



DRAFT MINUTES OF THE PARISH COUNCIL MEETING

Monday 20th January 2020, 7.30pm, Mulberry House

PRESENT: Parish Councillors Paul Burton (Chairman), Brian Baker, Ian Bowman
Stephen Harnett, David Hunt, Simon Richards. Clerk Susan Turner.
Guests County Cllr David Simpson; PCSO Nick Greenwood, PCSO Ben Ingleson

2020

1 **WELCOME & APOLOGIES** Apologies Ward Cllr Anne Crampton.
Welcome Parish Council, Cllr Simpson and Police.

2 **MINUTES OF PREVIOUS MEETING** of 15th October 2019 – Agreed and signed.

3 **DECLARATIONS OF INTEREST** in items on the Agenda – None

4 **POLICE REPORT & DISCUSSION**

4.1 **Police Report** 'Heckfield is a very safe place to live in terms of a low crime rate.'
No reported dwelling burglaries in the last quarter, only one non-dwelling burglary – theft of vehicle from the New Inn. However an incidence of poaching associated with criminal damage – farmhouse windows shot by pellets.

Councillor comments

- Stephen Harnett had reported two incidences of poaching from Home Farm via 101 – but not known about so not been able to report until the following morning.
- Councillors mentioned incidences of fly-tipping. The Police, PCSO Nick Greenwood said, have powers with regards to fly-tipping, but it is the District Council who will remove rubbish dumped on the highway.

4.2 **Traffic speed** The Chairman noted that fly-tipping and speeding / traffic issues are high on the agenda for rural parishes. The police speed van has been used in Heckfield but the last time recalled was 15 years ago.

- PCSO Greenwood responded that:
 1. it was difficult to have the mobile speed camera van deployed other than in areas of high accident statistics
 2. the Police have a very wide area to cover, and that
 3. traffic speed is not designated a core policy.

In response to a direct request for a Police opinion on reducing the speed limit

- PCSO Greenwood responded that
 1. the role of local policing is to enforce according to local priorities, and that
 2. speed limits are strategic decisions taken by traffic officers; can't comment on this at a local level; to contact them would need to ring 101 and ask for the road traffic department.

In response to a further question request as to why can't the speed limit be lowered as a local decision:

- PCSO Greenwood referred to the need to justify a reduction in speed limit which would include accident statistics and would be considered by a variety of partners not just the police;
- the Clerk noted that a decision would not be made to reduce speed limits substantially below the existing average traffic speed. If the goal is to reduce a speed limit to, say 40mph, other means need to be found to reduce the average traffic speed to somewhere not much above 40 before this limit would be implemented.
- Cllr Simpson recalled instances when there has been HCC Highways backing to reduce the speed limit, but the highways police officer had the final say, and said no because the 'natural speed' of the road was higher than the proposed limit.

For signature

4.3 PCC election Cllr Simpson drew attention to the imminent election preparations / hustings etc for new Police & Crime Commissioner. Suggested writing to all candidates and asking 'what will be your proposals for traffic speeding and speed reduction'.

5 TRAFFIC AND HIGHWAYS

5.1 Roads / junctions of particular concern

The Chairman noted two main areas of concern

- 1 The B3349 'Heckfield Bypass'
- 2 The Bramshill / Bracknell Lane 'Triangle' junction where there has recently been six to eight accidents a week.

Cllr Simpson advised to record every accident where possible. And to ring 101 to say there has been an accident – and then this will be recorded.

PCSO Greenwood advised that if a disproportionately high amount of accidents are recorded, this may well get flagged up and some attention given.

5.2 Action plan for Highways

Funding

- Re traffic calming measures need to consider cost and how to achieve.
- Cuts to Highways budgets due to increases for adults and children's services.
- HCC devised the 'Community-funded initiative' requiring Parishes to self-fund local initiatives not prioritised by Highways as safety critical or of strategic importance.

