



HART DISTRICT ASSOCIATION OF PARISH & TOWN COUNCILS

MINUTES OF THE MEETING

Held on Tuesday 9th January 2018
At Hook Community Centre

PRESENT

Alastair Clark
John Keane
Gill Chatfield
Colin Hebborn
Dan Bunter
David Jackson
Simon Ambler
Geoff Beaven
Jan Hyatt
Marilyn Robson
Paul Einchcomb
Liz Ford

Chairman
Vice Chairman

Daryl Phillips
David Neighbour
David Bell
Debra Davies
Dr Jane Worlock
Elaine Fordham
Jane Bonnin
Bob Aylmer
Jeremy Fellows
Steve Burrige
Andrew Renshaw
Meyrick Williams
Tony Spencer

Dogmersfield PC
Yateley TC
Church Crookham PC
Crandall PC
Crookham Village PC
Crookham Village PC
Crookham Village PC
Dogmersfield PC
Elvetham Heath PC
Elvetham Heath PC
Fleet TC
Greywell PC, Long Sutton and Well and
South Warnborough PC
Hart DC
Hart DC
Heckfield PC
Hook PC
Hook PC
Hook PC
Hook PC
Mattingley PC
Odiham PC
Rotherwick PC
Winchfield PC
Winchfield PC
Yateley TC

18/402	Welcome and Introductions	
	The Chairman, Alastair Clark, welcomed all to the meeting and each representative introduced themselves. A special welcome was given to David Neighbour, Leader of Hart District Council, and the hospitality provided by Hook Parish Council was acknowledged.	
18/403	Apologies	
	Rochelle Halliday on behalf of Hartley Wintney PC, Anne Atkins (Hook PC), Jon Hale and Mark Falkner (Odiham PC).	

18/404	<p>Minutes of the Meeting held on 17th October 2017</p> <p>There was a correction to the attendance list. David Bell had given his apologies and did not attend. The acceptance of the minutes was proposed by Tony Spencer and seconded by Steve Burridge and all being in agreement they were duly signed as an accurate record of the meeting.</p>	
18/405	<p>Matters arising from Minutes of the Last Meeting</p> <p>There were no matters arising from the minutes of the last meeting.</p>	
18/406	<p>Hart District Council Report and Emerging Local Plan</p> <p><u>Hart District Council Report</u></p> <p>Daryl Phillips reported that finances are better than expected due to a £200K offset, even though the Government grant is £0 and there is a £500K return to the Government to pay.</p> <p>The Parish Council Taxbase figures are thought to now be finalised with an adjustment due to Church Crookham.</p> <p>There is an interest in flooding patterns and so a parish forum will be set up with relevant agencies, and invitations will be sent out to parishes to attend.</p> <p>General Data Protection Regulations (GDPR) affects all bodies and is an extension of the Data Protection Act. Hart DC will be running training sessions that Parish Councils will be invited to join. The changes will affect all Councillors.</p> <p><u>Other Hart DC Issues:</u></p> <ul style="list-style-type: none"> • There are five District Councils investigating the advantages of outsourcing the back office functions (to make savings) and tenders are being invited from suitable companies. • Business rates retention is still a possibility depending on Government decisions. • Planning reform changes are significant with the objective to deliver future growth, and they may affect planning but much is dependant on a revision to the NPPF which is expected soon. • Planning fees are going up 20% from January 2018 so there has been a rush of applications, including Cross Farm. <p><u>Local Plan</u></p> <p>The Draft Local Plan has now been approved for publication by the Council and the Cabinet. The next stage is the 'Publication Stage' and consultation and will run from 9th February 2018 until 26th March 2018. The public are able to comment. Hart District Council will consolidate the comments and include them with the submission version of the plan that will be examined in the Summer 2018.</p>	

The Government are putting in place new rules on how to calculate how many houses are needed to provide consistency in the calculations. Although the rules are not yet officially in place, the new methodology is already being used by Hart.

In the Draft Local Plan the small sites have been removed. Decision has been made to press on with the inclusion of a new settlement in the Murrell Green/Winchfield area, and 1500 houses at Hartland Park (subject to Section 106 agreements).

