



MINUTES OF THE PARISH COUNCIL MEETING

Monday 13th July 2020, 7pm

PRESENT: Parish Councillors Brian Baker, Ian Bowman, David Hunt, Simon Richards.

Clerk Susan Turner

2020.

AGREED Simon Richards to Chair the meeting.

11 WELCOME & APOLOGIES Apologies – Paul Burton (Chairman), Stephen Harnett, Ward Cllr Anne Crampton, County Cllr David Simpson.

With thanks to Simon Richards for hosting the meeting.

12 PUBLIC SESSION No members of the public present.

13 MINUTES OF PREVIOUS MEETING of 20th January Agreed and signed.

14 DECLARATIONS OF INTEREST in items on the Agenda – None

15 COVID -19

15.1 Parish Council Notice offering contact details and help for those isolating due to Coronavirus, circulated via email, posted on website. **APPENDIX I.**

15.2 Parish Council Meetings (Coronavirus Act 2020)

NOTED Legislation up to 3rd April 2020 has allowed only for meetings in person (as from the reforming Local Government Act of 1894 when Parish Councils were created in England). This situation has been updated (temporarily) by regulation under the Coronavirus Act 2020 to allow for remote meetings – see **APPENDIX II.**

15.3 Meeting Attendance

AGREED The Parish Council agreed dispensation to all Heckfield Parish Councillors to extend the period of allowed absence indefinitely – where due to circumstances caused by Covid-19 and any other reasonable / unavoidable situation.

16 FINANCE

16.1 2019/20 audit – External Audit exemption

AGREED Exempt from External Audit as annual turnover under £25K.

ACTION AGAR Part 2 Exemption Certificate to be signed and submitted to External Auditor. **APPENDIX III.I**

16.2 2019/20 AGAR Part 2 forms

AGREED 1. AGAR (Annual Governance and Accountability Return) Sections One – Governance Statements **APPENDIX III.II.**

AGREED 2. AGAR Section Two – Accounting Statements – as circulated **APPENDIX III.III.**

AGREED 3. Accounts pages – Bank Reconciliation & Significant Variances. **APPENDIX IV**

ACTION 1,2&3 above signed by Chairman & Clerk.

16.3 Payments for approval

291	ST for Zurich – Parish Council Insurance	£218.96
292	ST for GeoXphere – Online mapping	£36.00
293	ST for HALC +NALC – Subscription 2020/21	£193.92
294	Whitewater Valley Preservation Society	£100.00
295	Clerk Salary – JAN 2020; JUNE-JULY 2020	£900.00

16.4 Accounts to date 2020/21 APPENDIX V

For signature

17 HIGHWAYS & RIGHTS OF WAY

17.1 FP Cutting Noted HCCCS priority cutting contract didn't go ahead this year due to COVID. The request for Heckfield was FPs 2,3,10 and 502.

Noted that FP 3 has been cut, presumably by the Estate, FP2 across Highfield also ok.

AGREED Lengthsman to cut

FP 502 Pound Copse (Wellington Riding to Wellington roundabout).

FP 10 Chandlers Green (nr Cherry Tree Farm).

FP 5 Holdshott to Bramshill Road.

17.2 Devils Highway (Riseley Common Lane)

NOTED The Devil's Highway is an adopted public highway, no T241, ref 72T241 AA 05. A 'T-class road' is an unmetalled unclassified road, adopted by HCC and publically maintainable to an unsurfaced standard. T class roads usually carry rights for all users up to, and including, motor vehicles.

17.3 New ROW

NOTED i Track from Barossa Farm at Devil's Highway (Riseley Common Lane) SW to Mill Lane.
<https://www.hants.gov.uk/landplanningandenvironment/rightsofway/definitivemap/registerofapplications/add-restricted-byway-at-riseley-common-lane>

NOTED ii Map of new applications at

<http://hantscs.maps.arcgis.com/apps/webappviewer/index.html?id=a89ff2f6509b44ac85673939739f6f61&find=1154>

17.4 ROW application Application submitted by Ian Bowman to HCC for ROW (near Heckfield roundabout) linking B3349 at Highfield Lodge (site of bus stop) to Bramshill Road B3011 opposite Heckfield Place. **APPENDIX VI**

17.5 Old Road' to New Inn – Agreed site meeting to confirm access to 'old road'.

17.6 Traffic calming B3349 'bypass' New Inn (S) to Causeway roundabout (N) email received from Hants Traffic Safety **APPENDIX VII**.