AGREED ACTION PLAN FOR HIGHWAYS – wish list

- 1. Village Gateway 100m south of the Causeway.
- 2. School crossing signs for Robert Mays bus
- 3. Crossing point / pedestrian refuge where Public Footpath crosses the road.
- 4. A Gateway at the bend by the New Inn – is there space? No-where to put?
- 5. Deer crossing signs
- 6. If cycle lane considered would be on going uphill, but possible hazard in reducing the width of the road?

Speed Indicator Devices – These can only be at Highways-approved locations and the mobile devices are only approved for roads with speed limit exceeding 40mph.

PCSO Nick Greenwood noted that an Eversley resident set up a camera at his own cost, obtaining private footage, but HCC / Police were unable to make use of the data as the device not sufficiently calibrated.

May be possible to obtain a Highways licence to use a SID data recorder with the flashing speed sign turned off.

Noted that

- Heckfield either suffers from traffic speed or traffic queues. Impact of increased housing on the road network is unsustainable.
- Cllr Simpson and Cllr Rob Humby both sit on the Regional Highways South East panel which was set up last year, looking at regional networks.

5.3 Rights of way – integrated FP network

Ian Bowman and David Hunt have drawn up a plan proposal for an integrated footpath network. (see **APPENDIX I**)

AGREED Heckfield is a village in three separate parts and a footpaths network is needed to integrate them. This is in line with building stronger communities and more sustainable connectivity. Heckfield is located in beautiful countryside and should be means to walk and cycle. Government objective is to get people out of cars. Footpath network needs to connect Village Hall, Village Green, pubs, bus stop and various sections of the community.

For signature

- NOTED
1. Old map shows former footpath to the bus stop. Paul Hunt noted that at the bus stop there is nowhere for people to safely wait or cross.
 2. Stephen Harnett advised there was a gate in the fence leading from the Old Schoolhouse across the road
 3. Re Cold Piece Farm recent application for a new access drive ([19/02825/FUL & 19/02826/LBC](#) (validated 19 Dec 2019). Suggestion to re-route the FP (FP9).

6 FINANCE

6.1 Accounts to date see **APPENDIX II**

6.2 Payments for approval

Clerk salary November & December 2019 £600.00
 Agreed a donation of £10K to support the Village Hall.

6.3 Budget 2021 and Precept Request see **APPENDIX III**

Precept request agreed by extraordinary meeting of 16th January.

To confirm an agreed increase of 2.5% on the current £9,600 = £9,840
 = £47.92 per band D household. Bearing in mind the top band H will be double that, and the lower band A will be half.

This will show a reduction per band D household from c £59.20 this year (2019-20) to c £47.92 for 2020/21 given the larger tax base due to Cala Homes.

7 PLANNING

7.1 Parish Planning applications

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

7.2 Hart Planning Peer review Awaiting report.

7.3 Hart Local Plan – update Delay due to general election. Inspector’s report now for Hart’s consideration and anticipated adoption in February.

7.5 Cala Homes Email received from Swallowfield Parish Council wishing to discuss ‘the best way to integrate the new residents of Duke’s Field into our villages/parishes’. Noting that the Cala Homes residents live in Heckfield but are associated, by proximity, to Riseley.

Discussion

Comments from Cllr Simpson: ‘The chances of changing the County boundary are slim to none – All the Cala Homes services, bins etc come from Hart – In using Riseley facilities, such as the village hall, these will have more usage and thus more income – Wokingham will give them nothing except the use of the roads.’

The Clerk noted that the S106 agreement from the outline application included £67K provision for Risley – for new play equipment, refurbishment of the tennis courts and for work to the Village Hall, plus traffic calming measures (Village Gateways). See **APPENDIX V**.

Swallowfield PC does have a Newsletter distributed to all residents – possibility of a flyer to the Cala Homes residents.

AGREED Efforts needed to integrate with Heckfield. In the first instance to invite all residents to a village event.

