



MINUTES OF THE PARISH COUNCIL AGM

MONDAY 12 MAY 2025, Heckfield Village Hall, 7.30pm

Present: Parish Councillors Keith Alderman (Chairman), Guy Chessell, Jennifer Roberts;
Clerk Susan Turner: Guest County Cllr Tim Davies for part of the meeting

2025.

13 WELCOME & APOLOGIES

Apologies Andy Piercy, Ward Cllr Anne Crampton.

14 ELECTION OF CHAIRMAN 2025/26

AGREED Unanimously to re-elect Keith Alderman as Chairman for the coming year.
Declaration of office made and signed, witnessed and signed by Clerk.

15 **MINUTES OF PREVIOUS MEETINGS** of 20 January, agreed and signed.
(No Parish Council meeting in Feb, March, April 2025; informal update meeting in March).

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

17 PUBLIC SESSION AND REPORTS TO MEETING

.1 **Defibrillator training** – The Mutton will host a training session, date tba.

.2 **Devolution Clerk update** – On 05 February, Government confirmed 'Hants & Solent' is one of six areas accepted for Priority Devolution; others being Cumbria, Cheshire & Warrington, Norfolk & Suffolk, Greater Essex, Sussex & Brighton.

To be formally known as 'Hampshire and the Solent Combined County Authority'.

Timescales

- April 2026 Combined County Authorities to be in place
- May 2026, Local elections for Mayor.

.3 Local Government Reorganisation

A HDAPTC meeting on Unitary proposals held 26 Feb with Daryl Phillips **APPENDIX I.I.**

Clerk update (re March Council meetings) **APPENDIX I.II**

- All Councils in Hants are so far not in agreement re Unitary arrangements and so for Government's deadline for initial proposals of Fri 21st March, they submitted a joint statement 'interim plan' to this effect, with 'Guiding Principles'. Except everyone is in agreement that the Isle of Wight should remain an independent single Unitary.
- Noting BDBC's strong preference for a four-mainland-unitary solution with 'Northern Hants' comprising BDBC, Hart & Rushmoor; the three others centred on Portsmouth, Southampton, and Mid-hants with Winchester respectively.
- Hart recognising that BDBC, Hart & Rushmoor likely to be together in any case, but otherwise preferring to keep an open mind;
- County officers commissioned PWC to assess the feasibility of a larger Hants-based unitary.
- Noting likely reduction in overall number of councillors.

Government's response of 07 May to Interim submission posted on Hants website
www.hants.gov.uk/aboutthecouncil/governmentinhampshire/future-hampshire-solent/local-government-reorganisation.

- The Interim Plan's' requested extension to 28 November 2025 for final proposals refused.
- 'For the final proposals, each council can submit a single proposal for which there must be a clear single option and geography and, as set out in the guidance, we expect this to be for the area as a whole...'

Timescales

- 26 Sept 2025 for full proposal to Government on Unitary organisation and delivery
- May 2027 Shadow elections for new Unitary Councils
- May 2028 New Unitary Councils take over.

.4 County Councillor Report from Cllr Tim Davies

- i Devolution and elected Mayor was in the Government's manifesto, knew that was coming.

For signature (p1 of 4)

- ii Local Government Reorganisation was not, but is imposed by Central Gov in tandem with Devolution. The County Council; the Isle of Wight, Southampton and Portsmouth Unitaries; plus 10 District and Borough Councils – have instructed KPMG to evaluate and cost options. In all scenarios, the Isle of Wight will remain a separate Unitary as currently.
 - iii Charging Utilities for disruptive roadworks The 'lane rental scheme' proposals will be considered by the relevant Cabinet members (Highways and Universal Services) at HCC meeting on 23 June (Universal Services Committee and Decision Day). Will be consultation and aim to have the scheme in place by Spring next year.
 - iv Horse box on Plough Lane returned, Tim reported to Yateley Police station; no positive response other than to say there was a local police meeting coming up (PACT meeting?).
 - v Verges – Damage such that nothing beyond the edge of the road in places. Cllr Davies will speak to Lulu, cabinet member for Highways, re best contact to progress; noting extensive damage to Plough Lane due to Bramshill Road closures (water main); confirmed that Highways committed to clean the road but not to reinstate the verges.
 - vi Flooding issues Hazeley Bottom *Report GC* – Successful works by Highways to alleviate flooding in parts of the village has moved the problem. Water previously causing flooding elsewhere now flooding Hazeley Bottom Farm. Dryest Spring for years but standing water under two drain covers in drive; further downhill is bone dry. Water going under the bank, under garage; pump running continuously out to field. Highways done half a job; to report.
- .5 Informal meeting of 04 March** *Considered:* Hart grant funding for pond; clerk salary review; replacement Red Hill gateway; phone box electricity box; *see Agenda items below.*

18 ACCOUNTS AND AUDIT FORMS 2024/25

.1 Payments from last meeting to year end

39	PGGM-2990 – Maintenance JAN	£351.30
40	Clerk –Salary-JAN	£432.60
41	Heckfield Village Hall – Meeting venue Jan	£32.00
42	PGGM-3020 Maintenance contract FEB	£351.30
43	Clerk Salary-FEB	£432.60
44	Clerk Allowance 2024/25	£324.00
45	Heckfield Village Hall – Meeting venue Feb	£32.00
46	PGGM-3020 – Maintenance contract MAR	£351.30
47	Clerk – Salary-MAR	£432.60

.2 Year End Accounts with Audit sheets – **APPENDIX II.**

AGREED, by all, signed by Chairman and Clerk

.3 Bank reconciliation at 31 March 2025 = £24,885.07.

.4 **AGAR Exemption from external audit form**

AGREED, by all, signed by Chairman and Clerk

.5 **AGAR (S1) – Annual Governance Statements**

AGREED, by all, signed by Chairman and Clerk

.6 **AGAR (S2) – Accounting Statements**

AGREED, by all, signed by Chairman and Clerk

ACTION Exemption form only to be submitted to External Auditors, all other forms including Notice of Electors's right to be posted to website (ST).

19 FINANCE & GOVERNANCE 2025/26

.1 Clerk salary review – Noting no increase overall since 2021/22 but reduction in hours. Presently 26 hours per month (6.5 hours per week) @ £16.64 per hour
 AGREED for 2025/26 – 26 hours per month @£18 per hour = £468 per month
 Total annual salary = £5,616.

.2 Insurance renewal Approaching third year of a three-year tie-in – Hiscox policy via Gallagher; Premium £976.49 inc IPT and £50 admin fee, index linked.
 (£961.14 2024/25; £924.99 2023/24) .

AGREED To reconsider Assets insured – **APPENDIX III.** Subsequent revised quote = £756.65.
 To reconsider insurance provider next year at the end of the tie-in period.

For signature (p2 of 4)

- .3 Members' Interest forms** reviewed and updated where necessary. To submit revised forms to Hart (ST).

