

## MINUTES OF THE PARISH COUNCIL MEETING

MONDAY 18 AUGUST 2025, Heckfield Village Hall, 7.30pm

Parish Councillors Ian Bowman (meeting Chairman) James Ashmore, Dianne Kirk, Brenda Hunt, Rick Scholes; Clerk Susan Turner; Guest County Cllr Tim Davies.

2025.

**39 WELCOME AND APOLOGIES**

Apologies: Simon Richards; District Cllr Anne Crampton

**40 PUBLIC SESSION** No members of public present. Noted residents are encouraged to join the public session to discuss any issues wish to raise.

**41 MINUTES OF PREVIOUS MEETING** AGM of 13 May, agreed and signed.

**42 DECLARATIONS OF INTEREST** in items on the Agenda

Brenda Hunt re item 45.6, trees in Old School Road owned by Hants County Council.

**43 REPORTS TO MEETING** County Councillor report – see relevant Agenda items.

**44 FINANCE & GOVERNANCE**

**.1 Accounts to date APPENDIX I** Bank reconciliation @ 03 August = £22,805.14

Payments since last meeting

4	BT PLC – OpenReach cable search Church Lane South	£63.50
5	South Central Ambulance – Defibrillator training x 12	£120.00
6	Clerk – Salary MAY 2025	£340.00
7	Zurich Online – Parish Council Insurance 2025-26	£300.00
8	Clerk – Salary JUNE 2025	£136.00
9	HMRC – PAYE-Tax-April/May/June	£204.00
10	GEM Electrical – Fan, lights, HIVE thermostats; defib and power socket; electrical safety audit	£8,370.00
11	Larkstel – Bin emptying x 13 April-Sept 2025	£216.00
12	Peter Brown – Internal audit 2024/25	£100.00
13	Clerk – Salary - JULY 2025	£340.00

**.2 Budget update APPENDIX II**

**.3 Internal audit** completed **APPENDIX III**; forms submitted to external auditor.

**.4 Village Hall funding** See Village Hall item 46.2 below.

**45 HIGHWAYS AND TRAFFIC**

**.1 Bus service survey / request – recap / update**

i Following resident's request to March Parish Council meeting for support for a bus service, a Survey Monkey questionnaire received 54 responses; 48 (90%) responded 'yes' to Q1: 'Do you think Heckfield needs a bus route to Hook?' The majority gave reasons as travel for college or shopping. This feedback was forwarded to Stagecoach and received relatively positively. Or at least they didn't immediately say no, but wish to see more data for potential demand.

*Actions* – the following circulated 16 August via Heckfield WhatsApp, Hound Green WhatsApp, Mattingley Matters Facebook ...

'If you wish to have a bus route between Riseley and Hook via the B3349/Odiham Road please can you email or call Stagecoach – customer.services@stagecoachbus.com or 0345 241 8000 – explaining your needs for transport. There has to be sufficient demand to make this financially viable for Stagecoach. Please share.'

*Further action* – to circulate to Dukes Meadow and Riseley WhatsApps etc (DK); to Hound Green and Chandlers Green WhatsApps (ST).

ii Cllr Davies reported that HCC have reduced their overall bus subsidy by £1M.

**.2 AutoSpeedwatch roadside unit**

<https://store.autospeedwatch.org/unit> **APPENDIX IV**.

Records traffic speed but only in daylight; remote data collection. Confirmed no requirement to be part of a Community SpeedWatch group; no requirement for police approval. (CSW is for roads of 20, 30, 40mph limit.) Highways approval will be

required to site on land covered by Highway's rights/on Highway posts; noting permission previously (2020) granted to mount a traffic speed data recorder on HCC posts northbound and southbound.

AGREED unanimously to purchase an AutoSpeedwatch roadside unit at cost of £779. (To be paid for from budget for Village access/upkeep c £1,575 available.)

