

MINUTES OF THE PARISH COUNCIL MEETING

MONDAY 20 APRIL 2026 – Heckfield Village Hall, 7.30pm

Present – Parish Councillors Keith Alderman (Chairman), Andy Piercy, Jenny Roberts;
Clerk Susan Turner; Guests Ward Cllr Anne Crampton, County Cllr Tim Davies;
Members of the public 2

2026.

37 WELCOME AND APOLOGIES

Apologies received from Guy Chessell.

38 PUBLIC SESSION

.1 Hazeley Heath

- i Member of public attended to represent the views of a number of local residents re the management of the Heath. Paraphrased as best possible below.
 - In correspondence with RSPB in this role since recent works started, and forwarded the correspondence to the Parish Council.
 - Think appalling the number of trees felled; believe a breach of management plan and stewardship agreement, breach of contract. Opinion that RSPB feel, because they are a charity, they can be 'forgiven'. But a charity must be run as a business and held to account. Believe RSPB have broken contractual obligations in term of the woodland management plan; the woodland management plan is out of date.
 - Continued to send emails to RSPB manager as Hazeley Heath reserves manager has left – and to Natural England. Frustrated not an accountable body – Natural England, DEFRA – to hold RSPB to account. [Accountable to Charities Commission.] Reported to Rural Payments Agency that the 'woodland' section has been felled. Strict guidelines were 30% felling. The woodland is a separate habitat, supports the heath, is part of their stewardship. Considerable amount of the wood has been taken, the brash left. Opinion that how the brash has been left is appalling
 - Have been asking for published studies. Wish to understand that what the Heath management is doing is positive. Asking for management agreement; filed FOA request and received a redacted version. Would not send stewardship agreement.
 - Issues with contractors – both times – recently and a year ago. With regards to the most recent work, the contractors not 'paid'; paid only in wood. They worked evening in hours of darkness; no one came from RSPB to oversee.
Will continue to follow up with RSPB manager and Natural England, also Environment Manager at Hart. The latter had not been aware of the works; has since spoken with RSPB and thought to take less from the resident side of the Heath and more from the other side. Also Hants Fire and Rescue service, who say a fire hazard and they should have been notified.
 - A number of the residents have written to Alex Brewer MP.
- ii Points re the RSPB position
 - The RSPB reserves manager had been there a couple of years; part of internship. In terms of Heath management, he had a job to do; he did as was required to do. Recent RSPB funding restructuring meant funding much reduced for sites which don't take revenue; thus staffing much reduced, people made redundant. This branch of RSPB are based in Farnham; they have Farnham Heath, Hazeley Heath and also more recently Black Bushe to manage. One person to do all of that.
 - Surveys are done, and results made available in minutes of HHCG (Hazeley Heath Consultative Group) meetings. Due to recent events the most recent scheduled meeting was cancelled.

- In terms of impact of the works on wildlife numbers, very hard to show direct correlation as so many other variables to consider. A hard winter for example takes a heavy toll on Dartford Warblers. Equally Silver Studded Blue butterfly numbers decline significantly during long spells of cold, wet, windy weather.
- Noted re previous clearing along the Bramshill track; that has now all grown back, taken six years. Yes, recently an enormous amount of work and ground scraped so not going to grow back as woodland. Scapes encourage lizards.
- Lowland heath is now a very rare habitat; particularly wet lowland heathland.
- The wooded area is recent regrowth, most not there 20 years ago.

iii Chairman's summary

- Role of Parish Council has been in seeking more communication from RSPB. Continue to raise with them the need for better communication to help foster understanding, and also advance notice of planned works.
- There is a Consultative Group. Meetings recently have been less frequent and important for them to continue.

iv Cllr Crampton will follow up; please forward information to her, to see what can be done. Will speak to Environmental Services Manager at Hart. Also noted that Hart Cllr Tim Southern – as one of three Councillors representing Hartley Wintney District (though up for re-election this May) – is currently Hart's appointee on the Thames Basin Heaths Joint Strategic Partnership, and Thames Basin Heaths Strategic Access Management and Monitoring Project Board.

.2 Shoulder of Mutton

- i Member of public expressed concerns on behalf of local residents re parking issues, and particularly in relation to the proposals for additional guest accommodation.
- It is of course fantastic the pub has been taken after being closed a long time. But increased traffic and particularly parking causes problems for neighbours. People park in front of and opposite driveways; residents are unable to get their cars in or out, verges and banks are ruined.
 - Re the planning application for eight units of guest accommodation, the original being withdrawn and now resubmitted. Aware the farm said it would take staff parking. But this is a Council farm; the next tenant may not agree. Also the proposed accommodation will require two extra staff, two extra cars. Noted the planning application talks about proposing to put extra parking where the cesspits are; has always been issues with that area.
 - Impossible to get through the road on a Friday night, Thursday 'specials' night can be as bad. Also cars turning off the main road driving fast are a hazard.
- ii Chairman noted Parish Cllr Guy Chessell has been actively monitoring the planning applications. Also residents' very valid issues re traffic and parking understood. The final say will rest with HCC Highways; to urge residents to continue to respond to the application consultation to make clear their issues and concerns.
- If online is difficult, email to planning.admin@hart.gov.uk giving own name and address and application reference number, or by post to Planning Department at Hart Civic Offices. The Parish Council has submitted comments and will continue to do so.

.3 Hound Green dragons teeth

Member of public attended to discuss dragons teeth surrounding Hound Green. These are some 10 years' old and many rotting at the base, some broken.