AGREED Priorities as below:

1. Signage – Making best use of warning signs is a logical first step.

To suggest 'children crossing' or 'pedestrian crossing' (rather than 'school bus' signs) thinking that drivers may be more mindful of this outside school hours and term time. These signs would also work for the footpath crossing point .

2. Refuge Island a priority for funding and fund raising.

AGREED Commitment to improving 'connectivity' within the Parish, ie walking cycling etc.

The 'bypass' divides the Parish north to south as well as east to west – as the only way to get from one part to the other is across or alongside it. As such, a pavement / footway, and / or cycleway beside the road suggested, but recognising this will also be expensive, the crossing point / pedestrian refuge agreed as priority.

3. Village Gateways have been taken off the table for the time being as they don't contribute directly to the pedestrian connectivity. To be considered for future.

ACTION Clerk to respond to Hants Road Safety as above and confirm location of school bus pick-up drop-off points and main deer crossing points.

17.7 Traffic data recorders Speed indicator device as used on the B3349 in Mattingley are only licenced by HCC for roads with a speed limit of 40mph or less.

NOTED May be possible to obtain a Highways licence to use as a data recorder only.

ACTION Clerk to follow up re HCC licence, and request loan of Mattingley data recorder.

17.8 Wheelie bin stickers 30mph.

AGREED To purchase.

For signature

18 PLANNING**18.1 Licensing application**

20/00347/MINORP Heckfield Place (Withdrawn 1st July 2020) Minor Variation – Premises Licence. Public notices displayed.

Application: 'To extend present licence to offer film showings outdoors in the open air – when the weather permits – up to four times a week (Wednesday, Friday, Saturday and Sunday), starting at the earliest at 9pm and finishing at the very latest by midnight. The films will be slightly amplified to ensure small gatherings can hear...'

'At all times, we will adhere to the condition that "outside entertainment must be kept at a level which does not cause a nuisance to neighbouring properties". Regular checks to be carried out to monitor noise with entertainment taking place inside and out.'

Parish Council responded by requesting films be shown to latest 11pm. However application withdrawn same day.

18.2 Parish Planning applications

See **APPENDIX VIII** for current applications relating to the Parish.

20/01274/FUL Cherry Tree Farm, Chandlers Green. Erection of an agricultural workers dwelling with associated landscaping and car parking.

Parish Council Response: 'The Parish Council believes it is important to support local family-run businesses, particularly in the present economic climate.

'This family have been trying for many years to get approval for accommodation on their farm. This is a genuine farming enterprise, albeit on a small scale. In these challenging agricultural times these are few and far between.

'The applicants have demonstrated that their business is viable on this parcel of land, as they consistently maintained and have worked hard to achieve.

'For these reasons the Parish Council supports this application.'

19 HECKFIELD HISTORY

- 19.1 A Tale of Three Families**, by Mary Pountain researching her family history, which includes members of the Trinder family from Heckfield, dating back to around 1825. Mary says: 'I am not a historian and this is my first attempt to write a book, but having done so I would like to be able to share it with anyone who might find it of interest. I am planning to have a short run of the book printed and would be happy to send you a copy for your archives – I am not wishing to sell the book commercially. The complete book (and the individual chapters) is also available in pdf format at <http://www.chelseacott.co.uk/threefamilies/>.

TO RECORD Copies received with thanks by Heckfield Parish Council and Whitewater Valley Preservation Society. Permission received for the link and pdf copy of the book to be posted on the Parish Council website.

19.2 Heckfield History Project

AGREED Parish Council to compile an archive for Heckfield – to research and purchase old books, maps, prints etc.

20 FURTHER REPORTS

For signature

20.1 Himalayan Balsam Noted widespread in most locations in general vicinity of Whitewater. To liaise with Whitewater Valley Preservation Society to engage landowners for next year.

20.2 Hart Local Plan Adopted at Hart's first remote Council meeting of 30th April 2020. 'Hart Local Plan (Strategy and Sites) 2032, now forms part of the development plan for Hart District, together with saved policies from the Hart District Local Plan (Replacement) 1996-2006, and any adopted Neighbourhood Plans, as the basis for determining planning applications.'

20.3 Central and Eastern Berkshire (CEB) Minerals and Waste Plan **APPENDIX IX**

20.4 Wokingham Local Plan Update

<https://www.wokingham.gov.uk/planning-policy/planning-policy-information/local-plan-update/>

'About the Local Plan Update (LPU) – Work is underway on an updated local plan which will shape the future of Wokingham Borough.