8 PARISH ASSEMBLY

AGREED Agreed social event needed, to avoid anything that may be construed as a ‘meeting’. Suggestions – BBQ – To pass by Heckfield Place that they may offer a venue? – Last Village event at Highfield was 15 years ago – People will come to Heckfield Place where the won’t come to the Village Hall – Suggest a May lunchtime – suggest to link with VE day.

For signature

9 FURTHER REPORTS

9.1 Cottages Back-dated Council Tax has been paid.

9.2 Flooding

- i TO RECORD December flooding from SSSI pond at Coldpiece Farm. HCC and Hart notified. See **APPENDIX VI** for Hart response re flooding.
- ii Malthouse Lane flooded, three fire engines as driver 'trapped' in car which missed side of road. Noted he could have stepped out into the water and walked.

9.3 Next Police Liaison meeting 30th Jan 2020, 7.30pm. PCSO Nick Greenwood urged attendance if possible.

10 NEXT PARISH COUNCIL MEETINGS tba, suggest Monday 23rd March.

Meeting closed 9.15pm with thanks to all present

For signature Date

DRAFT

APPENDIX I – APPLICATIONS TO REGISTER OR MODIFY A PUBLIC RIGHT OF WAY

To apply for routes to be adopted as public right of way:

<https://www.hants.gov.uk/landplanningandenvironment/rightsofway/definitivemap/modificationorders>

Definitive Map Modification Orders (DMMOs)

'You can apply to amend the definitive map if you have evidence to show that it should be changed

'We also refer to applications as 'claims'. A claim can be made to add new public rights of way, or to upgrade, downgrade or delete existing routes.

'How to apply to change the map - 'There is a special procedure for making applications and we can guide you through the process.

' You must support your application or 'claim' with evidence:

- 'user evidence – to show that the public has established a right of way by using a defined route over a period of time and/or

- ' historic documentary evidence

Detailed guidance on the process for making or opposing an application...

'We deal with applications in date order. - Some applications may be taken out of turn or moved to a priority list - see our DMMO policy guidelines for more information.'

APPENDIX II – ACCOUNTS TO DATE

HECKFIELD PARISH COUNCIL - EXPENDITURE 2019/2020 - 20TH JAN 2020										
Date	Supplier	Description	Cheque	Salary	Expenses	Finance / Admin	Publish	Community	VAT	Total
09/05/19	HALC +NALC	Subscription	279			£182.00				£182.00
09/05/19	Zurich	Insurance	280			£218.96				£218.96
09/05/19	WW Magazine	One page June issue	281				£45.00			£45.00
09/05/19	ST for GeoXphere	Online Mapping	282			£30.00			£6.00	£36.00
07/08/19	WVPS	Subs	283					£100.00		£100.00
07/08/19	Clerk Salary	April-Aug (five months)	284	£1,500.00						£1,500.00
07/08/19	SR for Caretaker	VH Caretaker - appreciation	285		£100.00					£100.00
15/10/19	Hart	Uncontested election costs	286			£50.94			£5.39	£56.33
15/10/19	BL Poppy appeal	Heckfield wreath	287					£25.00		£25.00
15/10/19	Clerk Salary	Sept-Oct	288	£600.00						£600.00
Oct	ICO	Data protection register	DD			£35.00				£35.00
20/01/20	Clerk Salary	Nov-Dec	288	£600.00						£600.00
	Totals:			£2,700.00	£100.00	£516.90	£45.00	£125.00	£11.39	£3,498.29
										£3,498.29
HECKFIELD PARISH COUNCIL INCOME 2019/2020 - 20TH JAN 2020										
	Balance brought forward 1st April 2019									£11,111.86
Date	Item	Paid by	Precept	VAT	Interest	Total				
15/04/19	Parish Precept	BACS	£9,600.00			£9,600.00				
2019/20	Net Interest total	BACS			£18.25	£18.25				
2019/20	GRANTS									
2019/20	VAT reclaim									
	Total		£9,600.00		£18.25	£9,618.25				
RECEIPTS & PAYMENTS SUMMARY										
	Bal brought forward 1st April 2019									£11,111.86
	Plus income									£9,618.25
	Minus expenditure									£3,498.29
	Balance									£17,231.82
BANK RECONCILIATION										
	current a/c 44968469									£2,840.48
	reserve a/c 36453196									£15,707.67
	less payment to clear									£1,316.33
	Balance									£17,231.82