20 HIGHWAYS

- .1 Horse box on Plough Lane** returned – see also County Cllr report at 17.4.iv. Cllr Davies is making repeated efforts to speak to Hants Legal. Requested extract from HCC 'Extent of Highways' map from Local Highways Engineer. Title plan reproduced **APPENDIX IV**.
- .2 Mapboards** Update – The Mutton keen to progress with updated info, and to contribute; Cllr Davies will consider grant application to his devolved budget. To create a mock-up of new layout/information. Revised requote requested from HCC Printing Services. Confirmed four x upright maps; one x lecturn at Hound Green; all maps and information the same – other than the 'you are here' markers which in some cases not in the right place.
- .3 Red Hill gateway** with sign to say Hazeley Heath. Recommendation from March informal meeting to seek quotes for a replacement Gateway. Agreed to proceed accordingly. (ST.)
- .4 Degradation of road edges and verges**
- i Noting complaints on Mattingley Matters (Jan 2025) re school traffic in Bottle Lane.
 - ii Cllr Tim Davies' site visits with/email to Cabinet member for Highways Lulu Bowerman of 25 February 2025. Follow-up email to Tim requested Lulu's support in addressing the state of the verges, **APPENDIX V**.

AGREED A programme of reporting damaged verges / dangerous road edges to Hants website.

21 HOUND GREEN

- .1 Pond project** update
- i Grant funding received from Hart of £5K.
 - ii Site visit from ecologist Jon Cranfield on Wed 15 April. First survey report with initial thoughts **APPENDIX VI**.
 - iii Drainage survey. Hart are keen for comprehensive surveys; ecologist agrees with benefits of a drainage report to inform further projects and future management. (Action ST.)
 - iv Comparison map of original pond location **APPENDIX VII**.
- .2 Phone box update**
- i To fit steel cabinet (action GC).
 - ii Next steps is for SSE to connect electricity supply – as per spec and order previously postponed / cancelled, (action ST).
- .3 Green maintenance**
- i Cut back and coppicing (Groundsman PGGM)
 - Sapling Willow growing Hound Green Close end of Green and in ditches – (apart from largest tree) removed to ground level, 27 February.
 - Coppiced Goat Willow and scrub near phone box cut back 27 February.
 - Temporary brash pile created by phone box for removal to Green Waste; subsequent decision to leave for the season, observed that attracting lots of birds.

Hound Green residents cleared areas beside the ditch by Hudson's Meadow 27 February – (unconnected to Groundsman work). Cleared brambles with hand tools and made brash piles.
 - ii Mowing - First cut-and-collect of all Green w/c 24 March.
- .4 Green maintenance**
- .5 Moles** – Traps laid; mole man complained his traps marks lost due to mowing. He used spray markings rather than flags, but didn't advise when the traps were laid. To re-set.

22 GLEBE WOOD

- .1 Glebe Wood track – Elm tree planting** - Three x *Ulmus Ademuz* from Hampshire Forestry Partnership – c3m tall, slender with small root balls, effectively bare root but still with a lot of the small root fibres. Supplied with green plastic wrap-around guards c5ft tall, and one small stake each 4ft6, 1in x 1in square.
- Planting site at end of track.
- Site agreed with Hants Forestry Partnership; cleared of dense brambles in February.

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- Trees planted 05 March (Groundsman PGGM).
- Replanted 18 March as felt they encroached too far into the track, **APPENDIX VIII.**

TO RECORD Thanks to Tom Ryder-Runton for his advice in choosing the planting site and numbers of trees; for replanting, re-strimming the site and for regularly watering.

23 PLANNING

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

New applications since last meeting

[25/00778/CA](#) (Validated 28 April) Leather Bottle G1 4xASH: Fell, replace with 2xOak and 2xCherry.

[25/00764/OHL](#) (Validated 23 April) Leather Bottle, install Ground Mounted Electricity Substation.

[25/00646/OHL](#) (Validated 04 April) Hatts Cottage, Hazeley Heath. Works to underground sections of our overhead network and to relocate a pole into land designated as Site of Special Scientific Interest.

[25/00517/HOU](#) (Validated 27 March) White Ladies, Hazeley Bottom Erection of single storey rear and side extensions.

No objections / no comments re the above.

[25/00477/FUL](#) (Validated 21 March) The Mutton at Hazeley Heath. Erection of 8 units of guest accommodation with associated parking, landscaping and new Sewage Treatment Plant.

The Parish Council supports the Mutton as a local business and Parish Asset and is not against the principle of the proposal. However concerns re parking agreed unanimously. Parking an issue now – notably on a Sunday lunchtime – cars are parked all along Red Hill to the bus shelter and on the concrete triangle. Traffic unable to get through / residents and the farm have difficulties with access. The proposal will create greater need without providing a solution – dispute the planning agent's parking calculations. There is potential to extend the car park. Parish Council to respond accordingly (action GC, ST).

.2 **Tree felling** Reported by resident 11 February that contractors felling row of Black Poplars at Mattingley West End in the Conservation Area. Checking planning applications, approval was granted relating to 23/02398/FUL:

[23/02398/FUL](#) (Granted 14 May 2024, Validated 19 March 2024) Bottle Lane House. Change of use of equestrian manege into tennis court.

The Hart tree officer was consulted, case officer approved, ref poor condition / danger presented by Poplars adjacent to public footpath **APPENDIX X.**

.3 **Hart Local Plan** is five year's old as at 30th April; the Five-Year review is due, and with December NPPF and new standard method, Hart is unable to show the required five-year land supply (less than three). Development Management Committee of 22 Jan advised: 'It was considered prudent to apply the tilted balance from now because any decisions could be Appealed and, by the time a decision was made on Appeal, the tilted balance would apply.'

No schedule for Local Plan Update process on website as yet.

24 FURTHER REPORTS

.1 **Barn Meet**, to be held 14 May, 6.30pm, Stratfield Saye Village Hall.

.2 **RSPB / Hazeley Heath** Report Jenny Roberts – No working parties on the Heath during nesting time. A lot of adders (including black adders), notices put up to advise of the areas adders likely to be and to keep dogs on the path. The gorse is looking amazing – due to all the cutting back; cows still on the Heath and doing fine; RSPB pleased with results of butterfly survey.

There were complaints again to RSPB about the shoot – were shooting at four in the afternoon. Noted the whole programme very badly put together.

.3 **The Falcon** to be reopened as a restaurant.

25 NEXT PARISH COUNCIL MEETINGS

7.30pm, Heckfield Village Hall – Mondays

16 June, 21 July, 18 Aug, 15 Sept, 20 Oct, 17 Nov.

Meeting close with thanks to all

For signature (p4 of 4) Date

APPENDIX I.I

HDAPTC MEETING ON UNITARY PROPOSALS 26 FEB WITH DARYL PHILLIPS

Main takaways from this...

- Proposals to transfer assets within Parishes to Parishes not to the Unitary. [Though not apply to Mattingley, and reportedly Hart has done this anyway.]
- Expected reduction in Councillor numbers for Unitary Councils [this something to push for – maintaining Cllr numbers as high as possible].
- Confirmed Parish Councils don't figure in Government thinking [probably a good thing]
- Government can't postpone 2026 County elections without new (secondary) legislation.
- At the moment just the Council Leader and Chief Exec time devoted to this, weekly meetings with all other councils; Government says it's easy, it's not easy but if don't organise ourselves Gov will impose. Has achieved all Councils across the County working proactively together [a first by the sound of it].
- Still a proposal... everything is a proposal... but seems given Hart will be with BDBC, Rushmoor has to be with Hart as no-where else to go (unitaries have to be within the Combined Authority boundaries). These three together c400K people. Whether will need a fourth council to join [E Hants?]. (Government criteria says population of at least 500K, although there may be exceptions to this if new structures make sense for a specific area.)
- Staff – staff are worried but shouldn't be worried – except chief execs.
- Changes won't happen until new Unitary takes over. Staff will leave job forever for present Council on 30 April 2028; and go back to same desk, same job on 01 May working for the new Unitary. What happens after that will be up to the new Unitary Council. Will be change – but should be gradual as have to maintain services.