**.3 Public footpath cutting** – update

- 1 Coldpiece Wood permissive path – DONE 10 JULY
- 2 FP 4 from Laundry lane east to B3011 – DONE 10 JULY
- 3 FP 2 from church to A33 – each end as middle is okay – DONE 10 JULY
- 4 FP 502 from Wellington Riding –Pound Copse to Country Park roundabout - DONE 10 JULY
- 5 FP 8 from Laundry Lane south to Kiln Farm (Hortus Loci) – cut by Coldpiece
- 6 Track 503 from Devils Highway south to Mill Lane – not cut, to be checked.
- 7 Roadside footway to New Inn... ongoing – last cut end June; reported ok for now.

**.4 FP 501 north of Dukes Meadow** – Question raised re footpath surfacing. DK to refer to Dukes Meadow management committee.

**.5 Ditch by Church Lane south** Drawings supplied by BT PLC **APPENDIX V**. Drawings confirm the OpenReach cable connecting School Lane to Church Lane follows the route of Church Lane south – but where exactly the cable is? Any ditch clearing will need to be by hand with care.

**.6 Trees by School Lane** (Owned by HCC) Contact established (BH) with HCC's Assistant Arboricultural Officer, but no positive response regarding work to the trees.

Action – BH to forward correspondence to Cllr Davies copied to clerk. Tim will write to officer, copied to relevant cabinet members (HCC and Hart).

Discussion – Trees have not been cut in 10 years – local power lines go through (comment that if not a power outage SSEN not going to touch) trees overshadow all road, take all light, can't see moonlight – killing 290 year-old yew hedge – bin lorries bring down branches which catch on the top of the trucks – when the school bus a double decker it wouldn't come down School Lane because of the trees.

**.7 Highways – general**

- i Drifting at Wellington roundabout DK reported some road racing continuing despite dry weather and so an associated small of burning tyres. Every road sign in middle roundabout is now broken.
- ii A33 into Berkshire – Evidently more subsidence; a lot of resurfacing done but noted the subsurface not sufficiently compacted when the road was built. Cllr Davies will report to relevant unitary councillor.
- iii Bin on B3349 near A33 roundabout. Background – Clerk contacted by Riseley resident (mid-May) as the bin not being emptied. Not belonging to Hart; bin and rubbish removed 28 May.

Reported at the meeting that another unofficial bin been placed... – collecting rubbish but won't be emptied.

Action – to report on Fix my Street

46

**VILLAGE HALL UPDATE**

**.1 Energy efficiency / electrical work** (as agreed) complete and paid for.

**.2 Maintenance and funding update**

- Village Hall annual allocation = £8K
- New floor allocated in budget using remainder of 2024/25 Village Hall allocation and some of this year's; work due to start in October
- £6,896 of this year's Village Hall fund remaining.

**.3 PV panels** – Listed building consent required – for panels on the SSW-facing roof of the small hall; and potentially the ESE-facing roof of main hall.

Action – IB to submit LBC applications.

**.4 Grant application** submitted by IB to SSEN Community Benefit Fund for battery storage, but likely they will say the project not sufficiently far advanced. Also SSEN looking for a community story with media interest.