Planning permission has already been granted for 80% of the developments. It is acknowledged that there are differing views on the contents of the Draft Local Plan. A Parish Briefing will be held to explain the contents of the Draft Local Plan. The date is to be advised.

Below is a summary of questions to Daryl Phillips:

Q) Does £500K pay back come out of Council Tax funds?

A) Yes. The Government focus is to provide more money for social care.

Q) What is happening about the community infrastructure levy (CIL)?

A) The CIL may be delayed. There needs to be demonstrated an infrastructure deficit. Examination of the CIL still requires land evaluations. The CIL does need to be bought forward. Smaller schemes have to contribute to the CIL. Parishes should get 15% and if a Neighbourhood Plan is in place then it would be 25%.

Q) GDPR training is being offered by HALC. Should HALC or Hart DC training be followed?

A) Attend both HALC and Hart DC if possible to get a cross section of views.

Q) What is happening about the Band D pay back?

A) Band D pay back is now dead.

Q) How will the £500K return make a difference with filling the gap in social care?

A) It is a start!

Q) Will there be accelerated future growth over time?

A) The criteria to calculate housing numbers has been broad with each developer interpreting the calculation differently, so it was never clear which data to use. The Government realised this was a problem and came up with a very simple formula that gives the calculation for the starting point based on household projections which are revised every two years.

Q) Once the Local Plan has been accepted, will it be reviewed?

A) It will be reviewed in five years, to check the planning is still valid against household projections.

	<p>Q) What happens if the Local Plan is not approved?</p> <p>A) If the Local Plan is not approved, permission to build is granted anyway.</p> <p>Q) Is the Council hostage to developers?</p> <p>A) It is an issue. The market determines when houses are built. Councils have given permission for half a million houses but they have not yet been built. There is a proposal from the Local Government Association that there should be a penalty if houses are not built and developers forced to pay council tax on undeveloped sites.</p>	
18/407	<p>The new Hart District Council Corporate Plan</p> <p>David Neighbour gave a summary of the Hart Draft Corporate Plan explaining that it is focused on the next two to five years. The draft plan is on their website and it is an extension of the existing plan but now with four strategic priorities instead of three which are:</p> <ul style="list-style-type: none"> • A Thriving Local Economy • A Clean, Green and Safe Environment • Healthy Communities and People • Becoming a More Efficient and Effective Council <p>It was accepted that each parish/town council may work differently and what works for one community may not be suitable for another.</p> <p>The intention is for Hart District Council and the parish and town councils to work together to help with, and have conversations about things that are not being done or could be done. The aim is for Hart District Council to be more amendable.</p> <p>David Neighbour said that he would like to attend the HDAPTC meetings once a year and asked that Parishes should contact him directly if Hart District Council is not helping with certain issues. Simon Ambler, who holds the portfolio for partnerships, highlighted it is still important to continue to contact your local District Councillor for day to day issues and keep them in the loop if there is a need to contact David Neighbour.</p> <p>Following the question and answer sessions, Daryl Phillips and David Neighbour left the meeting.</p>	
18/408	<p>Parish Questions for Hart District Council</p> <p>Questions and answers have been included in section 18/406 for the purpose of topic information flow.</p>	
18/409	<p>General Data Protection Regulation (GDPR)</p> <p>Following on from the points made by Daryl Phillips it is good news that joint training with Hart District Council has been offered.</p> <p>Although the Regulation is not finalised yet it was commented that the training already provided for Odiham Parish Council was useful.</p>	