Local business would be more than willing to replace all of them.

AGREED for local business to please provide quote for consideration.

Members of public left the meeting with the thanks of the Parish Council

39 MINUTES OF PREVIOUS MEETING of Monday 16 March agreed and signed.

40 DECLARATIONS OF INTEREST in items on the Agenda, none.

For signature (p2 of 5)

41 REPORTS TO MEETING**.1 Ward Cllr report**

- i Planning – Cllr Crampton noted that, should the Parish Council request, ward councillors can call in any application to be debated by Planning Committee (now Development Management Committee). Though this application likely to be referred automatically due to number of objections if officer minded to approve.
- ii Local Government Reorganisation Confirmed by Government that Hart will be part of a Northern Hampshire Unitary with Basingstoke & Deane and Rushmoor.
 - A Joint Committee has been formed, with six representatives from HCC, and two each from the Districts (leader and deputy leader). Many practical considerations such as what to do with council buildings. Hart currently leases space at the Civic Offices to Farnborough Tech – and they want more space – so could become an outpost of Farnborough Tech.
 - Re councillor numbers, the figure from Government is 85 instead of the current 136 across districts and county. The Councils say 85 isn't workable within existing structures; united in suggesting 105. No one knows where the 85 figure comes from.
- iii Re the Local Plan, Hart is required to find sites for 15K houses plus a 20% buffer, so effectively 18K. And don't have anywhere near enough sites.
 - Difference in future will be that the Combined Authority will have strategic planning powers. The Hants and the Solent Combined County Authority will legally come into being this summer, but Mayoral elections not until May 2028.
- iv Question re water infrastructure. BDBC has its Local Plan Reg 18 Spatial Strategy on hold because South East Water has confirmed its latest Water Resources Management Plan (WRMP24) – for the Bracknell Water Resource Zone (WRZ4) which includes Basingstoke – cannot provide for Government's recent uplift in housing numbers.

How does this apply in Hart and what is Hart's position on this? Anne noted the SE Water WRZ24 comes down as far as Murrell Green – she will send a map of how far the Water Area covers.

.2 Note from County Councillor

Comment that if the Government is say 85, then likely 85 it will be; they will impose.

- Re Council Tax post LGR; Hart currently has the highest Council tax of BDBC, Hart and Rushmoor, thus unlikely to see any comparative increase.
- Have been actively following up with Police re reinstatement of of PACT meetings. If re-elected next month will continue to do so.
- *'The next Parish Council meeting – the May AGM – will be after the elections; to wish the best to whoever is attending the meeting if it's not me.'*

TO RECORD the Chairman's thanks to Cllr Davies on behalf of Parish Council for representing us to County for the past five years and constant efforts on our behalf. Thanks in particular for lobbying on Highways issues; lobbying to keep the Hartley Wintney Household Waste Centre open, and for grant funding for the defibrillators and also the mapboards and defibrillator signs.

.3 Official decision on Local Government Reorganisation Letter to Council Leaders from Secretary of State at **APPENDIX I**.

Secretary of State for Housing, Communities & Local Government, announced 25 March confirming a five-unitary solution (one unitary being the Isle of Wight) which includes a Northern Hampshire Unitary comprising BDBC, Hart and Rushmoor. Elections to new shadow unitary councils will be in May 2027 with 01 April 2028 being the vesting day.

42 ACCOUNTS AND AUDIT (AGAR) FORMS 2025/26 APPENDIX II**.1 Payments since last meeting to year end** (incl VAT where applicable)

64	EON Next LTD – Phone box electricity	£10.29
65	PGGM-3395 – Maintenance contract Mar	£384.00
66	HVH-online – Meeting venue Mar	£38.00

For signature (p3 of 5)

67	Clerk – Salary-Mar	£187.20	
68	HMRC – PAYE-Jan, Feb, Mar	£280.80	(67+68=£468.00)
69	Clerk – Allowance 2025/26	£324.00	

.2 Year End Accounts with Audit sheets

Bank reconciliation at 31 March = £26,858.32.

AGREED by all, signed by Chairman and Clerk.

.3 Certificate of exemption from External Audit

AGREED by all, signed by Chairman and Clerk.

.4 AGAR (S1) – Annual Governance Statements

AGREED by all, signed by Chairman and Clerk.

.5 AGAR (S2) – Accounting Statements

AGREED by all, signed by Chairman and Clerk.

43 FINANCE & GOVERNANCE 2026/27

.1 Accounts to date – no transactions so far this year.

.2 Insurance renewal – This year 2025/26 – Hiscox policy via Gallagher, premium £756.65 index linked. Three-year tie-in period now ended. To consider alternative providers / quotes for renewal on 01 June. To be confirmed May AGM.

.3 Governance policy update

- i IT policy – As required by recent guidance to manage technology, cybersecurity, and data protection. Draft at **APPENDIX III**.

Suggested amendments received to paragraph 6; suggested compromise...

'All devices used for council business should run the latest version of operating systems available to them where this is practicable, with updates applied; and ensure necessary security and anti-virus protection is up to date.'

ACTION for further review (AP).

- ii All current governance policies to be reviewed for 2026 and the website updated.

44 PARISH COUNCIL COMMUNICATION AND RECRUITMENT

Invitation from Hound Green Whatsapp admin to post details of parish council meetings – to do so for all future meetings (action ST).

Parish Council vacancy notices to be posted / refreshed on noticeboards. Also to circulate via Whatsapp.

