**.4 External Audit Exemption Certificate form**  
AGREED by all, signed by Chairman and Clerk **APPENDIX II.III**

**33 FINANCE & GOVERNANCE 2022/23**

**.1 Accounts to date**

No payments this year to date. Precept received, £16,000.

**.2 Insurance** renewal at 1st June 2022.

Zurich was competitive last year on comparison with BHIB and Gallagher. This year the premium remains the same at £218.96 including Insurance Premium Tax.

AGREED by all to renew Parish Council insurance with Zurich.

**.3 Budget review** See 33.3 below.

**.4 Churchyard Maintenance** The Church has requested the Parish Council contribute half – as previously – to the cost of the completing the fencing.

AGREED In principle, the Parish Council has funds in the maintenance budget.

**34 VILLAGE HALL AND COTTAGES**

**.1 Village Hall finance update**

Brian Baker presented a brief report

The Village Hall revenue is presently not covering day-to-day runnings costs. We are putting prices up but can't put them up substantially. The doubling cost of oil is a big contributing factor (oil bill for last two months was £800), plus covering the Council Tax for the second Cottage without receiving any income. Need to spend on Cottage renovation but need to keep some funds back for the Village Hall.

Builder's renovation quote for Cottage was c£39K and two months to complete. This now out of date and with price increases looking at a requote of maybe £50K.

Potentially looking to rental income in September at the very earliest. The Village Hall has a maximum of £30K to invest in this.

For signature (p1 of 4) .....

Discussion re heating the Village Hall and Cottages

- It's sensible to consider provision for heating the Village Hall and Cottages together.
- There are energy grants available making public buildings more energy efficient, and for renewable energy - eg Parish & Town Council investment fund.
- Plans for oil and the boiler are in hand, and have planning and Listed Building permission. Oil heating works in the Cottages, they can't be made thermally efficient as required for air or ground sourced heat pumps to work.
- The Village Hall is listed and single glazed. Experience is that secondary glazing causes more problems than it solves.
- The Cottages can have internal shutters. Any possible measures to keep the heating bills down will raise the rental value.

**.2 Village Hall generator**

AGREED Village Hall generator project can be put on hold for time being.

**.3 PC Budget review for Village Hall & Cottages**

AGREED As circulated and at **APPENDIX III**

1. Budgeted £25K for the Village Hall and Cottages. This funding is raised from Precept increases for this purpose this year and last.
2. Budgeted £6K for traffic calming, specifically for Village Gateways on B3349. This funding also raised from Precept and £1K grant funding from County Cllr Tim Davies' devolved budget last year.

AGREED This project could be put on hold if funded required for Village Hall and Cottages.

**34 HIGHWAYS AND TRAFFIC****.1 B3349 crossing points** are now installed.

AGREED that these provide safer crossing conditions for pedestrians and increase awareness of the crossing points for drivers.

TO RECORD that the Parish Council worked for the best possible improvement which could be achieved with HCC support and funding. Clerk to convey thanks to HCC Engineers / Safer Roads team.

**.2 Highways chipping depot** – HCC have started work to improved the perimeter of the depot as detailed by Highways officer and minuted last meeting. This is to clear dead and felled trees – as approved by Hart Tree Officer as this is a TPO site – in preparation for new planting in the Autumn. The chipping mounds have for the time being been lowered to reduced visual impact.

A new gate has been installed... ?

**.3 B3349 Village Gateways** – Advice from HCC that contractors are concentrating on emergency work; additional works will be programmed in when possible.

AGREED As per 33.3.2 above that this project can be deferred in the short term.

**.4 C6 Odiham Road – Section 278 highways works and speed limit reduction**

Cala has reported that the Agreement is still with lawyers but moving forward. See revised plans – Deed of Variance dated 11th January 2022. **APPENDIX IV**

**.5 Cala Homes S106 funding** Ward Cllr Anne Crampton confirmed that the funds are held by Hart for two village gateways / other traffic calming measures within the village of Riseley – £5K; plus two new bus shelters on the Odiham Road – £8K.**.6 'Drifting' at Wellington roundabout** – Cllr Tim Davies noted he has been putting effort into raising the profile of 'drifting' activities. This of course is not the only place this is happening and public nuisance is a crime. Made a point of raising issue at Hants Police & Crime Commissioner meeting; working to schedule a meeting with the Country Park manager. The more people who discuss the problem, the more often it's raised, the more likely something is to happen.

It was noted that incidents now occur sporadically and when the roads are wet. Not in the high numbers that gathered during lockdown.