APPENDIX I.II – LOCAL GOV REORGANISATION UNITARY PROPOSALS – MARCH 2025

All Councils in Hants are not in agreement re Unitary arrangement and so for Government's deadline for initial proposals of 21st March, they are submitting a joint statement 'interim plan' to this effect. Except everyone is in agreement that the Isle of Wight should remain an independent single Unitary.

FROM AGENDA DOCUMENT FOR HART CABINET – MEETING 20 MARCH REF OVERVIEW & SCRUTINY MEETING OF TUES 18 MARCH.

'Interim LGR Submission

11. The Government requires an interim LGR submission within just six weeks (ie by 21 March 2025)... Providing a complete solution backed by data on the Interim Plan within this short timeframe is simply unrealistic.

'12. ...the Council has worked closely with other Council Leaders and Chief Executives from all Hampshire authorities to find ways to collaborate and explore possible solutions. They have asked KPMG to help all 15 councils in Hampshire and the Isle of Wight review options for unitary councils based on the six criteria outlined in the Minister's letter. The results are in the Interim Plan (found in Appendix 2). The Interim Plan sets out several guiding principles, addresses each of the government's questions, and identifies areas where additional clarity and support from the government are required.'

Appendix 1: Letter from Government; and Appendix 2: 'Joint Interim Statement from all Hampshire Councils' – circulated.

Thus Hart Overview & Scrutiny of 18 March were asked to discuss and Cabinet of 20 March are being asked:

1. to agree this joint interim statement of, as yet, no overall consensus. (The interim proposal also asks for an extension to the final proposal deadline from 26 September 2025 to 28 November.)
2. to agree that for the next stage of the process, the Leader and Chief Executive work collaboratively with other Councils to prepare final business cases to come to Full Council for approval later in 2025.

Hart notes that:

'A case can be made to support a North Hampshire unitary council. This new council could mainly focus on the current areas of Basingstoke and Deane, Hart, and Rushmoor. However, this potential option has not been thoroughly evaluated...'

BDBC is being more decisive / single-minded and BCBC Councillors were asked to confirm their agreement of

'the BDBC preferred option of four mainland unitaries, with 'Northern Hampshire' comprising BDBC, Hart and Rushmoor...

'The four new unitary councils as outlined by BDBC would be:

- 1 Southampton City and Southwest Solent Council
- 2 Portsmouth City and Southeast Solent Council
- 3 Winchester City and Mid Hampshire Council
- 4 Northern Hampshire Council.

'The Isle of Wight Council, as an island unitary authority, would remain separate and unchanged under this arrangement given their unique geography and circumstances. This is supported by all 15 existing councils and so is included in the joint interim plan at Appendix 2.'

HCC Full Council meeting was Wed 19 March and Cabinet Friday am 21 March.

Re Unitary organisation, HCC will only confirm that all new Unitaries must be financially sustainable. Amendment suggested re Voting Rights and Strategy for Climate Change.

TIME LINES

26 Sept 2025 (requested extn to 28 Nov 2025), full proposal to Gov on Unitary proposals.

May 2026, local elections for District as usual, for County and for mayor.

May 2027 shadow Elections for new Unitary Councils

May 2028 new Unitary Councils take over.

No	Inv Date	Pay Date	Supplier	Description	Salary	Admin/ Governance	Allowance	Community	Maintrn Contract	HG Maint general	Parish Maint	Glebe Wood	Project	VAT	TOTALS
1	02/04/24	10/04/24	Heckfield VH-78	Meeting venue Mar 24		£28.00									£28.00
2	11/04/23	15/04/24	HALC	HALC / NALC subs		£310.00									£310.00
3	APRIL	27/04/24	Clerk	Salary-April	£432.60										£432.60
4	APRIL	29/04/24	PGGM 2548	Maintenance April					£292.75					£58.55	£351.30
5	MAY	29/05/24	Clerk	Salary-May	£432.60										£432.60
6	May	29/04/24	PGGM - 2604	Maintenance May					£292.75					£58.55	£351.30
7	18/05/24	01/06/24	AJ-Gallagher	Insurance-2024-25		£961.14									£961.14
8	14/05/24	04/06/24	Signrite digital	Twinning signs x2									£369.00	£73.80	£442.80
9	JUNE	27/06/24	Clerk	Salary-June	£432.60										£432.60
10	JUNE	27/06/24	PGGM - 2604	Maintenance June					£292.75					£58.55	£351.30
11	2024/25	27/06/24	WhiteWaterValey PS	Subs 2025/26				£50.00							£50.00
12	12/07/24	12/07/24	ST-X2-Connect	K6 Glazing kits & light									£858.00	£171.60	£1,029.60
13	12/07/24	12/07/24	Unicorn Restorations	K6 Glazed header signs									£169.60	£33.92	£203.52
14	27/06/24	18/07/24	Peter Brown	Internal Audit		£75.00									£75.00
15	05/07/24	18/07/24	Heckfield VH-94	Meeting venue June 24		£32.00									£32.00
16	JULY	27/06/24	Clerk	Salary-JULY	£432.60										£432.60
17	JULY	30/07/24	PGGM - 2604	Maintenance July					£292.75					£58.55	£351.30
18	16/08/24	19/08/24	ST-X2-Connect	K6 Door-closer-adapter-plate									36.75	7.35	£44.10
19	21/08/24	21/08/24	PGGM-2765	Righting Magnolia							£170.00			£34.00	£204.00
20	AUG	28/08/24	Clerk	Salary-AUG	£432.60										£432.60
21	AUG	28/08/24	PGGM - 2771	Maintenance AUG					£292.75					£58.55	£351.30
22	01/09/24	06/09/24	Heckfield VH-06	Meeting venue Aug		£32.00									£32.00
23	SEPT	21/09/24	Clerk	Salary-SEPT	£432.60										£432.60
24	SEPT	30/09/24	PGGM	Maintenance SEPT					£292.75					£58.55	£351.30
25	27/09/24	27/09/24	ICO-DD	Data protection register		£35.00									£35.00
26	03/10/24	13/10/24	Heckfield VH-11	Meeting venue Sept		£32.00									£32.00
27	13/10/24	13/10/24	TLC (Electrical)	Metal box for phone box									£127.37	£25.47	£152.84
28	OCT	28/10/24	PGGM-2878	Maintenance OCT					£292.75					£58.55	£351.30
29	OCT	28/10/24	Clerk	Salary-OCT	£432.60										£432.60
30	25/11/24	27/11/24	PGGM-2921	Maintenance NOV					£292.75					£58.55	£351.30
31	NOV	28/10/24	Clerk	Salary-NOV	£432.60										£432.60
32	21/10/24	05/12/24	ST-RBL Poppy Appeal	Wreath, Street poppies				£272.25							£272.25
33	05/12/24	05/12/24	Heckfield VH-21	Meeting venue Nov		£32.00									£32.00
34	09/12/24	09/12/24	Nick Browning Pest C	Moles Hound Green						£160.00					£160.00
35	06/12/24	10/12/24	Defib Store	Zoll Defib Package		</									