45 HAZELEY HEATH

See public session 38.1. Await date for next HHCG (Hazeley Heath Consultative Group) meeting.

46 HIGHWAYS AND MAINTENANCE

.1 Highways reporting

- i Continue to log all issues to HCC website or on the OurHants app ideally with photo.

REPORTING <https://www.hants.gov.uk/transport/highways/report-a-problem/potholes>

Or via app <https://www.hants.gov.uk/aboutthecouncil/ourhants>

- ii Issues / reports outstanding 'Mattingley' sign on Red Hill – Track IT number 21750907. Last updated: 13/01/2026:

Current Status: 'Works to be scheduled.' Enquiry updated: 'The issue that you raised has been inspected and works are required.' No change since last meeting.

47 HOUND GREEN

.1 Maintenance update

- First cut football pitch 02 April
- First cut and collect wildflower area 06 April
- First strimming 07 April

.2 Village event – Easter party on the Green of 12th April reported very successful.

For signature (p4 of 5)

.3 Moles – Reported new activity Lanterns side; mole man will set traps this week

.4 Glebe Wood

- i Phone call received from resident (Friday 20 March c 13:50) who had fallen on the 'circular' path around the wood; spoke of tree cutting and 'debris' on the path.
On immediate inspection (14:30) the tree cutting (to right of wood as enter) is as previously reported back at the beginning of Feb and is what SSE will have done to keep the electricity lines clear. They have a statutory right to do this.
There was no debris on the path save a few finger thick twigs (removed).
- ii The blackthorn archway is also confirmed to be clear.
- iii As reported to March meeting, further reports of discarded dog poo bags, four collected on 20 March, one on Vicarage Lane and three from Glebe Wood. There is a notice on the Hound Green board. Potential to have fixed notices made for the wood, also trail cameras, or camera notices. To monitor.

48 PLANNING

.1 Parish Planning Applications – Planning Update **APPENDIX IV.**

[26/00516/FUL](#) (Validated 02 April) The Mutton. Erection of 8 units of guest accommodation with associated landscaping and drainage.

See Public Session 38.2. Also noted five neighbour comments on website to date, all objections, all re parking. Parish Council to respond accordingly.

[26/00265/HOU](#) (Validated 25 March) Hazeley Heath Cottage, Hazeley. Erection of a ground mounted solar array system. Parish Council no objection.

49 FURTHER REPORTS

.1 Defibrillator updates

- Hound Green check – 17 April all Ok. Noting child pads are nearing end of life.
- Leather Bottle check – failed – to be sent back to Zoll and a replacement supplied. With thanks to Guy Chessell for organising.

.2 Reports noted of extensive field clearing work just into Heckfield.

50 NEXT PARISH COUNCIL MEETINGS

Mondays, 7.30pm, Heckfield Village Hall.

18 May (AGM), 15 June, 20 July, 17 Aug, 21 Sept, 19 Oct, 16 Nov.

Meeting close 9pm with thanks to all

For signature (p5 of 5)

APPENDIX I DECISION ON LOCAL GOVERNMENT REORGANISATION

Leaders in Hampshire, Isle of Wight, Portsmouth and Southampton

By email

Rt Hon Steve Reed OBE MP. Secretary of State for Housing, Communities & Local Government
2 Marsham Street, London, SW1P 4DF

25 March 2026

Dear Leaders,

Thank you for your continued efforts to deliver new unitary councils in Hampshire, Isle of Wight, Portsmouth and Southampton. This Government is undertaking the biggest reform of local government in a generation, ending the current two-tier system and replacing it with new single-tier unitary councils. This agenda is key to this government's vision of local councils that deliver good services for residents and are equipped to drive economic growth, while empowering their communities.

As a government, our number one ambition is growing the economy and putting more money in the pockets of working people. Driving economic growth means acknowledging that cities, towns, and villages don't all perform the same roles in the national economy – they specialise in what they're best at. Public service demand also isn't the same across the country. Some areas have high levels of homelessness and temporary accommodation, others have high need for adult social care due to an older population. Local leaders, both in councils and mayoralities, need to be able to focus on the specific needs of their area.

Reorganisation presents a once-in-a-generation chance to make sure our councils match the modern realities of our places, making sure outdated boundaries are not constraining growth, particularly in our towns and cities. In too many places, council boundaries are misaligned with the needs of their local communities and how those communities live their lives.

This is particularly important for key government priorities on housebuilding, like our target of building 1.5 million homes in England this Parliament. The housing needs of local communities are best met by councils who are closely connected to their communities and understand a place's local identity. This connection is crucial in ensuring that local government can boost economic growth and design public services that respond to local residents.

Reorganisation must also respect local identity, and the distinctive nature of the rural, urban and coastal communities across our country. We want to see councils that are connected to their local residents and communities; councils that mean something to the people they serve.

Decisions

I have considered your proposals carefully against the criteria set out in the invitation letter of 5 February 2025, alongside the responses to the consultation, representations made and all other relevant information.

Following this assessment, I have decided to move forward with implementation of the five unitary authority proposal (option 1A) brought forward by Eastleigh Borough Council, Fareham Borough Council, Hart District Council, Havant Borough Council, Portsmouth City Council, Rushmoor Borough Council and Southampton City Council. This would retain the Isle of Wight Council and create the following four new councils, referred to in the proposals as:

- **North Hampshire Council (current local government areas of Basingstoke and Deane, Hart and Rushmoor)**
- **Mid Hampshire Council (current local government areas of East Hampshire, New Forest, Test Valley and Winchester, less 11 parishes from all 4 areas)**
- **South East Hampshire Council (current local government areas from East Hampshire, Fareham, Gosport, Havant, Portsmouth, 3 parishes from East Hampshire and 1 parish from Winchester)**
- **South West Hampshire Council (current local government areas of Eastleigh, 4 parishes from New Forest, Southampton and 3 parishes from Test Valley)**

In implementing this proposal, I am exercising my power to modify the base proposal received from the existing councils named above, in order to make the boundary change requested.