<p><b>.5</b></p> <p><b>47</b></p> <p><b>48</b></p> <p><b>49</b></p>	<p><b>Defibrillator</b> registration – serial number X24A772415; Cabinet door code 159X. Clerk to register. [Subsequently confirmed registered with the Circuit at 'The Memorial Hall, Heckfield' - to check...]</p> <p>AGREED The door code to remain displayed on the outside of Cabinet.</p> <p><b>PLANNING</b></p> <p><b>.1</b> <b>Parish Planning Applications</b> – Planning Update <b>APPENDIX VI</b>.</p> <ul style="list-style-type: none"> <li>i. No new applications since last meeting</li> <li>ii. Recent applications of note.</li> </ul> <p><u>25/00565/FUL</u> (Refused 09 July, Validated 02 April) Land to the West Of Dukes Field Cottage, Norton Road, Riseley. Erection of one 4 bedroom dwelling with associated access, parking refuse storage, landscaping. (Parish Council ongoing objection to developing this strip of land.)</p> <p><u>APP/N1730/W/25/3365018</u> (Appeal in progress, start date 07 May) Old School House, Dukes Field Cottage, Norton Road, Riseley. Construction of a three bedroom dwellinghouse with associated car and cycle parking, access, refuse storage and landscaping; following demolition of the existing Old School House – outbuilding.</p> <p><b>.2</b> <b>Hart Local Plan Update</b></p> <p><i>www.hart.gov.uk/planning-and-building-control/planning-policy/plans-and-policies</i></p> <p>'Following review and official go-ahead from Cabinet of 2nd January 2025, project planning has been undertaken as a preliminary step towards a New Local Plan for Hart.</p> <p>'A report will be submitted to Overview &amp; Scrutiny Committee of 04 September and then to Cabinet of 16 September, to consider work to date and next steps.</p> <p>'Subject to Cabinet approval, a new Local Development Scheme [Local Plan Update Schedule] will be published replacing the current LDS ninth revision.</p> <p>'A New Local Plan would replace the current Hart Local Plan to 2032 (adopted April 2020) and Saved Policies from the Hart Local Plan (Replacement) 1996-2006.'</p> <p><b>FURTHER REPORTS</b></p> <p><b>.1</b> <b>Parking in Hartley Wintney</b>; numbers of free parking bays are being reduced (unreasonably); Cllr Davies will pass on concerns.</p> <p><b>.2</b> <b>Village Gateway</b> project (2022/23) put on hold due to cost and other demands on finances. However new residents in the Village are also commenting that, for drivers on the B3349, it's not apparent that driving through a Village.</p> <p>Hampshire County Council input and permission is required for Gateways as on land covered by Highways rights (no digging in the Highway), and particularly as on a busy throughput road. Cllr Davies elected to broach the question with Local Highways Engineer.</p> <p><b>.3</b> <b>Local Government Reorganisation</b> Final proposals from First and Second Tier Councils. Consultations ended 17 August; all 15 first and second tier councils must submit their own proposal – to Government by 26 September – for all the Hants and Solent area .</p> <ol style="list-style-type: none"> <li>1. Agreed proposal from majority of councils <b>for four mainland unitaries</b> which includes a <b>Northern Hants Unitary comprising Hart, Rushmoor and BDBC</b>.</li> <li>2. An alternative proposal from County and East Hants for three mainland unitaries which would include a 'Mid and North Hants Unitary' comprising Hart, Rushmoor and BDBC, plus East Hants and Winchester.</li> </ol> <p><b>NEXT PARISH COUNCIL MEETINGS</b></p> <p>Wednesday 15 October, 7.30pm, Heckfield Village Hall</p> <p><i>Meeting close 9.10pm with thanks to all.</i></p>
	<p>For signature (p3 of 3) ..... Date .....</p>

## APPENDIX I ACCOUNTS TO DATE

VAT to be reclaimed 2024/25 £262.50  
VAT to be reclaimed 2025/26 £1,494.00

BANK INTEREST		
April	£20.60	Oct
May	£23.77	Nov
June	£22.41	Dec
July	£16.96	Jan
August		Feb
Sept		Mar
	TOTAL	£83.74

The screenshot shows the 'My accounts' section of the Moneybox app. At the top, there is a red 'M' logo. Below it, a card for 'HECKFIELD PARISH COUNCIL' shows a balance of £40.55. Further down, another card for 'HECKFIELD PARISH COUNCIL' shows a balance of £22,764.59. On the left, a sidebar menu includes 'Transaction approvals', 'HECKFIELD PARISH COUNCIL' (selected), 'Banking', 'Accounts' (selected), 'Payees', 'Settings', 'Accounting', 'Invoices', 'Bills', and 'Accounting Management'.