APPENDIX III – DRAFT BUDGET & PRECEPT

Heckfield Parish Council – To date & budget					19/20 budget rev June 2019 - latest est	20/21 budget draft
Item	16/17	17/18 Year End	18/19 Year End	19/20 to date		
RECEIPTS						
Precept		£8,000.00	£8,000.00	£9,600.00	£9,600.00	£9,840.00
Interest		£2.49	£13.70	£18.25	£10.00	£10.00
VAT		£2,058.60	£0.00		£2,030.00	£1,000.00
Total Income		£10,061.09	£8,013.70	£9,618.25	£11,640.00	£10,850.00
EXPENDITURE						
Expenses		£80.00	£0.00	£100.00	£400.00	£400.00
Salary		£550.00	£550.00	£2,700.00	£3,600.00	£3,600.00
Finance / Admin		£689.96	£570.96	£516.90	£470.00	£470.00
Media - publishing				£45.00	£200.00	£200.00
Community (S137)				£125.00	£200.00	£200.00
Village Hall		£9,850.00	£0.00		£10,000.00	£5,000.00
VAT		£2,023.00	£30.00	£11.39	£2,000.00	£1,000.00
Total Expenditure		£13,192.96	£1,150.96	£3,498.29	£16,870.00	£10,870.00
SURPLUS/DEFECIT		£3,131.87	£6,862.74	£6,119.96	£5,230.00	£20.00
Balance to take over	£7,380.99	£4,249.12	£11,111.86	£17,231.82	£5,881.86	£5,861.86

PARISH PRECEPT 2020/2021

For financial year ending 31 March 2021



PARISH OF	HECKFIELD
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The amount of the Precept for the year is:

£9,840.00

Amount of pounds in words:

NINE THOUSAND, EIGHT HUNDRED AND FORTY

Your Parish Precept will be paid via BACS and Remittance advice will be sent on the email we have in our records. If you have changed your bank details since your last precept payment or would like to confirm them with us please complete below.

Name of Bank:

NAT WEST

Name of Account:

HECKFIELD PARISH COUNCIL

Account Number

4 4 9 6 8 4 6 9

Sort Code

6 0 1 0 1 3

Email:

clerk.heckfield@gmail.com

APPENDIX IV

PLANNING UPDATE – HECKFIELD – JANUARY 2020

LIVE APPLICATIONS

- 19/02805/FUL & 19/02806/LBC (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 made from 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 (Validated 07 Jan 2020) Cold Piece Farm. Change of use of piggeries to estate administrative offices and ancillary storage with alterations to roof, fenestration, cladding and internal partitions. *PC Response - No objection*
- 19/02825/FUL & 19/02826/LBC (Validated 19 Dec 2019) Cold Piece Farm. Erection of walled garden, detached garage and new access drive. *PC Response - No objection*
- 19/02817/HOU and 19/02818/LBC (Validated 18 Dec 2019) Cold Piece Farm. Refurbishment of granary including replacement of existing metal roof with reclaimed tiles. *PC Response - No objection*
- 19/02807/HOU and 19/02808/LBC (Validated 17 Dec 2019) Cold Piece Farm. Refurbishment of listed cart shed. *PC Response - No objection*
- 19/02705/HOU (Validated 09 Dec 2019) 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 - validated 13 May) Dukes Field Cottage, Norton Road, Riseley. Two storey side extension and single storey rear extension following demolition of conservatory. Internal alterations.
- 19/02672/PREAPP (Pending) Validated 04 Dec 2019) Harefield Stud, Chandlers Green, Mattingley RG27 8LH. Mobile field shelter, activity shelter and associated facilities. *(Support)*
- 19/02596/LBC (Pending) Validated 29 Nov 2019) Old Post House, Reading Road, Heckfield, RG27 0JY. Replacement of 2no. sets of arched timber casement doors with double glazed timber casement doors. *PC Response - 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 Heckfeild 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. **Latest consultation expiry 13th Feb 2020, Agreed application expiry 20th March.** *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 connectivity 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.*
- 19/01885/LBC (Pending) Validated 04 Sep 2019) - listed building consent only - Ragmoor Farm House, Basingstoke Road, Heckfield. New front and back doors. Retrospective: Addition of hood tops to chimneys, installation of French drain and soakaways, installation of replacement metal window. Installation of air vents to blocked off chimneys, repairs to front porch, installation of a partition to form a bathroom at ground floor level. Take down (demolish) rear chimney stack and rebuild.