APPENDIX II.III

Mattingley Parish Council

2024 / 2025 Bank Reconciliation – AUDIT SHEET

Income and expenditure summary		
1	Balance Brought Forward	£16,846.96
2	Plus Income	£23,837.02
3	Less Expenditure	£15,798.91
4	Balance to take over	£24,885.07
Reconciliation		
5	Treasurers Account at 31 March 25	£110.60
6	Bus Inst Access at 31 March 25	£24,774.47
7	Total accounts	£24,885.07

Keith Alderman, Chairman 28 April 2025

Susan Turner, RFO..... 28 April 2025



Cookie Policy

Securely signed in

More info

Miss SJ Turner

Your accounts

Last login: 28 March 25 (9.02 PM)

⊕ **Make a quick transfer**

Mattingley Parish Council



Club, Charity And Trust Account

30-96-29, 00778969

[⊕ View a mini statement](#)

Available funds:

£110.60

Make a payment

Make a transfer

[Set up standing order >](#)

Business Instant Access

30-96-29, 07266599

> £24,774.47

[View full statement >](#)

Make a payment

Make a transfer

Contact

[Help & Support](#)

Account to

[Help and Support](#)

➤ Text alerts

> Order a credit book

> Manage pa

> Manage Yc

> Rates and

Products

[Savings >](#)

Fixed Bor

> Business

[Privacy](#)

Legal

Security

Rates and Charges

APPENDIX II.V

Mattingley Parish Council

2024/2025 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

AS SECTION 2		Previous year 2023/24	Current year 2024/25	Difference	Diff %
1	Balance Brought Forward	£18,955.23	£16,846.96	£2,108.27	-11.12%
2	Annual Precept	£12,600.00	£14,743.00	£2,143.00	17.01%
3	Total Other Receipts	£4,667.36	£9,094.02	£4,426.66	94.84%
4	Staff Costs	£5,623.80	£5,191.20	£432.60	-7.69%
5	Loan interest/capital repayments	£0.00	£0.00	£0.00	NA
6	Total other payments (excl salaries)	£13,751.83	£10,607.71	£3,144.12	-22.86%
7	Balance carried forward	£16,846.96	£24,885.07	£8,038.11	47.71%
8	Total cash and short term investments	£16,846.96	£24,885.07	£8,038.11	47.71%
9	Total fixed assets and long term assets	£35,676.75	£37,515.75	£1,839.00	5.15%
10	Total borrowings	£0.00	£0.00	£0.00	NA
11	Trust funds	NA	NA	NA	NA

Box 2 Annual precept

Explanation for variation

In recent years, comparatively low Precept with budgeted deficit. Agreed Precept rises now required to rebuild reserves sufficient to provide c£10K periodically needed to maintain and keep safe the Hound Green Oaks and other trees.

2023/24	2024/25	Difference
£12,600.00	£14,743.00	£2,143.00

Box 3 Total other receipts

Explanation for variation

	2023/24	2024/25	Difference
Grant County Cllr devolved budget	£1,000.00	£1,000.00	£0.00
Grant Hart DC Countryside grant for Green pond		£5,000.00	£5,000.00
VAT refund	£3,412.20	£2,731.77	£680.43
Bank interest	£255.16	£362.25	£107.09
TOTALS	£4,667.36	£9,094.02	£4,426.66

Box 6 Total other payments (excl salaries)

Explanation for variation

	2023/24	2024/25	Difference
Clerk's allowance	£324.00	£324.00	£0.00
Admin / governance	£1,708.01	£1,721.02	£13.01
Community	£225.00	£322.25	£97.25
Grounds maintenance contract	£3,252.72	£3,513.00	£260.28
Other Hound Green Maintenance (eg moles, rolling,	£180.00	£160.00	£20.00
General maintenance (other) righting Magnolia	£0.00	£170.00	£170.00
Glebe Wood	£500.00	£0.00	£500.00
Project Phone box restoration	£169.81	£1,191.72	£1,021.91
Village Gateways – Hazeley	£2,975.00	£369.00	£2,606.00
Defibrillators and connection	£2,993.69	£1,470.00	£1,523.69
VAT	£1,423.60	£1,366.72	£56.88
TOTALS	£13,751.83	£10,607.71	£3,144.12

Signed:

Keith Alderman, Chairman.....

Date 28 April 2025

Susan Turner, RFO

Date 28 April 2025

APPENDIX II.VI

Certificate of Exemption – AGAR 2024/25 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 2025, 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 2025 and a completed Certificate of Exemption is submitted no later than **30 June 2025** notifying the external auditor.

MATTINGLEY PARISH COUNCIL
ENTER NAME OF AUTHORITY

certifies that during the financial year 2024/25, 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 2024/25: 23837.02 ENTER AMOUNT £00,000

Total annual gross expenditure for the authority 2024/25: 15798.91 ENTER 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 2021
- In relation to the preceding financial year (2023/24), 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 2025.

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

Signed by the Responsible Financial Officer Date

SIGNATURE REQUIRED

28/04/2025

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

28/04/2025

Signed by Chair

Date

SIGNATURE REQUIRED

28/04/2025

as recorded in minute reference:

2025.18.4

MINUTE REFERENCE

Generic email address of Authority

ENTER AUTHORITY OWNED GENERIC EMAIL ADDRESS

clerk.mattingley@gmail.com

Telephone number

TELEPHONE NUMBER

07515 777060

*Published web address

ENTER PUBLICLY AVAILABLE WEBSITE/WEBPAGE ADDRESS

<https://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 2025. Reminder letters for late submission will incur a charge of £40 + VAT.

APPENDIX II.VII

Section 1 – Annual Governance Statement 2024/25

We acknowledge as the members of:

MATTINGLEY PARISH COUNCIL
ENTER NAME OF AUTHORITY

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 2025, 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.	✓		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:

28/04/2025

and recorded as minute reference:

2025.18.5

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)

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

<https://www.mattingleyparishcouncil.gov.uk>

ENTER PUBLICLY AVAILABLE WEBSITE/WEBPAGE ADDRESS

APPENDIX II.VIII

Section 2 – Accounting Statements 2024/25 for

MATTINGLEY PARISH COUNCIL
ENTER NAME OF AUTHORITY

	Year ending		Notes and guidance
	31 March 2024 £	31 March 2025 £	
1. Balances brought forward	18955.23	16846.96	<i>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.</i>
2. (+) Precept or Rates and Levies	12600.00	14743.00	<i>Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.</i>
3. (+) Total other receipts	4667.36	9094.02	<i>Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.</i>
4. (-) Staff costs	5623.80	5191.20	<i>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.</i>
5. (-) Loan interest/capital repayments	0	0	<i>Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).</i>
6. (-) All other payments	13751	10607.71	<i>Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).</i>
7. (=) Balances carried forward	16846.96	24885.07	<i>Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).</i>
8. Total value of cash and short term investments	16846.96	24885.07	<i>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.</i>
9. Total fixed assets plus long term investments and assets	35676.75	37515.75	<i>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.</i>
10. Total borrowings	0	0	<i>The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).</i>