'This updated local plan will guide where and how growth will take place in the borough in the years up to 2036. We know we have to plan for more housing, which is always a complex and controversial subject. We also need to plan for new employment, schools, roads, parks, shops and community facilities necessary to create places people want to live, work and do business.

'One of the key reasons for needing a new Local Plan is the changes to the National Planning Policy Framework (NPPF) and the supporting guidance. This includes a standard approach for calculating the number of homes each local authority must plan for.

'The timetable for the Local Plan Update has been reviewed and agreed by the council's Executive on 15 January 2020. It is expected that the LPU will be completed ('adopted') in Winter 2021. Our Local Development Scheme shows more information on the timetable.'

APPENDIX X

21 NEXT MEETING TBA

Meeting closed 9.15pm with thanks to all present

For signature Date

APPENDIX I

Help for those affected by Coronavirus

Dear all

This to confirm that the Parish Council is here to help anyone who is affected by the Coronavirus or is self isolating. We know that neighbours and friends are looking out for each other.

But please let know if you potentially require assistance, be it shopping, a chat, or just an ear to listen. And please shout if you know of anyone who needs help.

We will all act within the government's recommended guidelines.

Please contact anyone from the Parish Council listed below

Paul Burton	0118 932 6129	burtonpaulj@aol.com
Ian Bowman		ian@itsthebowmans.com
David Hunt	07384 213750	davidjhunt@hotmail.co.uk
Simon Richards	0118 932 6603	simon.richards66@hotmail.co.uk
Susan Turner	07515 777 060	clerk.heckfield@gmail.com

APPENDIX II

Annex A to letter to local councils from Paul Rowsell CBE, Head of the Governance Reform and Democracy Unit, Ministry of Housing, Communities and Local Government.

6th April 2020

The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020

These regulations enable all local authority meetings to be held remotely, including allowing remote access by members of the public, and they remove the requirement for the annual meeting this year.

The regulations are drafted very broadly, applying to different types of local authorities, and to different categories of meetings including annual meetings, cabinet and committee meetings.

Local authorities can decide not to hold the legally prescribed annual meeting.

Where meetings are held, local authorities have the flexibility to hold them at any time of day and on any day, to alter how frequently they are held and to move or cancel them without further notice. Where a local authority does not hold an annual meeting, current appointments will continue until the next annual meeting of the authority or when the local authority determines.

Meetings may be held remotely including via telephone conferencing, video conferencing, live webchat and live streaming. Remote attendance by members counts for other purposes such as the six month rule on attendance, and for allowances. Members of the public and press may also access meetings remotely rather than in person.

The regulations are not prescriptive about how local authorities may facilitate remote meetings or related matters such as voting and access to documents by members and the public. Different solutions will be appropriate in different localities and local authorities may make appropriate standing orders.

The regulations also enable Police and Crime Panels in England and Wales to take place remotely, allowing Police and Crime Panels to continue undertaking their statutory duties.

The regulations came into force on 4 April 2020 and apply to meetings taking place before 7 May 2021. We are able to legislate to bring forward this date if medical and scientific advice leads to the relaxation of social distancing rules.

You can find the regulations and supporting documents here on the legislation.gov website <http://www.legislation.gov.uk/ukxi/2020/392/contents/made>

APPENDIX III.I

Certificate of Exemption – AGAR 2019/20 Part 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 2020, 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 2020 and a completed Certificate of Exemption is submitted no later than 30 June 2020 notifying the external auditor.

HECKFIELD PARISH COUNCIL

certifies that during the financial year 2019/20, 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 2019/20: 9629.79

Total annual gross expenditure for the authority 2019/20: 13463.29



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 Part 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 2016
- In relation to the preceding financial year (2018/19), 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 a public website* before 1 July 2020. **By signing this certificate you are also confirming that you are aware of this requirement.**

Signed by the Responsible Financial Officer	Date	I confirm that this Certificate of Exemption was approved by this authority on this date: 13/07/2020 as recorded in minute reference: 20.16.ii.1
	13/07/2020	
Signed by Chairman	Date	
	13/07/2020	
Email of Authority	Telephone number	
clerk.heckfield@gmail.com	07515777060	

*Published web 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 2020. Reminder letters incur a charge of £40 +VAT

APPENDIX III.II

Section 1 – Annual Governance Statement 2019/20

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 2020, that:

	Agreed		Yes' means that this authority:
	Yes	No	
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	✓		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
			✓

*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:

13/07/2020

and recorded as minute reference:

20.16.ii.2

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

Chairman

Clerk

APPENDIX III.III

Section 2 – Accounting Statements 2019/20 for

HECKFIELD PARISH COUNCIL

	Year ending		Notes and guidance
	31 March 2019 £	31 March 2020 £	
1. Balances brought forward	4249.12	11111.86	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.
2. (+) Precept or Rates and Levies	8000	9600	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	13.7	29.79	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.
4. (-) Staff costs	550	2700	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.
5. (-) 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).
6. (-) All other payments	1150.96	10763.29	Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).
7. (=) Balances carried forward	11111.86	7278.36	Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).
8. Total value of cash and short term investments	11111.86	7278.36	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.
9. 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.
10. Total borrowings	0	0	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).
11. (For Local Councils Only) Disclosure note re Trust funds (including charitable)	Yes	No	The Council as a body corporate acts as sole trustee for and is responsible for managing Trust funds or assets.
		✓	N.B. The figures in the accounting statements above do not include any Trust transactions.

I certify that for the year ended 31 March 2020 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

Date

13/07/2020

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

13/07/2020

as recorded in minute reference:

20.16.ii.3

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

APPENDIX IV.I

Heckfield Parish Council

2019 - 2020 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 2018/19	Current Year 2019/2020	Difference	Diff %
1	Balance Brought Forward	£4,249.12	£11,111.86	£6,862.74	161.51%
2	Annual Precept	£8,000.00	£9,600.00	£1,600.00	20.00%
3	Total Other Receipts	£13.70	£29.79	£16.09	117.45%
4	Staff Costs	£550.00	£2,700.00	£2,150.00	390.91%
5	Loan interest/capital repayments	£0.00	£0.00	£0.00	0.00%
6	Total other payments (excl salaries)	£1,150.96	£10,763.29	£9,612.33	835.16%
7	Balance carried forward	£11,111.86	£7,278.36	£3,833.50	-34.50%
8	Total cash and short term investments	£11,111.86	£7,278.36	£3,833.50	-34.50%
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		2018/19	2019/20	
Explanation for variation of	£1,600.00			Difference
Increase to contribute to cost of paid clerk		£8,000.00	£9,600.00	£1,600.00

Box 4 Staff Costs		2018/19	2019/20	
Explanation for variation of	£2,150.00			Difference
As 2 above - contracted paid clerk		£550.00	£2,700.00	£2,150.00

Box 6 Total other payments (excl salaries)		2018/19	2019/20	
Explanation for variation of	£9,612.33			Difference
Finance admin costs		£570.96	£481.90	£89.06
Expenses		£550.00	£0.00	£550.00
Publish / info - Whitewater Mag		£0.00	£45.00	£45.00
Community		£0.00	£225.00	£225.00
Village hall		£0.00	£10,000.00	£10,000.00
VAT		£30.00	£11.39	£18.61
TOTAL		£1,150.96	£10,763.29	£9,612.33

Signed:



Chairman

13th July 2020

Susan Turner, R

13th July 2020

APPENDIX IV.II

HECKFIELD PARISH COUNCIL		
2019/2020 Bank Reconciliation AUDIT SHEET		
Receipts and payments summary		
1	Balance Brought Forward from 1st April 2019	£11,111.86
2	Plus Income 2019/20	£9,629.79
3	Less Expenditure 2019/20	£13,463.29
4	Balance to take over 31st March 2020	£7,278.36
Reconciliation		
6	Current Account	£1,582.69
7	Reserve Account	£5,695.67
8	TOTAL BANK ACCOUNTS	£7,278.36
11	Balance to take over 31st March 2020	£7,278.36
Signed:		
Chairman.....		13th July 2020
Susan Turner,		13th July 2020