## APPENDIX II BUDGET UPDATE

Y/E COMPARISON			2025/26 TO DATE 13 AUG	2025/26 LATEST ESTIMATE	25/26 BUDGET MAR 2025
22/23 Year End	23/24 Year End	2024/25 YEAR END			
INCOME					
£16,000.00	£16,000.00	£16,000.00	£16,000.00	£16,000.00	£16,000.00
£1,000.00	£2,750.00	£1,000.00			
£9,850.00					
nt	£1,495.00	£15,576.00			
£44.14	£72.14	£202.55	£83.74	£200.00	£200.00
£1,848.80	£3,544.63	£2,636.18		£1,494.00	
		£361.60		£262.50	
£28,742.94	£23,861.77	£35,776.33	£16,083.74	£17,956.50	£16,200.00
EXPENDITURE					
£2,700.00	£3,600.00	£3,600.00	£1,360.00	£4,080.00	£3,600.00
£600.97	£988.26	£964.84	£696.00	£1,000.00	£1,000.00
£103.00	£494.00	£330.00	£120.00	£1,000.00	£1,000.00
£325.00				£300.00	£300.00
£435.00	£1,335.00	£631.00	£243.50	£2,000.00	£2,000.00
£114.42				£6,896.50	£8,000.00
	£1,495.00	£12,032.50	£3,543.50	£3,543.50	£3,543.50
			£2,531.50	£2,531.50	£3,892.00
			£440.00	£440.00	
			£775.00	£775.00	
				£4,887.00	£3,638.00
£37,017.27	£17,835.15				
	£1,444.00	£1,470.00			
£2,031.74	£1,841.49	£2,898.68	£1,494.00	£1,494.00	
£43,327.40	£29,032.90	£21,927.02	£11,203.50	£28,947.50	£26,973.50
£14,584.46	£5,171.13	£13,849.31	£4,880.24	£10,991.00	£10,773.50
£9,246.72	£4,075.59	£17,924.90	£22,805.14	£6,933.90	£7,151.40

## APPENDIX III INTERNAL AUDIT REPORT

## Annual Internal Audit Report 2024/25

## HECKFIELD PARISH COUNCIL

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

During the financial year ended 31 March 2025, this authority's internal auditor acting independently and on the basis of an assessment of risk, carried out a selective assessment of compliance with the relevant procedures and controls in operation and obtained appropriate evidence from the authority.

The internal audit for 2024/25 has been carried out in accordance with this authority's needs and planned coverage. On the basis of the findings in the areas examined, the internal audit conclusions are summarised in this table. Set out below are the objectives of internal control and alongside are the internal audit conclusions on whether, in all significant respects, the control objectives were being achieved throughout the financial year to a standard adequate to meet the needs of this authority.

Internal control objective	Yes	No*	Not covered**
A. Appropriate accounting records have been properly kept throughout the financial year.	✓		
B. This authority complied with its financial regulations, payments were supported by invoices, all expenditure was approved and VAT was appropriately accounted for.	✓		
C. This authority assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.	✓		
D. The precept or rates requirement resulted from an adequate budgetary process; progress against the budget was regularly monitored; and reserves were appropriate.	✓		
E. Expected income was fully received, based on correct prices, properly recorded and promptly banked; and VAT was appropriately accounted for.	✓		
F. Petty cash payments were properly supported by receipts, all petty cash expenditure was approved and VAT appropriately accounted for.			✓
G. Salaries to employees and allowances to members were paid in accordance with this authority's approvals, and PAYE and NI requirements were properly applied.	✓		
H. Asset and investments registers were complete and accurate and properly maintained.	✓		
I. Periodic bank account reconciliations were properly carried out during the year.	✓		
J. Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments or income and expenditure), agreed to the cash book, supported by an adequate audit trail from underlying records and where appropriate debtors and creditors were properly recorded.	✓		
K. If the authority certified itself as exempt from a limited assurance review in 2023/24, it met the exemption criteria and correctly declared itself exempt. (If the authority had a limited assurance review of its 2023/24 AGAR tick "not covered")			✓
L. The authority published the required information on a website/webpage up to date at the time of the internal audit in accordance with the relevant legislation.	✓		
M. In the year covered by this AGAR, the authority correctly provided for a period for the exercise of public rights as required by the Accounts and Audit Regulations (during the 2024-25 AGAR period, were public rights in relation to the 2023-24 AGAR evidenced by a notice on the website and/or authority approved minutes confirming the dates set).	✓		
N. The authority has complied with the publication requirements for 2023/24 AGAR (see AGAR Page 1 Guidance Notes).	✓		
O. (For local councils only) Trust funds (including charitable) – The council met its responsibilities as a trustee.	Yes	No	Not applicable

For any other risk areas identified by this authority adequate controls existed (list any other risk areas on separate sheets if needed).