I appreciate that this decision will be disappointing for some of you. I would like to thank you for your efforts to date to prioritise the best outcome for your residents, and to thank you in advance for maintaining that perspective and seeking to deliver the new unitary councils that will help to grow the local economy and provide better public services for your people. Your ongoing collaboration will be vital to ensure that the proposal is implemented with the interests of residents at its heart.

Turning to the reasons for my decision, in my judgement, although each of the other proposals met the criteria for unitary local government, the five unitary proposal (option 1A) that I have chosen best met the criteria overall.

APPENDIX I cont... DECISION ON LOCAL GOVERNMENT REORGANISATION

While all proposals met the criteria, I have decided to implement this proposal because I considered it best met the financial sustainability criterion. I also judged that the proposal grouped urban and rural areas in a way that better reflects the local identities, communities, and places across the area, whilst also setting up new councils that would be more effective in supporting the growth of two of the key urban centres in the region: Portsmouth and Southampton.

In more detail, I believe this proposal provides a coherent balance across the region between the distinct urban, rural, and coastal communities and identities. I judged that the boundary changes, which seek to expand the local authorities covering Portsmouth and Southampton, were sensible. I judged that these new councils would create a sensible and credible

geographic footprint for planning housing and infrastructure to support housing supply and meet local needs, and in turn support economic growth in these cities. This is of importance to the region given Southampton's role as a key economic centre and Portsmouth's high population density, which together reinforce the need for councils with the right geographies to plan for local housing needs, infrastructure, and growth effectively.

These changes will also facilitate a coherent geography for delivering public services, ensuring that vital functions - including social care, education, waste, and public health - operate within logical, place-based footprints.

In reaching this view, I took account of responses received in the consultation, including those from the Solent Growth Partnership and Southampton Voluntary Services, that expressed support for the five unitary proposal as the best means to promote inclusive growth, efficient and effective public services, and enhanced regional collaboration.

I considered the expected costs and benefits, including transition costs, and the ability of each new council to be financially resilient. As set out above, I am satisfied that the five unitary proposal (option 1A) can be delivered on a sustainable financial basis. The 500,000 population figure has always been a guiding principle, not a fixed threshold. Where any new council is below that level, and recognising the Isle of Wight will remain on its current footprint, I am satisfied that it is appropriate on the basis that it produces a more coherent and effective outcome for Hampshire, Isle of Wight, Portsmouth and Southampton.

Simplifying local government ensures a strong foundation for devolution. I judge that the five unitary (option 1A) proposal provides a balanced and robust foundation for Mayoral Strategic Authority arrangements, positioning the councils centred on Southampton and Portsmouth as two key drivers that will help the Authority to deliver sustained regional economic growth. We are committed to working with partners across Hampshire, Isle of Wight, Portsmouth and Southampton, including new unitary authorities once established, to further support the Hampshire and the Solent Combined County Authority.

Next steps

In relation to next steps, as you are aware a Structural Changes Order, which will be subject to Parliamentary approval, is required to abolish existing councils, establish new structures and make transitional arrangements. I have carefully considered the information in the proposals as well as the further representations you have made on the content of this Order.

My officials will shortly write to your Chief Executives setting out the next steps and timeline for implementation, including my initial decisions on transitional arrangements that will be included in the draft legislation and to request further input, including on warding arrangements. This will enable you to take forward the work needed to begin preparation for elections and implementation, in advance of Parliamentary approval of the Order. For clarity, the elections that will take place for new authorities in 2027 will replace any existing local elections planned.

I am pleased to be able to confirm how the £63m in transition funding announced in February will be allocated. We will provide at least £900,000 per each new unitary authority that is being implemented to help establish effective services and governance arrangements, ensuring funding is provided fairly, consistently, and as quickly as possible. This means that

the Hampshire, Portsmouth and Southampton invitation area will receive £3.6m for four new unitary councils. This approach reflects the differing levels of complexity involved across areas and allows for a small central reserve to be used later for targeted support if needed. Funding will be issued through established grant mechanisms and we will be in touch to confirm next steps.

I look forward to continuing to work closely with you to deliver the vital improvements that reorganisation can facilitate.

I am copying this letter to your Chief Executives, MPs and the Hampshire and Isle of Wight Police and Crime Commissioner.