APPENDIX V – ACCOUNTS TO DATE 2020

HECKFIELD PARISH COUNCIL - EXPENDITURE 2020/2021 - JULY 2020										
Date	Supplier	Description	Cheque	Salary	Finance / Admin	Publish	Village Hall	Community	VAT	Total
13/07/20	ST for Zurich	Insurance	291		£218.96					£218.96
13/07/20	ST for GeoXphere	Online Mapping	292		£30.00				£6.00	£36.00
13/07/20	ST for HALC +NALC	Subscription	293		£193.92					£193.92
13/07/20	WVPS	Subscription 2020/21	294					£100.00		£100.00
13/07/20	Clerk Salary	JAN 2020; JUNE-JULY 2020	295	£900.00						£900.00
Totals:				£900.00	£442.88	£0.00	£0.00	£100.00	£6.00	£1,448.88
										£1,448.88
HECKFIELD PARISH COUNCIL INCOME 2020/ 2021 - JULY 2020										
Balance brought forward 1st April 2019										£7,278.36
Date	Payee	Description	Paid by	Precept					Interest	Total
20/04/20	Hart	Parish Precept	BACS	£9,840.00						£9,840.00
2019/20	Nat West	Net Interest total	BACS						£2.84	£2.84
	Total			£9,840.00					£2.84	£9,842.84
RECEIPTS & PAYMENTS SUMMARY										
		Bal brought forward 1st April 2020		£7,278.36						
		Plus income		£9,842.84						
		Minus expenditure		£1,448.88						
		Balance		£15,672.32						
BANK RECONCILIATION										
		current a/c 44968469		£11,425.53						
		reserve a/c 36453196		£5,695.67						
		minus expenditure not cleared		£1,448.88						
		Balance		£15,672.32						

APPENDIX VI

Hampshire & Isle of Wight XI.NE (includes: Heckfield; Mattingley.)
Revised: 1894
Published: 1897

ch England and Wales, 1842-1952



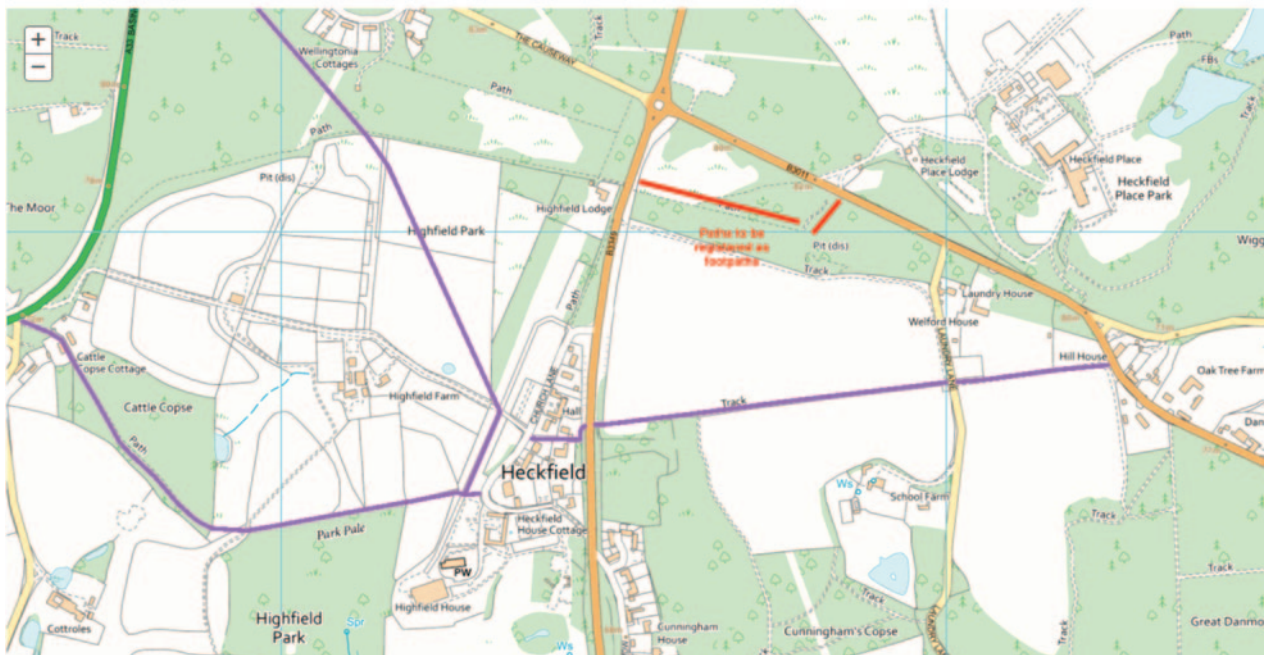
Map of Public Rights of Way

Search by address, place or grid reference

new inn, heckfield

Find Location

Choose a location NEW INN, ODIHAM ROAD, HECKFIELD, HOOK, HAMPSHIRE, RG27 0LE



APPENDIX VII.I



Andy Smith

Team Leader

Traffic Management East

(Winchester, Fareham, Gosport, East Hants, Havant, Hart, Rushmoor)
Hampshire County Council, The Castle, Winchester

3rd July 2020

Re Traffic Management and Road Safety – B3349 Heckfield

Dear Andy

I write from Heckfield Parish Council regarding the B3349 'Heckfield bypass'. (Reference meeting with Parish Councillors last year.)

