

**ASHFORD HILL with HEADLEY PARISH COUNCIL**

**MINUTES OF THE MEETING HELD ON MONDAY 14<sup>th</sup> OCTOBER 2024**

**Present**

Councillors Mr S Hoskins (Chair), Mrs K Saunders (Vice Chair), Mr S Dunn, Mr J Sunley, Mr J Woodford and the Clerk, Mr S Marshall.

Cllr Ken Rhatigan joined the meeting after having been co-opted as a Parish Councillor.

County Cllr Mellor was also present together with members of the public.

1. **Apologies**

Apologies had been received from Cllr Parker and Cllr Bound.

2. **Declaration of interest**

There were no declarations of interest.

3. **Minutes of previous meeting for approval**

The minutes of the meeting held on Monday 9<sup>th</sup> September 2024 were approved and signed by the Chair.

4. **Matters arising & Outstanding Action Points**

Outstanding action points included;

- Potential allotments site in Ashford Hill. **October Update:** Covered by an agenda item.
- Use of new APNR equipment **October Update:** Cllr Sunley confirmed that a ‘trial run’ of the new equipment had taken place and a few logistical problems had been overcome. Cllr Sunley confirmed that he would be compiling a manual for the equipment to be issued to the volunteers. A date would be set to undertake training with the volunteers and the Chair asked that Cllr Parker be included in those arrangements in order to include the volunteers from Headley.
- Insurance cover for RoW Wardens **October Update:** In conjunction with the adopted ‘Volunteers policy’, the Clerk would be devising a series of individual risk assessments covering tasks undertaken by the RoW volunteers who use power tools which would be used in conjunction with written procedures through the ‘Co-ordinator’ of the scheme for which Cllr Parker had previously volunteered to undertake with the Clerk.

Volunteers, except for one, had returned their completed personal details forms which enables the Clerk to include them under the Parish Council's insurance cover when using power tools to complete certain projects. However, a Risk assessment needed to be undertaken by the Clerk when Cllr Parker informed him of tasks and/or projects that required the use of such power tools. Without such a completed Risk Assessment, the volunteers would not be covered by the Parish Council's insurance cover.

5. **Co-option of a Parish Councillor & Appointment of a Planning Co-ordinator for Ashford Hill**

The Chair proposed the co-option of Mr Ken Rhatigan as a Parish Councillor and his appointment as Planning Co-ordinator for Ashford Hill. Cllr Saunders seconded the proposal and by a show of hands all Councillors present were in favour of the co-option and appointment. Cllr Rhatigan was asked to join the meeting as the new Parish Councillor for Ashford Hill and duly signed the Declaration of Acceptance of Office.

6. **Proposal of allotments in Ashford Hill**

The Chair gave the background information regarding the identification of the land near to Holt Cottages in Ashford Hill as a potential site for allotments. The Chair confirmed that the potential site for allotments needed a thorough investigation to ensure all factors had been thoroughly investigated before the Parish Council agreed to allow the project to proceed. Such considerations needed to include membership eligibility, clearance and division of the land, deer and rabbit proofing, a supply of water and parking for allotment holders as well as approved planning permission. Cllr Sunley agreed to undertake the feasibility study of the project. Cllr Rhatigan confirmed the need for consultation with the residents of neighbouring properties to the site and that BDBC need to be asked to provide the appropriate support to undertake such a project which would include the need for a land survey to determine the nature and quality of the soil at the site. The Chair welcomed the opportunity to spend CIL funding on such a project to benefit the community. Following a question from the Clerk to Cllr Rhatigan, the Councillor confirmed that the cost of enabling works for such a project are met by the Borough Council. In order for other Councillors to better understand the location and size of the land in question, Cllr Sunley agreed to compile a Google Earth plan of the site. \*

7. **Highways**

The Chair would be reporting a sunken manhole cover on the A339 outside 2, Catts Cottages. Cllr Sunley reported on the potential closure of the junction of Ashford Hill Road with the B3051 whilst Antler Homes install a drainage system for the new housing development.

## 8. **Planning Applications**

24/02055/HSE – Rosedene, Common Road, Headley

- Two storey side extension & single storey rear extension

24/02056/RET – 16 Harrow Drive, Headley

- Erection of timber gazebo with open sides and timber roof at rear of garden (Retrospective)

24/02195/LDEU – Land at Galley Lane Farm, Galley Lane, Headley

- Certificate of lawful development to confirm that 21/00483/FUL has been lawfully implemented

*Original objection reiterated*

24/01039/FUL – Headley Recreation Ground, Thornford Road, Headley

- Provision of a Multi-Use Games Area (MUGA) enclosed by fencing

24/02138/LDEU – Fair Oak Grange, Little Knowl Hill, Ashford Hill

- Certificate of lawful development for the continued use of the existing dwelling and garden land as an independent dwelling from Fair Oak Equestrian. Centre since 2006

24/02209/OUT – The Old School House, Ashford Hill Road, Ashford Hill

- Outline permission with all matters reserved for 1 no. dwelling

24/02259/ROC – Paddock land at Woodlands Park Farm, Ram Alley, Ashford Hill

- Variation of condition 1 of 23/01286/FUL to amend approved plans, change in design & re-positioning

With the exception of Planning Application 24/02195/LDEU, all other applications were not objected to by the Parish Council.