- .7 Bramshill triangle** – Concern again raised about road safety and the number of accidents. Tim Davies said he had requested 'accident black spot' warning signs from Hants. He is aware – because this Parish Council has frequently told him – that there is at least an accident here every three weeks or so. He was advised these are not now Hampshire-recommended signs. Agreed that the configuration of the junction needs to be reconsidered.

35

## PLANNING

- .1 Parish planning applications** – Planning Update **APPENDIX V**

i. Kiln Fields solar No Planning Committee date as yet.

ii. New applications for discussion

22/01015/FUL Park Farm. Construction of a livestock tunnel. Noted.

22/00773/FUL Holdshott Farm. Erection of a storage building (Use Class B8)

following the demolition of an existing low dutch barn and creation of new parking area and access track. Noted.

22/00586/FUL Land Adjacent To Dukes Field Cottage, Norton Road, Riseley. Erection of 3 x four-bed dwellings with associated access, landscaping and hardstanding.

Discussion – Proposed entry onto road is a blind spot. HCC Highways have submitted a holding objection pending receipt of further information requested on local traffic data and access visibility splays. Objections to this application include loss of green space dividing settlements, intensification and coalescence of built up area, loss of heritage route of Devil's Highway. Clerk to draft response.

- .2 Bramshill House new applications**

22/00659/LBC (28 April) and 22/00658/FUL (10 May) Bramshill House, Bramshill Park.

1. Change of use of Bramshill Park, Bramshill House, Stable Block and Nuffield Hall / Newsam Hall for use as a wedding and events venue (*Sui Generis*).
2. Change of use of Bramshill House for overnight guest accommodation associated with the wedding and events use. Change of use of Dixon Hall for use as guest accommodation associated with the wedding and events use.
3. Change of use of Bramshill Park, Bramshill House, Stable Block and Nuffield Hall / Newsam Hall, Foxley Hall, Sports Hall, Oak Hall and Conference Centre, Reprographics and Graphics, Shop, Rowan Hall, Willow Hall and Reception for use associated with film-making activities (*Sui Generis*).
4. Demolition of police college buildings. Construction of 197 new residential dwellings (use Class C3 – a net increase of 177 dwellings Use Class C3), 147.92 sqm GIA of employment floor space (use Class E, F.2) and undercroft car parking.
5. Associated repair works to buildings and gardens. Refurbishment of Hazeley Lodges including demolition of modern rear extensions and structures and erection of single storey rear extensions. Associated roads, footways, cycleways, open space, creation of parkland, creation of enhanced ecological habitat, landscaping, drainage, ancillary works and infrastructure.

22/00643/FUL (7 April) Bramshill House Bramshill Park. Change of use of land to provide a Suitable Alternative Natural Greenspace (SANG) and associated works.

### Discussion

- One of only two Jacobean house in England in close to its original state.
- Bramshill PC has concern about use of film site, due to traffic.
- Important for the house to be maintained. How to achieve that?
- This does seem to be the best of the development proposals so far but still an 'island' development dependent upon the car with no local access to services.
- From Parish point of view there should be investment in developing wider connectivity of footpaths and cycle routes between settlements and existing networks.
- From its days as the Police Collage, it has a leisure centre, cricket pitch (used HW cricket club), boating lake.
- Facilities support a business use, would support it's permanent use as a film studio.
- City & Country bought it without understand the development challenges.

For signature (p3 of 4) .....

**36 FURTHER REPORTS**

**.1 Annual reports to meeting**

Written report received from Anne Crampton **APPENDIX VI.**

**.2 Police liaison** PCSO Nick Greenwood returns to work next week; regular meeting will restart asap.

**.3 Hartley Wintney Twinning Association** The Twinning Agreement includes the five Parishes of Hartley Wintney, Winchfield, Mattingley, Rotherwick and Heckfield (the Parishes) To circulate details on Whatsapp and Website.

**37 NEXT PARISH COUNCIL MEETING**

Wed 7th September, 7.30pm, Village Hall

*Meeting closed 9.15pm with thanks to all present.*

For signature (p4 of 4) ..... Date .....