Date(s) internal audit undertaken

18/07/2025

Name of person who carried out the internal audit

PETER K Brown

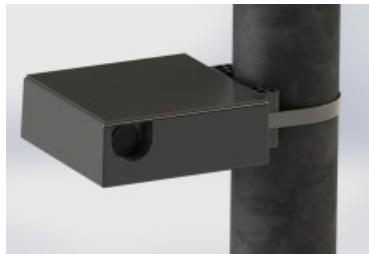
Signature of person who carried out the internal audit

Date

\*If the response is 'no' please state the implications and action being taken to address any weakness in control identified (add separate sheets if needed).

\*\*Note: If the response is 'not covered' please state when the most recent internal audit work was done in this area and when it is next planned; or, if coverage is not required, the annual internal audit report must explain why not (add separate sheets if needed).

## APPENDIX IV AUTOSPEEDWATCH UNIT <https://store.autospeedwatch.org/unit>



A Roadside Unit (V2) for AutoSpeedWatch. The Roadside Unit is fully self-contained, requiring no electrical power supply - simply fix to a pole with the fixing band provided. Use one of these units at each of the locations you want to monitor in your Community Speedwatch scheme. Each unit is simple to install and sends data over the internet about offenders at that location.

### Features:

- Solar powered; no electrical works needed
- Effective deterrent at very low capital and operating cost
- Works automatically during daylight hours
- Inconspicuous and lightweight. Conspicuity kit available.
- For monitoring single lane
- No physical data retrieval access needed; see results on your My AutoSpeedWatch account
- Includes medium sized high security fixing band, fixing tool, and 12 months data plan

This version (V2) of the roadside unit has additional features:

- Tamper alarm and messaging service
- A GPS for locating if moved
- Improved battery capacity and energy management
- LTE connectivity for faster uploads

No need to return to the unit for data retrieval; just access over the internet using your inclusive dashboard, which is set up after installation. The local Community Speedwatch coordinator can then invite members of the local community to be involved in verifying and using the data collected.

Please see About AutoSpeedWatch for more detail. The very presence of the system works as a deterrent and modifies driver behaviours. Useful statistics are also available from the unit but, if you want 24hr traffic survey data, you will get better results with a dedicated traffic logging device.

Installation is simple and quick. This AutoSpeedWatch Roadside unit is designed for mounting on a sturdy vertical roadside pole of at least 76mm diameter and is mounted such that it takes a picture of the rear of a passing speeding vehicle. Each unit comes complete with a high-security fixing suitable for poles of diameter 76mm-120mm, but other fixings are available in our accessories category.

As with all public facing cameras you'll need to adhere to the BSCC guidelines and we advise you to use special signs to assist doing so; it's not onerous and we even provide draft Data Protection Impact Assessment and Camera Policy to assist you (when your order is complete go to "My Account" > "My Orders" > "Downloads" to retrieve). Most forces understand the benefits the system brings and will support you. You do not require their approval, however we suggest you check what response can be expected before purchasing. You will however need Highways approval to install on the highway (but not on private land).

The first year (from date of purchase) of data connectivity is included. 2nd and subsequent years will require a data plan to maintain connectivity and access to the system; this being the only on-going cost; there are no other subscription-type costs, and maintenance is usually just a case of keeping the unit clean! Autospeedwatch Limited and its use of the system has been certified compliant with the guidelines and the BSCC codes of practice.

## APPENDIX V OPENREACH CABLE CHURCH LANE SOUTH

## Maps on Demand Plant Information Reply



## IMPORTANT WARNING

Information regarding the location of BT apparatus is given for your assistance and is intended for general guidance only. No guarantee is given of its accuracy. It should not be relied upon in the event of excavations or other works being made near to BT apparatus which may exist at various depths and may deviate from the marked route.