	<p>The key message from the regulation is that you should not share or store personal data without the owner's express permission.</p> <p>It was asked if there was any online training available, for which the response was that there is a lot of information available on the web and some of it is helpful and some of it is poor.</p> <p>HALC are running training courses and are doing one in Fleet at the end of January but it is already fully booked.</p> <p>The intention is to liaise with both HALC and Daryl Phillips to arrange one or two training sessions in the Hart District Council area. It was also mentioned that the Hart Voluntary Action group are running courses. Further enquiries will be made and information will be sought from NALC and other county associations about training courses.</p> <p>The GDPR will be effective from May 2018.</p> <p>A comment was made about whether there is a requirement for a Parish to have a data protection officer. This matter needs clarifying but it is permissible to share a data protection officer between parish/town councils. If an existing employee fills the role it is important that there is no conflict of interests.</p> <p>A government Consultation on the Freedom of Information Act information has been sent out by Amy Taylor and will be re-circulated.</p>	<p>AC</p> <p>AC</p>
18/410	<p>HALC Board Meeting 2nd December 2017 – Brief Report</p> <p>The meeting was attended by Alastair Clark (now a Vice Chairman of HALC), Tony Spencer and John Keane. It mainly concerned appointments. Board Members considered the annual elections to board portfolios and most positions were filled with a block vote and remained unchanged. The exception was one position that was postponed to allow the relevant District Association to hold their AGM and confirm their representation.</p>	
18/411	<p>NALC AGM and Conference at Milton Keynes – Brief Report</p> <p>Alastair Clark attended the meeting. The key point from the meeting was that MP Sajid Javid said the Government was not planning to cap parish council precepts for the next three years.</p>	
18/412	<p>HALC Need Fourth Representative</p> <p>A fourth volunteer is still needed to support the existing three representatives. It involves attending the occasional board meeting (max four Saturday mornings per year and the occasional additional meeting). There is no obligation to attend every meeting.</p>	
18/413	<p>Parish Reports</p> <p>Blackwater and Hawley (no report received)</p>	

Bramshill (no report received)

Church Crookham (written report received)

Our latest Newsletter due to be delivered next week invites our residents to become involved with their community in a number of ways:

1. To become part of a volunteer group to join a Speedwatch initiative in the parish. We welcome other local parishes to partner up with CCPC and invite you to contact our Clerk to progress setting up of a group.
2. To join the Parish Council on 3rd March to participate in the Great British Spring clean litter pick in the parish.
3. The Parish Council will be running an Orchard Workshop in February in the Gurkha memorial orchard to encourage residents to help look after this valuable asset into the future. We will be joined by Les Davies – The WestCountryMan over the weekend of the 17th / 18th.
4. We have invited Fleet & District Beekeepers Association to create an Apiary at the Allotment site allowing Church Crookham beekeepers to keep their hives locally and no doubt promote pollination of the produce grown at the allotment site.
5. We are also installing an Art Trail next week of some wonderful way-markers specially crafted for the Parish Council. We are hoping the pre-school based at the Community Centre are going to help us name the art trail and the animals depicted.
6. Gym introduction sessions are also being set up to enable residents to confidently get the most out of the new gym facility installed at Peter Driver Sports ground.



Crondall (written report received)

1. We endorse comments made by previous delegates about the work of North Hampshire Countryside Access Team, under Andy Aitken and aided by NE Hampshire Rambler's Association, led by Andy Tyas. These teams continue to do good work in maintaining footpaths within the District.
2. One of our Councillors asked me to mention GoodSam to you - GoodSam is an App (of course) and stands for Good Smartphone-Activated Medics. It enables you to register locations/details of Defibrillators in your area and also contact details for

qualified Medical staff. Thereby, users can find their nearest support in the event of Urgent First Aid problems. We have registered the Defibrillator at the Plume of Feathers in Crondall and other Parishes may wish to make similar registrations. <https://www.goodsamapp.org/home> for more information. There is also a video about the App <https://en-gb.facebook.com/goodsamapp/>

3. We had a real by-election in December, following the resignation of one Councillor. There were two candidates, so we had the first proper (contested) election since 2004! I am pleased to say that the female candidate (Therese Evans) won the ballot: Crondall again has a female Councillor, which is always welcome!

Crookham Village (written report received)

Very pleased to report that we have at last filled our remaining councillor vacancy by co-option after the 2016 election left us three short.

Nothing to report on drugs [see minutes of last meeting] except that we understand that Safer Hart has been liaising with schools on this topic.

CV Neighbourhood Plan is in final stages of preparation for parish consultation once the consultation for the Hart Local Plan has been concluded.

Further to closure of Pilcot Road raised by Dogmersfield, we have concerns about the clarity of signage for the closure on the eastbound A287 before Chalky Lane which could be interpreted to mean that Chalky Lane is closed and hence could misdirect traffic (see diversion map from Highways via Tweet on CVPC web site www.crookhamvillage.org.uk). Highways are unwilling to change it at this stage.