## APPENDIX I.I: ACCOUNTS YEAR END

HECKFIELD PARISH COUNCIL INCOME 2021/2022 - YEAR END										
Balance brought forward 1st April 2021										£23,563.76
Date	Payee	Description	Paid by	Precept	Grant	Returned funds			Interest	Total
20/04/21	Hart	Parish Precept	BACS	£12,851.00						£12,851.00
30/04/21	Natwest- current account closure/ METRO-opening balance									
		£11,056.03								
11/06/21	Natwest bus instant/acc closure - transfer to METRO									
		£19,564.89								
04/05/21	Natwest Instant access	Bank interest to 11th June	Transfer						£0.39	£0.39
28/07/21	Metrobank	Switch Incentive	Transfer		£1,250.00					£1,250.00
22/03/22	HCC	County Cllr budget-V gateways	BACS		£1,000.00					£1,000.00
28/03/22	HCC	County Cllr budget-generator	BACS		£400.00					£400.00
2021-22	Metrobank Inst access	Bank interest	Transfer						£2.02	£2.02
	<b>Total</b>			<b>£12,851.00</b>	<b>£2,650.00</b>				<b>£2.41</b>	<b>£15,503.41</b>
		RECEIPTS & PAYMENTS SUMMARY					Nat West BANK INTEREST		Metro BANK INTEREST	
		Bal brought forward 1st April 2020		£23,563.76		Apr - June	£0.39	July	£0.52	
		Plus income		£15,503.41		TOTAL	£0.39	August	£0.39	
		Minus expenditure		£15,235.99				Sept	£0.16	
		<b>Balance INCL £5K to be returned from VH</b>		<b>£23,831.18</b>				Oct	£0.15	
		BANK RECONCILIATION						Nov	£0.15	
		Metro Current - YE		£829.16				Dec	£0.16	
		Business instant access - YE		£18,002.02				Jan	£0.20	
		TOTAL ACCOUNTS		£18,831.18				Feb	£0.14	
		plus returned funds from VH		£5,000.00				Mar	£0.15	
		Balance to t/o 31st March 2022		£23,831.18				TOTAL	£2.02	

[illegible]

## APPENDIX I.II: ACCOUNTS YEAR END

MetroBank March 31, 2022 @ 25% (Layer 1, RGB/8) \*

https://personal.metrobankonline.co.uk/onlinebanking/

**M**

Transaction approvals >

HECKFIELD PARISH COUNCIL

Banking

Accounts

Payees

Settings

Products

Accounting products

Business Insurance

## My accounts

From here you can access all your accounts

HECKFIELD PARISH COUNCIL  
Business Community Current Account  
23-05-80

**£829.16**

You don't have an arranged overdraft

HECKFIELD PARISH COUNCIL  
Business Instant Access Account  
23-05-80

**£18,001.87**

Plus 15p May interest  
= **£18,002.02**

**APPENDIX I.III: ACCOUNTS YEAR END****HECKFIELD PARISH COUNCIL****2021/2022 Bank Reconciliation AUDIT SHEET**

Receipts and payments summary		
1	Balance Brought Forward from 1st April 2021	£23,563.76
2	Plus Income	£15,503.41
3	Less Expenditure	£15,235.99
4	Balance to take over 31st March 2022	£23,831.18
Reconciliation		
5	Metro Community at 31st March 2022	£829.16
6	Metro Instant Access at 31st March 2022	£18,002.02
7	TOTAL BANK ACCOUNTS	£18,831.18
8	Plus funds to return from VH	£5,000.00
9	Balance to take over 31st March 2022	£23,831.18

Signed:

Chairman ..... 24th May 2022

Susan Turner, RFO..... 24th May 2022



**APPENDIX I.IV: ACCOUNTS YEAR END****HECKFIELD PARISH COUNCIL****2021/2022 Bank Reconciliation AUDIT SHEET****Receipts and payments summary**

1	Balance Brought Forward from 1st April 2021	£23,563.76
2	Plus Income	£15,503.41
3	Less Expenditure	<b>£15,235.99</b>
4	Balance to take over 31st March 2022	<b>£23,831.18</b>

**Reconciliation**

5	Metro Community at 31st March 2022	£829.16
6	Metro Instant Access at 31st March 2022	£18,002.02
7	<b>TOTAL BANK ACCOUNTS</b>	<b>£18,831.18</b>
8	Plus funds to return from VH	£5,000.00
9	Balance to take over 31st March 2022	<b>£23,831.18</b>

Signed:

Chairman ..... 24th May 2022

Susan Turner, RFO..... 24th May 2022



## APPENDIX I.V: ACCOUNTS YEAR END

# Heckfield Parish Council

## 2021/2022 Significant Variations: AUDIT SHEET

Difference between current and previous year greater than both 10% and £100  
in Section 1, boxes 2, 3, 4, 5, 6, 9 and 10