Yours sincerely, RT HON STEVE REED OBE MP

Secretary of State for Housing, Communities and Local Government

APPENDIX II.I


MATTINGLEY PARISH COUNCIL - INCOME 2025/26 - 31 March

Balance brought forward 1st April 2025						£24,885.07
Date	Item	Precept	Grants	VAT	Interest	Total Receipts
18/05/2025	Parish Precept	£15,569.00				£15,569.00
06/01/2025	Vat claim 2024/25			£58.55		
	Vat claim 2025/26-to Dec			£1,101.48		£1,160.03
10/03/2026	County Cllr grant mapboards		£1,000.00			£1,000.00
	County Cllr grant defib signage		£500.00			£500.00
2025/26	Bank interest				£475.26	£475.26
	TOTALS	£15,569.00	£1,500.00	£1,160.03	£475.26	£18,704.29

		£18,704.29			
RECEIPTS & PAYMENTS SUMMARY		April	£29.70	Oct	£39.48
Bal brought forward 1st April 2025	£24,885.07	May	£48.71	Nov	£39.01
Plus income	£18,704.29	June	£48.72	Dec	£36.31
Minus expenditure	£16,731.04	July	£45.15	Jan	£35.36
Balance	£26,858.32	Aug	£44.89	Feb	£35.11
BANK RECONCILIATION		Sept	£42.14	Mar	£30.68
Club, charity, trust	£49.59	Total			
Bus instant access	£26,808.73				
Balance to take over	£26,858.32				

Vat to reclaim from this year £220.18

APPENDIX II.II



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Miss SJ Turner | [Log out](#)

Your accounts

Last login: 31 March 26 (11.00 PM)

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Mattingley Parish Council



Club, Charity And Trust Account

30-96-29, 00778969

[⊕ View a mini statement](#)


Available funds:

£49.59

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[Make a transfer](#)



Business Instant Access

30-96-29, 07266599

[View full statement >](#)

£26,808.73

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APPENDIX II.III

MATTINGLEY PARISH COUNCIL - EXPENDITURE 2025/26 - 31 March

No	Inv Date	Pay Date	Supplier	Description	Salary	Admin/ Governance	Clerk allowance	Community / Donation	Parish Maintenance	Maintn Contract	Mnt Hound Green-other	Hound Green trees	PROJECT Phone box	PROJECT Gateway	PROJECT POND	VAT	TOTALS
1	15/04/2025	28/04/2025	HALC	HALC / NALC subs		£342.00											£342.00
2	22/04/2025	28/04/2024	PGGM 3079	Maintenance April						£292.75							£58.55
3	APRIL	28/04/2025	Clerk	Salary-April	£468.00												£468.00
4	22/04/2024	08/05/2024	Herpetologic	Ecological Survey HG											£268.00		£53.60
5	25/05/2025	28/05/2024	PGGM 3079	Maintenance May						£320.00							£64.00
6	12/05/2025	30/05/2025	B&Q	Paint-primer / black satin									£33.33				£6.67
7	12/05/2025	30/05/2025	Travis Perkins	Plywood									£35.50				£7.10
8	20/05/2025	30/05/2025	Amazon	Consumer Unit fireboard									£32.35				£3.95
9	MAY	31/05/2025	Clerk	Salary-May	£468.00												£468.00
10	09/06/2025	13/06/2025	SSEN	Electricity connection									£461.02				£92.20
													£386.32				£166.90
11	12/06/2025	13/06/2025	Gallagher	Insurance 2025/26		£756.65											£756.65
12	25/06/2025	28/06/2024	PGGM 3079	Maintenance June 3174						£320.00							£64.00
13	June	29/06/2025	Clerk	Salary-June	£187.20												
14	June	29/06/2025	HMRC	PAYE-AMJ	£280.80												£468.00
15	03/07/2025	03/07/2025	HVH-58/67	Meeting venue May-June		£64.00											£64.00
16	24/07/2025	25/07/2025	Nick Browning	Moles Hound Green							£200.00						£200.00
17	25/07/2025	25/07/2025	PGGM-3198	Gate										£380.00			£76.00
18	25/07/2025	31/07/2025	PGGM-3207	Maintenance July						£320.00							£64.00
19	JULY	31/07/2025	Clerk	Salary-July	£468.00												£468.00
20	31/07/2025	31/07/2025	WV Cons Soc	Donation 2025				£50.00									£50.00
21	03/08/2025	03/08/2025	GEM Electrical	K6 wiring - cabinet/plugs									£516.00				£103.20
22	04/08/2025	04/08/2025	HVH-77	Meeting venue July		£32.00											£32.00
23	01/08/2025	21/08/2025	Sign-rite	Gateway signs										£550.00			£110.00
24	25/08/2025	28/08/2025	PGGM-3207	Maintenance AUGUST						£320.00							£64.00
25	AUG	28/08/2025	Clerk	Salary-AUGUST	£468.00												£468.00
26	26/08/2025	10/09/2025	EON	Phone box electricity					£9.54								£0.48
27	03/09/2025	04/08/2025	HVH-86	Meeting venue Aug		£32.00											£32.00
28	25/09/2025	29/09/2025	PGGM-3207	Maintenance SEPT						£320.00							£64.00
29	01/09/2025	16/09/2025	EON	Phone box electricity					£2.70								£0.14
30	29/09/2025	29/09/2025	ICO (DD)	Data protection register		£47.00											£47.00
31	SEPT	29/09/2025	Clerk	Salary-Sept	£187.20												
32	SEPT	29/09/2025	HMRC	PAYE-Jul Aug Sept	£280.80												£468.00
33	28/09/2025	28/09/2025	Peter Brown	Internal audit		£100.00											£100.00

MATTINGLEY PARISH COUNCIL - EXPENDITURE 2025/26 - 31 March

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SUB-TOTAL APRIL TO SEPTEMBER					£2,808.00	£1,373.65		£50.00	£12.24	£1,892.75	£200.00	£0.00	£691.88	£930.00	£268.00	£831.89	£9,058.41