We have installed a third defibrillator in an external cabinet outside the Social Club in Crookham Village and are investigating options for a further unit outside the Zebon Community Centre primarily to cater for users of the adjacent sports pitches and play areas.

Our Lengthsman Scheme has been running for some months now and has proved to be popular with parishioners as well as raising the profile of the parish council.

We would be grateful any information from other parishes about solar-powered, wireless-linked CCTV which would help us cover a play area which is a little distance from our community centre and attracting unwelcome attention.

Dogmersfield (written report received)

Road Closure

Some of you may already know that Pilcot Road which runs between Dogmersfield to Crookham Village could be closed for an extended period during the six months from 9th January 2018.

The closure will be from the river bridge in Dogmersfield to the Hitches Lane junction and it is required for the laying a new gas main. Measures will be taken to allow access for the Pilcot Road residents affected.

This is a busy through route between the A287 and Fleet including Junction 4A on the M3 and Parents taking their children to school in Dogmersfield from the Fleet area will be inconvenienced. There are also important sporting events that want to use this route such as the Fleet half marathon and a cycling rally in January that organisers predict will attract 700 entrants.

We have spoken to Southern Gas Networks who expect their work to last for around two months and could be undertaken with single carriageway working for some of this time. They were unaware of the sporting events.

Elvetham Heath (written report received)

Carols in the Key combined this year with the Church on the Heath Live Nativity and was attended by approximately 500 people.

The recycling area next to the Morrisons supermarket has been a problem for five years, attracting mountains of fly tipping, especially at Christmas. The recycling area is on Morrisons land and is maintained by Hart District Council. Additional collections were arranged but it still remains a big issue. A meeting is to be arranged with HDC officers to find a solution to the problem.

Eversley (no report received)

Ewshot (no report received)

Fleet (written report received)

- Boundary Commission have agreed to support Fleet Town Council's request to alter the Local Government Boundary Commission for England parish boundary scheme to be five parish wards providing a balanced representation for the wards with a reduction in councillors from 19 to 18 members – copy of letter attached from Boundary commission for information in Appendix A.
- The Harlington had a very successful December.
- The Council's Grounds maintenance Contract is out for tender with the closing date tomorrow (10 January). Approximately 10 companies have shown interest in tendering and attended the Bidders Day in December.
- New CCTV cameras have been installed in Oakley Park and Basingbourne Pavilion.
- Fleet's Christmas Festival and Christmas Lights Switch on was another great success. More people than ever attended the event.

Greywell (written report received)

Parish Council work has included organisation of the village bonfire and fireworks, village autumn spring clean and liaison with HCC and BT Openreach to troubleshoot what is seen as an unnecessary gap in the superfast broadband provision in the village.

Hartley Wintney (no report received)

Heckfield (written report received)

For us, the last quarter of 2017 was characterised by traffic matters. The discussions about the B3011 have continued, but have now been made more complicated by the Bramshill House Appeals. City and Country have come to an agreement with Hampshire Highways for a number of improvements to be carried out to remove Hampshire's "*in principle*" objections to the proposed developments. One of these improvements would involve changing the layout of the junction between the B3011 and Bramshill Road and, while this might make the junction safer, it does not address the issue of the narrowness of the B3011 at this point.

Of course, these changes depend on City and Country succeeding in their appeals and going on to redevelop Bramshill House. In the meanwhile, we will do what we can to persuade Hampshire Highways to consider widening the B3011 to make it safer for road users and for the listed buildings that border the road!

We have also been talking to Highways about the speed limit on the B3349 in an attempt to extend it to the main Heckfield roundabout and reduce it from 50 mph to 40 mph. The issue was raised by a local resident who moved into Heckfield last year. In reply, Highways said "*There is no recurring history of injury-accidents on the B3349 through Heckfield and so we could not consider a reduced speed limit at present.*" We will carry on lobbying for a change to reduce the chances of a serious accident on the B3349 and to introduce a 40 mph speed limit for the local residential roads which presently are covered by the basic 60 mph National Speed Limit.

Since the last HDAPTC meeting, outline permission has been granted for the development of 83 new houses on the border with Riseley. Riseley residents are still opposing the development, but this must now be seen as something of a rear-guard action.