The Parish Council is seeking your advice please on best options for a scheme (community-funded initiative) to improve road safety and ideally reduce traffic speed on the B3349 through Heckfield. This from the New Inn in the south of the Parish to the Heckfield roundabout. Would you be able to assess this length of road please and advise on achievable measures and likely costs?

Also, would it be possible to consider a limited 'phase I' scheme tailored to the Parish Council's limited budget? But also devise more comprehensive measures should other funding sources be identified?

(To consider please that Heckfield receives the throughput traffic from housing development but to date no funding to assist in mitigating the impact of this traffic.)

The Parish Council is proposing:

- 1 Village Gateways northbound and southbound – the latter just south of the Heckfield (Causeway) roundabout
- 2 School crossing signs for Robert Mays school bus
- 3 Crossing points / pedestrian refuge
- 4 Deer crossing signs.

With regard to point 3 above, Parish Councillors:

'...would like to explore having pedestrian refuge islands on the uphill (Northern) carriageway, inset such that cyclists can travel inside the islands (away from motorised traffic). There is an example of this system on a new traffic island on the road into Bramley from Stratfield Saye. The islands will enable the two sides of our community bisected by the B3349 to meet more safely and will be positioned to enable safer usage of the public footpath and the frequently-used crossing point.'

Hoping to hear from you with thanks

Kind regards

Susan Turner

Clerk to Heckfield Parish Council



APPENDIX VII.II. RESPONSE FROM ANDY SMITH – EMAIL OF 7TH JULY

Thank you for your letter.

We may be able to help with items 2 and 4 - the school and deer warning signs - from our own budgets, but could you please confirm where the school bus/crossing point is. Could you also let me know with your local knowledge precisely where there have been issues with deer or where they will generally be seen on/alongside the road. We are often asked for these signs, but need to try to make sure we place them in the most appropriate locations and not overuse the signs as this diminishes their effectiveness.

I will be pleased to advise further on Gateway features, but at this initial stage it is useful if the Parish Council can give us an idea of their preferred style of feature. We have to recharge our design fees within the scheme costs, and will try to ensure against any abortive work resulting in unnecessary costs to the Parish Council. Please see the attached brochure showing an example of Gateway features and also some other examples of measures that we could consider through the Community Funded Initiative (CFI). Also attached is a guidance note and a copy of our current fees and charges. For Gateway features, the main supplier we use is Glasdon and you can find examples of features via the following link – <https://uk.glasdon.com/road-safety/gateway/glasdon-gateway>

The costs for these features will depend on the size and style, but also whether we incorporate village nameplates and road safety slogans such as 'Please drive carefully' etc. If the Parish Council could give me an idea of any preferred styles and/or other measures, I will then appoint one of our engineers to the scheme and we can start providing some designs etc. At that stage we will charge the £250 application fee and then once the Parish Council has confirmed its commitment to the scheme we will charge some design fees to progress this further.

In regard to refuge islands, this will likely be outside the scope of our CFI project given the likely costs involved. However, I will speak to colleagues in Strategic Transport to see whether they have any similar schemes planned or likely funding becoming available that this could be linked to. Alternatively, they operate a similar CFI project for larger scale works, which this may better suited to. Please leave this with me for the time being and I will either get back to you or ask Strategic Transport to contact you.

Regards,
Andy

Andy Smith
Team Leader
Safer Roads
(Winchester, Fareham, Gosport, East Hants, Havant, Hart, Rushmoor)
Economy, Transport and Environment Department
Hampshire County Council
Elizabeth II Court West, The Castle
Winchester, Hampshire SO23 8UD

APPENDIX VIII

Licensing application

20/00347/MINORP (**Withdrawn** 1st July 2020) Heckfield Place. Minor Variation – Premises Licence. (*PC response to request licence to 11pm rather than midnight.*)

Planning applications – REPORT SINCE LAST MEETING

20/01590/LBC (Validated 08 Jul 2020) Ragmoor Farm House, Wellington Riding. Proposed works to achieve HMO requirements as a shared house: Works to doors to restore their appearance and provide more assured fire protection. Internal alterations to improve the means of escape and identify a clearer fire exit strategy. Reinstating front and rear entrance doors to match the historic doors. Provision of a new fire exit door to the rear in the place of a former door.