APPENDIX V – CALA HOMES S106

"Parish Leisure Contributions"

means the sum of £61,000 (sixty one thousand pounds) payable to the Council acting as agent for Riseley Parish Council in accordance with Clause 12 to be spent on some or all of the following projects:

- (i) New play equipment at Riseley Recreation Ground;
- (ii) The refurbishment of the two tennis courts at Riseley Recreation Ground and repairs to or upgrade of the wire netting for said courts; and
- (iii) The replacement of the soffit at Riseley Memorial Hall and Sports Pavilion.

"Plan"

the plan annexed hereto identifying the Site with reference 1205.01

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"Traffic Calming Contribution"

means the sum of £5,000 (five thousand pounds) towards two village gateways/other traffic calming measures within the village of Riseley

2. CONSTRUCTION OF THIS DEED

- 2.1 Where in this Deed reference is made to any clause, paragraph or schedule or recital such reference (unless the context otherwise requires) is a reference to a clause, paragraph or schedule or recital in this Deed.
- 2.2 Words importing the singular meaning where the context so admits include the plural meaning and vice versa.
- 2.3 Words of the masculine gender include the feminine and neuter genders and words denoting actual persons include companies, corporations and firms and all such words shall be construed interchangeable in that

APPENDIX VI: HART RESPONSE TO FLOODING

Date 8th January 2020

Ref: Emergency Planning Co-ordination

I am so sorry to hear in your letter dated the 2nd of January that you were affected by flooding on the 23rd of December. I understand that the flooding surrounded your house but did not come in.

While we have no legal duty to provide sandbags or to protect your property from flooding, the Council does have some sandbags that we can provide in an emergency situation. I am sorry that you were not offered these when you rang. I have sent an email to all council staff to remind them of this service.

You can request sandbags in an emergency by ringing 01252 622122.

We would always encourage residents to take steps to protect themselves from flooding ahead of any adverse weather. The Council provides flooding advice on our website that you might find useful. <https://www.hart.gov.uk/weather-advice>. You can look up your property's flood risk on the Environment Agency's online flood map <https://flood-warning-information.service.gov.uk/long-term-flood-risk/map>.

In terms of Emergency Planning Co-ordination, Hart District Council takes our legal duties under the Civil Contingencies Act 2004 very seriously and we work closely with Hampshire County Council, the Environment Agency, the Emergency Services, and others within the Local Resilience Forum to make sure that we are fully compliant with the law. There is a Multi-Agency Flood Plan in place for the whole of Hampshire dealing with flooding that may pose a risk to life or significant disruption of services. Council staff are trained on an annual basis and there is joint Local Resilience Forum emergency exercise with all key players run every three years. The last one was held at Hart District Council in 2017.

While the flooding you experience wasn't sufficient to trigger the Multi Agency Flood Plan, we understand that this is still very distressing. If you would like, I am happy to come and see your property and give you advice and guidance.

Kind Regards,

Susanna Hope BSc MSc

Flood Risk Infrastructure Engineer

Hart District Council

Civic Offices, Harlington Way, Fleet, Hampshire GU51 4AE