	Item	Previous Year 2020/21	Current Year 2021/2022	Difference	Diff %
1	Balance Brought Forward	£7,278.36	£23,563.76	£16,285.40	223.75%
2	Annual Precept	£9,840.00	£12,851.00	£3,011.00	30.60%
3	Total Other Income	£11,003.28	£2,652.41	£8,350.87	-75.89%
4	Staff Costs	£3,300.00	£3,600.00	£300.00	9.09%
5	Loan interest/capital repayments	£0.00	£0.00	£0.00	0.00%
6	Total other payments (excl salaries)	£1,257.88	£11,635.99	£10,378.11	825.05%
7	Balance carried forward	£23,563.76	£23,831.18	£267.42	1.13%
8	Total cash and short term investments	£23,563.76	£23,831.18	£267.42	1.13%
9	Total fixed assets and long term assets	£0.00	£0.00	£0.00	0.00%
10	Total borrowings	£0.00	£0.00	£0.00	0.00%
11	Trust funds	NA	NA	NA	NA

### Box 2 Annual Precept

Explanation for variation of	£3,011.00	2020/21	2021/22	Difference
Increase to maintain reserves for Cottage renovation and to fund public access / road safety improvement.		£9,840.00	£12,851.00	£3,011.00

To note - it was expected that tax base increase due to new development at Dukes Meadow would offset the Precept increase per individual household. However the tax base increase not accounted for until 2022/23 due to delay at the Valuation Office.

### Box 3 Total other income (excl salaries)

Explanation for variation of	£8,350.87	2020/21	2021/22	Difference
Grants		£1,000.00	£1,400.00	£400.00
Switch incentive NatWest to Metro		£0.00	£1,250.00	£1,250.00
Returned funds from Village Hall		£10,000.00	£0.00	£10,000.00
Bank interest		£3.28	£2.41	£0.87
TOTAL		£11,003.28	£2,652.41	£8,350.87

£8,350.87

### Box 6 Total other payments (excl salaries)

Explanation for variation of	£10,378.11	2020/21	2021/22	Difference
Finance admin costs		£472.88	£460.19	£12.69
Community		£495.00	£403.00	£92.00
Village Hall roofing		£0.00	£2,215.00	£2,215.00
PROJECTS... Churchyard fencing		£0.00	£1,801.00	£1,801.00
Old Road to New Inn		£250.00	£68.00	£182.00
New footway to New Inn		£0.00	£3,400.00	£3,400.00
Devil's Highway		£0.00	£1,280.00	£1,280.00
Website		£0.00	£200.00	£200.00
VAT		£40.00	£1,808.80	£1,768.80
TOTAL		£1,257.88	£11,635.99	£10,378.11

£10,378.11

Signed:

Chairman ..... 24th May 2022

Susan Turner, RFO ..... 24th May 2022

**APPENDIX II.I: AUDIT YEAR END****Section 1 – Annual Governance Statement 2021/22**

We acknowledge as the members of:

**HECKFIELD PARISH COUNCIL**

our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2022, that:

	Agreed			
	Yes	No		
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	✓		‘Yes’ means that this authority: prepared its accounting statements in accordance with the Accounts and Audit Regulations.	
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	✓		made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.	
3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.	✓		has only done what it has the legal power to do and has complied with Proper Practices in doing so.	
4. We provided proper opportunity during the year for the exercise of electors’ rights in accordance with the requirements of the Accounts and Audit Regulations.	✓		during the year gave all persons interested the opportunity to inspect and ask questions about this authority’s accounts.	
5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	✓		considered and documented the financial and other risks it faces and dealt with them properly.	
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	✓		arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.	
7. We took appropriate action on all matters raised in reports from internal and external audit.	✓		responded to matters brought to its attention by internal and external audit.	
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.	✓		disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.	
9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	Yes	No	N/A	has met all of its responsibilities where as a body corporate it is a sole managing trustee of a local trust or trusts.
			✓	

\*For any statement to which the response is ‘no’, an explanation must be published

This Annual Governance Statement was approved at a meeting of the authority on:

24/05/2022

and recorded as minute reference:

MINUTE REFERENCE  
22.32.2

Signed by the Chairman and Clerk of the meeting where approval was given:

Chairman

SIGNATURE REQUIRED

Clerk

SIGNATURE REQUIRED

**Other information required by the Transparency Code (not part of the Annual Governance Statement)**

The authority website/webpage is up to date and the information required by the Transparency Code has been published.