For Local Councils Only	Yes	No	N/A	
11a. Disclosure note re Trust funds (including charitable)		✓		<i>The Council, as a body corporate, acts as sole trustee and is responsible for managing Trust funds or assets.</i>
11b. Disclosure note re Trust funds (including charitable)			✓	<i>The figures in the accounting statements above exclude any Trust transactions.</i>

I certify that for the year ended 31 March 2025 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 REQUIRED

Date

18/04/2025

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

28/04/2024

as recorded in minute reference:

2025.18.6

MINUTE REFERENCE

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

SIGNATURE REQUIRED

APPENDIX II.IX

MATTINGLEY PARISH COUNCIL – THIS YEAR & BUDGET						
2024/25 YEAR END 31-Mar	2024/25 - YE v budget	2024/25 BUDGET - MAR 24	2025/26 BUDGET - DRAFT	2026/27 BUDGET - DRAFT	2027/28 BUDGET - DRAFT	
						EXPENDITURE
£5,191.20		£5,191.20	£5,191.20	£5,191.20	£5,191.20	CLERK'S SALARY
£324.00		£324.00	£324.00	£324.00	£324.00	CLERK'S ALLOWANCE
	£100.00	£100.00	£100.00	£100.00	£100.00	EXPENSES
						TRAINING
£1,721.02	£28.98	£1,750.00	£1,775.00	£1,825.00	£1,875.00	GOVERNANCE/ADMIN
						PRINT / DESIGN
£322.25	£177.75	£500.00	£500.00	£500.00	£500.00	COMMUNITY
£3,513.00	£0.06	£3,512.94	£3,688.58	£3,873.01	£4,066.66	HOUND GREEN -contract
£160.00	£340.00	£500.00	£500.00	£500.00	£500.00	HOUND GREEN other maint
£170.00	£330.00	£500.00	£500.00	£500.00	£500.00	PARISH MAINTENANCE
	£500.00	£500.00	£500.00	£500.00	£500.00	GLEBE WOOD
	£1,000.00	£1,000.00	£1,000.00	£1,000.00	£1,000.00	HOUND GREEN TREES
						Projects
						Hound Green trees
			£5,000.00			HOUND GREEN POND
						Community events
						Benches
£1,191.72	£408.28	£1,600.00	£408.28			Phone Box
£1,470.00	£1,470.00					Defibrillator
£369.00	£3,131.00	£3,500.00	£3,131.00			Plough Lane gateways
£1,366.72	£1,366.72					VAT
£15,798.91	£3,179.23	£18,978.14	£22,618.06	£14,313.21	£14,556.86	TOTAL EXPENDITURE
£11,401.47	£2,476.67	£13,878.14	£14,078.78	£14,313.21	£14,556.86	Budget/Precept expend
£3,030.72		£5,100.00	£8,539.28	£0.00	£0.00	Project expenditure
						INCOME
£14,743.00		£14,743.00	£15,569.00	£16,347.45	£17,164.82	PRECEPT
£1,000.00						County Cllr Dev budget
£5,000.00						Grants other
£2,731.77						Vat refund
£362.25		£200.00	£350.00	£400.00	£450.00	Bank interest
£23,837.02		£14,943.00	£15,919.00	£16,747.45	£17,614.82	TOTAL INCOME
£8,038.11		£4,035.14	£6,699.06	£2,434.24	£3,057.96	Surplus // Deficit
£24,885.07		£12,811.82	£18,186.01	£20,620.25	£23,678.21	Balance

ALLOCATED RESERVES 2024/25	
Working balance	£14,743.00
HG pond	£5,000.00
Gateways	£3,131.00
Phone box	£408.28
Tree Fund	£1,602.79
TOTAL	£24,885.07

Precept = £14,743.00

ALLOCATED RESERVES 2027/28	
Working balance	£17,164.82
Tree Fund	£6,513.39
TOTAL	£23,678.21