MATTINGLEY PARISH COUNCIL - EXPENDITURE 2025/26 - 31 March

No	Inv Date	Pay Date	Supplier	Description	Salary	Admin/ Governance	Clerk allowance	Community / Donation	Parish Maintenance	Maintn Contract	Mnt Hound Green-other	Hound Green trees	PROJECT Phone box	PROJECT Gateway	PROJECT POND	VAT	TOTALS
SUB-TOTAL APRIL TO SEPTEMBER					£2,808.00	£1,373.65		£50.00	£12.24	£1,892.75	£200.00	£0.00	£691.88	£930.00	£268.00	£831.89	£9,058.41
34	01/10/2025	01/10/2025	Defib store	Adult replacement pads					£125.00								£25.00
35	03/10/2025	13/10/2025	HVH-96	Meeting venue Sept		£32.00											£32.00
36	03/10/2025	13/10/2025	RBL poppy appeal	50xlamppostpoppy 1xwreath				£270.00									£270.00
37	02/10/2025	17/10/2025	EON	Phone box electricity					£9.17								£0.46
38	25/10/2025	27/10/2025	PGGM-3207	Maintenance OCT						£320.00							£64.00
39	OCT	27/10/2025	Clerk	Salary-OCT	£468.00												£468.00
40	02/11/2025	09/11/2025	HVH-006	Meeting venue Oct		£32.00											£32.00
41	12/11/2025	12/11/2025	Defib store	Child pads -pedipadz					£94.00								£18.80
42	14/11/2025	14/11/2025	Tesco	Defib batteries x 10					£41.67								£8.33
43	14/11/2025	14/11/2025	SCAmbulance	Donation Defib training				£220.00									£220.00
44	03/11/2025	18/11/2025	EON Next LTD	Phone box electricity					£9.51								£0.48
45	20/11/2025	28/11/2025	PGGM-3352	Maintenance NOV						£320.00							£64.00
46	NOV	28/11/2025	Clerk	Salary-Nov	£468.00												£468.00
47	02/11/2025	28/11/2025	HVH-006	Meeting venue Nov		£32.00											£32.00
48	12/12/2025	12/12/2025	PGGM-3383	Moving brush pile								£120.00					£24.00
49	01/12/2025	18/12/2025	EON Next LTD	Phone box electricity					£10.32								£0.52
50	16/12/2025	16/12/2025	CMM Contract Arbores	Ash-reduce,deadwood;Oak								£750.00					£750.00
51	09/12/2025	22/12/2025	PGGM-3395	Maintenance DEC						£320.00							£64.00
52	DEC	27/12/2025	Clerk	Salary-Dec	£187.20												
53	DEC	27/12/2025	HMRC	PAYE-Oct, Nov, Dec	£280.80												£468.00
54	06/01/2026	06/01/2026	Ben Christian	Moles Dec and mole traps							£120.00						£120.00
55	09/01/2026	09/01/2026	Hugo Fox	Website hosting 2025		£119.88											£23.98
56	12/01/2026	12/01/2026	HVH-online	Meeting venue Jan		£38.00											£38.00
57	20/01/2026	20/01/2026	EON Next LTD	Phone box electricity					£10.22								£2.04
58	28/01/2026	28/01/2026	PGGM-3395	Maintenance JAN						£320.00							£64.00
59	18/02/2026	18/02/2026	EON Next LTD	Phone box electricity					£10.80								£2.16
60	JAN	23/02/2026	Clerk	Salary-JAN	£468.00												£468.00
61	23/02/2026	28/02/2026	PGGM-3395	Maintenance FEB						£320.00							£64.00
62	FEB	23/02/2026	Clerk	Salary-FEB	£468.00												£468.00
63	11/02/2026	13/03/2026	HVH-online	Meeting venue Feb		£38.00											£38.00
64	18/03/2026	18/03/2026	EON Next LTD	Phone box electricity					£10.29								£10.29
65	25/03/2026	31/03/2026	PGGM-3395	Maintenance MAR						£320.00							£64.00
66	11/03/2026	31/03/2026	HVH-online	Meeting venue Mar		£38.00											£38.00
67	MAR	31/03/2026	Clerk	Salary-Mar	£187.20												
68	MAR	31/03/2026	HMRC	PAYE-Jan, Feb, Mar	£280.80												£468.00
69	2025/26	31/03/2026	Clerk	Allowance 2025/26			£324.00										£324.00
TOTALS					£5,616.00	£1,703.53	£324.00	£540.00	£333.22	£3,812.75	£320.00	£870.00	£691.88	£930.00	£268.00	£1,321.66	£16,731.04
Date			Supplier	Description	Salary	Admin/ Governance	Clerk allowance	Community / Donation	Parish Maintenance	Maintn Contract	Mnt Hound Green -other	Hound Green trees	PROJECT Phone box	PROECT Gateway	PROJECT POND	VAT	TOTALS
£16,731.04																	

APPENDIX II.IV

Mattingley Parish Council

2025 / 2026 Bank Reconciliation – AUDIT SHEET

Income and expenditure summary		
1	Balance Brought Forward	£24,885.07
2	Plus Income	£18,704.29
3	Less Expenditure	£16,731.04
4	Balance to take over	£26,858.32
Reconciliation		
5	Community account at 31 March 26	£49.59
6	Bus Inst Access at 31 March 26	£26,808.73
7	Total accounts	£26,858.32