Yes	No
✓	

ENTER PUBLIC WEBSITE/WEBPAGE ADDRESS  
<https://www.heckfield-pc.org.uk>

## APPENDIX II.II: AUDIT YEAR END

## Section 2 – Accounting Statements 2021/22 for

## HECKFIELD PARISH COUNCIL

	Year ending		Notes and guidance
	31 March 2021 £	31 March 2022 £	
<b>1.</b> Balances brought forward	7,278	23,564	Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.
<b>2.</b> (+) Precept or Rates and Levies	9,840	12,851	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.
<b>3.</b> (+) Total other receipts	11,003	2,652	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.
<b>4.</b> (-) Staff costs	3,300	3,600	Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.
<b>5.</b> (-) Loan interest/capital repayments	0	0	Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).
<b>6.</b> (-) All other payments	1,258	11,636	Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).
<b>7.</b> (=) Balances carried forward	23,564	23,831	Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).
<b>8.</b> Total value of cash and short term investments	23,564	23,831	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – <b>To agree with bank reconciliation.</b>
<b>9.</b> Total fixed assets plus long term investments and assets	0	0	The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.
<b>10.</b> Total borrowings	0	0	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).
<b>11.</b> (For Local Councils Only) Disclosure note re Trust funds (including charitable)	Yes	No	N/A
			✓
			The Council as a body corporate acts as sole trustee for and is responsible for managing Trust funds or assets. <i>N.B. The figures in the accounting statements above do not include any Trust transactions.</i>

I certify that for the year ended 31 March 2022 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.  
Signed by Responsible Financial Officer before being presented to the authority for approval

 SIGNED

Date

22/05/2022

I confirm that these Accounting Statements were approved by this authority on this date:

24/05/2022

as recorded in minute reference:

MINUTE REFERENCE  
22.32.3

Signed by Chairman of the meeting where the Accounting Statements were approved

SIGNATURE REQUIRED

**APPENDIX II.III: AUDIT YEAR END****Certificate of Exemption – AGAR 2021/22 Form 2**

To be completed by smaller authorities where the higher of gross income or gross expenditure did not exceed £25,000 in the year of account ended 31 March 2022, and that wish to certify themselves as exempt from a limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015

There is no requirement to have a limited assurance review or to submit an Annual Governance and Accountability Return to the external auditor, **provided** that the authority has certified itself as exempt at a meeting of the authority after 31 March 2022 and a completed Certificate of Exemption is submitted no later than **30 June 2022** notifying the external auditor.

**HECKFIELD PARISH COUNCIL**

certifies that during the financial year 2021/22, the higher of the authority's total gross income for the year **or** total gross annual expenditure, for the year did not exceed **£25,000**

Total annual gross income for the authority 2021/22: **£15,503** R AMOUNT £00,000

Total annual gross expenditure for the authority 2021/22: **£15,236** R AMOUNT £00,000

There are certain circumstances in which an authority will be **unable to certify itself as exempt**, so that a limited assurance review will still be required. If an authority **is unable to confirm the statements below then it cannot certify itself as exempt** and it **must** submit the completed Annual Governance and Accountability Return Form 3 to the external auditor to undertake a limited assurance review for which a fee of **£200 +VAT** will be payable.

By signing this **Certificate of Exemption** you are confirming that:

- The authority was in existence on 1st April 2018
- In relation to the preceding financial year (2020/21), the external auditor **has not**:
  - issued a public interest report in respect of the authority or any entity connected with it
  - made a statutory recommendation to the authority, relating to the authority or any entity connected with it
  - issued an advisory notice under paragraph 1(1) of Schedule 8 to the Local Audit and Accountability Act 2014 ("the Act"), and has not withdrawn the notice
  - commenced judicial review proceedings under section 31(1) of the Act
  - made an application under section 28(1) of the Act for a declaration that an item of account is unlawful, and the application has not been withdrawn nor has the court refused to make the declaration
- The court has not declared an item of account unlawful after a person made an appeal under section 28(3) of the Act.

If you are able to confirm that the above statements apply and that the authority neither received gross income, nor incurred gross expenditure, exceeding £25,000, then the Certificate of Exemption can be signed and a copy submitted to the external auditor **either** by email **or** by post (not both).

The Annual Internal Audit Report, Annual Governance Statement, Accounting Statements, an analysis of variances and the bank reconciliation plus the information required by Regulation 15 (2), Accounts and Audit Regulations 2015 including the period for the exercise of public rights still need to be fully completed and, along with a copy of this certificate, published on the authority website/webpage\* before 1 July 2022.