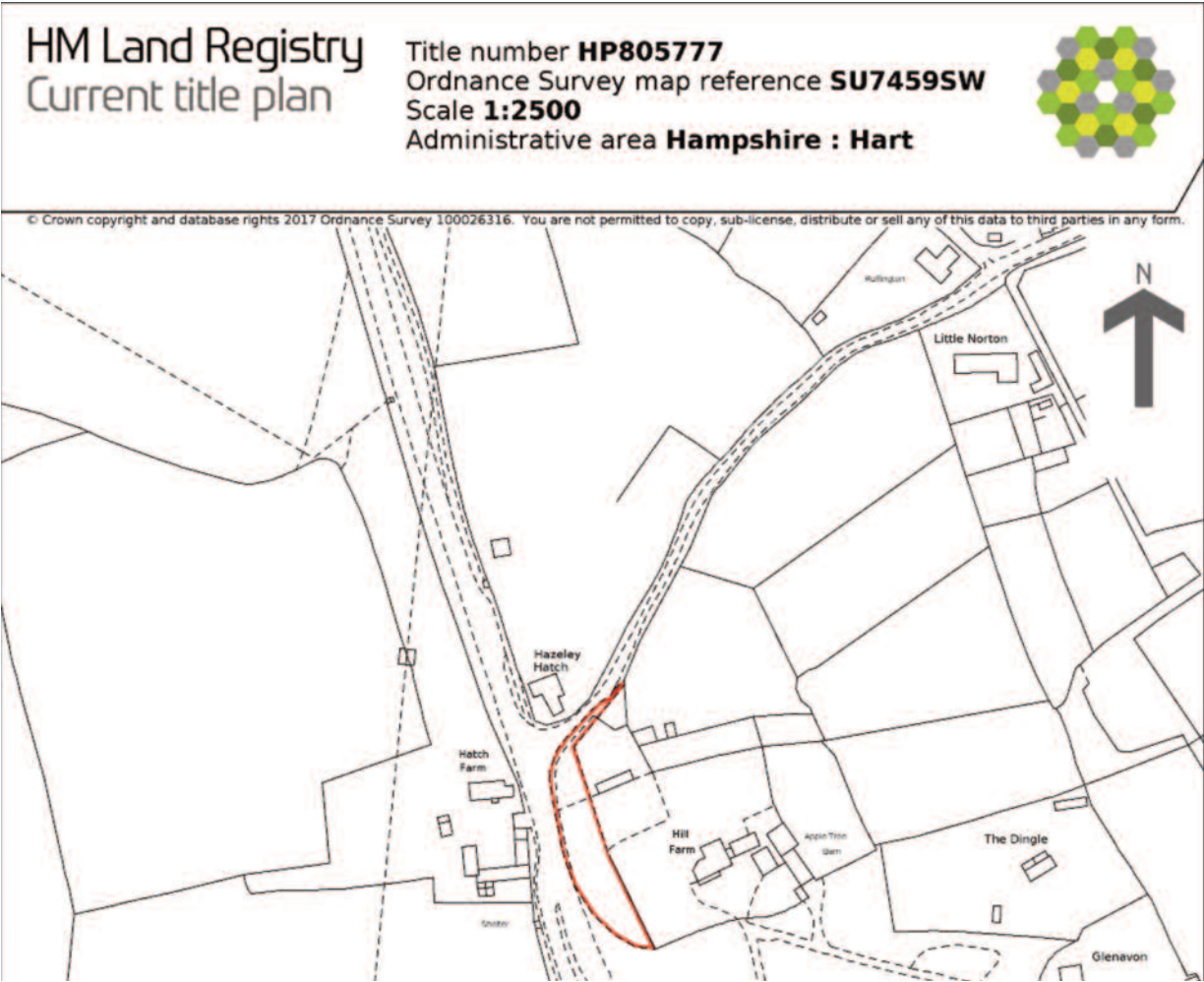
Precept = £17,164.82

APPENDIX II.X

COMPARISON		MPC THIS YEAR AND BUDGET	2024/25 YEAR END	2024/25 - YE v budget	2024/25 BUDGET - MAR 24	2025/26 BUDGET - DRAFT	2026/27 BUDGET - DRAFT	2027/28 BUDGET - DRAFT		
2022/23 YE	2023/24 YE		31-Mar							
		EXPENDITURE							EXPENDITURE	
£5,191.20	£5,191.20	CLERK'S SALARY	£5,191.20	£100.00	£5,191.20	£5,191.20	£5,191.20	£5,191.20	CLERK'S SALARY	
£432.60	£432.60									
£324.00	£324.00	CLERK'S ALLOWANCE	£324.00		£324.00	£324.00	£324.00	£324.00	CLERK'S ALLOWANCE	
		EXPENSES			£100.00	£100.00	£100.00	£100.00	EXPENSES	
		TRAINING							TRAINING	
£1,393.55	£1,708.01	GOVERNANCE/ADMIN	£1,721.02		£28.98	£1,750.00	£1,775.00	£1,825.00	£1,875.00	GOVERNANCE/ADMIN
£100.00		PRINT / PUBLISH /DESIGN								PRINT / DESIGN
£25.00	£225.00	COMMUNITY / DONATIONS	£322.25		£177.75	£500.00	£500.00	£500.00	£500.00	COMMUNITY
£3,040.08	£3,252.72	HOUND GREEN -contract	£3,513.00		£0.06	£3,512.94	£3,688.58	£3,873.01	£4,066.66	HOUND GREEN -contract
£180.00	£180.00	HOUND GREEN other maint	£160.00		£340.00	£500.00	£500.00	£500.00	£500.00	HOUND GREEN other maint
£562.50		PARISH MAINTENANCE	£170.00	£330.00	£500.00	£500.00	£500.00	£500.00	PARISH MAINTENANCE	
	£500.00	GLEBE WOOD		£500.00	£500.00	£500.00	£500.00	£500.00	GLEBE WOOD	
		HOUND GREEN TREES		£1,000.00	£1,000.00	£1,000.00	£1,000.00	£1,000.00	HOUND GREEN TREES	
		Projects							Projects	
£8,574.08		Hound Green trees							Hound Green trees	
		HOUND GREEN POND				£5,000.00			HOUND GREEN POND	
£864.47		Community events							Community events	
£1,057.38		Benches							Benches	
£1,378.23	£169.81	Phone Box	£1,191.72	£408.28	£1,600.00	£408.28			Phone Box	
	£2,993.69	Defibrillator	£1,470.00	£1,470.00					Defibrillator	
	£2,975.00	Plough Lane gateways	£369.00	£3,131.00	£3,500.00	£3,131.00			Plough Lane gateways	
£2,469.60	£1,423.60	VAT	£1,366.72	£1,366.72					VAT	
£24,727.49	£19,375.63	TOTAL EXPENDITURE	£15,798.91	£3,179.23	£18,978.14	£22,618.06	£14,313.21	£14,556.86	TOTAL EXPENDITURE	
£10,383.73	£11,813.53	Budget/Precept expend	£11,401.47	£2,476.67	£13,878.14	£14,078.78	£14,313.21	£14,556.86	Budget/Precept expend	
£11,874.16	£6,138.50	Project expenditure	£3,030.72		£5,100.00	£8,539.28	£0.00	£0.00	Project expenditure	
		INCOME							INCOME	
£12,000.00	£12,600.00	PRECEPT	£14,743.00		£14,743.00	£15,569.00	£16,347.45	£17,164.82	PRECEPT	
£2,105.66	£1,000.00	County Cllr grant - defib	£1,000.00							County Cllr Dev budget
		Hart Grant-HoundGreenPond	£5,000.00							Grants other
	£3,412.20	Vat refund	£2,731.77							Vat refund
£161.99	£255.16	Bank interest	£362.25			£200.00	£350.00	£400.00	£450.00	Bank interest
£14,267.65	£17,267.36	TOTAL INCOME	£23,837.02			£14,943.00	£15,919.00	£16,747.45	£17,614.82	TOTAL INCOME
£10,459.84	£2,108.27	Surplus // Deficit	£8,038.11		£4,035.14	£6,699.06	£2,434.24	£3,057.96	Surplus // Deficit	
£18,955.23	£16,846.96	Balance	£24,885.07		£12,811.82	£18,186.01	£20,620.25	£23,678.21	Balance	

APPENDIX III – SUMS INSURED FOR REVIEW

MATTINGLEY PARISH COUNCIL				
INSURANCE REGISTER MAY 2025			SUMS INSURED	SUMS INSURED
Asset	Location		Replacement value	SUGGESTED
LAND				
Village Green	Hound Green		CORE COVER	CORE COVER
DEFIBRILLATORS				
x3	Pubs x 2, storage x 1		FOC	CORE COVER
WAR MEMORIAL				
Bus shelter memorial	B3349 Mattingley Green		£12,000.00	£12,000.00
OUTSIDE EQUIPMENT				
Speed Indicator Device- incl data recorder, brackets, padlock		Highway	£3,500.00	£3,500.00
Speed Limit Reminder sign- incl data recorder, brackets, padlock		Highway	£3,500.00	£3,500.00
Goal Posts x 2	Hound Green		£1,000.00	
STREET FURNITURE				
Village gateways x2			£2,800.00	£2,800.00
Mapboard	Plough Lane		£800.00	
Mapboard	off B3011 nr Shoulder		£800.00	
Mapboard	Hazeley Bottom		£800.00	
Mapboard	Mattingley Church		£800.00	
Mapboard	Hound Green		£850.00	
Memorial benches x 2			£1,200.00	
Owl Notice board	Hound Green		£2,000.00	£2,000.00
Picnic table - carved (frog)	Hound Green		£2,000.00	£2,000.00
Benches x 2	Hound Green		£1,000.00	
Interpretation panel	Hound Green		£850.00	
Litter Bin	Hound Green		£600.00	
Phone Box	Hound Green		£7,000.00	£7,000.00
Notice Board	Hound Green Close		£1,200.00	
Notice Board	Mattingley Green		£1,200.00	
Notice Board	Plough Lane		£1,200.00	
Notice Board	Hazeley Bottom		£1,200.00	
Bench	Church ?		£600.00	
Bus Shelter	Hound Green		£3,500.00	
Bus Shelter x2	B3011 (nr Plough Ln -opp HazeleyB-Rd)		£7,000.00	
Bus Shelter	Red Hill		£3,500.00	
TOTAL			£60,900.00	£32,800.00



 **GOV.UK**
Search for land and property information


Title register for:

Land adjoining Hill Farm, Hazeley Heath, Hook (RG27 8LZ) (Freehold)

Title number: HP805777

Accessed on 18 July 2024 at 17:40:02

This information can change if we receive an application. This service can not tell you if HM Land Registry are dealing with an application.