Hook (written report received)

The first draft of the Neighbourhood Plan will be open for public consultation via the website together with opportunities to meet members of the steering group and parish councillors to discuss it together with displays on the 18th and 20th of January at the village halls.

The launch of the Hook App is expected to go live in March. The App will be available on both android, IOS and tablets. It will include PC information, events; fix my street, maps and links to local organisations. We are the first parish council in Hampshire to have an app.

The NE Hook development is progressing with some advance work taking place. Meetings are scheduled with the developers, highways and HCC.

The Sainsbury's Board have turned down the proposal to begin building the store in Hook this year but it will be presented again next year we have been informed.

On Christmas Day the PC organised a lunch for anyone who was on their own. 18 people attended and were treated to a 3 course meal prepared by Jen from Hartlett's Cafe with donations from local businesses. It was a huge success.

Long Sutton (written report received)

Only after persistent representation to Hampshire County Highways regarding an area of highway flooding, which became much deeper over Christmas and the cause of a serious accident from black ice, has it been acknowledged that there was an issue to be dealt with. HCC has now obtained agreement of the landowners on either side to dig new culverts and lay a new drainage pipe across the lane, but survey work is still to be completed and the proposed works are to be scheduled for some months.

The Parish Council has instructed the new HCC Parish Lengthsman to prioritise flooded culverts as part of his tasks, starting end of January and he will clear the grips of debris. The Parish Council is also contacting landowners to clear debris from winter hedge cutting where this has filled culverts.

Mattingley (written report received)

Motorists' speeds on the roads continue to be a concern. There was a major accident on the B3349 in June. We are waiting for a formal site inspection to check speed limits, signage and approval for a Speed Indicator Device (SID).

On the B3011a school bus stop is where traffic travels in excess of 60mph and traffic calming measures can only be carried out by the Highways Agency.

It is a lengthy process of surveys, justification, documentation and public notices, to get speed limits on roads changed!

Odiham (written report received)

OPC are progressing its plan to mark the centenary of the Royal Air Force by joining in the national RAF100 celebration event, with a street party along our High Street and a RAF themed box cart race. We are also progressing our plans to mark the centenary of the end of WW1 which will conclude with the lighting of the village beacon.

Our amenity committee has significantly progressed its allotments project which is expected to conclude before summer. There are also plans to use S106 funding to progress a junior recreation project at our recreation ground, as well as teen hub which will be a MUGA. Both are expected to progress this year. Lastly we have also committed to spec and plan the refurbishment of our public toilets.

Rotherwick (written report received)

On Line Banking

Rotherwick Parish Council has successfully achieved on-line banking. It has taken some 4 months to achieve with a little compensation from Lloyds for our 'pain'. We now look to amend our Financial Regulations to accommodate the most appropriate process. We will remain cheque based until our Policy is amended and adopted.

Bird & Bat Boxes

Since our last HDAPTC Report we are delighted to say that, 18 of the 40 bird & bat

boxes made by the children in the local school, brownies & scouts have been installed within Hudson Copse. The remainder are scheduled later in January.

Woodland Grant Applications

We are still investigating how to manage our trees, village ponds implementing a Woodland Management Plan. We are mindful of how expensive the tagging and managing of woodland can be so are currently investigation Grants which might be available. Have any of our neighbouring Parishes undergone anything similar?

HM Land Registry

We have also achieved registration of the land known as Playing Fields, Rotherwick. This land was purchased by Rotherwick Parish Council in June 1951 for £1,250. The land, since 1984, has been held within a Deed of Dedication with Fields in Trust.

South Warnborough (written report received)

Resident volunteers and the NE Hants Ramblers are looking to work together to repair parish footpaths with support from the HCC Countryside Service. The village is currently being "spring cleaned" by the HCC Parish Lengthsman team - hedge and tree cutting, repairs to the parish recreation ground, cleaning of road signs and other minor repairs are being carried out using funding provided by Hampshire County Council.

Winchfield (verbal report received)

Efforts are focused on preparing a response to the Hart Draft Local Plan when it is out for public consultation. The new Murrell Green/Winchfield settlement that has been included is not needed. All are encouraged to provide comments because in the long term it will impact all in the Hart District area. The main point is why has a new settlement been included when it is not needed?