**openreach**

## CLICK BEFORE YOU DIG

FOR PROFESSIONAL FREE ON SITE ASSISTANCE PRIOR TO COMMENCEMENT OF EXCAVATION WORKS INCLUDING LOCATE AND MARKING SERVICE  
email [cbyd@openreach.co.uk](mailto:cbyd@openreach.co.uk)

ADVANCE NOTICE REQUIRED  
(Office hours: Monday - Friday 08.00 to 17.00)  
[www.openreach.co.uk/cbyd](http://www.openreach.co.uk/cbyd)

## Accidents happen

If you do damage any Openreach equipment please let us know by calling 0800 023 2023 (opt 1 + opt 1) and we can get it fixed ASAP

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KEY TO BT SYMBOLS		Change Of State	Hatchings
		+	
PCP	■	Split Coupling	✗
Pole	○	Duct Tee	▲
Box	■	Building	■
Manhole	■	Inferred	■
Cabinet	■	Kiosk	○
		Duct	△

Other proposed plant is shown using dashed lines.  
BT Symbols not listed above may be disregarded.  
Existing BT Plant may not be recorded.  
Information valid at time of preparation. Maps are only valid for 90 days after the date of publication.

	Pending Add	In Place	Pending Remove	Not In Use
Power Cable	■	■	■	■
Power Duct	■	■	■	N/A

BT Ref : SOM15222U  
Map Reference : (centre) SU7243560572  
Easting/Northing : (centre) 472435, 160572  
Scale : 1:250  
Issued : 21/05/2025 15:22:15

**WARNING: IF PLANNED WORKS FALL INSIDE HATCHED AREA IT IS ESSENTIAL BEFORE PROCEEDING THAT YOU CONTACT THE NATIONAL NOTICE HANDLING CENTRE. PLEASE SEND E-MAIL TO: [nnhc@openreach.co.uk](mailto:nnhc@openreach.co.uk)**

## **APPENDIX VI PLANNING UPDATE 18 AUGUST**

### **APPLICATIONS NEW SINCE LAST MEETING OF 13 MAY**

No new applications

### **APPLICATIONS RECENTLY DECIDED**

25/00705/HOU (**Grant** 10 June, Validated 16 April) Copse House, School Lane. Erection of a single story rear extension

25/00565/FUL (**Refuse** 09 July, Validated 02 April) Land To The West Of Dukes Field Cottage, Norton Road, Riseley erection of one 4 bedroom dwelling with associated access, parking refuse storage and landscaping. (Parish Council ongoing objection to developing this strip of land.)

24/01714/LBC (**Grant** 14 May, Validated 21 Aug 2024) Heckfield House, Church Lane. Creation of a new opening within an existing wall for French doors. Parish Council no objection, no comment

### **APPEAL IN PROGRESS**

APP/N1730/W/25/3365018 (in progress, start date 07 May) Old School House, Dukes Field Cottage, Norton Road, Riseley. Construction of a three bedroom dwellinghouse with associated car and cycle parking, access, refuse storage and landscaping (following demolition of the existing Old School House – outbuilding).

### **HART LOCAL PLAN UPDATE**

[www.hart.gov.uk/planning-and-building-control/planning-policy/plans-and-policies](http://www.hart.gov.uk/planning-and-building-control/planning-policy/plans-and-policies)

'Following review and official go-ahead from Cabinet of 2nd January 2025, project planning has been undertaken as a preliminary step towards a New Local Plan for Hart.

'A report will be submitted to Overview & Scrutiny Committee of 04 September and then to Cabinet of 16 September, to consider work to date and next steps.

**'Subject to Cabinet approval on 16 September a new Local Development Scheme** [Local Plan Updated timetable] will be published replacing the Local Development Scheme ninth revision.

'A New Local Plan would replace the current Hart Local Plan to 2032 (adopted April 2020) and Saved Policies from the Hart Local Plan (Replacement) 1996-2006.'