 **This is not an official copy. It does not take into account if there's a pending application with HM Land Registry. If you need to prove property ownership, for example, for a court case, you'll need to order an official copy of the register.**

Register summary

Title number	HP805777
Registered owners	HAMPSHIRE COUNTY COUNCIL The Castle, Winchester, Hampshire SO23 8UJ
Leased for	No lease recorded

APPENDIX V HIGHWAYS AND VERGES Email to Tim Davies of 25 February

RE MATTINGLEY

Hi Tim... You mention Bottle Lane in your report to Lulu.

This is a recent post from Mattingley Matters facebook page.

'Posting anonymously as I am currently so cross and wanted to gauge how others are feeling !

Just returned in car down Bottle Lane going against the Wellesley Prep traffic ...

Close shave as almost hit by one car and only one driver actually slowed down and stopped at a passing point.

So sick of the almost constant flux of traffic one way and then back several times in the afternoons and also the rudeness and arrogance of the drivers!

Is there anything we can do? Have spoken to the school on numerous occasions but nothing ever changes and in fact it feels that situation is getting worse!

The banks are eroding which helps to flood the roads as well.

Sorry rant over but I'm not happy and can't avoid using the road at certain times of the day.'

I've also attached a section (p3) from minutes January 2025 Mattingley Parish Council meeting.

(Noting, when verges were destroyed in Cowfold Lane, Rotherwick, a few years back – I think because of SE water putting new main along B3349 – there was some reparatory work.)

But – when a lot of damage is caused by school traffic, or private road closures – hard to see who might pick up the tab. And all narrow rural road verges get so damaged, a never-ending task to repair them.

Though noting the solar farm company (Enviromena) who installed / manage Kiln Field solar farm in Heckfield. So much damage done – in Bottle Lane I think because of road closures when they were laying the connection to Bramley.

HECKFIELD

Also damage in Bar Lane - in Heckfield - by Enviromena – by the construction traffic.

For eg, the low brick walls which border where the road crosses stream (tributary Whitewater) - demolished one side and never replaced. The road floods here - when it's bad, road completely submerged - and without the wall, can't see edge of road and where falls down to the stream. [\[Pics attached.\]](#)

This should be replaced / repaired.

Does HCC have any role here – in requiring Enviromena to repair damage? As HCC are ultimately responsible for Highways?

Similar question re Hazeley Bottom in Mattingley. A lot of damage due to Traffic Management Co road closure not adequately signed 10/11 Dec. But ultimate responsibility lies with HCC.

[See the page from Mattingley PC minutes and also previous emails from Guy.](#)

If Lulu can look at... possibilities might be:

1. Input / contribution from Enviromena, certainly in Bar Lane to replace the wall / make good here.
2. Redress from Paragon Traffic Management re damage in Hazeley Bottom?
3. What to be done / can anything be done about the school traffic?? A major issue in Bottle Lane, think Vicarage Lane suffers as well.
Plough Lane also issues with traffic to St Neots.

Thank you!

[page 3 from MPC-January Minutes-2025.pdf](#)

[Screenshot 2025-02-25 at 22.16.45.png](#)

[Bar Lane - pic 1.JPG Bar Lane - pic 2.JPG](#)

[Mattingley Matters post Jan 2025 - Bottle Lane.png](#)

APPENDIX VI.I

Initial thoughts from Ecologist regarding

THE CREATION OF POND/WETLAND/AQUATIC HABITATS ON THE GREEN

- Starting with the location of the old pond
- Then looking for opportunities for creation on other parts of the green along the existing ditches.

DRAINAGE

- Underlying clay would mean it should be easy to create surface water bodies - if it was gravel then there would be too much drainage.
- I would say that looking at the drainage of the site would be worth the expense if we can then use that to inform a plan for the creation of a new pond in the old location..

EXISTING POND

- Taking that easy, cutting back vegetation, scraping away debris, tree roots in order to form a new bowl which will be allowed to refill each winter.

GRASSLAND

- After reading the SINC report and after I have been on the applied meadow management course over the last few weeks I have been thinking about the management of the grassland areas and particularly regarding the three species of orchid that we identified on the signage around the Green.
- There are good numbers of common spotted orchid which we found on the visit. I am wondering whether those species would be a good focus for the management of the green moving forward.

Was there a SINC citation for Hounds Green? I thought that there was one and I cannot seem to find it in the emails. Could you resend or send that over to me thanks.

Regards,
Jon Cranfield
Director - Herpetologic Ltd.

APPENDIX VII.II – Initial thoughts from Ecologist regarding POND CONSTRUCTION

- It is recommended that further investigations into the drainage on the green should be commissioned this summer so that the new pond creation project can be integrated within the drainage of the site.
- In the dry months vegetation can be cleared away from the inside of the pond to help allow light into the pond area.
- Before the wet season over the winter and once some investigation has been carried out into the drainage of the site – careful scraping of the silt within a pre-determined area can be undertaken with careful supervision to help create deepened pools or bowls which will form variations in the new water body (see above graphic).
- As discussed on site the provision of a waterbody or pond which regularly dries out is beneficial for the wildlife which tend to suffer when predators (fish, beetle larvae etc) build up in numbers.



- The initial plan would be to create a series of pools which can flood into each other and then draw down into separate pools within the area identified on the site visit.
- Clearance of the vegetation would be the first job and then deepening areas by pulling old tree roots left by pylon clearance works could help to provide deeper areas for the pond.
- Once the pond has been constructed there will be a need for patience to allow the rains to refill the depressions to create the new waterbody. Once the pond reemerges then I would recommend sitting back and see what happens in terms of the wildlife which may colonise the new habitat.
- The dimensions of the pond or series of ponds would need to be checked again, and the location would need to be clear of any electricity infrastructure.
- The arisings of the pond need to be kept to a minimum and perhaps need to be disposed of offsite. Creating spoil and vegetation is a source of nutrients which will have an impact on the green and the plants with live there.

LOCATION HOUND GREEN POND -

OS BASE MAP



GOOGLE SATELLITE



APPENDIX VIII ELM TREES – GLEBE WOOD TRACK END



Elms replanted by Tom and ground further cleared

Photos: Tom



A little Yew in the corner

Brambles cleared to gateway



APPENDIX IX.I PLANNING UPDATE 10 MAY

NEW APPLICATIONS SINCE LAST MEETING

25/00778/CA (Validated 28 Apr) Leather Bottle G 1 - 4 x ASH - Fell and replace with 2 x Oak and 2 x Cherry.

25/00764/OHL (Validated 23 Apr 2025) The Leather Bottle, install a Ground Mounted Electricity Substation

25/00646/OHL (Validated 04 Apr 2025) Hatts Cottage Hazeley Heath. Works to Underground sections of our overhead network and to relocate a pole into land designated as a Site of Special Scientific Interest.