Keith Alderman, Chairman 20 April 2026

Susan Turner, RFO..... 20 April 2026

APPENDIX II.V

Mattingley Parish Council					
2025/2026 Significant Variations: AUDIT SHEET					
Difference between current and previous year greater than both 10% and £100 in Section 2, boxes 2, 3, 4, 5, 6, 9 and 10					
SECTION 2		Previous year 2024/25	Current year 2025/25	Difference	Diff %
1	Balance Brought Forward	£16,846.96	£24,885.07	£8,038.11	47.71%
2	Annual Precept	£14,743.00	£15,569.00	£826.00	5.60%
3	Total Other Receipts	£9,094.02	£3,135.29	£5,958.73	-65.52%
4	Staff Costs	£5,191.20	£5,616.00	£424.80	8.18%
5	Loan interest/capital repayments	£0.00	£0.00	£0.00	NA
6	Total other payments (excl salaries)	£10,607.71	£11,115.04	£507.33	4.78%
7	Balance carried forward	£24,885.07	£26,858.32	£1,973.25	7.93%
8	Total cash and short term investments	£24,885.07	£26,858.32	£1,973.25	7.93%
9		£37,515.75	£39,137.63	£1,621.88	4.32%
10	Total borrowings	£0.00	£0.00	£0.00	NA
11	Trust funds	NA	NA	NA	NA
Box 3 Total other receipts					
<u>Explanation for variation</u>		2024/25	2025/26	Difference	
County Cllr devolved budget grants		£1,000.00	£1,500.00	£500.00	
Hart DC Countryside grant for pond restoration		£5,000.00	£0.00	£5,000.00	
VAT refund		£2,731.77	£1,160.03	£1,571.74	
Bank interest		£362.25	£475.26	£113.01	
TOTALS		£9,094.02	£3,135.29	£5,958.73	

Signed:

Date 20 April 2026

Date 20 April 2026

APPENDIX II.VI

Certificate of Exemption – AGAR 2025/26 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 2026 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 2026 and a completed Certificate of Exemption is submitted no later than 30 June 2026 notifying the external auditor.

MATTINGLEY PARISH COUNCIL

certifies that during the financial year 2025/26, 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 2025/26: **£18,704** R AMOUNT £00,000

Total annual gross expenditure for the authority 2025/26: **£16,731** 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 £210 +VAT will be payable.

By signing this Certificate of Exemption you are confirming that:

- The authority was in existence on 1st April 2022
- In relation to the preceding financial year (2024/25), 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 the above statements apply and 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 2026.

Signing this certificate confirms the authority will comply with the publication requirements.

Signed by the Responsible Financial Officer	Date	I confirm that this Certificate of Exemption was approved by this authority on this date:	
SIGNATURE REQUIRED	20/04/2026		20/04/2026
Signed by Chair	Date	as recorded in minute reference:	
SIGNATURE REQUIRED	20/04/2026	MINUTE REFERENCE	42.4
Generic email address of Authority	Telephone number		
ENTER AUTHORITY CLERK@MATTINGLEYPARISHCOUNCIL.GOV.UK	TEL 07515777060		

*Published web address

ENTER PUBLICLY AVAILABLE WEBSITE/WEBPAGE ADDRESS
www.mattingleyparishcouncil.gov.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 2026. Reminder letters for late submission will incur a charge of £40 + VAT.

APPENDIX II.VII

Section 1 – Annual Governance Statement 2025/26

We acknowledge as the members of:

MATTINGLEY 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 2026, 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.	✓		<i>prepared its accounting statements in accordance with the Accounts and Audit Regulations.</i>
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	✓		<i>made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.</i>
3. We have assured 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.	✓		<i>has only done what it has the legal power to do and has complied with Proper Practices in doing so.</i>
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.	✓		<i>during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.</i>
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.	✓		<i>considered and documented the financial and other risks it faces and dealt with them properly.</i>
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	✓		<i>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.</i>
7. We took appropriate action on all matters raised in reports from internal and external audit.	✓		<i>responded to matters brought to its attention by internal and external audit.</i>
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.	✓		<i>disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.</i>
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 <i>has met all of its responsibilities where as a body corporate it is a sole managing trustee of a local trust or trusts.</i>
10. We have put in place arrangements for the effective IT and data management in accordance with proper practices during the year under review.	✓		<i>has made suitable arrangements for its IT and data management and has complied with proper practices in doing so.</i>

*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:

20/04/2026

and recorded as minute reference:

MINUTE REFERENCE
42.5

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

Chair

SIGNATURE REQUIRED

Clerk

SIGNATURE REQUIRED

Information required by the Transparency Code (not part of the Annual Governance Statement)

	Yes	No
The authority website is up to date and the information required by the Transparency Code has been published.	✓	

ENTER PUBLISHED ONLINE ADDRESS
www.mattingleyparishcouncil.gov.uk

APPENDIX II.VIII

Section 2 – Accounting Statements 2025/26 for

MATTINGLEY PARISH COUNCIL

	Year ending		Notes and guidance
	31 March 2025 £	31 March 2026 £	
1. Balances brought forward	16,847	24,885	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	14,743	15,569	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	9,094	3,135	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	5,191	5,616	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	10,608	11,115	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	24,885	26,858	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	24,885	26,858	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	37,516	39,138	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).

For Local Councils Only	Yes	No	
11. Do the figures in the accounting statements above exclude any Trust transactions?	✓		For guidance refer to the Practitioners' Guide sections 2.31 to 2.33.

I certify that for the year ended 31 March 2026 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.