20/01346/HOU (Validated 12 Jun) Cold Piece Farm, Hound Green. Erection of estate fencing and gates around the edge of the site.

20/01274/FUL (Validated 12 Jun) Cherry Tree Farm, Chandlers Green. Erection of an agricultural workers dwelling with associated landscaping and car parking. Case officer Peter Lee – consultation to 10th July. (*PC response in support of rural business.*)

20/01239/AMCON (Pending, validated 04 Jun 2020) De Vere Venues, Highfield Park. Variation of Condition 2 attached to planning permission 18/01002/FUL dated 07.08.2018 to amend the approved plans. [Relates to surfacing of access drive.]

19/00843/AMCON (Granted Validated 15 May 2019) De Vere Venues, Highfield Park, Church Lane Heckfield. Variation of Condition 2 on planning permission 18/01002/FUL to amend the approved plans.

18/01002/FUL (Granted 7th August, Validated 08 May 2018) Erection of 28 bedroomed annex (replacement for approved 33 bedroom annex: (ref 13/02452/MAJOR) Highfield Park, Church Lane, Heckfield.

20/00713/HOU (Pending, Validated 02 Apr 2020) 9 St Legers Way, Riseley. Erection of a wooden summerhouse in rear garden.

20/00167/HOU and 20/00168/LBC (**Granted** 16th March) Cold Piece Farm. Replacement of existing roof tiles on the main house building with new tiles (Tudor handmade tile 'Sussex Red') (part retrospective)

19/02825/FUL (**Granted** 29th June) Cold Piece Farm. Erection of walled garden and detached garage.

19/02805/FUL & 19/02806/LBC (Pending, Validated 07 Jan 2020) Cold Piece Farm. Change of use of agricultural barn to residential use ancillary to Coldpiece Farmhouse. Works to the barn include - replacement of existing doors with large glazed timber doors installed within the existing cart bay openings - new WC - new floor polished concrete - new insulated slab (designed so it does not physically connect to the historic timber frame) - insulation of roof - re-tiling of the roof using the reclaimed and matching handmade Keymer Goxhill clay tiles.

19/02832/FUL and 19/02833/LBC (**Granted** 7th July) Cold Piece Farm. Change of use of piggeries to estate administrative offices and ancillary storage with alterations to roof, fenestration, cladding and internal partitions.

19/02826/LBC (**Withdrawn** 17th March, Validated 19 Dec 2019) Cold Piece Farm. Erection of walled garden, detached garage and new access drive.

19/02817/HOU and 19/02818/LBC (**Refused** 9th July, Validated 18 Dec 2019) Cold Piece Farm. Refurbishment of granary including replacement of existing metal roof with reclaimed tiles.

19/02807/HOU and 19/02808/LBC (**Granted** 9th July, Validated 17 Dec 2019) Cold Piece Farm. Refurbishment of listed cart shed.

19/02705/HOU (**Appeal Lodged** 14th Feb 2020 Ref APP/N1730/D/20/3246960 Refused 5th Feb 2020) Dukes Field Cottage, Norton Road RG7 1SH. Erection of a two storey side extension and single storey rear extension following demolition of conservatory. (Objection from Conservation.)

PC Response - Objection - Heckfield Parish Council agrees with comments made by the Conservation Officer. The proposed extension does not respect, is out of keeping with, and disproportionate to, the host property.

NOTE - 19/01014/HOU (Refused 2nd July 2019 - validated 13 May) Dukes Field Cottage, Norton Road, Riseley. Two storey side extension and single storey rear extension following demolition of conservatory. Internal alterations.

19/02596/LBC (**Refused** 13th March) Old Post House, Reading Road, Heckfield. Replacement of 2 no. sets of arched timber casement doors with double glazed timber casement doors.

PC Response (support) - At this time of climate emergency it is important to make improvements to the thermal efficiency of our historic housing stock. This proposal with its heritage double glazing will do so while maintaining the historic quality of the building and Heckfield Parish Council is supportive.

19/02467/FUL (Pending, Validated 01 Nov) Rally Field, Wellington Country Park, Odiham Road, Riseley. Change of use of agricultural land to a dog day care facility (Land use Class Sui-Generis), construction of building, provision of parking and access and fencing.