25/00517/HOU (Validated 27 Mar 2025) White Ladies, Hazeley Bottom Erection of single storey rear and side extensions

25/00477/FUL (Validated 21 Mar 2025) The Mutton At Hazeley Heath. Erection of 8 units of guest accommodation with associated parking, landscaping and new Sewage Treatment Plant

APPLICATIONS PENDING / RECENTLY DECIDED

25/00334/CA (**Withdrawn 11 March, Validated 03 Mar**) West End House, Bottle Lane. G1 - Poplars - Crown reduce by 3-4m; G2 - two Beech trees - Remove to ground stump level.

24/02451/**PREAPP** (**Pending, Validated 17 Dec**) Fieldgate, Hazeley Lea. Demolition of existing dwelling and erection of replacement dwelling with associated car parking, amenity space and landscaping.

24/02205/**PREAPP** (**Opinion issued 07 March, Validated 06 Nov 2024**) Priors Farm, Reading Road. Demolition of existing sheds and construction of 1no. 5-bed dwelling (Use Class C3) with associated car & cycle parking, landscaping, refuse storage and private amenity space.

Officer response details why both demolition and newbuild would be contrary to Policy. **APPENDIX X.II**

24/02131/HOU (**Grant 14 March, Validated 24 Oct 2024**) Old Forge, Hazeley Bottom. Erection of new detached garage/barn following demolition of existing dilapidated structure.

24/01868/FODI (**Grant ref Hart Planning Committee of 22 January, Validated 02 Aug 2024**) Blue House Farm, Bottle Lane. Diversion of footpath in relation to development granted planning permission under 22/03030/FUL.

Parish Council submitted a response to the application in support for the new path route as shown on the plan – ie joining Bottle Lane via the existing driveway entrance. But requesting this be confirmed, drawing attention to unclear written description which only said 'west of the driveway'.

Approved by Hart Planning Committee on Wed 22 January, with officer recommendation for approval. Apparently taken to committee because of our comment - why this necessary(??) (Perhaps footpath applications go to committee if any query raised?) Seems now will go to a HCC Countryside Services consultation to divert the footpath.

From Planning Committee minutes for 22 Jan

55 Development Applications

24/01868/FODI – Blue House Farm, Bottle Lane, Mattingly, Hook

The Senior Planner summarised the application for the diversion of a footpath in relation to a development for which planning permission had been granted under 22/03030/FUL.

A question was raised regarding the issues raised by the Parish Council in response to the planning application. The Senior Planner confirmed that these would be picked up as part of the consultation process.

The recommendation was proposed by Cllr Oliver and seconded by Cllr Makepeace-Browne and agreed unanimously.

The Committee resolved that:

- (i) Approval be given to proceed with the proposal to make a Public Path Diversion Order to divert Public Footpath 10
- (ii) approval for the Order to be sent out for consultation,
- (iii) subject to no objections being received (or if objections were received, those objections had been resolved), approval be given to confirmation of the Order to be advertised to formally complete this part of the process
- (iv) should an objection be received and not resolved, approval be delegated to the Executive Director – Place to refer it to the Planning Inspectorate for a decision.

REF FELLING BLACK POPLARS

23/02398/FUL (Granted 14 May 2024, Validated 19 March 2024) Bottle Lane House. Change of use of equestrian manege into tennis court.

Re approval to fell row of Black Poplars, see **APPENDIX XI.**

APPENDIX IX.II

24/02205/**PREAPP** (Opinion issued 07 March, Validated 06 Nov 2024) Priors Farm, Reading Road. Demolition of existing sheds and construction of 1no. 5-bed dwelling (Use Class C3) together with associated car and cycle parking, landscaping, refuse storage and private amenity space.

Planning officer not in favour.

1 RE DEMOLITION OF 5 EXISTING BUILDINGS / BARNES.

- Two of the barns can be converted under permitted development as per 24/00428/GPDAGD (decision of 24 April 2024, planning application not required) Priors Farm, Reading Road. Application for notification for prior approval for the change of use from use as agricultural buildings to use falling within Class C3 (dwellinghouses).
- Three are classed as commercial use as per planning permission in 1989 to be used for light industrial workshops.

So first issue re the three supposed to be employment premises, is loss of that employment provision.

'If this development is pursued, the Council would expect comprehensive information to demonstrate there were continuous efforts undertaken in the past for at least six months to market the light industrial use of the land/buildings, instead of simply letting them to become vacant and neglecting them until they became in the condition they are in.'

- This current planning application for demolition of all the barns to make way for a new house says the three commercial use barns are in too poor a condition for commercial use to realistically continue.
- But the 2024 application for the other two said they could be converted to residential with minimal work.

Case officer notes this and evidently takes a dim view.

2. RE BUILDING OF NEW 5-BED HOUSE

Officer considers an isolated location

'It is in an unsustainable location as there are no facilities in the locality to meet the day-to-day needs of residential occupiers. Also, there is no pedestrian/cycling infrastructure or availability of public transportation options in the immediate area to replace or even reduce a reliance on the private vehicle. As such, the location for residential development is not acceptable in policy terms. The site is unsustainable previously developed land.'

Officer also considers the proposal... to not be of high quality design and to be detrimental in terms of landscape and impact on heritage assets – conservation area and nearby listed buildings.

ALSO NOTED

That although the conversion of two of the barns would not require planning permission, they could not be lawfully converted without legal agreement re SANG provision (within 5km of SPA – Thames Valley Heath Special Protection Area)

AND

'The principle of residential development in the countryside, in this instance, would not be acceptable.'

APPENDIX X BOTTLE LANE HOUSE POPLARS (WEST END FARM)

Report from resident on 11 February 2025 (to Keith) that contractors felling row of Black Poplars at Mattingley West End which is Conservation Area.

No applications for Trees in Conservation Area relating to this, but looking at planning applications for vicinity – see detail from application below.

The Hart tree officer was consulted, case officer approved.



23/02398/FUL (Validated 19 March 2024) Bottle Lane House. Change of use of equestrian manege into tennis court.

Copied from supporting documents

Officer Report

'The application has been accompanied by an Arboricultural Implications Statement (AIS) which sets out that there is a row of mature Poplar trees to the southern boundary which are of a poor quality and fall into the adjacent public footpath. The statement recommends that the trees are removed and replaced with suitable replacements. A condition will be imposed to ensure the development is carried out in accordance with the AIS.

'Subject to condition, the development is acceptable in tree respects.'

Arboricultural Implications Statement

There is a row of mature Black Poplar trees to the southern boundary. These tree are of very poor quality and continuously fall onto the adjacent public footpath. It has been recommended that the trees should be replace with indigenous trees. See Arboricultural reports.

Tree Planting

Trees are to be planted after all the existing Black Poplar trees are removed and after all construction work is complete, in the first planting sea-son (September to November). [New trees to be a mix of Oak, Beech and Hawthorn located between the old tree positions at approximately 6m centres.](#) [Double staking is required to all trees,](#) the stakes and adjustable ties are to be checked monthly for five years.

From Arboricultural Report

Pruning and felling works to facilitate development

Four of the nine trees are over mature hybrid black poplars that are a part of a line of 18 Poplars.

In the last 12 months, three other Poplars in the same line have fallen. Just south of the trees is a busy public footpath. A separate report has been forwarded to the local authority, recommending the trees be felled and new trees replanted. The felling of the trees is for health and safety reasons and not to facilitate the development.