SIGNATURE

Date

12/04/2026

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

20/04/2026

as recorded in minute reference:

MINUTE REFERENCE
42.6

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

SIGNATURE REQUIRED

APPENDIX III**IT POLICY 2026 - draft****INTRODUCTION**

1. The 2025 Practitioners' Guide introduces a requirement for an IT Policy to strengthen governance and compliance.
Paragraph 1.54 of the Practitioners' Guide 2025 states:
'All smaller authorities (excluding parish meetings) must... have an IT policy. This explains how everyone – clerks, members and other staff – should conduct authority business in a secure and legal way when using IT equipment and software. This relates to the use of authority-owned and personal equipment.'
2. As per NALC Guidance:
'An IT policy helps parish and town councils set clear expectations for the appropriate use of IT equipment and systems, raise awareness of potential risks associated with IT use, safeguard the council's data and digital assets... Having a robust IT policy isn't just about compliance. It's about good governance and digital resilience.'

SCOPE

- 3 The Parish Council recognises the importance of effective and secure information technology (IT) and email usage in supporting its business, operations and communications.
- 4 This policy applies to council members and the clerk. By adhering to this IT and Email Policy, the Parish Council aims to create a secure and efficient IT environment that supports its mission and goals.

ACCEPTABLE USE OF IT RESOURCES AND EMAIL

- 5 IT and email resources are for council related activities. Users must follow ethical standards, respect copyright and Intellectual Property rights and avoid offensive or inappropriate content.

DEVICE MANAGEMENT AND SECURITY

- 6 'All devices used for council business should run the latest version of operating systems available to them and updates applied; or – where this is not practicable – ensure security and antivirus protection is up-to-date.'

DATA MANAGEMENT AND SECURITY

- 7 Confidential data must be stored and transmitted securely using encrypted or approved systems. Data should be regularly backed up and secure disposal procedures must be followed.

NETWORK AND INTERNET USAGE

- 8 Internet Usage should be responsible and efficient for official purposes. Downloading and sharing copyrighted material without proper authorisation is prohibited.

EMAIL COMMUNICATION

- 9 Email accounts provided by the Parish Council are for official communication only. Emails should be professional and respectful in tone. Confidential or sensitive information must not be sent via email unless it is encrypted.
- 10 Attachments and links must be treated with caution to avoid phishing and malware. Verify the source before opening any attachments or clicking on links.

PASSWORD ACCOUNT SECURITY

- 11 Parish Council IT users are responsible for maintaining the security of their accounts and passwords. Enable multi-factor authentication (MFA) wherever possible.

MOBILE DEVICES AND REMOTE WORK

- 12 Mobile devices should be secured with passcodes and/or biometric authentication. When working remotely, users should follow the same security practices as if they were in the office.

RETENTION AND ARCHIVING

- 13 Emails must be retained in line with the Council's Retention of Documents and Records Management Policy and legal requirements. Non-essential emails should be deleted regularly in line with Data Protection.

REPORTING SECURING INCIDENTS

- 14 All suspected security breaches or incidents should be communicated immediately to all relevant parties; the clerk being the designated point of IT contact to further investigation and resolution.

TRAINING AND AWARENESS

- 15 The Parish Council promote awareness of IT and email security best practices, and will provide training and resources as required.

POLICY REVIEW

- 16 This policy will be reviewed annually to ensure its relevance and effectiveness. Updates may be made to address emerging technology trends and security measures.

APPENDIX IV PARISH PLANNING UPDATE 12 APRIL

NEW APPLICATIONS SINCE LAST MEETING of 16 March

26/00516/FUL (Validated 02 April) The Mutton. Erection of 8 units of guest accommodation with associated landscaping and drainage.

Five neighbour comments on website to date, all objections, all re parking.

26/00265/HOU (Validated 25 March) Hazeley Heath Cottage, Hazeley. Erection of a ground mounted solar array system

PROGRESS OF RECENT APPLICATIONS

26/00281/AMCON (**Pending**, Validated 20 Feb) Ramsdale House, Reading Road. Application to vary Condition 2 (Drawing and Documents) of Planning Permission 25/00643/HOU Replacement windows and doors.

25/02574/FUL (**Pending**, Validated 05 Feb 2026) Priors Farm, Reading Road. Demolition of existing sheds and construction of 1 no. 5-bed dwelling (Use Class C3) together with associated car and cycle parking, landscaping, refuse storage and private amenity space.

26/00081/LBC (**Pending**, Validated 20 Jan 2026) Little Church Farm, Mattingley Green. Splicing in of new timber to a lower section of structural column to the Barn.

25/02543/HOU (**Grant 18 March**, Validated 17 Dec) Yew Tree Cottage, Hazeley Bottom. Erection of a replacement garage and additional single storey games room

24/00428/HRA (**Pending**, Validated 03 Oct) Priors Farm, Reading. Application under Regulation 77 of the Conservation of Habitats and Species Regulations 2017 pursuant to 24/00428/GPDAGD Application for notification for prior approval for the change of use from use as agricultural buildings to use falling within Class C3 (dwellinghouses)

25/00477/FUL (**Withdrawn 25 March**, Validated 21 March 2025) The Mutton at Hazeley Heath. Erection of eight units of guest accommodation with associated parking, landscaping and new Sewage Treatment Plant.

NOTE 29 Sept: Objection from Conservation. More info required from Highways.

NOTE 13 Oct: New docs to website 30 Sept – new Parking Plan; agreement with Farm cover letter from Agent.

NOTE 15 Nov: Further comment from Highways posted 20 October.

'Prior to commencement of the proposed guesthouse, offsite staff parking at Hazeley Farm should be provided for the lifetime of the development thereafter.

NOTE 18 Nov: Further comment from Parish Council posted.

NOTE 13 March: No further documents posted