Yateley (written report received)

Building work to update our Tythings building (the one where we were locked out last year) is well under way and is on schedule for completion in February. The changes will allow us to have a dedicated Youth Suite with improved facilities for meetings in the rest of the building.

A successful Christmas Fair was held on our Church End Green. This is an event that was started a few years ago and has now been established as an annual community occasion. If there is a thought that concerns some in Yateley – other local communities such as Hartley Wintney, Fleet and Sandhurst seem to have more impressive Christmas lights than us. This will be discussed to see if we should compete, improve or perhaps decide against any extra spending.

Many will remember Andy Whitaker, former Mayor and Councillor who died last year. Andy was also leader of a well-known local Jazz band, Granpa's Spells. Andy would be pleased to know that the band lives on and has been the focus of a number of sold out Fish 'n Chip supper Jazz nights organised by our Mayor – the last in November and next

	<p>in February.</p> <p>We are holding a Beating of the Bounds ceremony this year, a rotation of the parish boundary, for the first time in Yateley since 1902. This historic event was once commonplace in all English parishes since Saxon times, and edicts from Edward III, Henry VIII and Elizabeth I enshrined the practice in secular law, and has its origins to Papal edicts in the 5th century. The customs seems to have taken place about twice a generation, once every 12 to 14 years, but interrupted by WWI and not resurrected until now. The original route was about 14 miles round, but for road safety sake we have determined a 10-mile route to be walked on the last Sunday in April.</p>	
18/414	<p>Any Other Reports</p> <p><u>Hart and East Hampshire Environmental Enforcement</u></p> <p>Hart District Council has written to Parishes asking for comments on the above initiative.</p> <p>The following feedback was provided by the parish representatives at the meeting:</p> <ul style="list-style-type: none"> • Elvetham Heath was not aware of any evidence the scheme was in place. • Crondall not heard about the scheme. • Crookham Village paid for a dog warden to attend the parish. • Odiham have made use of the scheme. • Hook was informed someone was fined for dropping a cigarette end. <p><u>Hampshire Association events (HALC):</u></p> <p>The Hampshire annual conference is to be held on 21st March 2018 at St Mary's Stadium in Southampton. Booking by attendees is required and should be made via the HALC website</p> <p><u>The Police Crime Liaison Meeting</u></p> <p>A meeting for the Northern beat is scheduled but has not been well publicised. Contact information will be obtained and circulated in due course.</p>	AC
18/415	<p>Dates and Venues for Future Meetings</p> <p>Tuesday 10th April 2018 – The Key Centre, Elvetham Heath Wednesday 21st March 2018 – HALC Annual Conference Tuesday 10th July 2018 – venue to be confirmed Tuesday 9th October 2018 – venue to be confirmed</p>	

Meeting closed at approximately 21:40 hrs.

Mr A Tiffin
Elections and Information Manager
Hart District Council
Civic Offices
Harlington Way
Fleet
Hampshire GU51 4AE

15 December 2017

Dear Mr Tiffin

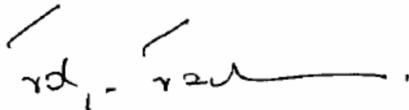
Local Government and Public Involvement in Health Act 2007 – Proposed changes to protected electoral arrangements in Hart

I refer to your email of 13 October requesting consent to change the parish warding arrangements and the number of parish councillors elected to Fleet Town Council.

Electoral arrangements for Fleet Town Council were provided for in the Hampshire (Electoral Changes) Order 2016, and, as such, are a protected electoral arrangement under the Local Government and Public Involvement in Health Act 2007. Having considered your Council's request, the Commission hereby grants its consent for the Council to combine the Court Manor, Courtmoor, and Wickham Road parish wards into one Courtmoor parish ward. The Commission also grants its consent to reduce the number of parish councillors from 19 to 18. This allows the Council to make an Order altering the electoral arrangements in Fleet parish, as provided for in section 86 of the Act.

I draw your attention to section 96 (7) of the Act concerning the bodies to be notified once the Council has made the Order.

Yours sincerely,



Jolyon Jackson CBE
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