## 9. **Reports**

### **County Councillor's report**

Cllr Mellor reported on the ongoing consultation regarding the financial cuts in the County Council's budget for future years but predicted no financial impact on Ashford Hill and Headley. Discussions regarding the potential amalgamation with other cities and regions to form a larger County Council were still ongoing. The motivation behind such considerations were the potential cost efficiencies that could be achieved through such an arrangement.

### **Chair of the Parish Council's report**

The Chair reported on the purchase of new equipment for the RoW Volunteers which had been funded by Hampshire County Council. A meeting had been set up for Monday 28<sup>th</sup> October 2024 at 6.30pm in the Headley Pavilion between Headley Parish Councillors and local residents who had required further information and/or clarity regarding the proposed Mult Use Games Area (MUGA) for the Headley recreation Ground. The Chair confirmed that the planning application for the MUGA was now on BDBC's planning portal where the full details of the proposed facility could be found and where comments regarding the planning application could be posted for consideration by the planning department.

Discussion ensued between the Chair and interested members of the public about the suitability of the date of the proposed meeting as it was after the deadline date for the public consultation regarding the planning application for the MUGA. However, it was clarified that any relevant comment received by the planning department following the deadline date and the proposed meeting of Councillors and residents would be considered by the planning department.

The Chair resumed his report by informing the meeting that the contract with Kingsclere Football Club had been renewed and included the new rates for the hire of the Headley facility.

### **Parish Councillors**

Following a question from Cllr Woodford, the Clerk would request that the contractor undertake the annual hedge cutting on the Ashford Hill recreation ground. \*  
Cllr Woodford requested that the Lengthman's scheme undertake the clearance of brambles from the Ashford Hill playground area and would send Cllr Dunn photos and the location of the area in need of clearance. \* Cllr Woodford suggested that a request be made to the Cricket Club that they undertake the re-seeding the grassed areas around the goal areas of the football pitches on Ashford Hill recreation ground as the re-seeding this year had not been very successful. Cllr would forward to the Chair the number of a local footpath that needed clearing. \*

Cllr Rhatigan would draft a letter on behalf of the Chair to remind the housing developer of their promise to construct a footpath from the new car park, that serves the primary school parents, to the Ashford Hill Road. The current situation whereby there is a mix of pedestrians and moving vehicles poses a serious health and safety risk. \*

## **Clerk to the Parish Council**

The Clerk requested Councillors to submit any ideas for future projects that would need funding from the new financial year as he was compiling the budget for 2025/2026. Consultation between the Chair and other interested Councillors would be taking place over the next few weeks with regard to proposals for the level of the Precept for 2025/2026 with a presentation of the proposed new budget at the December 2024 meeting.

### **10. Recess**

The subject of the proposed planning application for a Multi-Use Games Area on Headley recreation ground had been previously discussed.

### **11. Financial statement**

The Lloyds TSB current account of the Parish Council stood at £3,368.19

The Lloyds TSB deposit account of the Parish Council stood at £39,224.18 which included the second half of the Precept payment.

### **12. Accounts for approval & payment**

The Clerk explained to Councillors that the Parish Council was now using online banking with Lloyds Bank as opposed to the use of cheques for the payment of invoices and salaries. The testing of the new arrangement had meant two contractors being paid in advance of the meeting as indicated on the payments schedule. To adhere to the Parish Council's financial standing orders, authorisation from two Councillors was still required for payments to proceed. Therefore, the authorisation from the Chair would revert from a cheque signatory to an online banking authorisation and the second authorisation would be the Vice Chair or another designated Councillor, who would initial the invoices to authorise payments that related to the online payments being authorised by the Chair.

Cllr Dunn questioned the amount due to SSE Energy Solutions for electricity consumption for the Headley Pavilion and Cllr Woodford suggested a change in supplier if a cheaper tariff was available.

BDO LLP – External financial audit - £504.00 – PAID

Garden Thyme Ltd – Headley grounds – relocation of football goals - £792.00 – PAID

Mr S Hoskins – RoW equipment from Mower Magic Ltd – reimbursement - £808.00

KT Design - Website management fee – 3 months - £390.00

Scofell – Grounds maintenance - £1399.84

SSE Energy Solutions – Headley Pavilion electricity supply – Direct Debit - £259.37

The Chair declared the meeting closed at 8.26pm.