**By signing this certificate you are also confirming that you are aware of this requirement.**

Signed by the Responsible Financial Officer

Date

**SIGNATURE REQUIRED**

**24/05/2022**

I confirm that this Certificate of Exemption was approved by this authority on this date:

**24/05/2022**

Signed by Chairman

Date

**SIGNATURE REQUIRED**

**24/05/2022**

as recorded in minute reference:

**MINUTE REFERENCE**

**22.32.4**

Generic email address of Authority

Telephone number

**ENTER AUTHORITY ADDRESS** clerk.heckfield@gmail.com

**TEL** 07515777060 **BER**

\*Published web address

**ENTER PUBLICLY AVAILABLE WEBSITE/WEBPAGE ADDRESS**

**https://www.heckfield-pc.org.uk**

**ONLY this Certificate of Exemption should be returned EITHER by email OR by post (not both) as soon as possible after certification to your external auditor, but no later than 30 June 2022. Reminder letters incur a charge of £40 +VAT**

## APPENDIX III: BUDGET 2022/23

HPC YE & LATEST ESTIMATE			2022/23 TO DATE 22 MAY 2022	2022/23 LATEST ESTIMATE	2022/23 budget JAN 22
Item	20/21 Year End	21/22 Year End			
RECEIPTS					
Precept	£9,840.00	£12,851.00	£16,000.00	£16,000.00	£16,000.00
Switch incentive		£1,250.00			
Grant funding	£1,000.00	£1,400.00		£1,000.00	£1,000.00
Returned funds-VH	£10,000.00				
Bank interest	£3.28	£2.41	£1.90	£3.00	£1.00
VAT	£0.00			£8,291.00	£5,600.00
<b>Total Income</b>	<b>£20,843.28</b>	<b>£15,503.41</b>	<b>£16,001.90</b>	<b>£25,294.00</b>	<b>£22,601.00</b>
EXPENDITURE					
Expenses				£400.00	£400.00
Salary	£3,300.00	£3,600.00		£3,600.00	£3,600.00
Finance/Governance	£472.88	£460.19		£800.00	£800.00
Community	£495.00	£403.00		£500.00	£500.00
Churchyard fencing		£1,801.00			
Village access/mnt	£250.00	£3,468.00		£2,000.00	£2,000.00
Devil's Highway		£1,280.00			
Village Gateways				£6,000.00	£6,000.00
Village Hall		£2,215.00		£25,000.00	£20,000.00
VAT	£40.00	£1,808.80		£5,600.00	£5,600.00
Website		£200.00			
<b>Total Expenditure</b>	<b>£4,557.88</b>	<b>£15,235.99</b>		<b>£43,900.00</b>	<b>£38,900.00</b>
<b>SURPLUS/DEFECIT</b>	<b>£16,285.40</b>	<b>£267.42</b>	<b>£16,001.90</b>	<b>£18,606.00</b>	<b>£16,299.00</b>
<b>Balance to take over</b>	<b>£23,563.76</b>	<b>£23,831.18</b>	<b>£39,833.08</b>	<b>£5,225.18</b>	<b>£7,532.18</b>