PC Response - Summary - Heckfield Parish Council requests the application be refused as the proposed development is demonstrably unsustainable for this site and location. It is not easily accessible in peak hour traffic, the site is constrained in size, and adjacent to residential properties and the Devil's Highway such that it will detrimentally impact on neighbours' well being and amenity. As the whole of 'Field 2' will be taken by the development, the loss of valuable wildlife habitat and connectively cannot be mitigated. Furthermore the proposal will need to overcome drainage issues and, most importantly, demonstrate that it will not have no impact on neighbouring water supply.

**APPENDIX VIX – MINERALS & WASTE PLAN (BERKS)
QUESTION RE DUTY TO CO-OPERATE**

HAMPSHIRE MINERALS AND WASTE POLICY TEAM /
CENTRAL AND EASTERN BERKSHIRE (CEB) MINERALS AND WASTE PLAN

From: Todorovska, Ilina

Date: 31 March 2020 at 08:54:49 BST

To: Simpson, Cllr D <David.Simpson@hants.gov.uk>

Subject: RE: Minerals & Waste

Dear Councillor Simpson,

As you may know, the Hampshire Minerals and Waste Policy Team have been working on the Central and Eastern Berkshire (CEB) Minerals and Waste Plan as part of a collaborative working arrangement. However, the circumstances in CEB are quite different to those in Hampshire and we have found that there are not sufficient allocations to cover CEB minerals needs. While national policy states that each area should attempt to cover their own mineral need, and the proposed Area of Search approach for CEB is an attempt to do so, it remains likely that all of CEB's soft sand needs, and some of their sharp sand gravel needs as well, will be covered by material imported from elsewhere.

As a neighbouring authority, Hampshire is a likely source for some of the minerals that CEB uses and will use in the future. In a way this is unavoidable as we cannot prevent minerals crossing authority borders, and we likely would not want this to be the case as Hampshire is, for example, a beneficiary of crushed rock imported from Somerset. The current Hampshire Plan does not make any provision for CEB specifically.

As part of the Duty to Cooperate meetings that we have had with the authorities that neighbour CEB (including ourselves!) we have set out that CEB is struggling to allocate enough minerals sites and the enabling policy approach that is present in the draft CEB Minerals and Waste Plan. What our studies have shown is that minerals are coming into CEB from a variety of places, so there isn't an overreliance on any given neighbouring authority. In the absence of new sites coming forward in CEB this will continue to be the case and will be something that Hampshire needs to consider as part of its ongoing Hampshire Minerals and Waste Plan review.

We are currently working on two regional statements of common ground that would include both CEB authorities and Hampshire, one on soft sand and one on waste. They set out the principles that the authorities in the region will follow when planning for soft sand and waste respectively. They are being developed in cooperation with the South East Aggregate Working Party and the South East Waste Planning Advisory Group, so will have the support of a number of authorities in the region.

I hope this information is of use and please do not hesitate to come to us with any further queries.

Best regards,

Ilina Todorovska, Minerals and Waste Project Manager
Strategic Planning, Hampshire County Council

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APPENDIX X – WOKINGHAM LOCAL PLAN & C&E BERKS MINERALS & WASTE LDS

<https://www.wokingham.gov.uk/planning-policy/planning-policy-information/local-plan-update/>
<https://www.wokingham.gov.uk/planning-policy/planning-policy-information/minerals-and-waste/>

SUMMARY

The government requires that all local planning authorities produce a Local Development Scheme (LDS) which is a public statement of the councils programme for the production of Local Plans. Local Plans are very important as they are the key document through which the council sets the vision and framework for the management of future development. As such they form the starting point for making decisions on planning applications.

What Local Plans are being produced?

Between 2020 and 2023 the following Local Plans will be produced:

1. Local Plan Update
2. Minerals and Waste Local Plan

Both plans will be reflected on changes to the policies Map.

The table below summarises the timetable for future stages in the preparation of each plan. There will be opportunities for engagement at key stages.

Stage	Minerals and Waste Local Plan	Local Plan Update
Draft Plan Consultation	June - November 2018	February – March 2020
Focussed consultation: Sand and Gravel Provision and Operator Performance	January – March 2020	Not applicable
Consultation on Proposed Submission Document	June – September 2020	September – October 2020
Submit to Secretary of State	Winter 2020	Winter 2020
Pre Hearing Meeting	Winter 2020	Winter 2020
Examination	Spring 2021	Spring 2021
Inspector's Report received	Autumn 2021	Autumn 2021
Adoption	Winter 2021	Winter 2021