**APPENDIX IV.I – CALA HOMES S278 - HIGHWAYS WORKS – DEED OF VARIATION**

DATED 10 JANUARY 2022 ~~2021~~

HAMPSHIRE COUNTY COUNCIL

and

CALA HOMES (THAMES) LIMITED

and

CALA MANAGEMENT LIMITED

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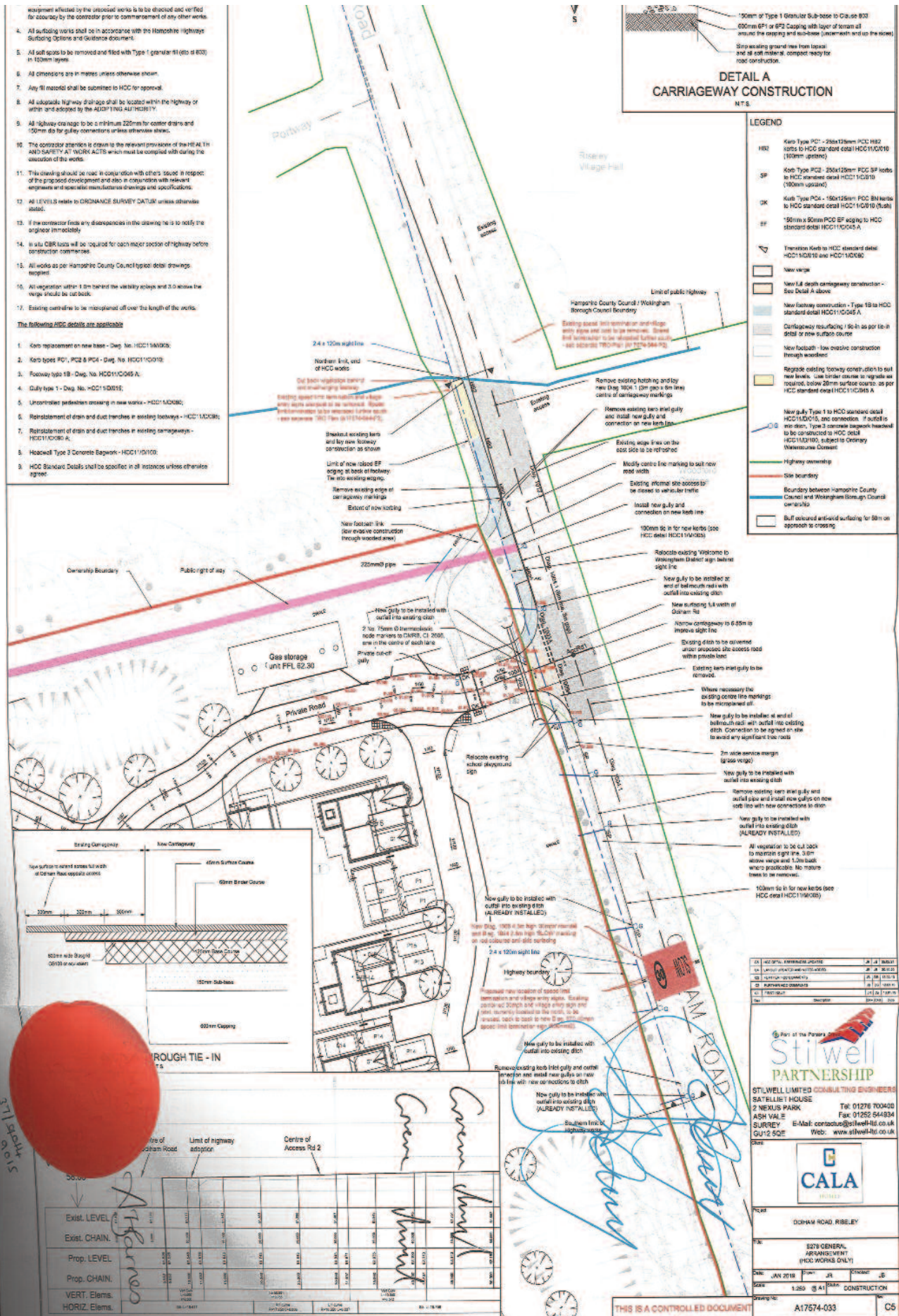
DEED OF VARIATION of Section 278 agreement dated 13<sup>th</sup> of March 2019  
concerning Highway Works at Odiham Road, Riseley

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File Ref:- 121310

Barbara Beardwell  
Head of Governance and Chief  
Monitoring Officer  
Hampshire County Council  
The Castle  
Winchester  
Hampshire  
SO23 8UJ







## APPENDIX V

## PLANNING UPDATE – HECKFIELD – 24th May 2022

**Applications – New this meeting**

22/01015/FUL (Validated 23 May) Park Farm Construction of a livestock tunnel. Noted

22/00773/FUL (Validated 3 May) Holdshott Farm. Erection of a storage building (Use Class B8) following the demolition of an existing low dutch barn and creation of new parking area and access track. Noted

22/00586/FUL (Validated 20 April) Land Adjacent to Dukes Field Cottage, Norton Road, Riseley. Erection of 3 four bed dwellings with associated access, landscaping and hardstanding. *Parish Council Response: objection.*

**Applications – Pending / recently decided**

21/02818/FUL (Pending 13 Dec 2021) Burlington, Bramshill Road, Heckfield. Erection of a replacement dwelling and detached triple garage, following the demolition of six buildings, including the existing dwelling, two barns and three stables.

**Kiln field solar** – 21/02749/FUL (Pending 10 Nov 2021) Land Lying To The North Of Vicarage Lane, Hound Green, Heckfield. Construction of a temporary 17.87 MW Solar Farm, to include the installation of Solar Panels with LV switch/transformer, customer switchgear/T Boot enclosure, a DNO substation enclosure, security fencing, landscaping and other associated infrastructure.

Update from Case Officer 29th March: ... objection from the Environment Agency. They were recently re-consulted, and we are awaiting a response.'

21/01088/HOU (Pending, Validated 19 May 2021) Beeches, Bramshill Road, Heckfield. Demolition of conservatory and erection of a single storey side, front and rear extensions. New dormer window with terrace area to side elevation and replacement of existing dormer window with new dormer window to side elevation. Changes to existing external finishes.

21/01388/HOU/ and 21/01389/LBC (Appeal APP/N1730/D/21/3283431 - allowed 7 Mar 2022) Burgess House, Odiham Road, Heckfield. Demolition of existing conservatory and erection of single storey rear extension with internal reconfigurations. (refused Hart 20th July 2021)

21/00266/FUL (Appeal APP/N1730/W/21/3279009 – (linked case) start date 21st August) Cold Piece Farm. Erection of 10 floodlights, each 8m tall, around the existing manage - retrospective, to replace the 8 approved floodlights (retrospective).

**BRAMSHILL HOUSE**

22/00659/LBC (28 April) and 22/00658/FUL (10 May) Bramshill House, Bramshill Park.

1. Change of use of Bramshill Park, Bramshill House, Stable Block and Nuffield Hall / Newsam Hall for use as a wedding and events venue (*Sui Generis*).
2. Change of use of Bramshill House for overnight guest accommodation associated with the wedding and events use. Change of use of Dixon Hall for use as guest accommodation associated with the wedding and events use.
3. Change of use of Bramshill Park, Bramshill House, Stable Block and Nuffield Hall / Newsam Hall, Foxley Hall, Sports Hall, Oak Hall and Conference Centre, Reprographics and Graphics, Shop, Rowan Hall, Willow Hall and Reception for use associated with film-making activities (*Sui Generis*).
4. Demolition of police college buildings. Construction of 197 new residential dwellings (use Class C3 – a net increase of 177 dwellings Use Class C3), 147.92 sqm GIA of employment floor space (use Class E, F.2) and undercroft car parking.
5. Associated repair works to buildings and gardens. Refurbishment of Hazeley Lodges including demolition of modern rear extensions and structures and erection of single storey rear extensions. Associated roads, footways, cycleways, open space, creation of parkland, creation of enhanced ecological habitat, landscaping, drainage, ancillary works and infrastructure.

22/00643/FUL (7 April) Bramshill House Bramshill Park. Change of use of land to provide a Suitable Alternative Natural Greenspace (SANG) and associated works.

## APPENDIX VI –ANNUAL REPORTS TO MEETING

### WARD COUNCILLOR ANNE CRAMPTON REPORT

'I would like to begin this report with the main local issues I have been involved with in the past year. Covid has again dominated our lives. I have been employed as a Clinical supervisor and vaccinator by the Branksomewood surgery in Fleet and have been vaccinating residents for over a year now. I do firmly believe that because of this success we can now move on and return to some sense of normality. The booster programme for the over 75s has started, if eligible I do urge people to book at one of the local centres.

'Hart District Council have a challenging financial year coming up. 2022/23 has a reasonably balanced budget although a few issues have arisen recently which puts this fragile balance into jeopardy. 2023/24 sees a deficit of over £1,000,000 looming and I know the Liberal Democrat/ Community Campaign Hart administration are meeting in June to discuss further savings. Tier one and tier two cuts are already underway and largely have only a small impact on residents although the outsourcing of the dog warden contract is controversial. Tier three cuts are likely to be more noticeable. The Council Tax is raised by the maximum amount allowed without a local referendum. The Government is offsetting some of the impact to Band A to D households and my group proposed a further £10 offset this year. Sadly we were defeated on this proposal.

'The Civic Campus, that is the Council offices and the Harlington area, are to be redeveloped into a mixed housing and community space. There is to be a Community engagement starting mid May where the proposals will be outlined for comment by residents. This will take the shape of online, hard copy and an exhibition to be held in Fleet where people can see the proposals and comment.

'A Climate Emergency was declared last year by the Council. The original motion proposed by me, was in line with Government and Hampshire County Council timelines. The motion was amended by the administration to a much shorter timeline. Preliminary reports have shown that in order to achieve this shortened time frame, issues outside of Hart's control will have to be tackled such as taking the majority of diesel and petrol cars off the road. The leisure centre is Hart's biggest emitter and a report on how to reduce it's carbon emissions and the cost is yet to be presented to the working group. My group proposed that funds set aside for housing which are ring fenced could be used to insulate homes which would not only reduce carbon emissions but also reduce fuel bills for householders has yet to be taken up but we will continue to press the administration for this.

'Lastly Planning laws are likely to change soon. We don't know quite what these changes will be but our Joint Chief Executive Daryl Phillips is now firmly of the opinion that a Neighbourhood Plan is essential.'